



Mission Consolidated Independent School District  
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## *Notice and Agenda*

The Board of Trustees of the Mission Consolidated Independent School District will hold a **Regular Meeting** on **Wednesday, February 10, 2021, at 7:00 PM** in the **by Video Conference or Telephone Call**. At this meeting, the Board may deliberate or act on any of the subjects listed on the following agenda. The President may change the order of items listed below for the convenience of the Board.

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

**Members of the public may access this meeting as follows:**

<https://mcisd.webex.com/mcisd/onstage/g.php?MTID=e48b4dde053a7cfba1eaf2e82684fc2a2>

**United States Toll Free 1-844-922-4726**

**United States Toll +1-408-418-9388**

**Access Code: 187 895 2345**

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

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

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

## **A G E N D A**

**I. Call to Order and Establish Quorum**

**II. Pledge of Allegiance and Moment of Silence**

- 1. U. S. Flag and Texas Flag**

**III. Comments from the Public**

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

**V. Superintendent's Updates and Recognitions**

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

- 1. Tom Landry Stadium Repairs**

**VII. Discussion and Possible Action**

- 1. Discussion and Approval of the 2021-2022 Academic School Calendar**

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3. Recommendation and Approval of the Selection for:	
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4. Recommendation and Approval of Contracts and Employment Agreements for Campus Principals and Central Office Administrators	
5. Consideration and Possible Action Regarding the Sale of Real Property	31
VIII. Items to Consider: The Board will consider and may act on the following items under a CONSENT AGENDA. Any Trustee may request the removal of an item from the CONSENT AGENDA for individual consideration and action.	
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b. Renewal for Classroom Supplies #240-21-0	41
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d. Renewal for Science Equipment and Supplies #244-21-0	65
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10. Approval to Dispose of Surplus Printed Instructional Materials	122
11. Technology and Information Systems Department Sound System Assessments	
12. Recommendation and Approval of New Employment Position(s)	
a. Field Administrator for Career and Technical Education	123
13. Approval of New Contract Forms for One-Year Term Contract; Multiple Assignment One-Year Contract; Multi-Year Term Contract; Probationary Contract; and Employment Agreement	
14. First Reading of Locally-Developed and TASB-Initiated Localized Policies including Update 116, affecting Local Policies:	128
a. GKA(LOCAL): COMMUNITY RELATIONS-Conduct on School Premises (revising)	
b. FFAC(LOCAL): WELLNESS and HEALTH SERVICES-Medical Treatment (revising)	
c. DCD(LOCAL): EMPLOYMENT PRACTICES-At-Will Employment (revising)	
d. CQB(LOCAL): TECHNOLOGY RESOURCES-Cybersecurity (revising)	
15. Approval of Minutes	
a. January 20, 2021	136
IX. Executive Session	
1. Private Consultation with Board Attorney (Texas Gov't Code § 551.071)	

**2. Deliberation Regarding Real Property--Closed Meeting: A Governmental Body may Conduct a Closed Meeting to Deliberate the Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting would have a Detrimental Effect on the Position of Governmental Body in Negotiations with the Third Person (Texas Gov't Code §551.072)**

**3. Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee or to Hear a Complaint or Charge Against an Officer or Employee (Texas Gov't Code §551.074)**

**X. Action, if Necessary, on Matters Discussed in Executive Session**

**XI. Board of Trustees Information Items**

- 1. 2021-2022 Budget Update**
- 2. Financial Reports for the Month of December 2020** **141**
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  - c. Self-Funded Health Insurance Fund** **147**
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- 6. Internal Auditor's Quarterly Report** **159**
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- 8. Board Policy DK(LOCAL)-Assignment and Schedules** **169**
- 9. Personnel Employments, Resignations, Transfers and Compensation Changes** **172**

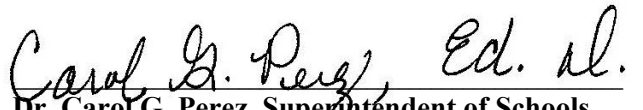
**XII. Important Dates to Remember**

- 1. March 3, 2021 Board of Trustees Workshop (Committee Meetings) at 6:30 p.m.**
- 2. March 10, 2021 Regular Board of Trustees Meeting at 7:00 p.m.**
- 3. March 15-19, 2021 Spring Break All Campuses, Departments, and Administration Building Offices will be Closed**

**XIII. Adjournment**

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

**This Notice was posted by 7:00 p.m., on February 5, 2021**

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

**SUBJECT:** Approval of Proposed 2021-2022 Academic School Calendar

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

**BACKGROUND INFORMATION**

The District-wide Educational Improvement Council's (DEIC) calendar committee was tasked with creating three calendars for the 2021-2022 school year. In accordance with Texas Education Code 25.081, for each school year, each school district must operate for at least 75,600 minutes of instruction, including intermissions and recess. As a District of Innovation, the district is permitted to begin school prior to the fourth Monday of August.

All Mission CISD employees had the opportunity to vote on Calendar A, Calendar B, or Calendar C. Voting was open from Wednesday, February 3, to Tuesday, February 9, at 5:00 p.m. Votes were cast electronically by employees and results were tabulated by department and campus. Results were submitted to the Office of Special Programs and School Improvement. The results of the voting are being presented to the Board of Trustees, with a recommendation for the calendar with the most votes.

**ADMINISTRATIVE CONSIDERATIONS**

Votes were cast electronically by employees and results were tabulated by the different departments and campuses. Results were provided to the Office of Special Programs and School Improvement. The calendar option with the most votes is being submitted for approval.

**FUNDING SOURCE/AND AMOUNT**

N/A

**RECOMMENDATION**

Approval of Proposed 2021-2022 Academic School Calendar

**CONTACT PERSON(S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs and School Improvement  
Edilberto Flores, Executive Director for PreK-12<sup>th</sup> Grade – MHS Vertical Team  
Cynthia Wilson, Executive Director PreK-12<sup>th</sup> Grade – VMHS Vertical Team  
Francisca Cruz, Executive Director for Special Education/Section 504, RTI, Dyslexia

**SUBJECT:** Consideration and Possible Action Regarding Tom Landry Stadium Repairs

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

### **BACKGROUND INFORMATION**

#### **STADIUM:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

PBK Architects GIGNAC  
& Assoc.  
Alvarado Architects

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

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

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

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

At the Regular Board Meeting held on Wednesday, November 09, 2016, the Board approved the project and budget, the procurement method and Alvarado Architects request of Schematic Design and Design Development for the Tom Landry Stadium Renovations Project. Alvarado Architects, District Staff and Coaches have been working on the design due to the extremely tight timeline, this project has to be completed by late July 2017. Current design will have new concession stands, new parking, new parking over-layer where needed, concrete area below home side, new stadium fascia, new complete seating bleachers at both home and visitor side, home side reserved seating to have back rests, seating and ramps to be ADA compliant, new ticket booths, press box with elevator as recommended design, new stadium lighting as required along with other required items needed for the project.

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

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

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

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

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

#### Pending

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

Three proposals were submitted for this project and were ranked by the Facilities Committee as per MCISD guidelines and procedures. The Board must now consider the rankings and approve to enter into negotiations with the top ranked firms in the order selected. Rankings listed below:

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

Note:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Contingency Balance:	\$40,208.00
CPR #8 Riser Room:	10 (\$60,428.53)

Plus Overhead and Profit	<u>(\$2730.47)</u>
Contingency Balance:	(\$22,951.00)

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

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

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

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

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

Royal Blue  
Texas A&M – Maroon

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

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

At the Facilities/Environment Committee meeting held on Wednesday, June 07, 2017 several CPR's were presented and discussed. These CPR's may become change orders should current available allowances not cover the over-budget of the project when it is finalized. MCISD Administration stressed to Alvarado Architects and Holchemont Construction the discontent of change orders and requests for additional construction time. Administration stressed the importance of having the project completed as per the original substantial completion date.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

At the Special Board of Trustees Meeting to be held on Thursday, July 27, 2017, Administration presented to the Board Consideration and Approval of CPR#15 for Graphics for the Tom Landry Stadium Renovations Project. This amount is to be taken from the graphics allowance already included in the original contract.

Graphics Allowance Balance:	<sup>13</sup> \$100,000.00
Banner system:	(\$ 51,148.50)

Identification signage:	(\$ 26,815.00)	Bleacher
section signage:	(\$ 13,625.00)	
Traffic signage:	(\$ 2,136.00)	
Fire lane striping:	<u>(\$ 3,700.00)</u>	
Balance:	\$ 2,575.50	

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

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

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

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

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

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

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

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

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

Consideration and Approval of CPR #12R3 for Additional Power for the Tom Landry Stadium Renovations Project. Please note that Holchemont, LTD will require and extra

four (4) days. If approved, the new substantial completion date is September 16, 2017. This item was pulled until further review.

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

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

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

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

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

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

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

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

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

Contingency Balance: (\$127,186.00)  
CPR #25 to Relocate Cross Bracing: (\$ 5,221.00) (Org. price \$10,442.00)  
Change Order Amount to Date: (\$132,407.00)

Consideration and Approval of CPR #26 to Remove and Replace Concrete from the Ramps for the Tom Landry Stadium Renovations Project. Please note that Holchemont, LTD will require and extra two (2)<sup>15</sup> days. If approved, the new substantial completion

date is October 2, 2017. This item was pulled, Javier Hinojosa Civil Engineer will take care of this item.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Contingency Balance: (\$137,059.00) CPR#23  
for Sound System: \$ 39,839.37

Balance: (\$176,898.37)

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

Previous: \$5,900.00

Final approved as per Grievance: \$2,350.00

Adjustment: \$3,550.00

Contingency Balance: (\$180,448.37)

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

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

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

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

Administration, Mr. Eli Alvarado, Architect, and Mr. Michael Montalvo, General Contractor have met six times since April 25, 2019 with the latest meeting held on Tuesday, June 04, 2019, to discuss what is required from all parties to bring this project for final recommendation and to possibly come to a mutual agreement and present to the Board of Trustees Consideration and Approval for Final Completion, Less Betterment Fund Allowance and Final Payment, Less Liquidated Damages for the Tom Landry Stadium Renovations Project. At the latest meeting Mr. Montalvo was not able to attend and for many of these meetings Dr. Perez, Superintendent was present. A 1 ½ year warranty project walk-through was conducted as per contract specifications on Friday, May 03, 2019 with Mr. Alvarado, his design staff, Mr. Montalvo, his sub-contractors and MCISD personnel present to identify any warranty items that are still pending and need correction. The meetings that are being conducted are to balance and agree on all financial/accounting matters and pending correction of work if applicable. Any matters that concern additional request for time or matters that may concern any deduction from the remaining balance owed to the contractor such as additional fees/costs or possible liquidated damages incurred the general contractor will need to follow the process as written in his contract.

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

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

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

Notice to Proceed (NTP) – 02/01/2017

Original Substantial Completion Date – 08/21/2017

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

New substantial completion date – 09/26/2017

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

Original Final Completion Date – 12/10/2017

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

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

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

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

Possible LD's Incurred: \$136,500.00

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

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

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

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

TDLR re-inspections = \$285.00

Terracon Structural additional services = \$15,000.00

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

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

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

Balance on contract: \$416,406.11

Possible LD's: \$136,500.00 Possible

addtl. Costs: \$128,474.08

Possible addtl. Arch. Fees: \$ 85,695.00

Paid Holchemont: \$ 43,189.25 (07/24/19 Pay App. #10 rev.3)

Est. Current Balance on Contract: <sup>19</sup> \$380,251.23

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

At the meeting of September 09, 2020, Hinojosa Structural Engineering was to provide a final and complete comprehensive report on the findings and recommendations for correction on all items indicated on the assessment. Findings and recommendations were to include and not limited to the disciplines of Structural, Mechanical, Electrical, Plumbing (MEP) and Civil. At this meeting Hinojosa Structural Engineering was directed to provide this comprehensive report and not only the GPR scans report.

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

On January 14, 2021, Rick Hinojosa Structural Engineering was sent both an email correspondence and a certified letter requesting his personal appearance at the Wednesday, January 20, 2021 Board of Trustees Work Shop to present the final project findings. At 4:01 p.m. on that day Mr. Hinojosa contacted us that he had a family emergency and would try to attend, he did not. With this correspondence he attached "Mission CISD Tom Landry Stadium Ground Penetration Radar (GPR) Scanning Findings Letter". This letter referenced the GPR scanning done at the stadium.

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

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

### **ADMINISTRATIVE CONSIDERATIONS**

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

The procurement process will be Competitive Sealed Proposals (CSP's) of which the Board adopted as the method of delivery. The Board will need to approve the Hidalgo County Prevailing Wage Rate of which is an exhibit and attached. The Board will also need to adopt the selection criteria<sup>22</sup> of which proposals are evaluated and ranked.

Administration also recommends that the Board authorize the Superintendent to rank the proposals and to negotiate an agreement with the highest ranked contractor.

**FUNDING SOURCE**

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

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

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

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

**RECOMMENDATION**

This project and Mr. Hinojosa's comprehensive report was presented and discussed at the Special Board of Trustees Meeting on Wednesday, February 03, 2021.

Administration recommends Consideration and Possible Action Regarding Tom Landry Stadium Repairs

**EXHIBIT**

Hidalgo County Prevailing Wage Rate  
Evaluation & Selection Criteria for Competitive Sealed Proposals Form

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations



	Rates	Fringes
IRONWORKER, ORNAMENTAL.....	\$ 25.26	7.13

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 PLUM0412-004 04/01/2013

	Rates	Fringes
PLUMBER.....	\$ 31.14	12.43

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 SUTX2014-031 07/21/2014

	Rates	Fringes
BRICKLAYER.....	\$ 16.17	0.00
CARPENTER.....	\$ 14.21	2.22
CEMENT MASON/CONCRETE FINISHER...	\$ 12.46	0.00
ELECTRICIAN.....	\$ 18.44	4.53
INSULATOR - MECHANICAL (Duct, Pipe & Mechanical System Insulation).....	\$ 11.54	2.17
IRONWORKER, REINFORCING.....	\$ 12.01	0.00
IRONWORKER, STRUCTURAL.....	\$ 15.04	4.34
LABORER: Common or General.....	\$ 8.00	0.00
LABORER: Mason Tender - Brick...	\$ 10.00	0.00
LABORER: Mason Tender - Cement/Concrete.....	\$ 10.89	0.96
LABORER: Pipelayer.....	\$ 11.00	3.47
LABORER: Roof Tearoff.....	\$ 10.06	0.00
OPERATOR: Backhoe/Excavator/Trackhoe.....	\$ 14.04	1.01
OPERATOR: Bobcat/Skid Steer/Skid Loader.....	\$ 13.93	0.00
OPERATOR: Bulldozer.....	\$ 18.29	1.31
OPERATOR: Drill.....	\$ 16.22	0.34
OPERATOR: Forklift.....	\$ 14.83	0.00
OPERATOR: Grader/Blade.....	\$ 10.00	0.00
OPERATOR: Loader.....	\$ 12.87	0.70
OPERATOR: Mechanic.....	\$ 17.00	0.00
OPERATOR: Paver (Asphalt, Aggregate, and Concrete).....	\$ 16.03	0.00
OPERATOR: Roller.....	\$ 12.70	0.00

PAINTER (Brush, Roller, and Spray).....	\$ 11.27	0.00
PIPEFITTER.....	\$ 15.22	3.16
ROOFER.....	\$ 11.42	0.00
SHEET METAL WORKER (HVAC Duct Installation Only).....	\$ 18.40	2.12
SHEET METAL WORKER, Excludes HVAC Duct Installation.....	\$ 21.13	6.53
TILE FINISHER.....	\$ 11.22	0.00
TILE SETTER.....	\$ 12.15	0.00
TRUCK DRIVER: Dump Truck.....	\$ 12.39	1.18
TRUCK DRIVER: Flatbed Truck.....	\$ 19.65	8.57
TRUCK DRIVER: Semi-Trailer Truck.....	\$ 12.50	0.00
TRUCK DRIVER: Water Truck.....	\$ 12.00	4.11

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WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

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Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

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The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of ""identifiers"" that indicate whether the particular rate is a union rate (current union negotiated rate for local),

a survey rate (weighted average rate) or a union average rate (weighted union average rate).

#### Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than ""SU"" or ""UAVG"" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

#### Survey Rate Identifiers

Classifications listed under the ""SU"" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

#### Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

1.) Has there been an initial decision in the matter? This can be:

- \* an existing published wage determination
- \* a survey underlying a wage determination
- \* a Wage and Hour Division letter setting forth a position on a wage determination matter
- \* a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations  
Wage and Hour Division  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

=====

END OF GENERAL DECISION

"

## EVALUATION & SELECTION CRITERIA FOR COMPETITIVE SEALED PROPOSALS

**BACKGROUND:** The Mission Consolidated Independent School District Board of Trustees has authorized the District to solicit for a qualified Contractor for the construction of the project(s) identified above through Competitive Sealed Proposals (CSP) as opposed to Competitive Bids. Unlike Competitive Bids, CSP allows the District to base its selection or award on a combination of price and other factors that the District determines provides the best value to the District.

The Mission C. I. S. D. Board of Trustees has set forth, as mandated by Senate Bill 669, an Evaluation and Selection Committee consisting of the Board of Trustees Facilities Committee and appointed administrative staff.

The Evaluation and Selection Committee will evaluate, rank and publish said ranking once it has been completed. The evaluation and selection criteria as outlined below, has been approved by the Mission C. I. S. D.'s Board. Once the M. C. I. S. D. Board of Trustees approves the ranking, the District Evaluation and Selection Committee will then proceed to negotiate a contract with the highest-ranking Offeror as set forth below.

**PROCESS:** All proposals shall be submitted in sealed envelopes, plainly marked with the name of the proposal, the name of the Project and the time of the deadline for submission. Proposals shall be opened at the time specified. All Offerors shall be invited to attend the proposal opening. Changes in the content of a proposal, and in prices submitted, may be *negotiated after* the proposals are opened.

The District may discuss proposals with Offerors after proposals have been opened to allow for clarification and changes. **The District shall take adequate precautions to ensure that information from competing proposals is not disclosed to other Offerors.**

**SELECTION:** The District Evaluation and Selection Committee shall select the Offeror that offers the best value to the District based on the published evaluation and selection criteria and on its ranking outcome. The District's selected representative of the Evaluation and Selection Committee or a pre-determined representative of the District may discuss with the selected Offeror options for cost reduction. If the District is unable to reach a contract agreement with the selected Offeror, the District shall terminate all negotiations and proceed to the next Offeror in the order of the ranking until a contract agreement is reached or all proposals are rejected. When negotiations are unsuccessful, the District will notify said Offeror that negotiations have been terminated prior to proceeding to negotiate with the next highest Offeror. The District will continue this process until a contract has been reached. The District reserves the right to exclude firms failing to achieve a minimum total score from any further consideration for negotiation. Upon negotiation of a successful contract the committee will present such evidence of findings to the Board. The Board of Trustees will retain the right to award a contract or reject all sealed proposals in their entirety.

**BEST VALUE DETERMINATION:** In determining best value for the District, the District is not restricted to consider price alone, but may consider any other factor stated in the Evaluation and Selection Criteria. The Criteria used may include but is not limited to purchase price, qualifications and reputation, quality of work, company reputation, past experience with Mission CISD, construction experience, personnel and workforce, current work load, and financial stability.

**RECOMMENDATION:** The Board of Trustees authorizes Administration to negotiate with Proposers in the order ranked through the selection process.

**OBJECTIVE:** Provide options to the Board of Trustees by negotiating the purchase price with the Proposers through proposed cost reductions and to discuss the alternatives that are selected by the Board of Trustees, if any.

**SELECTION CRITERIA AND RANKING:** The selection of Proposer will be based on the following Evaluation and Selection Criteria. The District retains the right to apply all criteria as appropriate and allowed in Educational Code 44.031 Section (b), including but not limited to, as provided by Section 44.031 (b) Part (8), other relevant factors that a private business entity would consider. The District specifically requests that Contractors answer or provide the information to **all** of the following Evaluation and Selection Criteria. Questions or sections left unanswered will result in zero (0) points awarded for the respective item.

**PURCHASE PRICE WEIGHTED SCORE:** The lowest purchase price will receive the maximum number of points (55). The purchase price of Proposers that are higher than the lowest price will be calculated using the following weighted formula:

## EVALUATION & SELECTION CRITERIA FOR COMPETITIVE SEALED PROPOSALS

WEIGHTED SCORE = Lowest Purchase Price/Purchase Price Being Scored X Maximum Points

**PROPOSALS SHALL INCLUDE THE FOLLOWING INFORMATION AND AS FURTHER DESCRIBED IN THE ATTACHED TABLE:**

The total possible points that can be awarded for a proposal will be **100 points**.

- A. ***Monetary Value – 45 points max***
- B. ***Qualifications and Reputation – 2 points max***
- C. ***Past Performance – 10 points max***
  - *Quality of Work and Warranty Period – 6 points max*
  - *Change Orders and Contractor's Payments – 4 points max*
- D. ***Construction Experience – 23 points max***
- E. ***Contractor's Personnel and Workforce – 8 points max***
- F. ***Financial Strength – 2 points max***
- G. ***HUB Certification – 0.5***
- H. ***Contract Documents – 9.5 points max***

**SUBJECT:** Sale or Surplus Real Property

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

**BACKGROUND INFORMATION**

As per CDB(Legal) a board may, by resolution, authorize the sale of any property, other than minerals, held in trust for free school purposes. The board president shall execute a deed to the purchaser reciting the board resolution authorizing the sale.

Before land owned by a district may be sold or exchanged for other land, notice to the general public of the offer of the land for sale or exchange must be published in a newspaper of general circulation in either the county in which the land is located or, if there is no such newspaper, in an adjoining county.

The notice must include a description of the land, including its location, and the procedure by which sealed bids to purchase the land or offers to exchange the land may be submitted. The notice must be published on two separate dates and the sale or exchange may not be made until after the 14th day after the date of the second publication.

**ADMINISTRATIVE CONSIDERATIONS**

Administration is recommending the sale of two surplus properties listed below:

1101 Dunlap

Lots 7 & 8, Block 186, Mission Original Townsite  
\$209,242 appraised value

**FUNDING SOURCE/AND AMOUNT**

N/A

**RECOMMENDATION**

That the Board of Trustees discuss and take possible action regarding the sale of surplus real property.

**CONTACT PERSON(S)**

Lorena Garcia, Deputy Supt. for Support Services  
Rumalda Ruiz, Asst. Supt. for Finance  
Ricardo Rivera, Asst. Supt. for Operations

**1101 Dunlap**



**SUBJECT:** Renewal Contract for Health Medical Equipment and Supplies 245-21-0

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

**BACKGROUND INFORMATION**

The intent of this contract is to provide a method to procure Health Medical Equipment and Supplies for the District.

**ADMINISTRATIVE CONSIDERATIONS**

On April 8, 2020, the Board of Trustees awarded Bid No. 244-20-0, for Health Medical Equipment and Supplies for a term of one year, with the option to renew for one additional year.

The Purchasing Department reviewed last year's purchases.

The review process reached the following conclusions:

- 1) The District would benefit from renewing this contract.
- 2) All equipment, supplies and services are purchased on a needed basis.

**FUNDING SOURCE AND AMOUNT**

All Funds Estimated           **\$61,757**

**RECOMMENDATION**

Administration recommends renewing with all previously awarded vendors listed on tabulation sheet.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

Mission Consolidated Independent School District  
Purchasing Department

FY2021 Term Contract:	Health Medical Equipment and Supplies Catalog 245-21-0
Awarded To:	<ol style="list-style-type: none"><li>1. <u>Alert Services, Inc.</u></li><li>2. <u>Henry Schein, Inc.</u></li><li>3. <u>Medco Supply Company</u></li><li>4. <u>Medicaleshop Inc.</u></li><li>5. <u>School Health Corporation</u></li><li>6. <u>School Nurse Supply, Inc.</u></li><li>7. <u>School Specialty, Inc.</u></li></ol>
Term:	One Year
Term Period :	April 2021 – March 2022

**Mission Consolidated Independent School District  
Tabulation Vendors  
Health and Medical Equipment and Supplies CATALOG 245-21-0**

Company Information	Catalog Discount	Manufacturer's Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Alert Services Inc. VID# 1560 Contact: Madison Day Phone: (830) 372-3333 Address: Po Box 1088 Fax: (830) 372-1447 San Marcos, TX 78667 Email: <a href="mailto:madison@alertservices.com">madison@alertservices.com</a> Website:	10-20%					Contact Purchasing for Catalog. Discounts - 10% off J&J and Tweezerman, 15% off equipment, 20% off supplies. Click here for Exemptions and Shipping information.
Vendor: Henry Schein, Inc. VID# 1492 Contact: Michele Scarduzio Phone: (800) 851-0400 Address: 135 Duryee Road E-270 Fax: (866) 738-8999 Melville, NY 11747 Email: <a href="mailto:biddept@henryschein.com">biddept@henryschein.com</a> Website: <a href="http://www.henryschein.com">www.henryschein.com</a>	18%			18%		<a href="http://www.henryschein.com">www.henryschein.com</a> Click here for Catalog. Click here for Exceptions.
Vendor: Medco Supply Company VID# 5423 Contact: Stephen Weiss Phone: (800) 556-3326 Address: 25 North Pointe Parkway, Suite 25 Fax: (800) 222-1934 Amherst, NY 14228 Email: <a href="mailto:medcosalessupport@medcosupply.com">medcosalessupport@medcosupply.com</a> Website:	0-25%					Contact Purchasing for Catalog. Click here for Discount Details and Exceptions. Click here for Flyer.
Vendor: Medicaleshop Inc. VID# 102221 Contact: Freny Ajmeri Phone: (866) 563-6812 Address: 87 Danbury Road, Unit #1 Fax: (860) 838-4671 New Milford, CT 06776 Email: <a href="mailto:bids@medicaleshop.com">bids@medicaleshop.com</a> Website: <a href="http://www.medicaleshop.com">www.medicaleshop.com</a>	1-25%			0%		<a href="http://www.medicaleshop.com">www.medicaleshop.com</a> Contact Purchasing for Price List. Click here for Deviations.
Vendor: School Health Corporation VID# Contact: John Anfenson Phone: (866) 323-5465 Address: 5600 Apollo Drive Fax: (800) 235-1305 Rolling Meadows, IL 60008 Email: <a href="mailto:bids@schoolhealth.com">bids@schoolhealth.com</a> Website: <a href="http://www.schoolhealth.com">www.schoolhealth.com</a>	11%			11%		<a href="http://www.schoolhealth.com">www.schoolhealth.com</a> Contact Purchasing for Catalog or click here. Click here for Exclusions. Orders under \$90 incur \$9.95 shipping charge. Free shipping over \$90. Reference BID # 3722246 and item number on every order.
Vendor: School Nurse Supply, Inc. VID# 91587 Contact: Jeff Giesel Phone: (800) 485-2737 Address: 1690 Wright Blvd. Fax: (800) 485-2738 Schaumburg, IL 60193 Email: <a href="mailto:jgiesel@schoolnursesupply.com">jgiesel@schoolnursesupply.com</a> Website: <a href="http://www.schoolnursesupply.com">www.schoolnursesupply.com</a>	7%			7%		<a href="http://www.schoolnursesupply.com">www.schoolnursesupply.com</a> Contact Purchasing for Catalog. Free shipping over \$50. Click here for Exclusions.
Vendor: School Specialty, Inc. VID# Contact: Customer Service Phone: (888) 388-3224 Address: W6316 Design Dr. Fax: (888) 388-6344 Greenville, WI 54942 Email: <a href="mailto:orders@schoolspecialty.com">orders@schoolspecialty.com</a> Website: <a href="http://www.schoolspecialty.com">www.schoolspecialty.com</a>	14% Supplies 33% Furniture & Equipment			7%		<a href="http://www.schoolspecialty.com">www.schoolspecialty.com</a> Catalog: <a href="https://store.schoolspecialty.com">https://store.schoolspecialty.com</a> Referece 7791658338 on all orders. Click here for Exclusions and Shipping information.

Mission Consolidated Independent School District  
Purchasing Department

FY2021 Term Contract:	Health Medical Equipment and Supplies Line Item 245-21-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>Alert Services: 38, 60</u></li> <li>2. <u>Henry Schein, Inc.: 2-3, 5-7, 9-13, 15-16, 18, 20-21, 23, 26, 30-34, 37, 39-41, 51, 63-64, 70, 78, 82, 85-88, 99-100, 109, 116-117</u></li> <li>3. <u>Medco Supply Company: 1, 24-25, 35-36, 66-67, 73, 80, 83, 89, 97, 102-103, 106, 118</u></li> <li>4. <u>Medicaleshop Inc.: 4, 22, 27, 42-45, 47-50, 56-58, 62, 65, 68, 71-72, 75-77, 79, 90, 92-93, 101, 104, 113, 115</u></li> <li>5. <u>School Health Corporation: 28, 59</u></li> <li>6. <u>School Nurse Supply, Inc.: 29, 46, 94</u></li> <li>7. <u>School Specialty, Inc.: 53-55, 61, 69, 74, 81, 95-96, 105, 107-108, 110-112, 114</u></li> </ol>
Term:	One Year
Term Period :	April 2021 – March 2022

**Mission Consolidated Independent School District  
Tabulation Vendors  
Health and Medical Equipment and Supplies LINE ITEM 245-21-0**

VENDOR:				Alert Services Inc.		Henry Schein, Inc.		Medco Supply Company		Medicaleshop Inc.		School Health Corporation		School Nurse Supply, Inc.		School Specialty, Inc.	
				Contact Name: Madison Day		Contact Name: Michele Scarduzio		Contact Name: Stephen Weiss		Contact Name: Freny Ajmeri		Contact Name: John Anfenso		Contact Name: Jeff Giesel		Contact Name: Customer Service	
				Email: madison@alerts-services.com		Email: bidddept@henryschein.com		Email: medcosalesupport@medcosupply.com		Email: bids@medicaleshop.com		Email: bids@schoolhealth.com		Email: jgiesel@schoolnursesupply.com		Email: orders@schoolspecialty.com	
				Phone #: (830) 372-3333		Phone #: (800) 851-0400		Phone #: (800) 556-3326		Phone #: (866) 563-6812		Phone #: (866) 323-5465		Phone #: (800) 485-2737		Phone #: (888) 388-3224	
Item No	Description	Preferred Brand/Model	Qty/Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit
1	Alcohol Prep Pads, Med. Sterile 1 3/16" x 2 5/8"		200/BX	Dynarex (100 p/bx)	\$1.00	Large HSI 5701307	\$1.70	Dynarex 243925	\$1.56	Mckesson 191089	\$1.72	SH 49251	\$2.73	Caridien 11205	\$2.50	SSI #1514630 49251	\$3.13
2	Non Latex Tourniquets		250/BX			2880449	\$27.82			Mckesson 166334	\$38.50						
3	Multiple Sample Needle Holder		10/Bag			Excel 26530 100/bx 3377113	\$8.42			Smiths Medical 96002	\$9.13						
4	Test Tube Rack, holds up to 50 22mm test tubes					sub 20mm 2881084	\$112.00			Globe Scientific 17mm 456920	\$17.81					SSI #2011931 CH182015D	\$21.44
5	Blood Collection Tubes blue/plastic 7.5ml		100/BX			sub 6.0ml blue 1671324	\$35.00										
6	Blood Collection Tubes red/plastic 7.5ml		100/BX			sub 6.0ml red 1249541	\$21.08										
7	Blood Collection Tubes lavender/plastic 7.5ml		100/BX			7ml 9872877	\$42.86										
8	Blood Collection Tubes tiger/plastic 7.5ml		100/BX														
9	BD Safety Lancets					HSI sub 100/bx 9007993	\$7.62			Becton Dickinson 50/bx 368100	\$4.43						
10	Resting Tab Electrodes for use with CP100/200	Welch Allyn or district approved equal				sub 3M/2570 50/bg 1375445	\$11.93										
11	Paper for use with CP100/200	Welch Allyn or district approved equal				200 px 5660352	\$29.52			Welch Allyn 200/pk 105353	\$37.26						
12	Blood Glucose Monitoring System	Bayer Contour TS or district approved equal				#7189 Meter Bayer Contour One 1236232	\$10.30	Bayer Contour 240343	\$20.31			True Metrix 1006626	\$21.67	GE100 54200	\$14.83		
13	Blood Glucose Test Strips	Bayer Contour TS or district approved equal				Bayer Contour 50/bx 1336172	\$16.33	Bayer Contour 50/bx 240344	\$104.09	Bayer 100/bx 193731221	\$161.39	True Metrix 100/bx 1006623	\$30.28	GE100 50/BX 54201	\$15.76		
14	Sterile water for Injection 10ml	Demo Dose or district approved equal															
15	Filter Needle 18gx1.5" green 5micron filter rating	Kendall or district approved equal				9870829	\$35.61			Kendall ea 8881305117	\$0.42	NDC 91351	\$55.41				
16	Scrub Brush with 4% CHG					BD371073 30/bx 9876022	\$30.00			Becton Dickinson ea 371073	\$1.70						
17	Folding wire basket cart 12" x 12"																
18	Exam lamp gooseneck 12 flexible arm 10-40watt bulb 3wire grounded cord wet w/molded plug					Hausmann 2182 60 watt not included 1082139	\$98.89									SSI # 1310687 HNI 2182	\$161.31
19	Single post instrument stool	Mays or district approved equal															
20	CSR wrappers 12 x 12		100/BX			Busse no woren 845 7881865	\$14.91										
21	PVP Surgical scrub brush sponge					1% BD 372053 30/bx 7803379	\$16.98	Heilco Inc. 1 ct 081512896	\$2.23								
22	Autoclave tape					Each 2285127	\$4.67			Mckesson 1/roll 73-ST48	\$3.44						
23	Autoclave envelopes					CrossTex scx2 200/bx 9330074	\$11.43										
24	Aluminum crutch 5'2" to 5'10"			Medline	\$17.00	Pair 5701464	\$11.24	GT Echo Co Pair 268175	\$8.04	Mckesson ea 146-10400-8	\$21.67	Medline 45008	\$24.53	Pro Advantage 37175	\$35.34	SSI #1429237 45008	\$26.94
25	Aluminum crutch 4'6" to 5'2"			Medline	\$17.00	Pair 5701466	\$11.24	ASP Pair 268174	\$11.10	Mckesson ea 146-10401-8	\$19.76	Medline 45003	\$24.51	Pro Advantage 37170	\$35.34	SSI #1137749 45003	\$26.94
26	Aluminum crutch 5'10" to 6'6"			Medline	\$17.00	Pair 5701465	\$11.24	ASP Pair 268176	\$11.83	Mckesson ea 146-10402-8	\$21.63	Medline 45004	\$25.98	Pro Advantage 37180	\$35.34	SSI #1429269 45004	\$26.94
27	Shower aluminum chair					No Back 2/cs 2880343	\$64.30	Eagle Health Supplies 1 ct 7101913	\$106.25	Mckesson ea 1065208	\$28.74						
28	Portable Physician scale with rollers	Detecto or district approved equal		Detecto 165550	\$468.00	438 Detecto 5458583	\$306.13	Cardinal Scale 1 ct 267339	\$420.39			Detecto 1008269	\$226.24	Detecto 28125	\$268.77	SSI #028202 402KLWH	\$249.31
29	Infant Scale	Detecto or district approved equal				8463 Detecto 1334434	\$461.94					Health-o-Meter 58112	\$422.44	Seca 40214	\$231.57		
30	Patient Gowns one size fits all			Medline 100/cs	\$126.00	Tidi 9810847 50/cs 1466436	\$21.92	Core Products 1 ct med/lg 081530013	\$14.13	Fashion Seal Uniforms ea 253879	\$14.93	MDC 21047	\$32.66	Graham Field 50/cs 22280	\$38.13		
31	Limb restraint					M20134 Pair 3720389	\$8.36			Mabis ea 12069	\$16.35						
32	Heel/elbow protectors					503010 Pair 1194322	\$5.07	ASP 1 ct 081288984	\$4.42	Skil-Care 2/pk 503020	\$5.29	Mabis 41477, 41479	\$9.38				
33	One piece collar					1020351 Med Cervical Foam 1247428	\$6.80		37	Posay ea 8197L	\$1.22						
34	California Trach collar					79-83153 1084939	\$16.80			DJO ea 83133	\$21.99						
35	Cervical collar			Ambu Med	\$24.00	1057-04 Lg Foam Cervical 3722107	\$7.32	Bird and Cronin 1 ct 267629	\$3.31	DJO ea 79-83500	\$4.85	Ferno 57553	\$21.35				

**Mission Consolidated Independent School District  
Tabulation Vendors  
Health and Medical Equipment and Supplies LINE ITEM 245-21-0**

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				Email: madison@alertservices.com		Email: biddept@henryschein.com		Email: medcosalessupport@medcosupply.com		Email: bids@medicaleshop.com		Email: bids@schoolhealth.com		Email: jgiesel@schoolnursesupply.com		Email: orders@schoolspecialty.com	
				Phone #: (830) 372-3333		Phone #: (800) 851-0400		Phone #: (800) 556-3326		Phone #: (866) 563-6812		Phone #: (866) 323-5465		Phone #: (800) 485-2737		Phone #: (888) 388-3224	
Item No	Description	Preferred Brand/Model	Qty/Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit
36	Comfort arm sling			Darco	\$3.25	8010-04 Lg 3722384	\$4.82	ASP 1 ct.262965	\$2.13	De Royal ea 801003	\$6.66	Scott Specialty 20041	\$5.88			SSI #1429264 27549	\$0.71
37	Upper body vest restraint					3050 Large 3914619	\$19.59			Posey ea 3311M	\$18.00						
38	Eye Chart	Sneller or district approved equal		Snellen	\$8.00	Sneller 600727 Goodlite 4260004	\$17.30	Snellen 1 ct 5580137	\$15.15					Texas Wide Spaced Sloan 662026	\$16.73		
39	Manicure orange sticks smooth, beveled wood hoof shaped 4 1/2		144/BX			6350148	\$3.50			Graham-Field 144/bx 1780	\$5.83						
40	Bedside pitcher mauve, 1qt. capacity		Ea.			28 oz H222-10 w/lid 4490041	\$0.93										
41	Fracture bed pan		Ea.			50/cs 1036992	\$120.00			Carex P70500	\$6.33						
42	Adult stackable bed pan		Ea.							Medegen H111-10	\$1.55						
43	Sitz bath kit		Ea.							Medegen Medical H990-07	\$5.13						
44	Emesis basin		Ea.			500ml 8310897	\$0.48			Mckesson 56-80327	\$0.17	Medeson Medical 46010	\$2.87	Polar Ware 43640	\$3.44		
45	Gait transfer belt metal buckle white		Ea.			1331840	\$7.90	Scott Specialties 081290964	\$15.75	Mckesson 855	\$6.64					SSI #1583705 60"	\$7.39
46	Pill counting tray		Ea.			GF 5709 1038021	\$10.11			Apothecary Products 23087	\$12.45	Tryad Solutions 91531	\$9.68	54500	\$7.39		
47	Pill splitter		Ea.			70020L 7285131	\$3.10	Richardson-Products 081016641	\$2.24	Mckesson 63-6341	\$2.50			Acu Life 37515	\$5.57	SSI #1583677 08-0110	\$11.05
48	Paraffin bath unit		Ea.			WaxWel w/wax/boobie towel/hand/ft Liners 1084501	\$252.39	Hygenic Corp. 5295	\$157.73	WaxWel 108901	\$85.50	Fabrication Enterprise 1006369	\$119.26				
49	Paraffin wax refills		Ea.			1/6 box 7736737	\$17.16	Wr Medical Elec. 514203	\$12.11	Therabath 256459	\$4.46	Fabrication Enterprise 1006382	\$20.52				
50	Disposable suction canister 800cc		Ea.			Drive 22330 1222834	\$12.51			Drive Medical 610-48BP	\$2.95						
51	Tubing kit for aspirator		Ea.			Ster. 3/32" x 6' 4990789	\$1.44										
52	Bedpans quilted reusable		Ea.														
53	Adult brief medium		12/BX							Tranquility 12/bx 2185	\$9.46					SSI #1561857 1006480 25/pk-\$10.75	\$5.16
54	Adult brief large		18/BX							Prevail 18/bx NU0131	\$9.15					SSI #1561858 1006479 25/pk-\$14.94	\$7.17
55	Adult brief XL		15/BX							Prevail 15/bx NGX014	\$17.94					SSI #1561860 1006482 25/pk-\$14.69	\$7.05
56	Foley catheter latex siliconized 12		Ea.							Bard 123512A	\$1.00						
57	Foley catheter latex siliconized 14		Ea.			Hydrophilic 1248910	\$12.01			Bard 123514A	\$1.07						
58	Foley catheter latex siliconized 16		Ea.			1198175	\$1.42			Bard 123516A	\$1.00						
59	Face mask molded		50/BX			HSI blue 1125575	\$5.16	Crosstex Int. 020315	\$7.71	Cardinal AT7509	\$10.40	ProMed 21355	\$4.73	Dynarex 50018	\$6.04	SSI #1502155 MIINON27381	\$8.79
60	Face mask ear loop		50/BX	Mckesson 50/bx	\$3.50	HSI blue 1043809	\$5.18	Medline Ind. 555052	\$5.60	Medline NON27378	\$7.95	ProMed 21354	\$9.26	Dynarex 50009	\$4.53	SSI #1311203 KCC47080	\$10.49
61	Shoe covers		50/BX			XL 80/bx 6435098	\$18.21			Wlmed 9100-331XL	\$18.54			Dynarex 300/bx 50054	\$34.87	SSI #1565236 IMPM2105BNS18 300/bx-\$21.26	\$3.54
62	Folding adjustable walker		Ea.			TechMed6802 6353166	\$40.15			Mckesson 146-10210-4	\$21.52						
63	Glove dispenser		Ea.			Wire Single HSI 11oz 1125471	\$9.09			Mckesson 73132	\$19.14	Innovative Med 90113	\$12.83	Dispens a Glove 50300	\$10.18	SSI #1396937 90113	\$10.01
64	PN Glo Germ Kit		Ea.			GGMK 1156032	\$7.55					Glo-Germ 24485	\$9.51	Glo Germ 33524	\$55.34		
65	Specimen cup screw top n/s 120ml		Ea.							Mckesson 563	\$0.14			Covidien 48683	\$0.46		
66	Tongue depressors		500/BX	Dynarex	\$5.00	Adult HSI 1002416	\$5.03	Dynarex 04220	\$4.62	Dynarex 4311	\$5.60	SH 90022	\$5.41	Dynarex 14450	\$6.32	SSI #1333476 MIMDS202070	\$8.08
67	Suture sterile removal kit		Ea.	Dynarex	\$1.25	HSI 1125822	\$1.36	Cypress Medical 52890	\$0.63	Mckesson 25-5723	\$2.35	Dynarex 90135	\$2.06	69239	\$2.27		
68	Dressing change tray		Ea.			Busse 829 4847983	\$5.57			Mckesson MSDC-014704	\$3.29						
69	Digital thermometer		Ea.	Veridian	\$3.75	HSI w/s covers 9004856	\$3.56	DMS Holdings 15603	\$5.33	Lumiscope 2013	\$3.44	SH 13101	\$6.53	Veridian 10530	\$6.46	SSI #1589418 13054	\$3.22
70	Mobile aneroid sphygmomanometers	Diagnostix or district approved equal	Ea.			HSI 1126069	\$57.00	DMS Holdings 559511	\$167.13	Labtron 223B	\$105.00	BV Medical 56249	\$176.24	ADC 70119	\$417.57	SSI #1409439 MIMDS90407	\$118.26
71	Laryngoscope handle		Ea.			Conventional 1335187	\$23.82			Mckesson 4065MM	\$11.19	Medline 59524	\$13.10				
72	Laryngoscope blade adult medium		Ea.			SZ3 #5-5232-03 1089072	\$44.23			Sun.Med 5-5332-03	\$8.05						
73	Procedure cart 3 drawer		Ea.			4 Drawer Harloff V24-4K 1178462	\$934.29	Rubbermaid 5 drawer 77340	\$572.02								
74	All purpose stainless steel cart		Ea.			14429 3 Shelves Markettab 1316316	\$355.68		38							SSI #586263 311	\$239.60
75	Urinary drainage bag		Ea.			Leg #145514MED 8901422	\$2.06			Mckesson 37-2802	\$1.58						
76	Pediatric drainage bag		Ea.							Mckesson 4821	\$0.75						

**Mission Consolidated Independent School District  
Tabulation Vendors  
Health and Medical Equipment and Supplies LINE ITEM 245-21-0**

VENDOR:				Alert Services Inc.		Henry Schein, Inc.		Medco Supply Company		Medicaleshop Inc.		School Health Corporation		School Nurse Supply, Inc.		School Specialty, Inc.	
				Contact Name: Madison Day		Contact Name: Michele Scarduzio		Contact Name: Stephen Weiss		Contact Name: Freny Ajmeri		Contact Name: John Anfonson		Contact Name: Jeff Giesel		Contact Name: Customer Service	
				Email: madison@alertservices.com		Email: biddept@henryschein.com		Email: medcosalesupport@medcosupply.com		Email: bids@medicaleshop.com		Email: bids@schoolhealth.com		Email: jgiesel@schoolnursesupply.com		Email: orders@schoolspecialty.com	
				Phone #: (830) 372-3333		Phone #: (800) 851-0400		Phone #: (800) 556-3326		Phone #: (866) 563-6812		Phone #: (866) 323-5465		Phone #: (800) 485-2737		Phone #: (888) 388-3224	
Item No	Description	Preferred Brand/Model	Qty/Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit
77	Male urinal with cover		Ea.			1004606	\$0.68			GMAX Industries GP300	\$0.59			Medline 48681	\$5.53		
78	Female urinal		Ea.			9177208	\$2.87			Medegen Medical H145-01	\$3.11			Medline 48682	\$6.46		
79	Specimen collection bowl (hat)		Ea.			1033383	\$0.79			Mckesson 16-9522	\$0.60						
80	Sterile tongue depressors		100/BX			1000238	\$4.14	Medline Ind. 25711	\$2.55	Mckesson 22-999-S	\$3.14	SH 90254	\$5.40	Pro Advantage 14525	\$4.93	SSI #1333480 MIMDS202075	\$4.53
81	Transparent clear dressing	3M or district approved equal	20/BX			2 3/8 x 2 3/4 7776660	\$8.98					Hartmann 32295	\$15.03			SSI #1570919 MIICURS108	\$2.36
82	Micro paper tape 1in.	3M or district approved equal	10 Yards			HSI 12/bx 1019673	\$5.49			3M 12/bx 1530-1	\$9.46	3M 28072	\$13.73	3M 12/bx 17301	\$10.49		
83	Alcohol prep pads	PDI or district approved equal	1000/CS	Dynarex	\$10.00	Dynarex 1116 Lg 2670041	\$19.33	Dynarex Corp. 200 pk 243925	\$1.56	Professional Disposables C69900	\$56.93			Covidien 4000/cs 11205C	\$44.17	SSI #1514630 49251	\$15.65
84	Lemon-Glycerin swab sticks	PDI or district approved equal	25/box														
85	Syringe 5cc					LL HSI 100/bx 9004477	\$7.73										
86	Syringe 10cc					LL HSI 100/bx 9004476	\$10.66									SSI #190-9291 6/pk	\$3.29
87	Syringe 20cc					LL HSI 50/bx 1126151	\$9.57	Redhead Medical 48/bx 866166	\$22.71							6/pk	\$5.49
88	Syringe 1cc					LL HSI 100/bx 9004480	\$7.54										
89	Gauze roll	Krinkle or district approved equal	100/CS			4.5 x 4.1 yd NS 2880296	\$69.61	Dukel Corp 12/pk 556737	\$2.68	Dynarex 3162	\$85.10					SSI #1332810 MIIPRM25865	\$104.71
90	Drain sponge 4"x4" sterile 2		25/BX			#441407 MedTR 8405641	\$4.39			Medline NON256000	\$3.53						
91	Suction handle vented	Yankauer or district approved equal	Ea.														
92	Dressing change trays w/saline		Ea.							Busse Hospital Disposables 1443	\$7.01						
93	Pap smear tray kit		Ea.							Medline DYND70400	\$5.23						
94	Sure temp 679 Thermometer	WelchAllyn or district approved equal	Ea.			690 2033856	\$270.61	Welch Allyn 690 47000	\$271.26	Welch Allyn 01690-700	\$560.00	WA 690 13071	\$277.38	Welch Allyn 690 12499	\$255.37		
95	Probe covers for 679 thermometer		25/Pack			250/SL 5660460	\$9.53	Welch Allyn 690 250/pk 47300	\$10.10			WA 690 250/pk 21431	\$10.44	Welch Allyn 690 250/pk 12515	\$11.42	SSI #1441106 21289 100/pk-\$3.68	\$0.92
96	First aid Kit		Ea.	Medique	\$20.00	25/person Plastic 3425PFG 1209996	\$22.94	J and J 53571M	\$4.71	Mckesson 30323	\$27.39	SH 42110	\$20.32	Pro Advantage 5700	\$19.99	SSI #1398121 42170	\$13.14
97	Manual resuscitator adult		Ea.	Ambu	\$25.00	Kil Laerdal 87005333 8658031	\$338.81	Laerdal Corp. 555937	\$12.14			Allied Healthcare 55630	\$14.34	Ambu 57486	\$23.01		
98	Pediatric drain bag		Ea.														
99	Tracheostomy care kit		Ea.			DYND40582 8690087	\$2.04			CareFusion 553T4692	\$2.98						
100	Portable oxygen unit empty tank bundle		Ea.			E-Tank MADA/630 ME 9235665	\$170.96										
101	Oxygen regulator		Ea.			MS-010R25 0-25L 1164408	\$57.59			Drive Medical 18300GN	\$28.65						
102	4 1/2" bandage scissors	Lister or district approved equal	Ea.			3786328	\$2.96	Professional Surgical 48004M	\$1.07	Mckesson 43-2-226	\$4.69	Lister 36030	\$3.43	Zulco 34480	\$2.27	SSI #1498995 faofae6004	\$4.39
103	5 1/2" bandage scissors	Lister or district approved equal	Ea.	Zulco 7770785	\$1.75	3789251	\$3.22	Professional Surgical 48005M	\$1.09	Mckesson 43-2-231	\$6.04	Lister 36031	\$4.08	Zulco 34485	\$2.74		
104	Vaginal speculum medium	Graves or district approved equal	Ea.			Miltex MH30-15 1046107	\$20.35			Mckesson 16-8313	\$1.18						
105	Tuning Fork 256 frequency w/ Weights		Ea.			DYKAL 7011 6359533	\$8.73	Fabrication Enterprises 267769	\$5.57			Graham Field 36121	\$9.93	Zulco 68256	\$11.11	SSI #574070 3610-04	\$2.59
106	Percussion Hammer	Taylor or district approved equal	Ea.	Zulco 7770280	\$2.50	9538998	\$4.17	ASP 87780	\$1.13	Mckesson 43-2-010	\$3.23	Fine Surgical 36072	\$3.50	Zulco 35935	\$3.48	SSI #568493 75B	\$3.47
107	Microscope slides frosted		72/BX			1324W 8686492	\$5.02			Mckesson 70-105PMCK	\$8.26					SSI #193-7454 9119-72	\$3.41
108	Automatic Sterilizer with Manual Door	Ultraclave or district approved equal	Ea.			Tuttnauer 2540M 6682477	\$4,358.00									SSI #1399379 B4000-MINI 8L	\$2,741.94
109	Injection teaching model		Ea.			SB23496U 4329055	\$79.43			Nasco SB23496	\$93.96						
110	Food guide pyramid kit with carrying case		Ea.													SSI #2013515 24-6621	\$25.99
111	Human torso w/detachable head		Ea.													SSI #563107 B30	\$1,102.46
112	Human anatomy program		Ea.							Nasco SB23900U	\$825.00					SSI #1319509 1400-41	\$396.04
113	PVC four shelf linen cart		Ea.			LC424W5 1367235	\$450.45			IPU MPC400	\$389.00						
114	PVC extra wide shower chair		Ea.			BSC880P Innovative 1047898	\$1,100.26		39	Lumex 89251	\$315.00					SSI #1583632 45-2340	\$84.31
115	Steel foot stool with handrail		Ea.			Drive 13062-1SV 1222165	\$51.27			Drive Medical 13031-1SV	\$47.40			Briggs Healthcare 74322	\$64.17		
116	Folding transport stretcher chrome, mat, 250lbs.		Ea.			500 lbs Ferno MRI Sate 0000404 1216801	\$5,971.34										

**Mission Consolidated Independent School District  
 Tabulation Vendors  
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VENDOR:				Alert Services Inc.		Henry Schein, Inc.		Medco Supply Company		Medicaleshop Inc.		School Health Corporation		School Nurse Supply, Inc.		School Specialty, Inc.	
				Contact Name: Madison Day		Contact Name: Michele Scarduzio		Contact Name: Stephen Weiss		Contact Name: Freny Ajmeri		Contact Name: John Anfensoon		Contact Name: Jeff Giesel		Contact Name: Customer Service	
				Email: madison@alertservices.com		Email: biddept@henryschein.com		Email: medcosalessupport@medcosupply.com		Email: bids@medicaleshop.com		Email: bids@schoolhealth.com		Email: jgiesel@schoolnursesupply.com		Email: orders@schoolspecialty.com	
				Phone #: (830) 372-3333		Phone #: (800) 851-0400		Phone #: (800) 556-3326		Phone #: (866) 563-6812		Phone #: (866) 323-5465		Phone #: (800) 485-2737		Phone #: (888) 388-3224	
Item No	Description	Preferred Brand/Model	Qty/Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit	Proposed Brand/Model	Price / Unit
117	Phlebotomy chair with drawer		Ea.			Clinton 66020-3BK 1269428	\$664.67										
118	Exam table electric high-low table 400lb capacity 24"-40" height adjustment 52 length, 27 width		Ea.			Sub 400 lb Brewer 6000 Access HI-Lo 1228519	\$6,037.00	Armedica \$60 shipping charge 081430149	\$1,331.25								

**SUBJECT:** Renewal Contract for Classroom Supplies 240-21-0

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

### **BACKGROUND INFORMATION**

The intent of this contract is to provide a method to procure Classroom Supplies for the District.

### **ADMINISTRATIVE CONSIDERATIONS**

On April 8, 2020, the Board of Trustees awarded Bid No. 240-20-0, for Classroom Supplies for a term of one year, with the option to renew for one additional year.

The Purchasing Department reviewed last year's purchases.

The review process reached the following conclusions:

- (1) The District would benefit from renewing this contract.
- (2) All equipment, supplies and services are purchased on an as needed basis.

### **FUNDING SOURCE AND AMOUNT**

All funds estimated \$589,380

### **RECOMMENDATION**

Administration recommends renewing with all previously awarded vendors listed on tabulation sheet.

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

Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

Mission Consolidated Independent School District  
Purchasing Department

FY2021 Term Contract:	Classroom Supplies Catalog 240-21-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>ACE Educational Supplies</u></li> <li>2. <u>Advantage Imaging Supply</u></li> <li>3. <u>American Ceramic Supply Company</u></li> <li>4. <u>Audio Resource Group Inc.</u></li> <li>5. <u>Barnes and Noble Booksellers Inc.</u></li> <li>6. <u>Brilliant Education</u></li> <li>7. <u>Carolina Biological Supply Co.</u></li> <li>8. <u>Cascade School Supplies</u></li> <li>9. <u>Cielo Office Products</u></li> <li>10. <u>Copy Plus</u></li> <li>11. <u>Demco Inc.</u></li> <li>12. <u>Discount School Supply</u></li> <li>13. <u>Don Johnston Incorporated</u></li> <li>14. <u>EAI Education</u></li> <li>15. <u>Evan-Moor Educational Publishers</u></li> <li>16. <u>Follet School Solutions Inc.</u></li> <li>17. <u>Gateway Printing &amp; Office Supply, Inc.</u></li> <li>18. <u>Hand2Mind</u></li> <li>19. <u>Heinemann</u></li> <li>20. <u>High End Advertising</u></li> <li>21. <u>Indoff Inc.</u></li> <li>22. <u>Kamico Instructional Media, Inc.</u></li> <li>23. <u>Lakeshore Learning Materials</u></li> <li>24. <u>Lamac</u></li> <li>25. <u>Lectorum Publications Inc.</u></li> <li>26. <u>Maxi Aids</u></li> <li>27. <u>Mentoring Minds LP</u></li> <li>28. <u>Music in Motion</u></li> <li>29. <u>NASCO Education LLC</u></li> <li>30. <u>National Education Systems</u></li> <li>31. <u>Pioneer Valley Education Press Inc.</u></li> <li>32. <u>Positive Promotions, Inc.</u></li> <li>33. <u>Rally! Education</u></li> <li>34. <u>Ray's Business Products</u></li> <li>35. <u>Really Good Stuff</u></li> <li>36. <u>S&amp;S Worldwide</u></li> <li>37. <u>Scholastic Library Publishing Inc.</u></li> <li>38. <u>School Health Corporation</u></li> <li>39. <u>School Specialty, Inc.</u></li> <li>40. <u>TouchMath LLC</u></li> <li>41. <u>Youthlight Inc.</u></li> </ol>
Term:	One Year
Term Period :	April 2021 – March 2022

**Mission Consolidated Independent School District  
Tabulation Vendors  
Classroom Supplies 240-21-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: ACE Educational Supplies Contact: Rebeka Holand Address: 6919 W. Broward Blvd. 210 Plantation, FL 33317 VID# 7468 Phone: (800) 432-0213 Fax: (954) 756-6139 Email: <a href="mailto:bids@aceeducational.com">bids@aceeducational.com</a> Website: <a href="http://www.aceeducational.com">www.aceeducational.com</a>	33%			33%		www.aceeducational.com Online Catalog: <a href="https://www.aceeducational.com/Flips/2019/">https://www.aceeducational.com/Flips/2019/</a> Orders over \$50 after discount from current catalog or website receive free shipping. Add 20% discount of the retail price to items with UPS, Truck, or FX-GRD symbols.
Vendor: Advantage Imaging Supply Contact: James Reid Address: 32234 Paseo Adelanto #F San Juan Capistrano, CA 92675 VID# Phone: (800) 805-7720 Fax: (949) 388-6304 Email: <a href="mailto:jamesr@aisink.com">jamesr@aisink.com</a> Website: <a href="http://www.aisink.com">www.aisink.com</a>		2%	2%	2%		www.aisink.com Click here for Price List. Free shipping orders over \$100, \$8.75 shipping if less than \$100.
Vendor: American Ceramic Supply Company Contact: Ginger Famigletti Address: 2442 Ludelle Street Fort Worth, TX 76105 VID# 104458 Phone: (866) 535-2651 Fax: (817) 536-7120 Email: <a href="mailto:sales@americanceramics.com">sales@americanceramics.com</a> Website:	0%					Click here for Bisque Catalog. Click here for Educator's Ceramic Catalog. Click here for Glass Catalog.
Vendor: Audio Resource Group, Inc Contact: Malonie Olson Address: 405 Main Ave West Unit 4G West Fargo, ND 58078 VID# Phone: (888) 468-4552 Fax: (888) 373-4819 Email: <a href="mailto:vendor-req@argaudio.com">vendor-req@argaudio.com</a> Website: <a href="http://www.argaudio.com">www.argaudio.com</a>		25%	25%	25%		www.argaudio.com Click here for Price List. Free shipping.
Vendor: Barnes & Noble Booksellers, Inc. Contact: Madeline Noi Address: 122 Fifth Avenue New York, NY 10011 VID# Phone: (212) 352-3769 Fax: Email: <a href="mailto:businessdevelopmentbids@bn.com">businessdevelopmentbids@bn.com</a> Website: <a href="http://www.bn.com">www.bn.com</a>		0-35%				www.bn.com (Displays product offerings only. Online pricing does not apply.) Click here for Discount Structure. Shipping is free unless expedited shipping is requested.
Vendor: Brilliant Education Contact: Nancy Barocio Address: 1908 South Standard Ave. San Juan, TX 78589 VID# 12285 Phone: (888) 556-0363 Fax: (888) 708-8793 Email: <a href="mailto:winning.ssrw@gmail.com">winning.ssrw@gmail.com</a> Website:	10%					Click here for Catalog. Shipping and handling is 10%.
Vendor: Carolina Biological Supply Company Contact: Lori A. Durham Address: 2700 York Road Burlington, NC 27215 VID# 12919 Phone: (800) 334-5351 Fax: (336) 538-6330 Email: <a href="mailto:quotations@carolina.com">quotations@carolina.com</a> Website: <a href="http://www.carolina.com">www.carolina.com</a>				5%		www.carolina.com Reference "Proposal No. P105949" on all orders. Click here for instructions/exclusions.
Vendor: Cascade School Supplies Contact: Todd E. Shafer Address: 1 Brown Street North Adams, MA 01247 VID# 103112 Phone: (800) 628-5078 Fax: (866) 298-6578 Email: <a href="mailto:todd@cascadeschoolsupplies.com">todd@cascadeschoolsupplies.com</a> Website: <a href="http://www.cascadeschoolsupplies.com">www.cascadeschoolsupplies.com</a>	15% Furniture & Drop Ship 35% Materials & Supplies			15-35%		www.cascadeschoolsupplies.com Contact Purchasing for Catalog. \$9.95 shipping on orders under \$50. 15% shipping on furniture & drop ship items.
Vendor: Cielo Office Products Contact: Eloy Olivarez Address: 1408 E. Jasmine Ave. Ste. A McAllen, TX 78501 VID# 3225 Phone: (956) 688-6001 Fax: (956) 688-6012 Email: <a href="mailto:eolivarez@cieloffice.com">eolivarez@cieloffice.com</a>	0-20%		43	0-20%		www.cieloffice.com Contact Purchasing for Catalog

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

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

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

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vernon Hills, IL 60061 Email: <a href="mailto:bids@hand2mind.com">bids@hand2mind.com</a> Website:						Reference "Bid 240-20-0" on all orders.
Vendor: Heinemann Contact: Lori P. Lampert Address: 361 Hanover Street Portsmouth, NH 03801 VID#: Phone: (800) 225-5800 Fax: (877) 234-6980 Email: <a href="mailto:lori.lampert@heinemann.com">lori.lampert@heinemann.com</a> Website: <a href="http://www.heinemann.com">www.heinemann.com</a>	0%			0%		www.heinemann.com Digital Catalog in their website. Click here for Deviations and Shipping Information.
Vendor: High End Advertising Contact: Mariano Nuñez Address: 2504 Santa Paula Mission, TX 78572 VID#: 101587 Phone: (956) 600-7777 Fax: Email: <a href="mailto:mnunez@highendad.com">mnunez@highendad.com</a> Website:				0%		www.highendad.com
Vendor: Indoff, Inc. Contact: Joe Saldana Address: 11816 Lackland Road St. Louis, MO 63146 VID#: 94273 Phone: (314) 997-1122 Fax: (314) 558-9248 Email: <a href="mailto:joesaldana@indoff.com">joesaldana@indoff.com</a> Website:	5-30%					Contact Purchasing for Catalog.
Vendor: KAMICO Instructional Media, Inc. Contact: Kathy Michael Address: PO Box 1143 Salado, TX 76571 VID#: 42348 Phone: (254) 947-7283 Fax: (254) 947-7284 Email: <a href="mailto:kmichael@kamico.com">kmichael@kamico.com</a> Website: <a href="http://www.kamico.com">www.kamico.com</a>	0%	0%		0%		www.kamico.com Contact Purchasing for Catalog. KAMICO provides a 100% discount on shipping.
Vendor: Lakeshore Learning Materials Contact: Malissa Ramos Address: 2695 E. Dominguez Street Carson, CA 90895 VID#: 43509 Phone: (800) 421-5354 Fax: (310) 537-7990 Email: <a href="mailto:biddept@lakeshorelearning.com">biddept@lakeshorelearning.com</a> Website: <a href="http://www.lakeshorelearning.com">www.lakeshorelearning.com</a>	5%			5%	5%	www.lakeshorelearning.com Contact Purchasing for Catalogs. Click here for Retail Address Listing. Free shipping on all orders. Reference "Per RFP #240-20-0" on all orders.
Vendor: Lamac Contact: Trey Gonzalez Address: PO Box 1629 McAllen, TX 78505 VID#: 89326 Phone: (956) 682-0552 Fax: (956) 682-6271 Email: <a href="mailto:lamacmcallen@gmail.com">lamacmcallen@gmail.com</a> Website: <a href="http://www.orientaltrading.com">www.orientaltrading.com</a>	10% Oriental Trading & Raymond Geddes			10%	10%	www.orientaltrading.com Contact Purchasing for Catalogs. Retail Address: 212 South Broadway, McAllen, TX 78501 Free shipping for orders over \$150.
Vendor: Lectorum Publications, Inc. Contact: Alex Correa Address: 205 Chubb Avenue Lyndhurst, NJ 07071 VID#: 79239 Phone: (800) 345-5946 Fax: (877) 532-8676 Email: <a href="mailto:acorrea@lectorum.com">acorrea@lectorum.com</a> Website:	0%	20%		20%		Contact Purchasing for Catalog. Click here for Deviations and Shipping Information. 20% discount is already reflected in current catalog prices highlighted in red.
Vendor: Maxi Aids Contact: Anthony Bernardini Address: 42 Executive Blvd Farmingdale, NY 11735 VID#: 100686 Phone: (800) 522-6294 Fax: (631) 752-0689 Email: <a href="mailto:bids@maxiaids.com">bids@maxiaids.com</a> Website: <a href="http://www.maxiaids.com">www.maxiaids.com</a>	10%			10%		www.maxiaids.com Contact Purchasing for Catalog. Click here for Exclusions and Shipping Information.
Vendor: Mentoring Minds, L.P. Contact: Shad A. Madsen VID#: 99928 Phone: (800) 585-5258						www.mentorminds.com Contact Purchasing for Catalog.

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

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Address: PO Box 8843 Tyler, TX 75711 Fax: (800) 838-8186 Email: <a href="mailto:bids@mentoringminds.com">bids@mentoringminds.com</a> Website: <a href="http://www.mentoringminds.com">www.mentoringminds.com</a>	0-35%			0-35%		Contact Purchasing for Catalog. We honor FOB and shipping charges not included. They will be 10% of the total order amount and will be separate line item on an invoice. Some materials require a minimum quantity.
Vendor: Musin in Motion Contact: Kristi Graham Address: 1601 E Plano Pkwy #100 Plano, TX 75074 VID# 44687 Phone: (800) 445-0649 Fax: (866) 943-8906 Email: <a href="mailto:bids@musicmotion.com">bids@musicmotion.com</a> Website: <a href="http://www.musicmotion.com">www.musicmotion.com</a>	6%			6%		<a href="http://www.musicmotion.com">www.musicmotion.com</a> Online Catalog found in website. Click here for Shipping Information. Reference "Bid #240-20-0" on all orders.
Vendor: Nasco Education LLC Contact: Michelle Au Address: 901 Janesville Avenue Fort Atkinson, WI 53538 VID# 55510 Phone: (800) 558-9595 Fax: (800) 372-1236 Email: <a href="mailto:quotes@enasco.com">quotes@enasco.com</a> Website: <a href="http://www.eNasco.com">www.eNasco.com</a>	15-20%					Click here for Catalogs: Agricultural Art Elementary Family & Consumer Sciences Math PE and Health Science Click here for Discount Specifications, Shipping, and Instructions.
Vendor: National Educational Systems Contact: Sylvia Cantu Address: 5405 Bandera Rd., Ste. 110 San Antonio, TX 78238 VID# 93836 Phone: (210) 558-6888 Fax: (210) 699-4674 Email: <a href="mailto:customerservice@shopnes.com">customerservice@shopnes.com</a> Website: <a href="http://www.shopnes.com">www.shopnes.com</a>			5%	5%	5%	<a href="http://www.shopnes.com">www.shopnes.com</a> Retail Address: 5405 Bandera Rd., Ste. 110, San Antonio, TX 78238 Free standard shipping on orders over \$800; under \$800 a 15% fee of merchandise will be added with a minium of \$9.95
Vendor: Pioneer Valley Educational Press, Inc. Contact: Kristen Gernux Address: 155A Industrial Drive Northampton, MA 01060 VID# Phone: (888) 482-3906 Fax: (413) 727-8211 Email: <a href="mailto:vendor@pioneervalleybooks.com">vendor@pioneervalleybooks.com</a> Website:	10%			10%		<a href="http://www.pioneervalleybooks.com">www.pioneervalleybooks.com</a> <a href="http://www.resourcesforreading.com">www.resourcesforreading.com</a> Contact Purchasing for Catalogs. Shipping and Handling: 10% for \$1,200 and under, 8% for \$1,201-\$3,000, 5% for \$3,01-\$5,000, free shipping for over \$5,000
Vendor: Positive Promotions, Inc Contact: Mike Texel Address: 15 Gilpin Ave Hauppauye, NY 11788 VID# 58825 Phone: (877) 258-1225 Fax: (877) 258-1226 Email: <a href="mailto:bids@positivepromotions.com">bids@positivepromotions.com</a> Website: <a href="http://www.positivepromotions.com">www.positivepromotions.com</a>	5%			5%		<a href="http://www.positivepromotions.com">www.positivepromotions.com</a> Online Catalog: <a href="https://www.positivepromotions.com/virtual-catalog-flip-book-page/a/374-r/">https://www.positivepromotions.com/virtual-catalog-flip-book-page/a/374-r/</a> Click here for Exceptions and Shipping Information.
Vendor: Rally! Education Contact: Fran Mure Address: 22 Railroad Avenue Glen Head, NY 11545 VID# 2128 Phone: (888) 997-2559 Fax: (516) 671-7900 Email: <a href="mailto:fran@rallyeducation.com">fran@rallyeducation.com</a> Website: <a href="http://www.rallyeducation.com">www.rallyeducation.com</a>	0%			0%		<a href="http://www.rallyeducation.com">www.rallyeducation.com</a> Contact Purchasing for Catalog.
Vendor: Ray's Business Products Contact: Ray Cano Address: 200 E. Interstate 2 Ste. I Pharr, TX 78577 VID# Phone: (956) 782-1554 Fax: (956) 782-1560 Email: <a href="mailto:raycano60@yahoo.com">raycano60@yahoo.com</a> Website:			10%			
Vendor: Really Good Stuff, LLC Contact: Tisha Jacquot Address: 5 Research Drive Suite 150 Shelton, CT 06484 VID# 99625 Phone: (877) 877-1920 Fax: (203) 268-8120 Email: <a href="mailto:purchaseorders@reallygoodstuff.com">purchaseorders@reallygoodstuff.com</a> Website: <a href="http://www.reallygoodstuff.com">www.reallygoodstuff.com</a>	3%		46	3%		<a href="http://www.reallygoodstuff.com">www.reallygoodstuff.com</a> Contact Purchasing for Catalog. Reference "Account # 0013211" on all orders.
Vendor: S & S Worldwide VID#						

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

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Contact: Keith A. Snow Address: 75 Mill Street Colchester, CT 06415 Phone: (800) 642-7354 Fax: (800) 432-2842 Email: <a href="mailto:bids@sww.com">bids@sww.com</a> Website: <a href="http://www.sww.com">www.sww.com</a>	20%			20%		Contact Purchasing for Catalog. Reference "Bid #240-20-0%" on all orders. Discount cannot be combined with Sale Prices, Offer Codes, Internet Specials or Quantity Breaks.
Vendor: Scholastic Library Publishing, Inc. Contact: Kathy Brown Address: 90 Old Sherman Turnpike Danbury, CT 06810 VID# Phone: (800) 621-1115 Ext. 4 Fax: (203) 797-3478 Email: <a href="mailto:kmbrown@scholastic.com">kmbrown@scholastic.com</a> Website:	0%	0-40%				Contact Purchasing for Catalogs. 5% shipping for orders less than \$350, Free shipping on orders of \$350 or more.
Vendor: School Health Corporation Contact: Eric Haysack Address: 5600 Apollo Drive Rolling Meadows, IL 60008 VID# Phone: (866) 323-5465 Fax: (800) 235-1305 Email: <a href="mailto:bids@schoolhealth.com">bids@schoolhealth.com</a> Website:	11%			11%		<a href="http://www.schoolhealth.com">www.schoolhealth.com</a> Contact Purchasing for Catalog. Reference "School Health Bid #3721866" on all orders. \$9.95 Shipping for orders under \$90, free shipping for orders over \$90. Click here for Exclusions.
Vendor: School Specialty, Inc. Contact: Customer Service Address: W6316 Design Dr Greenville, WI 54942 VID# Phone: (888) 388-3224 Fax: (888) 388-6344 Email: <a href="mailto:orders@schoolspecialty.com">orders@schoolspecialty.com</a> Website: <a href="http://www.schoolspecialty.com">www.schoolspecialty.com</a>	14% Furniture, AV & Equipment 33% Supply Items			14% Furniture, AV & Equipment 33% Supply Items		<a href="http://www.schoolspecialty.com">www.schoolspecialty.com</a> Digital Catalog: <a href="https://store.schoolspecialty.com">https://store.schoolspecialty.com</a> Reference "Bid #7791658305" on all orders. Click here for Exclusions and Shipping Information.
Vendor: TouchMath LLC Contact: Nancy Lawrence Address: 5445 Mark Dabling Blvd, Ste 200 Colorado Springs, CO 80918 VID# 104452 Phone: (800) 888-9191 Fax: (719) 593-2446 Email: <a href="mailto:contracts@touchmath.com">contracts@touchmath.com</a> Website: <a href="http://www.touchmath.com">www.touchmath.com</a>	0-10%	0-10%		0-10%		<a href="http://www.touchmath.com">www.touchmath.com</a> Contact Purchasing for Catalog. Shipping 8% of total, minimum charge of \$8. Click here for Discount and Shipping Details.
Vendor: YouthLight Inc Contact: Sandra C. McCarthy Address: P O Box 115 Chapin, SC 29036-0115 VID# 92359 Phone: (800) 209-9774 Fax: (803) 345-0888 Email: <a href="mailto:smccarthy@youthlightbooks.com">smccarthy@youthlightbooks.com</a> Website: <a href="http://www.youthlight.com">www.youthlight.com</a>	5-20%			0%		Contact Purchasing for Catalog. 5% discount for orders \$500-\$749.99, 10% discount for orders \$750-\$999.99, 15% discount for orders \$1,000-2,499.99, 20% discount for orders \$2,500+. Shipping Fees \$0-\$69.99 = \$6.95, \$70-\$299.99 = 10%, \$300-\$999.99 = 6%, \$1,000+ = 4%.

**SUBJECT:** Renewal Contract for Instructional Material 241-21-0

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

**BACKGROUND INFORMATION**

The intent of this contract is to provide a method to procure Instructional Material for the District.

**ADMINISTRATIVE CONSIDERATIONS**

On April 8, 2020, the Board of Trustees awarded Bid No. 241-20-0, for Instructional Material for a term of one year, with the option to renew for one additional year.

The Purchasing Department reviewed last year's purchases.

The review process reached the following conclusions:

- (1) The District would benefit from renewing this contract.
- (2) All equipment, supplies and services are purchased on an as needed basis.

**FUNDING SOURCE AND AMOUNT**

All Funds Estimated           **\$58,980**

**RECOMMENDATION**

Administration recommends renewing with all previously awarded vendors listed on tabulation sheet.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

Mission Consolidated Independent School District  
Purchasing Department

FY2021 Term Contract:	Instructional Material #241-21-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>ACE Educational Supplies</u></li> <li>2. <u>Achieve 3000</u></li> <li>3. <u>ACP Direct</u></li> <li>4. <u>Airgas USA LLC</u></li> <li>5. <u>American Ceramic Supply Co</u></li> <li>6. <u>Apex Learning Inc.</u></li> <li>7. <u>Apperson Inc.</u></li> <li>8. <u>Ateneo Booksellers</u></li> <li>9. <u>Barnes &amp; Nobles Inc.</u></li> <li>10. <u>Benchmark Education</u></li> <li>11. <u>Blick Art Materials</u></li> <li>12. <u>Booksource</u></li> <li>13. <u>Brilliant Education</u></li> <li>14. <u>BSN Sports LLC</u></li> <li>15. <u>Capstone</u></li> <li>16. <u>Carolina Biological Supply Co.</u></li> <li>17. <u>Cascade School Supplies</u></li> <li>18. <u>Catnip's Word Walls</u></li> <li>19. <u>Cengage Learning Inc.</u></li> <li>20. <u>Center for the Collaborative Classroom</u></li> <li>21. <u>Children's Plus Inc.</u></li> <li>22. <u>Classroom Library Company</u></li> <li>23. <u>Complete Books &amp; Media Supply LLC</u></li> <li>24. <u>Conn Education Inc.</u></li> <li>25. <u>Copy Plus</u></li> <li>26. <u>Creative Teaching Materials</u></li> <li>27. <u>Davis Publication</u></li> <li>28. <u>Delaney Educational Enterprises</u></li> <li>29. <u>Discount School Supply</u></li> <li>30. <u>DreamBox Learning Inc.</u></li> <li>31. <u>Dyna Study Inc.</u></li> <li>32. <u>ECS Learning Systems, Inc</u></li> <li>33. <u>Edgenuity Inc.</u></li> <li>34. <u>Fisher Scientific Company LLC</u></li> <li>35. <u>Follett School Solutions, Inc</u></li> <li>36. <u>Forde-Ferrier LLC</u></li> <li>37. <u>Frog Publications Inc</u></li> <li>38. <u>Gateway Printing &amp; Office Supply, Inc.</u></li> <li>39. <u>Goodheart-Willcox Publisher</u></li> <li>40. <u>Hand2Mind Inc.</u></li> <li>41. <u>Heinemann</u></li> <li>42. <u>High End Advertising</u></li> <li>43. <u>Houghton Mifflin Harcourt Publishing Co.</u></li> <li>44. <u>Imagination Station Inc. DBA: Istation</u></li> <li>45. <u>IXL Learning Inc.</u></li> <li>46. <u>KAMICO Instructional Media, Inc.</u></li> </ol>

Mission Consolidated Independent School District  
Purchasing Department

47. Kaplan Early Learning Co.
48. Keystone Books and Media
49. Lakeshore Learning Materials
50. LAMAC
51. Learning A-Z, LLC
52. Learning without Tears
53. Lectorum Publications, Inc.
54. Lone Star Learning
55. Mastery Education
56. Math GPS
57. Math Warm-Ups.com
58. Maxi Aids, Inc.
59. McGraw-Hill School Educations, LLC
60. Mentoring Minds, L.P.
61. MindPlay Inc.
62. MobyMax
63. Mometrix Madia LLC
64. Music in Motion
65. Nasco Education LLC
66. National Educational Systems, Inc.
67. Newmark Learning LLC
68. NWEA
69. Okapi Educational Publishing
70. OverDrive Inc.
71. Perma-Bounds Books
72. Positive Promotions
73. Precision Saw & Tooltex
74. Prestwick House, Inc.
75. QEP Professional Books
76. QuaverMusic.ocm
77. Rainbow Book Company
78. Rally! Education
79. Ray's Business Products
80. Reading Plus LLC
81. Really Good Stuff
82. Renaissance Learning, Inc.
83. S&S Worldwide
84. Saddleback Educational Inc.
85. Scholastic Library Publishing Inc.
86. School Health Corporation
87. School Specialty, Inc.
88. Science Pilot LLC
89. Shmoop Univeristy Inc.
90. Sirius Education Solutions
91. Stenhouse Publishers
92. Studies Weekly Inc.
93. Teacher Created Materials
94. Teaching Strategies
95. The Graide Network Inc.
96. The Master Teacher
97. The Reading Warehouse
98. The Rosen Publishing Group Inc.
99. TouchMath LLC

Mission Consolidated Independent School District  
Purchasing Department

	100. <u>US Games</u> 101. <u>Waterford Research Institute</u> 102. <u>Wieser Educational Inc</u> 103. <u>William H. Sadler Inc.</u> 104. <u>Youthlight Inc.</u>
Term:	One Year
Term Period :	April 2021 – March 2022

**Mission Consolidated Independent School District  
Tabualtion Vendors  
Instructional Material # 241-2-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: ACE Educational Supplies Contact: Rebeka Holand Address: 6919 W. Broward Blvd 200 Plantation, FL 33317 VID# 7468 Phone: (800) 432-0213 Fax: (954) 756-6139 Email: <a href="mailto:bids@aceeducational.com">bids@aceeducational.com</a> Website: <a href="http://www.aceeducational.com">www.aceeducational.com</a>				33%		www.aceeducational.com Orders over \$50 after discount from our current catalog or website receive free shipping. Add 20% of the retail price to items with UPS, Truck or FX-Grd symbols.
Vendor: Achieve3000, Inc. Contact: Nicholas Bates Address: 331 Newman Springs Road, Suite 304 Red Bank, NJ 07701 VID# Phone: (732) 367-5505 Fax: (732) 367-2313 Email: <a href="mailto:proposal.services@achieve3000.com">proposal.services@achieve3000.com</a> Website:				0%		Custom quotes can be provided, discounts based on volume purchases. No shipping and handling fees, Achieve3000 solutions are web based.
Vendor: ACP Direct Contact: Vanessa Morris Address: PO Box 703168 Dallas, TX 75370 VID# 12149 Phone: (800) 238-8009 Fax: (800) 238-3117 Email: <a href="mailto:bids@acpdirect.com">bids@acpdirect.com</a> Website: <a href="http://www.acpdirect.com">www.acpdirect.com</a>	0%			0%		www.acpdirect.com Contact Purchasing for Catalog. Shipping charges are not included in discount or pricing. Shipment charges must be added on all purchase orders. Click here for Shipping Fees.
Vendor: Airgas USA LLC Contact: Javier Olmos Address: 201 N. 23rd St. McAllen, TX 78501 VID# Phone: (956) 686-7622 Fax: (956) 682-6936 Email: <a href="mailto:javier.olmos@airgas.com">javier.olmos@airgas.com</a> Website: <a href="http://www.airgas.com">www.airgas.com</a>				0%	0%	www.airgas.com Retail Address: 201 N. 23rd St., McAllen, TX 78501
Vendor: American Ceramic Supply Company Contact: Ginger Farnigletti Address: 2442 Ludelle Street Fort Worth, TX 76105 VID# Phone: (866) 535-2651 Fax: (817) 536-7120 Email: <a href="mailto:sales@americanceramics.com">sales@americanceramics.com</a> Website:	0%					Click here for Catalogs. Catalog prices already include a 60% discount off MSRP.
Vendor: Apex Learning Inc. Contact: Caroline Myers Address: 1215 4th Avenue, Suite 1500 Seattle, WA 98161 VID# Phone: (206) 381-5600 Fax: (206) 381-5601 Email: <a href="mailto:caroline.myers@apexlearning.com">caroline.myers@apexlearning.com</a> Website:				0%		Click here for Custom Price List.
Vendor: Apperson Inc Contact: Sandy Torres Address: 2908 Stewart Creek Blvd Charlotte, NC 28216 VID# Phone: (800) 827-9219 Fax: (800) 321-8558 Email: <a href="mailto:clientservices@apperson.com">clientservices@apperson.com</a> Website: <a href="http://www.apperson.com">www.apperson.com</a>				0%	0%	www.apperson.com Click here for Price List. Shipping will be applied to all orders based on item and quantity.
Vendor: Ateneo Booksellers Contact: Sergio Reyes Address: 15 Canyon Oak Pl. The Woodlands, TX 77380 VID# 12473 Phone: (832) 623-0002 Fax: Email: <a href="mailto:sergioreyes@leeriugando.com">sergioreyes@leeriugando.com</a> Website:				0%		Click here for Price List. Free shipping and handling.
Vendor: Barnes & Noble Booksellers, Inc. Contact: Madline Noi Address: 122 Fifth Avenue New York, NY 10011 VID# 8617 Phone: (212) 352-3769 Fax: Email: <a href="mailto:busiessdevelopmentbids@bn.com">busiessdevelopmentbids@bn.com</a> Website: <a href="http://www.bn.com">www.bn.com</a>			52 0-35%	0%		www.bn.com (Displays product offerings only. Online pricing does not apply.) Click here for Discount Structure. Shipping is free unless expedited shipping is requested. 2/10/2021 Board Meeting

**Mission Consolidated Independent School District  
Tabulation Vendors  
Instructional Material # 241-2-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Benchmark Education Company LLC Contact: Nolen Harris Address: 145 Huguenot Street, 8th Floor New Rochelle, NY 10801 VID# 1524 Phone: (877) 236-2465 Fax: (877) 732-8273 Email: <a href="mailto:nharris@benchmarkeducation.com">nharris@benchmarkeducation.com</a> Website: <a href="http://www.benchmarkeducation.com">www.benchmarkeducation.com</a>	0%			0%		www.benchmarkeducation.com Contact Purchasing for Catalog. Click here for Online Catalog Links. Shipping is 10% of all orders.
Vendor: Blick Art Materials LLC Contact: Heather Havens Address: PO Box 1267 Galesburg, IL 61402 VID# 15713 Phone: (800) 704-7744 Fax: (800) 621-8293 Email: <a href="mailto:purchaseorders@dickblick.com">purchaseorders@dickblick.com</a> Website: <a href="http://www.dickblick.com">www.dickblick.com</a>	20% Stocked Items			0%		www.dickblick.com Contact Purchasing for Catalog. Reference "QD20000" in all orders. Click here for Discount Exclusions. Valid on catalog item numbers beginning with B. Free shipping over \$48.99, excludes drop ship, oversized and heavy weight.
Vendor: Booksource Contact: Steven J. Hicks Address: 1230 Macklind Ave. St. Louis, MO 63110 VID# Phone: (800) 444-0435 Fax: (800) 647-1923 Email: <a href="mailto:bids@booksource.com">bids@booksource.com</a> Website: <a href="http://www.booksource.com">www.booksource.com</a>	0%	25%		0%		www.booksource.com Contact Purchasing for Catalog. Click here for Shipping, Discount and Volume Discount Terms. Free standard shipping on orders over \$150.
Vendor: Brilliant Education Contact: Nancy Barocio Address: 1908 South Standard Ave. San Juan, TX 78589 VID# 12285 Phone: (888) 556-0363 Fax: (888) 708-8793 Email: <a href="mailto:winning.ssrw@gmail.com">winning.ssrw@gmail.com</a> Website:	10%					Click here for Catalog. Shipping and handling 10% of order.
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Vendor: NWEA Contact: Misty Kainer Address: 121 NW Everett Street Portland, OR 97209 VID# Phone: (281) 917-5071 Fax: (503) 639-7873 Email: <a href="mailto:proposals@nwea.org">proposals@nwea.org</a> Website:				0%		Click here for Price List.
Vendor: Okapi Educational Publishing Contact: Sarah Wright Address: 42381 Rio Nedo VID# Phone: (866) 652-7436 Fax: (800) 481-5499	0%			0%		Online Catalog: <a href="http://myokapi.com/documents/10-11-spring-2020-digital-catalog">myokapi.com/documents/10-11-spring-2020-digital-catalog</a> Contact Purchasing for Catalog

**Mission Consolidated Independent School District  
Tabulation Vendors  
Instructional Material # 241-2-0**

Company Information		Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Temecula, CA 92590 Email: <a href="mailto:info@myokapi.com">info@myokapi.com</a> Website:							Contact Purchasing for Catalog.
Vendor: OverDrive, Inc. Contact: Jack Darden Address: One OverDrive Way Cleveland, OH 44125 VID# Phone: (216) 573-6886 Fax: (216) 573-6889 Email: <a href="mailto:jdarden@overdrive.com">jdarden@overdrive.com</a> Website: <a href="https://marketplace.overdrive.com">https://marketplace.overdrive.com</a>					0%		<a href="https://marketplace.overdrive.com">https://marketplace.overdrive.com</a> Click here for Login Information.
Vendor: Perma-Bound Books Contact: Carol Foster Address: 617 E. Vandalia Road Jacksonville, IL 62650 VID# 60645 Phone: (800) 637-6581 Fax: (800) 551-1169 Email: <a href="mailto:fosterc@perma-bound.com">fosterc@perma-bound.com</a> Website: <a href="http://www.perma-bound.com">www.perma-bound.com</a>		0-3%			3%		Contact Purchasing for Catalogs. Click here for Discount Flyer. Free shipping and handling. Will also give up to 3 labels of library processing along with MARC records for free. It excludes theft protection, Kapco, & Calibri.
Vendor: Positive Promotions, Inc. Contact: Mile Taxel Address: 15 Gilpin Ave. Hapaugee, NY 11788 VID# 58825 Phone: (877) 258-1225 Fax: (877) 258-1226 Email: <a href="mailto:bids@positivepromotions.com">bids@positivepromotions.com</a> Website: <a href="http://www.positivepromotions.com">www.positivepromotions.com</a>					5%		<a href="http://www.positivepromotions.com">www.positivepromotions.com</a> Click here for Deviations, Exclusions, and Shipping.
Vendor: Precision Saw & Tooltex Contact: Ernesto Gonzalez Address: 9071 FM 78 Converse, TX 78109 VID# Phone: (956) 874-8882 Fax: (210) 666-1906 Email: <a href="mailto:gonzalez1963@gmail.com">gonzalez1963@gmail.com</a> Website:						30%	Retail Address: 104 N. 23rd St., McAllen, TX 78501
Vendor: Prestwick House, Inc. Contact: Sue Thomas Address: PO Box 658 Clayton, DE 19938 VID# 94085 Phone: (800) 932-4593 Fax: (888) 718-9333 Email: <a href="mailto:info@prestwickhouse.com">info@prestwickhouse.com</a> Website: <a href="http://www.prestwickhouse.com">www.prestwickhouse.com</a>		0%			0%		<a href="http://www.prestwickhouse.com">www.prestwickhouse.com</a> Contact Purchasing for Catalog. Shipping & Handling : \$0-\$80 - \$8.00, \$80.01- \$3,000 - 10%, \$3,000 or more - free
Vendor: QEP Professional Books Contact: Tera Harrison Address: 3273 Independence Parkway Plano, TX 75075 VID# 8922 Phone: (972) 985-0025 or (800) 323-6787 Fax: (972) 964-2104 Email: <a href="mailto:tharrison@qepbooks.com">tharrison@qepbooks.com</a> Website: <a href="http://www.qepbooks.com">www.qepbooks.com</a>					20%	20%	<a href="http://www.qepbooks.com">www.qepbooks.com</a> Retail Address: 3273 Independence Pkwy., Plano, TX 75075 Minimum shipping charge \$7.00; orders over \$100 add 9%. Free shipping on orders over \$500. Click here for Exceptions Page.
Vendor: QuaverMusic.com Contact: Carlie Phillips Address: 65 Music Sq W Nashville, TN 37203 VID# Phone: (866) 917-3633 Fax: (615) 320-3274 Email: <a href="mailto:vendors@quavered.com">vendors@quavered.com</a> Website:					0-20%		Click here for Price List. Shipping: \$5.95 for physical DVDs and \$14.95 for new QuaverMusic Essentials kits.
Vendor: Rainbow Book Company Contact: Michael Beechin Address: 1387 Dutch American Way Beecher, IL 60401 VID# Phone: (800) 255-0965 Fax: (800) 827-5988 Email: <a href="mailto:sales@rainbowbookcompany.com">sales@rainbowbookcompany.com</a> Website: <a href="http://www.rainbowbookcompany.com">www.rainbowbookcompany.com</a>				60	0-30%		<a href="http://www.rainbowbookcompany.com">www.rainbowbookcompany.com</a> Discounts up to 30% off publisher's list price reflected in web catalog. Free shipping and handling.
Vendor: Rally! Education Contact: Fran Mure VID# 2128 Phone: (888) 99-RALLY							2/10/2021 Board Meeting <a href="http://www.rallyeducation.com">www.rallyeducation.com</a> Page 13 of 17

**Mission Consolidated Independent School District  
Tabulation Vendors  
Instructional Material # 241-2-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Address: 22 Railroad Avenue Glen Head, NY 11545 Fax: (516) 671-7900 Email: <a href="mailto:fran@rallyeducation.com">fran@rallyeducation.com</a> Website: <a href="http://www.rallyeducation.com">www.rallyeducation.com</a>				0%		<a href="http://www.rallyeducation.com">www.rallyeducation.com</a> Shipping and handling included in price.
Vendor: Ray's Business Products Contact: Ray Cano Address: 200 E. Interstate 2 Ste. I Pharr, TX 78577 VID# 12258 Phone: (956) 782-1554 Fax: (956) 782-1560 Email: <a href="mailto:raycano60@yahoo.com">raycano60@yahoo.com</a> Website:	10%	10%				Contact Purchasing for Catalog.
Vendor: Reading Plus LLC Contact: Bashelia Ward Address: 110 W. Canal Street, Suite 301 Winooski, VT 05404 VID# Phone: (800) 732-3758 Fax: (802) 419-4786 Email: <a href="mailto:rpf@readingplus.com">rpf@readingplus.com</a> Website:			10-33%			Click here for Price List. Discount: 10% Unlimited 2 Yr License, 20% Unlimited 3 Yr License, 15-33% Single Seats/Tiered Pricing over 100 Seats
Vendor: Really Good Stuff, LLC Contact: Tisha Jacquot Address: 5 Reasearch Drive Suite 150 Shelton, CT 06484 VID# 99625 Phone: (877) 867-1920 Fax: (203) 268-8120 Email: <a href="mailto:purchaseorders@reallygoodstuff.com">purchaseorders@reallygoodstuff.com</a> Website: <a href="http://www.reallygoodstuff.com">www.reallygoodstuff.com</a>	3%			3%		<a href="http://www.reallygoodstuff.com">www.reallygoodstuff.com</a> Contact Purchasing for Catalog. Discount not applicable on promotions and coupons. Reference "Acct. No. 0013211" on all orders.
Vendor: Renaissance Learning, Inc. Contact: Cassandra Slattery Address: 2911 Peach Street Wisconsin Rapids, WI 54495 VID# 4765 Phone: (800) 338-4204 Fax: (866) 558-4056 Email: <a href="mailto:askproposals@renaissance.com">askproposals@renaissance.com</a> Website: <a href="http://www.renaissance.com">www.renaissance.com</a>	0%		0%	0%		<a href="http://www.renaissance.com">www.renaissance.com</a> Contact Purchasing for Catalog. Click here for Catalog Pricing. Volume discounts may apply. Shipping based on weight, destination and service used.
Vendor: S&S Worldwide Contact: Keith A. Snow Address: 75 Mill Street Colchester, CT 06415 VID# 91967 Phone: (800) 642-7354 Fax: (800) 432-2842 Email: <a href="mailto:bids@ssww.com">bids@ssww.com</a> Website: <a href="http://www.ssww.com">www.ssww.com</a>	20%			20%		<a href="http://www.ssww.com">www.ssww.com</a> Contact Purchasing for Catalog. Reference "Bid #241-20-0%" on all orders. Discount not combined with sale prices, offer codes, internet specials or quantity breaks.
Vendor: Saddleback Educational, Inc. Contact: Brittany Gomez Address: 151 Kalmus Dr, Ste J-1 Costa Mesa, CA 92626 VID# Phone: (714) 640-5200 Fax: (714) 640-5297 Email: <a href="mailto:bids@sdlback.com">bids@sdlback.com</a> Website: <a href="http://www.sdlback.com">www.sdlback.com</a>	0%			0%		<a href="http://www.sdlback.com">www.sdlback.com</a> Contact Purchasing for Catalog. Shipping and Handling Fees: 12%, \$8 minimum charge fee.
Vendor: Scholastic Library Publishing, Inc. Contact: Kathy Brown Address: 90 Old Sherman Turnpike Danbury, CT 06810 VID# Phone: (800) 621-1115 Ext 4 Fax: (203) 797-3478 Email: <a href="mailto:kmbrown@scholastic.com">kmbrown@scholastic.com</a> Website: <a href="http://www.scholastic.com/librarypublishing">www.scholastic.com/librarypublishing</a>			0-40%	0-40%		Contact Purchasing for Catalogs. Click here for Discount Details. Shipping and Handling: 5% if under \$350, free over \$350.
Vendor: School Health Corporation Contact: Eric Hoysack Address: 5600 Apollo Drive Rolling Meadows, IL 60008 VID# Phone: (866) 323-5465 Fax: (800) 235-1305 Email: <a href="mailto:bids@schoolhealth.com">bids@schoolhealth.com</a> Website: <a href="http://www.schoolhealth.com">www.schoolhealth.com</a>	11%		61	11%		<a href="http://www.schoolhealth.com">www.schoolhealth.com</a> Contact Purchasing for Catalog. Click here for Exclusions. Reference "Bid #3721858" on all orders. Free shipping over \$90, under \$90 will incur \$9.95 charge.
Vendor: School Specialty, Inc. VID# 71734						<b>2/10/2021 Board Meeting</b>

**Mission Consolidated Independent School District  
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Instructional Material # 241-2-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Contact: Amy Fuss Address: W6316 Design Dr. Greenville, WI 54942 Phone: (888) 388-3224 Fax: (888) 388-6344 Email: <a href="mailto:orders@schoolspecialty.com">orders@schoolspecialty.com</a> Website: <a href="https://store.schoolspecialty.com">https://store.schoolspecialty.com</a>	14-33%			14-33%		Online Catalog: <a href="https://store.schoolspecialty.com">https://store.schoolspecialty.com</a> Discount: 14% Furniture, Equipment, and A-V Products, 33% Supplies Click here for Exclusions and Shipping information. Reference "Bid #7791658327" on all orders.
Vendor: Science Pilot, LLC Contact: Jeana Reagan Address: PO Box 605 Boerne, TX 78006 VID# Phone: (210) 213-5159 Fax: (830) 249-4925 Email: <a href="mailto:sales@sciencepilot.com">sales@sciencepilot.com</a> Website: <a href="http://www.sciencepilot.com">www.sciencepilot.com</a>			0%	0%		<a href="http://www.sciencepilot.com">www.sciencepilot.com</a> Click here for Price List. Shipping: 10% of total cost. Large orders may qualify for discount.
Vendor: Shmoop University, Inc. Contact: Tim Kimbrell Address: 14500 N Northsight Blvd, Suite 321 Scottsdale, AZ 85260 VID# 12738 Phone: (214) 893-7642 Fax: (650) 644-3384 Email: <a href="mailto:tjm@shmoop.com">tjm@shmoop.com</a> Website:			0%			Click here for Price List.
Vendor: Sirius Education Solutions Contact: Susan Bernal Address: 1108 Lavaca St. Suite 110-197 Austin, TX 78701 VID# 101517 Phone: (800) 942-1379 Fax: (844) 684-6183 Email: <a href="mailto:susan@siriuseducationsolutions.com">susan@siriuseducationsolutions.com</a> Website:			0%			Click here for Price List and Order Discounts. Discount varies based on volume or purchase.
Vendor: Stenhouse Publishers Staff Development for Educators Contact: Jennifer Selby Address: 282 Corporate Drive, Ste. 1 Portsmouth, NH 03801 VID# Phone: (800) 988-9812 Fax: (800) 833-9164 Email: <a href="mailto:rjp@sde.com">rjp@sde.com</a> Website:		25%				Contact Purchasing for Catalog. Discount for Professional Books only. Professional books ship free. Classroom resources receive a 9% shipping fee.
Vendor: Studies Weekly, Inc. Contact: Joy Schaerr Address: 1140 North 1430 West Orem, Utah 84057 VID# 1773 Phone: (866) 311-8734 Fax: (8660) 531-5589 Email: <a href="mailto:joy.schaerr@studiesweekly.com">joy.schaerr@studiesweekly.com</a> Website:			0-25%			Click here for Price List. Discounts cannot be combined. Free shipping.
Vendor: Teacher Created Materials, Inc. Contact: Customer Service Address: 5482 Argosy Avenue Huntington Beach, CA 92649 VID# 89815 Phone: (800) 858-7339 Fax: (888) 877-7606 Email: <a href="mailto:customerservice@tcmpub.com">customerservice@tcmpub.com</a> Website: <a href="http://www.teachercreatedmaterials.com">www.teachercreatedmaterials.com</a>	0%			0%		Online Catalogs: <a href="http://www.teachercreatedmaterials.com/administrators/catalogs">http://www.teachercreatedmaterials.com/administrators/catalogs</a> Contact Purchasing for Catalog. Shipping: \$0-\$24.99, cost is \$4.50, \$25-\$249.99, cost is 15%, \$250+, cost is 10%
Vendor: Teaching Strategies, LLC Contact: Sayra Hughes Address: 4500 East West Highway Suite #300 Bethesda, MD 20814 VID# 101996 Phone: (301) 634-0818 Fax: (301) 634-0826 Email: <a href="mailto:savra.h@teachingstrategies.com">savra.h@teachingstrategies.com</a> Website:			0%			Click here for Price List. Shipping is 7% of purchase.
Vendor: The Graide Network, Inc. Contact: Liz Nell Address: 641 W Lake St, Ste 200 Chicago, IL 60661-1007 VID# Phone: (312) 967-4084 Fax: Email: <a href="mailto:liz@thegraidenetwork.com">liz@thegraidenetwork.com</a> Website:			62 10%			Click here for Price List.  2/10/2021 Board Meeting Page 15 of 17

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Instructional Material # 241-2-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: The Master Teacher Contact: Angelika Patterson Address: PO Box 1207 Manhattan, KS 66505-1207 VID# Phone: (800) 669-9633 Fax: (800) 669-1132 Email: <a href="mailto:bids@masterteacher.com">bids@masterteacher.com</a> Website: <a href="http://www.masterteacher.com">www.masterteacher.com</a>	0%			5%		www.masterteacher.com Contact Purchasing for Catalog. Click here for Exclusions and Shipping.
Vendor: The Reading Warehouse Contact: Todd Hohensee Address: PO Box 41328 North Charleston, SC 29423 VID# Phone: (866) 391-7323 Fax: (866) 546-2544 Email: <a href="mailto:toddh@trwemail.com">toddh@trwemail.com</a> Website:		25-90%				Discounts: 27-90% on Books, 25-90% on Teaching Resources Shipping: Orders up to \$100 = \$3.95, \$100-\$500 = \$8.95, over \$500 = Free.
Vendor: The Rosen Publishing Group, Inc. Contact: Jenny Speed Address: 29 East 21st Street New York, NY 10010 VID# Phone: (800) 237-9932 Fax: (888) 436-4643 Email: <a href="mailto:bids@rosenpub.com">bids@rosenpub.com</a> Website: <a href="http://www.rosenpublishing.com">www.rosenpublishing.com</a>	0-25%			0-25%		www.rosenclassroom.com Contact Purchasing for Catalogs. Click here for links to websites. Discount: 15% off list paperback books, Rosen LevelUp and Rosen LightSail, 25% off list hardcover books, ebooks, interactive ebooks. Free shipping and handling.
Vendor: TouchMath LLC Contact: Nancy Lawrence Address: 5445 Mark Dabling Blvd, Ste 200 Colorado Springs, Co VID# Phone: (800) 888-9191 Fax: (719) 593-2446 Email: <a href="mailto:contracts@touchmath.com">contracts@touchmath.com</a> Website: <a href="http://www.touchmath.com">www.touchmath.com</a>	0-10%	0-10%		0-10%		www.touchmath.com Contact Purchasing for Catalog. Click here for Volume Discounts. Shipping: 8% of total, minimum charge of \$8.
Vendor: US Games Contact: John Stafford Address: PO Box 7726 Dallas, TX 75209 VID# 92534 Phone: (800) 327-0484 Fax: (800) 365-7653 Email: <a href="mailto:usgamesbid@usgames.com">usgamesbid@usgames.com</a> Website: <a href="http://www.usgames.com">www.usgames.com</a>	15%			0%		www.usgames.com/catalog-usg/usgames20_co.pdf Contact Purchasing for Catalog. Click here for Exceptions. %50 min order. Reference "20-56270" on all orders.
Vendor: Waterford Research Institute Contact: Tom Ness Address: 1590 E. 9400 S. Sandy, UT 84903 VID# Phone: (801) 349-2200 Fax: (801) 606-7699 Email: <a href="mailto:trfp@waterford.org">trfp@waterford.org</a> Website:	0%					Click here for Catalog.
Vendor: Wieser Educational, Inc. Contact: Christina Stoffel Address: 20722 Linear Lane Lake Forest, CA 92630-7804 VID# 84825 Phone: (800) 880-4433 Ext 104 Fax: (800) 949-0209 Email: <a href="mailto:christina@wiesereducational.com">christina@wiesereducational.com</a> Website: <a href="http://www.wiesereducational.com">www.wiesereducational.com</a>	0%			0%		www.wiesereducational.com Contact Purchasing for Catalog. Shipping: 12% or \$9, whichever is greater.
Vendor: William H. Sadlier, Inc. Contact: Linda Gambale Address: 9 Pine St. 7th Fl. New York, NY 10005 VID# Phone: (212) 227-2120 Fax: (212) 312-6080 Email: <a href="mailto:lgambale@sadlier.com">lgambale@sadlier.com</a> Website: <a href="http://www.sadlier.com">www.sadlier.com</a>	0%			0%		www.sadlier.com Contact Purchasing for Catalog. Shipping: 12% of total.
Vendor: Youthlight, Inc Contact: Sandra C. McCarthy Address: PO Box 115 Chapin, SC 29036-0115 VID# Phone: (800) 209-9774 Fax: (803) 345-0888 Email: <a href="mailto:smccarthy@youthlightbooks.com">smccarthy@youthlightbooks.com</a>	0%			0%		www.youthlight.com Contact Purchasing for Catalog. Click here for Volume Discounts and Shipping Fees.

**Mission Consolidated Independent School District  
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 Instructional Material # 241-2-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Website: <a href="http://www.youthlight.com">www.youthlight.com</a>						

**SUBJECT:** Renewal Contract for Science Equipment and Supplies 244-21-0

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

**BACKGROUND INFORMATION**

The intent of this contract is to provide a method to procure Science Equipment and Supplies for the District.

**ADMINISTRATIVE CONSIDERATIONS**

On April 8, 2020, the Board of Trustees awarded Bid No. 244-20-0, for Science Equipment and Supplies for a term of one year, with the option to renew for one additional year.

The Purchasing Department reviewed last year's purchases.

The review process reached the following conclusions:

- (1) The District would benefit from renewing this contract.
- (2) All equipment, supplies and services are purchased on an as needed basis.

**FUNDING SOURCE AND AMOUNT**

All Funds	Estimated	<b>\$63,720</b>
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**RECOMMENDATION**

Administration recommends renewing with all previously awarded vendors listed on tabulation sheet.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

Mission Consolidated Independent School District  
Purchasing Department

FY2021 Term Contract:	Science Equipment and Supplies 244-21-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>Acorn Naturalists</u></li> <li>2. <u>Cengage Learning Inc.</u></li> <li>3. <u>EAI Education</u></li> <li>4. <u>Fisher Scientific Company</u></li> <li>5. <u>Gateway Printing &amp; Office Supply Co.</u></li> <li>6. <u>Hand2Mind Inc.</u></li> <li>7. <u>Indoff Inc.</u></li> <li>8. <u>KAMICO</u></li> <li>9. <u>Lakeshore Learning Materials</u></li> <li>10. <u>Mentoring Minds L.P.</u></li> <li>11. <u>Nasco Education LLC</u></li> <li>12. <u>Pasco Scientific</u></li> <li>13. <u>Really Good Stuff</u></li> <li>14. <u>School Outfitters</u></li> <li>15. <u>School Specialty</u></li> <li>16. <u>Sargeant Welch &amp; Wards Science</u></li> </ol>
Term:	One Year
Term Period :	April 2021 – March 2022

**Mission Consolidated Independent School District  
Tabulation Vendors  
Science Equipment and Supplies #244-20-0**

Company Information	Catalog Discount	Manufacture's Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Acorn Naturalists Contact: Mika Stonehawk and Peggy Avila Address: 14742 Plaza Drive, Suite 100 Tustin, CA 92780 VID# Phone: (800) 422-8886 Fax: (800) 452-2802 Email: <a href="mailto:customerservice@acornnaturalists.com">customerservice@acornnaturalists.com</a> Website: <a href="http://www.acornnaturalists.com">www.acornnaturalists.com</a>	0%			0%		<p align="center">www.acornnaturalists.com            Contact Purchasing for Catalog.            Shipping and handling will be based on merchandise subtotal.            Click here for Shipping Terms.</p>
Vendor: Cengage Learning, Inc. Contact: Beverly M. Jones Address: 5191 Natorp Blvd. Mason, OH 45040 VID# 6265 Phone: (800) 543-0487 Fax: (513) 229-1017 Email: <a href="mailto:nancy.fite@cengage.com">nancy.fite@cengage.com</a> Website: <a href="http://www.ngl.cengage.com">www.ngl.cengage.com</a>	0%			0%		<p align="center">www.ngl.cengage.com/catalogs            Estimated delivery is 10% of the total order. Actual shipping/handling charges will be included in the invoice total. Catalog prices are subject to change without notice. Catalog prices contain all applicable discounts.</p>
Vendor: EAI Education Contact: Kathy Franks Address: 118 Bauer Dr. Oakland, NJ 07436 VID# 2196 Phone: (800) 770-8010 Fax: (201) 891-5689 Email: <a href="mailto:sales@eaieducation.com">sales@eaieducation.com</a> Website:	15%					<p align="center">Contact Purchasing for Catalog.            Click here for Exceptions and Shipping.            Reference Bid #244-20-0 on all requests to obtain discount.</p>
Vendor: Fisher Scientific Company LLC Contact: Eileen Rosenwinkel Address: 4500 Turnberry Drive Hanover Park, IL 60133 VID: <b>38480</b> Phone: (800) 955-1177 Fax: (800) 955-4763 Email: <a href="mailto:fse.bids@thermofisher.com">fse.bids@thermofisher.com</a> Website: <a href="http://www.fisheredu.com">www.fisheredu.com</a>	33%			33%		<p align="center">www.fisheredu.com            Contact Purchasing for Catalog.            Click here for List Price Discounts.            Free shipping. Excluding live, hazardous and motor freight items. A hazardous materials surcharge of \$10.00 per order may be charged.</p>
Vendor: Gateway Printing & Office Supply, Inc. Contact: Rudy Castilleja Address: 315 S. Closner Edinburg, TX 78539 VID# 30290 Phone: (956) 383-3861 Fax: (956) 383-4674- Email: <a href="mailto:rudv@gatewaywp.com">rudv@gatewaywp.com</a> Website:				Up to 27%		<p align="center"><a href="http://shopgatewaywp.com/Search?keyword=science+equipment">http://shopgatewaywp.com/Search?keyword=science+equipment</a>            10% Computer Related Items, Educational Furniture, Rugs and Electronics.            Up to 27% Educational Teaching &amp; Science Supplies.</p>
Vendor: hand2mind, Inc. Contact: Rashonda Carroll Address: 500 Greenview Ct Vernon Hills, IL 60061 VID# Phone: (800) 445-5985 Fax: (800) 382-9326 Email: <a href="mailto:bids@hand2mind.com">bids@hand2mind.com</a> Website:	15%					<p align="center">Contact Purchasing for Catalog.            Click here for Exclusions and Shipping and Delivery Information.            Reference Bid #244-20-0 on all orders.</p>
Vendor: Indoff, Inc. Contact: Pam Hitpas Address: 11816 Lackland Road St. Louis, MO 63146 VID# Phone: (314) 997-1122 Fax: (314) 558-9248 Email: <a href="mailto:pam.hitpas@indoff.com">pam.hitpas@indoff.com</a> Website:	0%	45%				<p align="center">Contact Purchasing for Catalog.            Click here for Price List.</p>
67						
Vendor: KAMICO Instructional Media, Inc. Contact: Kathy Michael Address: PO Box 1143 VID# 42348 Phone: (254) 947-7283 Fax: (254) 947-7284	0-20%	0-20%		0-20%		<p align="center">www.kamico.com            Contact Purchasing for Catalog.</p>

**Mission Consolidated Independent School District  
Tabulation Vendors  
Science Equipment and Supplies #244-20-0**

Company Information	Catalog Discount	Manufacture's Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Salado, TX 76571 Email: <a href="mailto:kmichael@kamico.com">kmichael@kamico.com</a> Website: <a href="http://www.kamico.com">www.kamico.com</a>						100% discount on shipping.
Vendor: Lakeshore Learning Materials Contact: Malissa Ramos Address: 2695 E. Dominguez Street Carson, CA 90895 VID: 43509 Phone: (800) 421-5354 Fax: (310) 537-7990 Email: <a href="mailto:biddept@lakeshorelearning.com">biddept@lakeshorelearning.com</a> Website: <a href="http://www.lakeshorelearning.com">www.lakeshorelearning.com</a>	5%			5%	5%	www.lakeshorelearning.com Click here for store locations. Contact Purchasing for Catalogs. Free shipping on all orders. Reference "Per RFP #244-20-0" on all orders. Discount not applicable to sale items.
Vendor: Mentoring Minds, L.P. Contact: Shad A. Madsen Address: PO Box 8843 Tyler, TX 75711 VID#: 99928 Phone: (800) 585-5258 Fax: (800) 838-8186 E-mail: <a href="mailto:bids@mentoringminds.com">bids@mentoringminds.com</a> Website: <a href="http://www.mentoringminds.com">www.mentoringminds.com</a>	0-35%			0-35%		Contact Purchasing for Catalog. Shipping charges are not included, and will be 10% of the total order amount and will be a separate line item on an invoice.
Vendor: Nasco Education LLC Contact: Michelle Au Address: 901 Janesville Ave Fort Atkinson, WI 53538 VID# 55510 Phone: (800) 558-9595 Fax: (800) 372-1236 Email: <a href="mailto:quotes@enasco.com">quotes@enasco.com</a> Website: <a href="http://eNasco.com">eNasco.com</a>	15%					Click here for ordering instructions. Click here for Catalogs: Agriculture, Art, Math, PE, Pre-K, Science Free ground shipping except for live material or items with a truck logo.
Vendor: PASCO Scientific Contact: Greg Montgomery Address: 10101 Foothills Blvd Roseville, CA 95747 VID# 99474 Phone: (916) 786-3800 Fax: (916) 786-7565 Email: <a href="mailto:bids@pasco.com">bids@pasco.com</a> Website: <a href="http://www.pasco.com">www.pasco.com</a>	3%					Contact Purchasing for Catalogs. Shipping and handling, estimate 10% order with minimum of \$16. Refer "QT115250" on all orders. Textbooks and eBooks are excluded.
Vendor: Really Good Stuff, LLC Contact: Tisha Jacquot Address: 5 Research Drive Suite 150 Shelton, CT 06468 VID# 99625 Phone: (203) 880-6401 Fax: (203) 268-8120 Email: <a href="mailto:tjacquot@reallygoodstuff.com">tjacquot@reallygoodstuff.com</a> Website: <a href="http://www.reallygoodstuff.com">www.reallygoodstuff.com</a>	3%			3%		www.reallygoodstuff.com Contact Purchasing for Catalog. Click here for order instructions. Reference account number 0013211 on orders.
Vendor: School Outfitters Contact: Contracts Department Address: 3736 Regent Ave. Cincinnati, OH 45212 VID# 12071 Phone: (800) 260-2776 Fax: (800) 494-1036 Email: <a href="mailto:contracts@schooloutfitters.com">contracts@schooloutfitters.com</a> Website: <a href="http://www.schooloutfitters.com">www.schooloutfitters.com</a>				2%		www.schooloutfitters.com Click here for Deviations.
Vendor: School Specialty, Inc. Contact: Customer Service Address: W6316 Design Dr. Greenville, WI 54942 VID# Phone: (888) 388-3224 Fax: (888) 388-6344 Email: <a href="mailto:orders@schoolspecialty.com">orders@schoolspecialty.com</a> Website: <a href="http://www.schoolspecialty.com">www.schoolspecialty.com</a>	14% Furniture, Equipment & AV 33% Supplies	68				Catalog: <a href="https://store.schoolspecialty.com">https://store.schoolspecialty.com</a> Click here for exclusions and shipping information.
Vendor: Sargent Welch & Wards Science VID# 66040						

**Mission Consolidated Independent School District  
 Tabulation Vendors  
 Science Equipment and Supplies #244-20-0**

Company Information	Catalog Discount	Manufacture's Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Contact: Mark Tringali Address: 5100 West Henrietta Rd. Rochester, NY 14692 Phone: (716) 515-6014 Fax: (800) 635-8439 Email: <a href="mailto:mark.tringali@vwr.com">mark.tringali@vwr.com</a> Website: <a href="http://www.sargentwelch.com">www.sargentwelch.com</a> & <a href="http://www.wardsci.com">www.wardsci.com</a>	18-33%			15-33%		<a href="http://www.sargentwelch.com">www.sargentwelch.com</a> <a href="http://www.wardsci.com">www.wardsci.com</a> Contact Purchasing for Catalogs. Click here for exceptions and shipping information.

**SUBJECT:** Renewal Contract for Musical Instruments and Supplies 271-21-0

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

**BACKGROUND INFORMATION**

The intent of this contract is to provide a method to procure Musical Instruments and Supplies for the District.

**ADMINISTRATIVE CONSIDERATIONS**

On April 8, 2020, the Board of Trustees awarded Bid No. 271-20-0, for Musical Instruments and Supplies for a term of one year, with the option to renew for one additional year.

The Purchasing Department reviewed last year's purchases.

The review process reached the following conclusions:

- (1) The District would benefit from renewing this contract.
- (2) All equipment, supplies and services are purchased on an as needed basis.

**FUNDING SOURCE AND AMOUNT**

All Funds Estimated           **\$350,852**

**RECOMMENDATION**

Administration recommends renewing with all previously awarded vendors listed on tabulation sheet.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

Mission Consolidated Independent School District  
Purchasing Department

FY2021 Term Contract:	Musical Instruments and Supplies Catalog 271-21-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>Alamo Music Center</u></li> <li>2. <u>J.W. Pepper &amp; Son, Inc.</u></li> <li>3. <u>K&amp;S Music</u></li> <li>4. <u>Lakeshore Learning Materials</u></li> <li>5. <u>Lone Star Percussion</u></li> <li>6. <u>Melhart Music Center</u></li> <li>7. <u>Music &amp; Arts Center</u></li> <li>8. <u>Music in Motion</u></li> <li>9. <u>Shar Products Company</u></li> <li>10. <u>Sweetwater Sound</u></li> <li>11. <u>Taylor Music Inc.</u></li> <li>12. <u>Texas Band and Orchestra</u></li> <li>13. <u>Universal Melody Services</u></li> <li>14. <u>Washington Music Center</u></li> <li>15. <u>Wegner Corporation</u></li> <li>16. <u>West Music</u></li> </ol>
Term:	One Year
Term Period :	April 2021 – March 2022

**Mission Consolidated Independent School District  
Tabulation Vendors  
Musical Instruments and Supplies 271-21-0**

Company Information	Catalog Discount	Manufacture's Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Alamo Music Center Contact: Jason Buckingham Address: 425 N. Main Ave. San Antonio, TX 78205 VID# 102519 Phone: (210) 224-1010 Fax: (210) 226-8742 Email: <a href="mailto:schoolbids@alamomusic.com">schoolbids@alamomusic.com</a> Website: <a href="http://www.alamomusic.com">www.alamomusic.com</a>		0-40%		0%	0-40%	<a href="http://www.alamomusic.com">www.alamomusic.com</a> Retail Address: 425 N. Main Ave., San Antonio, TX 78205
Vendor J. W. Pepper & Son, Inc. Contact: Anthony T. Carollo Address: 7459 Airport Freeway Richland Hills, TX 76118 VID# 61490 Phone: (817) 589-5980 Fax: (817) 595-1826 Email: <a href="mailto:northtx@jwpepper.com">northtx@jwpepper.com</a> Website: <a href="http://www.jwpepper.com">www.jwpepper.com</a>	0%	0%	0%	0%	0%	<a href="http://www.jwpepper.com">www.jwpepper.com</a> Click here to see Dealership Listing. Click here for Exceptions and Shipping Chart. \$1.00 Handling Fee.
Vendor K & S Music Contact: Ken Fragner Address: 61 Industrial Rd Berkeley Heights, NJ 07922 VID# Phone: (908) 790-0400 Fax: (908) 790-0407 Email: <a href="mailto:krf@kandsmusic.com">krf@kandsmusic.com</a> Website:	20%	60%				Contact Purchasing for Catalog. Click here for RS Berkeley Price List.
Vendor Lakeshore Learning Materials Contact: Malissa Ramos Address: 2695 E. Dominguez Street Carson, CA 90895 VID# 43509 Phone: (800) 421-5354 Fax: (310) 537-7990 Email: <a href="mailto:biddept@lakeshorelearning.com">biddept@lakeshorelearning.com</a> Website: <a href="http://www.lakeshorelearning.com">www.lakeshorelearning.com</a>	5%			5%	5%	<a href="http://www.lakeshorelearning.com">www.lakeshorelearning.com</a> Click here for Store Listing. Contact Purchasing for Catalogs. Discount does not apply on sale items. Free shipping in US.
Vendor Lone Star Percussion Contact: Edwin Streck Address: 10611 Control Place Dallas, TX 75238 VID# 99181 Phone: (866) 792-0143 Fax: (214) 340-0861 Email: <a href="mailto:edwin@lonestarpercussion.com">edwin@lonestarpercussion.com</a> Website: <a href="http://www.lonestarpercussion.com">www.lonestarpercussion.com</a>				0%		<a href="http://www.lonestarpercussion.com">www.lonestarpercussion.com</a> Standard shipping and handling UPS rates apply.
Vendor Melhart Music Center Contact: Bianca Ayala Address: 3325 N. 10th St McAllen, TX 78501 VID# 49790 Phone: (956) 682-6147 Fax: (956) 682-4253 Email: <a href="mailto:bianca@melhart.com">bianca@melhart.com</a> Website: <a href="http://www.melhart.com">www.melhart.com</a>		20-50%	0-50%	0%	0-30%	<a href="http://www.melhart.com">www.melhart.com</a> Click here for Price List. Retail Address: 3325 N. 10th St., McAllen, TX 78501
Vendor Music & Arts Center Contact: Tom Lyne Address: 5295 Westview Dr. Ste 300 Frederick, MD 21703 VID# Phone: (214) 267-2100 Ext. 301 Fax: (301) 662-7753 Email: <a href="mailto:bids@musicarts.com">bids@musicarts.com</a> Website: <a href="http://www.musicarts.com">www.musicarts.com</a>				0%		<a href="http://www.musicarts.com">www.musicarts.com</a> Free shipping.
Vendor Music in Motion Contact: Kristi Graham Address: 1601 E. Plano Pkwy #100 Plano, TX 75074 VID# 44687 Phone: (800) 445-0649 Fax: (866) 943-8906 Email: <a href="mailto:bids@musicmotion.com">bids@musicmotion.com</a> Website: <a href="http://www.musicmotion.com">www.musicmotion.com</a>	6%			6%		<a href="http://www.musicmotion.com">www.musicmotion.com</a> Click here for Catalog. Click here for Shipping and Handling Information. Must reference Bid #271-20-0 for discounted pricing.
Vendor Shar Products Company Contact: Paula Leshkerich Address: 2465 S. Industrial Hwy Ann Harbor, MI 48104 VID# 101193 Phone: (866) 742-7261 Fax: (800) 997-8723 Email: <a href="mailto:schools@sharmusic.com">schools@sharmusic.com</a>			72		10%	<a href="http://www.sharmusic.com">www.sharmusic.com</a> Discount applies to regular price not sale price. Does not apply to Sherrand Instruments Racks, Manhaswet Stand Cart, Things 4 Strings, Pinky Hold, Trade In, Blemished Items, or Best in Class Instruments. 2/10/2021 Board Meeting

**Mission Consolidated Independent School District  
 Tabulation Vendors  
 Musical Instruments and Supplies 271-21-0**

Company Information			Catalog Discount	Manufacture's Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Website: <a href="http://www.sharmusic.com">www.sharmusic.com</a>								Free shipping on orders over \$50 actual freight on orders under \$50.
Vendor: Sweetwater Sound Contact: Brian VanDeKeere Address: 5501 U.S. Hwy 30 W. Fort Wayne, IN 46818	VID#: 101393 Phone: (800) 222-4700 Ext. 1290 Fax: (260) 432-5411 Email: <a href="mailto:brian_vandekeere@sweetwater.com">brian_vandekeere@sweetwater.com</a> Website: <a href="http://www.sweetwater.com">www.sweetwater.com</a>		3%	3%		3%	3%	<a href="http://www.sweetwater.com">www.sweetwater.com</a> Contact Purchasing for Catalog. Retail Address: 5501 U.S. Hwy 30 W., Fort Wayne, IN 46818 Free ground shipping on everything except special order and dropship items.
Vendor: Taylor Music Inc. Contact: Mary McKinney Address: 513 S. Main Aberdeen, SD 57401	VID#: 99182 Phone: (800) 872-2263 Fax: (605) 225-2051 Email: <a href="mailto:mary@taylormusic.com">mary@taylormusic.com</a> Website: <a href="http://www.taylormusic.com">www.taylormusic.com</a>		0%			0%		<a href="http://www.taylormusic.com">www.taylormusic.com</a> Contact Purchasing for Catalogs. Free shipping on orders over \$75, except cases and furniture.
Vendor: Texas Band and Orchestra Contact: Daniel Rivera Address: 301 N. McColl Ste I McAllen, TX 78501	VID#: 1777 Phone: (956) 683-0700 Fax: (956) 683-0775 Email: <a href="mailto:tbodr@aol.com">tbodr@aol.com</a> Website:		20-60%	30-60%			20-60%	Retail Address: 301 N. McColl Ste I, McAllen, TX 78501 Contact Purchasing for Catalog.
Vendor: Universal Melody Contact: Ray Everitt Address: 8605 John Carpenter Frwy Dallas, TX 75247	VID#: 100463 Phone: (214) 905-8614 Fax: (214) 905-4964 Email: <a href="mailto:raveveritt@brookmays.com">raveveritt@brookmays.com</a> Website: <a href="http://www.brookmays.com">www.brookmays.com</a>		10%	10-50%		10%		<a href="http://www.brookmays.com">www.brookmays.com</a> Online Catalog: <a href="https://flipflashpages.uniflip.com/3/614867/1105696/pub/html5.html">https://flipflashpages.uniflip.com/3/614867/1105696/pub/html5.html</a> Shipping and handling fees not applicable on orders over \$50.
Vendor: Washington Music Center Contact: John Przygocki Address: 11151 Veirs Mill Road Wheaton, MD 20902	VID#: 1614 Phone: (301) 946-8808 Fax: (301) 946-0487 Email: <a href="mailto:bids@chucklevins.com">bids@chucklevins.com</a> Website: <a href="http://www.chucklevins.com">www.chucklevins.com</a>		10%			0%		<a href="http://www.chucklevins.com">www.chucklevins.com</a> Click here for Catalog. Free shipping and handling on orders over \$75.
Vendor: Wegner Corporation Contact: Jodi Tuthill Address: 555 Park Drive Owatonna, MN 55060	VID#: 83510 Phone: (507) 774-8182 Fax: (507) 774-8575 Email: <a href="mailto:jodi.tuthill@wengercorp.com">jodi.tuthill@wengercorp.com</a> Website: <a href="http://www.wengercorp.com">www.wengercorp.com</a>		5%			5%		<a href="http://www.wengercorp.com">www.wengercorp.com</a> Contact Purchasing for Catalog. Contact Jodi Tuthill for quotes.
Vendor: West Music Contact: Beth Villhauer Address: PO Box 5521 Coralville, IA 52241	VID#: 84240 Phone: (800) 397-9378 Fax: (888) 470-3942 Email: <a href="mailto:bids@westmusic.com">bids@westmusic.com</a> Website: <a href="http://www.westmusic.com">www.westmusic.com</a>					5%		<a href="http://www.westmusic.com">www.westmusic.com</a> Discount excludes Wenger, Gameplan, and used/demo items. Free shipping except on items with oversize shipping rates.

**SUBJECT:** Contract for E-Rate Round 24 Internet Access 345-21-0

Rumalda Ruiz, Assistant Superintendent for Finance

**PRESENTER:**

**BACKGROUND INFORMATION**

This proposal is to continue services to the District Technology Infrastructure supported by the Schools and Libraries Division E-Rate. The intent of this proposal is to provide the following: Internet Access that provides access district wide and Internal Connections for Alton Elementary, Leal Elementary, Salinas Elementary, Roosevelt Alternative School and the Annex Bldg. The Education Rate (E-Rate) is the common name for the School and Libraries Universal Service program that is the result of a regulatory decision by the Federal Communications Commission to implement the Telecommunications Act of 1996. E-Rate discounts range from 10 to 90 percent based upon a school's economically disadvantaged population. For the year 2020-2021 **Mission CISD is eligible for a discount of 85% Priority 2 and 90% for Priority 1**

Once contracts are awarded, Mission CISD will need to complete the necessary applications and submit them to the Schools and Libraries Division Universal Service Program (E-Rate). In order for Mission CISD to receive this support, it must, a) self-certify that it has a plan for securing access to all necessary resources, and b) comply with all state and local laws and policies governing the procurement, and show proof of compliance.

**ADMINISTRATIVE CONSIDERATIONS**

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

This proposal appeared in The Monitor on December 9 and December 16, 2020. It was also available on the District's web site for at least twenty-eight (28) days.

The Technology Subcommittee reviewed the proposals received and a summary of the response review and evaluation process is as follows

A summary of the proposal analysis is as follows:

Number of vendors submitting a proposal: 4  
Number of campuses/sites included in the proposal: 5  
Number of low bid proposals not recommended: 0

**FUNDING SOURCE**

The proposed costs are being used to submit the E-Rate 24 FY2021 applications. Funding allocations will be considered in the 2021 – 2022 fiscal year at an estimated amount **\$138,760** from General Funds.

**RECOMMENDATION**

Approval of award Telecommunications to the vendors listed below contingent upon approval of E-Rate funding.

**Foremost Communications** **\$35,940.00**  
1. Internet Access

**Netsync Network Solutions** **\$815,556.76**  
1. Internal Connections

**CONTACT PERSONS**

Noe Peña, Director for Technology Systems  
Jose Alberto Gonzalez, E-Rate/Network Manager  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

FY2021 Term Contract:	E-Rate Round 24 Internet Access 345-21-0
Awarded To:	1. <u>Foremost</u>
Term:	One Year/One year option to renew
Term Period :	July 2021 – June 2022

FY2021 Term Contract:	Telecommunications and Internal Connections 345-21-5
Awarded To:	1. <u>Netsync</u>
Term:	One Year/One year option to renew
Term Period :	July 2021 – June 2022

### Bid Evaluation Matrix for Internet Access

	Criteria	Weight
a	Price of E-Rate eligible service/product	35
b	Reputation of vendor	15
c	Quality of vendor's services/products	15
d	Meet district's needs	10
e	Past relationship with vendor	10
f	Ability to comply with federal program rules	5
g	Long-term cost to district	10
	<b>Total</b>	<b>100</b>

Internet Access		
Foremost	Smartcom	
a	35	33
b	15	15
c	15	15
d	10	10
e	10	10
f	5	5
g	10	10
	<b>100</b>	<b>98</b>

### Bid Evaluation Matrix for Internal Connections

	Criteria	Weight
	Price of E-Rate eligible service/product	35
	Reputation of vendor	5
	Quality of vendor's services/products	10
	Meet district's needs	
	Integration with District's current infrastructure	15
	Meets District's Technology staff current certifications	15
	Past relationship with vendor	5
	Ability to comply with federal program rules	5
	Long-term cost to district	10
	<b>Total</b>	<b>100</b>

Internal Connections		
Netsync	Insight	
a	35	30
b	5	5
c	10	10
d		
1	15	15
2	15	15
e	5	5
f	5	5
g	10	10
	<b>100</b>	<b>95</b>

Mission Consolidate ISD  
E-Rate Round 24 Internet Access 345-21-0  
Telecommunications and Internal Connections 345-21-5

Form 470-FY21-R24				
Internet Access			Foremost	Smartcom
3.1	Internet Access			
	Internet Service Provider 2GB (Mission CISD)		\$ 16,740.00	\$ 17,940.00
	Internet Service Provider 3GB (Mission CISD)		\$ 28,740.00	\$ 31,524.00
	Internet Service Provider 5GB (Mission CISD)		\$ 35,940.00	\$ 38,340.00
	Internet Service Provider 10GB (Mission CISD)		\$ 47,940.00	\$ 49,140.00
3.1.1	Fiber Optics Transport		Included with Internet Access	Included with Internet Access
<b>TOTAL INTERNET ACCESS</b>			<b>\$ 35,940.00</b>	

3.3 Internal Connections		Netsync	Insight	
3.3.1	Networking Cabling	\$ 167,810.50	\$ 163,725.37	
3.3.2	Network Hardware	\$ 450,900.10	\$ 546,331.75	
3.3.3	Uninterruptible Power Supply	\$ 151,170.96	\$ 192,796.44	
3.3.4	Wireless Hardware	\$ 45,675.20	\$ 55,468.48	
<b>TOTAL INTERNAL CONNECTIONS</b>		<b>\$ 815,556.76</b>	<b>\$ 958,322.04</b>	

TOTALS	Totals Recommended Vendor by Services	Total Cost	
	<b>Internet Access Total</b>	<b>\$ 35,940.00</b>	Yearly
	<b>Internal Connections Total</b>	<b>\$ 815,556.76</b>	One time cost
	<b>Internal Connections Ineligible</b>	<b>\$ 255.89</b>	
	<b>TOTAL</b>	<b>\$ 851,496.76</b>	

Legend		
Recommended Vendors		2
Incomplete Proposals		0
<b>Grand Total</b>		<b>\$ 851,496.76</b>
<b>Total Cost to MCISD for E-Rate Eligible Projects</b>		<b>\$ 851,496.76</b>
<b>SLD Estimated Discount</b>		<b>\$ 725,351.74</b>
<b>MCISD Estimated Cost</b>		<b>\$ 126,145.02</b>
<b>Total Cost to MCISD</b>		<b>\$ 126,145.02</b>

10% For additional unexpected costs \$ 12,614.50

(Ineligibles determined by USAC)

**\$ 138,759.52**

**SUBJECT:** Contract for E-Rate Round 24 Telecommunications and Internal Connections 345-21-5

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

### **BACKGROUND INFORMATION**

This proposal is to continue services to the District Technology Infrastructure supported by the Schools and Libraries Division E-Rate. The intent of this proposal is to provide the following: Internet Access that provides access district wide and Internal Connections for Alton Elementary, Leal Elementary, Salinas Elementary, Roosevelt Alternative School and the Annex Bldg. The Education Rate (E-Rate) is the common name for the School and Libraries Universal Service program that is the result of a regulatory decision by the Federal Communications Commission to implement the Telecommunications Act of 1996. E-Rate discounts range from 10 to 90 percent based upon a school's economically disadvantaged population. For the year 2020-2021 **Mission CISD is eligible for a discount of 85% Priority 2 and 90% for Priority 1**

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### **ADMINISTRATIVE CONSIDERATIONS**

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A summary of the proposal analysis is as follows:

Number of vendors submitting a proposal: 4  
Number of campuses/sites included in the proposal: 5  
Number of low bid proposals not recommended: 0

**FUNDING SOURCE**

The proposed costs are being used to submit the E-Rate 24 FY2021 applications. Funding allocations will be considered in the 2021 – 2022 fiscal year at an estimated amount **\$138,760** from General Funds.

**RECOMMENDATION**

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**Foremost Communications** **\$35,940.00**  
1. Internet Access

**Netsync Network Solutions** **\$815,556.76**  
1. Internal Connections

**CONTACT PERSONS**

Noe Peña, Director for Technology Systems  
Jose Alberto Gonzalez, E-Rate/Network Manager  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

FY2021 Term Contract:	E-Rate Round 24 Internet Access 345-21-0
Awarded To:	1. <u>Foremost</u>
Term:	One Year/One year option to renew
Term Period :	July 2021 – June 2022

FY2021 Term Contract:	Telecommunications and Internal Connections 345-21-5
Awarded To:	1. <u>Netsync</u>
Term:	One Year/One year option to renew
Term Period :	July 2021 – June 2022

### Bid Evaluation Matrix for Internet Access

Criteria	Weight
a Price of E-Rate eligible service/product	35
b Reputation of vendor	15
c Quality of vendor's services/products	15
d Meet district's needs	10
e Past relationship with vendor	10
f Ability to comply with federal program rules	5
g Long-term cost to district	10
<b>Total</b>	<b>100</b>

Internet Access	
Foremost	Smartcom
a 35	33
b 15	15
c 15	15
d 10	10
e 10	10
f 5	5
g 10	10
<b>100</b>	<b>98</b>

### Bid Evaluation Matrix for Internal Connections

Criteria	Weight
Price of E-Rate eligible service/product	35
Reputation of vendor	5
Quality of vendor's services/products	10
Meet district's needs	
Integration with District's current infrastructure	15
Meets District's Technology staff current certifications	15
Past relationship with vendor	5
Ability to comply with federal program rules	5
Long-term cost to district	10
<b>Total</b>	<b>100</b>

Internal Connections	
Netsync	Insight
a 35	30
b 5	5
c 10	10
d	
1 15	15
2 15	15
e 5	5
f 5	5
g 10	10
<b>100</b>	<b>95</b>

Mission Consolidate ISD  
E-Rate Round 24 Internet Access 345-21-0  
Telecommunications and Internal Connections 345-21-5

Form 470-FY21-R24				
Internet Access			Foremost	Smartcom
3.1	Internet Access			
	Internet Service Provider 2GB (Mission CISD)		\$ 16,740.00	\$ 17,940.00
	Internet Service Provider 3GB (Mission CISD)		\$ 28,740.00	\$ 31,524.00
	Internet Service Provider 5GB (Mission CISD)		\$ 35,940.00	\$ 38,340.00
	Internet Service Provider 10GB (Mission CISD)		\$ 47,940.00	\$ 49,140.00
3.1.1	Fiber Optics Transport		Included with Internet Access	Included with Internet Access
<b>TOTAL INTERNET ACCESS</b>			<b>\$ 35,940.00</b>	

3.3 Internal Connections		Netsync	Insight	
3.3.1	Networking Cabling	\$ 167,810.50	\$ 163,725.37	
3.3.2	Network Hardware	\$ 450,900.10	\$ 546,331.75	
3.3.3	Uninterruptible Power Supply	\$ 151,170.96	\$ 192,796.44	
3.3.4	Wireless Hardware	\$ 45,675.20	\$ 55,468.48	
<b>TOTAL INTERNAL CONNECTIONS</b>		<b>\$ 815,556.76</b>	<b>\$ 958,322.04</b>	

TOTALS	Totals Recommended Vendor by Services	Total Cost	
	<b>Internet Access Total</b>	<b>\$ 35,940.00</b>	Yearly
	<b>Internal Connections Total</b>	<b>\$ 815,556.76</b>	One time cost
	<b>Internal Connections Ineligible</b>	<b>\$ 255.89</b>	
	<b>TOTAL</b>	<b>\$ 851,496.76</b>	

Legend		
Recommended Vendors		2
Incomplete Proposals		0
<b>Grand Total</b>		<b>\$ 851,496.76</b>
<b>Total Cost to MCISD for E-Rate Eligible Projects</b>		<b>\$ 851,496.76</b>
<b>SLD Estimated Discount</b>		<b>\$ 725,351.74</b>
<b>MCISD Estimated Cost</b>		<b>\$ 126,145.02</b>
<b>Total Cost to MCISD</b>		<b>\$ 126,145.02</b>

10% For additional unexpected costs \$ 12,614.50  
(Ineligibles determined by USAC)

**\$ 138,759.52**

**SUBJECT:** Renewal Contract for Vehicle Repair Equipment and Supplies 740-21-0

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

**BACKGROUND INFORMATION**

The intent of this contract is to provide a method to procure Vehicle Repair Equipment and Supplies for the District.

**ADMINISTRATIVE CONSIDERATIONS**

On April 8, 2020, the Board of Trustees awarded Bid No. 740-20-0, for Vehicle Repair Equipment and Supplies for a term of one year, with the option to renew for one additional year.

The Purchasing Department reviewed last year's purchases.

The review process reached the following conclusions:

- (1) The District would benefit from renewing this contract.
- (2) All equipment, supplies and services are purchased on an as needed basis.

**FUNDING SOURCE AND AMOUNT**

All Funds                      Estimated      **\$117,590**

**RECOMMENDATION**

Administration recommends renewing with all previously awarded vendors listed on tabulation sheet.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

Mission Consolidated Independent School District  
Purchasing Department

FY2021 Term Contract:	Vehicle Repair Equipment and Supplies Catalog 740-21-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>Andy's Service Center-RGV</u></li> <li>2. <u>Burton Companies</u></li> <li>3. <u>Doggett Freightliner</u></li> <li>4. <u>Ernie's Services, LLC</u></li> <li>5. <u>Heavy Duty Bus Parts</u></li> <li>6. <u>Kyrish Truck Center of Pharr</u></li> <li>7. <u>Longhorn Bus Sales, LLC</u></li> <li>8. <u>NAPA Auto Parts &amp; Truck Parts</u></li> <li>9. <u>O'Reilly Auto Enterprises</u></li> <li>10. <u>Rush Truck Center</u></li> <li>11. <u>Texas Alternator Starter Service</u></li> </ol>
Term:	One Year
Term Period :	April 2021 – March 2022

**Mission Consolidated Independent School District  
Tabulation Vendors  
Vehicle Repair Equipment and Supplies #740-21-0**

Vendor:	Catalog Discount	Manufacturer's Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Andy's Service Center - RGV Contact: Robert Rosas Address: 5410 N. Birch Pharr, TX 78557 VID# Phone: (956) 722-7321 Fax: (956) 727-7835 Email: <a href="mailto:robert@andys-air.com">robert@andys-air.com</a> Website:			30%			Click here for Custom Price List. Express shipping including next day and 2nd day shipping requested by district will be prepaid and added to invoice. No handling fees will be charged.
Vendor: Burton Companies Contact: Scott Vaughan Address: 23426 FM 2556 Santa Rosa, TX 78593 VID# 103744 Phone: (956) 968-3121 Fax: (956) 973-3228 Email: <a href="mailto:svaughan.bc@gmail.com">svaughan.bc@gmail.com</a> Website:			50%			Click here for Custom Price List.
Vendor: Doggett Freightliner Contact: Robert Burk Address: 3103 N. Cage Pharr, TX 78577 VID# 11887 Phone: (956) 782-8202 Fax: (956) 782-8235 Email: <a href="mailto:robert.burk@doggett.com">robert.burk@doggett.com</a> Website:					30%	Retail Address: 3103 N. Cage, Pharr, TX 78577 No shipping and handling fees.
Vendor: Ernie's Service LLC Contact: Robert Rivera Address: 2008 N Cage Blvd Pharr, TX 78577 VID# 24995 Phone: (956) 787-9256 Fax: (956) 787-3304 Email: <a href="mailto:ernieserllc@sbcglobal.net">ernieserllc@sbcglobal.net</a> Website:					30%	Retail Address: 2008 N. Cage Blvd. Pharr, TX 78577 Freight charges only on special orders.
Vendor: Heavy Duty Bus Parts Inc Contact: Molly Jannett Address: 17850 I-45 N. Willis, TX 77318 VID# 70323 Phone: (800) 505-2300 Fax: Email: <a href="mailto:molly@directbus.com">molly@directbus.com</a> Website: <a href="http://www.directbus.com">www.directbus.com</a>				0%	55%	<a href="http://www.directbus.com">www.directbus.com</a> Retail Address: 17850 I-45 N., Willis, TX 77318
Vendor: Kyrish Truck Centers of Pharr Contact: Eliberto Hernandez Address: 711 N. Cage Blvd. Pharr, TX 78577 VID# Phone: (956) 223-4149 Fax: (956) 223-4467 Email: <a href="mailto:ehernandez@kyrishtrucks.com">ehernandez@kyrishtrucks.com</a> Website:			0%	0%		<a href="https://www.repairlinkshop.com/Account/Login?ReturnUrl=%2f">https://www.repairlinkshop.com/Account/Login?ReturnUrl=%2f</a> Contact Albert Martinez (Transportation) for ID & Password, Click here for Price List. Retail Address: 711 N. Cage Blvd., Pharr, TX 78577 No freight charges on stock or non-emergency orders. Emergency "Next Day" orders will incur freight charges.
Vendor: Longhorn Bus Sales, LLC Contact: Julissa R. Rodriguez Address: 221 W. Expressway 83 La Feria, TX 78559 VID# 70632 Phone: (956) 797-3006 Fax: (956) 797-3636 Email: <a href="mailto:jrodriguez@LHB-TX.com">jrodriguez@LHB-TX.com</a> Website:	0%	0%	0%	0%	0%	<a href="http://navistar.com">navistar.com</a> Click here for Price List. Retail Address: 305 W. Expressway 83, La Feria, TX 78559 Shipping and Handling FOB destination, freight prepaid/added.

**Mission Consolidated Independent School District  
 Tabulation Vendors  
 Vehicle Repair Equipment and Supplies #740-21-0**

Vendor:	Catalog Discount	Manufacturer's Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: NAPA Auto & Truck Parts Contact: Luupe Garza Address: 3316 North 23rd Street McAllen, TX 78501 VID# 104156 Phone: (956) 618-4567 Fax: (956) 618-5208 Email: <a href="mailto:lupe.garza@imgnapa.com">lupe.garza@imgnapa.com</a> Website: <a href="http://napaonline.com">napaonline.com</a>		25%		25%	25%	napaonline.com Retail Address: Mission, McAllen, Weslaco, Elsa, Harlingen No freight 1-3 delivery time.
Vendor: O'Reilly Auto Parts Contact: Ramiro Garza Jr. Address: 2600 North Conway Blvd. Mission, TX 78574 VID# 91606 Phone: (956) 583-7919 Fax: (956) 583-8975 Email: <a href="mailto:probinds@oreillyauto.com">probinds@oreillyauto.com</a> Website:	41% or more			41% or more		www.firstcallonline.com Click here for Log In info. Click here for Catalog. Shipping and handling n/a for standard delivery items.
Vendor: Rush Truck Center Contact: Mario M. Treviño Address: 4700 N. Cage Blvd. Pharr, TX 78577 VID# 4423 Phone: (956) 782-4511 Fax: Email: <a href="mailto:trevinom@rushenterprises.com">trevinom@rushenterprises.com</a> Website:	15%	15%		15%	15%	<a href="https://partsconnect.rushcare.com/">https://partsconnect.rushcare.com/</a> Retail Address: 4700 N. Cage Blvd., Pharr, TX 78577 Click here for Catalog: <a href="https://www.rushtruckcenters.com/PartsCatalog/">https://www.rushtruckcenters.com/PartsCatalog/</a> Special orders and next day air orders might require shipping and handling fees.
Vendor: Texas Alternator Starter Service Contact: Joel McAdams Address: PO Box 9131 Austin, TX 78766 VID# 7547 Phone: (877) 839-2581 Fax: (512) 836-7885 Email: <a href="mailto:jmcadams@texasalternator.com">jmcadams@texasalternator.com</a> Website:			30%			Click here for Custom Price List. No shipping and handling fees (FOB).

**SUBJECT:** Amendment to Tyler Software Maintenance

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

**BACKGROUND INFORMATION**

Mission CISD began using the Tyler SIS in August 2010, Tyler Versatrans in June 2015 and Tyler Munis Finance on September 2015. We are currently on the 10th year of implementation of Tyler SIS, 5<sup>th</sup> year of Tyler Versatrans and on the 5<sup>th</sup> year of implementation of Tyler Munis Finance.

This yearly license renewal gives the district the ability of receiving technical support when needed. The renewal includes enhancements and upgrades to the following applications: Tyler Munis Finance System, Tyler Versatrans, Tyler SIS, Parent Portal, Online Registration, Teacher Gradebook, and Assessment/Testing Module.

At the November 11, 2020 Regular Board of Trustees Meeting, the Board approved the renewal of Tyler Software Maintenance.

The District has identified a need to amend the agreement to include a Disaster Recovery Service as follows:

- The disaster recovery service is a turn-key solution that can be activated in the evening hours, weekends, or holidays.
- The turn-around time is 24 hours for both the student and finance systems.
- There are no additional fees to activate disaster recovery service.
- We can utilize the disaster recovery service as needed throughout the year.
- Tyler assists the District in restoring the data from the disaster recovery environment back to our in-house environment.

**ADMINISTRATIVE CONSIDERATIONS**

The additional services purchase will be made using TIPS Inter-local Purchasing Co-op. Using an Inter-local Purchasing Co-op complies with purchase requirements of TEC 44.031a(5) and local board policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

The prorated cost for 10 months of service is \$48,671. Year 2 cost is estimated at \$55,922.

**FUNDING SOURCE AND AMOUNT**

General Fund Estimated Amount \$ 48,671.

**RECOMMENDATION**

Recommendation to Amend the Tyler Software Maintenance Renewal to include Disaster Recovery Services

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance

Joel Garcia, Executive Director for Technology & Information Systems

Jorge A. Cavazos, Director Information Systems

Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Award Purchase of Outdoor Walk-In Freezer

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

**BACKGROUND INFORMATION**

The District applied and was successful in receiving the No Kid Hungry Grant in the amount of \$60,000 to support our school meal programs. The funds are intended to purchase much needed outdoor walk-in freezers at Bryan Elementary and Marcell Elementary.

Both campuses have only a small reach in freezer that challenge the need of the short- and long-term storage of foods that must be maintained in temperatures of zero degrees and below for required food safety.

The utilization of the self-contained walk-in freezer units will be essential in our daily goal to provide better service to our students and to maintain the safety of our frozen foods.

Food deliveries will be less frequent to both sites thus promoting the efficiency of our food delivery schedules.

The District has also identified a need for a third walk-in freezer at Salinas Elementary. The purchase of this freezer will assist us to provide better service to our Salinas Elementary students and to the surrounding community and to also maintain the safety and integrity of our frozen foods.

**ADMINISTRATIVE CONSIDERATIONS**

This purchase will be made using Buy Board Inter-local Purchasing Co-op. Using an Inter-local Purchasing Co-op complies with purchase requirements of TEC 44.031a(5) and local board policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

**FUNDING SOURCE AND AMOUNT**

General Fund using the No Kid Hungry Grant funds and the Child Nutrition Program Funds estimated \$92,000.

**RECOMMENDATION**

Award Purchase of Outdoor Walk-In Freezer to Mission Restaurant Supply

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Maria D. (Rosy) Woodrum, SNS, Child Nutrition Program Director  
Dora Garcia, Coordinator for Purchasing

Mission Consolidated Independent School District  
Purchasing Department

FY2021 Term Contract:	Outdoor Walk-In Freezer
Awarded To:	1. <u>Mission Restaurant Supply</u>
Term:	One time purchase
Term Period :	January 2021 – June 2021



**SUBJECT:** Approval of Donations

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

**BACKGROUND INFORMATION**

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

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

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

**AMINISTRATION CONSIDERATION**

The total donations received were \$59,906.60. The largest cash donation was \$1,000.00 and the largest non-cash donation was \$55,181.60. These donations benefit our students and staff.

**FUNDING SOURCE AND AMOUNT**

N/A

**RECOMMENDATION:**

Approval of donations.

**CONTACT PERSON (S)**

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

Mission Consolidated Independent School District  
 Donations through January 2021

Date	Campus / Scholarship	Cash	Non-Cash	Donor	Purpose
12/14/20	Veterans Memorial High School	200.00		Workplace Benefit Advisors	Donation for VMHS girls basketball.
12/16/20	Mission Veterans Memorial HS	1,000.00		The Wonderful Company Foundation, Inc.	Donation for VMHS boys basketball.
01/12/21	Marcell Elementary		3,525.00	PTO	Donation of an ice machine for campus lounge.
01/21/21	Safety and Security		55,181.60	RGV PPE	Donation of PPE equipment: gloves, face shields, hand sanitizer, gowns, masks N-95, surgical mask, sanitizing wipes for staff.
	Total donations	\$ 1,200.00	\$ 58,706.60		

**SUBJECT:** Approval of Supplemental Budget Amendment for the Month of February 2021

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

**BACKGROUND INFORMATION**

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

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

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

**ADMINISTRATIVE CONSIDERATIONSE**

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

**FUNDING SOURCE AND AMOUNT**

General Fund \$880,000 increase in expenditures budget; \$235,000 for the Chiller Projects at Administration building and the Child Nutrition Program; \$325,000 for Special Education Program at Mission High School canopies and sidewalks and \$300,000 for anticipated expenditures for utilities and other needs for the new transportation site.

Total General Fund expenditures budget \$180,002,685.

Debt Service Fund \$524,758 increase in expenditures, \$52,476,308 in Other Sources, and \$51,951,550 increase in Other Uses. This amendment is needed to reflect the Bond Refunding 2020 Series completed in December.

Total Debt Service Fund expenditures budget \$9,594,602.

**RECOMMENDATION:**

Approval of budget amendment as presented.

**CONTACT PERSONS**

Rumalda Ruiz, Assistant Superintendent for Finance

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

Description	Amended Budget Jan 22, 2021	February Amendments	Amended Budget Feb 13, 2021
<b>Audited Beginning Fund Balance</b>	<b>\$ 76,331,591</b>	<b>\$ -</b>	<b>\$ 76,331,591</b>
Revenues:			
5700 - Local	\$ 27,604,245		\$ 27,604,245
5800 - State	128,226,929		128,226,929
5900 - Federal	16,344,257		16,344,257
<b>Total Revenues</b>	<b>\$ 172,175,431</b>	<b>\$ -</b>	<b>\$ 172,175,431</b>
Expenditures:			
11 Instruction	\$ 91,190,136	(719,900)	\$ 90,470,236
12 Inst. Res. & Media Services	2,549,248	(35,000)	2,514,248
13 Curriculum Dev. & Inst. Staff Dev.	3,332,145	-	3,332,145
21 Inst. Leadership	2,472,555	-	2,472,555
23 School Leadership	9,725,032	-	9,725,032
31 Guid., Counseling & Eval. Ser.	5,757,154	26,545	5,783,699
32 Social Work Services	603,119	-	603,119
33 Health Services	1,688,003	-	1,688,003
34 Student (Pupil) Trans.	4,649,631	-	4,649,631
35 Food Services	13,877,053	-	13,877,053
36 Curricular/Extracurricular Act.	7,213,192	(56,100)	7,157,092
41 General Administration	5,385,752	22,000	5,407,752
51 Plant Maint. & Operations	19,624,846	1,230,000	20,854,846
52 Security and Monitoring Serv.	2,780,084	-	2,780,084
53 Data Processing Services	3,081,416	161,000	3,242,416
61 Community Services	336,602	(48,545)	288,057
71 Debt Service	1,031,520	-	1,031,520
81 Fac. Acquisition & Const.	3,447,107	300,000	3,747,107
95 Pmt. to Juv. Justice Alt. Ed. Prg.	20,000	-	20,000
99 Other Intergovernmental Charges	358,090	-	358,090
<b>Total Expenditures</b>	<b>\$ 179,122,685</b>	<b>\$ 880,000</b>	<b>\$ 180,002,685</b>
7900 - Other Sources	\$ 15,627,924	\$ -	\$ 15,627,924
8900 - Other Uses	(15,727,793)	-	(15,727,793)
<b>Total Other Financing Sources &amp; (Uses)</b>	<b>\$ (99,869)</b>	<b>\$ -</b>	<b>\$ (99,869)</b>
<b>Un-Audited Ending Fund Balance</b>	<b>\$ 69,284,468</b>	<b>\$ (880,000)</b>	<b>\$ 68,404,468</b>

**Mission Consolidated Independent School District**  
**DEBT SERVICE**  
**Budget Amendment for the Month of February 2021**  
**Fiscal Year 2020 - 2021**

Description	Original Budget	February Amendments	Amended Budget February 10, 2021
<b>Audited Fund Balance</b>	<b>\$ 5,239,599</b>		<b>\$ 5,239,599</b>
Revenues:			
5700 - Local	\$ 4,202,708		\$ 4,202,708
5800 - State	4,684,522		4,684,522
<b>Total Revenues</b>	<b>\$ 8,887,230</b>	<b>\$ -</b>	<b>\$ 8,887,230</b>
Expenditures:			
71 Debt Service	\$ 9,069,844	\$ 524,758	\$ 9,594,602
<b>Total Expenditures</b>	<b>\$ 9,069,844</b>	<b>\$ 524,758</b>	<b>\$ 9,594,602</b>
7900 - Other Sources:	\$ -	\$ 52,476,308	\$ 52,476,308
8900 - Other Uses	0	(51,951,550)	(51,951,550)
<b>Total Other Financing Sources &amp; (Uses)</b>	<b>\$ -</b>	<b>\$ 524,758</b>	<b>\$ 524,758</b>
<b>Un-Audited Ending Fund Balance</b>	<b>\$ 5,056,985</b>	<b>\$ -</b>	<b>\$ 5,056,985</b>

**SUBJECT:** Approval of Statement of Impact from Vanguard Academy Charter School

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

**BACKGROUND INFORMATION**

Vanguard Academy Charter School intends to submit an application to the Commissioner of Education. As part of the amendment process, charter schools are required to notify any districts that are likely to be affected by the change.

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

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

**ADMINISTRATIVE CONSIDERATIONS**

Vanguard Academy Charter School intends to expand geographic boundaries and grade levels to be served at their new campuses with an effective date of August 16, 2021 in the Pharr area.

Maximum Enrollment Prek3 – 12<sup>th</sup>: 1,200

**FUNDING SOURCE AND AMOUNT**

N/A

**RECOMMENDATION**

Respond to Statement of Impact form for Vanguard Academy Charter School.

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

**CONTACT PERSON(S)**

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

**STATEMENT OF IMPACT**  
for Expansion Amendments

Vanguard Academy  
Charter School

108808  
County-District #

1) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add a new campus** with an effective date of: 08/16/2021

Proposed new address, if available: 1407 W. Moore Road Pharr, TX 78577

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

Planned area: \_\_\_\_\_

Grade levels to be served at the new campus: PreK3 - 12th Expected maximum enrollment at the new campus: 1,200

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

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

Proposed additional school districts:

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

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

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

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

Mission Consolidated Independent School District

108-908

District Name

County-District #

1201 Bryce Drive, Mission, Texas 78572

(956) 323-5515

District Address

Phone Number

Minnie R. Rodgers



Superintendent or Board President Name

Signature of Superintendent or Board President

2/10/2021

Date Received by School District



## VANGUARD ACADEMY CHARTER SCHOOL

Office of Superintendent

Dr. Narciso García, *Superintendent of Schools*

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*A PURPOSE IN LIFE, A REASON FOR LEARNING*

January 15, 2021

Mission CISD  
1201 Bryce Dr.  
Mission, TX 78572-4399

Dear Superintendent and President of the Board of Trustees:

This is to inform you that the following charter school intends to submit an amendment request to the commissioner of education:

Vanguard Academy Charter School  
108808  
1200 E. Kelly Ave.  
Pharr, TX 78577

As part of the amendment process, charter schools are required to notify any districts that are likely to be affected by the change. The enclosed Statement of Impact form indicates the type of amendment request being made.

Specifically, Texas Education Agency guidelines require that the Statement of Impact form be sent to each district that may be affected. Information is requested if the proposed change may adversely impact a district financially or if the proposed change may impact the student enrollment of a district in a manner that impairs the district's ability to comply with a court order. The enclosed form may be completed by any district that may be affected, signed by the district's board president and superintendent, and returned to the Texas Education Agency, Charter Schools Division, 1701 North Congress Avenue, Austin, Texas 78701-1494.

Please review the enclosed form and notify the Texas Education Agency if your district will be impacted by the request.

Sincerely,

Dr. Narciso Garcia  
Superintendent of Schools

**Received**

JAN 20 2021

BY FINANCE DEPARTMENT

1200 E. Kelly Avenue, Bldg. #3, Pharr, TX 78577 P:(956) 781-1701 F:(956) 781-8055 www.vanguardacademy.education

It is the policy of Vanguard Academy Charter School not to discriminate on the basis of gender, color, race, national origin, religion, disability or age. Es la política de Vanguard Academy Charter School no discriminar en base a género, color, raza, origen nacional, religión, discapacidad o edad. 02/10/2021 Board Meeting Page 3 of 3

**SUBJECT:** Approval of Statement of Impact from Texas College Preparatory Academies

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

**BACKGROUND INFORMATION**

Texas College Preparatory Academies intends to submit an application to the Commissioner of Education. As part of the amendment process, charter schools are required to notify any districts that are likely to be affected by the change.

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

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

**ADMINISTRATIVE CONSIDERATIONS**

Texas College Preparatory Academies intends to expand geographic boundaries and grade levels to be served at their new campuses with an effective date of August 1, 2021 in the Edinburg area.

Maximum Enrollment in K-12: 100

**FUNDING SOURCE AND AMOUNT**

N/A

**RECOMMENDATION**

Respond to Statement of Impact form for Texas College Preparatory Academies.

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

**CONTACT PERSON(S)**

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

**STATEMENT OF IMPACT**  
for Expansion Amendments

Texas College Preparatory Academies  
Charter School

221801  
County-District #

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

Proposed new address, if available: \_\_\_\_\_

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

Planned area: Edinburg area

Grade levels to be served at the new campus: K-12 Expected maximum enrollment at the new campus: 100

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

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

Proposed additional school districts:

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

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

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

**Charter school is expected to impact the school district to a significant degree.**

Mission Consolidated Independent School District

108-908

District Name

County-District #

1201 Bryce Drive, Mission, Texas 78572

(956) 323-5515

District Address

Phone Number

**Minnie R. Rodgers, Board President**

Superintendent or Board President Name

Signature of Superintendent or Board President

2/10/2021

Date Received by School District

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# ResponsiveEd

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Charles Cook, Superintendent  
Texas College Preparatory Academies  
P.O. Box 292730  
Lewisville, TX 75029

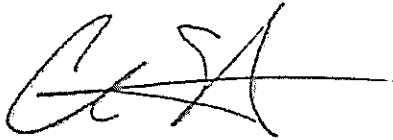
Ben Klingenstein, Board President  
Texas College Preparatory Academies  
P.O. Box 292730  
Lewisville, TX 75029

Dear Superintendent and/or Board President:

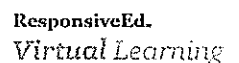
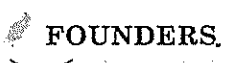
This is to inform you that our charter school, County-District #221-801, intends to submit an expansion amendment request for consideration by the commissioner of education to add a new campus:

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

Sincerely,



Charles Cook, Superintendent  
Texas College Preparatory Academies



**SUBJECT:** Approval of Time and Half Compensation for Auxiliary and Para-professional Staff Working COVID-19 Vaccination Clinics  
**PRESENTER:** Lorena Garcia, Deputy Superintendent for Support Services

**BACKGROUND INFORMATION**

The U.S. Food and Drug Administration has now approved the use of COVID-19 vaccines from two different manufacturers. Currently, two vaccines are authorized and recommended to prevent COVID-19:

- Pfizer-BioNTech COVID-19 vaccine
- Moderna’s COVID-19 vaccine

This is expected to be the largest vaccination endeavor in U.S. history. Although the state of Texas is leading the vaccination process, Hidalgo County is providing all the necessary support to aid in getting what is predicted to be in excess of half a million vaccinations locally.

As Texas progresses into Phase 1B, Mission CISD is working with Hidalgo County, city officials and local vaccine providers to ensure that our employees who are 65 and older or have the medical conditions listed below have access to the vaccine so they will be protected from COVID-19 while on the job.

**ADMINISTRATIVE CONSIDERATIONS**

Mission CISD staff has participated in two COVID-19 Vaccination Clinics in partnership with Hidalgo County, Hidalgo County Precinct 3 Commissioner’s Office, City of Mission, and the Sharyland Independent School District. District nursing staff have participated in the vaccine administration. On January 20, 2021, the Board of Trustees approved a premium rate of \$40 per hour for nursing staff administering COVID-19 vaccines during the pandemic emergency.

Mission CISD auxiliary staff such as custodians and security guards as well as para-professional staff have also assisted in the vaccination efforts. This would fall outside of their duties and responsibilities as outlined in their job descriptions.

Assisting in COVID-19 vaccination efforts during the pandemic emergency will contribute to the safety and well-being of our students, staff and the community in general. Administration is recommending paying auxiliary and para-professional staff a rate of time and half for hours worked during the past two vaccination clinics as well as any future COVID-19 vaccination clinics.

The Board of Trustees approved the 2020-2021 Compensation Plan on June 24, 2020, and it does not include a premium pay rate under these conditions.

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

The funding source recommended is the General Fund. The cost of the stipend shall be offset by the decrease in substitute teacher pay that is already included in the 20-21 budget.

### **RECOMMENDATION**

That the Board of Trustees time and half compensation for auxiliary and para-professional staff working COVID-19 vaccination clinics during the pandemic emergency.

### **CONTACT PERSONS**

Lorena Garcia, Deputy Superintendent for Support Services  
Sylvia Cruz, Director for Payroll, Employee Benefits & Risk Management  
Martin Castañeda, Coordinator for Safety and Security  
Yesenia Treviño, Coordinator for Health Services

**SUBJECT:** Consideration and Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the Central Office Chiller Project

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

**BACKGROUND INFORMATION**

The chiller at the Central Office building continues to be utilized at above maximum capacity with having no redundancy. The current backup chiller is approximately 30 years old and has served its maximum life expectancy and efficiency. Continuous issues have arisen with the unit burning motors, controls, wiring with continual leaks. Frequent and recent electrical storms have made an impact on this old unit. Service continuously has to be conducted on this building A/C chiller which affects the operations of our district, especially during the hot and warm months of the year. In July of 2018, a 70-ton chiller was installed to replace the main chiller which had also met its life expectancy.

At the Regular Board of Trustee meeting held on October 09, 2019 the Board approved the Project and Proposed Budget for the Central Office Second Chiller Backup Project.

The purchase will be using the Buyboard inter-local purchase coop.

Using an inter-local purchase co-op complies with the purchase requirement of TEC 44.031a (5) requiring and approval purchasing method for contracts valued \$50,000 or more. Responses will be reviewed and analyzed to select a qualified vendor(s) whose proposal best met the specifications and provided the “Best Value”.

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

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

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

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

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

PBK Architects (LEAF MEP)  
DBR MEP  
Trinity MEP  
MEP Solutions  
Halff Associates

The Board approved for Request for Qualification (RFQ's) for an engineer or architect for this project.

At the Special Board of Trustees meeting held on January 29, 2020, the Board approved the ranking and selection for professional services for the district-wide construction projects the selected firm awarded to negotiate was DBR Engineering.

At the Regular Board of Trustees meeting held on February 12, 2020 the Board approved to grant authority to Superintendent Dr. Perez, to authorize the negotiations the contract for professional services for the district-wide construction projects. The selected firm awarded the project was DBR Engineering.

### **ADMINISTRATIVE CONSIDERATIONS**

Advertisements in the local newspapers were posted on October 21, 2020 and October 28, 2020. Proposals were publicly opened January 27, 2021. Pre-ranking of the proposals were conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Carlos Lerma Ms. Rumalda Ruiz and Ms. Daisy Cuevas.

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

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

Three proposals were submitted for this project and were ranked by the Administration Committee. The Board must now consider the rankings and approve to enter into negotiations with the top ranked firms in the order selected. Rankings listed below:

<u>Company</u>	<u>Base Proposal</u>	<u>Days</u>	<u>Total Points</u>
Johnson Controls	\$113,555.10	90	89.0
Central Air & Heating	\$160,025.00	120	76.9
Quantum Mechanical	\$177,104.00	60	61.9

**FUNDING SOURCE**

General Fund

Preliminary/Approximate Total Budget:		
Central Office:	70 tons	= \$86,000.00
Contingency 20%:		\$17,200.00
Approximate Soft Costs:		\$25,000.00
Est. Project Total:		\$128,200.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, February 03, 2021.

Administration recommends Consideration and Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the Central Office Chiller Project.

**EXHIBIT**

Base Bid Ranking Sheet

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations  
 Carlos Lerma, Director for Maintenance  
 Dora Garcia, Purchasing Coordinator

Mission Consolidated Independent School District  
Administration Building Chiller # 571-21-0  
Base Bid Ranking Sheet - January 27, 2021

Contractors		Quantum Mechanical	Central Air & Heating	Johnson Controls	
<b>Proposal Submission</b>					
1	Complete Proposal	x	x	x	
3	Bid Bond - 00410	x	x	x	
<b>CRITERIA</b>		<b>Max Points</b>			
<b>Monetary Value - 45 points</b>					
1	Base Proposal and/or Alternate(s) selected by Owner. Based on proposals submitted, including any alternates and/or pricing differential.	45	28.9	31.9	45.0
	Total Base Bid		\$177,104.00	\$ 160,025.00	\$ 113,555.10
	Days of Completion		60	120	90
<b>Qualifications and Reputation - 2 points</b>					
3	Contractor's past relationship with other clients on similar projects. Provide letter from past clients indicating willingness to work with Contractor again.	2	2	1	2
<b>Past Performance - 6 points - Quality of Work and Warranty Period</b>					
4	Contractor's ability to adhere to construction schedule, including punch list items. Address history and proposed procedures to adhere to construction schedule from date of Notice to Proceed to proposed completion of punch list items.	2	1	1	1
5	History of providing warranty and closeout documents within 30 days of project completion.	2	0	1	1
6	The Proposer's history of timeliness in completing warranty work. Include procedures for warranty work.	2	1	1	1
<b>Past Performance - 4 points - Change Orders and Contractor's Payments</b>					
7	Contractor's ability to work positively with Owner on change orders.	1	1	1	1
8	Contractor's procedure for change order pricing and providing back-up documentation. Provide a detailed summary of the Contractor's written procedures in addressing change orders to the project.	1	1	1	1
9	Address history and procedure for assuring timely payment to sub-contractors and suppliers. Provide letters from at least three major suppliers and three service providers/sub-contractors that express a willingness to provide supplies/service based on Contractor's history of timely payments.	2	1	2	2
<b>Construction Experience - 23 points</b>					
10	Prior Experience with Selected Design Team	6	6	6	6
11	Contractor's experience with projects of similar size, type and complexity. List all school districts and respective projects for which company has provided services in the past five years. Denote chronologically beginning with most recent. Provide name and telephone number of the main contact person.	5	5	5	5
12	Contractor's protocols to work with Owner in resolving construction issues. Describe contractor's protocols and outcomes on construction issues.	2	2	1	1
13	Contractor's experience with Mission CISD.	10	0	10	10
<b>Contractor's Personnel and Workforce - 8 points</b>					
14	Qualifications and availability of contractor's personnel. Provide resume of proposed project manager, project superintendent and other key supervisory personnel to be assigned to this project, demonstrating their experience on projects of similar size and complexity.	4	4	4	4
15	History of assigned personnel staying on same project. Address history and process for maintaining assigned personnel for the duration of the project.	2	0	2	2
16	Contractor's proposed sub-contractors. Provide a list of all proposed sub-contractors for this project. After negotiations and contract is completed, Contractor will not be allowed to make any changes to the list of sub-contractors without written request and subsequent approval of the Owner.	2	2	2	2
<b>Financial Strength - 2 points</b>					
17	Provide a bank letter of reference with regards to the company's financial strength.	1	1	1	0
18	Provide a statement attesting if the company or company's principals under other company names ever filed for bankruptcy.	1	1	1	0
<b>HUB Certification 0.5 points</b>					
19	Provide documentation to assist compliance with laws and rules relating to Historically Underutilized Businesses.	0.5	0	0	0
<b>Contract Documents - 4.5 points</b>					
20	Provide the Contractor's Checklist, including the documents required and the copies in the order requested. Contractor must submit everything required in project specifications including Contractor's Information Statement.	9.5	5	5	5
Total Points		<b>100</b>	61.9	76.9	89.0
Rank (1 is Highest)			3	2	1

**Committee Members:**

Lorena Garcia, Deputy Superintendent for Support Services  
Ricardo Rivera, Assistant Superintendent for Operations  
Carlos Lerma, Director for Maintenance  
Dora Garcia, Purchasing Coordinator  
Daisy Cuevas, Purchasing Specialist

**SUBJECT:** Consideration and Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the CNP Chiller Project

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

### **BACKGROUND INFORMATION**

Due to reaching the equipment's maximum life expectancy and efficiency, the CNP Department is requesting the chillers at CNP to be replaced. This contract is for the material and labor needed to install the chillers that are provided by Mission CISD.

The purchase will be made a Purchasing Cooperative. Using an inter-local purchase co-op complies with purchase requirements of TEC 44.031a(5) and local board policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

Pricing has been compared to recent prior similar purchases and recommends approval of purchase.

DBR Engineering is the on-call HVAC Engineering services for year 2018-2019.

At the Regular Board of meeting held January 22, 2020, the Board approved competitive-sealed proposals as a method of delivery for awarding the contract for relocation of chillers #500-20-0.

### **ADMINISTRATIVE CONSIDERATION**

Advertisements in the local newspapers were posted on October 21, 2020 and October 28, 2020. Proposals were publicly opened January 27, 2021. Pre-ranking of the proposals were conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Carlos Lerma, Ms. Rumalda Ruiz and Ms. Daisy Cuevas.

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

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

Four proposals were submitted for this project and were ranked by the Administration Committee. The Board must now consider the rankings and approve to enter into negotiations with the top ranked firms in the order selected. Rankings listed below:

<u>Company</u>	<u>Base Proposal</u>	<u>Days</u>	<u>Total Points</u>
Johnson Controls	\$116,196.44	90	89.0
Central Air & Heating	\$156,775.00	120	77.4
Quantum Mechanical	\$172,068.00	60	63.4
Refco	\$170,000.00	150	40.8

### **FUNDING SOURCE / AMOUNT**

General Funds

### **RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, February 03, 2021.

Administration recommends Consideration and Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the CNP Chiller Project

### **EXHIBIT**

Base Bid Ranking Sheet

### **CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations  
Carlos Lerma, Director for Maintenance  
Dora Garcia, Purchasing Coordinator

Mission Consolidated Independent School District  
 Child Nutrition Building Chiller # 572-21-0  
 Base Bid Ranking Sheet - January 27, 2021

Contractors		Quantum Mechanical	Refco	Central Air & Heating	Johnson Controls	
<b>Proposal Submission</b>						
1	Complete Proposal	x	x	x	x	
3	Bid Bond - 00410	x	x	x	x	
<b>CRITERIA</b>		<b>Max Points</b>				
<b>Monetary Value - 45 points</b>						
1	Base Proposal and/or Alternate(s) selected by Owner. Based on proposals submitted, including any alternates and/or pricing differential.	45	30.4	30.8	33.4	45.0
	Total Base Bid		\$172,068.00	\$ 170,000.00	\$ 156,775.00	\$ 116,196.44
	Days of Completion		60	150	120	90
<b>Qualifications and Reputation - 2 points</b>						
3	Contractor's past relationship with other clients on similar projects. Provide letter from past clients indicating willingness to work with Contractor again.	2	2	0	2	2
<b>Past Performance - 6 points - Quality of Work and Warranty Period</b>						
4	Contractor's ability to adhere to construction schedule, including punch list items. Address history and proposed procedures to adhere to construction schedule from date of Notice to Proceed to proposed completion of punch list items.	2	1	0	1	1
5	History of providing warranty and closeout documents within 30 days of project completion.	2	0	0	1	1
6	The Proposer's history of timeliness in completing warranty work. Include procedures for warranty work.	2	1	0	1	1
<b>Past Performance - 4 points - Change Orders and Contractor's Payments</b>						
7	Contractor's ability to work positively with Owner on change orders.	1	1	0	1	1
8	Contractor's procedure for change order pricing and providing back-up documentation. Provide a detailed summary of the Contractor's written procedures in addressing change orders to the project.	1	1	0	1	1
9	Address history and procedure for assuring timely payment to sub-contractors and suppliers. Provide letters from at least three major suppliers and three service providers/sub-contractors that express a willingness to provide supplies/service based on Contractor's history of timely payments.	2	1	0	2	2
<b>Construction Experience - 23 points</b>						
10	Prior Experience with Selected Design Team	6	6	0	5	6
11	Contractor's experience with projects of similar size, type and complexity. List all school districts and respective projects for which company has provided services in the past five years. Denote chronologically beginning with most recent. Provide name and telephone number of the main contact person.	5	5	0	5	5
12	Contractor's protocols to work with Owner in resolving construction issues. Describe contractor's protocols and outcomes on construction issues.	2	2	0	1	1
13	Contractor's experience with Mission CISD.	10	0	0	10	10
<b>Contractor's Personnel and Workforce - 8 points</b>						
14	Qualifications and availability of contractor's personnel. Provide resume of proposed project manager, project superintendent and other key supervisory personnel to be assigned to this project, demonstrating their experience on projects of similar size and complexity.	4	4	2	4	4
15	History of assigned personnel staying on same project. Address history and process for maintaining assigned personnel for the duration of the project.	2	0	0	2	2
16	Contractor's proposed sub-contractors. Provide a list of all proposed sub-contractors for this project. After negotiations and contract is completed, Contractor will not be allowed to make any changes to the list of sub-contractors without written request and subsequent approval of the Owner.	2	2	2	2	2
<b>Financial Strength - 2 points</b>						
17	Provide a bank letter of reference with regards to the company's financial strength.	1	1	1	1	0
18	Provide a statement attesting if the company or company's principals under other company names ever filed for bankruptcy.	1	1	0	0	0
<b>HUB Certification 0.5 points</b>						
19	Provide documentation to assist compliance with laws and rules relating to Historically Underutilized Businesses.	0.5	0	0	0	0
<b>Contract Documents - 4.5 points</b>						
20	Provide the Contractor's Checklist, including the documents required and the copies in the order requested. Contractor must submit everything required in project specifications including Contractor's Information Statement.	9.5	5	5	5	5
Total Points		100	63.4	40.8	77.4	89.0
Rank (1 is Highest)			3	4	2	1

**Committee Members:**

Lorena Garcia, Deputy Superintendent for Support Services  
 Ricardo Rivera, Assistant Superintendent for Operations  
 Carlos Lerma, Director for Maintenance  
 Dora Garcia, Purchasing Coordinator  
 Daisy Cuevas, Purchasing Specialist

**SUBJECT:** Consideration and Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the Special Education Titans 18+ Program Sidewalks and Canopy Project

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

**BACKGROUND INFORMATION**

Mission CISD Administration has been working with Mission High school Special Education +18 Program on upgrading their educational facilities. Currently this program is mainly housed at the portable buildings east of the main campus. Currently there are limited canopies and sidewalks where students need to walk to and from class, thus the need for these additions.

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

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

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

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

At the Regular Board of Trustees meeting held on December 18, 2019 the Board approve the for Request for Qualification (RFQ's) for an engineer or architect for this project.

At the Special Board of Trustees meeting held on January 29, 2020, the Board approved the ranking and selection for professional services for the district-wide construction projects the selected firm awarded to negotiate was PBK Architects.

At the Regular Board of Trustees meeting held on February 12, 2020 the Board approved to grant authority to Superintendent Dr. Perez, to authorize the negotiations the contract for professional services for the district-wide construction projects. The selected firm awarded the project was PBK Architects.

**ADMINISTRATIVE CONSIDERATIONS**

Advertisements in the local newspapers were posted on December 19, 2020 and December 26, 2020. Proposals were publicly opened January 28, 2021. Pre-ranking of the proposals were conducted by Ms. Lorena Garcia, Mr. Ricardo

Rivera, Ms. Dora Garcia, Mr. Carlos Lerma, Ms. Rumalda Ruiz and Ms. Daisy Cuevas.

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

However, since the district no longer has a Facilities/Environment Committee and we now use the Board of Trustees Work Shop format Administration presents the option of presenting Consideration and Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the Special Education Titans 18+ Program Sidewalks and Canopy Project.

Two proposals were submitted for this project and were ranked by the Administration Committee. The Board must now consider the rankings and approve to enter into negotiations with the top ranked firms in the order selected. Rankings listed below:

<u>Company</u>	<u>Base Proposal</u>	<u>Days</u>	<u>Total Points</u>
G & G Contractors	\$149,100.00	120	97.0
Peacock Contractors	\$206,500.00	120	86.5
<u>Alternate Proposal</u>			
G & G Contractors	\$136,700.00	180	97.0
Peacock Contractors	\$157,000.00	150	93.2

G & G Contractors **Grand Total: \$285,800.00**  
 Peacock Contractors **Grand Total:\$363,500.00**

**Project Scope Base Proposal:**

Canopy and sidewalk from MHS Building “R” to Cummings Street and sidewalks on east and west side of Titans Center to meet with Special Education Portable buildings behind and front entrance sidewalk to parking lot.

**Alternate:**

Construction of additional canopies to cover base sidewalks.

**FUNDING SOURCE**

General Fund

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, February 03, 2021.

Administration recommends Consideration and Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the Special Education Titans 18+ Program Sidewalks and Canopy Project.

**EXHIBIT**

Base Bid Ranking Sheet

Photos of Proposed Base Sidewalks/Canopy and Alt. Canopies

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

Carlos Lerma, Director for Maintenance

Dora Garcia, Purchasing Coordinator

Mission Consolidated Independent School District  
Special Education - Canopies and Walkways # 573-21-0  
Base Bid Ranking Sheet - January 28, 2021

Contractors		G & G Contractors (Base)	G & G Contractors (Alternate)	Peacock Contractors (Base)	Peacock Contractors (Alternate)	
<b>Proposal Submission</b>						
1	Complete Proposal	x	x	x	x	
3	Bid Bond - 00410	x	x	x	x	
<b>CRITERIA</b>		<b>Max Points</b>				
<b>Monetary Value - 45 points</b>						
1	Base Proposal and/or Alternate(s) selected by Owner. Based on proposals submitted, including any alternates and/or pricing differential.	45	45.0	45.0	32.5	39.2
	Total Base Bid		\$149,100.00	\$ 136,700.00	\$ 206,500.00	\$ 157,000.00
	Days of Completion		120	180	120	150
<b>Qualifications and Reputation - 2 points</b>						
3	Contractor's past relationship with other clients on similar projects. Provide letter from past clients indicating willingness to work with Contractor again.	2	2	2	2	2
<b>Past Performance - 6 points - Quality of Work and Warranty Period</b>						
4	Contractor's ability to adhere to construction schedule, including punch list items. Address history and proposed procedures to adhere to construction schedule from date of Notice to Proceed to proposed completion of punch list items.	2	2	2	2	2
5	History of providing warranty and closeout documents within 30 days of project completion.	2	2	2	2	2
6	The Proposer's history of timeliness in completing warranty work. Include procedures for warranty work.	2	2	2	2	2
<b>Past Performance - 4 points - Change Orders and Contractor's Payments</b>						
7	Contractor's ability to work positively with Owner on change orders.	1	1	1	1	1
8	Contractor's procedure for change order pricing and providing back-up documentation. Provide a detailed summary of the Contractor's written procedures in addressing change orders to the project.	1	1	1	1	1
9	Address history and procedure for assuring timely payment to sub-contractors and suppliers. Provide letters from at least three major suppliers and three service providers/sub-contractors that express a willingness to provide supplies/service based on Contractor's history of timely payments.	2	2	2	2	2
<b>Construction Experience - 23 points</b>						
10	Prior Experience with Selected Design Team	6	3	3	5	5
11	Contractor's experience with projects of similar size, type and complexity. List all school districts and respective projects for which company has provided services in the past five years. Denote chronologically beginning with most recent. Provide name and telephone number of the main contact person.	5	5	5	5	5
12	Contractor's protocols to work with Owner in resolving construction issues. Describe contractor's protocols and outcomes on construction issues.	2	2	2	2	2
13	Contractor's experience with Mission CISD.	10	10	10	10	10
<b>Contractor's Personnel and Workforce - 8 points</b>						
14	Qualifications and availability of contractor's personnel. Provide resume of proposed project manager, project superintendent and other key supervisory personnel to be assigned to this project, demonstrating their experience on projects of similar size and complexity.	4	4	4	4	4
15	History of assigned personnel staying on same project. Address history and process for maintaining assigned personnel for the duration of the project.	2	2	2	2	2
16	Contractor's proposed sub-contractors. Provide a list of all proposed sub-contractors for this project. After negotiations and contract is completed, Contractor will not be allowed to make any changes to the list of sub-contractors without written request and subsequent approval of the Owner.	2	2	2	2	2
<b>Financial Strength - 2 points</b>						
17	Provide a bank letter of reference with regards to the company's financial strength.	1	1	1	1	1
18	Provide a statement attesting if the company or company's principals under other company names ever filed for bankruptcy.	1	1	1	1	1
<b>HUB Certification 0.5 points</b>						
19	Provide documentation to assist compliance with laws and rules relating to Historically Underutilized Businesses.	0.5	0.5	0.5	0.5	0.5
<b>Contract Documents - 4.5 points</b>						
20	Provide the Contractor's Checklist, including the documents required and the copies in the order requested. Contractor must submit everything required in project specifications including Contractor's Information Statement.	9.5	9.5	9.5	9.5	9.5
Total Points		<b>100</b>	97.0	97.0	86.5	93.2
Rank (1 is Highest)			1	1	2	2

**Committee Members:**

Lorena Garcia, Deputy Superintendent for Support Services  
Ricardo Rivera, Assistant Superintendent for Operations  
Carlos Lerma, Director for Maintenance  
Dora Garcia, Purchasing Coordinator (Non-voting)  
Daisy Cuevas, Purchasing Specialist (Non-voting)









**SUBJECT:** Approval to Dispose of Surplus Printed Instructional Materials

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

**BACKGROUND INFORMATION**

In accordance with Board Policy CMD (LEGAL), the Board may dispose of printed instructional material before the date the instructional material is discontinued for use in the public schools by the State Board of Education if the Board determines that the instructional material is not needed by the district and the board does not reasonably expect that the instructional material will be needed.

**ADMINISTRATIVE CONSIDERATION**

Printed instructional materials have been accumulating over the years. This material is out of date, and will not be used with the new consumables provided by the publishers. The new consumables are included as per adoption agreements with vendors.

**FUNDING SOURCE / AMOUNT**

Not Applicable.

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, February 03, 2021.

Administration recommends approval to dispose of surplus printed instructional materials.

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations  
Ana Vely Uresti, Coordinator for Fixed Assets/Warehouse/Textbooks & Records

**SUBJECT:** Recommendation and Approval of New Employment Positions:  
a. Field Administrator for Career & Technical Education

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

### **BACKGROUND INFORMATION**

Mission CISD's Career and Technical Education (CTE) Program continues expanding, especially with the College, Career, and Military Readiness (CCMR) components required for students and accountability. At one time, CTE consisted of a limited number of vocational programs. However, CTE has now evolved into advanced opportunities for students in 27 Programs of Study available within 14 Clusters.

Mission CISD offers 29 articulated and over 22 dual enrollment courses as well as numerous certifications. The CTE program also provides opportunities for students in highly skilled areas through the T-STEM Academy and CTE Academy at Mission High School. Students are provided numerous opportunities to participate in Career and Technical Student Organizations which build leadership, while preparing them for future success, whether that be in the workplace or in advanced college/university work.

About 96% of our 9<sup>th</sup> -12<sup>th</sup> grade students take courses in CTE. In addition, CTE is now offered to students in 7<sup>th</sup> and 8<sup>th</sup> grade.

Due to the continually expanding opportunities, the department is in need of a field administrator who can work with the CTE Director to provide field and administrative support in the Career and Technical educational programs of the District.

### **ADMINISTRATIVE CONSIDERATIONS**

As per TASB recommendation, the position of Field Administrator for Career & Technical Education is proposed for placement on the Administrative Professional (AP) Salary Schedule, Pay Grade 6, daily minimum \$347.58 (\$78,553.08 annual for a 226-work calendar. Please see attachment for job description.

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

The funding source recommended is federal grant funds: Fund 244 – Federal Carl D. Perkins Career and Technical Education.

**RECOMMENDATION**

That the Board of Trustees approve new employment of a Field Administrator for Career & Technical Education.

**CONTACT PERSON(S)**

Lorena Garcia, Deputy Supt. for Support Services  
Dr. Sharon Roberts, Deputy Supt. for Curriculum and Instruction  
Sergio Peña, Director for Career Technical Education



# Office of Human

## Resources

### JOB DESCRIPTION

<b>Job Title:</b>	Field Administrator for Career & Technical Education	<b>Wage/Hour Status:</b>	Exempt
<b>Reports to:</b>	Director for Career & Technical Education	<b>Pay Grade:</b>	AP-06
<b>Dept./School:</b>	Administration Offices	<b>Length of Work Year:</b>	226
<b>Funding:</b>	244 Federal Vocational Carl Dr. Perkins	<b>Date Revised:</b>	02/04/2021

**PRIMARY PURPOSE:**

To assist the Director for Career & Technical Education (CTE) in providing field administrative and management of facilities for the career and technical education programs of the District, implementing innovative new programs with “hands-on” student engagement; must be able to work cooperatively with other administrators, principals, counselors, teachers, and support services staff, toward achieving the career education objectives of the District.

**QUALIFICATIONS:**

**Education/Certification:**

1. Bachelor’s Degree in related field required

**Experience**

1. Industry-based experience in related CTE field(s) such as engineering, construction, agriculture
2. Three years teaching or supervisory experience in related career & technical field
3. Three years experience in occupational and industrial safety work.
4. Three years supervisory experience

**Special Knowledge/Skills:**

1. Assists to plan, design, and support innovative new technologies that contribute to the expansion of the CTE programs in Science, Technology, Engineering, Mathematics (STEM) related fields, agriculture/industry, sustainable agriculture practices, robotic farming and programming, construction/maintenance, transportation/ distribution/logistics, preferred
2. Knowledge of science laws and engineering principles, robotics, construction, welding, agriculture science
3. Ability to work collaboratively and cooperatively to build CTE programs, providing opportunities for hands-on student engagement in and out of the classroom

## **MAJOR RESPONSIBILITIES AND DUTIES:**

### **Instructional Management**

1. Works with the CTE Director to plan, implement, and support new and innovative hands-on career and technical education programs in the STEM area, agriculture and industries, including landscaping and construction/maintenance (i.e. engineering, cybersecurity, horticulture, sustainable agriculture practices, robotic farming and programming, etc.)
2. Involves the staff in developing, maintaining, and revising curriculum based on systematic review and analysis of needs and state requirements.
3. Encourages and supports the development and implementation of effective instructional programs and materials to achieve identified program needs in specialized areas.
4. Facilitates the use of new and existing technology in the teaching/learning and training process.

### **School/Organizational Climate**

5. Demonstrates high expectations of students and staff.
6. Inspires students and staff to pursue areas of interest in related career fields.
7. Supports the district-wide goals and objectives for school and organizational climate.
8. Responds appropriately to situations that could impair the teaching/learning process or could threaten the safety and the well-being of students and staff.
9. Maintain safety standards that conform to state, federal, and insurance regulations and develop a program of preventive safety for CTE related equipment, CTE labs grads 7-12, and for the Agricultural Facility.

### **School/Organizational Improvement**

10. Keeps Director for CTE informed of all projects and pathways/courses being implemented and supported.
11. Assists to appropriately involves all staff in defining district and program goals and objectives in support of the district's mission.
12. Assists to systematically monitors the effectiveness of the career education programs and services.
13. Ensures that staff implements school improvement efforts that are consistent with state and federal law.

### **Personnel Management**

14. Assists with effective methods in the recruitment, screening, selection, assignment, or orientation of faculty and staff.
15. Assists in providing leadership and mentoring in the development and implementation of new CTE pathways

### **Administration and Fiscal/Facilities Management**

16. Responsible for the weekly inspection of equipment and facilities, responsible for maintenance and care of Ag farm grounds, welding shops and other CTE buildings.
17. Assists in ensuring that state and federal laws and regulations concerning the education of career and technical education students are observed.
18. Works with the Director for CTE to define program and fiscal needs in the budget development process, ensuring that fiscal resources address the needs of career education programs and services.
19. Assists in preparing standard and special reports that indicate responsible fiscal control of programs budgets.
20. Maintain a current inventory of supplies and equipment and recommend disposal and replacement of equipment as necessary.

**Student Management**

- 21. Assists in ensuring that support for career and technical education students is effective in achieving its objectives.
- 22. Assist to support district and campus student code of conduct.
- 23. Works with the Director for CTE to verify all PEIMS coding.
- 24. Assists to monitor and analyzes CTE student assessment data to ensure student success including planning for CTE staff to close achievement gaps and improve performance on industry-based certifications.

**Professional Growth and Development**

- 25. Participates in professional development and training programs.
- 26. Actively seeks and uses evaluative feedback from peers, subordinates, and superordinates regarding performance.
- 27. Performs duties in a professional, ethical, and responsible manner as defined in the TEA Code of Ethics for Educators.

**School/Community Relations**

- 21. Effectively involves students, parents, and the business community in serving the schools' program as collaborative partners, volunteers, advisors, and aides.
- 22. Effectively uses the district's procedures for communicating with the media.

**Others**

- 23. Performs all duties in a safe manner to avoid injury to oneself and/or others.
- 24. Performs other tasks and assumes such responsibilities as may be assigned.

**SUPERVISORY RESPONSIBILITIES:**

Career and Technical Education mentoring of Pathways. Supervise and maintain Ag Farm, Citrus Groves, Farm to School Vegetable and Fruit Gardens.

**WORKING CONDITIONS:**

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

Ability to communicate effectively (verbal and written); interpret policy, procedures and data; coordinate district functions; maintain emotional control under stress. Daily districtwide and occasional statewide travel; prolonged and irregular hours.

**Physical Demands/Environmental Factors:**

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

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

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

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

**SUBJECT:** Consideration and Approval of First Reading of Locally Developed and TASB-Initiated Localized Policies Including Update 116, Affecting Local Policies:  
CQB(LOCAL): TECHNOLOGY RESOURCES – CYBERSECURITY (revising)  
DCD(LOCAL): EMPLOYMENT PRACTICES - AT-WILL EMPLOYMENT (revising)  
FFAC(LOCAL): WELLNESS AND HEALTH SERVICES - MEDICAL TREATMENT (revising)  
GKA(LOCAL): COMMUNITY RELATIONS - CONDUCT ON SCHOOL PREMISES (revising)

**PRESENTER:** Craig Verley, Director of Public Relations and Marketing

**BACKGROUND INFORMATION**

As a part of our TASB Policy Service, the District gets localized policy updates throughout the year that are generally based upon changes in law, case rulings, or TEA rulings. Update 116 follows that same pattern. The (LOCAL) policies included for consideration here, have been reviewed by administration and the district’s legal counsel.

**ADMINISTRATIVE CONSIDERATIONS**

Legal counsel review did result in some recommended changes to the TASB submitted items. The legal counsel recommendations were reviewed prior to presentation to the Board. Administrative practice has been to provide the policy review as a part of the committee meetings with a request that the agenda item be approved for inclusion on the consent agenda for the regular board meeting. These items were reviewed during the Board Workshop of February 4, 2021.

**FUNDING SOURCE AND AMOUNT**

N/A

**RECOMMENDATION**

Consideration and Approval of First Reading of locally developed and TASB-initiated localized Policies including Update 116, affecting local policies:  
CQB(LOCAL): TECHNOLOGY RESOURCES – CYBERSECURITY (revising)

DCD(LOCAL): EMPLOYMENT PRACTICES - AT-WILL  
EMPLOYMENT (revising)  
FFAC(LOCAL): WELLNESS AND HEALTH SERVICES - MEDICAL  
TREATMENT (revising)  
GKA(LOCAL): COMMUNITY RELATIONS - CONDUCT ON SCHOOL  
PREMISES (revising)

**CONTACT PERSON (S)**

Lorena Garcia, Deputy Superintendent for Support Services  
Craig Verley, Director of Public Relations and Marketing  
David Hansen, Legal Counsel

- Plan** The District shall develop a cybersecurity plan to secure the District's cyberinfrastructure against a cyberattack or any other cybersecurity incidents, determine cybersecurity risk, and implement appropriate mitigation planning.
- Coordinator** The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency (TEA) in cybersecurity matters and as required by law report to TEA breaches of system security.
- Training** The Board delegates to the Superintendent the authority to:
1. Determine the cybersecurity training program to be annually completed by each employee and Board member; and
  2. Verify and report compliance with staff training requirements in accordance with guidance from the Department of Information Resources.
- The District shall complete periodic audits to ensure compliance with the cybersecurity training requirements.
- Security Breach Notifications** Upon discovering or receiving notification of a breach of system security, the District shall disclose the breach to affected persons or entities in accordance with the time frames established by law. The District shall give notice by using one or more of the following methods:
3. Written notice.
  4. Email, if the District has email addresses for the affected persons.
  5. Conspicuous posting on the District's websites.
  6. Publication through broadcast media.
- The District's cybersecurity coordinator shall disclose a breach involving sensitive, protected, or confidential student information to TEA and parents in accordance with law.

EMPLOYMENT PRACTICES  
AT-WILL EMPLOYMENT

DCD  
(LOCAL)

Personnel not hired under a contract shall be employed on an at-will basis.

[For information regarding contractual employment, see DCA, DCB, DCC, and DCE, as appropriate]

**Dismissal**

At-will employees may be dismissed at any time for any reason not prohibited by law or for no reason, as determined by the needs of the District.

**Appeal of  
Dismissal**

An employee who has been dismissed may appeal the dismissal in accordance with DGBA(LOCAL).

<b>Student Illness</b>	Procedures shall be established by the administration to ensure that proper attention is given to any student who becomes ill during the course of a school day.
<b>Accidents Involving Students</b>	Emergency procedures shall be established by the administration to ensure proper attention for any student injured at school. Records shall be maintained on all accidents that require the attention of a medical doctor.
<b>Emergency Treatment Forms</b>	Each year, students and parents shall complete and sign a form that provides emergency information and authorizes school officials to obtain emergency medical treatment, as provided by law.
<b>Administering Medication</b>	No employee shall give any student prescription medication, non-prescription medication, herbal substances, anabolic steroids, or dietary supplements of any type, except as authorized by this or other District policy.
Exceptions	Employees authorized by the Superintendent shall designate the employees who are authorized to administer medication that has been provided by a student's parent. An authorized employee is permitted to administer the following medication in accordance with administrative regulations:  Superintendent or designee may administer to students:
<b>Provided by Parent</b>	<ol style="list-style-type: none"><li>1. Prescription medication in accordance with legal requirements, for a period of up to ten days, and only when it is not possible to maintain the proper levels of medication by administering outside of school hours. [See FFAC(LEGAL)] A written request by a physician or other health-care professional with authority to write prescriptions shall be required when the medication must be administered for a longer period.</li><li>2. Nonprescription medication, upon a parent's written request, when properly labeled and in the original container for up to ten days, as the school nurse deems necessary.</li><li>3. Herbal substances or dietary supplements provided by the parent and only if required by the individualized education program or Section 504 plan for a student with disabilities.</li></ol>
<b>Medication Provided by District</b>	Except as provided by this policy, the District shall not purchase medication to administer to a student.
Athletic Program	The District may purchase nonprescription medication that may be used to prevent or treat illness or injury to a student who participates in the District's athletic program. Only a properly licensed athletic trainer or physician or other employee authorized by the

Superintendent may administer this medication and may do so only if:

1. The District has the prior written consent of a parent or legal guardian to administer non-prescription medication to the student and
2. The administration of the medication does not conflict with any law, regulation, or rule applicable to the athletic program and
3. If the non-prescription medication is to be administered by an athletic trainer, that it is administered in accordance with a standing order or procedure approved by a physician licensed to practice medicine consistent with 16 Tex. Admin. Code, Ch. 110 and Tex. Occupations Code, Ch. 451.

**Epinephrine**

The District authorizes school personnel who have agreed in writing and been adequately trained to administer an unassigned epinephrine auto-injector in accordance with law and this policy. Administration of epinephrine shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing anaphylaxis.

*On Campus*

Authorized and trained individuals may administer an unassigned epinephrine auto-injector at any time to a person experiencing anaphylaxis on a school campus.

The District shall ensure that at each campus a sufficient number of authorized individuals are trained to administer epinephrine so that at least one trained individual is present on campus during all hours the campus is open. In accordance with state rules, the campus shall be considered open for this purpose during regular on-campus school hours and whenever school personnel are physically on site for school-sponsored activities.

*Off Campus*

Authorized and trained individuals may administer an unassigned epinephrine auto-injector to a person experiencing anaphylaxis at an off-campus school event or while in transit to or from a school event when an unassigned epinephrine auto-injector is available.

*Maintenance, Availability, and Training*

The Superintendent shall develop administrative regulations designating a coordinator to manage policy implementation and addressing annual training of authorized individuals in accordance with law; procedures for auto-injector use; and acquisition or purchase, maintenance, expiration, disposal, and availability of unassigned epinephrine auto-injectors at each campus, at off-campus events, and while in transit to and from a school event.

*Notice to Parents*

In accordance with law, the District shall provide notice to parents regarding the epinephrine program, including notice of any change to or discontinuation of this program.

**Psychotropics**

Except as permitted by law, an employee shall not:

1. Recommend to a student or a parent that the student use a psychotropic drug;
2. Suggest a particular diagnosis; or
3. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.

**Medical Treatment**

A student's parent, legal guardian, or other person having lawful control shall annually complete and sign a form that provides emergency information and addresses authorization regarding medical treatment. A student who has reached age 18 shall be permitted to complete this form.

**Examinations**

Physicians, Physicians Assistants, and Nurse Practitioners shall not make examinations in the schools without prior approval by the Superintendent or designee.

COMMUNITY RELATIONS  
CONDUCT ON SCHOOL PREMISES

GKA  
(LOCAL)

**Access to District  
Property**

Authorized District officials, including school resource officers and District police officers if applicable, may refuse to allow a person access to property under the District's control in accordance with law.

District officials may request assistance from law enforcement in an emergency or when a person is engaging in behavior rising to the level of criminal conduct.

**Ejection or  
Exclusion under  
Education Code  
37.105**

In accordance with Education Code 37.105, a District official shall provide a person refused entry to or ejected from property under the District's control written information explaining the right to appeal such refusal of entry or ejection under the District's grievance process.

A person appealing under the District's grievance process shall be permitted to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See FNG and GF]

**Off-Campus  
Activities**

Employees shall be designated to ensure appropriate conduct of participants and others attending a school-related activity at non-District or out-of-District facilities. Those so designated shall coordinate their efforts with persons in charge of the facilities.

**Prohibitions**

Tobacco and  
E-Cigarettes

The District prohibits smoking and the use of tobacco products and e-cigarettes on District property, in District vehicles, or at school-related activities.

Weapons

The District prohibits the unlawful use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on all District property at all times.

*Exceptions*

No violation of this policy occurs when:

1. A Texas handgun license holder stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not a readily dischargeable firearm as defined in Texas Penal Code 46.13 and not in plain view; or
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]



**Mission Consolidated Independent School District**

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- Telephone (956) 323-5505 • Fax (956) 323-5634
- Website: [www.mcisd.net](http://www.mcisd.net)

## *Board of Trustees Minutes*

The Board of Trustees of the Mission Consolidated Independent School District held a Regular Meeting on Wednesday, January 20, 2021, scheduled to begin at 7:00 PM in the by Video Conference or Telephone Call.

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

### **I. Call to Order and Establish Quorum**

President Minnie R. Rodgers called the meeting to order at about 7:45 p.m. The meeting was properly posted; a quorum was present. Board members present besides Ms. Rodgers were Iris Iglesias, Roy Vela, Veronica R. Mendoza, Petra B. Ramirez, and Jerry Zamora, Juan M. Gonzalez, and Dr. Carol G. Perez, superintendent.

### **II. Pledge of Allegiance and Moment of Silence**

#### **1. U. S. Flag and Texas Flag**

Ms. Rodgers led in the Pledge of Allegiance and also asked for a Moment of Silence.

### **III. Comments from the Public**

Victoria Cantu, member of the South Texas College (STC) Board of Trustees, stated that each January School Board Recognition Month, STC recognizes the dedication and leadership of partnering school boards for their on-going support, dual-credit program, and the partnership opportunity for students. However, because of the on-going pandemic, the customary breakfast provided for partnering school board members was not held. So, Ms. Cantu, on behalf of the STC Board of Trustees, Dual-Credit Program, administration, faculty, and staff, presented the Board with small tokens of appreciation for partnering school district board members.

### **IV. Public Comment(s) on Specific Agenda Item(s)**

NONE

### **V. Presentation to the Board**

#### **1. Tom Landry Stadium Construction Assessment Report-Mr. Rick Hinojosa, Hinojosa Structural Engineering**

Mr. Ricardo Rivera, assistant superintendent for Operations, reported that he had communicated to Mr. Rick Hinojosa, from Rick Hinojosa Structural Engineering, that his attendance was requested at this Board meeting to give a full report regarding the Tom Landry Stadium. Mr. Hinojosa did confirm that he would be in attendance. However, at about 4:00 p.m., he notified Mr. Rivera that he had a family emergency and was not sure if he could make it. He did not attend the meeting in person nor by Zoom. He did provide a two-page report on the GPR scan. Mr. Rivera suggested that the Board confer with David Hansen, the District's legal counsel. The last two paragraphs before limitations were self-explanatory of the work that needs to be done.

Mr. Vela asked if Mr. Rivera had received everything based on the previous meeting. Mr. Rivera said the only thing received was the report just presented to the Board. There are still questions on the entire project. This report just addressed the piers, which were the most critical, but there were other areas of concern that were not addressed.

Mrs. Mendoza asked if the District could not move forward until the report is received from Mr. Hinojosa. Mr. Rivera responded that that would be a legal counsel question.

Mrs. Ramirez stated that the District had waited long enough for these reports because the District will be needing the stadium and it need to be in full force to be used and safe in order for no one to be hurt. She felt that the legal process should be started to hold someone accountable.

Dr. Perez said that, as mentioned last week during the Board Workshop, legal counsel had already intervened. Mr. Rivera added that a certified letter had been sent addressed to Mr. Hinojosa requesting the reports.

Today, this was just going to be a report; the Board was not voting on any item with regards to this matter.

## **VI. Superintendent's Updates and Recognitions**

Dr. Perez thanked all the teachers, administrative support staff, all staff from the campuses, and all District divisions and departments for coming together to make sure that the students are successful in their academics. The research shows that because the pandemic and virtual learning, there will always be gaps. However, the campuses have developed intervention programs, targeted and planned to make sure the learning gaps are closed. Everyone is working very diligently to close the learning gaps. The Board will be provided information on those campus plans.

A huge hats off to the campuses, Technology Department, Curriculum and Instruction (C & I) Department, PEIMS Department, and all departments that were involved in making sure that the economically-disadvantaged data was taken care of. Dr. Perez said she was grateful that our state, the Commissioner, the Texas Education Agency, for extending the deadline until the middle of January which was normally at the end of October to turn in this data. The District's economic disadvantage percentage affects funding tremendously. If the seniors are economically disadvantaged, they may be able to qualify for more grants and more scholarships to be able to pursue higher level education. In the same manner more grants are able to be written to receive more federal and state funding per-pupil allocation if the percentages were higher.

Another area that gets affected tremendously is accountability. That is state academic accountability when the students take either a STAAR or the End of Course tests. The accountability is tremendous. The District went from an 82% last year to an 86%. Although there was only a 4-point difference, it was a huge gain. Mr. Joel Garcia, executive director for Information Systems and Technology, was asked to work with his staff and provide a report as to the standing of the District. Some of the questions that were asked were which parents had identified children in past years as economically disadvantaged and presently were no longer classified as economically disadvantaged. Also, to reach out to parents that had not completed the forms. Those reports were sent to the campuses and C & I. There were phone calls to reach out to the parents, etc. There are probably more economically disadvantaged families in our area. Some families choose not to disclose but this was huge effort. It was total team effort. But having those reports and identifying, zeroing in on those that needed to receive the call, made the work even lighter. Dr. Perez thanked Technology for doing those reports and the staff at the frontlines, the campuses for making those phone calls because, the District is allowed to complete the forms while the parent is on the line.

Technology has also generated reports on failures in terms of six weeks, etc. Those reports have also been provided on the District's help line. If for some reason, they have dead time where children are not calling, then someone is going to be reaching out whether on-line or by a phone call to the children that are not making the grade and offer assistance to them. Those reports have also been provided to the campuses to be able to zero in on the children that need the help. Again, Dr. Perez thanked all of the staff.

Because of the remote instruction, 1,200 Chromebooks were received but there are still 400 pending. That is a huge job. All of the staff in Technology and warehouse receive them, coded them, etc. The technicians tag them, put the cases, and get them ready for the students.

Through the grant that was written for the T-Mobile Project Ten Million, the District received 2,319 hot spots. There are more than enough to be able to provide for the children whose parents have lost jobs may no longer afford the Internet. These students will be covered.

Another item of huge need, is the fact that in the gymnasiums at Mission High School, Veterans Memorial High School, and even at Central Office, the cell calls drop or cell phone calls can't be made. This has been a need for several years. Finally, repeaters will be able to be purchased for stronger cell phone signals.

Before going on winter break, the children and campuses were challenged to work on their online mathematics program. Dr. Perez reported campuses that surpassed the District's expectations. Imagine Math recognized the following campuses for the different categories: They were Imagine Math Student Activity during the Winter Break. Imagine Math recognized the following campuses for the most student activity: 1st place-Mims Elementary, 2nd place-Midkiff Elementary, 3rd place-O'Grady Elementary, Top Junior High School-Alton Memorial Junior High, Top High School-Mission High School.

The Most Imagine Math Usage time during the winter break: 1st place-O'Grady Elementary, 2nd place-Cantu Elementary, 3rd place-Cavazos Elementary, Top Junior High School-Mission Junior High, Top High School-Mission High School.

The Most Imagine Math Lessons Passed during the winter break: 1st place-Cantu Elementary, 2nd place-Castro Elementary, 3rd place-O'Grady Elementary, Top Junior High School-Mission Junior High and Top High School-Veterans Memorial High School.

Campuses with The Most Lessons Passed Year-to-Date: 1st place-Cantu Elementary, 2nd place-Marcell Elementary, 3rd place-Salinas Elementary, Top Junior High School-Mission Junior High, and Top High School-Veterans Memorial High School.

Dr. Perez was very proud for these accomplishments and congratulated the campuses, classroom teachers, and administrators for the work they are doing.

Another celebration was the School Board Month and this is the District's opportunity to thank its Board of Trustees for everything they do, for putting in many, many hours with no pay and they do it because of children and to make an impact for children. However, just like everything today, the normal activities associated with School Board Recognition Month have been hampered by COVID-19. The same pandemic has also shown a spotlight on the important role the Board of Trustees plays in the District operations and responses in urgent situations and in navigating a District through the rough waters. That makes this year's theme for School Board Recognition Month even more relevant—Navigating to Success. In various ways, the District, campus staff and students have focused on the roles of the Board of Trustees and how they have helped to respond to Mission CISD through the pandemic.

Each Board member was recognized and presented some tokens of appreciation from the schools and students. Some of the items were created by the students just of them including a video by Bryan Elementary School.

Ms. Rodgers stated that on behalf of the Board of Trustees, they were honored to be here to serve. She thanked Craig Verley, director for Public Relations, the principals, teachers, and students. All the Board members appreciated it very, very much.

Dr. Perez said the Mission CISD Board of Trustees are true community servants, elected by the community, and serve as the community's voice for Mission CISD. They are volunteers who spend countless hours in meetings, reviewing reports, studying data, and working as a team in the service of the 15,000 plus children who attend District Schools. She thanked them for their services and their commitment to the children. Dr. Perez stated, "I also want to thank each one of you personally for being the Team of 8 and working alongside. We know that we don't always agree and we have a lot of very good discussions in closed sessions, but iron sharpens iron. I consider you my mentors; I consider you my go-to; and my colleagues, my friends, my bosses. I couldn't have a better team. So thank you for all that you do for our children and our staff."

## **VII. Discussion and Possible Action**

- 1. Recommendation and Approval of the Selection for:**
  - a. Graphic and Media Arts Specialist**
  - b. Assistant Principal for Alton Memorial Junior High School**
  - c. Special Education Diagnostician**
  - d. Mission High School Athletic Coordinator**

**Items taken to Executive Session for discussion.**

- 2. Consideration and Possible Action Regarding Sale of Real Property**

Ms. Lorena Garcia, deputy superintendent for Student Services, reported that they will need a little more time. The appraiser will be working on one of the properties because the comparable sales values in that area because the appraisal is almost a year old. The appraiser has notified the District that prices have changed in that time frame. He will be updating that value so that the District can have a more current appraisal. Also, the District is working with bond legal counsel, as well as with the Texas Education Agency (TEA) because the property was purchased with bond funds, and also with Mr. Hansen and his team to work on the resolution. Once the appraisal value is received and the clearance from TEA and bond counsel are also received, this information will be provided for the resolution which will be presented at a later time.

## **VIII. Items to Consider: The Board will consider and may act on the following items under a CONSENT AGENDA. Any Trustee may request the removal of an item from the CONSENT AGENDA for individual consideration and action.**

**Motion made by Mr. Zamora that the Board approve Item VIII.1 through 9.c. Motion seconded by Mr. Vela. Motion passed unanimously. Vote 7-0**

- 1. Approval of Revision to the 2020-2021 Academic School Calendar**
- 2. Approval of Bids, Proposals and Purchases of \$50,000 and Over**
  - a. Award Contract for Emergent and Non-Emergent Medical Transportation Services RFP #420-21-0**
- 3. Approval of Donations**
- 4. Approval of Supplemental Budget Amendment for the Month of January 2021**
- 5. Approval to Declare Old Tom Landry Stadium Scoreboard as Surplus and Authorize Disposal through Online Auction**
- 6. Approval of the Ratification for the Purchase of Instructional Technology**
- 7. Approval of Second Reading and the Adoption of Changes to Board Policy CV(LOCAL) Facilities Construction**
- 8. Approval of Compensation for Possible COVID-19 Vaccine Administration**
- 9. Approval of Minutes**
  - a. December 9, 2020**
  - b. December 10, 2020**
  - c. December 16, 2020**

**IX. Executive Session**

President Rodgers called the Board to Executive Session at 8:21 p.m. and back to Open Session at 10:04 p.m.

1. **Private Consultation with Board Attorney (Texas Gov't Code § 551.071)**
2. **Deliberation Regarding Real Property--Closed Meeting: A Governmental Body may Conduct a Closed Meeting to Deliberate the Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting would have a Detrimental Effect on the Position of Governmental Body in Negotiations with the Third Person (Texas Gov't Code §551.072)**
3. **Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee or to Hear a Complaint or Charge Against an Officer or Employee (Texas Gov't Code §551.074)**

**X. Action, if Necessary, on Matters Discussed in Executive Session**

**Item VII. Discussion and Possible Action**

**1. Recommendation and Approval of the Selection for:**

**a. Graphic and Media Arts Specialist**

Dr. Perez said that Administration recommended Rolando Garza for the position of Graphic and Media Arts Specialist.

**Motion made by Mrs. Ramirez that the Board approve Rolando Garza for the position of Graphic and Media Arts Specialist. Motion seconded by Mr. Vela. Motion passed unanimously. Vote 7-0**

**b. Assistant Principal for Alton Memorial Junior High School**

Dr. Perez said that Administration recommended Christi Ayala for the position of Alton Memorial Junior High School Assistant Principal.

**Motion made by Mrs. Mendoza that the Board approve Christi Ayala for the position of Alton Memorial Junior High School Assistant Principal. Motion seconded by Mrs. Iglesias. Motion passed unanimously. Vote 7-0**

**c. Special Education Diagnostician**

Dr. Perez said that Administration recommended Jessica Salinas for the position of Special Education Diagnostician.

**Motion made by Mrs. Ramirez that the Board approve Jessica Salinas for the position of Special Education Diagnostician. Motion seconded by Mr. Zamora. Motion passed unanimously. Vote 7-0**

**d. Mission High School Athletic Coordinator**

Dr. Perez said that Administration recommended Daniel Longoria for the position of Mission High School Athletic Coordinator.

**Motion made by Mr. Gonzalez that the Board approve Daniel Longoria for the position of Mission High School Athletic Coordinator. Motion seconded by Mrs. Ramirez. Motion passed unanimously. Vote 7-0**

**XI. Board of Trustees Information Items**

1. **Board of Trustees Information Items**
2. **Financial Reports for the Month of November 2020**
3. **General Fund**
4. **Debt Service**
5. **Self-Funded Health Insurance Fund**
6. **Tax Levy Adjustments for the Month of November 2020**
7. **Disbursements for the Month of November 2020**
8. **Second Quarterly Investment Report**
9. **Tax Properties Resale**
10. **Personnel Employments, Resignations, Transfers, and Compensation Changes**

## **Emergent and Non-Emergent Medical Transportation**

Mrs. Rumalda Ruiz, assistant superintendent for Finance, introduced Mr. Zach Gingrich, who informed the Board regarding the purchase of coverage of emergent and non-emergent transportation and what the out-of-pocket expenses would be for the employee

Mr. Gingrich informed the Board that a request for qualifications (RFQ) for MASA Global Medical Transportation included emergency and non-emergency transportation services for the health insurance. The way the current health insurance is structured is that any medical transportation, whether it be emergent or non-emergent, employees are required to pay the full cost of their deductible and the co-insurance thereafter once the deductible is satisfied. What MASA does is that it provides a service on a voluntary basis that will allow employees to voluntarily elect into this program. If they do, MASA will take all out-of-pocket expenses regardless of whether the deductible has been met and also regardless whether it is in or out-of-network medical providers. Within Hidalgo County there are about 40 ground transportation medical services and outside of Hidalgo County there are a number of air transportations that will come if patients need to be taken place to San Antonio, Corpus Christi, Houston, or surrounding communities. What this program does, on a voluntary basis, it allows employees to elect into this program. If they experience any kind of out-of-pocket expense, whether it be in- or out of network, regardless of any of the plans they are on, this program will take all out-of-pocket expenses off the employee. Any medical transportation whether it be non-emergent or emergent in- or out-of-network, MASA will take care of the whole cost for any transportation services.

Because Mr. Vela read some information provided to the Board regarding this service, he said he wanted to confirm whether the employees were going to have to pay the deductible or meet a deductible and out-of-pocket. Mr. Gingrich responded that if they do participate in this program, regardless of which one of the three tiers of medical plans they are on, regardless of whether it's employee coverage for themselves, dependents, spouse, or full family coverage if they participate in this program, there is no out-of-pocket expenses back to them.

Mrs. Ramirez asked why it stated on the executive summary that there would be a High Deductible Plan 70 % after deductible (\$1,750) is met, Base Plan 80 % after deductible (\$1,500) is met, High Plan 80 % after deductible (\$500) is met ground and air. Mrs. Ruiz explained when drafting the executive summary, they wanted to provide rationale to the Board as to why this item was going forward. Mrs. Ruiz recognized that the statement was misleading but they will do a better job in the future.

### **XI. Important Dates to Remember**

- 1. February 3, 2021 Board of Trustees Workshop at 6:30 p.m.**
- 2. February 10, 2021 Regular Board of Trustees Meeting at 7:00 p.m.**

### **XII. Adjournment**

**Motion made by Mr. Zamora that the meeting be adjourned. Motion seconded by Mrs. Ramirez. Motion passed unanimously. President Rodgers adjourned the meeting at 10:12 p.m.**

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**Minnie R. Rodgers, President**  
**Mission CISD Board of Trustees**

**ATTEST:**

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**Veronica R. Mendoza, Secretary**  
**Mission CISD Board of Trustees**

**SUBJECT:** Financial Report for the Month of December 2020  
a. General Fund  
b. Debt Service

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

**BACKGROUND INFORMATION**

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

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

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

**ADMINISTRATIVE CONSIDERATIONS**

The General Fund Financial reports compare the budgeted revenues and expenditures. Actual revenues for December 2020 totaled \$80,302,640 and actual expenditures totaled \$62,893,397. The excess revenues, other resources and other uses over expenses was \$17,455,513. This number does not include outstanding encumbrances for payroll and supplies. Budget by function is sufficient to meet expenditures.

The Debt Fund financial report is also attached.

**FUNDING SOURCE AND AMOUNT**

Not applicable.

**RECOMMENDATION**

Information item only.

**CONTACT PERSON(S)**

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

Mission Consolidated Independent School District

General Fund

December 31, 2020

		Budget	Actual	Difference	%
<b>Revenues</b>					
5700	Local and Intermediate Sources	\$ 27,544,245	\$11,473,302	\$ (16,070,943)	41.65%
5800	State Program Revenues	128,226,929	\$64,378,641	(63,848,288)	50.21%
5900	Federal Program Revenues	16,344,257	\$4,450,696	(11,893,561)	27.23%
	<b>Total Revenues</b>	<b>\$ 172,115,431</b>	<b>\$ 80,302,640</b>	<b>\$ (91,812,791)</b>	
<b>Expenditures</b>					
11	Instruction	\$ 91,413,696	\$29,970,343	\$ 61,443,353	32.79%
12	Instrucional Resources & Media Services	2,549,248	\$762,574	1,786,674	29.91%
13	Curriculum and Personnel Development	3,332,145	\$1,391,078	1,941,067	41.75%
21	Instructional Administration	2,472,555	\$1,144,376	1,328,179	46.28%
23	School Administration	9,725,032	\$3,876,841	5,848,191	39.86%
31	Guidance and Counseling Services	5,757,154	\$2,099,114	3,658,040	36.46%
32	Attendance and Social Work Services	603,119	\$361,137	241,982	59.88%
33	Health Services	1,588,003	\$739,422	848,581	46.56%
34	Pupil Transportation	4,649,631	\$1,978,347	2,671,284	42.55%
35	Food Services	13,817,053	\$4,958,016	8,859,037	35.88%
36	Co-Curricular Activities	7,089,632	\$2,121,665	4,967,967	29.93%
41	General Administration	5,385,752	\$2,375,850	3,009,902	44.11%
51	Plant Maintenance and Operations	19,024,846	\$7,860,407	11,164,439	41.32%
52	Security and Monitoring	2,780,084	\$886,091	1,893,993	31.87%
53	Data Processing Services	3,081,416	\$1,793,913	1,287,503	58.22%
61	Community Services	336,602	\$32,467	304,135	9.65%
71	Debt Service	1,031,520	\$241,159	790,361	23.38%
81	Facilities Acquisition and Construction	4,047,107	\$162,508	3,884,599	4.02%
95	Juvenile Justice Alt. Education	20,000	\$0	20,000	0.00%
99	Other Intergovernmental Charges	358,090	\$138,090	220,000	0.00%
	<b>Total Expenditures</b>	<b>\$ 179,062,685</b>	<b>\$62,893,397</b>	<b>\$ 116,169,288</b>	<b>0</b>
<b>1100</b>	<b>Excess (Deficiency)</b>	<b>\$ (6,947,254)</b>	<b>\$17,409,243</b>	<b>\$ 24,356,497</b>	
<b>Non-Operating Revenue</b>					
7912	Sale of Real or Personal Property	\$ 53,000	\$ 46,269	\$ (6,731)	87.30%
7915	Operating Transfers In	15,574,924	\$ -	(15,574,924)	0.00%
	<b>Total Non-Operating Revenue</b>	<b>\$ 15,627,924</b>	<b>\$ 46,269</b>	<b>\$ (15,581,655)</b>	
<b>Non-Operating Expenses</b>					
8911	Other Uses	\$ (15,727,793)	\$ -	\$ (15,727,793)	0.00%
	<b>Total Non-Operating Expenses</b>	<b>\$ (15,727,793)</b>	<b>\$ -</b>	<b>\$ (15,727,793)</b>	
<b>1200</b>	<b>Excess (Deficiency)</b>	<b>\$ (7,047,123)</b>	<b>\$ 17,455,513</b>	<b>\$ (6,952,950)</b>	
<b>0100</b>	<b>Fund Balance - Beginning Audited</b>	<b>\$ 76,331,591</b>	<b>\$ 76,331,591</b>	<b>\$ -</b>	
<b>3000</b>	<b>Fund Balance - Ending Un-Audited</b>	<b>\$ 69,284,468</b>	<b>\$ 93,787,104</b>	<b>\$ (6,952,950)</b>	

Mission Consolidated Independent School District

December 31, 2020

DEBT SERVICE FUND 599

		Budget	Actual	Difference	%
<b>Revenues</b>					
5700	Local and Intermediate Sources	\$ 4,202,708	\$ 1,815,929	\$ (2,386,779)	43.21%
5800	State Program Revenues	4,684,522	4,834,219	149,697	103.20%
	<b>Total Revenues</b>	<b>\$ 8,887,230</b>	<b>\$ 6,650,148</b>	<b>\$ (2,237,082)</b>	
<b>Expenditures</b>					
71	Debt Services	\$ 9,069,844	\$ 2,735,165	\$ 6,334,679	30.16%
	<b>Total Expenditures</b>	<b>\$ 9,069,844</b>	<b>\$ 2,735,165</b>	<b>\$ 6,334,679</b>	
1100	<b>Excess (Deficiency)</b>	<b>\$ (182,614)</b>	<b>\$ 3,914,983</b>	<b>\$ 4,097,597</b>	
<b>Non-Operating Revenue</b>					
7900	Operating Transfers In	\$0	\$52,476,307	\$52,476,307	0.00%
<b>Non-Operating Expenses</b>					
8900	Operating Transfers Out	\$ -	\$ 51,951,549	\$ 51,951,549	0.00%
1200	<b>Excess (Deficiency)</b>	<b>\$ (182,614)</b>	<b>\$ 3,914,983</b>	<b>\$ 4,097,597</b>	
0100	<b>Fund Balance - Beginning Audited</b>	<b>\$ 5,239,599</b>	<b>\$ 5,239,599</b>	<b>\$ 52,476,307</b>	
3000	<b>Fund Balance - Ending Un-Audited</b>	<b>\$ 5,056,985</b>	<b>\$ 9,154,582</b>	<b>\$ 56,573,905</b>	

**SUBJECT:** Financial Report for the Month of November 2020

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

**BACKGROUND INFORMATION**

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

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

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

**ADMINISTRATIVE CONSIDERATIONS**

The General Fund Financial report compares the budgeted revenues and expenditures. Actual revenues for November 2020 totaled \$58,731,031 and actual expenditures totaled \$49,212,718. The excess revenues, other resources and other uses over expenses was \$9,550,536. This number does not include outstanding encumbrances for payroll and supplies. Budget by function is sufficient to meet expenditures.

The Debt Service Fund & Self -Funded financial reports are also attached.

**FUNDING SOURCE AND AMOUNT**

Not applicable.

**RECOMMENDATION**

Information item only.

**CONTACT PERSON(S)**

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

Mission Consolidated Independent School District

General Fund

November 30, 2020

		Budget	Actual	Difference	%
<b>Revenues</b>					
5700	Local and Intermediate Sources	\$ 27,544,245	\$3,287,117	\$ (24,257,128)	11.93%
5800	State Program Revenues	128,226,929	\$52,144,364	(76,082,565)	40.67%
5900	Federal Program Revenues	16,344,257	\$3,299,551	(13,044,706)	20.19%
	<b>Total Revenues</b>	<b>\$ 172,115,431</b>	<b>\$ 58,731,031</b>	<b>\$ (113,384,400)</b>	
<b>Expenditures</b>					
11	Instruction	\$ 91,413,696	\$22,525,218	\$ 68,888,478	24.64%
12	Instrucional Resources & Media Services	2,549,248	\$601,407	1,947,841	23.59%
13	Curriculum and Personnel Development	3,332,145	\$1,242,850	2,089,295	37.30%
21	Instructional Administration	2,472,555	\$955,209	1,517,346	38.63%
23	School Administration	9,725,032	\$3,023,468	6,701,564	31.09%
31	Guidance and Counseling Services	5,757,154	\$1,624,466	4,132,688	28.22%
32	Attendance and Social Work Services	603,119	\$316,932	286,187	52.55%
33	Health Services	1,588,003	\$607,199	980,804	38.24%
34	Pupil Transportation	4,649,631	\$1,642,556	3,007,075	35.33%
35	Food Services	13,817,053	\$4,133,389	9,683,664	29.92%
36	Co-Curricular Activities	7,089,632	\$1,649,796	5,439,836	23.27%
41	General Administration	5,385,752	\$2,018,652	3,367,100	37.48%
51	Plant Maintenance and Operations	19,024,846	\$6,390,000	12,634,846	33.59%
52	Security and Monitoring	2,780,084	\$696,541	2,083,543	25.05%
53	Data Processing Services	3,081,416	\$1,316,698	1,764,718	42.73%
61	Community Services	336,602	\$25,192	311,410	7.48%
71	Debt Service	1,031,520	\$241,159	790,361	23.38%
81	Facilities Acquisition and Construction	3,122,107	\$63,896	3,058,211	2.05%
95	Juvenile Justice Alt. Education	20,000	\$0	20,000	0.00%
99	Other Intergovernmental Charges	358,090	\$138,090	220,000	0.00%
	<b>Total Expenditures</b>	<b>\$ 178,137,685</b>	<b>\$49,212,718</b>	<b>\$ 128,924,967</b>	<b>0</b>
1100	<b>Excess (Deficiency)</b>	<b>\$ (6,022,254)</b>	<b>\$9,518,314</b>	<b>\$ 15,540,568</b>	
<b>Non-Operating Revenue</b>					
7912	Sale of Real or Personal Property	\$ 53,000	\$ 32,222	\$ (20,778)	60.80%
7915	Operating Transfers In	15,574,924	\$ -	(15,574,924)	0.00%
	<b>Total Non-Operating Revenue</b>	<b>\$ 15,627,924</b>	<b>\$ 32,222</b>	<b>\$ (15,595,702)</b>	
<b>Non-Operating Expenses</b>					
8911	Other Uses	\$ (15,727,793)	\$ -	\$ (15,727,793)	0.00%
	<b>Total Non-Operating Expenses</b>	<b>\$ (15,727,793)</b>	<b>\$ -</b>	<b>\$ (15,727,793)</b>	
1200	<b>Excess (Deficiency)</b>	<b>\$ (6,122,123)</b>	<b>\$ 9,550,536</b>	<b>\$ (15,782,927)</b>	
0100	<b>Fund Balance - Beginning Un-Audited</b>	<b>\$ 67,791,543</b>	<b>\$ 67,791,543</b>	<b>\$ -</b>	
3000	<b>Fund Balance - Ending Un-Audited</b>	<b>\$ 61,669,420</b>	<b>\$ 77,342,079</b>	<b>\$ (15,782,927)</b>	

Mission Consolidated Independent School District

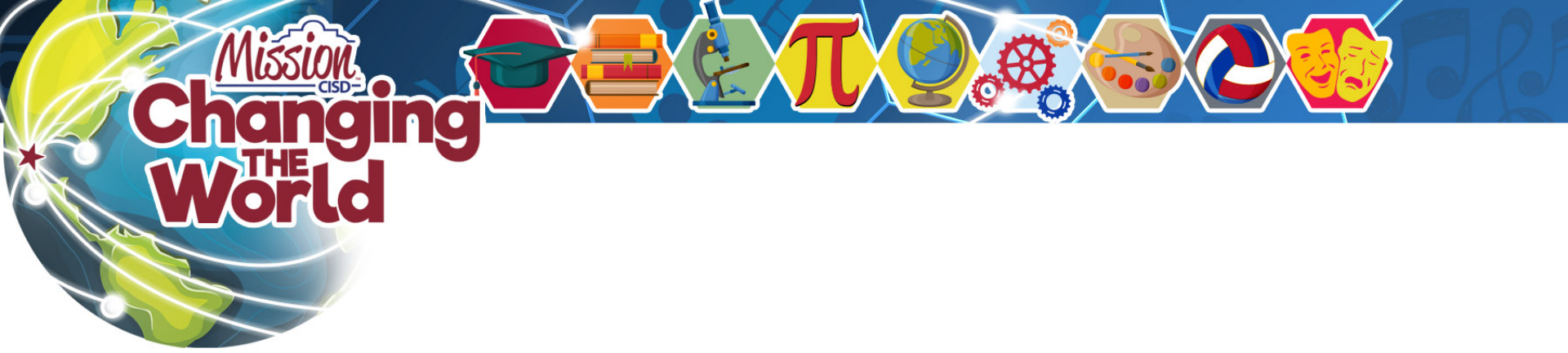
November 30, 2020

DEBT SERVICE FUND 599

		Budget	Actual	Difference	%
<b>Revenues</b>					
5700	Local and Intermediate Sources	\$ 4,202,708	\$ 463,349	\$ (3,739,359)	11.03%
5800	State Program Revenues	4,684,522	-	(4,684,522)	0.00%
	<b>Total Revenues</b>	<b>\$ 8,887,230</b>	<b>\$ 463,349</b>	<b>\$ (8,423,881)</b>	
<b>Expenditures</b>					
71	Debt Services	\$ 9,069,844	\$ 2,210,407	\$ 6,859,437	24.37%
	<b>Total Expenditures</b>	<b>\$ 9,069,844</b>	<b>\$ 2,210,407</b>	<b>\$ 6,859,437</b>	
1100	<b>Excess (Deficiency)</b>	<b>\$ (182,614)</b>	<b>\$ (1,747,058)</b>	<b>\$ (1,564,444)</b>	
<b>Non-Operating Revenue</b>					
7900	Operating Transfers In	\$0	\$0	\$0	0.00%
<b>Non-Operating Expenses</b>					
8900	Operating Transfers Out	\$ -	\$ -	\$ -	0.00%
1200	<b>Excess (Deficiency)</b>	<b>\$ (182,614)</b>	<b>\$ (1,747,058)</b>	<b>\$ (1,564,444)</b>	
0100	Fund Balance - Beginning Un-Audited	\$ 5,220,586	\$ 5,220,586	\$ -	
3000	Fund Balance - Ending Un-Audited	\$ 5,037,972	\$ 3,473,528	\$ (1,564,444)	

**Mission Consolidated Independent School District  
Self Funded Health Insurance Fund  
Statement of Revenues, Expenses, and Changes in Net Position  
December 31, 2020**

<b>Operating Revenues</b>		
5700	Local and Intermediate Sources	\$ 6,605,696
	<b>Total Revenues</b>	<b>\$ 6,605,696</b>
<b>Operating Expenditures</b>		
6100	Payroll Expenditures	\$ 6,980,786
6200	Professional & Contracted Services	-
6300	Supplies & Materials	-
6400	Other Operating Costs	-
6500	Debt Service	-
6600	Capital Outlay	-
	<b>Total Expenses</b>	<b>\$ 6,980,786</b>
	<b>Operating Income (Loss)</b>	<b>\$ (375,090)</b>
<b>Non-Operating Revenues (Expenses)</b>		
5700	Interest Revenue	\$ 639
	<b>Total Non-Operating Revenues (Expenses)</b>	<b>\$ 639</b>
	<b>Income (Loss) Before Contributions &amp; Transfers</b>	<b>\$ (374,451)</b>
<b>Contributions &amp; Transfers</b>		
7900	Transfers In	\$ -
8900	Transfers Out	-
<b>1300</b>	<b>Change in Net Position</b>	<b>\$ (374,451)</b>
<b>0100</b>	<b>Total Net Position - Beginning Audited</b>	<b>\$ 956,250</b>
<b>3300</b>	<b>Total Net Position - Ending Unaudited</b>	<b>\$ 581,799</b>



# Self-Funded Group Health Plan

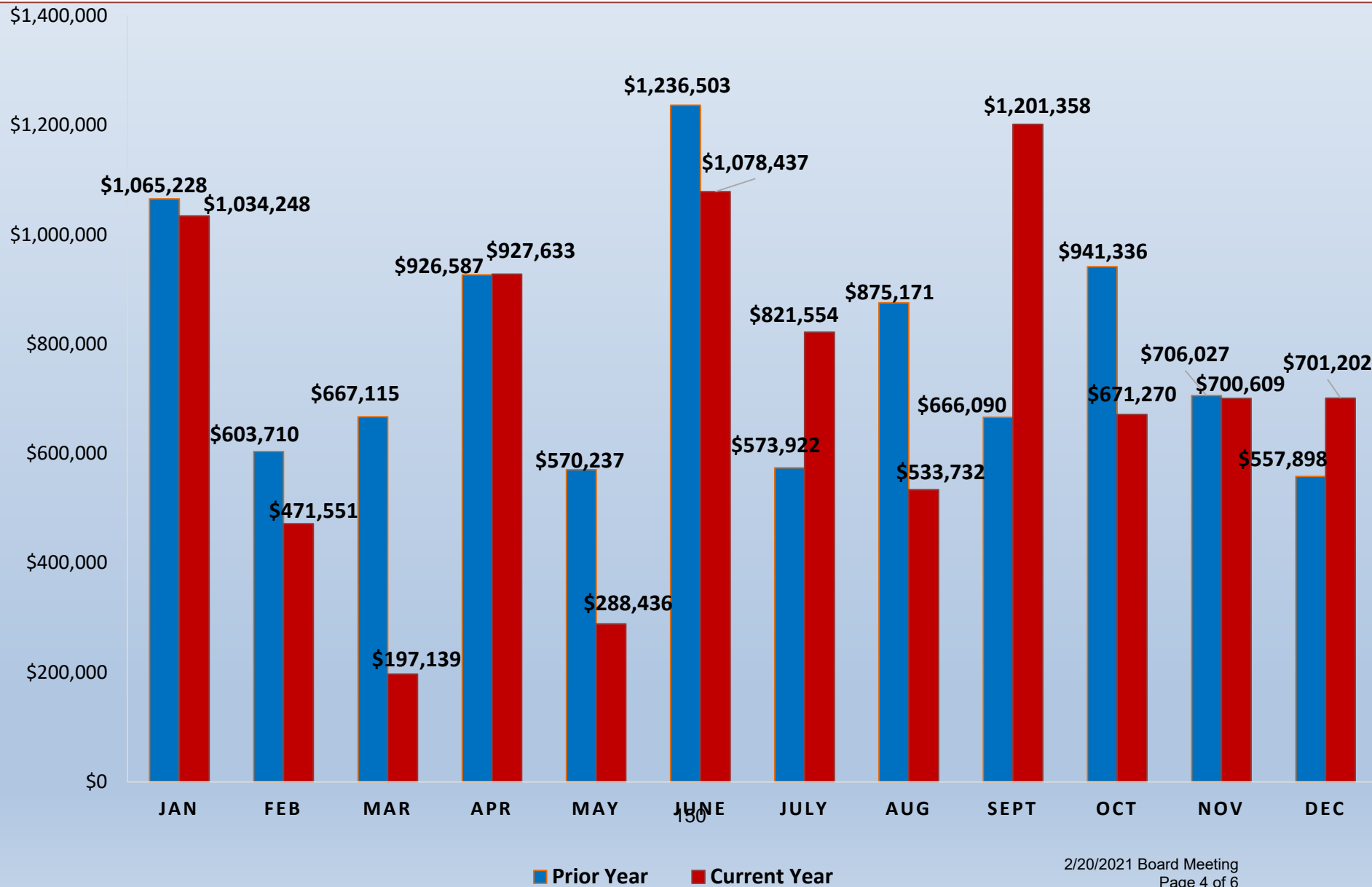
**December 2020**

**Mission Consolidated Independent School District  
Self Funded Health Insurance Fund  
Statement of Revenues, Expenses, and Changes in Net Position  
December 2020**

<b>Operating Revenues</b>	<b>Actual</b>	<b>%</b>
<i>Premiums:</i>		
Medical - Employee	\$ 1,524,147	23.07%
Medical - Employer	5,077,673	76.86%
Administrative Fees-Refunds	1,440	0.02%
Claim Credits	519	0.01%
Pharmacy Credits/Rebates	66	0.00%
Cobra	1,852	0.03%
<b>Non - Operating Revenues</b>		
Interest Revenue	\$ 639	0.01%
<b>Total Revenues</b>	<b>\$ 6,606,336</b>	<b>100.00%</b>
<b>Operating Expenses</b>		
<i>Claims:</i>		
Medical	\$ 4,629,726	66.32%
Pharmacy - RX	1,744,342	24.99%
<i>Administrative Fees:</i>		
Medical	112,382	1.61%
Aggregate Stop Loss	55,362	0.79%
Specific Stop Loss	368,729	5.28%
Independent External Review Fees	700	0.01%
Vendor Fees	14,551	0.21%
Consulting Fees	45,000	0.64%
<b>Non-Operating Expenses</b>		
Other Expenses	\$ 9,995	0.14%
<b>Total Expenses</b>	<b>\$ 6,980,786</b>	<b>100.00%</b>
<b>Operating Income (Loss)</b>	<b>\$ (374,451)</b>	
<b>Income (Loss) Before Contributions &amp; Transfers</b>	<b>\$ (374,451)</b>	
<b>Contributions &amp; Transfers</b>		
Transfers In	\$ -	
<b>Change in Net Position</b>	<b>(374,451)</b>	
<b>Total Net Position - Beginning Unaudited</b>	<b>956,250</b>	
<b>Total Net Position - Ending Unaudited</b>	<b>\$ 581,799</b>	

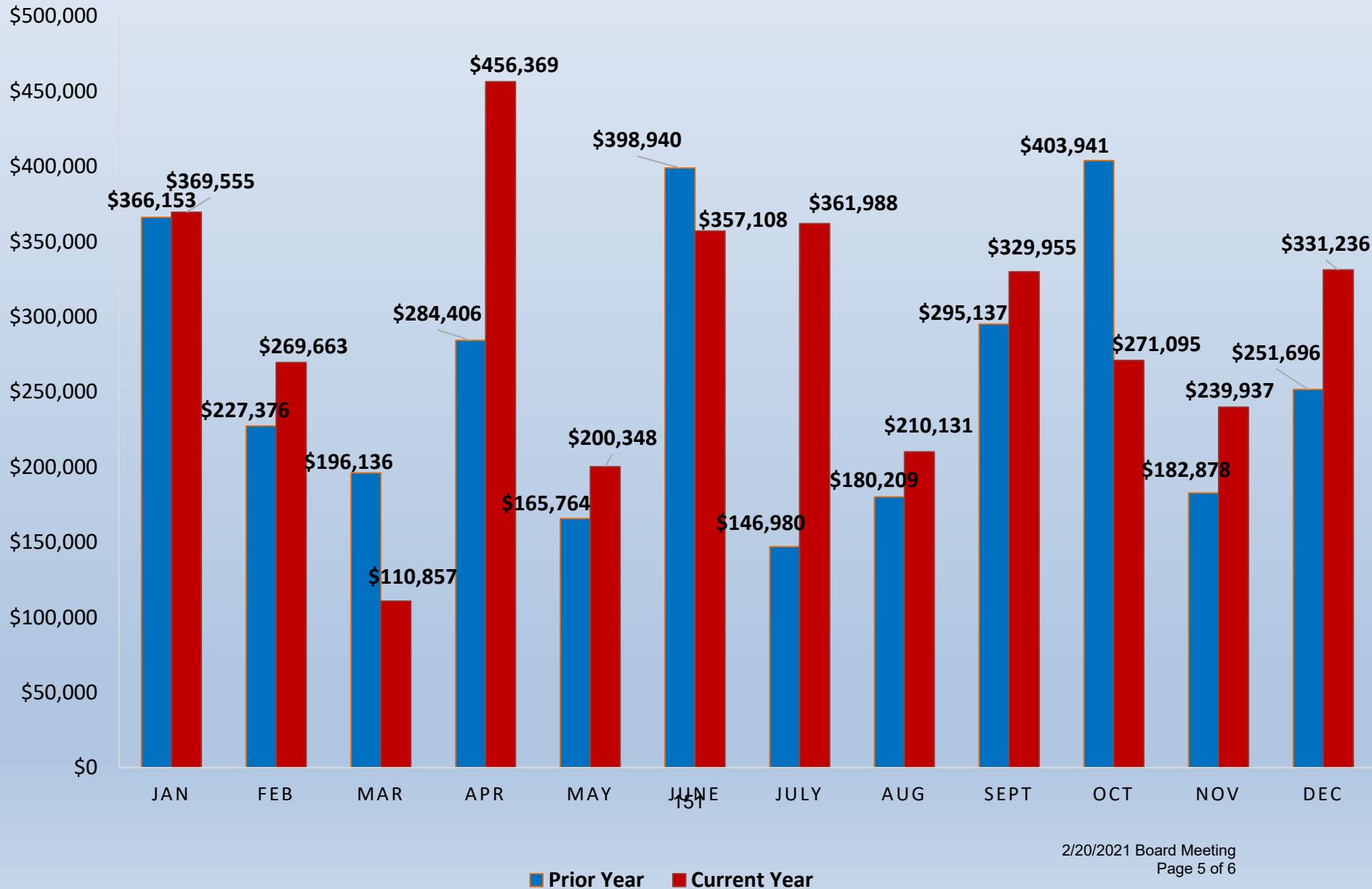
# Medical Claims Expense Overview

## 12 Month Trend – December 2020



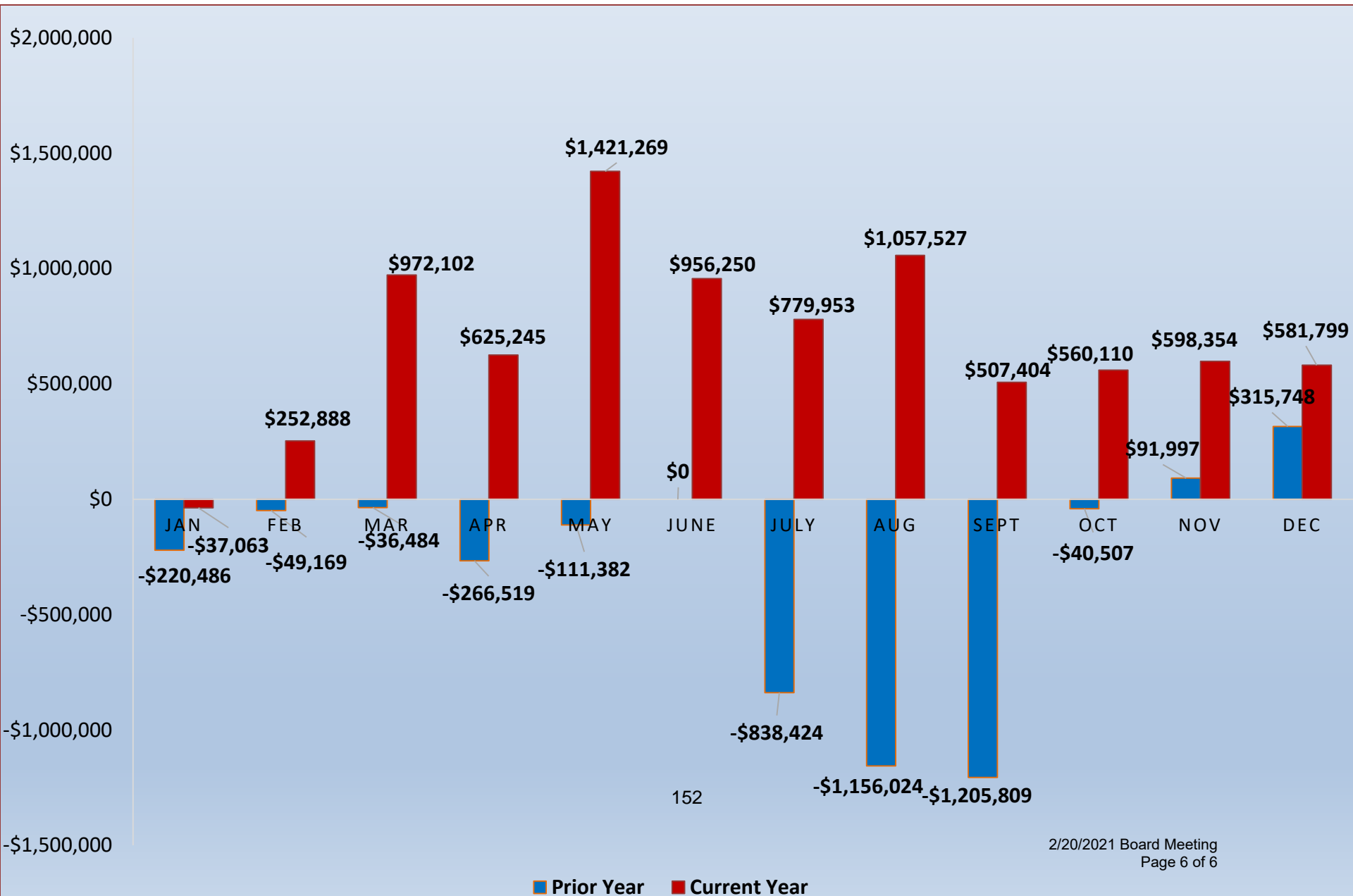
# Pharmacy Claims Expense Overview

## 12 Month Trend - December 2020



# Net Position Overview

## 12 Month Trend – December 2020



**SUBJECT:** Tax Levy Adjustments for the Month of December 2020

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

**BACKGROUND INFORMATION**

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

**ADMINISTRATIVE CONSIDERATIONS**

Tax roll adjustments due to corrections, rollbacks, homesteads, dropped years, etc., resulted in a net decrease of \$26,664.46. Adjustments are reviewed and posted to the general ledger on a monthly basis. These modifications are included as part of the monthly tax report.

Collections totaled \$9,488,521.52. The monthly fee for this service is \$6,271.00.

Attached is the December 2020 Tax Collection Report

**FUNDING SOURCE AND AMOUNT**

Local Maintenance Levy Modification \$(22,502.16)  
Debt Service Levy Modification \$(4,162.30)  
Rollbacks \$0.00

**RECOMMENDATION:**

Informational item

**CONTACT PERSON (S)**

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

PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR  
MISSION C.I.S.D. TAXES COLLECTED FOR:  
DECEMBER 2020

**COMPARATIVE RATE OF COLLECTIONS**

MISSION C.I.S.D. SMS - 48	ORIGINAL TAX LEVY	COLLECTED TO DATE	DROPPED YRS AFTER PURGE	MODIF. TO DATE	TAXES OUTSTANDING	PERCENT 2020/2021	COLLECTED 2019/2020
2020 TAX ROLL	28,040,951.26	11,614,663.41		303,303.09	16,729,590.94	40.98%	42.33%
2019 & PRIOR YRS	4,957,234.99	944,212.13	(24,143.03)	(125,311.73)	3,863,568.10	19.64%	18.30%
ROLLBACK	-	6,292.16	-	6,292.16	-	100.00%	75.18%
<b>TOTALS</b>	<b>32,998,186.25</b>	<b>12,565,167.70</b>	<b>(24,143.03)</b>	<b>184,283.52</b>	<b>20,593,159.04</b>		

**BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF DECEMBER 2020**

	MISSION C.I.S.D.	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	9,357,584.79	(22,502.16) CURRENT
CURRENT YEAR-P&I	-	
PRIOR YEARS-BASE TAX	82,885.08	(4,162.30) PRIOR
PRIOR YEARS-P&I	32,204.91	
ROLLBACK	-	- ROLLBACK
ROLLBACK P&I	-	
ATTORNEY FEES	15,846.74	- PURGED
<b>TOTAL COLLECTIONS</b>	<b>9,488,521.52</b>	<b>(26,664.46)</b>
LESS TRANSFERRED	8,315,521.81	
LESS IN TRANSIT	1,166,481.74	
LESS DUE TO HCAD COMM FEES	246.97	
LESS DUE TO CO TREASURER	6,271.00	
<b>BALANCE</b>	<b>(0.00)</b>	

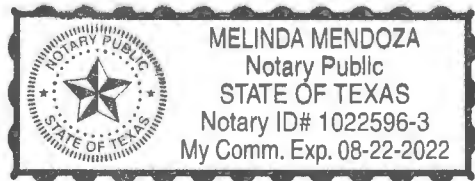
\*\*\*\*\*AFFIDAVIT\*\*\*\*\*

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

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

SWORN AND SUBSCRIBED BEFORE ME THIS 8TH DAY OF JANUARY 2021 A.D.

*Melinda Mendoza*  
\_\_\_\_\_  
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



**HIDALGO COUNTY TAX OFFICE  
MISSION CISD**

**MODIFICATIONS FOR THE MONTH OF DECEMBER 2020**

YR	RATE	M&O	%	ADJ	M&O	I&S	%	I&S
2020	1.19930	1.02800	85.72%	(22,502.16)	(19,288.10)	0.1713	14.28%	(3,214.06)
2019	1.23955	1.06835	86.19%	(2,018.62)	(1,739.82)	0.1712	13.81%	(278.80)
2018	1.3398	1.1700	87.33%	(2,143.68)	(1,872.00)	0.1698	12.67%	(271.68)
2017	1.3502	1.1700	86.65%	-	0.00	0.1802	13.35%	0.00
2016	1.3582	1.1700	86.14%	-	0.00	0.1882	13.86%	0.00
2015	1.3672	1.1700	85.58%	-	0.00	0.1972	14.42%	0.00
2014	1.3300	1.1700	87.97%	-	0.00	0.1600	12.03%	0.00
2013	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2012	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2011	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2010	1.3000	1.0400	80.00%	-	0.00	0.2600	20.00%	0.00
2009	1.2800	1.0400	81.25%	-	0.00	0.2400	18.75%	0.00
2008	1.2400	1.0400	83.87%	-	0.00	0.2000	16.13%	0.00
2007	1.1800	1.0400	88.14%	-	0.00	0.1400	11.86%	0.00
2006	1.4574	1.3374	91.77%	-	0.00	0.1200	8.23%	0.00
2005	1.5632	1.4632	93.60%	-	0.00	0.1000	6.40%	0.00
2004	1.5691	1.4632	93.25%	-	0.00	0.1059	6.75%	0.00
2003	1.5841	1.4632	92.37%	-	0.00	0.1209	7.63%	0.00
2002	1.5841	1.4500	91.53%	-	0.00	0.1341	8.47%	0.00
2001	1.5341	1.4394	93.83%	-	0.00	0.0947	6.17%	0.00
2000	1.5341	1.4000	91.26%	-	0.00	0.1341	8.74%	0.00
1999	1.5050	1.4208	94.41%	-	0.00	0.0842	5.59%	0.00
<b>TOTAL</b>				<b>(26,664.46)</b>	<b>(22,899.92)</b>			<b>(3,764.54)</b>

	M&O	I&S
2020	(22,502.16)	(3,214.06)
2019 & PRIOR	(4,162.30)	(550.48)
<b>TOTAL</b>	<b>(26,664.46)</b>	<b>(3,764.54)</b>

**ROLLBACK MODIFICATIONS FOR THE MONTH OF DECEMBER 2020**

YR	RATE	M&O	%	ADJ	M&O	I&S	%	I&S
2020	0.0000	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	#DIV/0!
2019	1.2396	1.0684	86.19%	-	0.00	0.1712	13.81%	0.00
2018	1.3398	1.1700	87.33%	-	0.00	0.1698	12.67%	0.00
2017	1.3502	1.1700	86.65%	-	0.00	0.1802	13.35%	0.00
<b>TOTAL</b>				<b>0.00</b>	<b>0.00</b>			<b>0.00</b>

	M&O	I&S
CURRENT	-	-
DELINQUENT	-	-
<b>TOTAL</b>	<b>-.155</b>	<b>-</b>

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 TC298-D SELECTION: SYSTEM  
 RECEIPT DATE: ALL  
 LOCATION: LOCATION NAME NOT FOUND

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 FROM: 12/01/2020 THRU 12/31/2020  
 JURISDICTION: 0048 MISSION CISD

PAGE: 73  
 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2020	M & O	1.028000	8,021,009.95	.00	.00	.00	8,021,009.95	.00	.00	.00	8,021,009.95
	I & S	.171300	1,336,574.84	.00	.00	.00	1,336,574.84	.00	.00	.00	1,336,574.84
	TOTAL	1.199300	9,357,584.79	.00	.00	.00	9,357,584.79	.00	.00	.00	9,357,584.79
2019	M & O	1.068350	39,737.18	.00	9,208.03	.00	48,945.21	8,442.71	.00	.00	57,387.92
	I & S	.171200	6,367.77	.00	1,475.60	.00	7,843.37	.00	.00	.00	7,843.37
	TOTAL	1.239550	46,104.95	.00	10,683.63	.00	56,788.58	8,442.71	.00	.00	65,231.29
2018	M & O	1.170000	11,610.46	.00	4,407.07	.00	16,017.53	2,798.52	.00	.00	18,816.05
	I & S	.169800	1,685.04	.00	639.61	.00	2,324.65	.00	.00	.00	2,324.65
	TOTAL	1.339800	13,295.50	.00	5,046.68	.00	18,342.18	2,798.52	.00	.00	21,140.70
2017	M & O	1.170000	7,609.01	.00	3,474.58	.00	11,083.59	1,863.39	.00	.00	12,946.98
	I & S	.180200	1,171.94	.00	535.17	.00	1,707.11	.00	.00	.00	1,707.11
	TOTAL	1.350200	8,780.95	.00	4,009.75	.00	12,790.70	1,863.39	.00	.00	14,654.09
2016	M & O	1.170000	4,711.37	.00	2,723.83	.00	7,435.20	1,263.19	.00	.00	8,698.39
	I & S	.188200	757.85	.00	438.12	.00	1,195.97	.00	.00	.00	1,195.97
	TOTAL	1.358200	5,469.22	.00	3,161.95	.00	8,631.17	1,263.19	.00	.00	9,894.36
2015	M & O	1.170000	1,075.16	.00	777.36	.00	1,852.52	263.23	.00	.00	2,115.75
	I & S	.197200	181.19	.00	131.01	.00	312.20	.00	.00	.00	312.20
	TOTAL	1.367200	1,256.35	.00	908.37	.00	2,164.72	263.23	.00	.00	2,427.95
2014	M & O	1.170000	581.49	.00	475.93	.00	1,057.42	125.01	.00	.00	1,182.43
	I & S	.160000	79.51	.00	65.10	.00	144.61	.00	.00	.00	144.61
	TOTAL	1.330000	661.00	.00	541.03	.00	1,202.03	125.01	.00	.00	1,327.04
2013	M & O	1.170000	725.89	.00	589.18	.00	1,315.07	175.86	.00	.00	1,490.93
	I & S	.130000	80.68	.00	65.46	.00	146.14	.00	.00	.00	146.14
	TOTAL	1.300000	806.57	.00	654.64	.00	1,461.21	175.86	.00	.00	1,637.07
2012	M & O	1.170000	457.08	.00	428.96	.00	886.04	124.56	.00	.00	1,010.60
	I & S	.130000	50.78	.00	47.66	.00	98.44	.00	.00	.00	98.44
	TOTAL	1.300000	507.86	.00	476.62	.00	984.48	124.56	.00	.00	1,109.04
2011	M & O	1.170000	598.06	.00	621.28	.00	1,219.34	160.08	.00	.00	1,379.42
	I & S	.130000	66.45	.00	69.03	.00	135.48	.00	.00	.00	135.48
	TOTAL	1.300000	664.51	.00	690.31	.00	1,354.82	160.08	.00	.00	1,514.90
2010	M & O	1.040000	366.14	.00	409.84	.00	775.98	97.09	.00	.00	873.07
	I & S	.260000	91.53	.00	102.47	.00	194.00	.00	.00	.00	194.00
	TOTAL	1.300000	457.67	.00	512.31	.00	969.98	97.09	.00	.00	1,067.07
2009	M & O	1.040000	629.73	.00	551.20	.00	1,180.93	56.91	.00	.00	1,237.84
	I & S	.240000	145.32	.00	127.21	.00	272.53	.00	.00	.00	272.53
	TOTAL	1.280000	775.05	.00	678.41	.00	1,453.46	56.91	.00	.00	1,510.37

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 RECEIPT DATE: ALL  
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TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 FROM: 12/01/2020 THRU 12/31/2020  
 JURISDICTION: 0048 MISSION CISD

PAGE: 74  
 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2008	M & O	1.040000	956.27	.00	1,014.05	.00	1,970.32	99.66	.00	.00	2,069.98
	I & S	.200000	183.90	.00	194.99	.00	378.89	.00	.00	.00	378.89
	TOTAL	1.240000	1,140.17	.00	1,209.04	.00	2,349.21	99.66	.00	.00	2,448.87
2007	M & O	1.040000	997.86	.00	1,039.30	.00	2,037.16	118.03	.00	.00	2,155.19
	I & S	.140000	134.33	.00	139.90	.00	274.23	.00	.00	.00	274.23
	TOTAL	1.180000	1,132.19	.00	1,179.20	.00	2,311.39	118.03	.00	.00	2,429.42
2006	M & O	1.337400	859.89	.00	947.15	.00	1,807.04	6.43	.00	.00	1,813.47
	I & S	.120000	77.16	.00	84.99	.00	162.15	.00	.00	.00	162.15
	TOTAL	1.457400	937.05	.00	1,032.14	.00	1,969.19	6.43	.00	.00	1,975.62
2005	M & O	1.463200	221.11	.00	311.36	.00	532.47	58.46	.00	.00	590.93
	I & S	.100000	15.11	.00	21.28	.00	36.39	.00	.00	.00	36.39
	TOTAL	1.563200	236.22	.00	332.64	.00	568.86	58.46	.00	.00	627.32
2004	M & O	1.463200	193.65	.00	302.30	.00	495.95	58.98	.00	.00	554.93
	I & S	.105900	14.02	.00	21.87	.00	35.89	.00	.00	.00	35.89
	TOTAL	1.569100	207.67	.00	324.17	.00	531.84	58.98	.00	.00	590.82
2003	M & O	1.463200	355.65	.00	595.73	.00	951.38	115.23	.00	.00	1,066.61
	I & S	.120900	29.39	.00	49.22	.00	78.61	.00	.00	.00	78.61
	TOTAL	1.584100	385.04	.00	644.95	.00	1,029.99	115.23	.00	.00	1,145.22
2002	M & O	1.450000	29.48	.00	53.38	.00	82.86	10.44	.00	.00	93.30
	I & S	.134100	2.72	.00	4.94	.00	7.66	.00	.00	.00	7.66
	TOTAL	1.584100	32.20	.00	58.32	.00	90.52	10.44	.00	.00	100.96
2001	M & O	1.439400	32.76	.00	57.00	.00	89.76	8.96	.00	.00	98.72
	I & S	.094700	2.15	.00	3.75	.00	5.90	.00	.00	.00	5.90
	TOTAL	1.534100	34.91	.00	60.75	.00	95.66	8.96	.00	.00	104.62
ALL	M & O		8,092,758.19	.00	27,987.53	.00	8,120,745.72	15,846.74	.00	.00	8,136,592.46
ALL	I & S		1,347,711.68	.00	4,217.38	.00	1,351,929.06	.00	.00	.00	1,351,929.06
ALL	TOTAL		9,440,469.87	.00	32,204.91	.00	9,472,674.78	15,846.74	.00	.00	9,488,521.52
DLQ	M & O		71,748.24	.00	27,987.53	.00	99,735.77	15,846.74	.00	.00	115,582.51
DLQ	I & S		11,136.84	.00	4,217.38	.00	15,354.22	.00	.00	.00	15,354.22
DLQ	TOTAL		82,885.08	.00	32,204.91	.00	115,089.99	15,846.74	.00	.00	130,936.73
CURR	M & O		8,021,009.95	.00	.00	.00	8,021,009.95	.00	.00	.00	8,021,009.95
CURR	I & S		1,336,574.84	.00	.00	.00	1,336,574.84	.00	.00	.00	1,336,574.84
CURR	TOTAL		9,357,584.79	.00	.00	.00	9,357,584.79	.00	.00	.00	9,357,584.79

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

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

**BACKGROUND INFORMATION:**

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

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

**ADMINISTRATIVE CONSIDERATIONS:**

The District's total disbursements for the Month of January totaled \$14,638,566.36 as follows:

<b>Disbursement Type</b>	<b>Amount</b>
Accounts Payable Vendor Checks	\$ 1,901,916.20
District Purchasing Cards	\$ 650,210.94
ACH	\$ 2,894,667.58
Wire Transfers	\$ 1,084,791.02
Payroll	\$ 8,106,980.62
<b>TOTAL</b>	<b>\$ 14,638,566.36</b>

**FUNDING SOURCE AND AMOUNT:**

N/A

**RECOMMENDATION:**

Information Item.

**CONTACT PERSON (S):**

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

**SUBJECT:** Internal Audit Quarterly Report

**PRESENTER:** Rebecca Magee, CPA, Internal Auditor

**BACKGROUND INFORMATION**

Internal Auditing is an independent appraisal activity established within the District to examine and evaluate its activities. The objective of internal auditing is to assist the Board of Trustees, Superintendent, and management of the District in the effective discharge of their responsibilities by furnishing them with analysis, recommendations, and information concerning the activities reviewed. Types of internal audits that may be conducted include 1) financial, 2) compliance, 3) efficiency, economy, effectiveness, and 4) special reviews.

**ADMINISTRATIVE CONSIDERATIONS**

This report summarizes the internal audit activities for the period beginning October 1, 2020 and ending December 31, 2020. The Internal Audit department conducts independent and objective reviews of the District's operations and procedures and reports findings and recommendations to management, the Superintendent, and the Board of Trustees. Financial information on Activity Funds is also included in the report and power point presentation.

**FUNDING SOURCE:**

Not Applicable

**RECOMMENDATION:**

Not Applicable

**CONTACT PERSON (S)**

Carol G. Perez, Ed.D., Superintendent of Schools  
Rumalda Ruiz, Assistant Superintendent for Finance  
Rebecca Magee, CPA, Internal Auditor

February 3, 2021

Mission CISD Board of Trustees  
Carol G. Perez, Ed.D., Superintendent of Schools

Re: Internal Audit Quarterly Report

This report summarizes the internal audit activities from October 1, 2020 through December 31, 2020.

Internal Auditing is an independent appraisal activity established within the District to examine and evaluate its activities. The objective of internal auditing is to assist the Board of Trustees, Superintendent, and management of the District in the effective discharge of their responsibilities by furnishing them with analysis, recommendations, and information concerning the activities reviewed. Types of internal audits that may be conducted include 1) financial, 2) compliance, 3) efficiency, economy, effectiveness, and 4) special reviews.

## **ACTIVITY FUNDS**

Activity funds, which include both campus and student activity funds, are considered an area of high risk because the majority of the revenues are received in the form of actual cash, the number of individuals (employees and students) handling collections and the perception of the community. I typically review fundraiser applications, fundraiser reports, the monthly income statement reports, and some journal entries related to Activity Funds. However, due to the pandemic there has been minimal activity. Most fundraising activities have been limited to on-line or zero contact sales.

### **Training Sessions on Activity Funds**

In October, I participated as a presenter at the *Annual Finance Department Training* for secretaries and clerks. In addition to activity fund procedures, I also presented information regarding the use of the fraud hotline, the board policies that address fraud and the requirement to report actual or suspected fraud. In December, I provided training on activity fund procedures to a new activity clerk. Training sessions were done virtually using Microsoft TEAMS.

## **Activity Funds Income Statement**

The Finance Department prepares a monthly income statement report for all campus and student activity funds. This report reflected columns for the beginning balance, receipts, encumbrances, expenditures and the ending balance. Each campus receives a report for the activity of their campus. Currently, the accounting system will not automatically generate the reports necessary to prepare the activity funds income statement report. I assist in generating and creating the reports that Finance Department needs for preparation of the monthly income statement. The last income statement report prepared was for the six months ending December 2020. This report reflects a beginning balance at July 1st of \$1,104,529, year-to-date receipts of \$66,222, outstanding encumbrances of \$18,215, expenditures of \$148,768 and an ending balance at December 31<sup>st</sup> of \$1,003,768. Attached is a summary report of campus and student activity funds.

Activity funds should typically be spent in the year earned or collected. The bank account used for these funds is an interest-bearing account that is pooled with other funds. Excess funds may be invested in certificates of deposit, however, currently there are no investments due to low interest rates. The net interest earnings through December 31, 2020 was only \$743. Interest earned on campus and student activity fund balances will be distributed to the campuses based on their ending balances at the end of the fiscal year.

## **ANNUAL FINANCIAL STATEMENT AUDIT**

During the quarter, the District's external auditors, Carr, Riggs & Ingram, LLC, completed the annual financial statement audit of the District. Due to the on-going pandemic, the auditors performed almost all of their review and testing remotely. The three federal programs selected as major programs for Single Audit purposes were the following: *Supporting Effective Instruction* (Fund 255 / Title II Part A), *Public Safety Partnership and Community Policing Grant* (Fund 282 / COPS Grant), and *Education Stabilization Fund* (Fund 266 / ESSER Grant – Elementary and Secondary School Emergency Relief Fund).

The District received an unmodified opinion with no material weaknesses or significant deficiencies indicated. There were no findings reported, however, the external auditors issued a management letter with some comments that are opportunities for strengthening internal controls and improving financial reporting. Virtual meetings with applicable staff were held to review the audit comments. The audit report was approved by the Board and submitted approximately six weeks before the extended TEA due date.

The majority of my time spent during the months covered by this report was related to the annual financial statement audit. I continued to facilitate the audit process by requesting and obtaining information for the auditors and researching variances as part of the auditor's analytical review of account balances. I also reviewed various schedules prepared for the audit including: operating leases, compensated absences, and the salaries reconciliation. In addition, I prepared the cash flow statements for the internal service funds, assisted with reconciling payroll costs recorded for one of the federal programs and researching supporting documentation for some fixed asset dispositions.

Additionally, I completed the conversion entries required by GASB 34/68/75 for converting the fund financial statements (modified accrual basis of accounting) to the government-wide financial statements (accrual basis of accounting) and updated the related notes to the financial statements. Using AuditWare, which is a financial reporting and auditing software program, I prepared the financial statements for review by the external auditor. I also reviewed the Management's Discussion and Analysis (MD&A), which is part of the annual financial report.

After the audit was approved by the Board, I generated the Data Feed file for submission to TEA. The Finance Department also submitted the Data Collection Form, which contains information on federal program expenditures, to the Federal Audit Clearinghouse. I reviewed the form before submission.

### **MAINTENANCE DEPARTMENT INVENTORY**

In November, I conducted mid-year inventory testing of the Maintenance Department. The purpose and timing of my inventory testing of the Maintenance Department was to assist in calculating an estimate of inventory damaged by Hurricane Hanna in July. As of 11/20/2020, the total value of inventory was \$332,331.59 as per the inventory system. This total consists of inventory for the following different departments or trades: electrical, plumbing, HVAC, construction, custodial, small engine repair, locks, painting, and vehicle maintenance. My procedures for testing consisted of selecting a sample of inventory items, recounting those items and reconciling any differences between the counts. Additionally, I reviewed the pricing of a sample of the inventory items. All of the items that I selected to recount agreed with the inventory count as per the perpetual inventory system with the exception of one item. Also, I reviewed the invoices of a few of those inventory items and the cost averaging calculated by the inventory system. Based on my review, the cost averaging appears reasonable and the extended values are calculated correctly based on the quantity and unit value.

### **MISCELLANEOUS**

In November, I attended the virtual meeting of the HCDE School Finance Council. Topics covered included GASB 84 *Fiduciary Funds* and IRS changes for 2021. Additionally, during this past quarter I attended virtual meetings of the Coordinated School Health Committee (CSH) and Finance Division administrators.

If you have any questions or need additional information regarding this report, please don't hesitate to call me at (956) 323-5511.

Respectfully submitted,

Rebecca Magee, CPA  
Internal Auditor

SUMMARY REPORT OF  
CAMPUS & STUDENT ACTIVITY FUNDS

	Beginning Balance <u>7/1/2020</u>	+	-	-	=	Ending Balance <u>12/31/2020</u>
		<u>Receipts</u>	<u>Encumbrances</u>	<u>Expenditures</u>		
Mission High School	\$ 223,774.55	\$ 15,033.29	\$ 8,964.38	\$ 55,437.62		\$ 174,405.84
Veterans Memorial High School	258,631.23	42,974.01	1,888.99	41,719.16		257,997.09
Mission Collegiate High School	40,852.80	952.78	982.06	230.70		40,592.82
Options Academy	461.37	-	-	-		461.37
Roosevelt Alternative	3,197.29	21.34	-	-		3,218.63
Mission Jr. High School	37,244.63	73.37	511.60	79.97		36,726.43
K. White Jr. High School	61,803.02	699.77	795.00	4,817.71		56,890.08
Alton Memorial Jr. High School	58,682.59	1,872.43	-	4,391.66		56,163.36
R. Cantu Jr. High School	53,556.83	210.14	-	1,646.09		52,120.88
Alton Elementary	21,145.70	389.71	1,268.00	3,907.51		16,359.90
Bryan Elementary	22,057.65	169.90	789.15	4,061.36		17,377.04
Cantu Elementary	20,231.80	417.57	81.47	917.17		19,650.73
Castro Elementary	14,079.71	107.03	132.00	1,743.00		12,311.74
Cavazos Elementary	22,151.85	276.81	1,000.00	2,173.92		19,254.74
Escobar Rios Elementary	13,702.78	136.77	-	216.30		13,623.25
Leal Elementary	29,992.09	247.93	-	3,375.26		26,864.76
Marcell Elementary	46,787.71	111.93	1,118.40	2,309.90		43,471.34
Midkiff Elementary	30,959.86	111.11	178.20	1,479.54		29,413.23
Mims Elementary	43,304.27	155.16	56.33	1,866.41		41,536.69
O'Grady Elementary	14,842.99	104.32	-	-		14,947.31
Pearson Elementary	10,554.07	399.41	450.00	2,895.59		7,607.89
Salinas Elementary	35,824.99	94.75	-	-		35,919.74
Waitz Elementary	4,264.27	135.28	-	129.20		4,270.35
Departments	36,425.25	774.93	-	15,369.73		21,830.45
Interest	-	742.56	-	-		742.56
Returned Check Fee	-	10.00	-	-		10.00
<b>Totals</b>	<b>\$ 1,104,529.30</b>	<b>\$ 66,222.30</b>	<b>\$ 18,215.58</b>	<b>\$ 148,767.80</b>		<b>\$ 1,003,768.22</b>
High Schools	\$ 523,258.58	\$ 58,960.08	\$ 11,835.43	\$ 97,387.48		\$ 472,995.75
Options Academy	461.37	-	-	-		461.37
Jr High Schools	211,287.07	2,855.71	1,306.60	10,935.43		201,900.75
Alternative	3,197.29	21.34	-	-		3,218.63
Elementary Schools	329,899.74	2,857.68	5,073.55	25,075.16		302,608.71
Departments	36,425.25	774.93	-	15,369.73		21,830.45
Interest	-	742.56	-	-		742.56
Returned Check Fee	-	10.00	-	-		10.00
<b>Totals</b>	<b>\$ 1,104,529.30</b>	<b>\$ 66,222.30</b>	<b>\$ 18,215.58</b>	<b>\$ 148,767.80</b>		<b>\$ 1,003,768.22</b>



## Internal Audit Quarterly Report

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Rebecca Magee, CPA

## Internal Audit

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- Under TEC 11.170, the internal auditor reports directly to the Board of Trustees and administratively to the Superintendent
- Objectives of internal auditing are to assist the Board, Superintendent, and management by providing them with analysis, recommendations, and information concerning different areas reviewed
- The Internal Audit Charter is approved annually which describes the responsibilities of the internal audit function, the type of internal audits, reporting process and access to necessary records.

## Internal Audit

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- An Internal Audit Plan is developed annually to provide a schedule of audits/reviews to be performed and other activities.
- Types of internal audits include: financial, compliance, efficiency, and special review.
- Typical audits/reviews may include but are not limited to: campus and student activity funds, athletic game receipts, afterschool childcare programs, inventory, finance, payroll, and fixed assets.
- Other activities: fundraiser application tracking, review monthly reports, training for clerks/secretaries and club sponsors on activity fund procedures

## Internal Audit

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Annual Financial Statement Audit – completed by external auditor

- Facilitate the audit process by reviewing schedules/reconciliations prepared by finance and other departments, and by requesting information from the various departments for the auditors. Assist with some schedules, reconciliations and adjusting entries.
- Prepare the annual financial statements and related notes for review by the external auditors

## Campus and Student Activity Funds



### Year to Year Comparison of Activity Funds

	Current Year	Prior Year	% increase (decrease)
Beginning Balance July 1 <sup>st</sup>	\$ 1,104,529	\$ 909,134	21.5%
Plus: Receipts	66,222	1,003,370	(93.4%)
Less: Disbursements	(148,768)	(747,725)	(80.1%)
Less: Encumbrances	<u>(18,215)</u>	<u>(186,427)</u>	(90.2%)
Ending Balance December 31 <sup>st</sup>	<u>\$ 1,003,768</u>	<u>\$ 978,352</u>	2.6%

## Summary of Ending Balances as of 12/31/2020

Secondary Campuses	Elementary Campuses	Departments/ Interest	Total
\$ 678,576	\$302,609	\$22,583	\$1,003,768
68%	30%	2%	100%

## Conclusion



**SUBJECT:** Discussion Regarding Texas Association of School Boards (TASB) Extra Duty Stipend Review Process

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

**BACKGROUND INFORMATION**

Mission CISD engaged the HR Services Division of the Texas Association of School Boards (TASB) to conduct an extra duty stipend review. The HR Services Division has been providing human resource consulting and support service to Texas schools for more than 30 years and HR reviews since 2003.

**ADMINISTRATIVE CONSIDERATIONS**

TASB provided the district with a report that presented a summary of the findings from this project and suggestions for alternative models as well as the estimated cost impact and supporting data. The review included the following stages:

- initial planning and data collection,
- site visit and interviews,
- benchmarking data sources,
- review draft of findings and recommendations and
- deliver final report

TASB collects stipend counts, amounts, and number of extra-duty days, as well as information on how districts pay for extracurricular duties. They identify general market trends for local planning purposes. After a district has installed a market-based pay system, TASB can provide annual maintenance services. Annual maintenance includes:

- Competitive pay review for key benchmarks
- Adjustment or realignment of pay ranges
- Calculation of employee pay adjustments and transfer of data files
- Cost models to meet budget specifications

The district has begun the compensation review process with TASB for the 21-22 school year budget.

**FUNDING SOURCE:**

N/A

**RECOMMENDATION:**

To discuss the stipend review process by the Texas Association of School Boards (TASB).

**CONTACT PERSON (S)**

Lorena Garcia, Deputy Superintendent for Support Services

**SUBJECT:** Discussion Regarding Board Policy DK(LOCAL)-Assignment and Schedules

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

### **BACKGROUND INFORMATION**

On April 3, 2019, the Texas Association of School Business Officials (TASBO) presented recommendations regarding the Business, Maintenance, Child Nutrition, and Transportation Management Review. In regards to organizational structure and staffing, TASBO recommends that the district consider developing, adopting, and implementing local policies regarding nepotism and supervising relatives. The district did not have local policies regarding nepotism and supervision of employees. The only nepotism policy is in DBE (Legal). Many districts adopt local policies that restrict family members working directly for other family members.

The rationale for this policy change was to improve employee morale and eliminate conflict of interests.

### **ADMINISTRATIVE CONSIDERATIONS**

The proposed wording addition to this policy addresses the assignment of individuals who might be related to supervisors. The proposed wording is an effort to bring the district in line with best practices and has been reviewed by legal counsel. First Reading was approved by the Board of Trustees on May 8, 2019. Second Reading and adoption took place on June 10, 2019.

### **FUNDING SOURCE AND AMOUNT**

Not applicable.

### **RECOMMENDATION**

That the Board of Trustees discuss Board Policy DK(LOCAL)-Assignment and Schedules.

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

Lorena Garcia, Deputy Superintendent for Support Services

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**Note:** This local policy has been revised in accordance with the District's [innovation plan](#).<sup>1</sup>

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**Superintendent's Authority**

All personnel are employed subject to assignment and reassignment by the Superintendent or designee when the Superintendent determines that the assignment or reassignment is in the best interest of the District. Reassignment shall be defined as a transfer to another position, department, or facility that does not necessitate a change in the employment contract of a contract employee. Any change in an employee's contract shall be in accordance with policy DC.

Any employee may request reassignment within the District to another position for which he or she is qualified.

**Campus Assignments**

The principal's criteria for approval of campus assignments and reassignments shall be consistent with District policy regarding equal opportunity employment, and with staffing patterns approved in the District and campus plans. [See BQ series] In exercising their authority to approve assignments and reassignments, principals shall work cooperatively with the central office staff to ensure the efficient operation of the District as a whole.

In accordance with the District's local innovation plan exemption regarding SBEC certification [see DBA], the Superintendent shall have the authority to approve a request by the principal for a qualified individual with experience in a career and technical education (CTE) field to teach a CTE course. In addition, the Superintendent shall have the authority to approve the principal's request to assign a certified teacher to teach CTE courses outside his or her certified field(s). All other teaching assignments shall require certification in accordance with state law. [See DBA]

**Assignment of Relatives**

**No employee shall be assigned to a position in which he or she would supervise or otherwise be directly or indirectly responsible for the evaluation of any person related to the employee.**

**For purposes of this policy, a relative shall be defined as the employee's spouse, child, parent, sibling, grandchild, parent-in-law, sibling-in-law, aunt, uncle, niece, and nephew.**

**Modified Duty Assignments**

Modified duty assignments shall only be permitted for an employee who has been injured on the job. When an employee has been released by his or her physician to return to work with restrictions or limitations, the supervisor shall attempt to make a short-term modified duty assignment for the employee in accordance with the following:

ASSIGNMENT AND SCHEDULES

DK  
(LOCAL)

1. The supervisor shall attempt to identify suitable work within the department or school consistent with the employee's stated restrictions or limitations.
2. An employee's modified duty assignment shall not exceed 60 workdays per injury.
3. If a suitable assignment consistent with the stated restrictions or limitations is not available in the employee's regularly assigned department or school, the supervisor shall contact the risk management department to determine if a suitable assignment is available in another department or school.
4. An employee on a modified duty assignment shall remain subject to all District policies and procedures.
5. An employee who cannot return to his or her regular assignment without restrictions or limitations after 60 workdays in a modified duty assignment shall be returned to inactive status and shall then be subject to the District's uniform absences policy. [See DEC(LOCAL)]

**Supplemental Duties**

Noncontractual supplemental duties for which supplemental pay is received may be discontinued by either party at any time. An employee who wishes to relinquish a paid supplemental duty may do so by notifying the Superintendent or designee in writing. Paid supplemental duties are not part of the District's contractual obligation to the employee, and an employee shall hold no expectation of continuing assignment to any paid supplemental duty.

**Work Calendar and Schedules**

In accordance with the District calendar, daily time schedules for all employees shall be determined by the Superintendent or the employee's supervisor.

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<sup>1</sup> Innovation Plan: <https://mcisd.net/>

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

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

**BACKGROUND INFORMATION**

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

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

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

**FUNDING SOURCE:**

See Attachments

**RECOMMENDATION:**

No recommendation or action required. For Information Only.

**CONTACT PERSON(S):**

Lorena Garcia, Deputy Superintendent for Support Services