MEETING
PUBLIC MEETING OF THE BOARD OF TRUSTEES
EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

REGULAR

ADMINISTRATIVE SERVICE CENTER
9050 Viscount
Board of Trustees Room - #A200
El Paso, Texas 79925

DATE: January 18, 2012

1.0 GENERAL FUNCTIONS

1.1 Call to Order

1.2 Roll Call

1.3 Approval of Minutes:

November 30, 2011 – Special – Board Workshop

November 30, 2011 - Special – Public Hearing

November 30, 2011 - Regular

December 9, 2011 – Special – Board Workshop

The minutes recorded in the agenda are a summary of the presentations and actions taken. Tape recorded minutes comprise the full official minutes.

1.4 Welcome to Guests and Staff Members

1.5 Open Forum

1.6 Presentations by Individuals, Groups, and Organizations:

1.6.1 Dr. Ernst E. Roberts, II (Interim President of the College) will recognize individuals retiring from the College District.

1.6.2 Dr. Roberts will introduce members of the Cross Country Team that participated in the National Cross Country Championships.

1.6.3 Dr. Roberts will present the Certificate of Achievement for Excellence in Financial Reporting for fiscal year 2009/2010 to Ms. Josette Shaughnessy (interim vice president, Administration and Financial Operations and Mr. Fernando Flores (comptroller).
1.6.4 Ms. Teri Reinert (partner, Peña, Briones, McDaniel & Co., CPAs) will present the audit results of the fiscal year 2011 financial statements.

1.6.5 Optional presentations will be made by the presidents of the Classified Staff Association, the Professional Staff Association, the Faculty Association, and the Student Government Association.

1.7 Communications: None

1.8 Board of Trustees Business: None

1.9 Board Reports

1.9.1 Treasurer’s Report

November 30, 2011

December 31, 2011

No action is necessary.

1.9.2 President’s Report

1.10 Consent Docket - No Items

No Items

2.0 ADMINISTRATION - None
## 3.0 PERSONNEL

### 3.1 Full-Time Institutionally-Funded Actions

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- [Exhibit 3.1](#)
- Page 82

### 3.2 Full-Time Externally Funded Actions – No Items

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- No Items

### 3.3 Information Items

- (No action required)

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- [Exhibit 3.3](#)
- Pages 83-84
4.0 FINANCIAL SERVICES

4.1 Consideration and deliberation on the approval of contract awards to purchase science supplies and equipment to multiple vendors in an amount not to exceed $350,000 in the aggregate per year.

Note: Approval of contract awards to multiple vendors for the purchase of science supplies and equipment in support of educational programs at the College for a three (3) year period with an option to renew annually for an additional two (2) years. Funding is provided by each individual College department’s budget.

Resource Person: Josette Shaughnessy

4.2 Consideration and deliberation on the approval of a District-wide annual support agreement with the Oracle Corporation in the amount of $331,841.

Note: To enable the technical support services provided by Oracle Corporation for licensed software utilized by SunGard/SCT Banner Administration and Web self-service products for concurrent use by El Paso Community College students, staff and faculty. Funding is provided by the Software Maintenance and Technology Fund accounts.

Resource Person: Jenny Girón
### 4.0 FINANCIAL SERVICES

#### Motion 4.3 Consideration and deliberation on the approval of contract awards to purchase promotional items to multiple vendors in an amount not to exceed $275,000 in the aggregate per year.

*Note: Award of these contracts will provide administrative and instructional departments with the ability to purchase promotional items for a three (3) year period with an option to renew annually for an additional two (2) years. Funding is provided by each individual College department’s budget.*

*Resource Person: Josette Shaughnessy*

#### Motion 4.4 Consideration and deliberation on the approval to purchase an Uninterruptible Power Supply (UPS) in the amount of $85,000.

*Note: To purchase an Uninterruptible Power Supply (UPS) to provide battery backup power for the EPCC Data Center located at the Administrative Service Center. Funding is provided by the Hardware Maintenance and Supplies Account.*

*Resource Person: Jenny Girón*
5.0 PHYSICAL FACILITIES

5.1 Consideration and deliberation on the approval of a contract award to Pride General Contractors LLC to install the utilities and provide the exterior finishes for the Valle Verde Math Emporium Building in an amount not to exceed $110,395.

Note: Approval of a contract award to Pride General Contractors LLC to install the utilities and provide the exterior finishes for the Valle Verde Math Emporium Building. Funding is provided by the Valle Verde Math Lab Building Budget.

Resource Person: Josette Shaughnessy
6.0 CURRICULUM AND INSTRUCTION

Motion
Second
Ayes
Nays
Abstain

6.1 Consideration and deliberation on the approval of additional funds to purchase books and audio visuals for the district-wide College libraries from Barnes & Noble in an amount not to exceed $55,000.

Note: To purchase books and audio visuals for the library collections at the Valle Verde, Northwest and Transmountain campuses. Funding is provided by the Instructional Equipment and Valle Verde Library Operations budgets.

Resource Person: Dennis Brown

6.2 Consideration and deliberation on the approval of Mary Traci Groening-Wang, DO, as a new Medical Director volunteer for the Diagnostic Medical Sonography Program as required by the accrediting agency.

Note: To obtain formal Board of Trustees’ approval of a new volunteer medical director for the Diagnostic Medical Sonography Program as required by the Joint Review Committee on Education in Diagnostic Medical Sonography.

Resource Person: Dennis Brown
7.0 STUDENT SERVICES

7.1 Consideration and deliberation on the approval of Continuing Education tuition rates for new courses.

Note: As new courses are brought into the inventory, the Board of Trustees approves the associated tuition rates.

Resource Person: Yolanda Chávez Ahner
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9.0 UNFINISHED BUSINESS

Motion
Second
Ayes
Nays
Abstain

10.0 ADJOURNMENT

Motion
Second
Ayes
Nays
Abstain

No Items
1.0 GENERAL FUNCTIONS

1.1 Call to Order – The meeting was called to order at 2:00 p.m. by Board of Trustees Chair Art Fierro.

1.2 Roll Call – All Trustees were present for the meeting. Vice Chair Gracie Quintanilla and Trustee Carmen Olivas Graham arrived after the meeting began.

1.3 The Board of Trustees shall deliberate on the applications received in response to the College’s Request for Proposals regarding executive search services incident to the selection of a President for the College.

Mr. Fierro asked Mr. Ruben Gallardo (director, Purchasing and Contract Management) to describe the process to date. Mr. Gallardo stated that a Request for Proposals (RFP) had been advertised and ten companies picked up the packet. Of those companies, only four companies offered proposals. Mr. Gallardo stated that the Board can award in a number of ways as long as it is based on best value and that normally each proposal is scored, with cost as one factor, but not the only factor. He discussed the proposals that had been submitted and the cost for each firm.

Note: Mrs. Quintanilla arrived at 2:20 p.m. and Dr. Graham at 2:35 p.m. during this discussion.

Trustee Nicolás Domínguez inquired about how extensive the background checks are on each candidate. Mr. Gallardo responded that the Trustees can dictate how extensive we want the checks to be.

Mr. Fierro commented that the Trustees needed to select one of these consultants to use and then to decide what duties the consultant would perform. He stated that from what he has heard, Gold Hill and Associates has the most extensive experience in community college searches.

Trustee Belen Robles felt that it is imperative to get a search firm to help recruit in order to get a number of qualified applications for the position.
Motion was made by Mr. Fierro and second by Trustee Brian Haggerty to ask Gold Hill to be the Search Firm, if the Trustees decide to use a search firm. Secretary John Uxer stated that he is not ready to make that decision at this point until the proposals are reviewed further.

Mrs. Robles asked that they delay action on the above motion and suggested that the Trustees read through each of the proposals at this time. Dr. Graham asked if any of the firms had failed to respond to anything in the request for proposals and if they had, that firm could be eliminated. One of the firms was eliminated from consideration because it was considered non-responsive. Mrs. Robles recommended that the Board decide on the final two and let the Presidential Search Executive Committee make the final decision on the remaining two after interviews. Based on offers submitted, the Board of Trustees eliminated another firm, leaving two firms as finalists.

Dr. Uxer commented that the Trustees needed to identify the best proposals and then invite them here to meet with Trustees. Discussion followed and it was decided that the three trustees that are on the Executive Search committee will make the final decision after interviews with the finalists.

Mr. Fierro withdrew his motion.

Motion was made by Mrs. Robles and seconded by Mr. Haggerty to have the three members on the Presidential Search Executive Committee select the bids that will require an interview; that it be done expeditiously; and that the Board meet within the next ten days to interview the proposed company and make a final decision. Motion passed.

It was recommended that the interviews take place on December 9.
Motion was made by Mr. Haggerty and seconded by Mrs. Robles to meet on Friday, December 9 at 12 noon. Motion passed.

Discussion followed on what duties the Trustees would like the Consultant to perform. Dr. Graham asked Mr. Gallardo to determine what items the Trustees should choose and to bring those costs to the Board for the next meeting.

The Trustees took a break at 3:10 p.m. and reconvened at 3:25 p.m.

The Trustees recessed into Executive Session at 3:25 pm. As authorized by the Texas Open Meetings Act, Tex. Gov’t Code, §551.001 et seq., the Board may conduct a closed or executive session to additionally deliberate on the evaluation of officers and personnel or to discuss the appointment, employment, reassignment, or duties of personnel and/or officers, as authorized by §551.074; to discuss the purchase, exchange, and lease of real property, as authorized by §551.072, and to consult with legal counsel regarding pending, contemplated or threatened litigation or settlement offers as authorized by §551.071(1) or on a matter in which the duty of legal counsel arises under §551.072(2).

The Trustees reconvened at 3:45 p.m.

The meeting was adjourned at 3:45 p.m. by unanimous consent.
1.0 GENERAL FUNCTIONS

1.1 Call to Order – The Public Hearing was called to order at 4:00 p.m. by Board of Trustees Chair Art Fierro.

1.2 Roll Call – All members of the Board of Trustees were present.

1.3 The Board of Trustees will hear public comment and opinion on the Board of Trustees’ intent to continue taxing goods-in-transit as authorized by Senate Bill 1 of the 82nd Regular Session of the Texas Legislature.

Mr. Fierro convened the meeting and asked if anyone was present in the audience that would like to address the taxation of goods-in-transit.

There was no one present in the audience to address this issue.

Mr. Fierro proceeded to the second Public Hearing to address the elections for the Board of Trustees.

1.4 The Board of Trustees will hear public comment and opinion on changing the election date of trustee elections from May, 2012 to either (1) the same date as the United States Presidential election in 2012, or (2) May, 2013. This latter potential change would move trustee elections to odd-numbered years from even-numbered years. The other option would delay the normal election date in May of even numbered years to November of even-numbered years. Either change will result in the subject elections being held, as applicable, on the November even-year or May odd-year uniform election dates as required by law.

Mr. Edward Dunbar (legal counsel) addressed the Board of Trustees regarding election dates. He stated that this had been discussed previously in an open meeting and the preference had been indicated that the elections be moved to May, 2013. This potential change had been brought about by Senate Bill 100 of the 82nd Legislature, Regular Session, and rules promulgated by the Texas Secretary of State. The bill provided that the County Elections Administrator is not
Mr. Nicolás Domínguez
Mr. Art Fierro
Dr. Carmen Olivas Graham
Mr. Brian J. Haggerty
Mrs. Gracie Quintanilla
Mrs. Belen B. Robles
Dr. John E. Uxer

obligated to contract with junior colleges and a variety of other entities to conduct their elections in 2012 because other elections are taking precedence. Mr. Dunbar provided copies of the Secretary of State’s proposed rules regarding changes in the law. The new elections dates could be either November, 2012 or May, 2013, which in either case, would extend the terms of the three trustees up for elections (Mr. Domínguez, Dr. Graham and Mr. Fierro). By choosing odd-numbered years, all upcoming elections in the future would extend the terms of existing trustees by one additional year. He noted that Ysleta Independent School District, Tarrant County Community College District and North Harris County Community College District had all changed to May, 2013 for their trustee elections.

Mr. Dunbar emphasized that our local County Elections Administrator has stated that he can give no assurance that he could conduct the election in May, 2012, and could not enter into a contract for such an election. He also commented that this item has to be determined by December 31, 2011. He finally informed the trustees that this item, after public hearing, is on the regular agenda for action by the Board of Trustees.

No members of the public were present to address either item.

The Public Hearing was concluded at 4:12 p.m.
MINUTES
PUBLIC MEETING OF THE BOARD OF TRUSTEES
EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

REGULAR
ADMINISTRATIVE SERVICE CENTER
9050 Viscount
Board of Trustees Room - #A200
El Paso, Texas 79925

DATE: November 30, 2011

1.0 GENERAL FUNCTIONS

1.1 Call to Order – The meeting was called to order at 4:16 p.m. by Board of Trustee Chair Art Fierro.

1.2 Roll Call – All members of the Board of Trustees were present.

Trustee Brian Haggerty led the Board of Trustees in the Pledge of Allegiance.

1.3 Approval of Minutes:

Partitions approved by Mr. Haggerty and seconded by Mr. Fierro. Motion to approve passed.

Dr. Carina Ramirez (president, Faculty Association) addressed the Board of Trustees and congratulated Dr. Dennis Brown on his new position as President of Lee College. She...
thanked him for his many years of dedication to EPCC and for the many contributions which helped make the institution what it is today.

She reported on the success of two open forums that were held to discuss the Early College High Schools and Dual Credit Enrollment. Areas which had caused concern had been identified and recommendations were made. Dr. Ramirez also discussed another forum that had been organized to discuss the concerns dealing with Blackboard and stated the recommendations that were made to correct the issues.

Dr. Ramirez stated that the Faculty Senate had asked her to affirm that as the duly elected president of both the Senate and the Faculty Association, she speaks on behalf of and for the benefit of the entire faculty. She stated that the faculty is reaffirming their belief that representation of faculty on the Presidential Search Committee is inadequate.

Dr. Ramirez thanked Dr. Roberts for his assistance in postponing the deadline on the revisions for policies that are out for review, to allow for final comments to be made after the winter break.

Ms. Connie Gonzales (president, Student Government Association) addressed the Board of Trustees and discussed recent activities that the organization has been involved in during the fall semester. She commented on the Fall Festival that was held in October with over 1,000 attendees, the SGA float that was entered into the Sun Bowl Parade which received an Honorable Mention award, and political debates held on campus.
She also discussed the opening of the new Student Union which will take place on February 3. She requested that the Student Union be named after Arvis Jones and asked that they would like to be able to announce that prior to the grand opening. She requested that the Board of Trustees and administration look into amending the College District’s anti-discrimination disclaimer to include veteran status, sexual orientation and gender identity.

1.6.3 Dr. Andrew Vernooy (Dean, College of Architecture, Texas Tech University) and Dr. Robert Alexander González (Director, & Associate Professor, College of Architecture, Texas Tech University) will make a presentation on a potential site to accommodate both the Texas Tech Architectural program and the El Paso Community College Pre-Architectural program.

Dr. Vernooy addressed the Board of Trustees regarding the interest in using the Union Depot for the Architectural program for both Texas Tech and El Paso Community College. Dr. Vernooy stated that City representatives had approved both administrations to see if there would be any interest in utilizing the Union Depot for the Architectural program. He noted that funds for the project would come from the grant that had been awarded in 2011. Dr. Vernooy commented that the facility was in very good condition. Dr. Vernooy and Dr. González presented overviews of the property and existing facilities on the site. They noted that it is important to decide in the near future if we are interested in the property and to advise the City of any interest. Discussion followed on the facility and timelines that would be necessary.
Dr. Vernooy noted that the grant provided funds to build approximately a 22,000 square foot building. He noted that the existing rotunda area had approximately 19,000 square feet and was in good condition. By utilizing this facility, the program would be able to acquire more square feet and provide more services. Trustee Carmen Olivas Graham suggested that they contact Texas Department of Transportation to find out about future plans for Loop 375 that might interfere with plans for the facility. She also mentioned that it might be beneficial to contact State Representative Joe Pickett.

1.7 Communications: None

1.8 Board of Trustees Business

1.8.1 The Board of Trustees will deliberate on proposed revisions to the Board of Trustees By-Laws.

(Note: Revisions are being proposed to reflect changes in state law and requirements from the Southern Association of Colleges and Schools.)

Motion to approve was made by Mr. Fierro and seconded by Mr. Haggerty. Motion to approve passed.

1.8.2 The Board of Trustees will deliberate on changing the date for election to the Board of Trustees from May 2012 to either (1) the same date as the United States Presidential election in 2012 or (2) May 2013.

(Note: This latter potential change (2) would move Trustee elections to odd-numbered years from even-numbered years. The other option (1) would delay the normal election date in May of even-numbered years to November of even-numbered years.)
Motion to approve changing the date for the election to May 2013 was made by Mr. Haggerty and seconded by Trustee Belen Robles. Motion to approve passed. (Note: Trustee Nicolás Domínguez voted against this item.)

1.9 Board Reports

1.9.1 Treasurer’s Report

August 31, 2011

September 30, 2011

October 31, 2011

No action is necessary.

Dr. Uxer asked that an Executive Summary be provided monthly to the Trustees.

1.9.2 President’s Report

1.9.2.1 Dr. Roberts will provide an update on recent activities that have transpired at the College.

Dr. Roberts congratulated Dr. Brown on his new position as President of Lee College. He thanked him for his years of service to the College District.

Dr. Roberts commented on the Legacy Art fundraiser that was held on November 19, 2011 and thanked Dr. Christy Ponce and her committee for their efforts in organizing the event. He noted that approximately $57,000 was raised.
Dr. Roberts also discussed the upcoming Commencement that will be held on December 9, 2011. He commented that a strategic plan had been completed and would be distributed to the Board of Trustees. Dr. Roberts also extended thoughts and prayers from the College family to former Trustee Dan Haggerty who is dealing with a serious health issue.

Mr. Haggerty inquired about a Master Plan for facilities for the College District and if the Trustees could be provided with that information. Dr. Roberts stated that he would provide that information to the Board of Trustees. Dr. Graham also asked about an Emergency Operations Plan. Dr. Roberts responded that Ms. Joyce Cordell (director, Marketing and Community Relations) is working on this with other members of the College community.

1.10 Consent Docket

Motion to approve the consent docket was made by Mr. Fierro and seconded by Mr. Haggerty. Motion to approve passed. (Note: Items 3.2 and 8.2 were included on the consent docket.)

2.0 ADMINISTRATION – None
3.0 PERSONNEL

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<th>Motion</th>
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<tr>
<td>3.1 Full-Time Institutionally-Funded Actions</td>
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<td>Motion was made by Mr. Fierro and seconded by Mr. Haggerty to discuss this item in Executive Session. Motion passed.</td>
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<td>Item 3.1 was the first item addressed upon reconvening from Executive Session.</td>
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<td>Motion to approve item 3.1 was made by Mr. Haggerty and seconded by Mr. Fierro. Motion to approve passed.</td>
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<td>3.2 Full-Time Externally Funded Actions</td>
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4.0 FINANCIAL SERVICES

### 4.1 Consideration and deliberation on the approval to purchase two 26-passenger buses for District use from Longhorn Bus Sales, LLC in an amount not to exceed $201,216.

**Note:** The two new 26-passenger buses will replace the 1997 models to transport International Program students and for District use. Funding is provided by the Vehicle Replacement Fund.

**Resource Person:** Ernst Roberts

Motion to approve was made by Mr. Domínguez and seconded by Mr. Fierro. Motion to approve passed.

### 4.2 Consideration and deliberation on the approval of the purchase of network equipment from EC America d/b/a Immix Group in the amount of $159,184.

**Note:** To approve the purchase of equipment that will replace some of the obsolete infrastructure network and provide network expansion capabilities. Funding is provided by the Networking account.

**Resource Person:** Jenny Girón

Motion to approve was made by Mr. Domínguez and seconded by Vice Chair Gracie Quintanilla. Motion to approve passed.
4.0 FINANCIAL SERVICES

4.3 Consideration and deliberation on affirmation of the purchase of the design and implementation of Education Broadband Service from Noes Consulting Group, LLC in the amount of $85,139.

Note: To provide wireless Internet for students, faculty and staff serving the educational mission of El Paso Community College using the Educational Broadband Service (EBS) license. Funding is provided by the Hardware Maintenance & Supplies account.

Resource Person: Jenny Girón

Motion to approve items 4.3 and 4.4 was made by Mr. Haggerty and seconded by Mr. Domínguez. Motion to approve passed.

4.4 Consideration and deliberation on the approval to purchase high yield toner cartridges for Academic Computing Services Labs from Tech Depot in the amount of $51,678.

Note: To approve the purchase of specialized toner cartridges for the high volume capacity printers currently in the ACS labs. Funding is provided by the Hardware Maintenance & Supplies account.

Resource Person: Jenny Girón

Item passed.
4.0 FINANCIAL SERVICES

4.5 Consideration and deliberation on the approval to add two new bank accounts with signatories on a Bank Resolution with JP Morgan Chase Bank, N.A.

Note: To approve two new bank accounts and signatories for the 2007 Revenue Bonds Fund and the Debt Service Reserve Fund with JP Morgan Chase Bank, N.A.

Resource Person: Ernst Roberts

Motion was made by Mrs. Robles and seconded by Mr. Domínguez to postpone item 4.5 to Executive Session. Motion passed.

Item 4.5 was addressed after item 3.1 upon reconvening from Executive Session.

Motion to approve was made by Dr. Graham and seconded by Mr. Haggerty. Motion to approve passed.

Item 9.0 was next item addressed.

4.6 Consideration and deliberation on the adoption of a resolution approving the taxation of goods-in-transit that are otherwise exempted from taxation by the Texas Property Tax Code Section 11.253 as amended by the 82nd Texas Legislature under Senate Bill 1.

Note: Adoption of a resolution to tax goods-in-transit personal property, exempted by Texas Property Tax Code Section 11.253, as amended by the 82nd Legislature for tax year 2012 and subsequent years.

Resource Person: Ernst Roberts

Motion to approve was made by Mrs. Robles and seconded by Mr. Fierro. Motion passed.
Motion
5.1 Consideration and deliberation on the approval to increase expenditures with Simplex Grinnell for services as needed for the District for fiscal year 2011-12 in an amount not to exceed $75,000.

Note: To increase expenditures from $75,000 for emergency fire safety systems district wide. Funding is provided by the Physical Plant budgets.

Resource Person: Ernst Roberts

Motion was made by Mr. Haggerty and seconded by Mr. Fierro to approve items 5.1 and 5.2.

Mr. Dunbar asked that a presentation be allowed to discuss the Fountains at the Farah property adjacent to the College property situated at 9050 Viscount Blvd.

Mr. Haggerty amended his motion to approve only item 5.1. Mr. Fierro accepted the amendment. Motion to approve item 5.1 passed.

Motion
5.2 The Board will deliberate on the purchase, sale and lease of real property, including deliberation on easements, reservations, warranties, parking facilities, and general parking usage.

Note: The Board may receive reports and deliberate on matters regarding the Stanton Building, the Hotel Dieu/Landmark site, facilities at Fort Bliss Military Reservation, Early College High School facilities, and the Fountains at Farah property adjacent to the College property situated at 9050 Viscount Blvd., El Paso, Texas.

Mr. Rick Lobato (director, Physical Plant) and Ms. Yolanda Giner (attorney, Fountains Project) presented information to the Board of Trustees regarding parking at
the Administrative Service Center (ASC). Mr. Lobato reported that a fence surrounding the lower area at the ASC will be put in place in early January. This will reduce the number of parking spaces by 232. The Fountains have offered to assist in proving a parking engineer to help redesign some of the existing parking and we will be able to add an additional 78 parking spaces. Therefore, a loss of 134 spaces will be incurred.

Mr. Dunbar asked that the Board of Trustees empower Dr. Roberts to work through the easement issues and take any necessary actions to proceed. Ms. Giner stated that the dirt work will begin in the upcoming week. She also noted that several of the easements date back to fifty years ago. She commented that the owners want to continue to be good neighbors with the College District and are sensitive to our concerns. She noted that they are trying to help us locate additional parking by providing the services of a parking engineer, incurring the costs for the retaining wall and demolishing the water tower. Mr. Lobato noted that it would be very costly if the College has to incur the expenses for repairing the retaining wall.

Motion was made by Mr. Haggerty to move forward giving Dr. Roberts the right to negotiate with Fountains and finalize all arrangements. Motion to approve passed.

6.0 CURRICULUM AND INSTRUCTION – NO ITEMS
7.0 STUDENT SERVICES

7.1 Consideration and deliberation on the approval of a three (3) year contract for a Mass notification software system with Cooper Notification, Inc., in the amount of $106,149.

Note: To purchase the software that provides the capability to reach all students and employees in the event of natural disasters or human caused incidents in compliance with Texas House Bill 2758. Funding is provided by Vehicle Registration and Technology Funds.

Resource Person: Linda Gonzalez-Hensgen

Motion to approve was made by Dr. Graham and seconded by Mr. Haggerty. Motion to approve passed.

7.2 Consideration and deliberation on the approval of a one (1) year lease contract for the SEED Program with The Phoenix Apartments in the amount of $42,900.

Note: To provide housing for SEED Program participants during calendar year 2012. Funding is provided by the SEED Program Grant.

Resource Person: Ernst Roberts

Motion to approve was made by Mr. Dominguez and seconded by Mrs. Quintanilla. Motion to approve passed.
### 7.0 STUDENT SERVICES

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<tr>
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<tr>
<td>Resource Person: Yolanda Chávez Ahner</td>
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<tr>
<td>Motion to approve items 7.3 and 7.4 was made by Mrs. Robles and seconded by Mr. Haggerty. Motion to approve passed.</td>
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</tbody>
</table>

| Exhibit 7.3 | Pages 126-127 |

<table>
<thead>
<tr>
<th>Motion</th>
<th>Second</th>
<th>Ayes</th>
<th>Nays</th>
<th>Abstain</th>
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</thead>
<tbody>
<tr>
<td>7.4 Consideration and deliberation on the approval of Continuing Education tuition rates for revised courses.</td>
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<td>Note: Workforce/Economic Development &amp; Continuing Education Department is requesting approval for changes in tuition.</td>
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<td>Resource Person: Yolanda Chávez Ahner</td>
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<td>Item passed.</td>
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| Exhibit 7.4 | Pages 128-129 |
8.0 COMMUNITY SERVICES

8.1 Consideration and deliberation on the acceptance of a cooperative agreement and funds from the University of Texas at San Antonio and the U.S. Small Business Administration in the amount of $346,297.

Note: To continue operations of the Small Business Development Center (SBDC) Program from October 1, 2011 through September 30, 2012 under a continuing resolution passed by the U.S. Congress and administered by the U.S. Small Business Administration.

Resource Person: Yolanda Chávez Ahner

Motion to approve was made by Mr. Haggerty and seconded by Mr. Fierro. Motion to approve passed.

8.2 Consideration and deliberation on the acceptance of cash donations.

Note: To accept the cash donations for the 2011 Buddy Walk activities, the culinary equipment, and miscellaneous kitchen items for the Culinary Arts Program.

Resource Person: Ernst Roberts

Item adopted on the consent docket.

The Board of Trustees recessed into closed or Executive Session at 5:55 p.m. as authorized by the Texas Open Meetings Act to deliberate on the purchase, exchange, lease or value of real property as authorized by section 551.072 of the Texas Government Code; to consult with legal counsel regarding pending, contemplated or threatened litigation or settlement offers as authorized by section 551.071(1) or on a matter in which the duty of legal counsel arises under section 551.071(2) of the code; to deliberate on the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public
officer or employee as authorized by Section 551.074 of the code; and to deliberate regarding college district security as authorized by section 551.075 of the code.

The meeting was reconvened at 6:50 p.m. Item 3.1 was the first item addressed.

9.0 UNFINISHED BUSINESS

Mr. Fierro announced that there would be a Special Board Meeting on December 9, 2011 at 12 noon at the President’s Office. He also announced that the next regular meeting of the Board of Trustees would be held on January 18, 2012 at 5:00 p.m.

10.0 ADJOURNMENT

The meeting was adjourned at 7:00 p.m. by unanimous consent.
MINUTES
PUBLIC MEETING OF THE BOARD OF TRUSTEES
EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

SPECIAL
ADMINISTRATIVE SERVICE CENTER
9050 Viscount
President’s Office Conference Room - #A137
El Paso, Texas 79925

DATE: December 9, 2011

1.0 GENERAL FUNCTIONS

1.1 Call to Order – The meeting was called to order at 12:01 p.m. by Board of Trustees Chair Art Fierro.

1.2 Roll Call – All Trustees were present for the meeting, except for Vice Chair Gracie Quintanilla and Trustee Carmen Olivas Graham.

1.3 The Board of Trustees shall deliberate on the applications received in response to the College’s Request for Proposals regarding executive search services incident to the selection of a President for the College. The Trustees will hear presentations from Keystone International Inc. and Gold Hill Associates, after which the Trustees may ask questions and/or seek clarification or further detail regarding the presentations and qualifications.

Mr. Fierro asked Mr. Ruben Gallardo (director, Purchasing and Contract Management) to update the Trustees on recent actions. He presented a brief PowerPoint describing the process. He commented that two firms had been invited to make presentation to the Trustees. Keystone International Inc. asked to be removed from consideration, leaving the remaining firm of Gold Hill Associates as the lone finalist.

He reported that Gold Hill Associates does not perform the background checks that EPCC had asked for. Mr. Gallardo stated that he would need direction from the Trustees on how to proceed with the background checks. Mr. Gallardo recommended a tiered approach with finalists having a more extensive check performed than semi-finalists. He noted that the College currently has employed a company (American Databank) that performs checks on employees, students that work in the area hospitals, and other areas. He stated that we are currently in the second year contract with the firm. He listed the following checks that could be performed: criminal report, international criminal records, federal criminal search, social security number verification, credit report, motor vehicle record, education verification, professional license verification, civil litigation search, drug screening, and some other miscellaneous searches.
Mr. Gallardo discussed items that should be included in a contract with a search firm. He recommended that the contract contain, at minimum, a comprehensive and proactive recruiting effort which relies on the firm’s contacts and knowledge of candidates, along with reference checks. Mr. Gallardo asked if there was anything else to include in the contract.

Motion by Mr. Haggerty & seconded by Mr. Fierro to award the contract to Gold Hill Associates and have them include “off” reference checks. Mr. Haggerty stated that he thought that more detail on specifics that the Board would like for Gold Hill to perform could be decided at a later date. Motion passed.

Mr. Fierro asked Mr. Gallardo and Mr. Dunbar to get together to determine the level of background checks that are necessary and any legal issues that might arise.

Discussion followed on the background screening of all candidates. Mr. Haggerty stated that only semi-finalists and finalists should be screened.

The Trustees discussed items that need to be included in the contract. Gold Hill Associates stated that they would provide the following items included in the base price:

1) Meet with El Paso Community College District constituents; 2) work with the search committee; 3) recruit; 4) screening; 5) reference checking, 6) staying in touch with candidates; and 7) general advisory.

Motion was made by Ms. Robles and seconded by Mr. Haggerty to clarify that a contract be issued to Gold Hill Associates based on their proposal and to include the “off” reference checks, the district’s general conditions of contract and that it be prepared for signature to meet the timelines. Motion to approve passed.
Motion was made by Mr. Haggerty and seconded by Mrs. Robles to transfer funds in the amount of $50,000 into the Presidential Search account. (Note: These funds will be transferred from an account at the President’s discretion.) Motion to approve passed.

The meeting was adjourned at 12:35 p.m. by unanimous consent.
Exhibit 3.1
Full-Time Institutionally-Funded Actions

**Cano, Marina**
Campus Coordinator
Classified Staff
Testing Services
12/01/11 – 08/31/12
Grade E
Transfer

**Dominguez, Cecilia**
Instructor
Faculty
Cosmetology
Temporary (Lecturer) Status
01/09/12 – 05/11/12
Grade A/5
Extension of Appointment

**Gamboa, Erika**
Academic Assistant
Classified Staff
Dean, Math, Science, & Career &
Technical Education
11/21/11 – 08/31/12
Grade E
Transfer

**Madrid, Virginia**
Instructor
Faculty
Nursing
Temporary (Lecturer) Status
11/07/11 – 05/12/12
Grade B/3
Noncompetitive Appointment
(New Position)

**Ortiz, Estela**
Program Manager
Professional Support
Workforce Development
Temporary Status
12/01/11 – 01/31/12
Grade D
Extension of Appointment

**Parral-Taylor, Rachel**
Campus Cashier
Classified Staff
Bursar/ Accounting Services
01/23/12 – 08/31/12
Grade C
Competitive Appointment
(Replacement Action)

**Perez, Belen**
Administrative Associate
Classified Staff
Vice President, Research and Development
01/01/12 – 05/31/12
Grade E
Leave of Absence

**Smith, Steven**
Interim Vice President, Instruction
Administrator
Vice President, Instruction
Temporary Status
02/01/12 – 08/31/12
Grade G
Noncompetitive Appointment
(Replacement Action)
Exhibit 3.3
Information Items
(No Action Required)

Resignations:

**Barraza, Jessica**
Administrative Office Assistant
Small Business Development Center
12/01/11

**Loya, Denise**
Resource Specialist
College Readiness
12/30/11

Retirements:

**Aguilar, Patricia**
Instructor
History
12/31/11

**Arteaga, Jose R.**
HVAC Energy Management Specialist
Operation and Maintenance
01/31/12

**Buntyn, Carolyn**
Director
Testing Services
01/31/12

**Mallinson, Gail**
Manager
Americana Language Programs
01/31/12

**Marioni, Patricia**
Lab Facilities Supervisor
Nursing
01/31/12

**Martinez, Manuel A.**
HVAC Control Technician
Operation and Maintenance
01/31/12

**Mills, Michael**
Lab Assistant III
Multi-Media Lab
01/31/12
Retirements:

**Parrish, Jerry**
Peace Officer I
Police Department
01/31/12

**Perez, Carolina**
ESL Lab Assistant
ESL
12/31/11

**Valencia, Martha**
Admission & Registration Assistant
Admissions & Registrar
01/31/12
FINANCIAL SERVICES ABSTRACT

Item(s) to be Considered: Consideration and deliberation on the approval of contract awards to purchase science supplies and equipment.

Amount Not to Exceed: $350,000 (Collective estimated annual aggregate amount)

Requestor: Ruben Gallardo
Area Responsible: Purchasing & Contract Management

Resource Persons: Josette Shaughnessy, Ruben Gallardo, John Tharp

Purpose: Approval of a contract award to multiple vendors for the purchase of science supplies and equipment in support of educational programs at the College.

Explanation: Award of these contracts will provide instructional departments with the ability to purchase science supplies and equipment (including microscopes), as required for geology, physics, chemistry, biology, and microbiology.

Purchases are conducted by applying a discount percentage to catalog pricing. Requestors have the ability to source goods from multiple vendors to ensure a best value purchase. No single vendor is able to supply all items at all times; therefore, a multiple award is needed to ensure sources of supply are available on an as-required basis for the instructional programs.

Vendors currently available through a purchasing cooperative such as BuyBoard or Region 19 were not selected through this process, as needed purchases from those vendors can be made through those respective contracts. The College reserves the right to utilize co-op contracts when those offerings are equal or better.

The term of the contract is for a period of three (3) years from award date with an option to renew annually for an additional two (2) years for a potential maximum contract term of five (5) years, upon administrative review and successful vendor performance. This recommendation is based on Competitive Sealed Proposal process (CSP #12-003) per the provisions of Texas Education Code 44.031.

Funding is provided by each individual College department’s budget.

Recommendation: Approval by the Board of Trustees.

Vendors:
- Bio Corporation
  3910 Minnesota Street SW
  Alexandria, MN 56308
- Fisher Scientific
  9999 Veterans Memorial Drive
  Houston, TX 77038
- Nasco
  901 Janesville Avenue
  Fort Atkinson, WI 53538-0901
- Parco Scientific
  9088 General Drive
  Plymouth, MI 48170
- Sargent-Welch
  3850 North Wilke Road
  Arlington Heights, IL 60004
EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

ANALYSIS OF COMPETITIVE SEALED PROPOSAL #12-003

SCIENCE SUPPLIES & EQUIPMENT

The science equipment and supplies contained in this solicitation will be utilized by instructional programs throughout the College.

Requests for Competitive Sealed Proposals were advertised for two (2) consecutive weeks in the local newspaper, the El Paso Times. Twelve (12) proposal packets were issued. Proposals received are indicated on the tabulation.

It is the recommendation of the “CSP Analysis Committee” (Tonie Badillo, Dolores Clancy, and Hilda Taylor) that contracts be awarded to the following:

Fisher Scientific
9999 Veterans Memorial Drive
Houston, TX 77038

Bio Corporation
3910 Minnesota Street SW
Alexandria, MN 56308

NASCO
901 Janesville Avenue
Fort Atkinson, WI 53538-0901

Parco Scientific
9088 General Drive
Plymouth, MI 48170

Sargent-Welch
3850 North Wilke Road
Arlington Heights, IL 60004

Initial contract award will be for a period of three (3) years. The College, upon satisfactory vendor performance and administrative review, may renew on an annual basis, for an additional two (2) years, for a potential maximum term of five (5) years.

A multiple award is recommended to ensure goods will be provided at all times to meet the College’s needs. As indicated in the tabulation sheet, vendors currently available through a purchasing cooperative were not selected. The College reserves the right to utilize co-op contracts when those offerings are equal or better.
|----------------------------------------|-----------------|-----------------------------------------------|---------------------------------|--------|--------------------------|---------------------------------|-------------------|-----------------------------------------------|

**Cost Proposal for Turnkey Project**

The District requires two (2) complete original proposal response packets with all the requested information, documentation, forms, etc. in each packet. Three (3) additional copies preferred. Respondents shall provide in both original proposal packets the information and applicable documentation to this solicitation.

Respondent shall provide its sales and customer service contact information.

Respondent shall state its product return policy.

Respondent must provide evidence showing that specific items were rendered to the District along with the submitted invoice documents to the District. A sample of the intended invoice document(s) shall be included in the proposal response.

**Cost Proposal**

Note: Respondent agrees to hold the prices, if awarded, for at least 60 days after Board approval, currently scheduled for November 9, 2011.* Date subject to change.

Discount from: _______ Catalog _______ Price List (Catalog and/or Price List must be provided with proposal)

<table>
<thead>
<tr>
<th>Item Type</th>
<th>Discount %</th>
<th>Catalog</th>
<th>Price List</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small lab equipment (i.e., balances, stirrers, meters)</td>
<td>Not indicated</td>
<td>20%</td>
<td>Up to 41.1%</td>
</tr>
<tr>
<td>Glassware</td>
<td>Not indicated</td>
<td>20%</td>
<td>Up to 43.2%</td>
</tr>
<tr>
<td>Chemicals</td>
<td>Not indicated</td>
<td>20%</td>
<td>Up to 51.1%</td>
</tr>
<tr>
<td>Preserved specimens</td>
<td>5%</td>
<td>20%</td>
<td>Up to 10.4%</td>
</tr>
<tr>
<td>Models</td>
<td>Not indicated</td>
<td>20%</td>
<td>Not indicated</td>
</tr>
<tr>
<td>Laboratory supplies</td>
<td>Not indicated</td>
<td>20%</td>
<td>Not indicated</td>
</tr>
<tr>
<td>Microbiology</td>
<td>Not indicated</td>
<td>20%</td>
<td>Not indicated</td>
</tr>
<tr>
<td>Microscopes and related accessories and supplies</td>
<td>Not indicated</td>
<td>20%</td>
<td>Not indicated</td>
</tr>
<tr>
<td>Materials other than those stated above</td>
<td>Not indicated</td>
<td>20%</td>
<td>Not indicated</td>
</tr>
<tr>
<td>Hazardous material shipment fee, (one per purchase order)</td>
<td>$22.50</td>
<td>$25</td>
<td>$25</td>
</tr>
<tr>
<td>On-line catalog ( ) Yes ( ) No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>On-line ordering ( ) Yes ( ) No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Ability to show discount pricing on-line ( ) Yes ( ) No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Vendor Contact for Ordering</td>
<td>Provided</td>
<td>Provided</td>
<td>E-mail not provided</td>
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<tr>
<td>Customer Service Representative:</td>
<td>Acknowledged</td>
<td>Acknowledged</td>
<td>Acknowledged</td>
</tr>
<tr>
<td>I have included: Catalog and/or Price List, Ordering Procedure, Return Policy, Family Code Form, Felony Conviction Form, and Conflict of Interest Questionnaire No, please explain.</td>
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<tr>
<td>Describe any offerings of no cost value-added services, any additional business features, including any alternate pricing proposal, pricing arrangements, discounts, or other value-added services that could be provided under an agreement resulting from this CSP:</td>
<td>&quot;Free shipping (no pails) please/free disposal/customer pay shipping back)&quot;</td>
<td>&quot;Quote for materials list over $15,000 may qualify for additional discount.&quot;</td>
<td>&quot;Discounts as shown in response, field sales representation on campus.&quot;</td>
</tr>
<tr>
<td>I am willing to allow other governmental entities to participate in this contract, if awarded, under the same terms and conditions.</td>
<td>Acknowledged</td>
<td>Acknowledged</td>
<td>Not indicated</td>
</tr>
</tbody>
</table>
The District is requesting proposals from qualified suppliers for goods and services related to District-wide science education. The request for proposals includes microscopes, fossils, and science equipment and supplies for the District's geology, physics, chemistry, biology, and microbiology programs.

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<tr>
<td>The purchase price. (50 pts.)</td>
<td>0 = Unable to evaluate due to inadequate or missing information</td>
<td>16.67</td>
<td>50</td>
<td>50.00</td>
<td>33.34</td>
<td>50.00</td>
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<td>33.34</td>
<td>16.67</td>
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<td></td>
<td>1 = Unsatisfactory-Pricing appears too high</td>
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<td>2 = Acceptable- Pricing is moderate</td>
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<td>3 = Superior- Pricing is appropriate, within market values</td>
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<tr>
<td>The reputation of the vendor and of the vendor's goods or services (10 pts.)</td>
<td>0 = Unable to evaluate due to inadequate or missing information</td>
<td>2</td>
<td>10</td>
<td>10.00</td>
<td>6.00</td>
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<td>The quality of the vendor's goods or services (10 pts.)</td>
<td>0 = Unable to evaluate due to inadequate or missing information</td>
<td>2</td>
<td>10</td>
<td>10.00</td>
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<td>The extent to which the vendor's goods or services meet the District's needs (10 pts.)</td>
<td>0 = Unacceptable; proposal lacks sufficient detail for proper evaluation</td>
<td>2</td>
<td>10</td>
<td>10.00</td>
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<td>10.00</td>
<td>10.00</td>
<td>6.00</td>
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<td>1 = Unsatisfactory</td>
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<td>The vendor's past relationship with the District (5 pts.)</td>
<td>0 = Unable to evaluate due to inadequate or missing information</td>
<td>1</td>
<td>5</td>
<td>5.00</td>
<td>2.00</td>
<td>5.00</td>
<td>5.00</td>
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<td>1 = Minimal/Moderate History-Unsatisfactory performance</td>
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<td>2 = Minimal/Moderate History-Minimal customer satisfaction</td>
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<td>3 = Minimal/Moderate History-Moderate customer satisfaction</td>
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<td>4 = Substantial History-Some customer satisfaction</td>
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<td>5 = Substantial History-Maximum customer satisfaction</td>
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<tr>
<td>The total long term cost to the District to acquire the vendor's goods or services (10 pts.)</td>
<td>0 = Unable to evaluate due to inadequate or missing information</td>
<td>2</td>
<td>10</td>
<td>10.00</td>
<td>6.00</td>
<td>10.00</td>
<td>10.00</td>
<td>6.00</td>
<td>10.00</td>
<td>8.00</td>
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<td></td>
<td>1 = Unsatisfactory</td>
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<td>2 = Below average</td>
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<td>3 = Average</td>
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<td>4 = Above average</td>
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<td>5 = Superior</td>
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<tr>
<td>For a contract for goods and services, other than goods and services related to telecommunication and information services, building construction and maintenance, or instructional materials, whether the vendor or vendor's ultimate parent company or majority owner: (A) has its principal place of business in this state; or (B) employs at least 500 persons in this state.</td>
<td>0 = Unacceptable; proposal lacks sufficient detail for proper evaluation</td>
<td>0</td>
<td>0</td>
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<td>1 = Unsatisfactory</td>
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<tr>
<td>Any other relevant factor specifically listed in the request for bids or proposals (5 pts.)</td>
<td>0 = Unacceptable; proposal lacks sufficient detail for proper evaluation</td>
<td>1</td>
<td>5</td>
<td>2.00</td>
<td>3.00</td>
<td>3.00</td>
<td>2.00</td>
<td>2.00</td>
<td>2.00</td>
<td>5.00</td>
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<tr>
<td></td>
<td>1 = Unsatisfactory</td>
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<tr>
<td>Total Points:</td>
<td>97.00</td>
<td>96.34</td>
<td>98.00</td>
<td>80.34</td>
<td>61.34</td>
<td>46.87</td>
<td>100.0</td>
<td>98.00</td>
<td></td>
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</tr>
</tbody>
</table>

Comments: Carolina Biological Supply Company's proposal was deemed to be a conditional offer and was disqualified. Vendors currently available through a purchasing cooperative such as BuyBoard or Region 19 were not selected through this process, as needed purchases from those vendors can be made through those respective contracts.
### FINANCIAL SERVICES ABSTRACT

<table>
<thead>
<tr>
<th><strong>Item(s) to be Considered:</strong></th>
<th>Consideration and deliberation on the approval of a District-wide annual support agreement with the Oracle Corporation.</th>
<th><strong>Amount:</strong> $331,841</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Requestor:</strong></td>
<td>Gary Chacon</td>
<td><strong>Area Responsible:</strong> Information Technology</td>
</tr>
<tr>
<td><strong>Resource Persons:</strong></td>
<td>Jenny Girón, Gary Chacon</td>
<td></td>
</tr>
<tr>
<td><strong>Purpose:</strong></td>
<td>The purpose of the Oracle District-wide support agreement is to enable the technical support services provided by Oracle Corporation for licensed software utilized by SunGard/SCT Banner Administration and Web self-service products for concurrent use by El Paso Community College students, staff and faculty.</td>
<td></td>
</tr>
<tr>
<td><strong>Explanation:</strong></td>
<td>The Oracle database system supports Banner Student and Administration modules which include Banner Web self-service consisting of <em>Student Financial Aid, Human Resources, Payroll, Finance, Web Student Registration, Web Faculty Grade Input</em> and <em>Web for Employees</em>. A sole source letter is on file in the Purchasing and Contract Management Department. Funding is provided by the Software Maintenance and Technology Fund accounts.</td>
<td></td>
</tr>
<tr>
<td><strong>Recommendation:</strong></td>
<td>Approval by the Board of Trustees.</td>
<td></td>
</tr>
<tr>
<td><strong>Vendor:</strong></td>
<td>Oracle Corporation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>P.O. Box 71028</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Chicago, IL 60695-1028</td>
<td></td>
</tr>
</tbody>
</table>

| **Date:**                     | 02/11/12                                                                                                             |
| **Account#:**                 | 11000-75006                                                                                                           |
| **Budget:**                   | $1,296,893                                                                                                            |
| **Expenditures To Date:**     | $1,010,317                                                                                                            |
| **Balance:**                  | $286,576                                                                                                              |

| **Date:**                     | 02/11/12                                                                                                             |
| **Account#:**                 | 91326-M91326                                                                                                          |
| **Budget:**                   | $2,314,996                                                                                                            |
| **Expenditures To Date:**     | $720,446                                                                                                              |
| **Balance:**                  | $1,594,550                                                                                                            |
FINANCIAL SERVICES ABSTRACT

<table>
<thead>
<tr>
<th>Item(s) to be Considered:</th>
<th>Consideration and deliberation on the approval of contract awards to purchase promotional items.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Not to Exceed:</td>
<td>$275,000 (Collective estimated annual aggregate amount)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Requestor:</th>
<th>Ruben Gallardo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area Responsible:</td>
<td>Purchasing &amp; Contract Management</td>
</tr>
</tbody>
</table>

| Resource Persons:       | Josette Shaughnessy, Ruben Gallardo, Debra Espinoza                                             |

| Purpose:                | Award of these contracts will provide administrative and instructional departments with the ability to purchase promotional items. |

| Explanation:            | Awarded vendors will supply promotional items to College departments on an as-needed basis. There is no guarantee of any level of business to any one vendor. Items to be purchased include miscellaneous promotional items, apparel, recognition awards and trophies. Multiple awards are recommended to ensure access to product selection from a variety of vendor catalogs. Award of these contracts is for an initial term of three (3) years, with an option to renew, on an annual basis, for an additional (2) years for a potential maximum contract term of five (5) years, upon satisfactory vendor performance and administrative approval. This recommendation is based on Competitive Sealed Proposal process (CSP #12-004) per the provisions of the Texas Education Code 44.031. Funding is provided by each individual College department’s budget. |

| Recommendation:         | Approval by the Board of Trustees.                                                              |

<table>
<thead>
<tr>
<th>Vendors:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Apparel Art</td>
<td>C&amp;M Plaque &amp; Trophy, Inc.</td>
</tr>
<tr>
<td>10854 Pellicano</td>
<td>10817 Notus Lane #D-101</td>
</tr>
<tr>
<td>El Paso, TX 79935</td>
<td>El Paso, TX 79935</td>
</tr>
<tr>
<td>Corporate Connection</td>
<td>Roy Lown’s Classic Awards</td>
</tr>
<tr>
<td>1510 N. Zaragoza Ste A13</td>
<td>3700 Dyer</td>
</tr>
<tr>
<td>El Paso, TX 79936</td>
<td>El Paso, TX 79930</td>
</tr>
</tbody>
</table>

(Exhibit 4.3.1) 01/18/12
EL PASO COUNTY COMMUNITY COLLEGE DISTRICT

ANALYSIS OF COMPETITIVE SEALED PROPOSAL #12-004

PROMOTIONAL ITEMS, APPAREL, RECOGNITION AWARDS & TROPHIES

A request for Competitive Sealed Proposals was issued to solicit proposals for promotional items, apparel, recognition awards and trophies to be used district-wide.

The request for Competitive Sealed Proposals was advertised for two (2) consecutive weeks in the local newspaper, the *El Paso Times*. Proposal packets were issued to thirty (30) vendors. Proposals received are indicated on the tabulation.

Multiple awards are recommended to ensure access to a wider product selection from a variety of vendors. It is the recommendation of the Evaluation Committee (Maria Amaya, Luis Flores, Israel Banuelas) that contracts be awarded to the following:

- Apparel Art
  10854 Pellicano
  El Paso, TX 79935

- C&M Plaque & Trophy, Inc.
  10817 Notus Lane #D-101
  El Paso, TX 79935

- The Company Store
  8409 Lockheed, Suite 2
  El Paso, TX 79925

- Corporate Connection
  1510 N. Zaragoza Ste A13
  El Paso, TX 79936

- Roy Lown’s Classic Awards
  3700 Dyer
  El Paso, TX 79930

Award of these contracts is for an initial term of three (3) years, with an option to renew, on an annual basis, for an additional (2) years for a potential maximum contract term of five (5) years, upon satisfactory vendor performance and administrative approval.
CSP #12-004 Promotional Items, Sportswear, Plaques & Award Trophies

**Apparel Art**
- Provided
- Not provided
- Provided
- Provided
- Provided
- Not provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Provided

**Apex**
- Provided
- Not provided
- Provided
- Not provided
- Provided
- Not provided
- Provided
- Not provided
- Provided
- Provided
- Provided
- Provided
- Provided

**Authentic Promotions**
- Provided
- Provided
- Not provided
- Provided
- Provided
- Not provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Provided

**BCD Investments dba Lodgeworks**
- Provided
- Not provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Provided

**Commercial Screen Printing**
- Provided
- Not provided
- Provided
- Provided
- Provided
- Not provided
- Provided
- Provided
- Not provided
- Provided

**C & M Plaques & Trophy**
- Provided
- Not provided
- Provided
- Provided
- Provided
- Not provided
- Provided
- Not provided
- Provided

**The Company Store**
- Provided
- Not provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Provided

**Corporate Connection**
- Provided
- Not provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Provided

**Office Depot**
- Provided
- Not provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Not provided
- Provided

**Roy Lowen**
- Provided
- Not provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Provided
- Provided

### Requirements
- Respondent shall provide their ordering procedure and, if applicable, include information on its offerings of web-based tools.
- Respondent shall state its product return policy.
- A sample of the vendor's intended invoice documents shall be included in the proposal response.
- T-shirt (Provide one (1) sample only)
- Polo style shirt (Provide one (1) sample only)
- Cap (Provide one (1) sample only)
- Pencil (If providing, one (1) sample only)
- Pen (If providing, one (1) sample only)
- Recognition awards and trophies (Provide catalog)
- Respondents shall indicate on the proposal form the brands being proposed, prices for printing specific items, and if applicable setup charges, screen charges or PMS color match charges.
- Respondents must provide three (3) references from past or current commercial customers in the El Paso area (Proposal Form Attachment A).
- Respondents must provide a general statement of how long the business has been serving commercial customers, business address and customer service contact information (name, phone number and fax number). Also, respondent must indicate if store has a walk-in sales counter and provide address of storefront, if applicable.
- Respondents must provide information on their overrun/under-run policy. Also, state if respondent has an "exact quantity guarantee" and if additional charges will apply in order to process orders with exact quantities.
- Respondents must provide information on their "normal" lead times, after receipt of order, for apparel, promotional items and recognition awards/trophies.

### Case Proposal

<table>
<thead>
<tr>
<th>% Discount from catalog on all apparel and related items</th>
<th>20%</th>
<th>25% off 1st column pricing</th>
<th>10%</th>
<th>20-50%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duration of award</td>
<td>25%</td>
<td>20%</td>
<td>25%</td>
<td></td>
</tr>
<tr>
<td>Jun-12</td>
<td>10%</td>
<td>5-20%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15 AAA</td>
<td>10-15 days</td>
<td>30 days</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 working days</td>
<td>No proposal provided for this category.</td>
<td>No proposal provided for this category.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S2 for upcharge for large sizes and charges may apply for multiple logos.</td>
<td>$50-75 for set up/screen</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>None Indicated</td>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>% Discount from catalog on all miscellaneous promotional items</th>
<th>20%</th>
<th>25%</th>
<th>10%</th>
<th>5-20%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discount will be held through: (Specify date, year, duration of award, etc.)</td>
<td>25%</td>
<td>20%</td>
<td>25%</td>
<td></td>
</tr>
<tr>
<td>Dec-12</td>
<td>10%</td>
<td>5-20%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15 AAA</td>
<td>10-15 days</td>
<td>30 days</td>
<td></td>
<td></td>
</tr>
<tr>
<td>30 days</td>
<td>No proposal provided for this category.</td>
<td>No proposal provided for this category.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Charges may apply for multiple imprint colors and/ or locations.</td>
<td>$15-$45 for set up/screen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>set-up fees and shipping</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>% Discount from catalog on all recognition awards</th>
<th>15%</th>
<th>20%</th>
<th>10%</th>
<th>5-20%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discount will be held through: (Specify date, year, duration of award, etc.)</td>
<td>20%</td>
<td>25%</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td>Jan-13</td>
<td>10%</td>
<td>5-20%</td>
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<td></td>
</tr>
<tr>
<td>15 AAA</td>
<td>10-15 days</td>
<td>30 days</td>
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<tr>
<td>30 days</td>
<td>No proposal provided for this category.</td>
<td>No proposal provided for this category.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Charges may apply for multiple imprint colors and/ or locations.</td>
<td>$15-$45 for set up/screen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>set-up fees and shipping</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>$15 for set-up</td>
<td>$25, $35, or $1.50 per 1,000 stitches.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>None Indicated</td>
<td>Rush charges and special packaging charges advised at ordering.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$25-$50 for create artwork, two or more colors, digitizing, PMS color match, spec sampled, rush orders.</td>
<td></td>
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</tr>
</tbody>
</table>

### Pricing:
- **20%** screen charges $12 per color. Digitizing of logos, $25, $35, or $1.50 per 1,000 stitches.
- **25%** rush charges and special packaging charges advised at ordering.
- **15%** screen charges $12 per color. Digitizing of logos, $25, $35, or $1.50 per 1,000 stitches.
<table>
<thead>
<tr>
<th>Apparel Art</th>
<th>Apes</th>
<th>Authentic Promotions</th>
<th>BCD Investments dba Badgeworks</th>
<th>Commercial Screen Printing</th>
<th>C &amp; M Plaque &amp; Trophy</th>
<th>The Company Store</th>
<th>Corporate Connection</th>
<th>Office Depot</th>
<th>Roy Low</th>
<th>&amp; Trophies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discount will be held through: Specify date, year, duration of award, etc.</td>
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<tr>
<td>Maximum lead time after receipt of order (specify number of days)</td>
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<tr>
<td>Additional charges, if any Specify type of charges:</td>
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<tr>
<td>T-shirts, 100% cotton, one color imprint (with logo), short sleeve</td>
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</tr>
<tr>
<td>Quantity: 10</td>
<td>Size: 2X</td>
<td>Setup Charge:</td>
<td>Screen Charge:</td>
<td>Total Cost:</td>
<td>Brand: Fruit of the Loom</td>
<td>No proposal provided for this category.</td>
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<tr>
<td>Pencils, round #2 lead, wood barrel, rubber eraser, various colors, one line and one color imprint (with logo)</td>
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</tr>
<tr>
<td>Quantity: 2,000</td>
<td>Setup Charge:</td>
<td>Screen Charge:</td>
<td>Total Cost:</td>
<td>Brand:</td>
<td>No proposal provided for this category.</td>
<td></td>
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<tr>
<td>Pens, fine point, refillable, various colors of ink, one line imprint (with logo), one color</td>
<td></td>
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</tr>
<tr>
<td>Quantity: 2,000</td>
<td>Setup Charge:</td>
<td>Screen Charge:</td>
<td>Total Cost:</td>
<td>Brand: BIC</td>
<td>No proposal provided for this category.</td>
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</tr>
<tr>
<td>Proposal Information: If applicable, indicate pricing for printing specific items, setup charges, and PMS color match charges (list separately if necessary): The printing is included in the price of the item. The pencil is the only item to have a screen charge there is no PMS charge on these items.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>None indicated</td>
<td>First set up included, PMS match $25 set per month. Less than minimum qty: $30 set up $35 to $50 screen $50-75 PMS matching $50 running charge, $75-95 per piece proofs - $5-15 each. Promotional items have all additional pricing in catalog such as setup, PMS and additional imprint colors or locations. Apparel items quoted by job.</td>
<td></td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>None indicated</td>
<td>None indicated</td>
<td>Free engraving, EQP Pricing/Discount Coupons on promotional items. Larger volume and larger quantity discounts may be offered. Some setup fees, digitizing fees may be waived.</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>None indicated</td>
<td>We service items for customers as needed, we can provide larger discounts for large volume orders. Free engraving, no setup charge</td>
<td>Special end quantity pricing on select items, samples and catalogs provided at no charge rush service available on most items.</td>
<td></td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Appraisal Art has all the EPUC logos &amp; other Department logos digitized and vector art. When these logos are ordered there are no setup charges. We have the ink in stock w/no PMS charges on apparel. We also have large quantity discounts above the 20%.</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
## Evaluation Criteria

<table>
<thead>
<tr>
<th>Factor</th>
<th>Maximum Points</th>
<th>Apparel Art</th>
<th>Apex</th>
<th>Authentic Promotions</th>
<th>BCD Investments dba Badgeworks</th>
<th>Commercial Screen Printing</th>
<th>C &amp; M Plaque &amp; Trophy</th>
<th>The Company Store</th>
<th>Corporate Connection</th>
<th>Office Depot</th>
<th>Roy Loom</th>
</tr>
</thead>
<tbody>
<tr>
<td>The purchase price. (20 pts.) - &quot;Discount from catalogs&quot; - 15% &quot;Basket of Goods&quot; cost comparisons</td>
<td>6.67</td>
<td>20</td>
<td>20.00</td>
<td>13.11</td>
<td>15.33</td>
<td>13.11</td>
<td>13.11</td>
<td>15.33</td>
<td>13.11</td>
<td>20.00</td>
<td>20.00</td>
</tr>
<tr>
<td>The reputation of the vendor and of the vendor's goods or services (10 pts.)</td>
<td>2</td>
<td>10</td>
<td>7.33</td>
<td>7.33</td>
<td>7.33</td>
<td>7.33</td>
<td>7.33</td>
<td>7.33</td>
<td>7.33</td>
<td>7.33</td>
<td>7.33</td>
</tr>
<tr>
<td>The quality of the vendor's goods or services (15 pts.) - Samples and/or recognition awards and trophies catalog.</td>
<td>3</td>
<td>15</td>
<td>12.00</td>
<td>11.00</td>
<td>12.00</td>
<td>9.00</td>
<td>14.00</td>
<td>14.00</td>
<td>11.00</td>
<td>11.00</td>
<td>3.00</td>
</tr>
<tr>
<td>The extent to which the vendor's goods or services meet the District's needs (20 pts.) - Product lead times and selections and Lead times.</td>
<td>4</td>
<td>20</td>
<td>17.33</td>
<td>13.33</td>
<td>14.67</td>
<td>14.67</td>
<td>8.00</td>
<td>16.00</td>
<td>16.00</td>
<td>14.67</td>
<td>9.33</td>
</tr>
<tr>
<td>The vendor's past relationship with the District (5 pts.)</td>
<td>1</td>
<td>5</td>
<td>5.00</td>
<td>4.00</td>
<td>0</td>
<td>4.00</td>
<td>3.00</td>
<td>4.00</td>
<td>5.00</td>
<td>0</td>
<td>4.00</td>
</tr>
<tr>
<td>The total long term cost to the District to acquire the vendor's goods or services (10 pts.) - Duration of discounts(s) offered to District.</td>
<td>2</td>
<td>10</td>
<td>9.33</td>
<td>6.67</td>
<td>6.67</td>
<td>8.00</td>
<td>7.33</td>
<td>7.33</td>
<td>8.00</td>
<td>6.67</td>
<td>6.67</td>
</tr>
<tr>
<td>For a contract for goods and services, other than goods and services related to telecommunication and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor's ultimate parent company or majority owner: (A) has its principal place of business in this state, or (B) employs at least 500 persons in this state.</td>
<td>5</td>
<td>5</td>
<td>5.00</td>
<td>5.00</td>
<td>0.00</td>
<td>5.00</td>
<td>5.00</td>
<td>5.00</td>
<td>5.00</td>
<td>5.00</td>
<td>5.00</td>
</tr>
<tr>
<td>Any other relevant factor specifically listed in the request for bids or proposals (15 pts.) - Comprehensiveness of vendor's responses (as outlined in Section &quot;IV&quot;)</td>
<td>3</td>
<td>15</td>
<td>15.00</td>
<td>7.00</td>
<td>13.00</td>
<td>8.00</td>
<td>12.00</td>
<td>8.00</td>
<td>14.00</td>
<td>12.00</td>
<td>10.00</td>
</tr>
</tbody>
</table>

**Total Points:** 91.00 67.45 69.00 69.11 69.78 74.00 82.45 76.67 65.33 77.78

**Recommend Award**

*Comments:* Arspec Inc. and David's Apparel Inc.'s proposals were disqualified due to the presence of corrections/changes on their proposal forms, as submitted.

The District is requesting proposals from qualified vendors to provide product lines on miscellaneous promotional items, recognition awards, trophies, and a variety of custom screen and embroidered apparel or related items for purchase.
## FINANCIAL SERVICES ABSTRACT

**Item(s) to be Considered:** Consideration and deliberation on the approval to purchase an Uninterruptible Power Supply (UPS).

<table>
<thead>
<tr>
<th>Requestor:</th>
<th>Marco Fernandez</th>
<th>Area Responsible:</th>
<th>Information Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resource Persons:</td>
<td>Jenny Girón, Marco Fernandez</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Amount:** $85,000

**Purpose:** Consideration and deliberation on the purchase of an Uninterruptible Power Supply (UPS) to provide battery backup power for the El Paso Community College Data Center, located at the Administrative Service Center.

**Explanation:** A turn-key solution for the replacement of an existing obsolete and malfunctioning Leibert UPS unit. This includes a new UPS unit, labor for removal of old unit and the installation of new unit. The new UPS unit is an energy efficient three-phase UPS system with a 160 KVA capacity and a 53 minute runtime on current load. The UPS system is needed to provide battery backup power to maintain the Enterprise System servers that reside in the Data Center to include: all public web services, Exchange email servers, Banner System, SAN (Storage Area Network), Active Directory, SQL Server, the Oracle Database Servers, and other supporting systems.

The unit will be purchased through Region 19 Purchasing Cooperative contract #11-6657, which was competitively awarded. Purchases conducted through the Region 19 Purchasing Cooperative are in compliance with Texas Education Code 44.031(a)(4); and the provisions of Texas Government Code, Chapter 791 - Interlocal Cooperation Contracts.

Funding is provided by the Hardware Maintenance and Supplies Account.

**Recommendation:** Approval by the Board of Trustees.

**Vendor:** Triangle Electrical Supply Co.
3815 Durazno Avenue
El Paso, TX 79905

**Date:** 01/11/12

**Account:** 11000-75005

**Budget:** $693,467

**Expenditures to date:** $257,782

**Balance:** $435,685
PHYSICAL FACILITIES ABSTRACT

Item(s) to be Considered: Consideration and deliberation on the approval of a contract award to install the utilities and exterior finishes for the Valle Verde Math Emporium Building with Pride General Contractors LLC.

| Amount: (Not to Exceed) $110,395 |

Requestor: Rick Lobato  Area Responsible: Physical Plant

Resource Persons: Josette Shaughnessy, Rick Lobato, Rick Torres

Purpose: Approval to enter into a contract with Pride General Contractors LLC to install the utilities and provide the exterior finishes for the Valle Verde Math Emporium Building.

Explanation: The approval of this request, which includes electrical power, landscaping, and an oversized sewer line that will open up the west end of the campus for further expansion when needed, will allow the Math Emporium Building to become fully operational.

| Pride General Contractors LLC $100,359 |
| Contingency (10%) 10,036 |
| Total $110,395 |

Various contractors, who have been awarded contracts by the Region 19 Purchasing Cooperative, were invited to review the plans, visit the site, and provide quotes. Of the quotes provided, Pride General Contractors LLC provides the best value for the College.

Pride General Contractors LLC is a vendor with which Region 19 (under contracts #09-6417 and #10-6545) and members of its purchasing cooperative can contract per Texas Education Code 44.031(a)(4).

Funding is provided by the Valle Verde Math Lab Building Budget.

Date: 01/09/12
Account: 91467-M91467
Budget: $491,550
Expenditures to date: $72,083
Balance: $419,467

Recommendation: Approval by the Board of Trustees.

Vendor: Pride General Contractors LLC
5959 Gateway West, Ste. 512.
El Paso, TX 79925
### CURRICULUM AND INSTRUCTIONAL ABSTRACT

<table>
<thead>
<tr>
<th>Item(s) to be Considered:</th>
<th>Consideration and deliberation on the approval of additional funds to purchase books and audio visuals for the district-wide College libraries.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Amount: (Not to Exceed)</strong></td>
<td>$55,000</td>
</tr>
<tr>
<td><strong>Requestor:</strong></td>
<td>Paula Mitchell</td>
</tr>
<tr>
<td><strong>Area Responsible:</strong></td>
<td>Instruction</td>
</tr>
<tr>
<td><strong>Resource Persons:</strong></td>
<td>Dennis Brown, Paula Mitchell</td>
</tr>
<tr>
<td><strong>Purpose:</strong></td>
<td>To purchase books and audio visuals for the library collections at the Valle Verde, Northwest and Transmountain campuses.</td>
</tr>
<tr>
<td><strong>Explanation:</strong></td>
<td>This request is to approve additional funds allocated for a one-time purchase of books and audio visuals to improve the library collections. Funds in the amount of $20,500 were previously approved in August 2011. This request includes a 4% estimate to cover unanticipated cost increases since that time. These purchases will be conducted through the Region 19 Purchasing Cooperative contract #11-6634, as allowed by Texas Education Code 44.031(a)(4). Funding is provided by the Instructional Equipment and Valle Verde Library Operations budgets.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Location</th>
<th>Funds Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Valle Verde</td>
<td>$41,281</td>
</tr>
<tr>
<td>Northwest</td>
<td>$8,000</td>
</tr>
<tr>
<td>Transmountain</td>
<td>$3,000</td>
</tr>
<tr>
<td>Unanticipated price increase</td>
<td>$2,719</td>
</tr>
<tr>
<td><strong>Total Additional funds approval Not to Exceed:</strong></td>
<td>$55,000</td>
</tr>
</tbody>
</table>

| Date: | 01/02/12 |
| Account: | 91271-M91271 |
| Budget: | $386,659 |
| Expenditures To date: | $65,647 |
| Balance: | $321,012 |

| Date: | 01/02/12 |
| Account: | 11000-52153 |
| Budget: | $316,783 |
| Expenditures to date: | $98,299 |
| Balance: | $218,484 |

**Recommendation:** Approval by the Board of Trustees.

**Vendor:** Barnes & Noble
9521 Viscount
El Paso, TX 79925
### CURRICULUM AND INSTRUCTIONAL ABSTRACT

<table>
<thead>
<tr>
<th><strong>Item(s) to be Considered:</strong></th>
<th>Consideration and deliberation on the approval of Mary Traci Groening-Wang, DO, as a new Medical Director volunteer for the Diagnostic Medical Sonography Program as required by the accrediting agency.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Requestor:</strong></td>
<td>Paula Mitchell</td>
</tr>
<tr>
<td><strong>Area Responsible:</strong></td>
<td>Health Careers, CTE, Math &amp; Science</td>
</tr>
<tr>
<td><strong>Resource Persons:</strong></td>
<td>Dennis Brown, Paula Mitchell</td>
</tr>
<tr>
<td><strong>Purpose:</strong></td>
<td>To obtain formal Board of Trustees’ approval of a new volunteer medical director for the Diagnostic Medical Sonography Program as required by the accrediting agency, the Joint Review Committee on Education in Diagnostic Medical Sonography. Dr. Groening-Wang was recommended and has agreed to volunteer.</td>
</tr>
<tr>
<td><strong>Explanation:</strong></td>
<td>The present Medical Director since the program’s inception, Dr. William Sullivan, has recently retired and recommended Dr. Groening-Wang as his replacement. Dr. Groening-Wang is the Medical Director of Family Planning and the Women’s Health Centers of the University Medical Center of El Paso. She has a faculty appointment at the Paul L. Foster School of Medicine. She received her Doctor of Osteopathy (DO) from Touro University College of Osteopathic Medicine in Vallejo, California in 2005. She completed her residency in Obstetrics and Gynecology at Texas Tech in June 2009. Dr. Groening-Wang is currently licensed to practice medicine in both Texas and New Mexico.</td>
</tr>
<tr>
<td><strong>Recommendation:</strong></td>
<td>Approval by the Board of Trustees.</td>
</tr>
</tbody>
</table>
## STUDENT SERVICES ABSTRACT

<table>
<thead>
<tr>
<th>Item(s) to be Considered:</th>
<th>Consideration and deliberation on the approval of Continuing Education tuition rates for new courses.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requestor:</td>
<td>Yolanda Chávez Ahner</td>
</tr>
<tr>
<td>Area Responsible:</td>
<td>Workforce/Economic Development and Continuing Education</td>
</tr>
<tr>
<td>Resource Persons:</td>
<td>Yolanda Chávez Ahner</td>
</tr>
<tr>
<td>Purpose:</td>
<td>Approve tuition rates for new CE courses.</td>
</tr>
<tr>
<td>Explanation:</td>
<td>As new courses are brought into the inventory, the Board of Trustees approves the associated tuition rates.</td>
</tr>
<tr>
<td>Recommendation:</td>
<td>Approval by the Board of Trustees.</td>
</tr>
<tr>
<td>COURSE</td>
<td>TITLE</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>-----------------------------------------------------</td>
</tr>
<tr>
<td><strong>Advanced Technology Center</strong></td>
<td></td>
</tr>
<tr>
<td>CMP 113</td>
<td>Updated Microsoft 2010</td>
</tr>
<tr>
<td><strong>Allied Health</strong></td>
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<tr>
<td>AHP 289</td>
<td>Fire Department CPR</td>
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<tr>
<td>AHP 295</td>
<td>Pre-Hospital Trauma Life Support Refresher</td>
</tr>
<tr>
<td>AHP 296</td>
<td>Neonatal Resuscitation Program for UMC</td>
</tr>
<tr>
<td><strong>Business/Industry Training and Personal Enrichment</strong></td>
<td></td>
</tr>
<tr>
<td>MGT 825</td>
<td>Office Management</td>
</tr>
<tr>
<td>PIE 797</td>
<td>Introduction to SQL-Online</td>
</tr>
</tbody>
</table>