



# MEETING OF THE BOARD OF TRUSTEES MEETING AS A COMMITTEE OF THE WHOLE

TUESDAY, OCTOBER 17, 2023  
6:00 PM

Alamo Colleges District  
Multipurpose Conference Center/Board Room  
2222 N. Alamo St.  
San Antonio, TX 78215

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE OF THE WHOLE MEETING OF THE BOARD OF TRUSTEES OF THE ALAMO COMMUNITY COLLEGE DISTRICT WILL BE HELD AT THE PHYSICAL LOCATION REFERENCED ABOVE ON TUESDAY, OCTOBER 17, 2023. FEWER THAN A QUORUM OF TRUSTEES MAY ATTEND REMOTELY BY VIDEOCONFERENCE AS AUTHORIZED BY TEXAS GOVERNMENT CODE SECTION 551.127. THE COMMITTEE OF THE WHOLE MEETING OF THE BOARD WILL CONVENE IN OPEN SESSION AT 6:00 PM.

This Meeting as a Committee of the Whole of the Board of Trustees, being held for the reasons listed below, is authorized in accordance with the Texas Government Code, §§ 551.001 - 551.146. Verification of Notice of Meeting and Agenda are on file in the Office of the Chancellor. Executive Session, if required, is authorized by Chapter 551 and will be conducted prior to the conclusion of the meeting. If it is decided during the course of the meeting that discussion of any item listed on the agenda should be held in Executive Session, the Committee will convene in Executive Session in accordance with Tex. Govt. Code §§ 551.071 - 551.094. In order to vote on items discussed in Executive Session, the Board of Trustees must take action in the open portion of the meeting on items discussed in the Executive Session. The Committee will consider, discuss, and take appropriate action regarding the following items:

## AGENDA

- 1. **CALL TO ORDER**
- 2. **CERTIFICATION AND POSTING OF NOTICE**
- 3. **ROLL CALL**
- 4. **PLEDGE OF ALLEGIANCE**
- 5. **CITIZENS TO BE HEARD**
  - 5.A. Registration: 5:00 PM - 5:55 PM
- 6. **CHAIR'S REPORT - Roberto Zarate**
  - 6.A. Community Outreach; Morgan's Wonderland 14th Annual Gala; ACD Retirement Celebration; MOSAICO Launch Party; San Antonio Hispanic Chamber of Commerce 94th Gala; NISOD Excellence Awards; AlamoTogether Summit; WETC Hispanic Heritage Month Event; ACCT Leadership Conference; La Fiesta del Sol Celebrate the Sun at San Antonio College.
- 7. **CHANCELLOR'S REPORT - Dr. Mike Flores**

7.A. Executive Faculty Council Report

**Presenter:** Dr. Steven Rodriguez

7.B. Hispanic Heritage Month

8. **STUDENT SUCCESS COMMITTEE**, *Anna U. Bustamante, Chair*

8.A. San Antonio College Four Disciplines of Execution (4DX) Report & Wildly Important Goal Presentation:

**Presenter:** Yvonne Galindo

8.B. Discussion and Possible Action on Interlocal Agreement with the City of San Antonio for AlamoPROMISE

**Presenter:** Stephanie Vasquez

9. **WORKFORCE DEVELOPMENT COMMITTEE**, *Dr. Gene Sprague, Chair*

9.A. Workforce Development Committee Report

**Presenter:** Xavier Urrutia

10. **AUDIT, BUDGET AND FINANCE COMMITTEE**, *Dr. Yvonne Katz, Chair*

10.A. FY 2023 Investment Report

**Presenter:** Sean Mullen

10.B. Discussion and Possible Action on Investment Brokers

**Presenter:** Sean Mullen

10.C. Discussion and Possible Action on Purchase of Catering Services

**Presenter:** Lisa Mazure

10.D. 2023 Internal Audit Annual Report

**Presenter:** Frank Cortez

11. **CONSENT AGENDA**

11.A. Discussion and Possible Action on Monthly Contracts Report

11.B. Discussion and Possible Action on Monthly Grants and Contracts Report

11.C. Discussion and Possible Action on Approval of Construction Reports

11.D. Maintenance Tax Note (MTN) 2022 Program Executive Summary

11.E. Capital Improvement Program (CIP) Executive Summary

11.F. Discussion and Possible Action on Approval of Financial Reports

11.G. Discussion and Possible Action on Approval of Monthly Report on Cooperative Purchases in Excess of \$200,000

11.H. Discussion and Possible Action on Approval of Investment Report Through August 31, 2023

11.I. Discussion and Possible Action on Approval of Report of Policies Reviewed with No Substantive Changes

12. **BUILDING, GROUNDS AND SITES SELECTION COMMITTEE**, *Gloria Ray, Chair*

12.A. Discussion and Possible Action on Amending the Guaranteed Maximum Price (GMP) for Northwest Vista College Veterans Center (CSP 18C-005)

**Presenter:** Greg McClure

13. **EXECUTIVE SESSION**

13.A. The Committee of the Whole may go into Executive Session to deliberate on any item referenced in this agenda for open session or executive session based on the following potential exceptions under the Act.

13.B. Pursuant to §551.071, Texas Government Code, the Committee of the Whole may consult with its attorneys to seek their advice on matter(s) in which the duty of the attorney(s) to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.

13.C. Pursuant to § 551.071, Texas Government Code, the Committee of the Whole may consult with its attorneys about pending and threatened litigations.

13.D. Pursuant to § 551.071, Texas Government Code, the Committee of the Whole may consult with its attorneys about pending EEOC charges.

13.E. Pursuant to §551.072, Texas Government Code, the Committee of the Whole may

deliberate the purchase, exchange, lease or value of real property.

13.F. Pursuant to §551.073, Texas Government Code, the Committee of the Whole may deliberate regarding a negotiated contract for prospective gift or donation.

13.G. Pursuant to §551.074, Texas Government Code, the Committee of the Whole may deliberate the appointment, employment, evaluation, reassignment, duties, performance of duties, discipline, or dismissal of a public officer or employee(s), including, without limitation, the Chancellor.

13.H. Any action on these matters will be taken in Open Session.

**13.I. RECONVENE OPEN MEETING**

13.I.1) Discussion and Possible Action on Items Discussed in Executive Session.

**14. ADJOURNMENT**

POSTED AT THE  
ALAMO COMMUNITY COLLEGE DISTRICT  
2222 N. Alamo St.; San Antonio, TX 78215 at  
POSTED AT 5:00 PM ON THIS 13th DAY OF OCTOBER 2023

This meeting site is wheelchair accessible. The accessible entrance is located at the side entrance of Multipurpose Conference Center/Board (Building D). Accessible parking spaces are located in front of Building C, located in the parking lot that faces N. Alamo Street. Auxiliary aids and services are available upon request (interpreters for the hearing impaired must be requested twenty-four hours prior to the meeting) by contacting the Board of Trustees Office at [dst-board@alamo.edu](mailto:dst-board@alamo.edu).

“The following notices apply to this meeting.

Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun

Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

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Dr. Mike Flores  
Chancellor

**TO BE READ BY BOARD CHAIR BEFORE CTBH ITEM**

**Citizens To Be Heard Standard Statement**

All individuals wishing to address the Board should have signed up to do so.

Comments relating to general matters shall be presented during the Citizens To Be Heard portion of the meeting. Comments relating to a specific item or items on the Board's agenda may be presented (a) during the Citizens To Be Heard portion of the meeting or (b) during consideration of the specific agenda item or items.

- No presentations shall exceed three (3) minutes.
- If ten (10) or more person sign up to comment on a specific item, each speaker may be limited to two (2) minutes by majority vote of the Board.
- Individuals needing a translator will have a six-minute time period.
- No individual is allowed to transfer his or her time to another individual.
- When the timer beeps, please finish your sentence so that we can allow others to have their voice heard.
- Please introduce yourself by name and state whether you represent yourself, an organization or an employer.

Please know that your right to speak may be withdrawn by the Board Chairman if you are discourteous, disrespectful, or are otherwise likely to impede, interfere with or otherwise obstruct this meeting.

State law limits Trustee response to public comments.

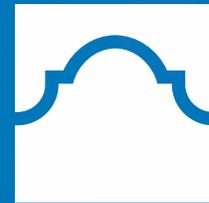
# Executive Faculty Council Report

## October 2023

Office of the Vice Chancellor for Academic Success  
Dr. George Railey

**DR. STEVEN RODRIGUEZ**

Faculty Fellow (Chair), Executive Faculty Council



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Malcolm Baldrige  
National Quality Award

2018 Award Recipient



# Update on EFC Charges

The purpose of this presentation is to update on progress of the below charges to the EFC.

- Multi-Year Contract Process
- Faculty Evaluation Process

# Multi-Year Contracts

1. Process was prioritized and drafted, late Spring 2023.
2. Includes input from all Vice Presidents for Academic Success and the Strategic Leadership Team
3. Process is finalized
4. Communication began, September 2023 including Faculty Town Hall
5. Faculty begin applications Fall 2023 enabling faculty to be awarded Multi-Year Contract status beginning Fall 2024.

# Multi-Year Contract Application Materials

- ✓ Faculty Performance History
- ✓ Faculty Reflection Narrative

Documenting student success efforts and other key faculty competency areas

- ✓ Peer and Classroom Evaluations



# Faculty Evaluation Platform

1. Committee seeks application that intuitively allows posting and review of materials unique to a higher education setting.
2. Having decided against one vendor, a second call for potential vendors was disseminated in July 2023.
3. Multiple vendors have expressed interests and presentations to the committee are being scheduled.

Thank you.



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# *Hispanic Heritage* MONTH



ALAMO COLLEGES DISTRICT

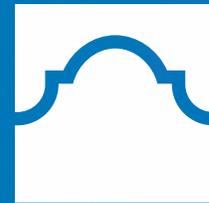


# SAC Instructional Technology Services

## Spring 2023 4DX WIG

**Yvonne Galindo, M.Ed.**

Instructional Technology Supervisor  
Office of Technology Services



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2018 Award Recipient



# Board Policies in Support of Charges

## D.6.11 (Procedure) Professional Development

- All full-time College District employees are encouraged to participate in relevant professional development activities during the year for job growth and development.
- An activity qualifies as “professional development” if it enhances or strengthens a knowledge, skill or ability relevant to the employee’s current position, or to an aspired position.
- Activities may include attending a training class, completing a self-study module, participating in a structured mentoring or on-the-job training program, attending a conference or workshop/seminar, completing a college course, or participating in other forms of professional development.

# Charges to the Chancellor

## Institutional Excellence and Continuous Improvement

Expand implementation and refinement of continuous improvement activities, including but not limited to the three elements of the Alamo WAY:

- Student Success
- Principle-Centered Leadership
- Performance Excellence



# Strategies and Outreach Efforts



# Spring 2023 WIG and Lead



## WIG:

Increase and consolidate available Instructional Technology resources from 0% to 100% by May 5, 2023.

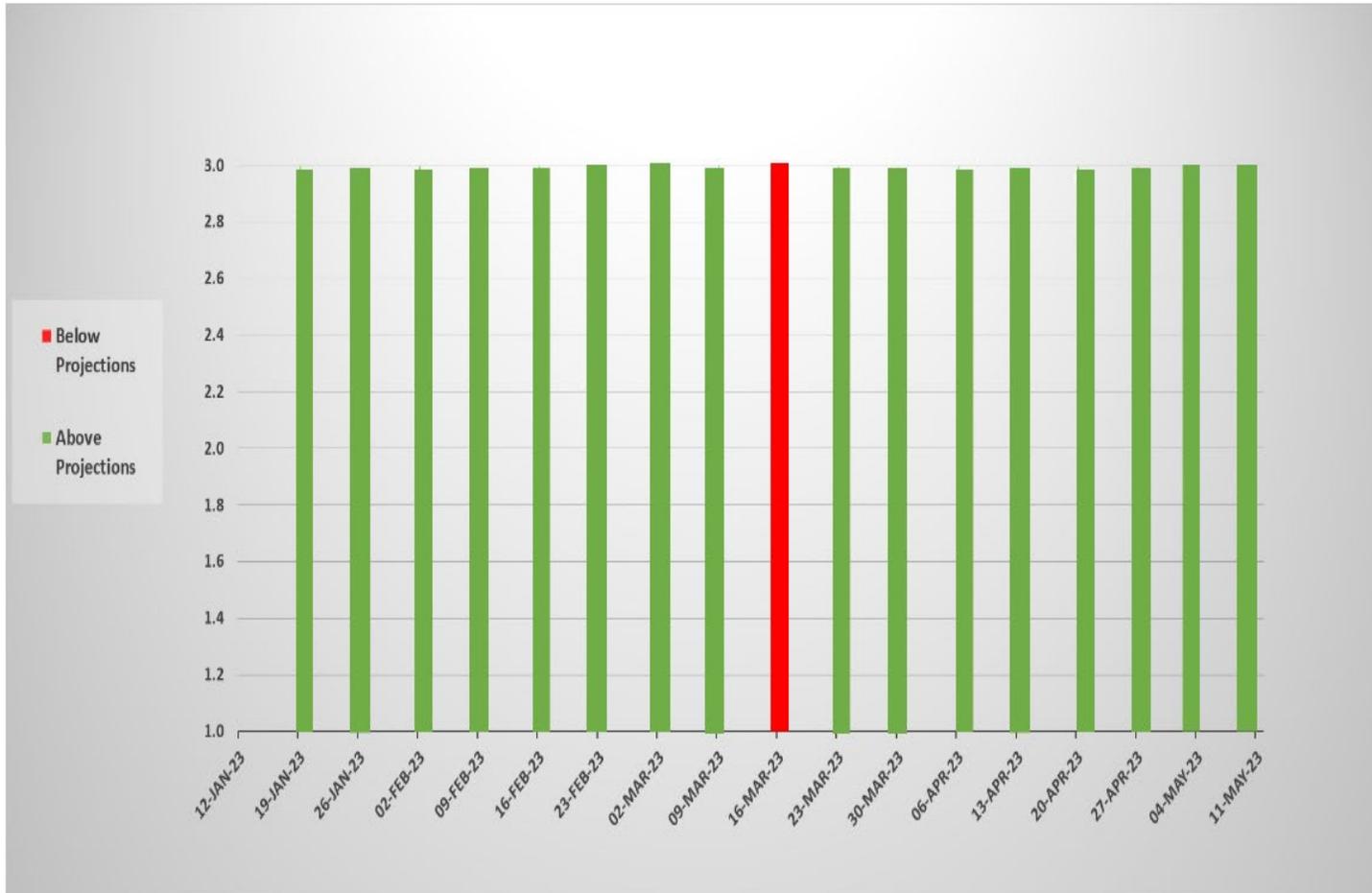
## Lead:

Review and publish one faculty Instructional Technology topic each week, per team member.

**Final Score: 109%**



# How Did We Achieve This WIG?



Identified 28 Instructional Topics

Divided topic Per Team Member

Review, create, and update topic information.

Pilot site with faculty members and collect feedback to improve the site.



# What we Learned through this Journey



Unified Faculty  
Support Resources Site

## BENEFITS

Single-Stop Resource Site

Standard Documentation

Anytime Access

Simplified Maintenance

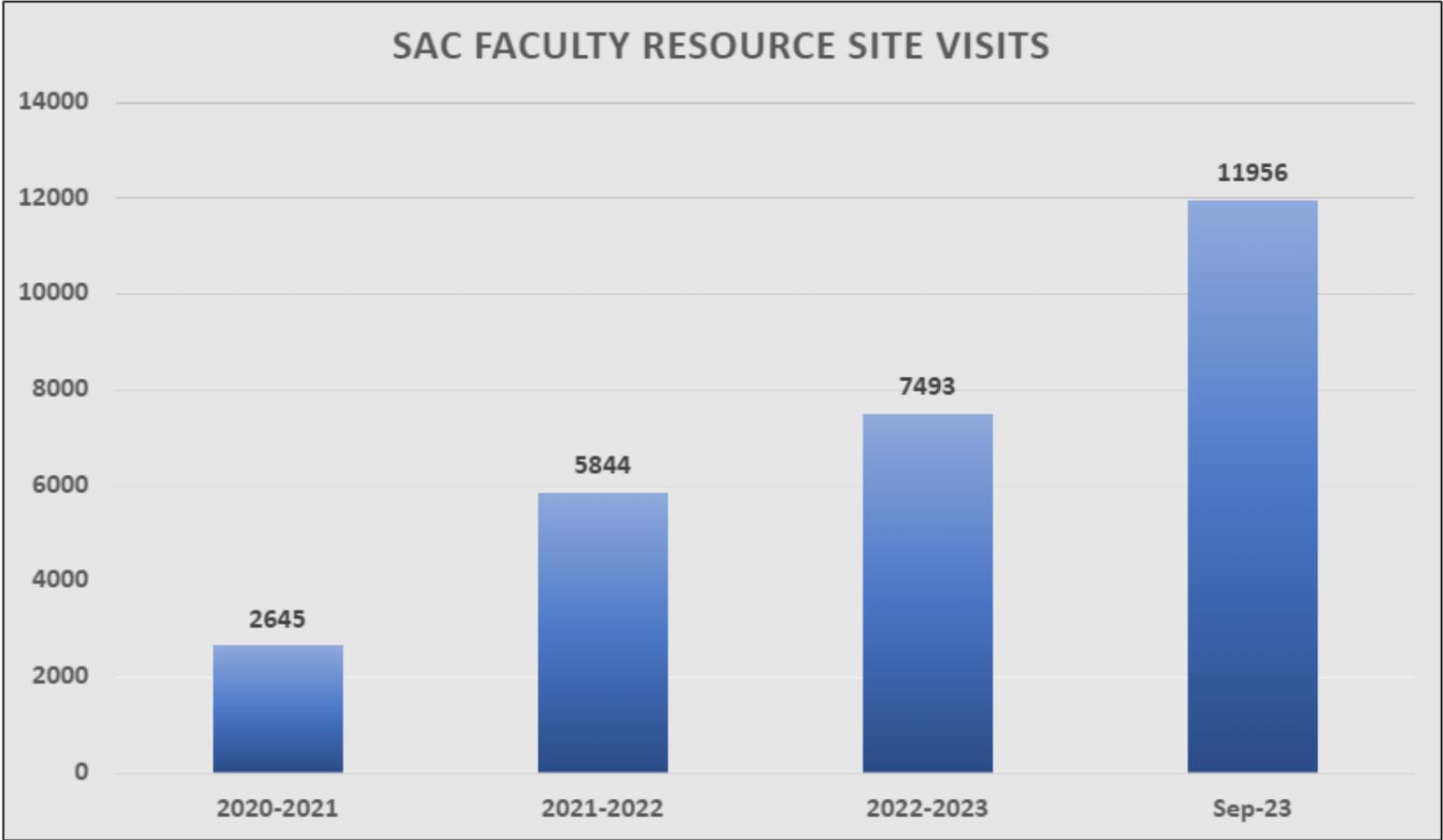


# Final Results

## SAC Instructional Technology Faculty Resources

SAC Instructional Technology Faculty Resources

Welcome to Instructional Technology Support Site! We have several support documents and online training videos available to help you get the most out of the systems and services available here at San Antonio College. Office of Technology Services - Instructional Innovation Center (IIC) is available to assist faculty, staff and guests of the College with technology issues and requests. We are committed to providing you with excellent customer service and prompt technical support solutions. To get started, select a desired icon below.



Thank you.

*“You can’t teach people everything they need to know.  
The best you can do is position them where they can find  
what they need to know when they need to know it.”*

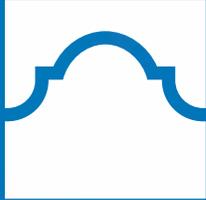
*- Seymour Papert  
Mathematician, Computer Scientist, and Educator*



# AlamoPROMISE

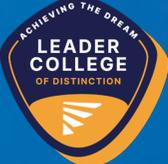
Alamo Colleges District & City of San Antonio  
Interlocal Agreement for AlamoPROMISE Year 5

October 17, 2023



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**Stephanie Vasquez**  
Chief Program Officer - AlamoPROMISE



## Board Policies in Support of Charges

- **B.9.1 Educational Philosophy – The Alamo Way: Always Inspire, Always Improve**
- **F.6.5 Student Success: Equity**

## Charges to the Chancellor

### **AlamoPROMISE – Improve College Going Rates**

Successfully expand AlamoPROMISE to graduating seniors from comprehensive high schools and targeted Early College High Schools in Bexar County. Continue to pursue a collective impact strategy to implement and fund AlamoPROMISE.



# Proposed Action

## Execution of an Interlocal Agreement with the City of San Antonio for AlamoPROMISE

- Continues support of AlamoPROMISE
- Provides Year 5 funding of \$4,676,930
- Supports an estimated 2,237 students enrolling in Fall 2024/Spring 2025

*AlamoPROMISE Scholar Rebeca Hernandez is recent Palo Alto College graduate on her way to pursuing her goal of attaining a law degree via the AlamoPROMISE to UTSA Promise-to Promise partnership.*



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# Interlocal Agreement Background



Since program launch in 2019, City has provided last-dollar tuition and fee scholarships to AlamoPROMISE Scholars residing in San Antonio

Includes funding for NXT Level Youth Opportunity participants to be AlamoPROMISE Scholars

Through FY23, City has provided AlamoPROMISE total funding of \$6,317,154

City funds have supported 2,224 AlamoPROMISE Scholars with last-dollar scholarships



# AlamoPROMISE: Current State



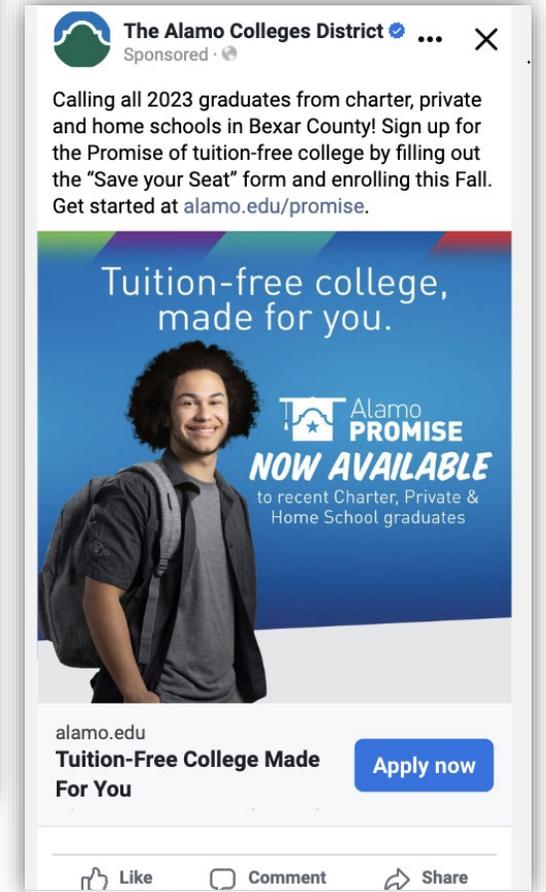
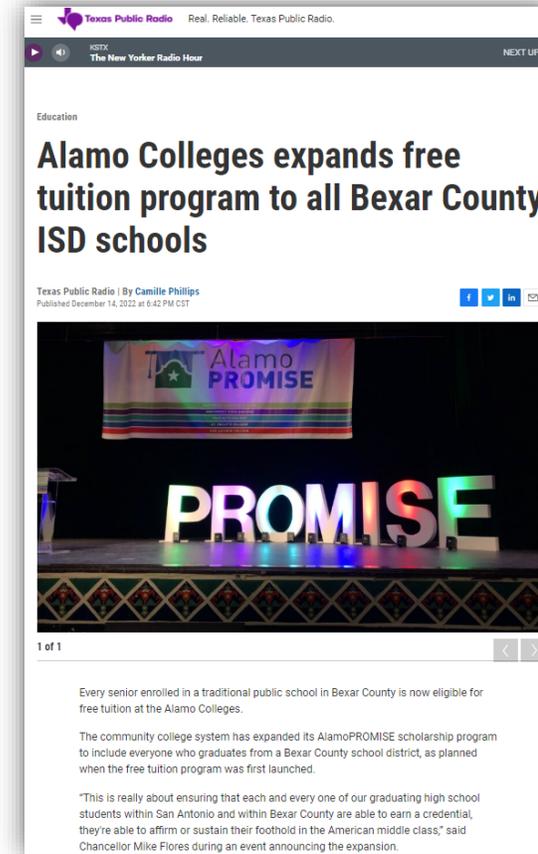
AlamoPROMISE covers all public Bexar County independent school districts and their high schools



Open to graduates from 73+ public high schools and programs



Also includes high school graduates from charter, private, and home schools in Bexar County



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# Comparison of Local Promise Programs

	ACD ALAMOPROMISE	TAMUSA JAGUAR PROMISE	UTSA BOLD PROMISE
			
Students accepted regardless of income			
Students accepted regardless of high school ranking/grade point average			
Tuition and fees covered			
Books covered		 *	

\*\$300 book stipend per semester



# Recruitment & Enrollment of New Students

Cohort 4 Entering ACD in Fall 2023

## AlamoPROMISE Year 4: Cohort 4 Highlights



Target



73+ Promise High Schools & Programs

Propsects



20,500 Estimated High School Seniors

Goal



5,556 New Promise Scholars

Enrolled



6,358 New Promise Scholars

*AlamoPROMISE Scholar of the Month Jaime Ramirez is a first-generation college student who began his academic journey with the Alamo Colleges as a sophomore at Somerset High School and is currently at St. Philip's College for the Radiography Technologist Program.*



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# Enrollment from Promise High Schools

Since AlamoPROMISE Launch in 2019

## ACD Enrollment of Incoming New Students from Promise Schools

	2019 Launch	2020 Year 1	2021 Year 2	2022 Year 3	2023 Year 4
Phase 1	2384 Pre-Promise Baseline	2793 +17%	2437 +2%	2811 +18%	3005 +26%
Phase 2A			612 Pre-Promise Baseline	1150 +88%	1192 +95%
Phase 2B				2277 Pre-Promise Baseline	2801 +23%

Percent change are from pre-promise baselines. Preliminary Fall 2023 Data as of 10/10/23.



# Recommendation

## Proposed Action

Approval of Minute Order to execute an Interlocal Agreement with the City of San Antonio for continued support of the AlamoPROMISE program.

- Provides Year 5 funding of \$4,676,930
  - \$2.1M provided through the City's Ready to Work initiative
- Supports an estimated 2,237 students enrolling in Fall 2024/Spring 2025



Thank you.



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National Quality Award  
2018 Award Recipient



**Discussion and Possible Action on Interlocal Agreement with the City of San Antonio for AlamoPROMISE.**

Presented to the Board Acting as Committee of the Whole on October 17, 2023, and now presented to the Board for approval on October 24, 2023.

**MINUTE ORDER**

**"The Board of Trustees authorizes the Chancellor or his designee to negotiate and execute an Interlocal Agreement related to Year 5 of the AlamoPROMISE Program in the amount of \$4,676,930, substantially in the form presented and on terms agreeable to District counsel."**

**PURPOSE**

To authorize an Interlocal Agreement between the City of San Antonio and the Alamo Colleges District for the continued collaboration on the AlamoPROMISE initiative ("Program") to financially support students in completing college and obtaining the necessary skills to enhance economic and social mobility.

**BACKGROUND**

Launched in FY 2020, AlamoPROMISE provides no-cost tuition and fees to eligible students from participating high schools and programs which consists of any high school in Bexar County, including private, charter, and home schools.

Previously, the City of San Antonio provided last-dollar scholarships to support scholars enrolling in Fall 2022/Spring 2023 in the amount of \$2,456,170 and most recently provided last-dollar scholarships to support scholars enrolling in Fall 2023/Spring 2024 in the amount of \$2,565,173.

This Interlocal Agreement authorizes last-dollar scholarships to support an estimated 2,237 scholars enrolling in Fall 2024/Spring 2025 in the amount of \$4,676,930.

The Alamo Colleges District is subject to performance and outcome reports to be submitted to the City's Workforce Development Office related to this program.

**IMPLICATIONS**

**Financial:** \$4,676,930 to be paid by the City of San Antonio to support last-dollar scholarships for AlamoPROMISE Scholars enrolling in Fall 2024/Spring 2025. Of the \$4,67,930 included in the ILA, \$2,111,757 are provided through the City's Ready to Work initiative under this agreement.

**Strategic Plan:** Goals 1 - Student Success.

**Human Resources:** Not applicable.

**Attachments:** Draft Interlocal Agreement Regarding AlamoPROMISE Program Between the City of San Antonio and the Alamo Colleges District

\_\_\_\_\_  
Dr. Mike Flores Date  
Chancellor

\_\_\_\_\_  
Xavier Urrutia Date  
Interim Vice Chancellor, EWD

**INTERLOCAL AGREEMENT BETWEEN ALAMO COLLEGES DISTRICT AND CITY  
FOR THE ALAMOPROMISE PROGRAM**

This Interlocal Agreement (“Agreement”) is entered into by and between the City of San Antonio (hereinafter referred to as “CITY”), acting by and through its City Manager or designee, pursuant to Ordinance No. 2023-\_\_\_\_\_ passed and approved on \_\_\_\_\_, 2023, and the Alamo Community College District, doing business as Alamo Colleges District (hereinafter referred to as “ACD”) acting by and through the Chancellor or designee, pursuant to the minute order passed by the ACD Board of Trustees on \_\_\_\_\_, 2023, (collectively, the “Parties).

**I. PURPOSE**

- 1.1 The Parties agree that the purpose of this Agreement is for the continued collaboration on the AlamoPROMISE initiative (“Program”), which began in FY2020 to financially support students in completing college and in obtaining the necessary skills to enhance economic and social mobility and to hold high-wage, high-demand jobs; to serve young adults between the ages of 16 and 24 who are disconnected from education, work, and major social institutions; and for any other lawful purpose in furtherance of CITY’S economic development and workforce development strategies; and agree that the same shall be administered and implemented as described below.

**II. TERM**

- 2.1 The Term of this Agreement shall begin upon execution by all Parties and end on the completion of all obligations of this Agreement.
- 2.2 If the funding for the entire term of this Agreement is not appropriated at the time this Agreement is entered, CITY retains the right to terminate this Agreement at the expiration of each of the CITY’S budget periods.

**III. RESPONSIBILITIES OF ACD**

- 3.1 By execution of this Agreement, ACD hereby accepts full responsibility for the administration of the Program, inclusive of all activities described in this Agreement, and accepts administrative and fiscal responsibility for the use and documentation of expenditures of CITY funds.
- 3.2 ACD shall provide all necessary funding for Year 5 of the Program beyond the CITY’S commitment of FOUR MILLION SIX HUNDRED SEVENTY-SIX THOUSAND NINE HUNDRED THIRTY DOLLARS AND ZERO CENTS (\$4,676,930.00) and shall provide evidence to CITY that all additional funds necessary for Year 5 have been secured prior to the receipt of any funding under this Agreement. In the event the scope of the Program is adjusted downward, CITY shall have the option of adjusting its commitment downward accordingly.

- 3.3.** **ACD** agrees to provide training, coaching and other support services as needed to at least 25 participants who are enrolled in the NXT Level Youth Opportunity Program operated by the Department of Human Services. In the event that recruitment or enrollment does not reach this level at the Center, the Parties may adjust this target downward.
- 3.4** **ACD** shall submit to the **CITY**, through the Workforce Development Office, a quarterly Report as shown in Exhibit V, due October 15, 2024, January 15, 2025, April 15, 2025, and July 15, 2025. This report will detail the outcomes achieved against the projected recruitment performance measures in alignment with Program cohort enrollment and in accordance with the “AlamoPROMISE Program Goals & Budget” attached hereto as Exhibit I.
- 3.5** No later than thirty days after the conclusion of each semester (December 2024 and May 2025), **ACD** shall provide **CITY**, through the Workforce Development Office, with an accounting of **CITY** funds expensed on last-dollar scholarships for AlamoPROMISE Scholars. The City of San Antonio funding provided for Year 5 will support last-dollar funding for an estimated 2,237 AlamoPROMISE Scholars.
- 3.6** **CITY** is not responsible for any budget overruns unless agreed to in writing in accordance with this Agreement.

#### **IV. FUNDING**

- 4.1** **CITY** has committed and agrees to pay **ACD** no more than FOUR MILLION SIX HUNDRED SEVENTY-SIX THOUSAND NINE HUNDRED THIRTY DOLLARS AND ZERO CENTS (\$ 4,676,930.00) for costs associated with Year 5 of the Program, including “last dollar” tuition and fee scholarships to AlamoPROMISE Scholars who reside within San Antonio. Funds shall be provided as follows:
- a. **ACD** may invoice **CITY** in alignment with Program cohort enrollment and in accordance with the “AlamoPROMISE Cohort and Disbursement Schedule” attached hereto as Exhibit II. **ACD** acknowledges that the Parties have established certain limitations in connection with the use of sales tax dollars of \$2,111,757 provided through the City’s Ready to Work initiative under this Agreement, which have been incorporated in Exhibit V, and agrees to provide sufficient detail in its invoice to distinguish costs corresponding to that portion of funding and associated Program participants.
  - b. **CITY** shall pay invoices within 30 days of receipt and approval by Director, provided that **ACD** has submitted proof of having secured matching funds as required by Section 3.2 and met 80% the targets outline in Exhibit II.
  - c. **ACD** shall submit invoices electronically directly to the Accounts Payable section of the Finance Department to the following e-mail address: [accounts.payable@sanantonio.gov](mailto:accounts.payable@sanantonio.gov). **ACD** shall submit a copy of the invoice to the City of San Antonio, Workforce Development Office to ensure the invoice is processed: [workforce@sanantonio.gov](mailto:workforce@sanantonio.gov).
  - d. For any sum of funds paid by **CITY** not spent in accordance with the agreed-upon Cohort Participant Targets and Disbursement Schedule, found in Exhibit I and II, respectively, or remaining at the end of the Spring semester, **CITY**

reserves the right to request return of said funds, which shall be returned within ten (10) working days, or, at its discretion, proportionately withhold such amount from future disbursement or disbursements.

- 4.2** ACD understands and agrees that any use of funds granted under this Article for activities not associated with AlamoPROMISE last-dollar scholarships may result in recapture of said funds at any time.
- 4.3** ACD acknowledges that City is providing funding under this Agreement from current revenues available to City, in part through a 1/8th cent sales tax collected in accordance with the voter-approved sales tax initiative for workforce training and tuition reimbursement. City may terminate a contract at any time if funds are restricted, withdrawn, not approved or service is unsatisfactory. ACD further acknowledges that any future CITY funding for the Program will be subject to City Council approval and that payment of funds under this section shall be subject to, and made solely from, an annual appropriation of the CITY in the budget year in which they are to be paid. In the event that CITY does not appropriate funds necessary to pay the grant in any budget year, as reflected in the CITY'S adopted budget for such year, CITY shall not be liable to ACD for such payments or expenditures unless and until such appropriate of funds is made provided.

#### **V. FISCAL MANAGEMENT**

- 5.1** ACD shall establish and use generally accepted accounting principles and administrative controls to preclude theft, embezzlement, improper inducement, obstruction of investigation or other criminal action, and to prevent frauds and program abuse.

#### **VI. RECORD RETENTION**

- 6.1** ACD shall retain all records, documents and accounting records created or pertaining, directly or indirectly, to this Agreement, throughout the Term of this Agreement, and for the longer of that period which CITY or ACD is required to retain such documents, as established by the Texas State Library and Archives Commission. Upon conclusion of such period, ACD agrees to make copies, electronic copies permissible, at the CITY's request, of all such records, documents and accounting records for CITY or its designated representative, that have not been furnished previously pursuant to this Agreement, as required by law and if applicable, at no additional cost to CITY.

#### **VII. AUDIT OF RECORDS**

- 7.1** In the event a dispute arises between CITY and ACD regarding the utilization and expenditure of funds, ACD shall procure the services of an independent, third party Certified Public Accountant to audit all records maintained in connection with this Agreement. Such audit shall commence no later than thirty (30) days from the date of notice of said dispute.
- 7.2** The cost of the audit(s) required by Subsection 7.1 may be paid with the funds established through Section 4.1 of the Agreement.

7.3 **ACD** shall maintain all records, documents and accounting records generated directly or indirectly as a result of this Agreement and shall make such records, documents and accounting records available to **CITY**, during **ACD**'s regular business hours, as often as **CITY** deems necessary, for purposes of auditing, inspecting or making copies of same by **CITY** or its designated representative(s), subject to a student's consent, as required by law.

### **XIII. AMENDMENT**

8.1 No amendment, modification, or alteration of the terms of this Agreement shall be binding unless the same be in writing, dated subsequent to the date hereof, duly executed by the Parties and authorized by the Parties' respective governing body.

### **IX. TERMINATION**

- 9.1 This Agreement may be terminated by either party for any reason, with or without cause, upon thirty (30) days written notice, in accordance with Article X Notice.
- 9.2 In the event that **ACD** terminates this Agreement prior to the expiration of the Term, all funds and interest earnings under this Agreement remaining unused by **ACD** shall be remitted to **CITY**, in cash, upon written notice by **CITY** to **ACD**.

### **X. NOTICE**

10.1 Unless specifically provided for otherwise, any notice required or permitted to be given under this Agreement shall be given in writing and sent certified mail, return receipt requested, postage prepaid to **CITY** or to **ACD** at the addresses set forth below, or to any other address of which written notice of change is given:

#### **CITY OF SAN ANTONIO**

Workforce Development Office  
Attn: Michael Ramsey  
P.O. Box 839966  
San Antonio, Texas 78283-3966

Office of the City Attorney  
Attn: Andrew Segovia  
P.O. Box 839966  
San Antonio, Texas 78283-3966

#### **ALAMO COLLEGES DISTRICT**

Chancellor  
Attn: Dr. Mike Flores  
2222 N. Alamo Street  
San Antonio, Texas 78215

### **XI. VENUE AND GOVERNING LAW**

11.1 The parties agree that all disputes that arise out of this Agreement are governed by the laws of the State of Texas and that venue is proper and lies exclusively in Bexar County, Texas.

## **XII. ASSIGNABILITY**

**12.1** Neither party shall transfer, pledge, or otherwise assign this Agreement, any interest in and to same, or any claim arising thereunder, without first procuring the written approval of the other party.

## **XIII. INSURANCE**

**13.1** **ACD** and the **CITY** acknowledge they are political subdivisions of the State of Texas and are subject to the applicable provisions of the Texas Tort Claims Act, as set out in the Civil Practices and Remedies Code, §101.001 et seq. and its remedies regarding claims or causes of action that may be asserted by third parties for accident, injury or death.

**13.2** **ACD** and the **CITY** shall each maintain a commercial insurance or a self-insurance fund for liability claims and causes of action to meet their statutory obligations for their employees' acts, negligence and/or malpractice.

## **XIV. INCORPORATION OF EXHIBITS**

**14.1** All exhibits referred to herein and attached hereto are intended to be, and hereby are, specifically made a part of this Agreement. The exhibits are as follows:

Program Goals & Budget	Exhibit I
AlamoPROMISE Disbursement Schedule	Exhibit II
<b>CITY'S</b> Authorizing Ordinance	Exhibit III
<b>ACD'S</b> Authorizing Minute Order	Exhibit IV
Reporting Template	Exhibit V

## **XV. SEVERABILITY**

**15.1** If any clause or provision of this Agreement is held invalid, illegal, or unenforceable under present or future laws then, and in that event, it is the intention of the Parties hereto that the remainder of this Agreement shall not be affected thereby and that the remainder of this Agreement shall be construed as if such invalid, illegal or unenforceable clause or provision had not been contained herein. In lieu of such clause or provision in this Agreement that is invalid, illegal, or unenforceable, the Parties intend that there be added as a part of the Agreement a clause or provision as similar in terms to such invalid, illegal or unenforceable clause or provision as may be possible, legal, valid and enforceable.

## **XVI. CAPTIONS**

**16.1** The captions contained in this Agreement are for convenience of reference only, and in no way limit or enlarge the terms and/or conditions of this Agreement.

**XVII. NO THIRD-PARTY BENEFICIARIES**

17.1 This Agreement is not intended to create and does not create any rights in or benefits to any third party.

**XVIII. NO JOINT VENTURE**

18.1 This Agreement is not intended to and shall not create a joint enterprise between **CITY** and **ACD**. The personnel of one Party shall not be considered employees, agents, partners, joint ventures, or servants of the other Party to this Agreement. The Parties are undertaking governmental functions or services under this Agreement and the purpose hereof is solely to further the public good, rather than any pecuniary purpose. The Party undertaking work under this Agreement shall have a superior right to control the direction and management of such work and the responsibility of day-to-day management and control of such work, except as may expressly be provided herein.

**XIX. AUTHORIZATION**

19.1 This Agreement is entered into by duly authorized officials of each respective party. Each person signing this Agreement hereby confirms for the benefit of the other party to this Agreement that any requisite approvals from the governing body of such party have been obtained, and all prerequisites to the execution, delivery and performance here have been obtained by or on behalf of that party.

19.2 The signer of this Agreement for **ACD** further represents, warrants, assures, and guarantees that he or she has full legal authority to execute this Agreement on behalf of **ACD** and to bind **ACD** to all terms, performances and provisions herein contained.

----- *Signature page to follow* -----

**XX. SIGNATURES**

**20.1** EXECUTED in triplicate originals, this the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**CITY**  
**City of San Antonio**

**ACD**  
**Alamo Colleges District**

\_\_\_\_\_  
Alejandra Lopez  
Assistant City Manager

\_\_\_\_\_  
Dr. Mike Flores  
Chancellor

Approved as to form:

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Attorney for Alamo Colleges District





EXHIBIT II  
AlamoPROMISE DISBURSEMENT SCHEDULE

Fund Disbursement Schedule

Invoice Date	September 15, 2024	January 31, 2025
Invoice Amount	\$2,338,465.00	\$2,338,465.00
Outcomes Verified	ACD has met fund matching requirements for Year 5 described in Section 3.2 and ACD has met 80% of Year 4 Targets as shown in Exhibit I Program Goals & Budget	ACD has met at least 80% of Year 5 fall semester Targets as shown in Exhibit I Program Goals & Budget

EXHIBIT III  
CITY'S AUTHORIZING ORDINANCE

EXHIBIT IV  
**ACD'S AUTHORIZING MINUTE ORDER**

EXHIBIT V  
 QUARTERLY REPORTING TEMPLATE

Month, Year

	Contract Year Target	Quarterly Progress	Contract Year Final Report
3rd Year Students	1687		
2nd Year Students	3667		
1st Year Students	5709		
NXT Level	25		
Number of Students Served for Last-Dollar Scholarships			
General Fund	821		
Sales Tax Funding	1416		

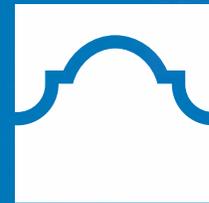
# Alamo Colleges District Workforce Committee Report

October 17, 2023

**Xavier Urrutia**

Interim Vice Chancellor

Economic and Workforce Development



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DISTRICT



Malcolm Baldrige  
National Quality Award

2018 Award Recipient



# Partner Updates:

## Paul Rodriguez, Director, Talent Development, Greater: SATX

- **U.S. Chamber of Commerce Talent Pipeline Management (TPM) National Learning Networks Fall 2023 Summit**
  - Greater SATX attended and participated in a panel discussion to share first-year experience with this TPM project
  - In the first year five different industries were supported by creating collaboratives and opportunities for the industry to provide feedback and share experiences in order to provide recommendations
- **Manufacturing Month**
  - **Partnership with SAMA/ Bexar County/Caterpillar/TX Fame**
    - Various activities and events scheduled throughout the month to celebrate Manufacturing Month
    - To raise awareness about the industry, an employer toolkit has been developed for dissemination to help employers use language that celebrates manufacturing and promotes the high-quality and high-tech work that is done in the industry



# Partner Updates:

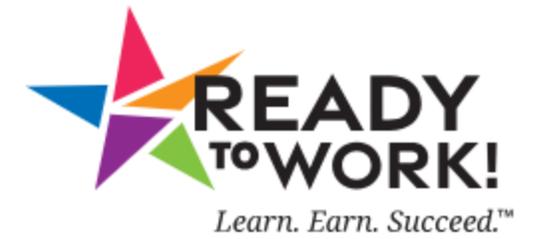
## Molly Biglari, President and CEO, Project Quest

- **SA Ready to Work (RTW):**
  - Continuing to receive a high volume of applications and are dedicated to finding efficient ways to handle the demand while balancing resources via streamlining processes to ensure the timely processing of all applications
  - Wish to form a RTW Primes group to share best practices, to learn from one another and optimize our respective organizations
- **New Grants**
  - Department of Labor Grant (\$1M – 2 Years) enables Quest to expand services to individuals outside the 10 San Antonio Council districts, especially those not qualifying for RTW
  - Additional similar grant that specifically benefits those in Bexar County who are not in a Council district



# Workforce Development Committee

## Alamo Colleges – Economic and Workforce Development



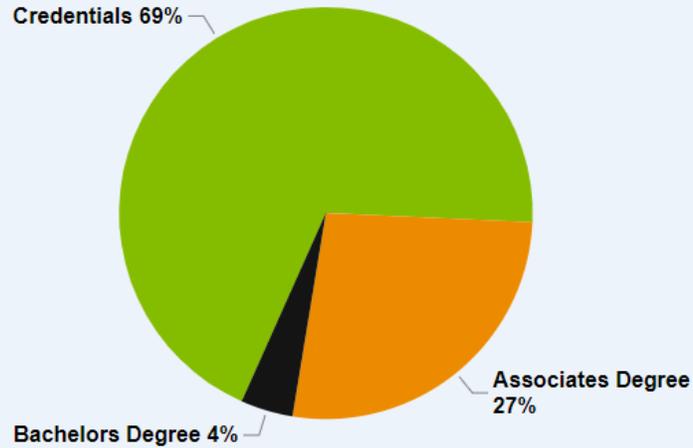
Performance Measure (as of 10/01/2023)	Year 1 Final			Year 2: July 2023 – June 2024						
	Goal	Actual	% Met	Year 2 Goal	1 <sup>st</sup> Qtr. Jul-Sep	2 <sup>nd</sup> Qtr. Oct-Nov	3 <sup>rd</sup> Qtr. Jan-Mar	4 <sup>th</sup> Qtr. Apr-Jun	YTD Total	% Met
Unique Applicants (Interviewed at Intake)	2286	1980	<b>87%</b>	2988	626				626	<b>20.95%</b>
Participant Training Slots	733	860	<b>117%</b>	1116	425				425	<b>38.08%</b>
Unique Participants (Case Managed Over the Program)	733	1544	<b>211%</b>	1116	607				607	<b>54.39%</b>
Unique Participants Enrolled in Approved Training Programs	733	860	<b>117%</b>	1116	425				425	<b>38.08%</b>
Unique Completers Employed in Approved Jobs Within 6 Months		27			26				26	

(As of October 1, 2023)

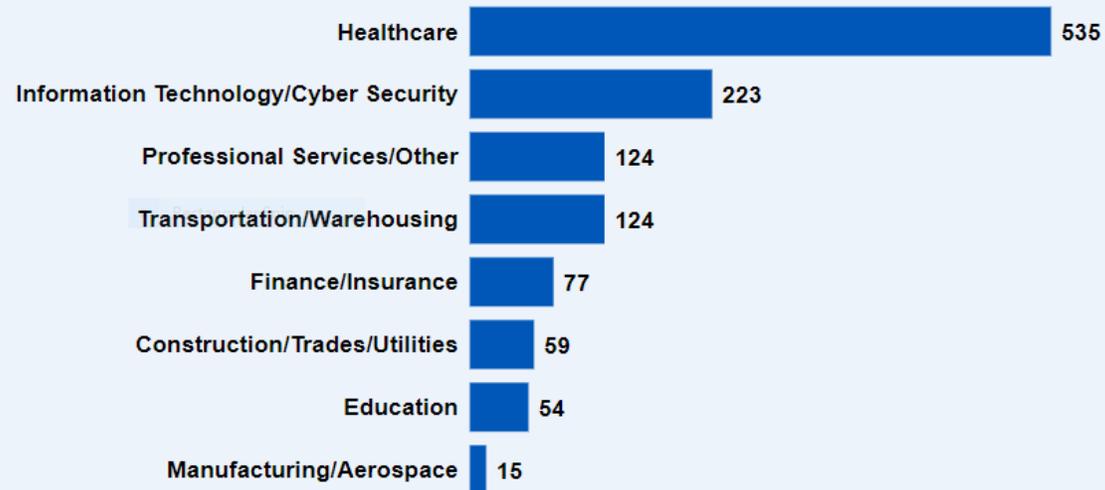
# Workforce Development Committee

## Alamo Colleges – Economic and Workforce Development

Type of Credential



Enrollment by Target Industry

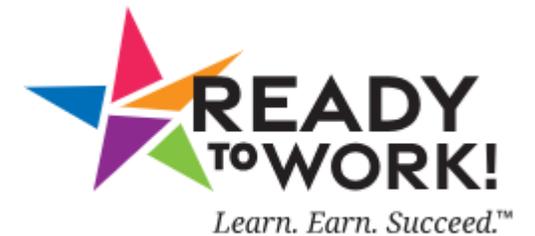


Successfully Completed Training  
**110**

Training Retention Rate  
**93%**

Successful Training Completion Rate  
**54%**

Top 10 Training Occupations by Enrollment



(As of October 13, 2023)

Thank you.



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# FY 2023 Investment Report

**Sean Mullen, CFP®**

Treasurer

Finance & Fiscal Services



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## Board Policies in Support of Charges

### C.1.7 Investments

- *An investment report will be prepared on a quarterly basis by the investment officers(s) and the investment advisor and submitted to the Board.*
- *This policy and strategies will be reviewed not less than annually by the Associate Vice Chancellor of Finance and Fiscal Services, the Audit, Budget, and Finance Committee, and the Policy and Long-Range Planning Committee, and the Board. The Board will adopt a written statement stating that it has reviewed the policy and strategies, and the written statement so adopted will record any changes made to either the policy or strategies.*

## Charges to the Chancellor

### Monitored Goals

AlamoWAY - Expand implementation and refinement of continuous improvement activities including Performance Excellence



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## FY 2023 Investment Report

- Annual investment revenue performance review
- Board actions:
  - Approval of Quarterly Investment Report (Audit, Budget, & Finance consent agenda)
  - Review/approval of Investment Policy – no change (Policy Committee consent)



## Interest Rates Continued to Rise

- Since March 2022, the Federal Reserve has increased interest rates 11 times in an effort to combat inflation.
- Short-term investment yields **more than doubled** during FY 2023

### TexPool Yield

9/01/22: 2.22%  
**8/31/23: 5.33%**

- Annual Operating Investment Income **increased by \$6.8M** from prior year

### Operating Investment Income

FY22: \$1.3M  
**FY23: \$8.1M**

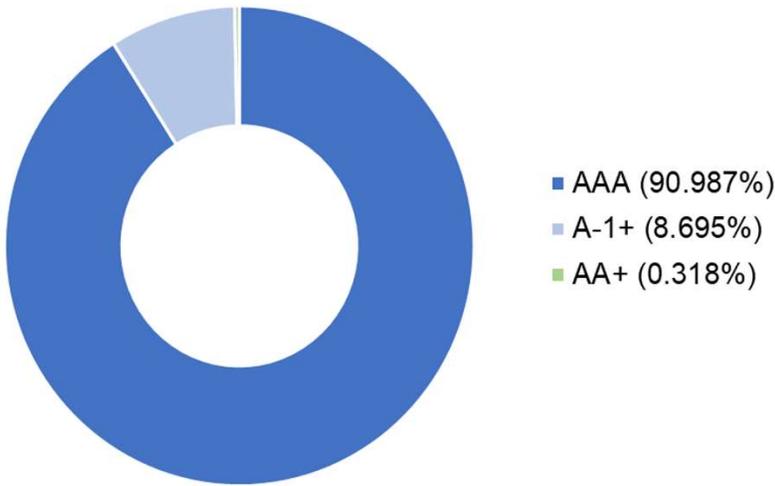


# In the Last 10 Years, Investments Provided \$24.6 million for Operations

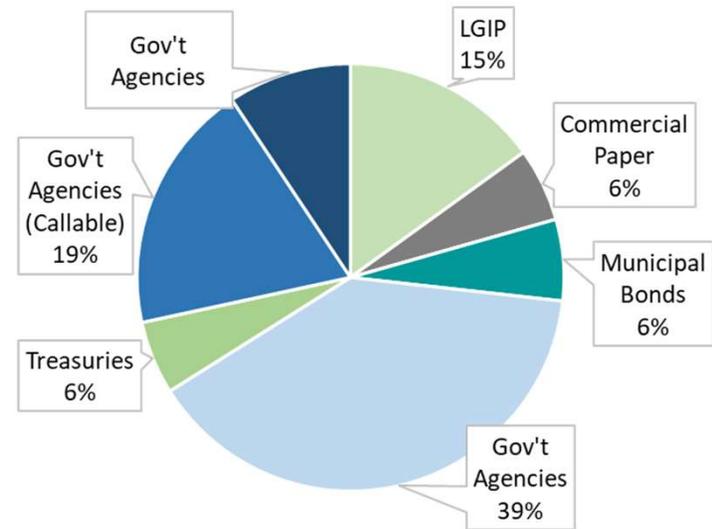


# Composition of Operating Portfolio

## Credit Quality



## Security Types



Weighted avg. maturity = 272 days  
73% matures in 1 year or less



## October Board Action Items Required by Public Funds Investment Act

- **Q4/Annual Investment Report** (Audit, Budget, & Finance consent)
  - Quarterly/Annual Investment Report is posted on ACD website
  - Additional annual disclosure required by State Auditor's Office
- **Review/approval of Investment Policy** (Policy Committee consent)
  - No changes in PFIA, no recommended changes to Policy



Thank you.



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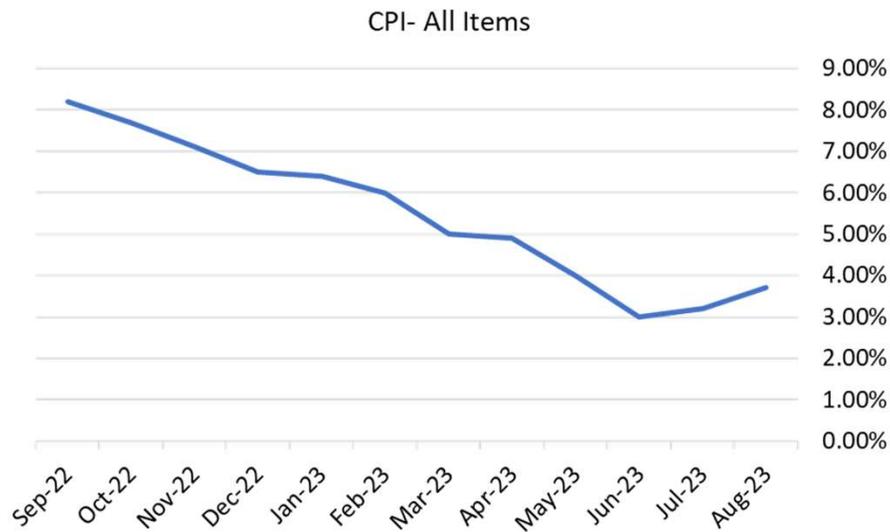


## Investment Outlook

- The Fed intends to adhere to its 2% inflation target which signals that rates may be “higher for longer”.
- Investment earnings will likely increase in FY24 as existing investments mature.
- Investing in an inverted yield curve environment “locks in” returns before interest rate cuts occur.
- Markets are uncertain; Investment purchases will be based on cash flow needs and not market speculation.



# Inflation Begins to Decrease in FY 2023



Source: U.S. Bureau of Labor Statistics

Inflation declined from 8.2% in September '22 to 3.7% in August '23

Probabilities of changes to interest rates

FOMC Meeting Date	Rate Decrease	No Change	Rate Increase
11/1/2023	0.00%	77.84%	22.16%
12/13/2023	0.00%	67.25%	32.75%
1/31/2024	5.56%	64.15%	30.29%
3/20/2024	20.95%	55.36%	23.69%
5/1/2024	44.15%	41.21%	14.64%
6/12/2024	<b>62.43%</b>	28.88%	8.69%
7/31/2024	77.95%	17.66%	4.39%
9/18/2024	87.84%	10.05%	2.11%
11/7/2024	92.79%	6.08%	1.13%
12/18/2024	96.66%	2.88%	0.46%

source: www.cmegroup.com

as of 10/05/23

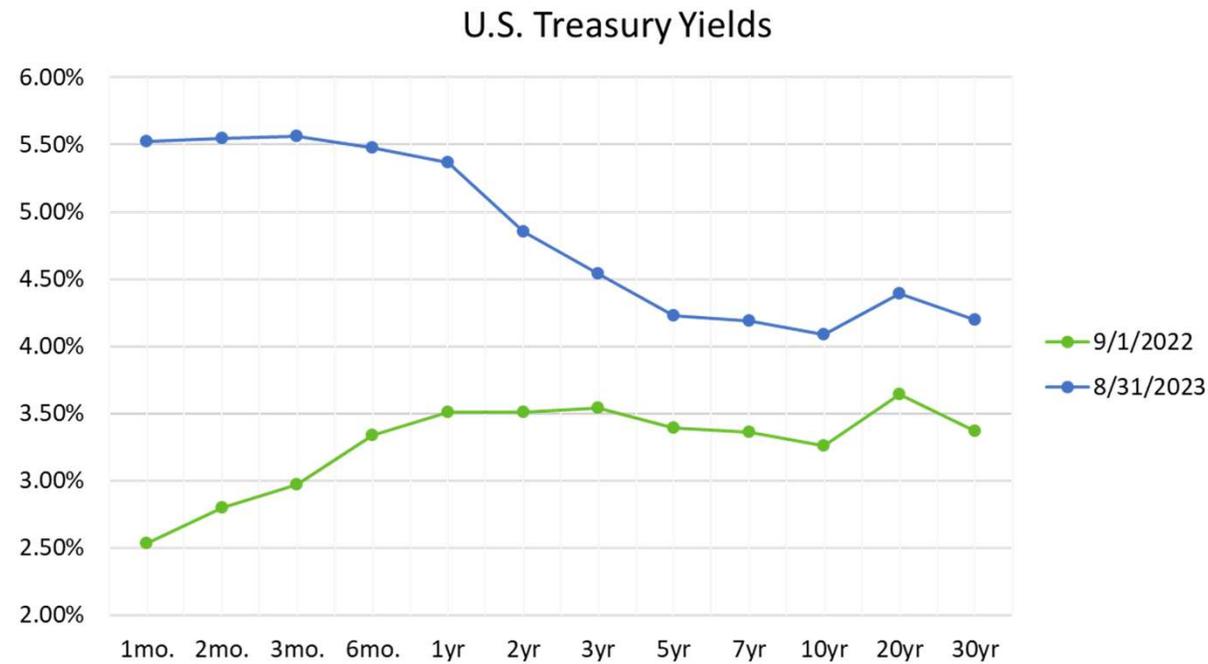
Markets predict rate cuts as early as June 2024



ALAMO COLLEGES DISTRICT



# Yield Curve Remains Inverted



Since 1978, the yield curve has inverted six times (not counting the current inversion) and has preceded a recession each time.

A downward-tending or “inverted” yield curve means that you earn less on securities that you plan to hold for longer and is considered an indicator of a looming recession.



# 2 Year Treasury Chart



Source: U.S. Department of the Treasury



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## Bond Proceeds: 100% in Local Gov't Investment Pool

- 100% (~\$370M) of bond proceeds are currently invested in TexPool: a stable value, liquid investment fund.
  - AAAM credit rating (Highest possible rating from S&P)
  - High interest rate relative to other short-term investments

*as of 8/31/23*

***TexPool Daily Net Yield:***            **5.33%**

*2-year U.S Treasury:*                    4.85%

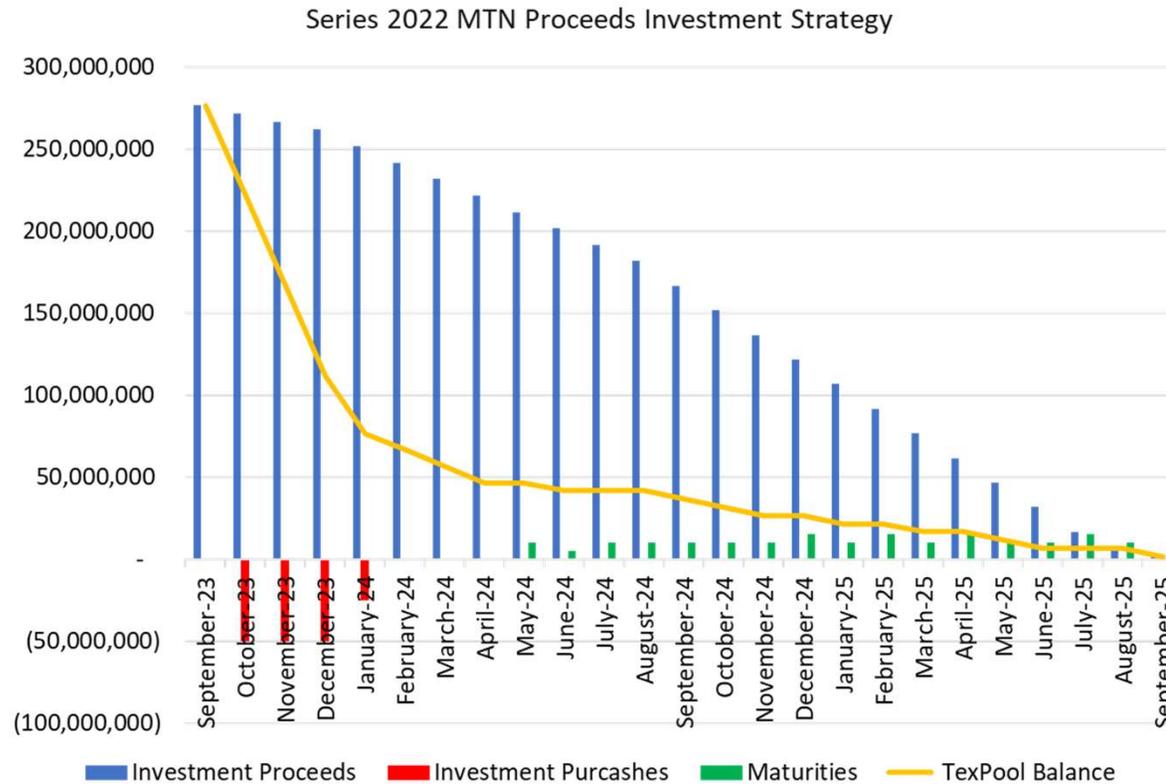
- Funds are available same-day if needed
- Yield changes daily (depends highly on Fed policy)
- IRS regulations limit the amount of interest that can be earned on bond proceeds (*Arbitrage Rebate; Internal Revenue Code, Section 148*)



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# Bond Proceeds Investment Strategy



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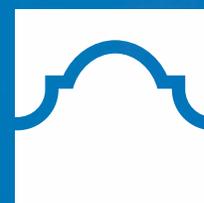


# Annual Adoption of the District's Qualified Broker/Dealer List

**Sean Mullen, CFP®**

Treasurer

Finance & Fiscal Services



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# Board Policies in Support of Charges

## *C.1.7 Investments*

- The Board must adopt and annually review a list of qualified dealer/brokers authorized to engage in investment transactions with the College District.*

# Charges to the Chancellor

## *Monitored Goals*

AlamoWAY - Expand implementation and refinement of continuous improvement activities including Performance Excellence



# Role of Investment Advisor- Hilltop Securities Asset Management (HSAM)

*During FY 2023, ACD purchased \$213 million short term investments*

- Counsels on the market, interest rates and investment strategy
- Curates a list of broker/dealers to utilize for investment purchases
- Offers and makes recommendations on investment alternatives
- Provides third-party reporting- necessary from audit perspective
- Large overall trading volume equates to better offers and higher yields for clients

# Recommended Broker/Dealer List

- Academy Securities<sup>1</sup>
- BofA Securities<sup>3</sup>
- BOK Financial
- Daiwa Capital Markets
- FHN Financial
- Goldman, Sachs & Co
- Great Pacific Securities<sup>1</sup>
- JP Morgan Securities<sup>2</sup>
- KeyBanc Capital Markets
- Loop Capital Markets<sup>1</sup>
- Mesirow Financial
- Mizuho Securities
- Morgan Stanley & Co<sup>2</sup>
- Multi-Bank Securities<sup>1</sup>
- Oppenheimer & Co.
- Piper Sandler & Co<sup>2</sup>
- Raymond James<sup>2</sup>
- RBC Capital Markets<sup>2</sup>
- Rice Financial<sup>1</sup>
- Siebert Williams Shank<sup>1,2</sup>
- Stifel Financial<sup>2</sup>
- StoneX
- TD Securities
- Truist Securities Inc. (formerly SunTrust)
- UBS Securities
- UMB Bank
- Wells Fargo Securities

<sup>1</sup>Certified SMWVBE Business

<sup>2</sup>Firm Included in Alamo Colleges District's Underwriter Pool

<sup>3</sup>Alamo Colleges District's Depository Bank

# October Board Action Items Required by Public Funds Investment Act

- Approval/adoption of list of broker/dealers
  - Utilize list used by Hilltop Securities Asset Management
    - 27 Firms experienced in fixed income with public entities
    - Review regulatory filings, registration status, and capital levels
  - Provides access to broader universe of broker/dealers for purchase and sale of investments
    - Includes 6 certified SMWVBE businesses

Thank you.



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## Discussion and Possible Action on Investment Brokers

Presented to the Board Acting as Committee of the Whole on October 17, 2023 and now presented to the Board for approval on October 24, 2023.

### MINUTE ORDER

**“The Board of Trustees hereby adopts Alamo Colleges District’s qualified list of Investment Brokers/Dealers with authorization to negotiate transactions with Alamo Colleges District as prescribed in the District’s Investment Policy, as the broker/dealers listed on HilltopSecurities Asset Management, LLC’s approved Broker/Dealer list.”**

### PURPOSE

Annual adoption of the Alamo Colleges District’s’ qualified broker list.

### BACKGROUND

Alamo Colleges District is subject to the Public Funds Investment Act (the “Act”) of the State of Texas. Section 2256.025 of the Act stipulates the institution’s designated investment committee must annually adopt a qualified List of Investment Brokers through which the investment officer(s) may purchase or sell securities for the institution. In December 2008, Alamo Colleges began utilizing FirstSouthwest Asset Management, LLC’s (“FSAM”) investment advisory services, and subsequently Alamo Colleges adopted FSAM's complete list of broker-dealers. This provides the District with access to a much broader universe of broker-dealers, reviewed by the investment advisor, for the purchase and sale of investments to include certified SMWVBE businesses. In 2019, FSAM changed its name to HilltopSecurities Asset Management, LLC. (“HSAM”). Per Section 2256.005(k) of the Act, HSAM annually certifies that they have received and reviewed the District’s Investment Policy and implemented reasonable procedures and controls in an effort to preclude investment transactions between Alamo Colleges District and HSAM that are not authorized by the Policy.

### IMPLICATIONS

**Financial:** Assure investment fund preservation with a reasonable rate of return  
**Strategic Objective:** III – Performance Excellence  
**Human Resources:** N/A

### ATTACHMENT

HilltopSecurities Asset Management, LLC - List of Investment Brokers/Dealers

\_\_\_\_\_  
Lisa L. Mazure, MSA, CPA      Date  
Assoc. Vice Chancellor of Finance  
and Fiscal Services

\_\_\_\_\_  
Dr. Thomas Cleary      Date  
Interim Vice Chancellor for Finance  
Administration

\_\_\_\_\_  
Dr. Mike Flores      Date  
Chancellor



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**Attachment (MO 10-24-23)**

**HilltopSecurities Asset Management, LLC  
Approved Broker/Dealers**

Academy Securities<sup>1</sup>  
BofA Securities<sup>3</sup>  
BOK Financial  
Daiwa Capital Markets  
FHN Financial  
Goldman, Sachs & Co  
Great Pacific Securities<sup>1</sup>  
JP Morgan Securities<sup>2</sup>  
KeyBanc Capital Markets  
Loop Capital Markets<sup>1</sup>  
Mesirow Financial  
Mizuho Securities  
Morgan Stanley & Co<sup>2</sup>  
Multi-Bank Securities<sup>1</sup>  
Oppenheimer & Co.  
Piper Sandler & Co<sup>2</sup>  
Raymond James<sup>2</sup>  
RBC Capital Markets<sup>2</sup>  
Rice Financial<sup>1</sup>  
Siebert Williams Shank<sup>1,2</sup>  
Stifel Financial<sup>2</sup>  
StoneX  
TD Securities  
Truist Securities Inc. (formerly SunTrust)  
UBS Securities  
UMB Bank  
Wells Fargo Securities

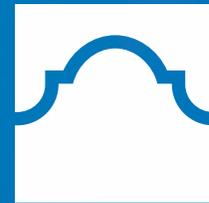
<sup>1</sup>Certified SMWVBE Business

<sup>2</sup>Firm Included in Alamo Colleges District's Underwriter Pool

<sup>3</sup>Alamo Colleges District's Depository Bank

# Overview of Purchase Contract Award: Purchase of Catering Services

Lisa L. Mazure, MSA, CPA, CGFM  
Associate Vice Chancellor for Finance and  
Fiscal Services



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# Board Policies in Support of Charges

C.2.10 Official Functions

# Charges to the Chancellor

AlamoWAY – Performance Excellence.



# Award a Contract – Catering Services

## Discussion and Possible Action on the Purchase of Catering Services

- This contract action provides for the purchase of Catering Services on an as-needed basis.
- As provided for under the policy for official functions, Catering Services can be purchased to for meals and/or refreshments for the following Alamo Colleges District-sponsored events:
  - Advisory committee meetings and other activities in which Alamo Colleges District business is discussed
  - Professional Development Activities
  - Cerctain sponsored Student Events
- The scope of work includes the labor, materials, and supplies to produce and deliver breakfast, lunch, dinner food and/or beverage services with a focus on safety and health of the students, faculty, staff and guests, participating in sponsored events. All catering services provided must comply with food safety and sanitation standards, as specified by the City of San Antonio Metropolitan Health District.

# Recommended Contract Action: Award a contract for Catering Services

**Type of Contract Action:** This minute order awards contracts to the following 10 vendors:

375 Social Kitchen	Billy Hannah's Pulled Pork & More LLC	Donald Mitchell DBA Chef Don's Catering LLC
Hearthstone Bakery Café	Mia's Mexican Grill	Poblanos Mexican Restaurant & Catering
South Texas Pizza DBA Domino's Pizza	Spice of Life Catering & Veranda	Texas Taco Cabana L.P.
Texas Sugar Daddies LLC		

**Contract Term:** The contracts will begin upon award and terminate August 31, 2025 with three one-year options for renewal upon mutual consent of the contractor and the Alamo Colleges District.

**SMWVBE:** Y Billy Hannah's Pulled Pork & More

**Local:** Y All offerors

**Funding:** Estimated \$325,000 annually; funding is not encumbered with this action and will be provided with each purchase.



Thank you.



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## Appendix - Background

- A notice soliciting Competitive Sealed Proposals (CSP) was advertised in the San Antonio Express News, La Prensa, and San Antonio Observer twice over a 41-day period. Additionally, Purchasing and Contract Administration sent notices to 222 potential Offerors.
- The ten (10) proposals received by the CSP deadline were evaluated by representatives from Auxiliary Services considering the Alamo Colleges' District specifications and requirements.
- As a result of this effort, the proposals submitted by 375 Social Kitchen, Billy Hannah's Pulled Pork & More LLC, Donald Mitchell DBA Chef Don's Catering LLC, Hearthstone Bakery Café, Mia's Mexican Grill, Poblanos Mexican Restaurant & Catering, South Texas Pizza DBA Domino's Pizza, Spice of Life Catering & Veranda, Texas Taco Cabana L.P., and Texas Sugar Daddies LLC is recommended for award on a best value basis.



## Discussion and Possible Action for the Purchase of Catering Services

Presented to the Board Acting as Committee of the Whole on October 17, 2023, and now presented to the Board for approval on October 24, 2023.

### MINUTE ORDER

**"The Board of Trustees hereby awards a contract to 375 Social Kitchen, Billy Hannah's Pulled Pork & More LLC, Donald Mitchell DBA Chef Don's Catering LLC, Hearthstone Bakery Café, Mia's Mexican Grill, Poblanos Mexican Restaurant & Catering, South Texas Pizza DBA Domino's Pizza, Spice of Life Catering & Veranda, Texas Taco Cabana L.P., Texas Sugar Daddies LLC providing for the purchase of Catering Services on an as-needed basis for an estimated \$325,000.00 annually, as requested by the Vice Chancellor for Finance and Administration."**

### PURPOSE

This contract action provides for the further expansion of caterers, demonstrating compliance with food safety and sanitation standards as specified by the City of San Antonio Metropolitan Health District, and readily available for the Alamo College District's use. These services are in addition to the Alamo College District's current catering, campus dining services, and vending machine contracts. Catering services will be purchased in accordance with the Alamo College District's Board Policy for Official Functions (C.2.10) to provide reasonable expenses, such as meals and/or refreshments for the following Alamo Colleges District-sponsored events on an as-needed basis:

- Advisory Committee Meetings and other activities in which Alamo Colleges District business is discussed
- Professional Development Events
- Student Events

Catering services will be purchased with Grant, Operating, and/or Student Activity funds, as appropriate.

### BACKGROUND

In December 2015, September 2017 and January 2020, Purchasing & Contract Administration conducted the formal competitive procurement process, resulting in multiple contract awards for caterers proven to be in compliance with the guidelines mandated by the City of San Antonio Metropolitan Health District.

In July 2023, a notice soliciting Competitive Sealed Proposals (CSP) was advertised in the San Antonio Express News, La Prensa, and San Antonio Observer twice over a forty-nine day period. Additionally, Purchasing and Contract Administration sent notices to two-hundred twenty-two (222) potential Offerors. The ten (10) proposals received by the CSP deadline were evaluated by College Service representatives from each of the five campuses, considering the Alamo College District's requirements as outlined in the CSP. As a result of this effort, the proposals submitted by the following offerors are recommended for award on a best value basis: 375 Social Kitchen, Billy Hannah's Pulled Pork & More LLC, Donald Mitchell DBA Chef Don's Catering LLC, Hearthstone Bakery Café, Mia's Mexican Grill, Poblanos Mexican Restaurant & Catering, South Texas Pizza DBA Domino's Pizza, Spice of Life Catering & Veranda, Texas Taco Cabana L.P., and Texas Sugar Daddies LLC. The contract awarded to Billy Hannah's Pulled Pork & More LLC will contribute to the Alamo College District's Small, Minority, Women, and Veteran Owned Business Enterprise (SMWVBE)



Program Aspiration Goals. Each contract will begin upon award and terminate August 31, 2025 with three (3) one-year options to renew upon written mutual consent of the Contractors and the Alamo Colleges District.

**IMPLICATIONS**

**Financial:** Estimated \$325,000.00 annually. Funding is not encumbered with this action and will be provided with each requirement.

**Strategic Plan:** Goal I – Student Success; Goal III Performance Excellence

**Employee Services:** None

**ATTACHMENTS:** Proposal Tabulation and Evaluation Criteria

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Lisa L. Mazure, MSA, CPA, CGFM  
Associate Vice Chancellor, Finance & Fiscal Svc

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Dr. Thomas Cleary  
Interim Vice Chancellor for Finance & Administration

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Dr. Mike Flores  
Chancellor





PRICE TABULATION  
Purchase of Catering Services

ITEM DESCRIPTION	375 SOCIAL KITCHEN	BILLY HANNAH'S PULLED PORK & MORE LLC	DONALD MITCHELL DBA CHEF DON'S CATERING LLC	HEARTHSTONE BAKERY CAFE	MIA'S MEXICAN GRILL	POBLANOS MEXICAN RESTAURANT & CATERING
Net Discount Off Menu Price	0%	0-8%	0%	0%	15%	0%
Price Ranking	6	4	6	6	2	6
Technical Ranking	4	9	2	7	5	8
Overall Ranking	5	6	4	8	3	9

ITEM DESCRIPTION	SOUTH TEXAS PIZZA DBA DOMINO'S PIZZA	SPICE OF LIFE CATERING & VERANDA	TEXAS TACO CABANA L.P.	TEXAS SUGAR DADDIES LLC
Net Discount Off Menu Price	20%	10%	0%	5%
Price Ranking	1	.3	6	5
Technical Ranking	10	3	6	1
Overall Ranking	10	1	7	2

Notes:

1. The proposal submitted by Billy Hannah's Pulled Pork & More LLC includes an 8% NET discount off food items and 0% NET discount off non-alcoholic beverages. For evaluation purposes, the proposed 8% discount was used to calculate the price ranking.
2. The proposal submitted by Mia's Mexican Grill includes a 15% discount, which is not applicable to already discounted items, specials, family packs, alcohol and use with discount cards.
3. The proposals are based on a price discount enabling selection from a wide range of menu options. The proposed discounts will be applied to menu items purchased.



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EVALUATION CRITERIA  
Purchase of Catering Services

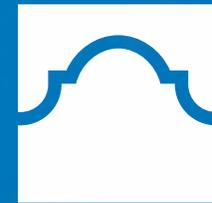
Criteria	Points
1. Purchase Price	30
2. Quality of the Vendor's Goods and Services	35
3. Extent to Which the Goods or Services Meet the District's Needs	35
Total:	100

# Internal Audit Department FY 2023 Annual Audit Report

October 17, 2023

**Frank Cortez**

District Director of Internal Audit



ALAMO  
COLLEGES  
DISTRICT



Malcolm Baldrige  
National Quality Award

2018 Award Recipient



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# I. Compliance with Texas Government Code, Section 2102.015

Texas Government Code, Section 2102.015, requires higher education institutions to post certain information on their Internet websites. Alamo Colleges District Internal Audit Department ensures compliance with Section 2102.015 through the following procedures:

- Posting its annual audit plan to the Internal Audit Department webpages within 30 days after formal approval by the Board of Trustees.
- Posting this Internal Audit Annual Report for Fiscal Year 2023 to the Internal Audit Department webpages within 30 days of distributing the report to the Board acting as Committee of the Whole.



# II. Annual Plan for Fiscal Year 2023

Project Title	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug
Management of Remote Access Devices			●									
ALAMOMart e-Procurement System				●								
SAC RN-BSN Nursing Program								●				
Hiring Process												●
Grant Management												●
Texas Administrative Code Compliance											●	
Ethics and Compliance Program												●
District-Wide Advising Audit												●
Colleges – IT and Technical Services												●
Investigations - Hotline	●	●	●		●	●	●					2
Special Request							●		●	●		3

Project Summary	
Completed	13
In Progress	8
Scheduled	0
Deferred	2
<b>Total Projects</b>	<b>23</b>
<b>% of Plan Completed</b>	<b>57%</b>

Legend	
●	Complete
●	In Progress
●	Scheduled
●	Deferred

## II. Annual Plan for Fiscal Year 2023 (Cont.)

Investigations	Status	Results
EthicsPoint Case #750		Substantiated - Conflict of Interest
EthicsPoint Case #751		Substantiated - Conflict of Interest
EthicsPoint Case #771		Substantiated - Conflict of Interest
EthicsPoint Case #776		Substantiated – Grants Mismanagement
EthicsPoint Case #780		Unsubstantiated – Conflict of Interest
EthicsPoint Case #788		Substantiated – Conflict of Interest
EthicsPoint Case #801		Pending – Inappropriate Directive
EthicsPoint Case #803		Pending – Conflict of Interest

Investigations Summary	
Completed	6
In Progress	2
Not Started	0
<b>Total</b>	<b>8</b>

Legend	
	Completed
	In Progress



# Fiscal Year 2023 Summary of Results

## Summary – Management of Remote Access Devices Audit

**- Conclusion**  
 The audit report contained confidential information that relates to computer security and is not subject to the disclosure requirements of the Texas Public Information Act, based on the exception found in the Government Code § 552.139.

- Observation Rating**
- Gross Negligence/Illegal Act/Material Impact
  - Policy Compliance/Lack of Internal Controls
  - Efficiency/Effectiveness Opportunities

**Background**  
 At the onset and during the COVID-19 pandemic, many employees and students had to access Alamo Colleges District resources from home, which changed the nature of cybersecurity threats.

**Objectives**  
 Verify that VPN connectivity is limited to personnel authenticated by multi-factor credentials and that computers used for remote access were configured with requisite software.

**Scope**  
 January 2020 through May 2022

**Audit Observations, rating, and planned implementation dates:**  
 Specific results and recommendations were made to appropriate management members.

11/2022

# Fiscal Year 2023 Summary of Results (Cont.)

## Summary - ALAMOMart e-Procurement System Audit

- Conclusions**
- Limited departments using ALAMOMart
  - Different approval dollar thresholds for the two procurement systems
  - Inconsistent user access controls in ALAMOMart
  - Purchases tested were authorized and processed completely and accurately.

**Background**  
 ALAMOMart is an e-procurement system purchased in 2017 to help automate the procurement process.

**Objectives**  
 Determine if ALAMOMart was utilized district-wide, if purchases were properly authorized, processed completely, and accurately, and if user access controls were in place.

**Scope**  
 May 2021 through May 2022

**Observation Rating**

Gross Negligence/Illegal Act/Material Impact
Policy Compliance/Lack of Internal Controls
Efficiency/Effectiveness Opportunities

**Audit Observations, rating, and planned implementation dates:**

 Limited implementation of the ALAMOMart System	12/2023
 Inconsistencies in approval dollar thresholds	11/2022
 Inactive user accounts were not periodically identified and removed	06/2023



# Fiscal Year 2023 Summary of Results (Cont.)

## Summary – SAC RN-BSN Nursing Program Audit

<p><b>Conclusions</b></p> <ul style="list-style-type: none"> <li>• Exceptions in the admissions process, as outlined in publicly available resources.</li> <li>• Registration process is executed consistently</li> <li>• Partial use of the ACD systems for qualifying and tracking applicants.</li> </ul>	<p><b>Background</b></p> <p>San Antonio College's RN-BSN Bridge Program offers licensed RNs an opportunity to earn a bachelor’s degree in nursing.</p> <p><b>Objectives</b></p> <p>Determine if admissions and registration processes are conducted consistently and in a timely manner in line with established practices and determine whether the program effectively utilizes the Alamo Colleges District student information system and related applications.</p> <p><b>Scope</b></p> <p>Fall 2022 RN-BSN Applicants</p>	
<p><b>Observation Rating</b></p> <p>Gross Negligence/Illegal Act/Material Impact</p> <p>Policy Compliance/Lack of Internal Controls</p> <p>Efficiency/Effectiveness Opportunities</p>	<p><b>Audit Observations, rating, and planned implementation dates:</b></p> <ul style="list-style-type: none"> <li>☐ Exceptions Made to Publicly-Available Program Admission Requirements</li> <li>☐ AlamoGPS Mapping Disparities</li> <li>☐ Certain Manual Processes Result in Errors or Discrepancies</li> </ul>	<p>08/2023</p> <p>07/2023</p> <p>03/2023</p>



# Fiscal Year 2023 Summary of Results (Cont.)

## Summary – Texas Administrative Code 202 Security Audit

**- Conclusion**  
 The audit report contained confidential information that relates to computer security and is not subject to the disclosure requirements of the Texas Public Information Act, based on the exception found in the Government Code § 552.139.

**Observation Rating**

Gross Negligence/Illegal Act/Material Impact
Policy Compliance/Lack of Internal Controls
Efficiency/Effectiveness Opportunities

**Background**  
 The Alamo Colleges District (ACD) is guided by the Texas Administrative Code (TAC) 202, which outlines the expected IT security standards for state agencies and higher education institutions.

**Objectives**  
 Evaluate ACD's adherence to established guidelines and standards in six key areas: Cloud Usage and Security, Security Monitoring and Event Analysis, Security Awareness and Training, Cybersecurity Incident Response, Change Management, and Disaster Recovery Procedures.

**Scope**  
 Assessing the security plans as of February 2023

**Audit Observations**, rating, and planned implementation dates:  
 Specific results and recommendations were made to appropriate management members.

7/2023

### III. Consulting and Non-audit Services Completed

The District Internal Audit Department did not perform any consulting services as defined by the Institute of Internal Auditors' International Standards for the Professional Practice of Internal Auditing.

Other Value-added activities performed during Fiscal Year 2023

- Six EthicsPoint Hotline Cases were investigated and completed; two are in progress.

Management Special Requests for Services:

- Six Special Request projects were completed; three are in progress.

# 2023 Internal Quality Assessment Review Results (Annual Self-Assessment of Internal Audit)

## Summary – Alamo Colleges Internal Audit Self-Assessment

	GC	PC	DNC
<b>OVERALL</b>	X		

ATTRIBUTE STANDARDS		GC	PC	DNC
<b>1000</b>	<b>Purpose, Authority, and Responsibility</b>	X		
1010	Recognizing Mandatory Guidance in the Internal Audit Charter	X		
<b>1100</b>	<b>Independence and Objectivity</b>	X		
1110	Organizational Independence	X		
1111	Direct Interaction with the Board	X		
1112	Chief Audit Executive Roles Beyond Internal Auditing	X		
1120	Individual Objectivity	X		
1130	Impairments to Independence or Objectivity	X		
<b>1200</b>	<b>Proficiency and Due Professional Care</b>	X		
1210	Proficiency	X		
1220	Due Professional Care	X		
1230	Continuing Professional Development	X		
<b>1300</b>	<b>Quality Assurance and Improvement Program</b>	X		
1310	Requirements of the Quality Assurance and Improvement Program	X		
1311	Internal Assessments	X		
1312	External Assessments	X		
1320	Reporting on the Quality Assurance and Improvement Program	X		
1321	Use of "Conforms with the <i>International Standards for the Professional Practice of Internal Auditing</i> "	X		
1322	Disclosure of Nonconformance	X		

PERFORMANCE STANDARDS		GC	PC	DNC
<b>2000</b>	<b>Managing the Internal Audit Activity</b>	X		
2010	Planning	X		
2020	Communication and Approval	X		
2030	Resource Management	X		
2040	Policies and Procedures	X		

## Summary – Alamo Colleges Internal Audit Self-Assessment

		GC	PC	DNC
2050	Coordination and Reliance	X		
2060	Reporting to Senior Management and the Board	X		
2070	External Service Provider and Organizational Responsibility for Internal Auditing	X		
<b>2100</b>	<b>Nature of Work</b>	X		
2110	Governance	X		
2120	Risk Management	X		
2130	Control	X		
<b>2200</b>	<b>Engagement Planning</b>	X		
2201	Planning Considerations	X		
2210	Engagement Objectives	X		
2220	Engagement Scope	X		
2230	Engagement Resource Allocation	X		
2240	Engagement Work Programs	X		
<b>2300</b>	<b>Performing the Engagement</b>	X		
2310	Identifying Information	X		
2320	Analysis and Evaluation	X		
2330	Documenting Information	X		
2340	Engagement Supervision	X		
<b>2400</b>	<b>Communicating Results</b>	X		
2410	Criteria for Communicating	X		
2420	Quality of Communications	X		
2421	Errors and Omissions	X		
2430	Use of "Conducted in Conformance with the <i>International Standards for the Professional Practice of Internal Auditing</i> "	X		
2431	Engagement Disclosure of Nonconformance	X		
2440	Disseminating Results	X		
2450	Overall Opinions	X		
<b>2500</b>	<b>Monitoring Progress</b>	X		
2600	Communicating the Acceptance of Risks	X		
<b>IIA CODE OF ETHICS</b>		X		

# Alamo Colleges Internal Audit

**I concur with Internal Audit’s self-assessment that they are operating generally in conformance with the *Standards* and the *IIA Code of Ethics*.**

**This level of conformance is the top rating and demonstrates a clear intent and commitment to achieving the *Core Principles for the Professional Practice of Internal Auditing* and the *Definition of Internal Auditing*.**

Governance	
Standard	Rating
1000	GC
1100	GC
1300	GC
Code of Ethics	GC

Staff	
Standard	Rating
1200	GC

Management	
Standard	Rating
2000	GC
2100	GC
2450	GC
2600	GC

Process	
Standard	Rating
2200	GC
2300	GC
2400	GC
2500	GC

Thank you for the opportunity to be of service to Internal Audit. I will be pleased to respond to further questions concerning this report and furnish any desired information.



Basil Woller, CIA, CRMA  
Independent Assessor



# V. Annual Plan for Fiscal Year 2024

	Project Type	Potential Audit Focus Description	Est. Hours
1	Grant Management Audit	Assess the adequacy and effectiveness of governance, risk management, and oversight processes in ensuring the efficient and effective administration of grants.	400
2	Customer Relationship Management System Implementation Audit	Assess the project management methodologies and practices to ensure the project's alignment with recognized standards and industry-leading practices.	500
3	Advising Audit	Evaluate the academic and career advising practices to ensure consistent student support levels.	500
4	Alamo Promise Audit	Audit of student eligibility, management of funds, and compliance with provisions of the Alamo Promise program.	550
5	Third-Party Vendor Audit	Assess the extent of third-party access to students' and employees' personally identifiable information.	500



# Annual Plan for Fiscal Year 2024 (Cont.)

	Project Type	Potential Audit Focus Description	Est. Hours
6	Employee Benefits Audit	Assess adherence to rules, accuracy, efficiency, and effectiveness of Alamo Colleges' benefits programs.	450
7	Cloud Usage & Security Audit	Assess the controls associated with the security of cloud-based technologies and evaluate third-party monitoring controls, ensuring alignment with TXRAMP.	500
8	Investigations / Requests	Perform and assist with investigations and special requests.	700
9	Internal Quality Assessment Review	Perform and report on Internal Audit Quality Assurance Improvement Program (QAIP) Self-Assessment.	200
10	Periodic Monitoring Program	Establish a formal data analytics program using ACL Analytics that focuses on mitigating fraud risks.	500
11	Follow-up Reviews	Follow-up on completion of audit action plans.	100
12	Carryforward	For completion of audits still outstanding from the FY 2023 Audit Plan	700
	Total		5,600



# Approved Alternate and Future Projects

Project Type	Preliminary Audit Focus Description
Emergency Alert System Audit	Review the design, efficiency, and effectiveness of Alamo Colleges' emergency communication capabilities, focusing on the distribution of vital information during crisis situations.
Incident Response Plan	Assess how roles and responsibilities are defined to deal with cyber incidents. Test whether the individuals in question are fully aware of their duties.
Budgeting Audit	Evaluate Alamo Colleges' annual budget design and processes used for planning and forecasting.
HR – Banner Employee Position Control Audit	Evaluate the position control processes and ensure controls are operating as management intends.
Facilities Management - Preventive Maintenance Program Audit	Determine whether controls ensure resources are utilized appropriately and effectively and assess the adequacy of preventative maintenance processes over facilities maintenance, including scheduled maintenance and unscheduled repairs.



# VI. External Audit Services Procured in Fiscal Year 2023

## External audit services procured by Internal Audit:

- Non-IT Audit Support – Internal Audit did not procure any outside services in FY 2023
- IT Audit Support – Internal Audit did not procure any outside services in FY 2023.
- Internal Audit will engage a third-party firm to perform an ethics review, which the IIA Standards require. This review was included in the FY 2023 Internal Audit Plan.

## External audit services procured by Finance & Administration:

- Financial Statement Audit – Weaver and Tidwell, LLP.
- Single Audit - Weaver and Tidwell, LLP.
- ACCD Public Facility Corporation – Clifton Larson Allen, LLP.

# VII. Reporting Suspected Fraud and Abuse

In accordance with section 7.09 of the Texas General Appropriations Act, a link in the footer of the home page for the Alamo Colleges external website referencing “Fraud Hotline” takes users to the Ethics site which includes instructions on how to report fraud, waste and abuse to the State Auditor’s Office as follows:

Any person who suspects fraud or financial impropriety at Alamo Colleges should report their suspicions immediately to any supervisor, the Chancellor or designee, the Board Chairperson, the Alamo Colleges Ethics Hotline, local law enforcement, Internal Audit or the State Auditor’s Office Hotline.

If you suspect fraud, waste, or abuse, and would like to file an anonymous complaint, please report the matter to one of the following:

Alamo Colleges Ethics Hotline  
1-888-976-2466

<https://www.alamo.edu/about-us/compliance/fraud-hotline/>

or

State Auditor’s Office Hotline  
1-800-TX-AUDIT (1-800-892-8348)

<http://sao.fraud.state.tx.us>



Thank you.



ALAMO  
COLLEGES  
DISTRICT



Malcolm Baldrige  
National Quality Award  
2018 Award Recipient



## Discussion and Possible Action on Monthly Contracts Report

Presented to the Board Acting as Committee of the Whole on October 17, 2023, and now presented to the ALAMO COLLEGES DISTRICT BOARD OF TRUSTEES on October 24, 2023.

### MINUTE ORDER

**“The Alamo Colleges District Board of Trustees hereby approves this report on non-grant contracts (public) made to the Alamo Colleges District for the period of September 1, 2023, through September 30, 2023.”**

### PURPOSE

To provide a monthly report on non-grant contracts received by the Alamo Colleges District.

### BACKGROUND

Contracts – Non-grant contracts are contracts in which Alamo Colleges District receives funds to provide special or negotiated services or training to private corporations. For the period ending September 30, 2023, there are a total of 11 contracts that total \$105,147.00 in external funding. This will allow services to be provided to 521 individuals.

### OBJECTIVE/FACT

To supplement activities not funded by Institutional Funds.

### IMPLICATIONS

<b>Financial:</b>	Yes
<b>Strategic Plan:</b>	Goal III. Performance Excellence
<b>Human Resources:</b>	Yes

**ATTACHMENTS:** YTD Contract (Non-Grant) Summary Report

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Dr. Sammi Morrill, Associate Vice Chancellor  
of Operations for Economic & Workforce Development

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Xavier Urrutia, Interim Vice Chancellor  
for Economic & Workforce Development

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Dr. Mike Flores, Chancellor

**ALAMO COLLEGES DISTRICT**  
**Year-To-Date Contract (Non-Grant) Summary Report**

Status: September 1, 2023 – September 30, 2023

**I. Current Month Contracts District Wide:**

No.	Contract Recipient (District Wide)	No. of Courses	Monthly No. Students to be Served	YTD No. Students to be Served
1	Workforce Training Network	27	521	521
	<b>Total</b>	<b>27</b>	<b>521</b>	<b>521</b>

**II. Year-to-Date Number of Contracts in Selected Dollar Ranges:**

No.	Contract Recipient	\$.01-\$9,999.99	\$10,000-\$100,000	\$100,000 and Higher	Total
1	Workforce Training Network	9	2	0	11
	<b>Total</b>	<b>9</b>	<b>2</b>	<b>0</b>	<b>11</b>

Source: All data provided by Workforce Training Network-Continuing Education Department.



**ALAMO COLLEGES DISTRICT  
FY2023 MONTHLY (MTD) GRANT AWARD ACTIVITY REPORT**

August 01, 2023-August 31, 2023

**"PRELIMINARY-SUBJECT TO CHANGE AND UNAUDITED"**

Item No.	Grant Code	College	Funding Source/Grant	Description/Function	Date of Award Letter	Match Amount	Indirect Cost	Funding Amount	Students Served	No. of FTEs
1	212096	St. Philip's College	Texas Workforce Commission, <u>Project Title:</u> "Child Care Relief Fund".	Funds have assisted with program repair and maintenance projects, updates to playground facilities, classroom supplies and equipment and teacher professional development. The payment will further assist the program in becoming Nature Explore Certified and enhance the outdoor classrooms, repair to fencing and evacuation routes and complete the updates of Kitchen appliances. <i>Additional funding in the amount of \$58,914.</i>	6/22/2023	\$0	\$0	\$58,914	0	0.00
	1		<b>Total SPC-MTD Single Year Grants</b>			\$0	\$0	\$58,914	0	0.00
	1			<b>Total MTD Single Year Grants</b>		\$0	\$0	\$58,914	0	0.00
				<b>Multi Year Grants</b>						
1	211172	San Antonio College	U.S. Department of Education, <u>Project Title:</u> "Access and Learning for Advancement and Success (ALAS) Upward Bound Project". Year 2 of 5.	The SAC UB project will provide participants with academic instruction, tutoring, and advising; information on financial aid programs; and support for applying for college enrollment. Participants will be provided support for their diverse academic and non-cognitive needs to ensure that they persist, succeed and graduate from High school and that they enroll in college and graduate with a college degree.	6/1/2023	\$0	\$22,300	\$305,386	56	4.50
2	211182	San Antonio College	Texas Higher Education Coordinating Board, <u>Project Title:</u> "Nursing Shortage Reduction Program Grant, (NSRP)". Year 1 of 4.	Grantee shall carry out programs that lead to increases in nursing graduates and licensure. Funds will be used on faculty salaries to resolve nursing faculty shortage.	9/1/2022	\$0	\$0	\$279,483	485	0.00
	2		<b>Total SPC-YTD Multi-Year Grants</b>			\$0	\$22,300	\$584,869	541	4.50
1	213091	Palo Alto College	U.S. Department of Labor, <u>Project Title:</u> "Youth Apprenticeship Readiness Program". Year 4 of 4.	The grant main target are youth ages 16-24. The grant will target both in and out of school youth, foster youth, veterans, veteran spouses, transitioning service members, underrepresented youth to include women, people of color, and ex-offenders. To receive pre-apprenticeship training to expose them to local, state and national registered apprenticeship program.	7/1/2023	\$325,425	\$121,958	\$1,429,604	1,200	7.00
2	213525	Palo Alto College	U.S. Department of Education, <u>Project Title:</u> "Palo Alto College DHSI: Project Advance". Year 1 of 5.	Project Advance is designed to establish college-wide best practices and support one activity, Increasing student support, Growing Partnerships and Enrich Learning by increasing professional development for faculty to support curriculum design that incorporates career readiness and cultural competency for student success.	4/14/2023	\$0	\$0	\$592,750	150	6.00
	2		<b>Total PAC-MTD Multi Year Grants</b>			\$325,425	\$121,958	\$2,022,354	1,350	13.00
	4			<b>Total MTD Multi-Year Grants</b>		\$0	\$144,258	\$2,607,223	1,891	17.50
	5			<b>GRAND TOTAL-MTD SINGLE AND MULTI-YEAR GRANTS</b>		\$0	\$144,258	\$2,666,137	1,891	17.50

## ALAMO COLLEGES DISTRICT

### FY 2023 YTD Grant Award Summary Report

Includes All Single Year Grants and the Current Year of Multi-Year Grants

September 1, 2022 -August 31, 2023

**"PRELIMINARY-SUBJECT TO CHANGE AND UNAUDITED"**

No.	College	No. of Grants	Match Amounts	Indirect Cost Received	YTD Funding Amount	No. of Students Served	No. of FTEs
1	District Grants	11	\$ 615,217	\$ 235,272	\$ 5,445,244	20,773	23.50
2	San Antonio College	15	\$ 257,048	\$ 212,706	\$ 4,578,547	27,170	37.50
3	St. Philip's College	11	\$ -	\$ 429,421	\$ 11,304,989	37,767	34.00
4	Palo Alto College	14	\$ -	\$ 557,525	\$ 9,660,294	4,537	37.00
5	Northwest Vista College	6	\$ -	\$ 185,724	\$ 2,130,669	4,509	12.62
6	Northeast Lakeview College	4	\$ 9,969	\$ 8,025	\$ 446,534	8,625	3
<b>GRAND TOTAL</b>		<b>61</b>	<b>\$ 882,234</b>	<b>\$ 1,628,673</b>	<b>\$ 33,566,277</b>	<b>103,381</b>	<b>147.62</b>

**ALAMO COLLEGES DISTRICT**  
**FY 2023 Monthly & YTD Grant Award Funding Activity Report with Award Description**  
September 1, 2022 -August 31, 2023  
**"PRELIMINARY-SUBJECT TO CHANGE AND UNAUDITED"**

Item No.	Grant Code	College	Funding Source/Grant	Description/Function	Date of Award Letter	Match Amount	Indirect Cost	Funding Amount	Students Served	No. of FTEs
1	219139	District	U.S. Department of Education, <u>Project Title: "WETC Laboratory Equipment Proposal"</u> .	Grant will purchase state of the art equipment for two labs at Westside Education and Training Center (WETC) that support the Nanotechnology and Water Resource Science programs offered by Northwest Vista College.	10/17/2022	\$0	\$0	\$94,000	0	0.00
2	219176	District	U.S. Department of Education thru Texas Higher Education Coordinating Board (THECB), <u>Project Title: "Accelerate Student Success Planning Grant"</u> .	Alamo College District (ACD) hopes to better understand the reasons for this discrepancy, formulate plans to reduce any stigma related to Mental Health issues and plan for services and training to address any issues revealed through a needs assessment.	8/30/2022	\$0	\$0	\$50,000	0	0.0
3	219177	District	Texas Workforce Commission, <u>Project Title: "Skills for Small Business"</u> .	The Skills for Small Business (SSB) Program will provide training for small private business in the local area. Each participating business partner will select training courses for its new and/or existing employees that will contribute to the enhancement of the business operation.	11/1/2022	\$0	\$0	\$68,250	50	0.00
4	219366	District	Public Allies Inc., <u>Project Title: "Public Allies San Antonio"</u> .	The purpose of this grant is to develop our ability to meet the needs of the community by increasing our opportunity to work with community based organization. The partnership with the organizations will help develop a cohort of young social service leaders who can facilitate transformational change, leading to the improvement of their communities.	10/30/2022	\$504,512	\$158,438	\$852,475	25	4.00
5	219879	District	U.S. Department of Education thru Texas Higher Education Coordinating Board (THECB), <u>Project Title: "Career and Technical Education-Basic Grants to States"</u> .	The Perkins Basic grant supports awarded applicants in educating students who enroll in CTE courses and programs in preparation for high-skill, high-wage, or high-demand occupations. <i>Additional funding in the amount of \$563,257.</i>	8/3/2022	\$0	\$0	\$2,698,052	10,616	6.0
6	219881	District	U.S. Department of Education thru Texas Higher Education Coordinating Board (THECB), <u>Project Title: "Student Success Acceleration Program Implementation Grant"</u> .	The planned project will deploy culturally-responsive messaging across all the colleges designed to reduce mental health stigma. Training at the colleges will increase the skills and confidence of faculty, staff and students in having conversations about and offering support for others having mental health issues.	2/6/2023	\$0	\$0	\$250,000	7,750	0.00
	<b>6</b>		<b>Total Dist. - YTD Single Year Grants</b>			<b>\$504,512</b>	<b>\$158,438</b>	<b>\$4,012,777</b>	<b>18,441</b>	<b>10.00</b>
1	211181	San Antonio College	U.S. Department of Education thru Texas Higher Education Coordinating Board (THECB), <u>Project Title: "Education Stabilization Fund Program Governor's Emergency Education Relief (GEER II) Fund"</u> .	Grantee shall carry out programs that lead to increases in nursing graduates and licensure. Funds will be used on faculty salaries to resolve nursing faculty shortage.	1/6/2023	\$0	\$0	\$96,711.80	431	2.00
	<b>1</b>		<b>Total SAC-YTD Single-Year Grants</b>			<b>\$0</b>	<b>\$0</b>	<b>\$96,711.80</b>	<b>431</b>	<b>2.00</b>
1	212096	St. Philip's College	Texas Workforce Commission, <u>Project Title: "Child Care Relief Fund"</u> .	Funds have assisted with program repair and maintenance projects, updates to playground facilities, classroom supplies and equipment and teacher professional development. The payment will further assist the program in becoming Nature Explore Certified and enhance the outdoor classrooms, repair to fencing and evacuation routes and complete the updates of Kitchen appliances. <i>Additional funding in the amount of \$58,914.</i>	6/22/2023	\$0	\$0	\$58,914	0	0.00

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2	212100	St. Philip's College	U.S. Department of Education thru Texas Higher Education Coordinating Board (THECB), Project Title: "Governor's Emergency Education Relief (GEER) II Nursing Shortage Reduction Program (NSRP) Grant"	Objectives of this grant are to Enhance Nursing Faculty and Innovation in recruitment and retention of initial licensure students.	3/1/2023	\$0	\$0	\$46,422	26	0.00
3	212648	St. Philip's College	Texas Workforce Commission, Project Title: "Apprenticeship Training Program".	Purpose of the Apprenticeship Training Program is to provide classroom and technical training to apprentices in support of their on the job training in their fulltime employment. The grant award will pay a portion of the cost for job-related in person classroom instruction to Master instructors. The program combines on the job training under supervision of experienced journey works with in-person classroom instruction. Additional funding in the amount of \$34,484.	9/1/2022	\$0	\$0	\$107,212	160	0.0
3			<b>Total SPC YTD Single-Year Grants</b>			\$0	\$0	\$212,548	186.00	0.00
1	213106	Palo Alto College	Texas Higher Coordinating Board (THECB) thru University of Texas at San Antonio, Project Title: "AN OER Writing Handbook for College Composition".	The subaward is part of the UTSA OER grant from the Texas Higher Education Coordinating Board to develop an OER writing handbook for English composition courses. Dr. Melissa Elston will collaborate with UTSA to produce specific sections of the handbook. Dr. Elston will collect data and organize student focus groups and participate in same.	7/8/2022	\$0	\$0	\$3,849	10	1.00
2	213111	Palo Alto College	Texas Workforce Commission, Project Title: "Governor's Summer Merit Program".	Purpose of the Governor's Summer Merit Program is to improve middle school and high school students familiarity and experience with post-secondary educational opportunities leading to STEM careers while developing collaboration among workforce development programs, colleges and universities and Texas middle and high schools.	1/17/2023	\$0	\$0	\$83,926	120	1.00
2			<b>Total PAC-YTD Single Year Grants</b>			\$0	\$0	\$87,775	130	2.00
1	215017	Northeast Lakeview College	Texas Workforce Commission, Project Title: "Jobs and Education for Texans (JET) Grant".	The JET grant will allow for the purchase of equipment necessary to establish a network administration lab. The newly established lab will double the capacity of NLC campus lab facilities from one to two labs allowing for increased student enrollment and hands on learning.	8/25/2022	\$9,969	\$0	\$189,401	75	0.00
2	215018	Northeast Lakeview College	San Antonio Council on Alcohol and Drug Awareness (SACADA), Project Title: "Zen and Wellness Garden, Phase 1"	To support the construction of a Zen and Wellness Garden on the NLC campus that will engage with nature and allow for mindfulness activities and host a series of community mental health workshops.	10/13/2022	\$0	\$0	\$24,000	6,000	0.00
3	215019	Northeast Lakeview College	U.S. Department of Education thru Texas Higher Education Coordinating Board (THECB), Project Title: "Student Success Acceleration Program Implementation Grant".	NLC seeks to mitigate enrollment barriers, promoting the retention and graduation of part-time students. CONNECT's monthly phone outreach, supplemented by emails/mailings, provides information on NLC resources and connects students with wraparound services to address social, emotional and educational barriers.	11/10/2022	\$0	\$0	\$180,000	1,950	0.00
3			<b>Total NLC-YTD Single Year Grants</b>			\$9,969	\$0	\$393,401	8,025	0.00
14			<b>Total YTD Single Year Grants</b>			\$514,481	\$158,438	\$4,803,212	26,782	12.00
			<b>Multi-Year Grants</b>							
1	219117	District	Texas Higher Education Coordinating Board (THECB), Project Title: "Nudges to the Finishing Line". Year 6 of 6.	Alamo Colleges District is participating in research project on the impact of text messages. ACD will share data for the purpose of assigning student cohorts and for evaluating impact of interventions on credit completion and degree attainment.	11/15/2021	\$0	\$0	\$4,950	0	0.00

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2	219121	District	<b>University of Texas at San Antonio, Project Title: "Bexar County Fostering Educational Success Pilot Program".</b> Year 2 of 2.	The University of Texas at San Antonio, Texas A&M San Antonio, Alamo Colleges District, Bexar County Children's Court and Child Advocates San Antonio have partnered for the creation of the Fostering Educational Success for students with a history of Foster Care Pilot Project. <i>Additional funding in the amount of \$13,000.</i>	5/2/2022	\$0	\$0	\$395,632	263	0.00
3	219124	District	<b>U.S. Department of Labor Employment and Training Administration, Project Title: "H-1B Apprenticeships: Closing the Skills Gap Grant Program".</b> Year 1 of 4.	The Healthcare apprenticeship partnership will convene key employer partners to develop new apprenticeship programs in key occupations in the healthcare sector to build an apprenticeship pathway and expand access to trainees.	2/18/2020	\$110,705	\$59,645	\$246,011	800	2.50
4	219166	District	<b>U.S. Department of Education, Project Title: "Alamo Colleges District Educational Opportunity Centers Program".</b> Year 2 of 5.	The ACD EOC project will provide counseling and information on college admissions to eligible adults who want to enter or continue a program of postsecondary education. The ACD EOC project will also offer services to improve the financial economic literacy of participants, counsel participants on financial aid options and assist in the application process to increase the number of adults who enroll in postsecondary education institutions.	8/23/2021	\$0	\$17,189	\$232,050	850	3.00
5	219180	District	<b>Texas Workforce Commission thru Restore Education, Project Title: "Adult Education and Literacy (AEL) Alamo Consortium".</b> Year 1 of 4.	The AEL Alamo Consortium is a group of LEA's community-based organizations, institutes of Higher Education, Public or provide non-profit entities who have come together to build systems of success for Adult Education Literacy and English Literacy Civics at all levels. The AEL Consortium will lead the Adult Learner Success.	7/1/2023	\$0	\$0	\$553,824	419	8.00
<b>5</b>			<b>Total Dist.-YTD Multi-Year Grants</b>			<b>\$110,705</b>	<b>\$76,834</b>	<b>\$1,432,467</b>	<b>2,332</b>	<b>13.50</b>
1	211141	San Antonio College	<b>U.S. Department of Health and Human Services thru University of Texas at Austin, Project Title: "Addiction Technology Transfer Center HHS Region 6".</b> Year 7 of 7.	Funding will enrich course offerings and materials with evidence based and promising practices, mentor and support students entering the addiction treatment and recovery workforce, provide continuing education and technical assistance to existing behavioral health workforce.	3/24/2023	\$0	\$0	\$15,000	300	1.00
2	211145	San Antonio College	<b>U.S. Department of Education, Project Title: "Edison Upward Bound Math and Science Project".</b> Year 5 of 5.	Upward Bound Math & Science (UBMS) provides student services programs for individuals from disadvantage backgrounds, first-generations, low-income individuals etc. UBMS provides up to four years of additional academic support through summer instruction in math, language arts, composition, foreign language and lab science with the curricula that aligns with state exams and state readiness standard.	9/1/2018	\$0	\$23,801	\$297,517	56	1.00
3	211153	San Antonio College	<b>U.S. Department of Education, Project Title: "San Antonio College (SAC) Project R.I.S.E (Ready, Inspired, Successful, Engaged) SSS Program".</b> Year 3 of 5.	Program will increase eligible students' chances of success by providing year round tutoring and prescribed tutoring plans, academic and college readiness instruction, advice and assistance with postsecondary course selection. Each participant will establish an Individual Education Plan (IEP) that includes timelines to achieve graduation and/or transfer to a senior institution.	8/11/2020	\$0	\$16,923	\$261,879	120	7.00
4	211154	San Antonio College	<b>U.S. Department of Education, Project Title: "San Antonio College (SAC's) Project Veterans Achieving Learning through Opportunity and Resilience (VALOR) SSS Program".</b> Year 3 of 5.	Program will increase eligible students' chances of success by providing year round tutoring and prescribed tutoring plans, academic and college readiness instruction, advice and assistance with postsecondary course selection. Participants will also receive education in financial aid/financial literacy including information on market and economics and higher education financing and repayment.	8/11/2020	\$0	\$16,923	\$261,786	120	7.00

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5	211158	San Antonio College	<b>National Security Agency thru University of West Florida, Project Title: "NCAE-C-003-2020 Cyber Curriculum and Research".</b> Year 3 of 3.	Goal is to increase the number of transitioning military veterans, existing first responders and criminal justice and fiancé' earners who are prepared to defend our nation's security and prosperity via cyber security related positions in San Antonio, Texas and beyond.	9/3/2020	\$0	\$27,537	\$249,499	20	1.00
6	211169	San Antonio College	<b>U.S. Department of Education, Project Title: "San Antonio College's 2021 Child Care Access Means Parents in School (CCAMPIS) Program".</b> Year 2 of 4.	Goal of the program is to increase low-income student success by providing access to high-quality child care. Low income SAC students will be provided with high-quality child care each fall, spring and summer semesters. Project Director will provide academic support counseling for CCAMPIS parents at risk for failure.	9/16/2021	\$257,048	\$48,729	\$404,861	56	4.00
7	211172	San Antonio College	<b>U.S. Department of Education, Project Title: "Access and Learning for Advancement and Success (ALAS) Upward Bound Project".</b> Year 2 of 5.	The SAC UB project will provide participants with academic instruction, tutoring, and advising; information on financial aid programs; and support for applying for college enrollment. Participants will be provided support for their diverse academic and non-cognitive needs to ensure that they persist, succeed and graduate from High school and that they enroll in college and graduate with a college degree.	6/1/2023	\$0	\$22,300	\$305,386	56	4.50
8	211173	San Antonio College	<b>Texas Higher Education Coordinating Board (THECB), Project Title: "Nursing Shortage Reduction Program".</b> Year 1 of 4.	Goal of project is to Hire new faculty to support the increase in enrollment; Compensation for faculty release time to assist with curriculum development and accreditation compliance; Outreach and recruitment to target a diverse student population; Travel and registration fees for accreditation and national nursing conferences.	7/13/2022	\$0	\$0	\$277,184	395	4.00
9	211174	San Antonio College	<b>U.S. Department of Education, Project Title: "San Antonio College's Upward Bound Math and Science Program Project at Highlands High School".</b> Year 1 of 5.	Upward Bound Math & Science (UBMS) provides student services programs to individuals from disadvantage backgrounds, first generations, low-income individuals etc. UBMS provides up to four years of additional academic support through summer instruction in Math, Language Arts, Composition and lab science with the curricula that aligns with state exams and state readiness standard.	9/1/2022	\$0	\$23,803	\$297,535	60	1.00
10	211176	San Antonio College	<b>U.S. Department of Education, Project Title: "San Antonio College's Project Apoyo".</b> Year 1 of 5.	The Apoyo project will help reverse the trend low graduation rates by significantly increasing our SAC's capacity to provide the guidance, engagement, and academic support Hispanic and Low-income students need to succeed in higher education.	9/29/2022	\$0	\$0	\$424,545	15,000	4.00
11	211177	San Antonio College	<b>National Science Foundation, Project Title: "HSI Pilot Project: San Antonio College's Campeones de STEM".</b> Year 1 of 3.	Project is designed to directly enhance STEM educational experiences and retention of first year college students in STEM fields through experiential learning opportunities that engage undergraduate students with leaders and professionals in the greater San Antonio STEM Ecosystem.	8/9/2022	\$0	\$22,413	\$79,703	12	2.00
12	211179	San Antonio College	<b>U.S. Department of Health and Human Services, Project Title: "Community Project Funding/Congressionally Directed Spending-Construction".</b> Year 1 of 3.	The grant will help support equipment and materials for San Antonio College's Nursing Program.	11/7/2022	\$0	\$0	\$1,050,000	450	0.00

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13	211180	San Antonio College	<b>National Security Agency, Project Title:</b> "2022 GenCyber-San Antonio College". Year 1 of 2.	A cohort of 40 7th, 8th and 9th grade students will attend a hybrid week-long GenCyber Student summer 2023 camp to be held at San Antonio College to introduce them to GenCyber, Cybersecurity concepts, computer security skills and available certificate/degree programs including SAC's own Information Technology and Security Academy dual-credit program.	8/23/2022	\$0	\$10,278	\$77,457	40	1.00
14	211182	San Antonio College	<b>Texas Higher Education Coordinating Board, Project Title:</b> "Nursing Shortage Reduction Program Grant, (NSRP)". Year 1 of 4.	Grantee shall carry out programs that lead to increases in nursing graduates and licensure. Funds will be used on faculty salaries to resolve nursing faculty shortage.	9/1/2022	\$0	\$0	\$279,483	485	0.00
15	211534	San Antonio College	<b>City of San Antonio, Project Title:</b> "COSA TV Educational Access Channel". Year 1 of 5.	The goal of the Educational Access Channel is to provide educational programming to the citizens of San Antonio and surrounding areas. Objective is to provide cable/video at least 8 hours of daily educational programming, 365 days a year, provide transmissions of educational programming to cable/video providers in a manner that can be accepted and transmitted and communicate with designated city staff regularly regarding the ongoing operation of the Educational Access Channel.	9/20/2022	\$0	\$0	\$200,000	10,000	0.00
	<b>15</b>		<b>Total SAC-YTD Multi-Year Grants</b>			<b>\$257,048</b>	<b>\$212,706</b>	<b>\$4,481,836</b>	<b>27,170</b>	<b>37.50</b>
1	212088	St. Philip's College	<b>National Aeronautics Space Administration thru University of Texas at San Antonio, Project Title:</b> "NASA Center for Advanced Measurements in Extreme Environments". Year 2 of 5.	The NASA MIRO significantly increase the number of underrepresented minority STEM students who transfer to four-year institutions to complete bachelor's degrees in STEM fields. Objectives include to promote STEM literacy and to enhance and sustain the capability of institutions to perform NASA related research and education.	10/1/2019	\$0	\$0	\$46,861	12,455	0.00
2	212090	St. Philip's College	<b>Texas Higher Education Coordinating Board (THECB), Project Title:</b> "Nursing & Allied Health Supporting Clinical Learning to Mitigate Impediments due to COVID-19". Year 2 of 2.	The funds received from the grant would be necessary for additional learning and testing resources and professional development to mitigate impediments due to COVID-19.	11/2/2020	\$0	\$0	\$17,513	14	0.00
3	212093	St. Philip's College	<b>National Science Foundation, Project Title:</b> "Project SURE (Scaffolding Undergraduate Research Experiences)". Year 2 of 5.	Building on existing St. Philip's College program and structures, project SURE will target three areas, Innovation in Instruction will incorporate STEM experiential learning and further develop faculty use of emerging experiential learning methods; Internship and Research experience will create alliances between the college and local industry to provide paid internship opportunities and prepare students to apply for national research experiences and federal internship opportunities and Transfers. Will center on guiding students to transfer to universities to complete their undergraduate degrees.	8/15/2021	\$0	\$127,891	\$312,499	120	1.00
4	212097	St. Philip's College	<b>Texas Higher Education Coordinating Board (THECB), Project Title:</b> "Nursing Shortage Reduction Program". Year 1 of 4.	Goal of the project is to Improve program persistence from the start to final semester; Increase the number of AAS degrees in Nursing award; Prepare faculty and students for Next generation NCLEX; Enhance faculty professional development.	9/1/2021	\$0	\$0	\$133,049	12	0.00

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5	212098	St. Philip's College	<u>U.S. Department of Education, Project Title: "St. Philip's College Means Parents In School Program"</u> . Year 1 of 4.	Goal of the project is to provide support for the participation of low-income parents in postsecondary education through the provision of campus based child care services offered at the on-site nationally accredited SPC Child Development Center. Eligible student-parents will receive assistance with child care tuition on a sliding fee scale. The aim of the project is to reduce the financial burden of CCAMPIS program participants and afford them the opportunity to enroll in school.	9/20/2022	\$0	\$0	\$281,389	40	2.00
6	212628	St. Philip's College	<u>U.S. Department of Education, Project Title: "Historically Black Colleges and Universities Program (FUTURE Act)"</u> . Year 3 of 5.	St. Philip's College is using its FUTURE Act grant funds to implement and operate three activities that will support and strengthen the overall institution delivery of services to students. There will be Project Administration and Research and Development, Campus renovation & Technology Improvements and Student Services.	8/21/2020	\$0	\$0	\$1,442,137	12,455	13.00
7	212634	St. Philip's College	<u>National Science Foundation, Project Title: "CIMA LSAMP Alliance"</u> . Year 2 of 3.	The Louis Stokes Alliances for Minority Participation (LSAMP) program assists universities and colleges in diversifying the STEM workforce through their efforts at significantly increasing the number of students successfully completing high quality degree programs in science, technology, engineering and mathematics (STEM) disciplines. Emphasis is placed on transforming STEM education through innovative recruitment and retention strategies.	10/1/2020	\$0	\$301,530	\$500,000	30	5.00
8	212639	St. Philip's College	<u>U.S. Department of Education, Project Title: "Historically Black Colleges and Universities Program"</u> . Year 1 of 5.	Grant funds will serve to enhance Project Administration and Research Development, Centers for Excellence in Mathematics and Science, Capital Improvement Project, Information and Communication Technology, Institute for Teaching Excellence and Staff Development, Student Services and Good Samaritan Veterans Outreach and Transition Center.	3/6/2022	\$0	\$0	\$8,358,994	12,455	13.00
<b>8</b>			<b>Total SPC-YTD Multi-Year Grants</b>			<b>\$0</b>	<b>\$429,421</b>	<b>\$11,092,442</b>	<b>37,581</b>	<b>34.00</b>
1	213091	Palo Alto College	<u>U.S. Department of Labor, Project Title: "Youth Apprenticeship Readiness Program"</u> . Year 4 of 4.	The grant main target are youth ages 16-24. The grant will target both in and out of school youth, foster youth, veterans, veteran spouses, transitioning service members, underrepresented youth to include women, people of color, and ex-offenders. To receive pre-apprenticeship training to expose them to local, state and national registered apprenticeship program.	7/1/2023	\$325,425	\$121,958	\$1,429,604	1,200	7.00
2	213093	Palo Alto College	<u>U.S. Department of Education, Project Title: "Palo Alto College SSS Project"</u> . Year 3 of 5.	This project will provide participants with academic support, tutoring and advising, information on financial aid assistance, financial literacy, career exploration, university visits and transfer workshops. The need for the project in the target area is apparent due to the high percentage of the low-income, first generation and disabled participants enrolled who are eligible for student support.	9/1/2021	\$0	\$17,780	\$261,888	140	2.00
3	213094	Palo Alto College	<u>U.S. Department of Education, Project Title: "Palo Alto College DHSI: Project Listo"</u> . Year 3 of 5.	Grant is designed to establish college wide best practices by Increasing Student support with the creation of a one-stop Center for career and experiential learning; Growing partnerships by strengthening industry and employer relations to increase student internship and service learning opportunities; and Enrich Learning by increasing professional development for faculty to support curriculum design.	9/30/2020	\$0	\$0	\$599,479	500	5.00

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4	213099	Palo Alto College	<b>U.S. Department of Education, Project Title: "Palo Alto College Talent Search: Southwest High School"</b> . Year 2 of 5.	The TRIO Talent Search Southwest ISD project will provide participants with academic support. Participants will be provided support for their diverse academic and non-cognitive needs to insure that they persist, succeed an graduate from high school and enroll in college to complete post-secondary education.	9/1/2021	\$0	\$20,572	\$277,375	500	3.00
5	213100	Palo Alto College	<b>National Science Foundation, Project Title: "HSI Pilot Project: Promoting Virtual Experiential Learning to Support Part-Time and Nontraditional Students"</b> . Year 2 of 2.	Pilot project proposal will implement the follow to support increasing institutional capacity by creating career services and student support activities that are specifically aimed at part-time students. Using the STEM-ESS (STEM Evidence based and Student Serving) model. In addition the STEM industry partners also require an experienced workforce which students gain via internships, undergraduate research and experiential engagement opportunities.	7/19/2021	\$0	\$0	\$100,000	60	1.00
6	213101	Palo Alto College	<b>National Science Foundation thru Arizona State University, Project Title: "Accelerate Latinx Representation in STEM Education (ALRISE) with Institutional Intentionality and Capacity Building for Experiential Learning"</b> . Year 5 of 5.	The ALRISE Alliance is developing a network of faculty, staff, administrators and students at 2 year and 4 year Hispanic Service Institutions and emerging HSIs to accelerate Latinx representation in science, technology, engineering and math (STEM) education. The ALRISE alliance provides professional development for faculty, staff and industry to serve Latinx students with intentionality through culturally-responsive undergraduate research and work-based experiential learning. <i>Additional funding in the amount of \$122,026.</i>	7/29/2021	\$0	\$11,750	\$122,026	0	1.00
7	213102	Palo Alto College	<b>U.S. Department of Education, Project Title: "Palo Alto College Talent Search: South San Antonio and Somerset ISD"</b> . Year 2 of 5.	The Talent Search project will provide participants with academic tutoring and advising; information on financial aid programs; assistance in completing financial aid application and support for applying for college enrollment.	10/1/2021	\$0	\$20,572	\$277,375	500	1.00
8	213103	Palo Alto College	<b>U.S. Department of Education, Project Title: "Palo Alto College-CCAMPIS 2021"</b> . Year 2 of 4.	To meet the goal of increasing low-income student success by providing access to high quality childcare, the project will subsidize the majority of the cost of on-and-off campus child care to ensure that PAC students realize their full potential by enrolling, persisting and completing a college degree.	9/16/2021	\$0	\$13,201	\$248,345	20	2.00
9	213107	Palo Alto College	<b>U.S. Department of Defense thru Washington Headquarters Services Acquisition Directorate, Project Title: "Military City USA Consortium"</b> . Year 1 of 3.	Goal of this project is to promote and support the completion of technical training and certificate programs that strengthen the DOD and Defense industrial Base science technology and manufacturing workforce. Develop, support and increase the transition of students especially those from underserved and underrepresented populations to include veterans and their spouses, from two-year institutions and/or Community College STEM degrees at four-year institutions.	9/1/2022	\$0	\$306,640	\$5,000,000	1,200	3.00

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10	213109	Palo Alto College	U.S. Department of Education, <u>Project Title: "Palo Alto College Upward Bound Math Science Project 2022"</u> . Year 1 of 5.	Upward Bound Math and Science (UBMS) will provide participants from East Central High School with academic instruction, tutoring and advising; information on Financial aid and assistance in completing financial aid applications. Participants will be provided support for their diverse academic and non-cognitive needs to ensure that they persist, succeed and graduate from high school completing a rigorous secondary school program and enroll in college and graduate with a college degree.	9/1/2022	\$0	\$20,832	\$297,601	60	2.00
11	213110	Palo Alto College	U.S. Department of Education, <u>Project Title: "Palo Alto College Upward Bound 2022"</u> . Year 1 of 5.	Palo Alto College (PAC) Upward Bound will provide participants from Poteet, Pleasanton, Lytle and Jourdanton High Schools with academic instruction, tutoring and advising, information on Financial aid programs and assistance in completing financial aid applications. Participants will be provided support for their diverse academic and non cognitive needs to ensure that they persist, succeed and graduate from High School completing a rigorous secondary school program, enroll in college and graduate with a college degree.	9/1/2022	\$0	\$24,220	\$366,076	77	2.00
12	213525	Palo Alto College	U.S. Department of Education, <u>Project Title: "Palo Alto College DHSI: Project Advance"</u> . Year 1 of 5.	Project Advance is designed to establish college-wide best practices and support one activity, Increasing student support, Growing Partnerships and Enrich Learning by increasing professional development for faculty to support curriculum design that incorporates career readiness and cultural competency for student success.	4/14/2023	\$0	\$0	\$592,750	150	6.00
	12		<b>Total PAC-YTD Multi-Year Grants</b>			\$0	\$557,525	\$9,572,519	4,407	35.00
1	214050	Northwest Vista College	U.S. Department of Education, <u>Project Title: "Community Math Project: Building Math Proficiency to Strengthen Teacher Education Through Collaborative Interventions"</u> . Year 5 of 5.	Goals of project is to develop an academic support system that is integrated into math college course curriculum; develop a seamless pathway which supports increased transfer of education majors through model articulation agreements and develop and implement a Math community to support a pipeline of college ready students and pre-service teachers with strong math aptitudes.	9/28/2018	\$0	\$0	\$749,804	3,000	4.80
2	214051	Northwest Vista College	U.S. Department of Education thru The University of Texas at San Antonio, <u>Project Title: "Latino Teacher Academy Learning Community"</u> . Year 5 of 5.	Latino TALC will provide teacher candidates support as they navigate from a learning community to a professional learning network as they embark into the teaching profession. Project will address the teaching profession in public schools by addressing the need to increase the number of Hispanic and other teachers of color within the critical teaching areas of bilingual education, English as a Second language, Mathematics and Science.	9/28/2018	\$0	\$0	\$224,812	25	2.04
3	214054	Northwest Vista College	Texas Higher Educating Coordinating Board (THECB), <u>Project Title: "2021 College Readiness and Completion Models"</u> . Year 2 of 2.	Project will provide underprepared students with the academic support resources needed to successfully undertake subsequent college-level course work and continue pursuing their educational goals towards degree completion that will lead to improved career opportunities. Peer coaching will help NVC's most vulnerable students set goals, achieve course completion and attain college degrees in a much shorter time span.	8/16/2021	\$0	\$0	\$50,000	1,200	0.73

**ALAMO COLLEGES DISTRICT**  
**FY 2023 Monthly & YTD Grant Award Funding Activity Report with Award Description**  
September 1, 2022 -August 31, 2023  
**"PRELIMINARY-SUBJECT TO CHANGE AND UNAUDITED"**

Item No.	Grant Code	College	Funding Source/Grant	Description/Function	Date of Award Letter	Match Amount	Indirect Cost	Funding Amount	Students Served	No. of FTEs
4	214055	Northwest Vista College	<u>U.S. Department of Education, Project Title: "Portal Leading to Undergraduate Success in Science, Technology, Engineering &amp; Math Project (PLUS+STEM Project)".</u> Year 2 of 5.	The PLUS+STEM Project aims to narrow the STEM achievement gap among NVC's Hispanics, low-income and other disadvantaged student groups through the implementation of enhanced research based activities and services and equitable academic and support services that will empower underrepresented students.	9/17/2021	\$0	\$151,629	\$995,710	190	1.30
5	214056	Northwest Vista College	<u>National Science Foundation through St. Mary's University, Project Title: "HSI Implementation and Evaluation Project: "FUERTE: Fostering Undergraduate Education, Retention and Transfer Environments".</u> Year 2 of 3.	Through the FUERTE Project it will aim to build a collaborative culturally responsive transfer pathways in undergraduate education at Hispanic Serving Institutions (HSIs) to increase retention and graduation rates of Latinx students pursuing degrees in STEM. This will be accomplished through initiatives that include aligning courses and curriculum between institutions; providing professional development for faculty and staff; providing a holistic supporting system that will adapt best evidence-based support practices to Latinx students.	8/2/2021	\$0	\$30,919	\$95,305	50	0.75
6	214058	Northwest Vista College	<u>National Science Foundation thru University of Texas at San Antonio, Project Title: "GP-UP: Geoscience Engagement: growing Interest at Hispanic-Serving Institutions by Scaffolding Classroom Intervention to Service Learning Projects".</u> Year 1 of 5.	Goal of this project is to broaden participation and enhance retention in the geosciences by testing the effectiveness of an integrated early intervention strategy within the undergraduate degree pipeline.	11/19/2022	\$0	\$3,176	\$15,038	44	3.00
<b>6</b>			<b>Total NVC-YTD Multi-Year Grants</b>			<b>\$0</b>	<b>\$185,724</b>	<b>\$2,130,669</b>	<b>4,509</b>	<b>12.62</b>
1	215015	Northeast Lakeview College	<u>U.S. Department of Agriculture thru University of Texas at San Antonio, Project Title: "#Eco-JEDI: Building a City-Wide Collaboration to Facilitate Career Readiness in FAS through Science Literacy &amp; Counter-Storytelling".</u> Year 1 of 4.	This project seeks to increase recruitment, graduation and career readiness by diminishing barriers and prioritizing diversity and inclusion of UP in science, technology, engineering, and mathematics (STEM) through a city wide collaboration of three HSIs. To increase UP skills, investment, and motivation in FAS for individuals and communities in order to recruit students for USDA related jobs.	6/22/2022	\$0	\$32,100	\$53,133	600	3.00
<b>1</b>			<b>Total NLC-MTD Multi Year Grants</b>			<b>\$0</b>	<b>\$8,025</b>	<b>\$53,133</b>	<b>600</b>	<b>3.00</b>
<b>47</b>			<b>Total YTD Multi-Year Grants</b>			<b>\$367,753</b>	<b>\$1,470,235</b>	<b>\$28,763,065</b>	<b>76,599</b>	<b>135.62</b>
<b>61</b>			<b>GRAND TOTAL-YTD SINGLE AND MULTI-YEAR GRANTS</b>			<b>\$882,234</b>	<b>\$1,628,673</b>	<b>\$33,566,277</b>	<b>103,381</b>	<b>147.62</b>

**ALAMO COLLEGES DISTRICT**  
**FY 2023 Monthly (MTD) Restricted Contract Activity Report**  
 August 01, 2023-August 31, 2023  
 "PRELIMINARY-SUBJECT TO CHANGE AND UNAUDITED"

Item No.	Grant Code	College	Funding Source / Grant	Description/Function	Date of Award Letter	Match Amount	Indirect Cost	Funding Amount	Students Served	No. of FTEs
1	249040	District	Education Design Lab Inc., Project Title: "Community College Growth Engine Fund".	Funds will support the design and implementation of 4 micro-pathways during the pilot year serving approximately 100 learners each.	1/16/2023	\$0	\$0	\$250,000	400	0.00
	1			GRAND TOTAL-MTD RESTRICTED CONTRACTS		\$0	\$0	\$250,000	400	0.00

**ALAMO COLLEGES DISTRICT**  
**FY 2023 YTD Restricted Contract (Non-Grant) Summary Report**

September 1, 2022 - August 31, 2023,

**"PRELIMINARY-SUBJECT TO CHANGE AND UNAUDITED"**

No.	Contract Recipient	No. of Contracts Executed for the Year	YTD Total Amount of Contracts	No. Students to be Served
1	District Restricted Contracts	7	\$1,689,111	1,051
2	San Antonio College	6	343,115	3,410
3	St. Philip's College	2	90,000	330
4	Palo Alto College	3	80,000	100
5	Northwest Vista College	1	120,000	1,000
6	Northeast Lakeview College	1	6,000	50
	<b>Total</b>	<b>20</b>	<b>\$2,328,226</b>	<b>5,941</b>

**Year-to-Date Number of Contracts in Selected Dollar Ranges:**

No.	Contract Recipient	\$.01-\$9,999.99	\$10,000- \$99,999	\$100,000 and Higher	Total
1	District Restricted Contracts		2	5	7
2	San Antonio College		5	1	6
3	St. Philip's College		2		2
4	Palo Alto College		3		3
5	Northwest Vista College			1	1
6	Northeast Lakeview College	1			1
	<b>Total</b>	<b>1</b>	<b>12</b>	<b>7</b>	<b>20</b>

**Discussion and Possible Action on Approval of Construction Reports**  
**Preliminary – Subject to Change and Unaudited**

Presented to the Board acting as Committee of the Whole on October 17, 2023, and now presented to the Board for approval on October 24, 2023.

**MINUTE ORDER**

**“The Alamo Colleges District Board of Trustees hereby approves the construction reports as presented.”**

**PURPOSE**

The following construction reports are presented to the Board of Trustees for informational and approval purposes.

**BACKGROUND**

1. 2017 Capital Improvement Program Overview Chart(s)
2. 2017 CIP General Obligation Bond / Maintenance Tax Note Summary and Detail Report

**IMPLICATIONS**

**Financial:** N/A

**Strategic Plan:** Strategic Objective III Performance Excellence

**Human Resources:** N/A

**ATTACHMENTS:** Construction Reports

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Lisa Mazure, MSA, CPA  
Associate Vice Chancellor for  
Finance and Fiscal Services

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Dr. Thomas Cleary  
Interim Vice Chancellor of Finance and  
Administration

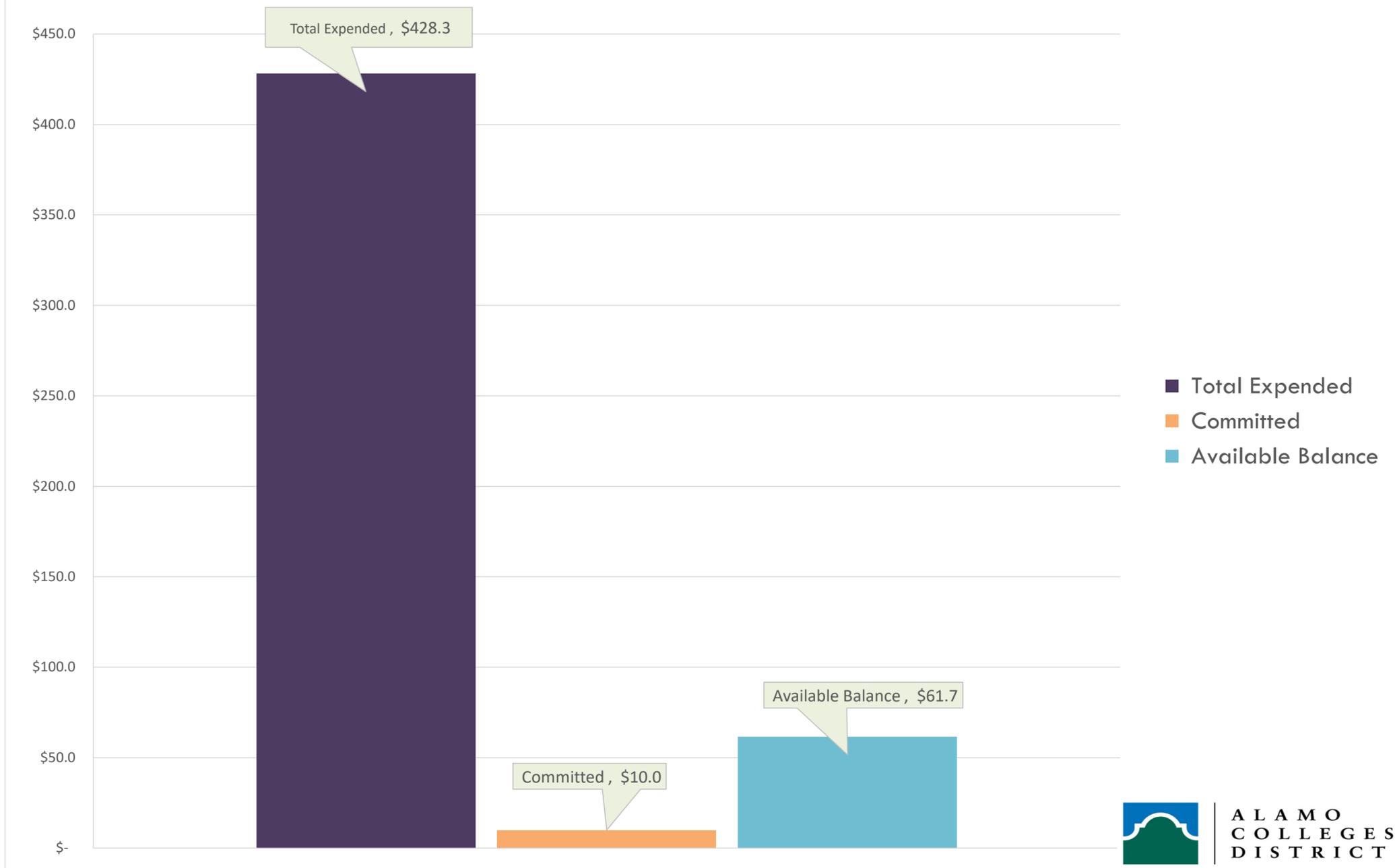
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Dr. Mike Flores, Chancellor



ALAMO  
COLLEGES  
DISTRICT

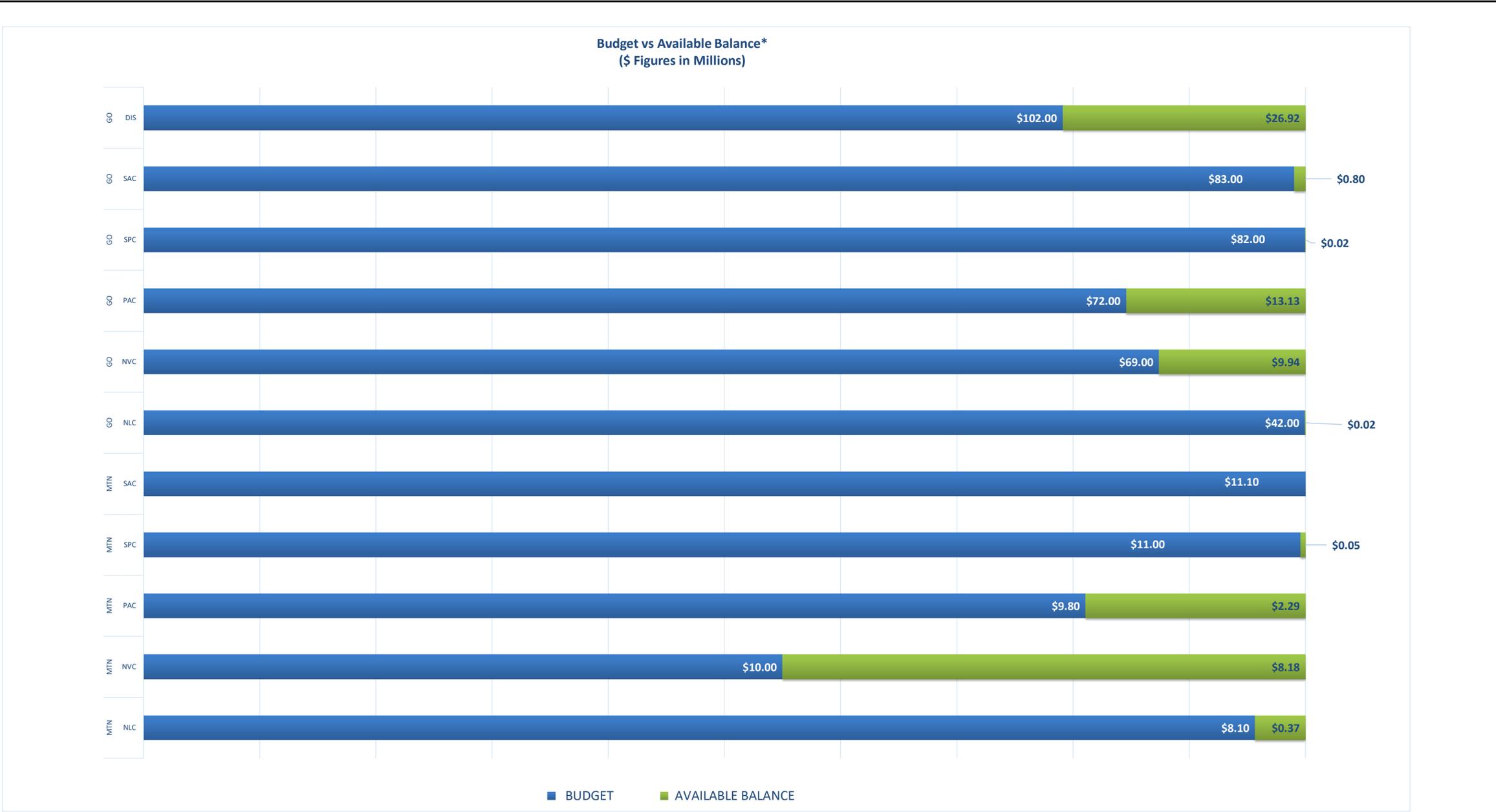
BUDGET VS ACTUAL - OVERVIEW (GO & MTN)  
(\$ FIGURES IN MILLIONS)



# Alamo Colleges District Capital Improvement Program - Chart Summary

As of August 31, 2023

Preliminary - Subject to Change and Unaudited



\*Available balance reduced by actual amount expended as well as committed to spend.



**ALAMO COLLEGES DISTRICT**  
**2017 - CAPITAL IMPROVEMENT PROGRAM SUMMARY**  
**As of August 31, 2023**

Preliminary - Subject to Change and Unaudited

FUNDING SOURCES	GO 2017 Limited Tax Bonds	MTN 2020 Maintenance Tax Bonds	GO 2021 Limited Tax Bonds	GO 2022 Limited Tax Bonds	TOTAL
General Obligation Bonds	\$ 173,000,000	\$ -	\$ 225,000,000	\$ 52,000,000	\$ 450,000,000
Maintenance Tax Note Bonds	\$ -	\$ 50,000,000			\$ 50,000,000
<b>TOTAL FUNDING SOURCES</b>	<b>\$ 173,000,000</b>	<b>\$ 50,000,000</b>	<b>\$ 225,000,000</b>	<b>\$ 52,000,000</b>	<b>\$ 500,000,000</b>

BY LOCATION	BUDGET	CURRENT YEAR TOTAL	PRIOR YEARS' TOTAL	TOTAL TO DATE ALL YEARS	COMMITMENTS	AVAILABLE BALANCE
DISTRICT & DISTRICT WIDE - 2017 G.O. BOND	\$ 102,000,000	\$ 12,945,125	\$ 60,447,054	\$ 72,433,200	\$ 2,650,978	\$ 26,915,822
SAN ANTONIO COLLEGE - 2017 G.O. BOND	\$ 83,000,000	\$ 12,725,979	\$ 68,384,654	\$ 81,110,632	\$ 1,087,695	\$ 801,672
ST. PHILIP'S COLLEGE & SWC - 2017 G.O. BOND	\$ 82,000,000	\$ 862,032	\$ 80,751,751	\$ 81,613,784	\$ 368,377	\$ 17,839
PALO ALTO COLLEGE - 2017 G.O. BOND	\$ 72,000,000	\$ 6,091,709	\$ 51,305,653	\$ 57,397,362	\$ 1,475,743	\$ 13,126,895
NORTHWEST VISTA COLLEGE - 2017 G.O. BOND	\$ 69,000,000	\$ 285	\$ 57,902,775	\$ 57,903,060	\$ 1,158,726	\$ 9,938,214
NORTHEAST LAKEVIEW COLLEGE - 2017 G.O. BOND	\$ 42,000,000	\$ 2,696,466	\$ 38,791,265	\$ 41,487,731	\$ 496,342	\$ 15,927
<b>General Obligation Bond Totals</b>	<b>\$ 450,000,000</b>	<b>\$ 35,321,597</b>	<b>\$ 357,583,152</b>	<b>\$ 391,945,769</b>	<b>\$ 7,237,862</b>	<b>\$ 50,816,369</b>
SAN ANTONIO COLLEGE - 2020 MTN BOND	\$ 11,100,000	\$ -	\$ 11,100,000	\$ 11,100,000	\$ -	\$ -
ST. PHILIP'S COLLEGE & SWC - 2020 MTN BOND	\$ 11,000,000	\$ 10,382	\$ 10,918,462	\$ 10,928,844	\$ 23,411	\$ 47,745
PALO ALTO COLLEGE - 2020 MTN BOND	\$ 9,800,000	\$ 4,888,449	\$ -	\$ 4,888,449	\$ 2,624,230	\$ 2,287,321
NORTHWEST VISTA COLLEGE - 2020 MTN BOND	\$ 10,000,000	\$ -	\$ 1,818,853	\$ 1,818,853	\$ -	\$ 8,181,147
NORTHEAST LAKEVIEW COLLEGE - 2020 MTN BOND	\$ 8,100,000	\$ 3,247,827	\$ 4,351,545	\$ 7,599,373	\$ 133,312	\$ 367,315
<b>MTN Bond Totals</b>	<b>\$ 50,000,000</b>	<b>\$ 8,146,659</b>	<b>\$ 28,188,860</b>	<b>\$ 36,335,519</b>	<b>\$ 2,780,953</b>	<b>\$ 10,883,527</b>
UNALLOCATED INTEREST INCOME	\$ (0)	\$ -	\$ -	\$ -	\$ -	\$ (0)
<b>TOTAL FOR ALL 2017 CIP BONDS</b>	<b>\$ 500,000,000</b>	<b>\$ 43,468,255</b>	<b>\$ 385,772,013</b>	<b>\$ 428,281,289</b>	<b>\$ 10,018,815</b>	<b>\$ 61,699,896</b>

**ALAMO COLLEGES DISTRICT**  
**2017 - CAPITAL IMPROVEMENT PROGRAM EXPENDITURES BY PROJECT**  
**As of August 31, 2023**  
Preliminary - Subject to Change and Unaudited

<b>General Obligation Bonds</b>							
<b>PROJECT TITLE</b>	<b>Adjusted Budget</b>	<b>Current Month Expenses</b>	<b>Current Yr Expenses</b>	<b>Prior Yrs Expenses</b>	<b>Total to Date All Yrs Expenses</b>	<b>Commitments</b>	<b>Available Balance</b>
DIS-WETC GO17 - T1	23,000,000	81,782	4,076,944	19,577,770	22,695,735	404,142	(99,877)
DIS-SETC GO17 - T1	23,000,000	959,772	6,752,240	12,894,616	19,646,857	822,705	2,530,438
DIS-N. 281 Property purch - GO17 - T1	5,000,000	-	-	5,000,000	5,000,000	-	-
DIS I-10 NW Ed and Train Ctr. - GO17 - T2	23,000,000	-	2,850	2,543,947	2,546,797	748,867	19,704,336
SWC- Redund Police Dpatch @ SWC - GO17 - T1	2,955,408	-	-	2,955,408	2,955,408	-	0
DIS MOKA Prog. MGT. - GO17	44,592	-	(4,650)	11,904	7,254	37,338	-
<b>TOTAL FOR DISTRICT</b>	<b>\$ 77,000,000</b>	<b>\$ 1,041,554</b>	<b>\$ 10,827,384</b>	<b>\$ 42,983,645</b>	<b>\$ 52,852,050</b>	<b>\$ 2,013,052</b>	<b>\$ 22,134,898</b>
DIS Instructional Tech GO17 - T1	1,500,000	289,000	289,000	788,961	1,077,961	-	422,039
DIS Infrastructural & ACOL GO17 T1	11,600,000	597,456	1,547,451	7,681,009	9,228,459	172,864	2,198,677
DIS Comm. & Collaboration Tools GO17 T1	4,100,000	-	-	3,997,214	3,997,214	-	102,786
Reporting and Analysis - T3	1,700,000	114,000	114,000	-	114,000	456,000	1,130,000
DIS Mobile Tech & Security GO17 - T3	6,100,000	-	167,290	4,996,225	5,163,515	9,062	927,422
<b>TOTAL FOR DISTRICT WIDE INFO. TECH.</b>	<b>\$ 25,000,000</b>	<b>\$ 1,000,456</b>	<b>\$ 2,117,741</b>	<b>\$ 17,463,409</b>	<b>\$ 19,581,150</b>	<b>\$ 637,926</b>	<b>\$ 4,780,924</b>
<b>TOTAL FOR DISTRICT / DISTRICT WIDE</b>	<b>\$ 102,000,000</b>	<b>\$ 2,042,009</b>	<b>\$ 12,945,125</b>	<b>\$ 60,447,054</b>	<b>\$ 72,433,200</b>	<b>\$ 2,650,978</b>	<b>\$ 26,915,822</b>
SAC-Parking Garage GO17 - T1	18,679,527	-	(293,619)	18,847,730	18,554,111	94,261	31,155
SAC-Childcare Bldg GO17 - T1	16,235,684	(1,432)	179,634	15,752,543	15,932,177	8,513	294,994
SAC Law Enforce/ 1st Responder - GO17 - T2	20,000,000	1,726,516	10,694,535	8,821,179	19,515,714	343,355	140,931
SAC Fletcher St Success Ren w/ Main Entry - GO17 - T2	9,798,431	-	147,328	9,543,645	9,690,973	86,495	20,963
SAC Physical Plant - GO17 - T3	2,477,282	-	(41,148)	2,512,802	2,471,654	5,627	1
SAC Chance Academic Ren - GO17 - T3	147,399	-	-	3,604	3,604	110,341	33,454
SAC MFA Ren - GO17 - T3	47,808	-	-	47,808	47,808	-	-
SAC NEW SCIENCE BLDG - GO17	15,613,870	-	2,039,248	12,855,343	14,894,592	439,104	280,174
<b>TOTAL FOR SAC</b>	<b>\$ 83,000,000</b>	<b>\$ 1,725,084</b>	<b>\$ 12,725,979</b>	<b>\$ 68,384,654</b>	<b>\$ 81,110,632</b>	<b>\$ 1,087,695</b>	<b>\$ 801,672</b>
SPC Culinary Arts Center Exc GO17 -T1	30,000,000	-	-	29,997,330	29,997,330	2,257	413
SPC Norris Tech Renovation GO17 - T2	14,882,376	-	-	14,851,838	14,851,838	11,364	19,174
SPC Bowden Renovation GO17 - T3	13,736,454	-	14,393	13,676,053	13,690,446	45,611	397
<b>TOTAL FOR SPC</b>	<b>\$ 58,618,830</b>	<b>\$ -</b>	<b>\$ 14,393</b>	<b>\$ 58,525,221</b>	<b>\$ 58,539,614</b>	<b>\$ 59,232</b>	<b>\$ 19,985</b>
SPC Welding and Auto Body Fac -GO17 -T2	23,381,170	-	847,640	22,226,531	23,074,170	309,145	(2,144)
<b>TOTAL FOR SWC</b>	<b>\$ 23,381,170</b>	<b>\$ -</b>	<b>\$ 847,640</b>	<b>\$ 22,226,531</b>	<b>\$ 23,074,170</b>	<b>\$ 309,145</b>	<b>\$ (2,144)</b>
<b>TOTAL FOR SPC / SWC</b>	<b>\$ 82,000,000</b>	<b>\$ -</b>	<b>\$ 862,032</b>	<b>\$ 80,751,751</b>	<b>\$ 81,613,784</b>	<b>\$ 368,377</b>	<b>\$ 17,840</b>

**ALAMO COLLEGES DISTRICT**  
**2017 - CAPITAL IMPROVEMENT PROGRAM EXPENDITURES BY PROJECT**  
**As of August 31, 2023**  
Preliminary - Subject to Change and Unaudited

<b>General Obligation Bonds</b>							
<b>PROJECT TITLE</b>	<b>Adjusted Budget</b>	<b>Current Month Expenses</b>	<b>Current Yr Expenses</b>	<b>Prior Yrs Expenses</b>	<b>Total to Date All Yrs Expenses</b>	<b>Commitments</b>	<b>Available Balance</b>
PAC Manufacturing Bldg GO17 - T1	56,865,799	113,243	6,235,541	41,002,172	47,237,713	1,066,640	8,561,446
PAC Real Estate Purchase (under district funding) GO17 - T1	6,000,000	-	-	5,118,242	5,118,242	-	881,758
PAC Student Engagement & Welcome Ctr GO17 - T2	117,663	-	8,207	37,177	45,384	72,280	-
PAC Natatorium and Gym Ren GO17 - T2	4,721,641	-	7,708	1,433,692	1,441,400	307,675	2,972,566
PAC Physical Plant GO17 - T3	4,294,897	4,109	(159,748)	3,714,371	3,554,624	29,149	711,125
<b>TOTAL FOR PAC</b>	<b>\$ 72,000,000</b>	<b>\$ 117,352</b>	<b>\$ 6,091,709</b>	<b>\$ 51,305,653</b>	<b>\$ 57,397,362</b>	<b>\$ 1,475,743</b>	<b>\$ 13,126,895</b>
NVC Parking Garage GO17 - T1	9,756,145	-	-	9,472,467	9,472,467	229,392	54,286
NVC Welcome Ctr. GO17 - T1	17,873,204	-	25,117	15,673,808	15,698,925	59,277	2,115,001
NVC Cultural Prog Ctr Excellen GO17 - T2	4,671,863	-	120,000	1,490,570	1,610,570	135,688	2,925,605
NVC STEM GO17 - T3	33,900,000	-	(144,832)	28,547,499	28,402,668	654,011	4,843,321
NVC Physical Plant GO17 - T3	2,798,788	-	-	2,718,430	2,718,430	80,358	(0)
<b>TOTAL FOR NVC</b>	<b>\$ 69,000,000</b>	<b>\$ -</b>	<b>\$ 285</b>	<b>\$ 57,902,775</b>	<b>\$ 57,903,060</b>	<b>\$ 1,158,726</b>	<b>\$ 9,938,214</b>
NLC Tech Ctr Excellence/Science Building GO17 - T2	42,000,000	562,023	2,696,466	38,791,265	41,487,731	496,342	15,927
<b>TOTAL FOR NLC</b>	<b>\$ 42,000,000</b>	<b>\$ 562,023</b>	<b>\$ 2,696,466</b>	<b>\$ 38,791,265</b>	<b>\$ 41,487,731</b>	<b>\$ 496,342</b>	<b>\$ 15,927</b>
<b>TOTAL 2017 G.O. BONDS</b>	<b>\$ 450,000,000</b>	<b>\$ 4,446,468</b>	<b>\$ 35,321,597</b>	<b>\$ 357,583,152</b>	<b>\$ 391,945,769</b>	<b>\$ 7,237,862</b>	<b>\$ 50,816,370</b>

**ALAMO COLLEGES DISTRICT**  
**2017 - CAPITAL IMPROVEMENT PROGRAM EXPENDITURES BY PROJECT**  
**As of August 31, 2023**  
Preliminary - Subject to Change and Unaudited

<b>Maintenance Tax Notes</b>							
<b>PROJECT TITLE</b>	<b>Adjusted Budget</b>	<b>Current Month Expenses</b>	<b>Current Yr Expenses</b>	<b>Prior Yrs Expenses</b>	<b>Total to Date All Yrs Expenses</b>	<b>Commitments</b>	<b>Available Balance</b>
SAC FLETCH ST SCSS MTN20	11,100,000	-	-	11,100,000	11,100,000	-	-
<b>TOTAL FOR SAC</b>	<b>11,100,000</b>	<b>-</b>	<b>-</b>	<b>11,100,000</b>	<b>11,100,000</b>	<b>-</b>	<b>-</b>
SPC THCA Culinary-MTN20	2,181,723	-	-	2,126,296	2,126,296	17,698	37,729
SPC NORRIS TECH MTN20	8,453,992	-	-	8,448,279	8,448,279	5,713	0
SPC UNALLOCATED MTN20	10,000	-	-	-	-	-	10,000
<b>TOTAL FOR SPC / SWC</b>	<b>11,000,000</b>	<b>-</b>	<b>10,382</b>	<b>10,918,462</b>	<b>10,928,844</b>	<b>23,411</b>	<b>47,745</b>
PAC NATA & GYM IMP - MTN20	9,800,000	532,679	4,888,449	-	4,888,449	2,624,230	2,287,321
<b>TOTAL FOR PAC</b>	<b>9,800,000</b>	<b>532,679</b>	<b>4,888,449</b>	<b>-</b>	<b>4,888,449</b>	<b>2,624,230</b>	<b>2,287,321</b>
NVC CUL PRGMS CYP REN - MTN20	8,181,147	-	-	-	-	-	8,181,147
NVC WELCOME CTR - MTN20	1,818,853	-	-	1,818,853	1,818,853	-	0
<b>TOTAL FOR NVC</b>	<b>10,000,000</b>	<b>-</b>	<b>-</b>	<b>1,818,853</b>	<b>1,818,853</b>	<b>-</b>	<b>8,181,147</b>
NLC SCI/TECH CTR of EXEL - MTN20	5,680,000	-	2,605,149	2,739,357	5,344,507	126,108	209,385
NLC UNALLOCATED - MTN20	458	-	-	-	-	-	458
NLC ACA BLDG I ELEV - MTN20	1,274,314	-	-	1,260,941	1,260,941	5,902	7,472
NLC NLIB Elev & L Ren - MTN20	145,228	-	-	143,926	143,926	1,302	0
NLC STU COM MOIST BAR - MTN20	1,000,000	-	642,678	207,322	850,000	-	150,000
<b>TOTAL FOR NLC</b>	<b>8,100,000</b>	<b>-</b>	<b>3,247,827</b>	<b>4,351,545</b>	<b>7,599,373</b>	<b>133,312</b>	<b>367,315</b>
<b>TOTAL 2020 MTN BONDS</b>	<b>\$ 50,000,000</b>	<b>\$ 532,679</b>	<b>\$ 8,146,659</b>	<b>\$ 28,188,860</b>	<b>\$ 36,335,519</b>	<b>\$ 2,780,953</b>	<b>\$ 10,883,527</b>
<b>TOTAL 2017 CIP G.O. &amp; MTN BONDS</b>	<b>\$ 500,000,000</b>	<b>\$ 4,979,147</b>	<b>\$ 43,468,255</b>	<b>\$ 385,772,013</b>	<b>\$ 428,281,289</b>	<b>\$ 10,018,815</b>	<b>\$ 61,699,897</b>



Alamo Colleges District  
Maintenance Tax Notes (MTN) 2022 Program  
Executive Summary

**BACKGROUND**

In September 2022, the Board approved the Project List for the \$270 million dollar 2022 Maintenance Tax Notes. In April 2023, the Board approved a pool of qualified Construction Managers at Risk (CMARs): Thos. S. Byrne Inc, Flintco LLC, Gilbane Building Company, Guido Construction Company, Marksmen General Contractors LLC, Noble Texas Builders LLC, Satterfield & Pontikes Construction Inc, Structure Tone Southwest, Turner Construction Company, and J.T. Vaughn Construction LLC; and delegated to Administration the authority (i) to solicit a series of specific project proposals (including pricing) from among projects approved by the Board from sub-groups of the selected CMARs; and (ii) to contract with the best-ranked such proposers.

**Overall MTN 2022 Projects by the Numbers - As of September 2023**

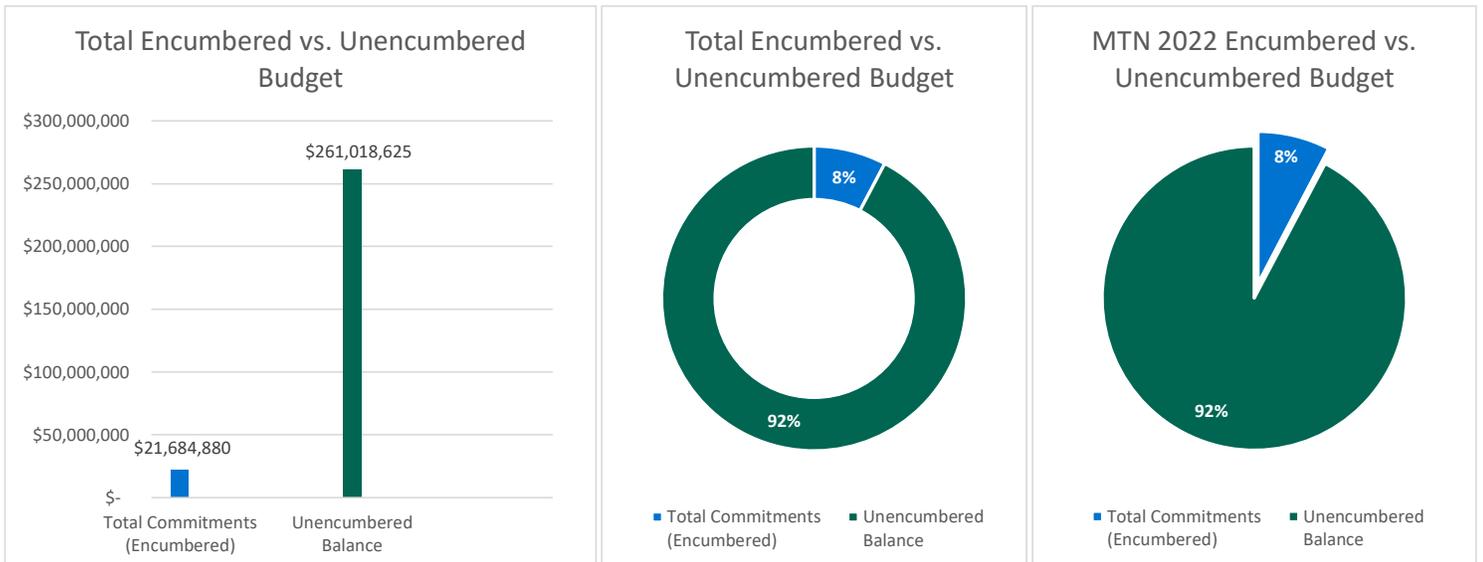
Project Status		NLC	NVC	PAC	SAC	SPC	ETCs	Total
Design	Projects not yet in Design	-	-	-	2	-	-	2
	Projects in Various Design Phases	3	2	4	12	11	2	34
	Projects with Completed Design (or N/A)	1	3	4	2	6	-	16
Construction Procurement	Projects not yet Procured for Construction	-	1	4	5	1	1	12
	Projects in Various Stages of Procurement	3	4	4	10	6	-	27
	Projects with Construction Services Procured	1	-	-	1	10	1	13
Construction	Projects with Construction not yet started	3	5	8	14	11	2	43
	Projects with Construction Underway	-	-	-	2	5	-	7
	Completed Projects	1	-	-	-	1	-	2
<b>Total</b>								<b>52</b>

ETC = Educational & Training Center (Economic and Workforce Development)

**Overall MTN 2022 Project Schedule Milestones Completion % - As of September 2023**

Project Schedule Milestones	NLC	NVC	PAC	SAC	SPC	ETCs	Summary
Funding secured	100%	100%	91%	100%	100%	100%	99%
Professional Services Procurement	100%	100%	100%	88%	100%	100%	96%
Design	42%	68%	58%	37%	60%	16%	50%
Construction Services Procurement	31%	36%	23%	17%	64%	50%	38%
Construction	25%	0%	0%	3%	14%	0%	7%
Warranty Phase	0%	0%	0%	0%	0%	0%	0%
<b>Average of Completion % of Milestones</b>	<b>50%</b>	<b>51%</b>	<b>45%</b>	<b>41%</b>	<b>61%</b>	<b>44%</b>	

**Overall MTN 2022 Budget - As of September 2023**





Alamo Colleges District  
Maintenance Tax Notes (MTN) 2022 Program  
Executive Summary

Overall MTN 2022 Program Funding - As of September 2023

	Total Budget*	Total Commitments (Encumbered)	Unencumbered Balance
MTN22**	\$ 270,000,000	\$ 20,769,247	\$ 249,230,753
Prev. Maintenance 2021	\$ 3,141,000	\$ -	\$ 3,141,000
Prev. Maintenance 2022	\$ 6,054,072	\$ -	\$ 6,054,072
Prev. Maintenance 2023	\$ 2,649,053	\$ 71,053	\$ 2,578,000
Prev. Maintenance 2024	\$ -	\$ -	\$ -
Facilities Institutional Budget 2021	\$ 304,060	\$ 289,260	\$ 14,800
Facilities Institutional Budget 2022	\$ 555,320	\$ 555,320	\$ -
<b>Total</b>	<b>\$ 282,703,505</b>	<b>\$ 21,684,880</b>	<b>\$ 261,018,625</b>

*Preliminary Budget Numbers as of September 2023, subject to change and unaudited.*

\*Some MTN 2022 Projects are inclusive of funding sources such as Preventive Maintenance and Facilities Institutional Budget in the cases when the funding applies to the same facility. These combined funding sources will allow for efficiency in design and construction phases.

\*\*MTN22 funding commitment is targeted for 85% by the third quarter of 2025.

Overall MTN 2022 Contractor Awards with estimated Construction Budget - As of September 2023

Awarded Contractor	NLC	NVC	PAC	SAC	SPC	ETCs	Summary
Flintco	\$ -	\$ -	\$ -	\$ 5,429,921	\$ -	\$ -	\$ 5,429,921
Vendor 2	\$ -	\$ -	\$ -	\$ 14,204,683	\$ -	\$ -	\$ 14,204,683
Vendor 3	\$ -	\$ 5,590,912	\$ 3,120,949	\$ -	\$ -	\$ -	\$ 8,711,861
Vendor 4	\$ -	\$ -	\$ -	\$ 29,890,276	\$ 67,505,662	\$ -	\$ 97,395,938
Vendor 5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,377,888	\$ 10,377,888
<b>Total</b>	<b>\$ -</b>	<b>\$ 5,590,912</b>	<b>\$ 3,120,949</b>	<b>\$ 49,524,881</b>	<b>\$ 67,505,662</b>	<b>\$ 10,377,888</b>	<b>\$136,120,292</b>

In February 2023, a Request for Qualification Statements (RFQS) was advertised for Construction Management at Risk contracts. Purchasing & Contract Administration sent notices to 298 potential Offerors.

The Construction Manager at Risk firms were selected according to established procedures by the Alamo Colleges District and in accordance with Texas Government Code, Section 2269.253 as a RFQS two-step process. As part of the two-step process used, the Alamo Colleges District may not request fees or prices in step one. In step two, the Alamo Colleges District may request that five or fewer offerors, selected solely on the basis of qualifications (in step one), provide additional information, including the construction manager-at-risk's proposed fee and prices for fulfilling the general conditions.

In April 2023, the Board approved the pool of 10 construction management at risk firms and delegated the second step processes to Administration as authorized by Texas Government Code, Section 2269.053 and notice of such delegation in the published RFQS.

ETC = Educational & Training Center (Economic and Workforce Development)

MTN 2022 Program Construction Projected Upcoming for Board Approval

Estimated Upcoming GMP Board Pending Approval*	Oct-23	Nov-2023 (No BoT Mtg)	Dec-23	Jan-24	Feb-24	Mar-24
MTN_NLC Package 1: Comprehensive Renovation			X			
MTN_NVC Package 2: Major System (HVAC)				X		
MTN_PAC Package 2: Major System (HVAC)			X			
MTN_SPC/SWC Package 3: Major System (HVAC)			X			
MTN_SAC Package 1: Full Facility Renovation						X
MTN_SAC Package 2: Full Facility Renovation			X			
MTN_SAC Package 3: Full Facility Renovations				X		
MTN_SAC Package 6: Comprehensive Renovations			X			
MTN_SAC Package 7: Major System (HVAC)					X	
MTN_SAC Package 8: Major System (HVAC)				X		
MTN_DW Moisture and Site: NLC					X	

\*Dates Subject to change.



## ALAMO COLLEGES DISTRICT CAPITAL IMPROVEMENTS PROGRAM (CIP) EXECUTIVE SUMMARY

### CIP Bond Construction *Projected* Upcoming CIP Project – for Board Approval

Estimated Upcoming GMP Board Pending Approval	Aug	Sept	Oct	Nov
NVC Cypress Cultural Center of Excellence Renovation (Vaughn/ Overland)				X
PAC Natatorium/Gym Renovation (TBD / RVK)	<i>TBD - Rescoping</i>			
Northwest Education and Training Center (NWETC) (TBD / Overland)				X
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>

### CIP Bond Construction Projects by The Numbers

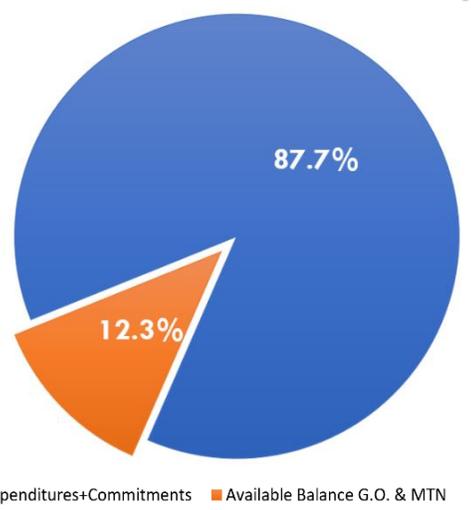
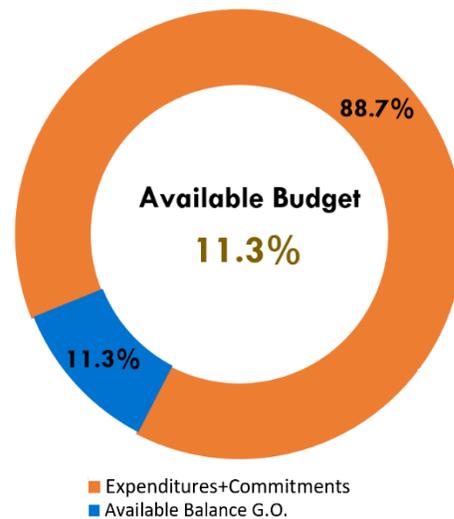
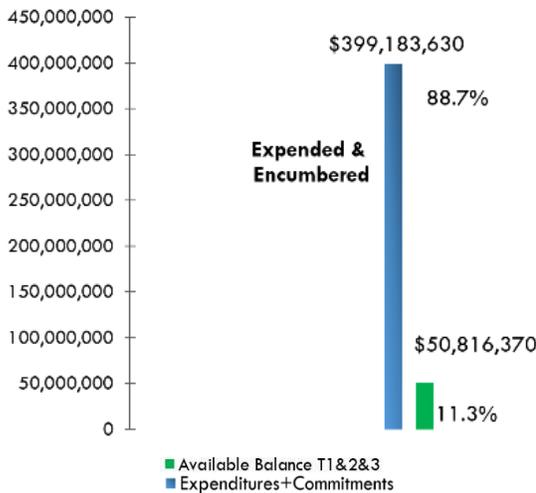
Project Status	SPC	SAC	NVC	PAC	NLC	ETCs	Total
Projects Completed	5	6	4	2	1	2	20
Projects in Construction							0
Projects with Approved GMP							-
Projects with Upcoming GMP Approval			1				1
Projects in Various Design Phases		1		1		1	3
<b>TOTAL</b>							<b>24</b>

### CIP Bond Budget – As of October 2023

CIP - Available v. Expended (encumbered), G.O.

CIP General Obligation Bond - Available Budget

CIP G.O. & MTN Bond - Overall Available Budget



Issued - By Tranche		%	CIP General Obligation Bond - Available Budget	%	Overall CIP GO & MTN - Available Budget	%
1st Tranche (GO17)	\$ 173,000,000	38.4%				
2nd Tranche (GO21)	\$ 225,000,000	50.0%				
3rd Tranche (GO22)	\$ 52,000,000	11.6%	CIP GO Budget	\$ 450,000,000 100.0%	CIP GO+MTN Budget	\$ 500,000,000 100.0%
Total GO Bonds	\$ 450,000,000	100.0%				
Expenditures+Commitments	\$ 399,183,630	88.7%	Expenditures+Commitments	399,183,630 88.7%	Expenditures+Commitments	438,300,103 87.7%
Total Available Balance	\$ 50,816,370	11.3%	Available Balance G.O.	\$ 50,816,370 11.3%	Available Balance G.O. & MTN	\$ 61,699,897 12.3%

Total General Obligation & MTN funding	Total expenditures on all CIP projects to date	Remaining balance of funding
<b>\$500,000,000</b>	<b>\$428,281,289</b>	<b>\$61,699,897</b>

*\*Preliminary Bond Budget Numbers as of August 31, 2023, subject to change and unaudited*

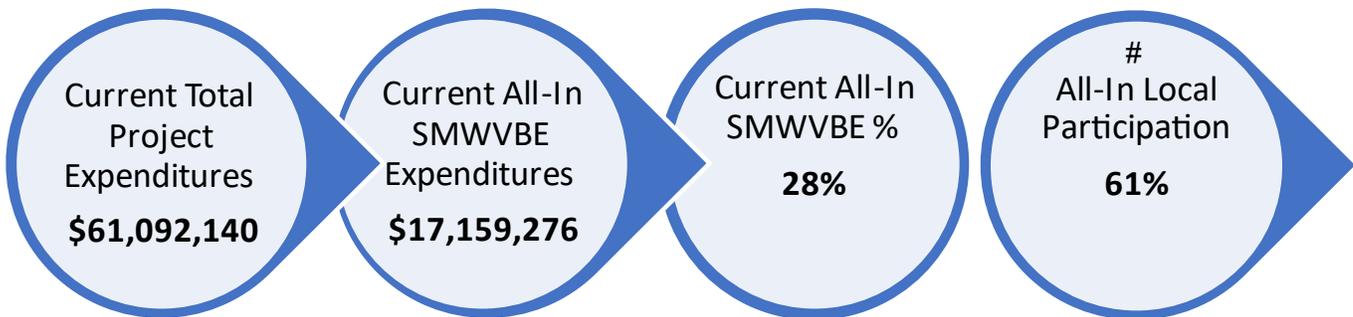
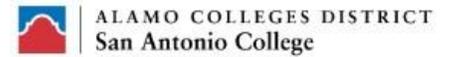


Next CBOC Meeting

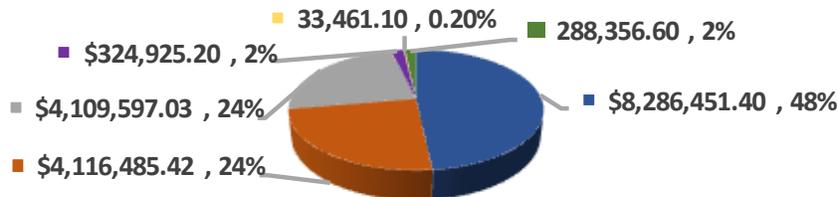
- The CBOC committee met on April 11, 2022, in person at DSO and the next meeting is being scheduled.

CIP Bond SMWVBE Reporting (as reported in September 2023)

San Antonio College



SAC All-In SMWVBE Breakdown

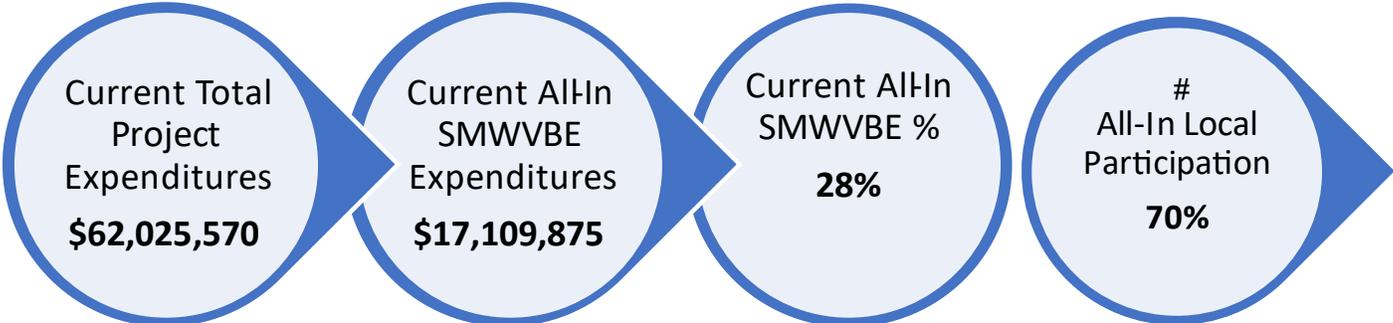


- Hispanic American Business Enterprise
- Asian American Business Enterprise
- Small Business Enterprise
- Native American Business Enterprise
- Woman Owned Business Enterprise
- African American Business Enterprise

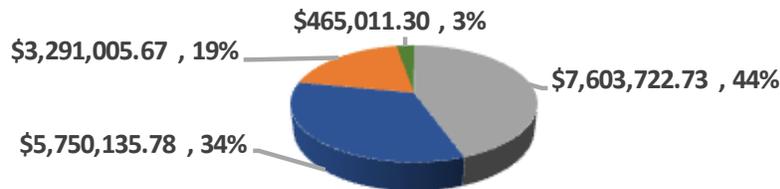




# Northwest Vista College



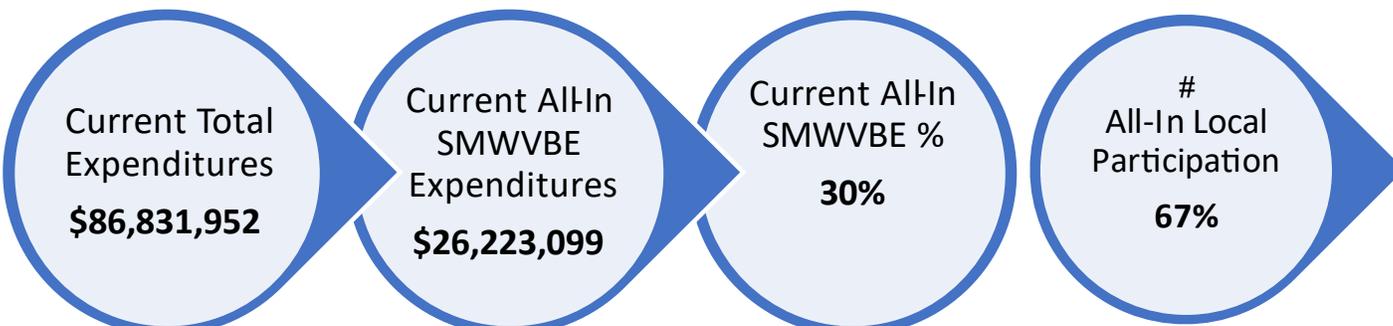
NVC All-In SMWVBE Breakdown



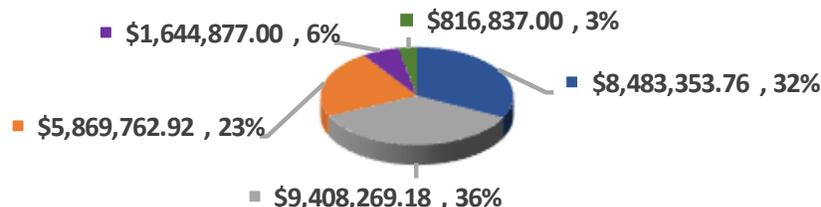
■ Woman Owned Business Enterprise    
 ■ Hispanic American Business Enterprise    
 ■ Small Business Enterprise    
 ■ African American Business Enterprise



# St. Philip's College



SPC All-In SMWVBE Breakdown

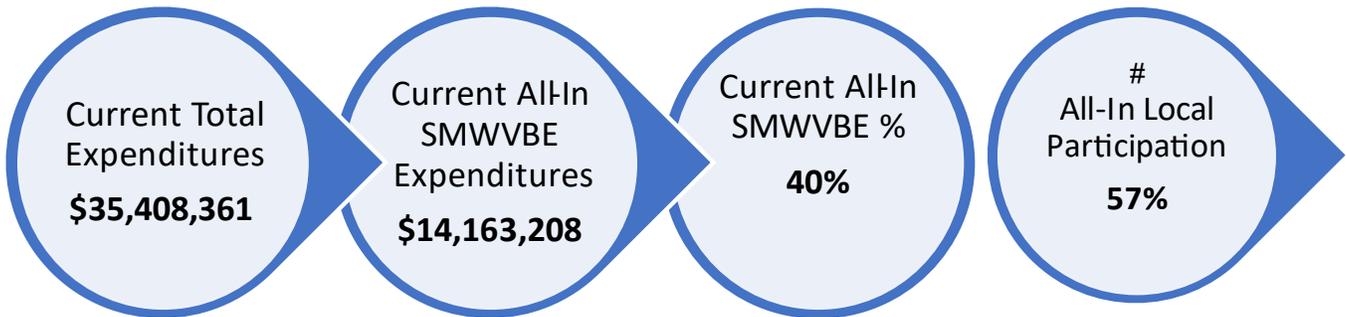


■ Hispanic American Business Enterprise    
 ■ Woman Owned Business Enterprise    
 ■ Small Business Enterprise    
 ■ Asian American Business Enterprise    
 ■ African American Business Enterprise

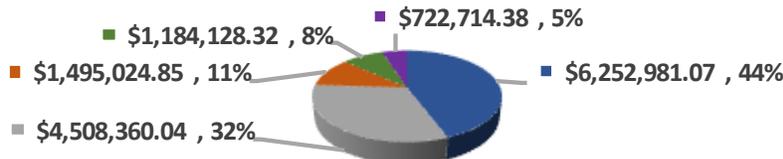




# Northeast Lakeview College



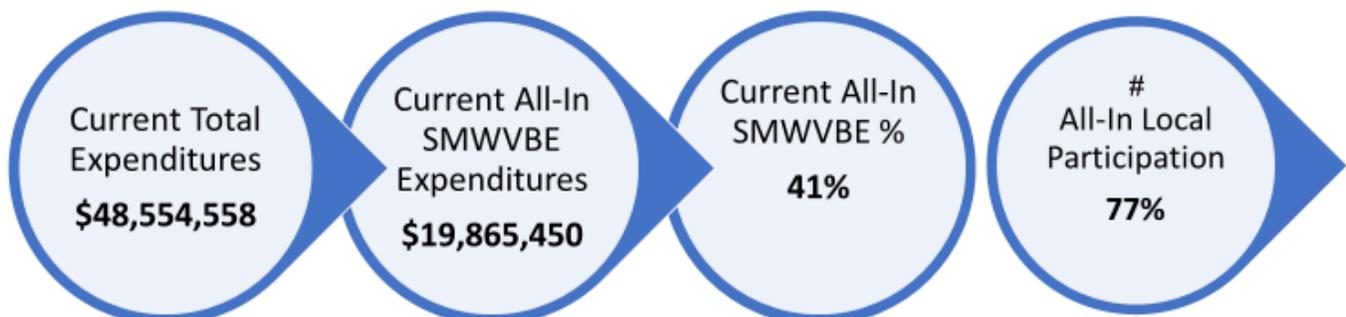
NLC All-In SMWVBE Breakdown



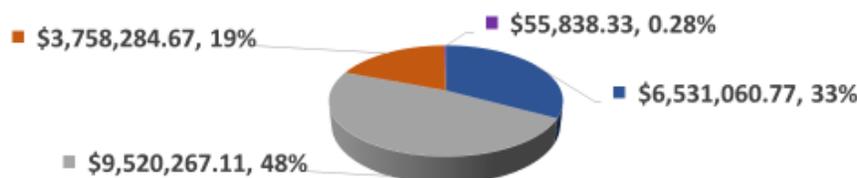
- Hispanic American Business Enterprise
- African American Business Enterprise
- Woman Owned Business Enterprise
- Asian American Business Enterprise
- Small Business Enterprise



# Palo Alto College



PAC All-In SMWVBE Breakdown

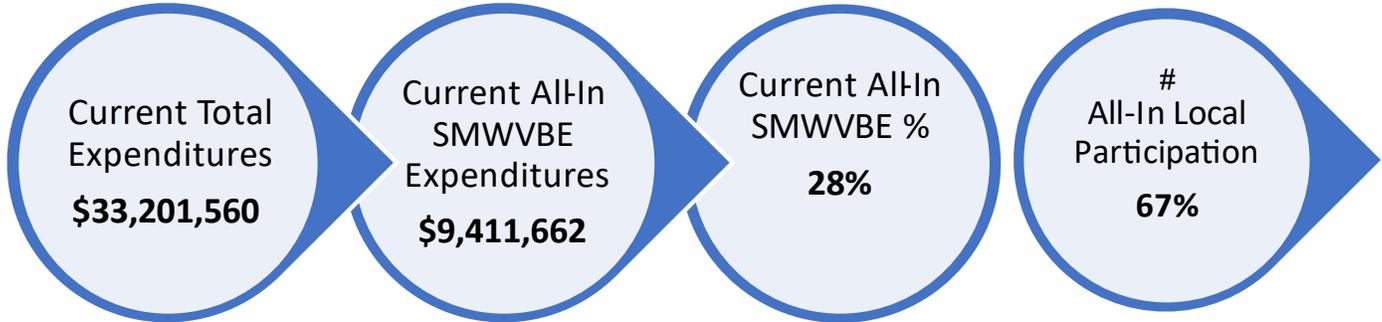


- Hispanic American Business Enterprise
- Woman Owned Business Enterprise
- Small Business Enterprise
- Asian American Business Enterprise

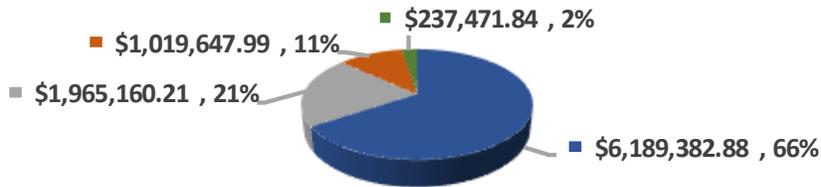




# Education and Training Centers



ETC All-In SMWVBE Breakdown



- Hispanic American Business Enterprise
- Woman Owned Business Enterprise
- Small Business Enterprise
- African American Business Enterprise



**Discussion and Possible Action on Approval of Financial Reports  
Preliminary – Subject to Change and Unaudited**

Presented to the Board acting as Committee of the Whole on October 17, 2023 and now presented to the Board for approval on October 24, 2023.

**MINUTE ORDER**

**“The Alamo Colleges Board of Trustees hereby accepts the financial reports as presented.”**

**PURPOSE**

The following financial reports are presented to the Board of Trustees for informational and approval purposes for August 31, 2023.

**BACKGROUND**

1. Financial Charts
2. Comparison of Year-to-Date Actual Revenues/Expenditures

**IMPLICATIONS**

**Financial:** N/A

**Strategic Plan:** Strategic Objective III Performance Excellence

**Human Resources:** N/A

**ATTACHMENTS:** Financial Reports

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Lisa L. Mazure, MSA, CPA  
Associate Vice Chancellor for Finance and  
Fiscal Services

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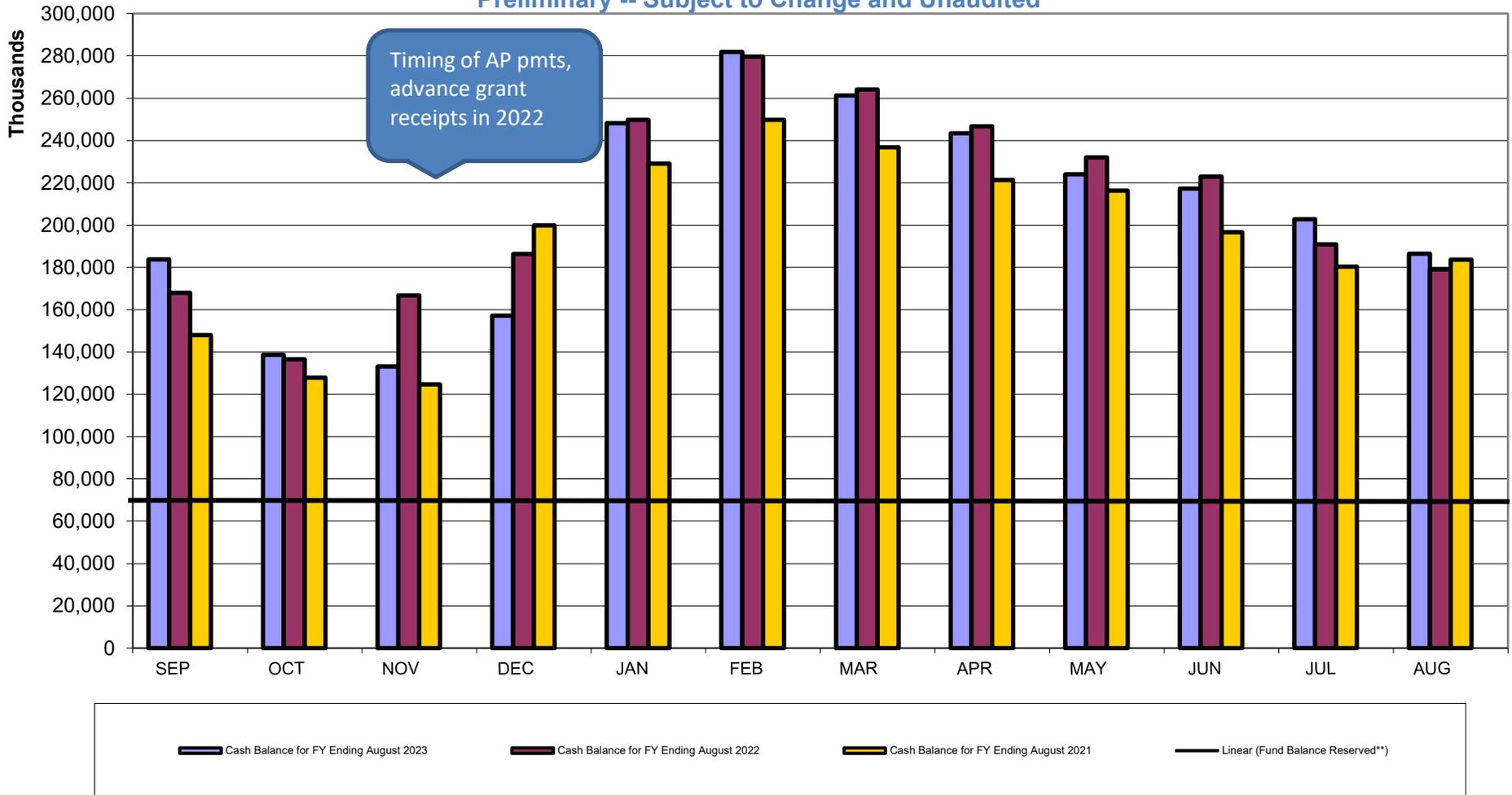
Dr. Thomas Cleary  
Interim Vice Chancellor for Finance and  
Administration

---

Dr. Mike Flores, Chancellor



**Alamo Colleges District**  
**Current Operating Fund Cash Analysis**  
 (For Fiscal Years Ending August 2023, 2022 and 2021)  
 Through August 2023  
**Preliminary -- Subject to Change and Unaudited**



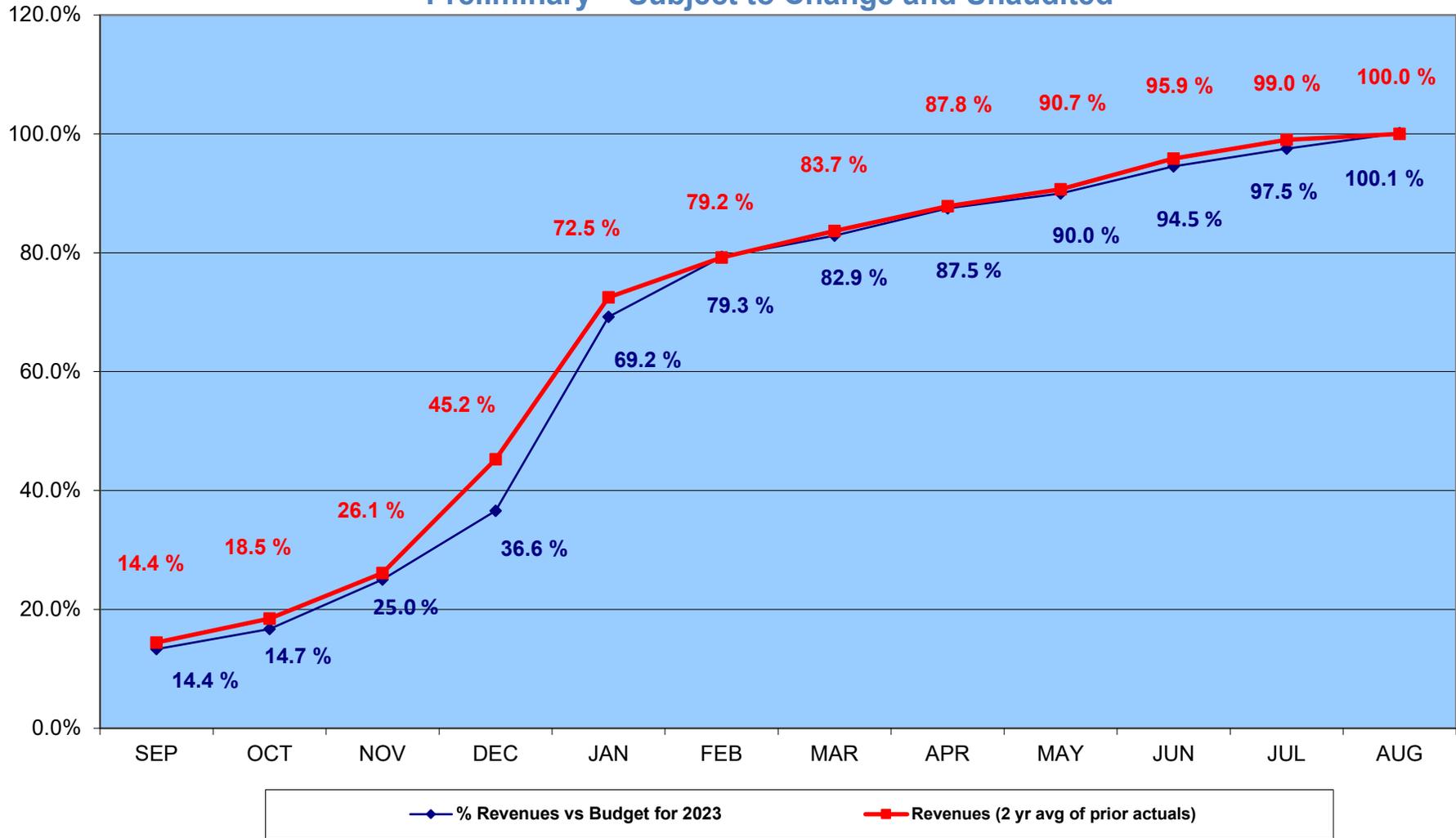
\*Includes Cash and Investments.

Chart excludes cash balances for capital construction and debt service.

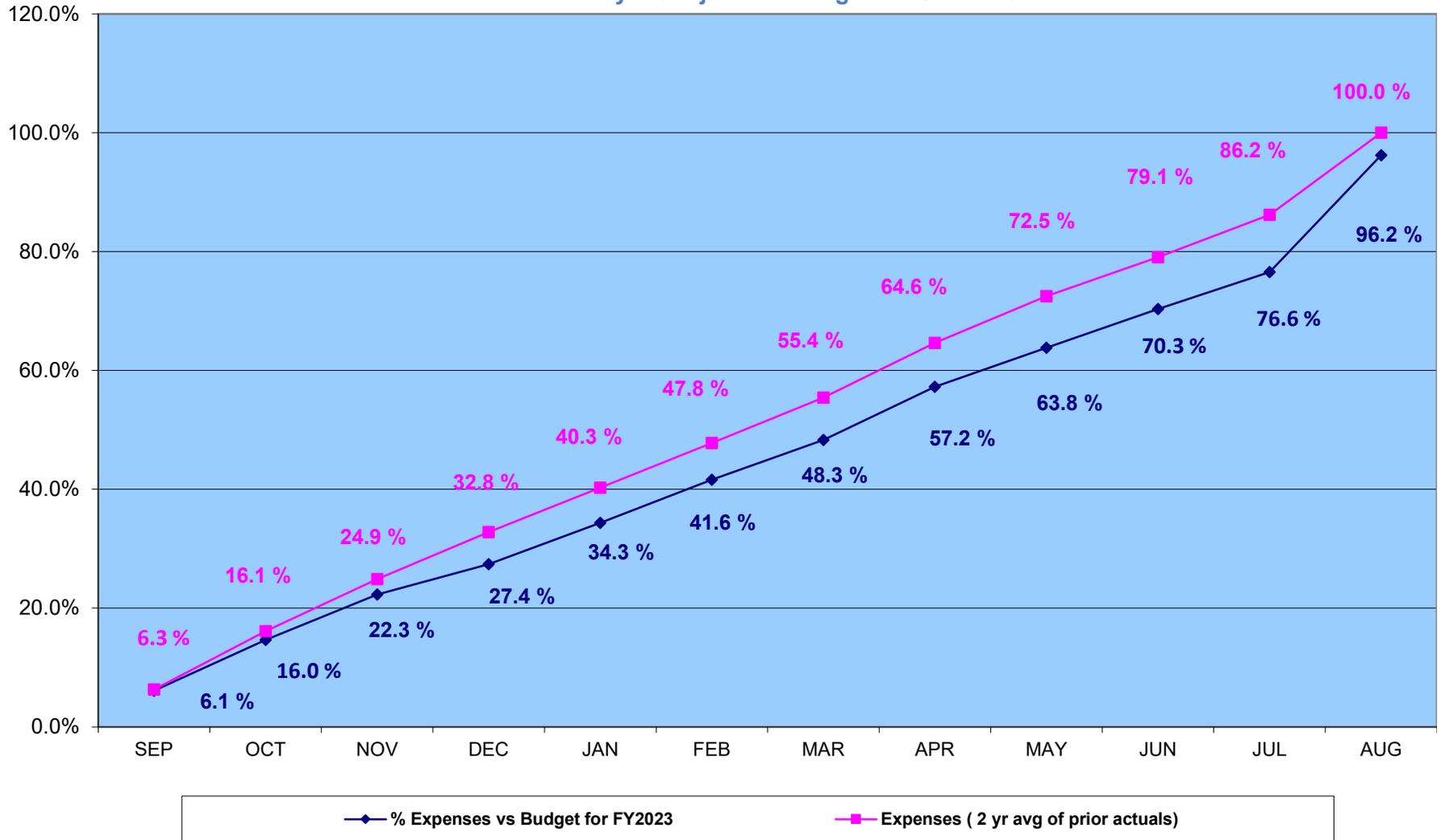
August includes Fall Tuition collections.

\*\*Fund Balance Reserved excludes encumbrances and operating commitments.

**Alamo Colleges District**  
**Unrestricted Operating Actual Revenues as % of Adjusted Budgeted Revenues**  
**Compared to Average of Two Prior Years Actual Revenues**  
*Preliminary -- Subject to Change and Unaudited*



**Alamo Colleges District**  
**Unrestricted Operating Actual Expenses and Transfers as % of Adjusted Budgeted Expenses and Transfers**  
**Compared to Average of Two Prior Years Actual Expenses and Transfers**  
*Preliminary -- Subject to Change and Unaudited*



**FY 2022 - 2023 ALL FUNDS ACTUALS VS. BUDGET REPORT**  
**AUGUST 31, 2023 YEAR-TO-DATE ACTUALS VS. FY22/23 BUDGET**  
 Preliminary – Subject to Change and Unaudited

	Adjusted Budget 2022 - 2023 (A) (as of August 2023)		YTD Actual 08/31/2023		\$ Variance Over (Under) Budget	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
<b>REVENUES</b>						
Instruction and General	430,959,207	80,666,002	433,945,039	55,719,307	2,985,832	(24,946,695)
Public Service	1,318,721	-	543,341	-	(775,380)	-
Scholarships and Fellowships	-	75,777,242	-	64,682,042	-	(11,095,200)
Auxiliary Enterprises	4,767,695	-	3,045,562	-	(1,722,133)	-
Student Activity Fee	2,330,583	-	2,432,518	-	101,935	-
Subtotal Current Funds	439,376,206	156,443,244	439,966,460	120,401,349	590,254	(36,041,895)
Capital Outlay	-	55,733,137	-	61,467,444	-	5,734,307
Renewals & Replacements	-	-	-	-	-	-
Building	-	329,145,082	-	327,933,020	-	(1,212,062)
Furniture & Equipment	-	3,800,410	-	-	-	(3,800,410)
Debt Services	-	88,646,243	-	87,537,175	-	(1,109,068)
Subtotal Plant Funds	-	477,324,872	-	476,937,639	-	(387,233)
<b>TOTAL REVENUES</b>	<b>439,376,206</b>	<b>633,768,116</b>	<b>439,966,460</b>	<b>597,338,988</b>	<b>(1) 590,254</b>	<b>(36,429,128)</b>
<b>BEGINNING FUND BALANCES (B)</b>						
Instruction and General	114,518,902	2,416,166	114,518,902	2,416,166		
Public Service	-	-	-	-		
Scholarships and Fellowships	-	8,351,203	-	8,351,203		
Auxiliary Enterprises	3,200,000	-	3,200,000	-		
Student Activity Fee	2,871,393	-	2,871,393	-		
Subtotal Current Funds	120,590,295	10,767,369	120,590,295	10,767,369		
Capital Outlay	-	50,300,662	-	50,300,662		
Renewals & Replacements	-	-	-	-		
Building	-	40,554,847	-	40,554,847		
Furniture & Equipment	-	16,702,150	-	16,702,150		
Debt Services	-	17,272,910	-	17,272,910		
Subtotal Plant Funds	-	124,830,569	-	124,830,569		
<b>TOTAL BEGINNING FUND BALANCES</b>	<b>120,590,295</b>	<b>135,597,938</b>	<b>120,590,295</b>	<b>135,597,938</b>		
<b>TOTAL AVAILABLE (Revenues + Beg. Fund Balance)</b>						
Instruction and General	545,478,109	83,082,168	548,463,941	58,135,473		
Public Service	1,318,721	-	543,341	-		
Scholarships and Fellowships	-	84,128,445	-	73,033,245		
Auxiliary Enterprises	7,967,695	-	6,245,562	-		
Student Activity Fee	5,201,976	-	5,303,911	-		
Subtotal Current Funds	559,966,501	167,210,613	560,556,755	131,168,718		
Capital Outlay	-	106,033,799	-	111,768,106		
Renewals & Replacements	-	-	-	-		
Building	-	369,699,929	-	368,487,867		
Furniture & Equipment	-	20,502,560	-	16,702,150		
Debt Services	-	105,919,153	-	104,810,085		
Subtotal Plant Funds	-	602,155,441	-	601,768,208		
<b>TOTAL AVAILABLE</b>	<b>559,966,501</b>	<b>769,366,054</b>	<b>560,556,755</b>	<b>732,936,926</b>		

(A) Includes Budget Amendment #1, #2, #3 and #4 as of August 31, 2023.

(B) Beginning fund balance are audited ending FY21-22 fund balances. The fund balances include Board mandated 15% operating reserve, grants, construction, scholarships, & gifts funds.

**FY 2022 - 2023 ALL FUNDS ACTUALS VS. BUDGET REPORT**  
**AUGUST 31, 2023 YEAR-TO-DATE ACTUALS VS. FY22/23 BUDGET**

Preliminary – Subject to Change and Unaudited

	Adjusted Budget 2022 - 2023 (A) (as of August 2023)		YTD Actual 08/31/2023		\$ Variance (Over) Under Budget	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
<b>EXPENDITURES</b>						
Instruction and General	440,904,974	80,666,002	400,401,811	55,893,895	40,503,163	24,772,107
Public Service	2,013,010	-	1,660,670	-	352,340	-
Scholarships and Fellowships	-	81,001,509	-	73,036,302	-	7,965,207
Auxiliary Enterprises	1,883,503	-	730,261	-	1,153,242	-
Student Activity Fee	4,939,303	-	2,524,518	-	2,414,785	-
Subtotal Current Funds	449,740,790	161,667,511	405,317,260	128,930,197	44,423,530	32,737,314
Capital Outlay	-	83,889,279	-	36,951,278	-	46,938,001
Renewals & Replacements	-	-	-	-	-	-
Building	-	234,750,929	-	74,967,063	-	159,783,866
Furniture & Equipment	-	719,573	-	801,874	-	(82,301)
Debt Services	-	95,891,161	-	97,903,317	-	(2,012,156)
Subtotal Plant Funds	-	415,250,942	-	210,623,532	-	204,627,410
<b>TOTAL EXPENDITURES</b>	<b>449,740,790</b>	<b>576,918,453</b>	<b>405,317,260</b>	<b>339,553,729</b>	<b>44,423,530</b>	<b>237,364,724</b>
<b>TRANSFERS (IN) OUT</b>						
Instruction and General					-	-
Public Service					-	-
Scholarships and Fellowships	5,224,267	(5,224,267)	5,838,466	(5,838,466)	(614,199)	614,199
Auxiliary Enterprises	-	-	-	-	-	-
Student Activity Fee	-	-	-	-	-	-
Subtotal Current Funds	5,224,267	(5,224,267)	5,838,466	(5,838,466)	(614,199)	614,199
Capital Outlay	3,855,480	(3,855,480)	7,855,480	(7,855,480)	(4,000,000)	4,000,000
Renewals & Replacements	-	-	-	-	-	-
Building	51,000	(51,000)	20,292,660	(20,292,660)	(20,241,660)	20,241,660
Furniture & Equipment	-	-	3,998,420	(3,998,420)	(3,998,420)	3,998,420
Debt Services	11,569,915	(11,569,915)	9,394,228	(9,394,228)	2,175,687	(2,175,687)
Subtotal Plant Funds	15,476,395	(15,476,395)	41,540,788	(41,540,788)	(26,064,393)	26,064,393
<b>NET TRANSFERS</b>	<b>20,700,662</b>	<b>(20,700,662)</b>	<b>47,379,254</b>	<b>(47,379,254)</b>	<b>(26,678,592)</b>	<b>26,678,592</b>
<b>TOTAL EXPENSE &amp; TRANSFERS</b>	<b>470,441,452</b>	<b>556,217,791</b>	<b>452,696,514</b>	<b>292,174,475</b>	<b>17,744,938</b>	<b>264,043,316</b>
<b>ENDING FUND BALANCES</b>						
Instruction and General	104,573,135	2,416,166	148,062,130	2,241,578		
Public Service	(694,289)	-	(1,117,329)	-		
Scholarships and Fellowships	(5,224,267)	8,351,203	(5,838,466)	5,835,409		
Auxiliary Enterprises	6,084,192	-	5,515,301	-		
Student Activity Fee	262,673	-	2,779,393	-		
Subtotal Current Funds	105,001,444	10,767,369	149,401,029	8,076,987		
Capital Outlay	(3,855,480)	26,000,000	(7,855,480)	82,672,308		
Renewals & Replacements	-	-	-	-		
Building	(51,000)	135,000,000	(20,292,660)	313,813,464		
Furniture & Equipment	-	19,782,987	(3,998,420)	19,898,696		
Debt Services	(11,569,915)	21,597,907	(9,394,228)	16,300,996		
Subtotal Plant Funds	(15,476,395)	202,380,894	(41,540,788)	432,685,464		
<b>TOTAL ENDING FUND BALANCES</b>	<b>89,525,049</b>	<b>213,148,263</b>	<b>107,860,241</b>	<b>440,762,451</b>		

(A) Includes Budget Amendment #1, #2, #3 and #4 as of August 31, 2023.

ALAMO COLLEGES DISTRICT  
FOR THE TWELVE MONTH PERIOD ENDED AUGUST 31, 2023

**Preliminary – Subject to Change and Unaudited**

**(1) Revenue Variance:**

For the twelve month period ended August 31, 2023 operating revenue increased 8.2%, or \$33.3 million to \$440.0 million (FY22: \$406.7 million). The increase is attributed to \$29.4 million growth in tax revenues, \$7.5 million increase in tuition and fees, offset by a decrease in other revenues of \$3.6 million. The decrease in other income is mostly related to tapering of CARES funding for lost revenues.

- a) Tax revenues for FY23 increased \$29.4 million, or 14.8%, and stand at \$228.2 million vs \$198.8 million in the prior year. The budget for tax revenues for FY23 and FY22 stand at \$230.9 million and \$195.0 million. The District has benefitted from increasing taxable values in Bexar County. The projected ad valorem taxes increase as the taxable assessed value of properties across Bexar County has increased by over 16%, with no change to the property tax rate. This increase will fund critical facilities maintenance and operations, as well as funding Student Success Strategies such as AlamoBOOKS+ and AlamoPROMISE.
- b) Tuition & fees for FY23 increased 7.7%, or \$7.5 million, from FY22 amounts. FY23 revenues stand at \$104.0 million, or 101.1% of the budget, vs. FY22 revenues of \$96.5 million, or 88.4% of the budget. The regular tuition positive variance is attributed to an increase in headcounts and semester credit hours taken. For the Summer 2023 semester, as of 07/11/2023, headcount enrollment improved to 26,429 students, from 23,984, a 10.2% or 2,445 headcount increase. Semester hours showed a similar increase, going from 111,158 to 124,548 hours, reflecting a 12.0%, or 13,390 increase in hours. Similarly, Spring enrollment continued the Fall semester rebound. Headcount enrollment improved to 61,417 headcount, from 58,915, a 4.2%, or 2,502 headcount increase. Semester hours showed a similar increase, going from 382,875 to 407,326 hours, reflecting a 6.4%, or 24,451 increase in hours. Aiding in the increase was also the student instructional materials fee that generated \$1.7 million in the Spring. Headcount enrollment for Fall 2022 increased 3.4% or 2,196 students to 66,461. Fall 2022 semester hours showed a much larger increase of 5.7%, or 24,256, to 452,747 semester credit hours (As of 10/24/2022).
- c) State appropriations increased 0.8% in FY23, or \$0.7 million, and stand at 100.0% and 99.7% of the budget for FY23 and for FY22, respectively. As of this month the revenues are \$89.2 million and \$88.5 million, respectively. State appropriations including state-paid benefits (group health & retirement) shows a slight increase as compared to the prior year.

**(2) Expense Variance:**

- a) The total All Funds expense budget approved by the Board of Trustees for FY 2022-2023 is \$1,002.7 million, comprised of \$438.7 million in operating expense and \$563 million in restricted funds. The operating expense budget is developed using the Funding Model, explained in detail in the approved budget book. The President of each of the five colleges maintains local control of their operating funds and distributes their respective allocated budget to: (a) funded employee positions, and (b) departmental operational expense accounts, based on the strategic initiatives and priorities at that location. Changes to the budget include a new Flexible Work Schedules procedure, which allows eligible Alamo Colleges employees to work remotely one day per week, and a record investment of \$26.1 million that will build upon our smart talent strategies and our advising model. Our record talent investment includes market rate adjustments from 4% to 9.5% and high-wage, high-demand stipend enhancements for faculty teaching in the targeted fields of Nursing, IT, Advanced Manufacturing and Healthcare, and the future Bachelor of Applied Technology in Cybersecurity degree at St. Philip's College. This year, the Board approved investments in AlamoADVISE by lowering the advisor to student ratio from 350- to-1 to 300- to-1; enhancing advising to corequisite and workforce students, extending advising to high school students and expanding the peer advisor model across all five colleges. And we are building sustainable models to ensure students have the learning resources they need through AlamoBOOKS+, a Big Idea sparked through faculty and staff brainstorming that became part of our Alamo Colleges District strategic plan. AlamoBOOKS+ has been a game changer, saving our students \$24 million in out-of-pocket costs since implementation. The Board approved enhancements to AlamoBOOKS+ to ensure the long-term stability of the program by introducing a \$5 fee per credit hour fee for students to rent books and have them in-hand on day one of class.
- b) Operating expenses for FY23 and FY22 for the same period stand at 96.2% and 90.8% of budget, respectively. Actual expenses for FY23 and FY22 are \$452.7 million and \$412.1 million.

## **Discussion and Possible Action on Approval of Monthly Report on Cooperative Purchases in Excess of \$200,000**

Presented to the Board Acting as Committee of the Whole on October 17, 2023 and now presented to Board for approval on October 24, 2023.

### **MINUTE ORDER**

**“The Alamo Colleges District Board of Trustees hereby approves the monthly Cooperative Purchase Report as presented.”**

### **PURPOSE**

The purpose of this Minute Order is to provide a monthly report of purchases exceeding \$200,000 and any fees charged by the various local, state, and national providers of Cooperative Purchasing (COOP) programs during the specified reporting period. Not all COOP programs charge fees, and some COOP's offer cash rebates paid directly to Alamo Colleges. The Purchasing and Contract Administration Department utilizes the COOP programs to gain greater access to goods and services, cost savings through leveraged buying, and reduced administration costs by issuing fewer competitive bids and proposals. The combined buying power of public institutions throughout the State of Texas and nationally translates into savings and provides an efficient, cost effective and legal means for providing goods and services to departments throughout the Alamo Colleges in an expedited fashion.

### **BACKGROUND**

Vendor contracts awarded through approved federal, state or cooperative purchasing agreements are a statutorily approved alternative to competitively procured vendor contracts. Only the following such contract purchases require prior Board approval:

- a. Purchases valued at \$200,000 or more in any 12-month period that will result in additional gross square footage (permanent or otherwise) that will require cleaning and maintaining, and have at least two utilities present;
- b. Purchases valued at \$200,000 or more in any 12-month period that in the judgment of the Chancellor or Purchasing & Contract Administration would commit the College District or one of the colleges to an entirely new technology that would be pervasive for subsequent years.

For any cooperative purchasing contract valued at \$25,000 or more, Purchasing & Contract Administration shall document any contract-related fee, including any management fee. At least annually, Purchasing & Contract Administration shall present a written report regarding any contract-related fees, including any management fees, to the Board of Trustees at a properly posted open meeting.

### **IMPLICATIONS**

Financial: None

Strategic Plans: Goal I-Student Success; and Goal III-Performance Excellence

Employee Services: None

Attachments: Cooperative Contract Purchases over \$200,000

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Lisa L. Mazure, MSA, CPA, CGFM  
Associate Vice Chancellor, Finance & Fiscal Svc

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Dr. Thomas Cleary  
Interim Vice Chancellor for Finance & Administration

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Dr. Mike Flores  
Chancellor



**COOPERATIVE CONTRACT PURCHASES OVER  
\$200,000**

<b>Location</b>	<b>Type of Funding</b>	<b>Description</b>	<b>Purpose/Why</b>	<b>COOP Admin Fee</b>	<b>Total Cost</b>	<b>Vendor/ Co-Op</b>
District Support Operations / DIS Project Management	DIS Preventive Maintenance	Purchase of Security Technologies Consulting Services	Provide design services for District wide upgrade of security systems.	\$0.00	\$708,921.25	True North Consulting Group LLC Choice Partners 21/031KN-65
Palo Alto College/ Information Technology Services	PAC NATA & GYM IMP - MTN20	Purchase of audio-visual technology equipment	Provide audio visual technology to Students, Faculty and Staff utilizing the new multi-purpose building at Palo Alto College.	\$0.00	\$1,231,160.26	Bluum USA Inc. BuyBoard 661-22
District Support Operations / District Director IT Services Office	Service Departments	Salesforce Customer Relationship Management (CRM) Software	Primarily used by AlamoPROMISE candidates, this online platform allows faculty and staff to track college applicants' and students' progress and remain in contact with them through their academic career.	\$0.00	\$208,929.40	Carahsoft Technology Corporation DIR-TSO-4288
District Support Operations / District Director IT Services Office	Service Departments	Oracle Internet Application Server Enterprise Edition Software Licenses, Related Modules and Support	Maintain Alamo College District's enterprise-wide network operating software and provide latest operating and security updates	\$0.00	\$422,604.18	Oracle America Inc DIR-TSO-4158

## Discussion and Possible Action on Approval of Investment Report Through August 31, 2023

Recommended for approval to the ALAMO COLLEGES DISTRICT BOARD OF TRUSTEES on October 24, 2023.

### MINUTE ORDER

**“The Alamo Colleges District Board of Trustees hereby accepts the Investment Report as presented.”**

### PURPOSE

The following investment report is presented to the Board of Trustees for informational and approval purposes for the quarter ending August 31, 2023.

### BACKGROUND

1. Quarterly Investment Report as required by the *Texas Government Code Public Funds Investment Act 2256.023* (“PFIA”) – Quarter Ending August 31, 2023.
2. A detailed listing of investments.
3. An informational dashboard view and summary of the investments held by the District as of August 31, 2023 for operations and construction assets including both required information per the PFIA and other information, such as allocation, issuers, statistics etc.
4. A summary as of August 31, 2023 of all funds held by the District in the Texas State Auditor’s Office format.
5. A summary of the current status of Investment Officer training.

### IMPLICATIONS

**Financial:** N/A  
**Strategic Objective:** Goal III Performance Excellence  
**Human Resources:** N/A

### ATTACHMENT

Quarterly Investment Report

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Lisa L. Mazure, MSA, CPA      Date  
Assoc. Vice Chancellor of Finance  
and Fiscal Services

---

Dr. Thomas Cleary      Date  
Interim Vice Chancellor for Finance  
Administration

---

Dr. Mike Flores      Date  
Chancellor



**ALAMO COLLEGES DISTRICT  
 QUARTERLY INVESTMENT REPORT AS REQUIRED BY THE PUBLIC FUNDS INVESTMENT ACT  
 FOR PERIOD BEGINNING JUNE 1, 2023 AND ENDING AUGUST 31, 2023**

**Summary of Changes in Market Value for the Quarter:**

	Total
Market Value 08-31-23	\$ 659,027,827
Market Value 05-31-23	\$ 726,062,688
Total Change in Market Value	\$ (67,034,861)
Accrued Income not included above	\$ 431,637

*Market value above includes all investments plus all interest and non-interest bearing bank accounts per State Auditor's Office definition.  
 Total Change in Market Value consists of change in amount of funds held in cash and investments plus any change in fair market value.*

**Noteworthy Items:**

All Investment Officers are in compliance with required biennial PFIA training.

All Trustees are currently in compliance with required PFIA training.

Since March 2022, the Federal Reserve increased interest rates 11 times in an effort to bring down inflation. As of the last FOMC meeting (July '23), the federal funds target rate is 5.25% to 5.50%.

While increases in rates have a short-term negative impact on bond prices (higher yields = lower prices on existing bonds), given that Alamo holds bonds to maturity, these impacts will subside as bonds mature.

**CERTIFICATION:**

This report is prepared in accordance with Chapter 2256 of the Texas Public Funds Investment Act ("PFIA"). Section 2256.023(a) of the PFIA states that: "Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by this chapter for the preceding reporting period." This report is signed by Alamo Colleges District's investment officers and includes the disclosures required in the PFIA. To the extent possible, market prices have been obtained from independent pricing sources.

The investment portfolio has been complied with the PFIA and the Board approved Investment Policy and strategy throughout the period. All investment transactions made in the portfolio during this period were made on behalf of the Alamo Colleges District and were made in full compliance with the PFIA and the approved Investment Policy.



**Dr. Thomas Cleary**  
 Interim Vice Chancellor  
 for Finance and Administration

**Lisa L. Mazure, MSA CPA**  
 Digitally signed by Lisa L. Mazure, MSA CPA  
 Date: 2023.09.19 14:46:49 -05'00'

**Lisa L. Mazure, MSA, CPA**  
 Associate Vice Chancellor,  
 Finance & Fiscal Services

**Patrick F. Vrba, Jr., CPA**  
 Digitally signed by Patrick F. Vrba, Jr., CPA  
 Date: 2023.09.14 17:29:11 -05'00'

**Patrick F. Vrba, Jr., CPA**  
 Controller

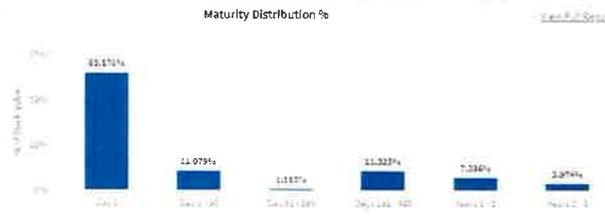
**Sean P Mullen** Digitally signed by Sean P Mullen  
 Date: 2023.09.12 15:19:22 -05'00'

**Sean Mullen, CFP**  
 Treasurer

**Alamo Colleges District**  
**Executive Summary- Operating and Construction Portfolios**  
**August 31, 2023**

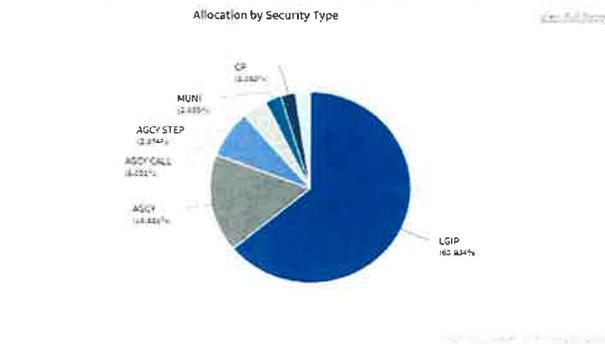
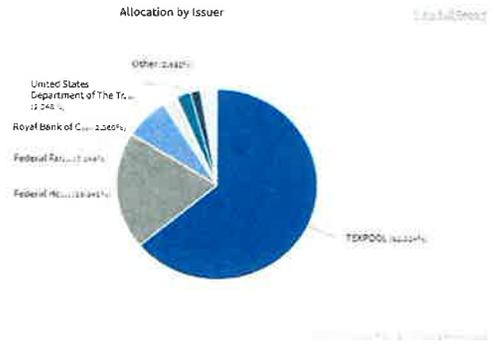
Account Summary		View Full Report
	Portfolio	
Beginning Par Value	965,085,596.68	
Beginning Book Value	966,345,796.79	
Beginning Market Value	954,443,086.33	
Ending Par Value	959,569,590.25	
Ending Book Value	928,053,546.73	
Ending Market Value	925,583,751.10	
Net Income	3,900,596.98	
Days to Maturity	4.658	

Assets: \* Weighted by Ending Book Value \* Floor = 5 \* Settled Status = 7



Cash and Fixed Income Summary		View Full Report
	Portfolio	
Portfolio Book Value	529,058,546.73	
Cash Book Value	0.00	
MIFX/MD Book Value	484,482.72	
LGIP Book Value	402,205,416.53	
CD Book Value	0.00	
Bank Deposit Book Value	0.00	
Fixed Income Investments Book Value	216,406,647.48	
Days to Maturity	135	

Four Ticks \* Weighted by Portfolio Book Value \* Formula Column by Days to Maturity, Days



**Alamo Colleges District  
Executive Summary - Operating Account  
August 31, 2023**

**Account Summary** [View Full Report](#)

Portfolio	
Beginning Portfolio	308,472,832.26
Beginning Book Value	307,732,672.26
Beginning Market Value	303,825,961.81
Ending Portfolio	347,646,135.57
Ending Book Value	347,354,933.05
Ending Market Value	263,830,047.42
Net Income	577,836.82
Fixed Maturity	3.784

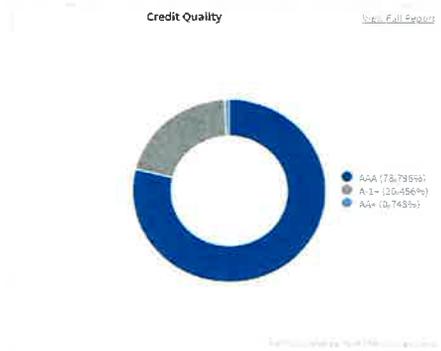
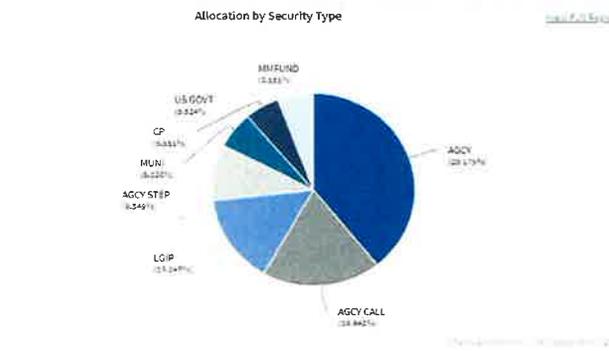
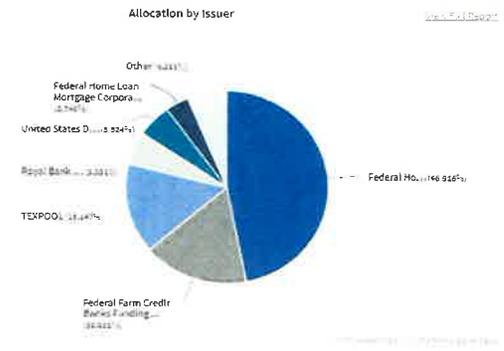
Fixed Maturity: Weighted by Ending Book Value. Filtered by Settled Status = Y



**Cash and Fixed Income Summary** [View Full Report](#)

Portfolio	
Portfolio Book Value	287,384,632.05
Cash Book Value	0.00
MRFUND Book Value	484,442.75
LQIP Book Value	40,811,702.65
CD Book Value	0.00
Bank Deposit Book Value	0.00
Fixed Income Investments Book Value	226,408,647.49
Days to Maturity	271

Forecast: Weighted by Portfolio Book Value. Formula Column(s): Days to Maturity, Days



**ALAMO COLLEGES DISTRICT  
DETAIL OF SECURITIES  
August 31, 2023**

Settlement Date	Sec. Type	Security Description	CPN %	Maturity Date	Next Call	Call Type	Par Value	Book Value	Market Value	Days to Mty	YTM %	Rating
<b>Operating Investments</b>												
09/18/2020	AGCY CALL	FEDERAL FARM CREDIT BANKS FUNDING CORP	0.280	09/14/2023	09/09/2023	Continuous	5,000,000.00	4,999,955.48	4,990,860.00	14	0.305	AAA
01/20/2023	AGCY	FEDERAL HOME LOAN BANKS	0.000	09/14/2023	---	---	10,000,000.00	9,982,765.61	9,980,940.00	14	4.789	A-1+
02/01/2023	AGCY	FEDERAL HOME LOAN BANKS	0.000	09/15/2023	---	---	10,000,000.00	9,981,722.22	9,979,470.00	15	4.828	A-1+
01/20/2023	AGCY	FEDERAL HOME LOAN BANKS	0.000	10/10/2023	---	---	10,000,000.00	9,948,503.87	9,942,820.00	40	4.787	A-1+
11/30/2021	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP	0.290	10/12/2023	---	---	10,000,000.00	9,998,009.15	9,942,030.00	42	0.468	AAA
02/01/2023	AGCY	FEDERAL HOME LOAN BANKS	0.000	10/16/2023	---	---	10,000,000.00	9,940,131.22	9,934,160.00	46	4.828	A-1+
12/02/2020	AGCY CALL	FEDERAL FARM CREDIT BANKS FUNDING CORP	0.310	11/30/2023	09/09/2023	Continuous	5,000,000.00	4,999,589.91	4,937,070.00	91	0.344	AAA
03/28/2022	AGCY CALL	FEDERAL HOME LOAN BANKS	2.000	03/28/2024	09/28/2023	Monthly	5,000,000.00	5,000,000.00	4,903,580.00	210	2.000	AAA
04/25/2023	AGCY	FEDERAL HOME LOAN BANKS	4.875	04/25/2024	---	---	10,000,000.00	9,998,370.48	9,969,340.00	238	4.901	AAA
04/25/2023	AGCY CALL	FEDERAL HOME LOAN BANKS	5.270	05/03/2024	10/12/2023	Monthly	10,000,000.00	9,999,885.32	9,978,980.00	246	5.276	AAA
02/17/2023	AGCY	FEDERAL HOME LOAN BANKS	4.875	06/14/2024	---	---	10,000,000.00	9,988,476.43	9,960,810.00	288	5.027	AAA
03/21/2023	AGCY CALL	FEDERAL HOME LOAN BANKS	5.400	06/20/2024	09/20/2023	One-time	5,650,000.00	5,651,419.60	5,642,649.35	294	4.901	AAA
02/21/2023	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.875	08/21/2024	---	---	10,000,000.00	9,989,979.87	9,954,430.00	356	4.982	AAA
02/08/2023	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.500	11/18/2024	---	---	5,000,000.00	4,995,890.29	4,950,515.00	445	4.571	AAA
12/16/2021	AGCY STEP	FEDERAL HOME LOAN BANKS	1.500	12/16/2024	09/16/2023	Quarterly	10,000,000.00	10,000,000.00	9,524,650.00	473	1.163	AAA
02/10/2023	AGCY	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.250	02/10/2025	---	---	10,000,000.00	9,968,800.63	9,869,330.00	529	4.476	AAA
08/26/2021	AGCY CALL	FEDERAL HOME LOAN BANKS	0.680	02/26/2025	11/26/2023	Quarterly	10,000,000.00	10,000,000.00	9,328,870.00	545	0.680	AAA
02/08/2023	AGCY	FEDERAL HOME LOAN BANKS	4.250	03/14/2025	---	---	10,000,000.00	9,959,718.38	9,874,140.00	561	4.524	AAA
03/20/2023	AGCY CALL	FEDERAL HOME LOAN MORTGAGE CORP	5.500	03/20/2026	03/20/2024	One-time	10,000,000.00	10,000,000.00	9,969,200.00	932	5.500	AAA
05/27/2021	AGCY STEP	FEDERAL HOME LOAN BANKS	1.250	05/27/2026	---	Expired	10,000,000.00	10,000,000.00	9,122,840.00	1000	1.097	AAA
06/16/2021	AGCY STEP	FEDERAL HOME LOAN BANKS	1.050	06/16/2026	---	Expired	5,000,000.00	5,000,000.00	4,528,860.00	1020	0.938	AAA
Subtotal							180,650,000.00	180,403,218.46	177,285,544.35			
04/06/2023	CP	Royal Bank of Canada	0.000	11/09/2023	---	---	10,000,000.00	9,903,208.33	9,891,850.00	70	5.195	A-1+
04/24/2023	CP	Royal Bank of Canada	0.000	11/21/2023	---	---	5,000,000.00	4,940,937.50	4,936,610.00	82	5.404	A-1+
Subtotal							15,000,000.00	14,844,145.83	14,828,460.00			
03/09/2021	MUNI	TARRANT REGL WTR DIST TEX WTR TRANSMISSION FACS C	0.250	09/01/2023	---	---	7,330,000.00	7,330,000.00	7,330,000.00	1	0.250	AAA
01/15/2021	MUNI	TEXAS PUBLIC FINANCE AUTHORITY	0.503	02/01/2024	---	---	2,000,000.00	2,001,321.63	1,960,000.00	154	0.344	AA+
09/29/2020	MUNI	BOARD OF REGENTS TEXAS A & M UNIVERSITY SYSTEM	2.566	05/15/2024	---	---	2,750,000.00	2,791,769.27	2,692,167.50	258	0.402	AAA
07/02/2020	MUNI	TEXAS ST	4.000	08/01/2024	---	---	2,950,000.00	3,041,134.73	2,967,375.50	336	0.612	AAA
04/28/2021	MUNI	SAN ANTONIO TEX	2.173	02/01/2025	---	---	1,200,000.00	1,226,003.61	1,153,752.00	520	0.633	AAA
Subtotal							16,230,000.00	16,390,229.25	16,103,295.00			
02/08/2023	US GOVT	UNITED STATES TREASURY	3.000	7/31/24	---	---	15,000,000.00	14,771,053.94	14,676,562.50	335	4.729	AAA
Subtotal							15,000,000.00	14,771,053.94	14,676,562.50			
<b>Subtotal Separate Operating Investments</b>							<b>226,880,000.00</b>	<b>226,408,647.48</b>	<b>222,893,861.85</b>			
LGIP		TEXPOOL					40,501,702.85	40,501,702.85	40,501,702.85	1	5.124	AAA
Tsy Sweep		BLACKROCK T-FUND					484,482.72	484,482.72	484,482.72	1	4.333	AAA
<b>Total Operating</b>							<b>267,866,185.57</b>	<b>267,394,833.05</b>	<b>263,880,047.42</b>	<b>3.788</b>		

**ALAMO COLLEGES DISTRICT  
DETAIL OF SECURITIES  
August 31, 2023**

Settlement Date	Sec. Type	Security Description	CPN %	Maturity Date	Next Call	Call Type	Par Value	Book Value	Market Value	Days to Mty	YTM %	Rating
<b>CIP/MTN Construction</b>												
	LGIP	TEXPOOL- 2021 CIP CONSTRUCTION					26,274,650.21	26,274,650.21	26,274,650.21	1	5.124	AAA
	LGIP	TEXPOOL- 2022 CIP CONSTRUCTION					53,811,962.75	53,811,962.75	53,811,962.75	1	5.124	AAA
	LGIP	TEXPOOL-2022 MTN CONSTRUCTION					281,617,100.72	281,617,100.72	281,617,100.72	1	5.124	AAA
		<b>Total CIP/MTN Construction</b>					<b>361,703,713.68</b>	<b>361,703,713.68</b>	<b>361,703,713.68</b>		<b>5.124</b>	
		<b>Total Operating/CIP Construction</b>					<b>629,569,899.25</b>	<b>629,098,546.73</b>	<b>625,583,761.10</b>		<b>4.547</b>	
<b>Other</b>												
	LGIP	TEXPOOL- OTHER CONSTRUCTION					12,532,370.54	12,532,370.54	12,532,370.54	1	5.124	AAA
	LGIP	TEXPOOL- OTHER					5,052,485.95	5,052,485.95	5,052,485.95	1	5.124	AAA
		<b>Total Investments</b>					<b>647,154,755.74</b>	<b>646,683,403.22</b>	<b>643,168,617.59</b>			
<u>Retainage Accounts for Construction</u>												
		INTEREST-BEARING BANK DEPOSITS					11,752,520.95	11,752,520.95	11,752,520.95		3.080	
<u>Other Bank Deposits</u>												
		BANK DEPOSITS					4,106,688.00	4,106,688.00	4,106,688.00			
		<b>Total Investments/Bank Deposits</b>					<b>663,013,964.69</b>	<b>662,542,612.17</b>	<b>659,027,826.54</b>			

**ALAMO COMMUNITY COLLEGE DISTRICT**  
**Quarterly Investment Report (Including Deposits)**  
**FOR PERIOD BEGINNING JUNE 1, 2023 AND ENDING AUGUST 31, 2023**

**August 31, 2023**  
**Market Value**

**Investment or Deposit Type**

<b>Publicly Traded Equity and Similar Investments</b>	
Common Stock (U.S. and foreign stocks held in separately managed accounts or internally managed by institution investment staff; exclude mutual or commingled funds)	
Equity/Stock Mutual Funds	
Balanced Mutual Funds (where target allocation is > 50% equities)	
"Commonfund" Equity Commingled Funds	
Other Equity Commingled Funds (if primarily invested in publicly traded equities)	
Preferred Stock	
Other - list by type	
<b>Total Publicly Traded Equity and Similar Investments</b>	<b>0</b>

<b>"Other" Investments- Other than Publicly Traded Equity and Debt Investments</b>	
Real Estate (include direct ownership & investments in real estate limited partnerships, private REITs, or similar vehicles; include a portfolio of publicly traded REITs if managed as a separate asset allocation category rather than comprising part of a broadly diversified stock portfolio)	
Other Real Asset Investment (e.g. investments in infrastructure funds)	
Private Equity	
Hedge Funds	
"Commonfund" Alternative Asset Commingled Funds (Real Estate, Private Equity, Hedge Funds, Commodities, etc.)	
Annuities	
Commodities	
Collectibles	
Other - list by type	
<b>Total "Other" Investments - Other than Publicly Traded Equity &amp; Debt Investments</b>	<b>0</b>

<b>Publicly Traded Debt &amp; Similar Investments &gt;1 year maturity</b>	
U.S. Government Securities ("Treasuries")	
U.S. Government Agency Securities ("Agencies")	67,168,405
Mortgage Pass-Throughs - "Agency"	
Mortgage Pass-Throughs - "Private Label"	
Asset-Backed Securities (ABS) (other than mortgage-backed securities)	
Sovereign Debt (non-U.S.)	
Municipal Obligations	1,153,752
Collateralized Mortgage Obligations (CMOs) - list below by category	
Interest Only Strips (IOS)	
Principal Only Strips (POs)	
Inverse Floaters	
Stated Final Maturity longer than 10 years	
Other CMOs- "Agency"	
Other CMOs- "Private Label"	
Corporate Obligations (U.S. or foreign companies- list below by rating)	
Highly Rated (AAA/AA or equivalent)	
Other Investment Grade (A/B/BB or equivalent)	
High Yield Bonds (<BBB or equivalent)	
Not Rated (NR)	
Fixed Income/Bond Mutual Funds (longer term; registered with the SEC)	
Balanced Mutual Funds (where target allocation is > 50% bonds or other debt securities)	
"Commonfund" Fixed Income/Bond Commingled Funds	
Other Fixed Income/Bond Commingled Funds (primarily invested in publicly traded debt securities; not registered with the SEC)	
GCs (Guaranteed Investment Contracts)	
<b>Total Publicly Traded Debt &amp; Similar Investments &gt;1 year</b>	<b>68,322,157</b>

<b>Short-Term Investments &amp; Deposits</b>	
U.S. Government Securities ("Treasuries")	14,676,563
U.S. Government Agency Securities ("Agencies")	110,117,139
Banker's Acceptances	
Commercial Paper - A1/P1 (or equivalent)	14,828,460
Other Commercial Paper - lower rated	
Repurchase Agreements (Repos)	
Money Market Mutual Funds (registered with the SEC)	
Short-Term Mutual Funds Other than Money Market Funds (registered with the SEC)	
Public Funds Investment Pool Created to Function as a Money Market Mutual Fund (not registered w/ SEC but "2a7-like")	
- TexPool (and TexPool Prime)	419,790,273
- Other Public Funds Investment Pools Functioning as Money Market Mutual Funds	
Other Investment Pools - Short-Term (not created to function as a money market mutual fund)	
Certificates of Deposit (CD) - Nonnegotiable	
Certificates of Deposit (CD) - Negotiable	
Bank Deposits	15,859,209
Cash Held at State Treasury	
Securities Lending Collateral Reinvestments (direct investments or share of pooled collateral)	
Other- Municipal Securities	14,949,543
Other - Bank Sweep (Treasury Fund)	484,483
<b>Total Short-Term Investments &amp; Deposits</b>	<b>590,705,670</b>
<b>TOTAL INVESTMENTS and DEPOSITS</b>	<b>659,027,827</b>
<b>TOTAL EXCLUDING BANK DEPOSITS</b>	<b>643,168,618</b>

**Alamo Colleges District  
PFIA Officer Training as of August 31, 2023**

Name	Title	Most Recent PFIA Training	Officer Designation
Dr. Diane E. Snyder, CPA	Vice Chancellor for Finance and Administration	June 2022	Investment officer in absence of Associate Vice Chancellor
Lisa L. Mazure MSA, CPA	Assoc. Vice Chancellor, Finance and Fiscal Services (1)	June 2022	Designated investment officer by Board of Trustees
Patrick F. Vrba, Jr., CPA	Controller	June 2022	Investment officer
Sean Mullen, CFP	Treasurer	August 2023	Investment officer- delegated management of investment activity

Per Policy C.1.7 Investments: The Associate Vice Chancellor of Finance and Fiscal Services is designated as the investment officer of the College District by Board authority delegated through the Chancellor. In the absence of the Associate Vice Chancellor of Finance and Fiscal Services, the Vice Chancellor for Finance and Administration is deemed to be the investment officer. The investment officer shall be responsible for the investment of funds consistent with the investment policy adopted by the Board. The Associate Vice Chancellor of Finance and Fiscal Services may delegate management responsibility for daily investment transactions to the Controller or Treasurer.

*Requirement: 5 hours of training each biennium. Biennium during reporting period 9-1-21 to 8-31-23.  
New Investment Officers must take training within 6 months.*

## Discussion and Possible Action on Approval of Report of Policies Reviewed with No Substantive Changes

Presented to the Board Acting as Committee of the Whole on October 17, 2023, and now presented to the Board for approval on October 24, 2023.

### MINUTE ORDER

**“The Alamo Colleges District Board of Trustees hereby approves the report of Board Policies with no substantive changes as presented.”**

### PURPOSE

The following Report of Policies Reviewed with No Substantive Changes is presented to the Board of Trustees for informational and approval purposes.

### BACKGROUND

Policy # B.5.3 regarding Board Policies requires Policies be reviewed within a five-year period. Policy owner review plan responsibilities are to determine whether the policy is still relevant, accurate and lawful. Considerations should be whether: any pertinent law has changed since the last Board action; any new technology has made the policy or any portion thereof obsolete; or any new risks or priorities now exist that need to be addressed in the policy. The District Ethics, Compliance, and Policy Office may modify the review plan or initiate outside-cycle policy review at any time to address business needs, as applicable. Non-substantive edits or clarifications may also be made.

For policies which are reviewed in compliance with this review requirement but for which no substantive changes are recommended to the Board of Trustees, a notation will be made in its section review date, for example, “Reviewed 3-23-12.” While not required in Board Policy, a consent report has been developed summarizing policies reviewed with no substantive changes.

### IMPLICATIONS

**Financial:** N/A  
**Strategic Objective:** Goal III Performance Excellence  
**Human Resources:** N/A

### ATTACHMENT

Report of Policies Reviewed with No Substantive Changes for October 2023

*Daphene Carson*

09/27/23

Dr. Daphene Carson  
Director of Ethics, Compliance & Policy

Date

Linda Boyer-Owens  
(title)

Date

Dr. Mike Flores  
Chancellor

Date



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**Board Policies Reviewed**  
October 19, 2023

Policy No.	Policy Title	Responsible Department	Review Date
<b>Policy Section C: Business and Support Services</b>			
C.01.07	Investments	Vice Chancellor for Finance & Admin.	10/17/23
A.01.03b	College Mission Statement: Northwest Vista College	Office of the Chancellor	10/17/23

## C.1.7 (Policy) Investments

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 9-15-2009

Amended: 10-26-10, 10-25-11, 10-30-12, 10-22-13, 10-28-14, 10-27-15, 10-18-16, 10-23-17, 10-16-18, 10-22-19, 10-20-20, 10-27-21

Reviewed: 10-18-22 ~~xx-xx-23~~



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### General

The Board of Trustees (“Board”) as fiduciary of the funds of Alamo Community College District, may direct or delegate the purchase, sale, and investment of funds under its control in investments authorized in the Public Funds Investment Act, Chapter 2256, Texas Government Code (“PFIA”), in compliance with Board-adopted investment policies, and according to the standard of care prescribed in this written policy. This Policy is intended to satisfy the requirements of the PFIA. *[Texas Government Code Section 2256.005(a)]*

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### Scope

The provisions of this policy apply to the investment of College District funds and to all funds under the control of the Board, including, without limitation:

- (i) Operating Funds
- (ii) Debt Service Funds
- (iii) Debt Service Reserve Fund
- (iv) Construction Funds and Unexpended Plant Funds
- (v) Other Funds

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### Objectives

This investment policy emphasizes the safety of principal and liquidity, *[Texas Government Code Section 2256.005 (2)]* and addresses investment diversification, yield, maturity and the quality and capability of investment management. The Board intends that investments will be purchased to hold until maturity; no investments will be made for the specific purpose of speculation of changes in market interest rates.

The investment objectives of the College District are in order of priority:

1. Assure the safety of the College District’s funds.
2. Maintain sufficient liquidity to provide adequate and timely operating funds.
3. Ensure the investment is marketable if the need arises to liquidate the investment.

### C.1.7 (Policy) Investments

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 9-15-2009

Amended: 10-26-10, 10-25-11, 10-30-12, 10-22-13, 10-28-14, 10-27-15, 10-18-16, 10-23-17, 10-16-18, 10-22-19, 10-20-20, 10-27-21

Reviewed: 10-18-22 ~~xx-xx-23~~



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4. Minimize risk of loss resulting from concentration of assets by diversifying investments as to maturity, security type, and issuer and providing for investments in authorized pooled and mutual funds.
  5. Attain a market yield consistent with safety and liquidity considerations.
- 

## Management of Funds

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### Delegation of Authority

The Board retains ultimate responsibility as fiduciaries of the assets of the College District. The Associate Vice Chancellor of Finance and Fiscal Services is designated as the investment officer of the College District by Board authority delegated through the Chancellor. In the absence of the Associate Vice Chancellor of Finance and Fiscal Services, the Vice Chancellor for Finance and Administration is deemed to be the investment officer. The investment officer shall be responsible for the investment of funds consistent with the investment policy adopted by the Board. The Associate Vice Chancellor of Finance and Fiscal Services may delegate management responsibility for daily investment transactions to the Controller or Treasurer.

*[Texas Government Code Section 2256.005(f)]*

### External Advisory Services

The Board may contract with advisory firm registered under the Investment Advisors Act of 1940 (15 U.S.C. Section 80-b1 et seq.) and the State of Texas to provide for the nondiscretionary investment and management of its public funds under its control. The contracted period will be for a maximum of two years, and a renewal or extension of the contract must be made by the Board by resolution. The firm must disclose any significant litigation relating to the firm's integrity or abilities. Subject to the provisions of the professional services contract, advisory firms can be terminated by the Board at any time.

*[Texas Government Code Section 2256.003(b)]*

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## Standards of Care

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### Standards of Care

All investments will be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of his/her own affairs, not for speculation. *[Texas Government Code Section 2256.006(a)]* In determining whether an investment officer has exercised prudence with respect to an investment decision, the

### C.1.7 (Policy) Investments

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 9-15-2009

Amended: 10-26-10, 10-25-11, 10-30-12, 10-22-13, 10-28-14, 10-27-15, 10-18-16, 10-23-17, 10-16-18, 10-22-19, 10-20-20, 10-27-21

Reviewed: 10-18-22 ~~xx-xx-23~~



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determination will be made taking into consideration: (1) the investment of all funds over which the officer had responsibility, rather than a consideration as to the prudence of a single investment; and (2) whether the investment decision was consistent with this investment policy. *[Texas Government Code Section 2256.006 (b)]* A College District investment officer who has a personal business relationship with a business organization offering to engage in an investment transaction with the College District will file a statement disclosing that personal business interest. An investment officer who is related as determined by Texas Government Code Chapter 573, to an individual seeking to sell an investment to the College District will file a statement disclosing that relationship with the Board and with the Texas Ethics Commission. *[Texas Government Code Section 2256.005]*

#### Training

Board members and investment officers will attend at least one training session relating to the person's responsibilities conducted by the Texas Higher Education Coordinating Board within six months after taking office or assuming duties. Training shall include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio and compliance with the Public Funds Investment Act. All investment officers will attend a minimum of five hours of training at least once every state biennium from a recognized and independent source, as approved by the Board of Trustees. The list of approved training sources is listed in **Appendix 1**. *[Texas Government Code Section 2256.007]*

#### Internal Controls

Internal controls will be established by the investment officer to prevent the loss of public funds through collusion. There will be a division of responsibilities between the Associate Vice Chancellor of Finance and Fiscal Services, the Controller and the Treasurer for internal control purposes. The internal control procedures will address the following points:

- (i) Avoidance of collusion
- (ii) Separation of trading authority from personnel responsible for maintaining the accounting records
- (iii) Custodial safekeeping
- (iv) Written confirmation of transactions

Roles and responsibilities of the participants in the investment process of the College District are outlined in **Appendix 2**.

The investment officer will establish a process for a compliance audit at least once every two years by the College District's internal auditor or by a private auditor, the results of which are reported to the state auditor no later than January of each even-numbered year.

*[Texas Government Code Section 2256.005 (n)]*

### C.1.7 (Policy) Investments

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 9-15-2009

Amended: 10-26-10, 10-25-11, 10-30-12, 10-22-13, 10-28-14, 10-27-15, 10-18-16, 10-23-17, 10-16-18, 10-22-19, 10-20-20, 10-27-21

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Quarterly reports will be reviewed at least annually by an independent auditor reporting to the Board of Trustees. This will be done as part of the annual external audit process.

*[Texas Government Code Section 2256.023 (d)]*

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### Investment Strategies

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The Board will adopt a separate written investment strategy for each type of account under its control, describing the investment objectives of each.

*[Texas Government Code Section 2256.005(d)]*

#### Operating Funds

The objective of these funds is to maintain adequate liquidity to meet cash needs. All security types listed in the “*Authorized Investments-Operating Funds*” section of this policy are considered suitable investments for the investment of Operating funds. Safety of principal and availability of adequate liquidity take priority over yield. The College District will diversify assets by security type, issuer and maturity date through separately purchased investments, through investments in approved pools or a combination of both in order to minimize overall risk and capture additional yield through maturity extension, as determined by cash flow needs.

The investment strategy for the District’s Operating funds shall be accomplished by purchasing high quality, short- to medium-term securities. It is expected that a portion of the portfolio will be invested in readily available, liquid funds such as Local Government Investment Pools, money market funds or overnight repurchase agreements. The dollar weighted average maturity for operating funds shall be two years or less. (Investment in the liquidity alternative is assumed to have maturity of one day for calculation purposes). Callable securities may be purchased in this fund group when there is a yield advantage over non-callable treasury securities of comparable duration based on both the call date and the stated final maturity date. The stated final maturity for an individual security can be up to five years from the date of purchase. It is anticipated that the portfolio will have an overall yield higher than the liquidity product utilized; this liquidity alternative will be used as a benchmark for performance.

#### Debt Service Funds

Investments in debt service funds are governed by the bond covenants, and investment strategies for debt service funds shall assure investment liquidity adequate to cover the debt service obligation on the required payment date. Securities are purchased to meet specific bond payment dates. All security types as authorized for Operating funds within this policy are considered suitable investments for the investment of Debt Service funds. Safety of principal shall take priority over yield. Adequate liquidity is required only to fund each debt service payment. The

### C.1.7 (Policy) Investments

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 9-15-2009

Amended: 10-26-10, 10-25-11, 10-30-12, 10-22-13, 10-28-14, 10-27-15, 10-18-16, 10-23-17, 10-16-18, 10-22-19, 10-20-20, 10-27-21

Reviewed: 10-18-22 ~~xx-xx-23~~



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College District will seek diversification by security type, and issuer in order to minimize overall risk. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date. The weighted average maturity of the Debt Service Fund will be commensurate with bond covenants.

#### Debt Service Reserve Funds

Investment of debt reserve funds is governed by the bond covenants. Generally, all security types authorized for Operating funds within this policy are considered suitable investments for the investment of Debt Service Reserve funds. Safety of principal shall take priority over yield. There is no need to maintain cash liquidity in a Reserve fund. The College District shall seek diversification by security type and issuer name in order to minimize overall risk.

Investment strategies for debt service reserve funds shall generate a dependable revenue stream to the appropriate debt service fund from securities with a low degree of volatility. Except as may be required by the bond minute order specific to an individual issue, securities should be of high quality, with short- to intermediate-term maturities. Stated final maturity of any individual security in the debt service reserve fund shall not exceed the final installment payment date of the debt issue. The weighted average maturity of the Debt Service Reserve Funds will be commensurate with bond covenants.

#### Construction Funds and Unexpended Plant Funds

Investment strategies for construction funds and unexpended plant funds must assure that anticipated cash flows are matched with adequate investment liquidity. All security types authorized for Operating funds within this policy are considered suitable investments for the investment of Construction Funds and Unexpended Plant Funds, but if the funds are proceeds from bond issuances, the covenants from the issue govern the investment activity. Safety of principal shall take priority over yield. Care shall be taken to provide adequate liquidity to fund forecasted expenditures. The College District will seek diversification by security type and issuer when purchasing individual securities, but may invest all of the proceeds of a single bond issue into a single investment if that investment type allows for cash withdrawals on demand. These portfolios should include an adequate level of investment in highly liquid securities or investment in public funds investment pools which function as a money market mutual fund to allow for flexibility to meet unanticipated project outlays. The stated final maturity dates of securities held should not exceed the estimated project completion date. The weighted average maturity of these funds will be commensurate with the timing of the construction project.

#### Other Funds

From time to time, funds are received that are identified for specific use. The investment objective of these funds is to maintain adequate liquidity to meet cash needs. All security types listed in the “*Authorized Investments-Operating Funds*” section of this policy are considered suitable

### C.1.7 (Policy) Investments

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 9-15-2009

Amended: 10-26-10, 10-25-11, 10-30-12, 10-22-13, 10-28-14, 10-27-15, 10-18-16, 10-23-17, 10-16-18, 10-22-19, 10-20-20, 10-27-21

Reviewed: 10-18-22 ~~xx-xx-23~~



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investments for the investment of Operating funds. Safety of principal and availability of adequate liquidity take priority over yield.

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### Authorized Investments

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#### Operating Funds

Only the following securities are authorized investments under this policy. All investments are referenced and authorized under the *Texas Government Code (PFA) Sections 2256.009- 2256.016 and Sections 2256-019 – 2256.0201*

- (i) Obligations of the United States, including letters of credit, or its agencies and instrumentalities;
- (ii) Direct obligations of the State of Texas or its agencies and instrumentalities;
- (iii) Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their respective agencies and instrumentalities including any security type insured by the Federal Deposit Insurance Corporation (FDIC);
- (iv) Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent;
- (v) Certificates of Deposit and Share Certificates issued by a depository institution that has its main office or a branch office in Texas or through a broker that has its main office or a branch office in Texas and is included on the authorized broker list. These may be purchased without limit from a domestic bank if the principal and accrued interest is insured by the FDIC, is fully secured by an FHLB Letter of Credit, or collateralized by securities as provided for in this policy (see “Collateralization”). t. Certificates of Deposit (CDs) may be placed with banking institutions which offer competitive and documented interest rates, both at or above interest rates available on government securities to similar maturity dates. Since it may not possible to obtain competitive CD offers, documentation detailing the best available alternatives at time of purchase is required;

### C.1.7 (Policy) Investments

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 9-15-2009

Amended: 10-26-10, 10-25-11, 10-30-12, 10-22-13, 10-28-14, 10-27-15, 10-18-16, 10-23-17, 10-16-18, 10-22-19, 10-20-20, 10-27-21

Reviewed: 10-18-22 ~~xx-xx-23~~



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- (vi) Collateralized Repurchase Agreements. Execution of a Master Repurchase Agreement, approved by the Legal Department, is required prior to the purchase of this investment. Investments must have a defined termination date and be secured by a combination of cash and obligations as described by Section 2256.009(a) (1) of the Texas Government Code. The securities being purchased to be pledged to the College District, held in the College District's name and deposited at the time the investment is made; and, is placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in the State of Texas; The term of any single repurchase agreement may be made coterminous with the need to expend bond proceeds, provided the purchase agreement allows for multiple draws at the College District's discretion and the maturity date does not exceed the expected final expenditure date.;
  - (vii) Bankers' Acceptances. Investment must have a 270 day or less stated maturity from date of issuance and be liquidated in full by stated maturity, be acceptable as collateral for borrowing by a federal reserve bank, and be accepted by a bank rated at least A-1 and P-1 or equivalent by a Nationally Recognized Statistical Rating Organization ("NRSRO");
  - (viii) Commercial Paper. Commercial paper must have a stated maturity of 270 days or less, and be rated at least A-1 or P-1 or equivalent, either by two NRSROs, or by a single NRSRO if it is also fully secured by an irrevocable letter of credit issued by a domestic bank. Both taxable and municipal commercial paper are authorized;
  - (ix) No-Load Money Market Mutual Fund. Fund must be regulated by the Securities and Exchange Commission (SEC"); have a dollar-weighted average stated maturity of 60 days or less; and include in its investment objectives the maintenance of a stable net asset value of \$1 for each share. Such investments may not exceed, in the aggregate, more than 15 percent of the College District's monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, and the investment in any single mutual fund may not exceed 10 percent of the total assets of the Mutual Fund;
  - (x) No-Load Mutual Fund. Fund must be registered with the SEC; have an average weighted maturity of less than two years; be invested exclusively in obligations approved by this policy; be continuously rated as to investment quality by at least one nationally recognized investment rating firm of not less than AAA or its equivalent; and conform to the requirements set forth in Section 2256.016 of the Texas

### **C.1.7 (Policy) Investments**

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 9-15-2009

Amended: 10-26-10, 10-25-11, 10-30-12, 10-22-13, 10-28-14, 10-27-15, 10-18-16, 10-23-17, 10-16-18, 10-22-19, 10-20-20, 10-27-21

Reviewed: 10-18-22 ~~xx-xx-23~~



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D I S T R I C T**

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- Government Code relating to the eligibility of investment pools to receive and invest funds of investing entities. The investment in any single mutual fund may not exceed 10 percent of the total assets owned or controlled by the College District, including bond proceeds and reserves and other funds held for debt service;
- (xi) **Public Fund Investment Pools.** Public funds investment pools must be specifically authorized by the Board through resolution, and are subject to the limitations of PFIA Section 2256.016;
  - (xii) **Interest bearing bank savings deposits** issued by state and national banks or savings bank or a state or federal credit union (having their main or branch office in Texas) that are guaranteed or insured by the Federal Deposit Insurance Corporation or National Credit Union Share Insurance Fund (or their successor organizations) or secured by an FHLB Letter of Credit. Also included are collateralized interest-bearing savings deposit that have secured the uninsured portion of deposits with pledged collateral as provided for in this policy (see “Collateralization”)
  - (xiii) **Bank Sweep Accounts.** Investments in bank sweep accounts are permitted provided they offer daily liquidity and invested in compliance with this Policy.

### **Debt Service/Reserve/Construction Funds**

In addition to the authorized investments above, bonds proceeds may be invested in the following [*Texas Government Code Section 2256.011 and 015*]:

- (i) **Guaranteed Investment Contracts (“GICs”)** having a defined termination date corresponding to the expected final draw date on the projected construction schedule, secured by U.S. Government direct or agency obligations.
- (ii) **Flexible Repurchase Agreement (“Flex Repo”)** with a defined termination date of and corresponding to the expected final draw date on the projected construction schedule secured by U.S. Government direct or agency obligations at a minimum of 102% of outstanding principal balance plus accrued interest.

### **Other Funds**

All funds authorized for Operating Funds are also authorized for Other Funds.

### **Financial Institutions and Broker/Dealers**

All investment transactions require that competitive bids or offers be received from at least three (3) qualified broker/dealers or investment providers in accordance with Texas law. If the College

### **C.1.7 (Policy) Investments**

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 9-15-2009

Amended: 10-26-10, 10-25-11, 10-30-12, 10-22-13, 10-28-14, 10-27-15, 10-18-16, 10-23-17, 10-16-18, 10-22-19, 10-20-20, 10-27-21

Reviewed: 10-18-22 ~~xx-xx-23~~



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District has hired an Investment Advisor, the advisor shall obtain and document competitive bids and offers on all transactions and present these to the College District as part of its standard trade documentation. (This section excludes transactions with money market mutual funds and public funds investment pools, which are deemed to be made at prevailing market rates).

The Board must adopt and annually review a list of qualified dealer/brokers authorized to engage in investment transactions with the College District. *[Texas Government Code Section 2256.025]* A written copy of this investment policy shall be presented to any business organization defined as an investment pool or investment management firm under contract to manage the College District's portfolio with discretionary authority. *[Texas Government Code Section 2256.005(k)]* A Qualified representative *[Texas Government Code Section 2256.002(10)]* of the business organization must execute a written instrument substantially to the effect that the registered principal has received and thoroughly reviewed the investment policy of the College District and acknowledged that the organization has implemented procedures and controls in an effort to preclude transactions that are not authorized by this policy. *[Texas Government Code Section 2256.005(k)]* Form C.1.7.F Texas Public Funds Investment Act Certification by Dealer may be used to satisfy this requirement.

### **Safekeeping and Custody**

Securities will be held by a third-party custodian designated by the Board and held in the College District's name as evidence by safekeeping records of the institutions with which the securities are deposited. All transactions, except those with an investment pool or mutual fund, will be settled on a delivery versus payment method. *[Texas Government Code Section 2256.005(b)(4) (e)]*

### **Collateralization**

The College District shall require full collateralization of funds on deposit with depository institutions, other than investments, in accordance with the Texas Government Code, Chapter 2257. In order to anticipate market changes and provide a level of security for all funds, the collateralization level shall be at least 100% percent of market value of principal and accrued interest on the deposits, less any amount insured by the FDIC. Collateral should be repriced daily. This collateral will be held by a third party and not be subject to any security interest, lien or right of set-off by the third party. Bank deposits and repurchase agreements often require collateral substitution. If the District has a contractual agreement with an independent third-party custodian, this custody agent shall permit collateral substitution provided that the total value of the new securities maintains a market value equal to or greater than the required collateral level. Collateral used to secure direct bank deposits shall be monitored no less than monthly. *[Texas Government Code Sections 2257.021, 022,023]*

### **Other**

Monitoring Market Prices

### **C.1.7 (Policy) Investments**

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 9-15-2009

Amended: 10-26-10, 10-25-11, 10-30-12, 10-22-13, 10-28-14, 10-27-15, 10-18-16, 10-23-17, 10-16-18, 10-22-19, 10-20-20, 10-27-21

Reviewed: 10-18-22 ~~xx-xx-23~~



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The market value of the portfolio will be obtained monthly from the investment advisor, or the custodian bank, as appropriate. Market value of pooled or mutual funds will be obtained from published sources, such as their websites.

#### **Credit Downgrades**

Procedures shall be maintained by the investment officer to monitor rating changes in investments (reference Appendix 2 Roles and Responsibilities). *[Texas Government Code Section 2256.005(b)4(f)]*. It is not a requirement to liquidate an investment that was an authorized investment at the time of purchase *[Texas Government Code Section 2256.017]*; however, the investment must be evaluated by the investment officer to determine if it is prudent to liquidate. Investments that are downgraded to less than the required minimum credit rating should be liquidated in a prudent manner. *[Texas Government Code Section 2256.021]*

#### **Securities Lending**

A securities lending program is authorized if it meets the conditions provided by the Texas Government Code Section and is separately approved by the Board of Trustees. *[Texas Government Code Section 2256.0115]*

#### **Reporting**

An investment report will be prepared on a quarterly basis by the investment officers(s) and the investment advisor and submitted to the Board. The report must be signed by all investment officers, and electronic signatures will be acceptable. The report must state that it was generated in compliance with the Investment Policy and PFIA, be signed by the investment officers and will minimally include the following:

- (i) For separate investments: detailed investment position including type of asset, book and market value, maturity and accrued interest.
- (ii) For each pooled fund group or mutual fund: name of pooled fund, ending book and market value, and accrued interest.
- (iii) For all investments: dollar-weighted average maturity.

*[Texas Government Code Section 2256.023]*

Additionally, if an investment advisor is used, a report will be submitted at least quarterly by the investment advisor detailing the market value of the investments, utilizing a named, commonly accepted pricing source, and the performance of the investments. The pricing of mutual funds and pooled funds will be obtained directly from those institutions.

### C.1.7 (Policy) Investments

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 9-15-2009

Amended: 10-26-10, 10-25-11, 10-30-12, 10-22-13, 10-28-14, 10-27-15, 10-18-16, 10-23-17, 10-16-18, 10-22-19, 10-20-20, 10-27-21

Reviewed: 10-18-22 ~~xx-xx-23~~

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### Policy Review

This policy and strategies will be reviewed not less than annually by the Associate Vice Chancellor of Finance and Fiscal Services, the Audit, Budget, and Finance Committee, and the Policy and Long-Range Planning Committee, and the Board. The Board will adopt a written statement stating that it has reviewed the policy and strategies, and the written statement so adopted will record any changes made to either the policy or strategies. *[Texas Government Code Section 2256.005(e)]*

A copy of this approved statement will be posted on the College District's website, provided to all investment dealers and investment managers doing business with the College District, and also shall be provided to other interested parties on request. Confirmation of receipt and review of this policy by persons employed by an organization providing investment services to the College District and who deal directly with College District accounts shall be received by the College District prior to the institution of such services. *[Texas Government Code Section 2256.005(k)]*

### Sources:

Public Funds Investment Act, Texas Government Code Chapter 2256 Public Funds Collateral Act, Texas Government Code Chapter 2257

Form C.1.7.F Texas Public Funds Investment Act Certification by Dealer

Legal Reference - TACC Policy Reference Manual

CAK(LEGAL) Appropriations and Revenue Sources: Investments

### Appendix 1

List of approved training sources: *[Texas Government Code Section 2256.007]*

- Texas Higher Education Coordinating Board
- Government Treasurers' Organization of Texas
- Government Finance Officers Association of Texas
- Alamo Area Council of Governments
- University of North Texas Center for Public Management
- Texas Association of Community College Business Officers
- Texas Municipal League
- The PFM Group

### C.1.7 (Policy) Investments

Responsible Department: Vice Chancellor for Finance and Administration

Board Adoption: 9-15-2009

Amended: 10-26-10, 10-25-11, 10-30-12, 10-22-13, 10-28-14, 10-27-15, 10-18-16, 10-23-17, 10-16-18, 10-22-19, 10-20-20, 10-27-21

Reviewed: 10-18-22 ~~xx-xx-23~~

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- Virtual Learning Concepts
- Texas State University
- HilltopSecurities
- Association for Financial Professionals
- TexPool Academy (provided by Federated Investors)

**Appendix 2 (Procedures) Roles and Responsibilities**

Appendix 2 (Procedures) Roles and Responsibilities					
			<i>Investment Officers</i>		
Responsibility	Board of Trustees	External Investment Advisor	Treasurer	Vice Chancellor, Associate Vice Chancellor, Controller	General Accounting
Investment Policy	Annual review and approval	Acknowledges receipt of Investment Policy. Reviews to ensure compliance with PFIA and any legislative changes.	Prepares Policy for annual review by District Compliance and Legal and subsequent approval by Board of Trustees. Documents changes.	Review	
Compliance		Acknowledges receipt of Investment Policy. Reviews to ensure compliance with PFIA and changes. Ensures investment recommendations are approved per Policy.	Assures Investment Policy is following PFIA; manages investment activity in keeping with Investment Policy.		
Trading		Recommends trades, obtains competitive bids; executes trades based on direction from Alamo Investment Officers, prepares and forwards trade tickets. Retains duplicate copies of trade tickets and support documents.	Supplies cash flow information and investment parameters for recommendations from Advisor. Reviews trade options; authorizes trades and signs trade ticket.		
Review of Investment Activity			Prepares quarterly review of activity and other relevant information. Delivers report for Board of Trustees.		
Quarterly Investment Report (PFIA required) and other external reporting, as required	Quarterly approval PFIA compliant report.		Responsible for preparing and submitting all required reporting and posting necessary information to Alamo Colleges District's website.	Reviews and signs report	
Transactional Reporting		Prepares monthly reports of investment activity, holdings, book value adjustments, accrued income on each investment portfolio.	Reviews and compares balances and activity to internal records.		
Monitoring Ratings Changes		Provides information on changes in investment ratings and credit support. Supplies quarterly report of ratings on investment holdings.	Monitors and maintains current record of borrowers' ratings and support. Determines disposition of investments held due to ratings changes. Informs other Investment Officers with significant changes.		
Accounting			Prepares journal entries for all investment activity, interest income. Internal reconciliation of investment balances and interest income. Journal entries are supported by trade tickets and safekeeping receipts (if a purchase) and evidence of bank account activity. Prepares all footnotes and schedules in CAFR relating to investments.		Reviews and approves Journal Entries. Enters into General Ledger. Reconciles investment accounts.
Safekeeping			Enters all trades into bank safekeeping system- monitors delivery versus payment for securities purchased/sold and credit received for maturing investments and coupon payments.		
Collateral		Reviews collateral upon request.	Orders and monitors required collateral for depository funds in excess of FDIC insured amounts.		
Training	Attend training within six months of taking office.		Minimum 10 hours (is in excess of PFIA requirement) approved training each 2 years.	Minimum 5 hours approved training each 2 years.	

### **A.1.3.b (Policy) College Mission Statement: Northwest Vista College**

Responsible Department: Office of the Chancellor

Board Adoption: 7-28-15

Last Board Action:

Last Reviewed: xx-xx-23

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#### **Northwest Vista College**

Mission:

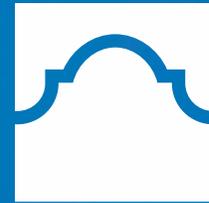
Northwest Vista College creates opportunities for success by offering quality academic, technical and life-long learning experiences to its diverse communities in a collaborative, student-centered, data informed and shared leadership environment.

Purpose:

As a Hispanic Serving Institution, Northwest Vista College fulfills its mission by offering the following:

- Transfer education designed to provide students with the first two years of the bachelor's degree
- General education courses in the liberal arts and sciences to support all college degree programs
- Career preparation provided through workforce programs to prepare students for immediate employment
- Developmental studies for students to bring their basic skills to a level appropriate for college work
- Continuing education, including a variety of enrichment, training, licensure, and professional programs
- Academic and student support services for all students, including those with special needs, that include comprehensive advising and monitoring, high-quality learning resources, assessment, counseling, tutoring, and financial assistance
- Academic co-curricular activities and social and cultural activities, and information literacy

# Amending the Guaranteed Maximum Price (GMP) for Northwest Vista College Veterans Center (CSP 18C-005)



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**MR. GREG MCCLURE**

Associate Vice Chancellor, Facilities & Construction Management



Malcolm Baldrige  
National Quality Award  
2018 Award Recipient



# Board Policies in Support of Charges

## *C.2.3 Facilities and Grounds Management*

Change Orders Change orders of \$200,000 and over shall be reviewed and recommended by the building committee of the Board before submission to the full Board for approval. If less than \$200,000, change orders shall be approved by the Chancellor or designee provided that the originally approved contract amount, plus contingency, is not exceeded. Additionally, a change order or aggregate total of change orders that would put it beyond the contract amount plus contingency, shall be submitted to the full Board for approval.

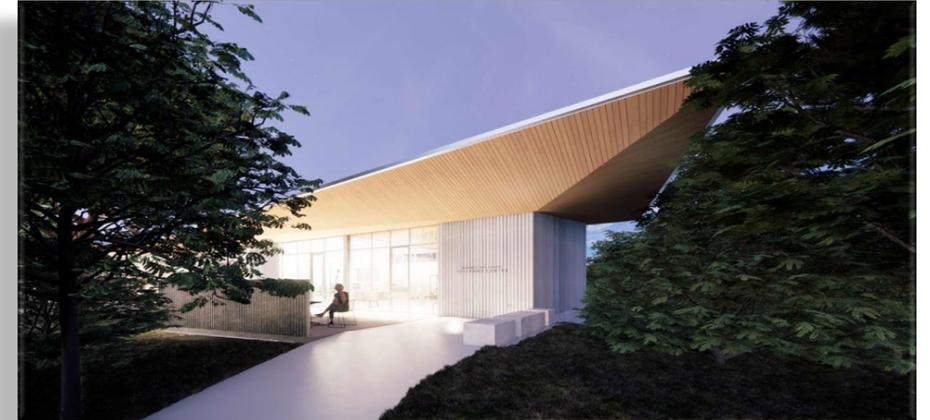
# Charges to the Chancellor

- *Student Equity and Success*
- *College Access and Completion*



# Background – Prior Board Actions

- Dec 2022
  - Approved NVC Veterans Center GMP for \$6,581,560
  - Fast Facts:
    - Designed by Overland Partners
    - Construction Mgr. at Risk is J.T. Vaughn Construction, LLC
    - Project duration is projected to be 343 days
    - \$6.0M State Appropriations 86th Leg.
    - \$1.5M NVC Inst. Budget
- Aug 2023
  - Approved GMP increase to \$6,661,560 to fund infrastructure enhancement and tree preservation



# Action Requested

- Approval to amend the Guaranteed Maximum Price (GMP) for the Veterans Center construction project, Northwest Vista College to **\$7,029,503**, an increase of \$367,943
  - \$130,870 increase for Change Order #2 to incorporate design changes & additional preconstruction services
  - \$7,392 increase for Change Order #3 to modify underground data/IT infrastructure
  - \$23,681 increase for material escalation prior to contract award
  - \$206,000 increase to “Owner’s Contingency” to incorporate design alternates selected by NVC (funds not available at time of award)



Thank you.



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Malcolm Baldrige  
National Quality Award  
2018 Award Recipient



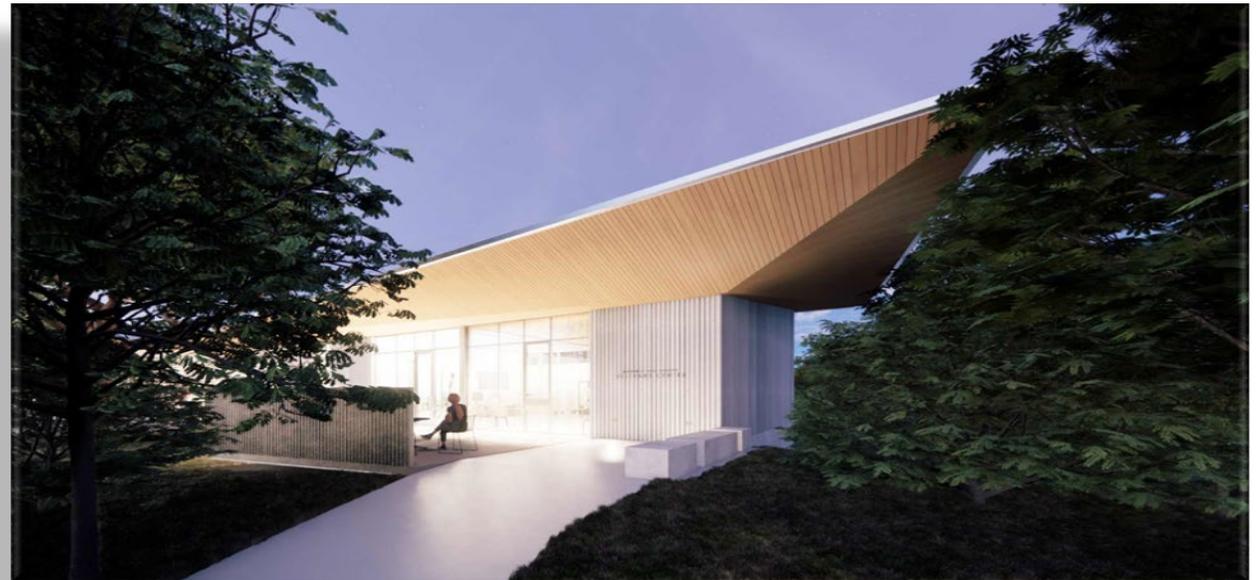
# NVC Veteran's Center Site Location



# NVC Veterans Center

## Project Statistics:

- **Architect:** Overland Partners
- **CMAR:** J.T. Vaughn Construction, LLC
- **Orig GMP:** \$6,581,560
- **Orig Total Project Budget:** \$7,529,910
- **Building Square Footage:** 6,000 sf
- **Functional Areas:** collaborative spaces, counseling spaces, work study areas, a conference room, shared lounge spaces, and offices
- **Est. Target Construction Start:** Jan. 2023
- **Est. Target Completion:** Dec 2023
- **Est. Academic Term Opening:** Spring '24



Original Funding: State Appropriated \$6M in FY20/FY21 Biennium for NVC Veteran’s Center and \$1.5M NVC Inst. dollars

# NVC Veterans Center Project Budget Over Time

	Dec-22	Aug-23	Oct-23
Construction GMP (J.T. Vaughn Construction, LLC)	\$6,581,560.00	\$6,661,560.00	\$7,029,503
Project Soft Costs	\$948,350.00	\$870,019.50	\$986,428.03
<b>Total Project Cost</b>	<b>\$7,529,910.00</b>	<b>\$7,531,579.50</b>	<b>\$8,015,931.03</b>
State Appropriated	\$6,000,000.00	\$6,000,000.00	\$6,000,000.00
NVC Institutional Budget	\$1,530,000.00	\$1,606,235.00	2,015,931.03
<b>Total Project Budget</b>	<b>\$7,530,000.00</b>	<b>\$7,606,235.00</b>	<b>\$8,015,931.03</b>

**The New Veteran’s Center Guaranteed Maximum Price (GMP) as presented for approval by the Board.**

*Soft cost includes architecture, engineering, material testing, specialized engineering services, building permit/development fees, public art and furniture, fixtures and equipment (FF&E)*

## **Discussion and Possible Action on Amending the Guaranteed Maximum Price (GMP) for Alamo Colleges District Northwest Vista College Veterans Center (CSP 18C-005)**

Presented to the Board Acting as Committee of the Whole on October 17, 2023 and now presented to the Board for approval on October 24, 2023.

### **MINUTE ORDER**

**"The Board of Trustees hereby approves the Guaranteed Maximum Price increase of \$367,943 for the Construction Manager-at-Risk J.T. Vaughn Construction, LLC for a new total \$7,029,503 for the purchase of construction services for the Northwest Vista College Veterans Center subject to subsequent execution of GMP acceptable to District Counsel as requested by the Associate Vice Chancellor for Facilities Operations and Construction Management."**

### **PURPOSE**

To amend the GMP for two change orders to incorporate design changes, additional preconstruction services, modified underground data/IT infrastructure and additional owner's contingency to incorporate design alternates selected by NVC leadership (funds not available at time of award).

### **BACKGROUND**

In August 2017, the Board of Trustees authorized the use of the Construction Manager at Risk Construction contracting as the method offering the best value for the District for the construction of capital improvement projects.

In October, 2017, a request for Competitive Sealed Proposals (CSP) was issued for the purchase of Construction Manager at Risk Services on an Indefinite Delivery, Indefinite Quantity (IDIQ) basis. Additionally, non-bond-funded work was solicited as Phase 2 enabling the Alamo Colleges District to increase the scope of work or square footage on these projects should funding be identified outside the CIP General Obligation (GO) Bonds.

In February 27, 2018, the Board of Trustees awarded contracts for the CIP GO Bonds funded projects on a best value basis.

In October 20, 2020, the Board of Trustees authorized the purchase of construction manager-at-risk services for non-bond-funded projects from among the ten construction companies awarded contracts for work on campuses and training centers pursuant to a competitive procurement which included additional, non-bond-funded work as funds might become available, and delegated the selection for individual projects to staff, capping the authorization at \$20 million per CMAR.

On December 13, 2023, the Board of Trustees approved the GMP in the amount of \$6,581,560 with construction manager-at-risk J.T. Vaughn Construction, LLC. for the work package for the Northwest Vista College Veterans Center funded primarily by State Appropriations from the 86<sup>th</sup> Legislative Session in FY20 and FY21 Biennium.

On 15 August, 2023 the Board of Trustees approved the GMP increase of \$80K and an amended GMP of \$6,661,560 to re-route exterior sewer lines and preserve a grove of trees.





**IMPLICATIONS**

**Financial:** GMP Work Package \$7,029,503 out of Total Project Budget \$8,015,931. Funded by \$6M State Appropriations and \$2.016M NVC Institutional Budget (incl this increase)

**Objective:** I. Student Success and III. Performance Excellence

**Employee Services:** None

**ATTACHMENTS:** Presentation

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Lisa L. Mazure, MSA, CPA.  
Assoc Vice Chancellor for Finance and  
Fiscal Services

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Gregory L. McClure  
Assoc. Vice Chancellor for Facilities Operations  
and Construction Management

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Dr. Thomas S. Cleary  
Interim Vice Chancellor for Finance & Admin.

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Dr. Mike Flores  
Chancellor