



**NOTICE is hereby given that the Collin County Community College District Board of Trustees will hold a Work Session and its Regularly Scheduled Meeting on Tuesday, December 6, 2022, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC").**

#### **Locations**

Celina Campus

Collin Higher  
Education Center  
McKinney, Texas

Courtyard Center  
Plano, Texas

Farmersville Campus

Frisco Campus

McKinney Campus

Plano Campus

Public Safety  
Training Center  
McKinney, Texas

Rockwall Center

Technical Campus  
Allen, Texas

Wylie Campus

#### **iCollin**

[www.collin.edu](http://www.collin.edu)

#### **Board of Trustees**

Andrew Hardin, *Chair*  
Jay Saad, *Vice Chair*  
Jim Orr, *Secretary*  
Raj Menon, Ph.D., *Treasurer*  
Stacy Anne Arias  
J. Robert Collins, Ph.D.  
Stacey Donald, Ph.D.  
Greg Gommel  
Fred Moses

#### **District President**

H. Neil Matkin, Ed.D.  
3452 Spur 399  
P.O. Box 8021  
McKinney, Texas 75070  
P | 972.758.3800  
F | 972.758.3807  
[nmatkin@collin.edu](mailto:nmatkin@collin.edu)  
[www.collin.edu](http://www.collin.edu)

**WORK SESSION: 5:30 p.m., Board Conference Room 135, CHEC.**

#### **DISCUSSION ITEMS**

1. Graduation Update - Dr. Jay Corwin, Chief Student Success Officer
2. Board of Trustees Group Photo Session

**CONVENE REGULAR MONTHLY MEETING: 5:40 p.m. or thereafter, Board Room 139, CHEC.**

#### **ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION**

**Adjournment to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 *et seq.*, to wit:**

##### Section 551.072 Deliberations Regarding Real Property

- a. Discuss the purchase, exchange, lease, or value of property available around college campuses, existing centers, and potential campus projects

##### Section 551.074 Personnel Matters

- a. Discuss appointment, employment, evaluation, reassignment, duties, or responsibilities of college employees and the District President

##### Section 551.071 Consultations with Attorney

- a. Consultation with the college's General Counsel on a matter in which the attorney has an ethical duty of confidentiality
- b. Consultation with the college's General Counsel regarding anticipated litigation

---

**RECONVENE REGULAR MONTHLY MEETING: 7:00 p.m., Board Room 139, CHEC.**

Reconvene into regular session and take any action necessary as a result of the closed or executive session.

1. Pledges of Allegiance

#### **WELCOME STUDENT VISITORS**

#### **PRESENTATIONS**

1. Recognition of an Employee on the Occasion of Their Retirement - Dr. Neil Matkin, District President
2. Plano Balloon Festival Check Presentation - Jo Via, Plano Balloon Festival Executive Director

## **PUBLIC COMMENT**

Public comment cards are available and accepted on-site for one hour prior to the start of the meeting. Comment cards are not transferable to other speakers. All comments related to non-agenda items will be heard at the end of the Board Meeting. Comments addressing agenda items will be heard at the beginning of the meeting, in order of the corresponding agenda item, for the allotted thirty minutes or until all agenda-related comments have been heard. Speakers who submit public comment cards may have up to three minutes to address the Board. No presentation shall exceed three minutes, unless a translator is required, in which case up to six minutes can be used. The Board encourages but does not require delegations of more than five individuals to appoint one person to present the delegation's views before the Board.

## **CONSIDERATION OF CONSENT AGENDA**

*The purpose of the consent agenda is to allow the Board to identify and approve action items which require no additional information or discussion and for which there is unanimous approval to be enacted in one motion. Trustees receive agenda materials four days in advance of the meeting to prepare for the business to be conducted.*

### **Approval of December 6, 2022 Consent Agenda Items**

2022-12-C1

Approval of the Minutes of the October 25, 2022 Regular Meeting

## **CONSIDERATION OF ACTION ON AGENDA ITEMS**

2022-12-1

Consideration of Approval of the Annual Comprehensive Financial Report (ACFR)  
Audited by the Independent Auditor Whitney Penn, LLP for the 2021-2022 Fiscal Year

2022-12-2

Report Out of the Organization, Education, and Policy Committee, First Reading of  
Local Board Policies

2022-12-3

Consideration of Approval of Facility Naming in Connection with a Major Gift

2022-12-4

Consideration of Approval for the Appointment of Election Secretary and Deputy  
Secretary

2022-12-5

Consideration of Approval of the Bid Report for December 6, 2022

**PUBLIC COMMENTS ON NON-AGENDA ITEMS** *(If required in accordance with  
HB 2840)*

## **INFORMATION REPORTS**

ACCT 2022 Conference Attendance Report from Trustee Raj Menon  
Workday Student Status Report for November 2022

Personnel Report for December 2022  
Monthly Investment Report as of October 31, 2022  
AECOM Project Closeout Report - Celina Campus  
AECOM Project Closeout Report - Farmersville Campus  
AECOM Project Closeout Report - IT Center at Frisco Campus

### **PRESIDENT'S AND BOARD ANNOUNCEMENTS**

Comments on: Workshops, Seminars, and Conferences taking place at the College;  
Awards Received; Accomplishments, Appointments at the Local, State, and National  
Level; Published Articles and Newspaper Reports; and Upcoming Events.

### **RECONVENE TO CLOSED OR EXECUTIVE SESSION**

**Adjournment to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 *et seq.*, to wit:**

If during the course or at the end of the Board Meeting covered by this notice, the Board of Trustees should determine that a closed session or executive session of the Board of Trustees or a consultation with an attorney for the college should be held or is required, then such closed or executive session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 *et seq.*, will be held by the Board of Trustees at the date, hour, and place given in this notice as the Board of Trustees may conveniently meet in such closed or executive meeting or session or consult with the attorney concerning any and all subjects and for any and all purposes permitted by the Texas Open Meetings Act, including, but not limited to, the following sanctions and purposes:

#### Texas Government Code Section:

§ 551.072 - Deliberation regarding purchase, exchange, lease, or value of real property  
§ 551.071 - Private consultation with the college's attorney  
§ 551.074 - Discussing personnel matters including the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee  
§ 551.076 and § 551.089 - Deliberations regarding security devices or security audits

**RECONVENE REGULAR MONTHLY MEETING, IF NEEDED: Board Room 139, CHEC.**

### **ADJOURNMENT**

*Andrew P. Hardin*  
*Chairman, Board of Trustees*

**AS REQUIRED BY STATE LAW, this meeting is open to the public, but please exercise public health precautions when considering whether to attend. The District may utilize social distancing efforts within the Boardroom to reduce physical proximity of attendees. Therefore, members of the public who wish to watch the Board Meeting in real time via live stream may do so by clicking on the "Live Stream and Videos" tab at the following link:  
[https://www.collin.edu/leadership/board\\_of\\_trustees.html](https://www.collin.edu/leadership/board_of_trustees.html).**

I certify that the notice for this meeting and work session were posted on December 1, 2022 at 10:00 a.m., in compliance with the Texas Open Meetings Act.

  
\_\_\_\_\_  
For the Board of Trustees



## **CONSENT AGENDA ITEMS TO BE CONSIDERED**

2022-12-C1

Approval of the Minutes of the October 25, 2022  
Regular Meeting

pg. 6

December 6, 2022

**SUBJECT**

Approval of the Minutes of the October 25, 2022 Regular Meeting

**RECOMMENDATION**

The District President recommends approval of the minutes of the October 25, 2022 Regular Meeting.

**RESOURCE PERSONNEL**

Donna Ludwig, Secretary to the Board of Trustees

**ATTACHMENTS**

A) October 25, 2022 Regular Meeting Minutes

Respectfully Submitted By:

A handwritten signature in cursive script that reads "Donna Ludwig". The signature is written in black ink and is positioned above the printed name of the signatory.

Donna Ludwig, Secretary to the Board of Trustees

**Minutes of Regular Meeting  
October 25, 2022**

**Board of Trustees  
Collin County Community College District**

---

Collin County Community College District conducted its Regular Monthly Board of Trustees meeting on Tuesday, October 25, 2022, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC"), with Chair Andy Hardin presiding. Trustees in attendance were Dr. Robert Collins, Dr. Stacey Donald, Mr. Greg Gomel, Mr. Andy Hardin, Dr. Raj Menon, Mr. Fred Moses, Mr. Jim Orr, and Mr. Jay Saad. Ms. Stacy Arias was absent.

**CALL TO ORDER: 5:31 p.m., Board Room 139, CHEC.**

**ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION**

**Chair Hardin adjourned the regular meeting to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 et seq., to wit at 5:32 p.m.**

Section 551.074 Personnel Matters

- a. Discuss appointment, employment, evaluation, reassignment, duties, or responsibilities of employees
- b. Discuss District President's reporting duty to the Board under Texas Education Code Section 51.253(c)

Section 551.071 Consultations with Attorney

- a. Consultation with the college's General Counsel on a matter in which the attorney has an ethical duty of confidentiality
- b. Consultation with the college's General Counsel regarding Civil Action No. 4:21-CV-733 pending in federal court and anticipated litigation

Section 551.072 Deliberations Regarding Real Property

- a. Discuss the purchase, exchange, lease, or value of property available around college campuses, existing center, and potential campus projects

**RECONVENE REGULAR MEETING: 7:00 p.m., Board Room 139, CHEC.**

1. Pledges of Allegiance

**WELCOME STUDENT VISITORS**

**PRESENTATIONS**

1. Recognition of an Employee on the Occasion of Their Retirement - Dr. Neil Matkin, District President
2. National Student Clearinghouse Completion Report - Dr. Jay Corwin, Chief Student Success Officer

## **PUBLIC COMMENT**

There were no public comments on agenda items.

### **Approval of the October 25, 2022 Consent Agenda Items**

#### **2022-10-C1 Approval of the Minutes of the September 27, 2022 Regular Meeting**

#### **2022-10-C2 Consideration of Approval to Not Participate in the State Employee Charitable Contribution Program**

On motion of Trustee Menon, and second of Trustee Gomel, the October 25, 2022 Consent Agenda was approved by a vote of 8-0.

## **CONSIDERATION OF ACTION ON AGENDA ITEMS**

#### **2022-10-1 Report Out of the Finance and Audit Committee and Consideration of Approval of the Proposed Property and Insurance Contract**

Discussion: Trustee Gomel, Chair of the Finance and Audit Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval of the Proposed Property and Insurance Contract.

The motion was approved 8-0 as presented.

#### **2022-10-2 Report Out of the Finance and Audit Committee and Consideration of Approval of the Internal Audit Annual Report for Fiscal Year 2022**

Discussion: Trustee Gomel, Chair of the Finance and Audit Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval of the Internal Audit Annual Report for Fiscal Year 2022.

The motion was approved 8-0 as presented.

#### **2022-10-3 Consideration of Approval of the Ad Valorem Property Tax Roll for the Tax Year 2022**

On motion of Trustee Menon, and second of Trustee Saad, this item was approved by a vote of 8-0.

#### **2022-10-4 Consideration of Approval of the Professor Emeritus Distinction to be Bestowed Upon the Recommended Candidate**

On motion of Trustee Menon, and second of Trustee Donald, this item was approved by a vote of 8-0.

#### **2022-10-5 Consideration of Approval of the Bid Report for October 25, 2022**

Discussion: Melissa Irby, Chief Financial Officer, presented the Bid Report for October 25, 2022, which included two new solicitations:

**New Solicitations**

Purchase Request #1 Custodial Services	\$ 5,108,033
Purchase Request #2 Window Cleaning Services	\$ <u>450,000</u>
<b>Total of New Solicitations</b>	<b>\$ 5,558,033</b>
<b>Grand Total</b>	<b>\$ <u>5,558,033</u></b>

On motion of Trustee Gomel, and second of Trustee Menon, this item was approved by a vote of 8-0.

**PUBLIC COMMENT**

There was no additional public comment.

**INFORMATION REPORTS**

TimelyCare Status Report - Third Quarter of 2022  
Workday Student Status Report for October 2022  
Personnel Report for October 2022  
Monthly Investment Report as of September 30, 2022  
AECOM Report as of September 2022

**PRESIDENT'S AND BOARD ANNOUNCEMENTS**

Comments on: workshops, seminars, and conferences taking place at the College; awards received; accomplishments and appointments at the local, state, and national level; published articles and newspaper reports; upcoming events; and recent news.

**ADJOURNMENT**

Chair Hardin adjourned the meeting of the Board of Trustees of Collin County Community College District at 7:43 p.m.

***Collin County Community College District Board of Trustees***

2022-12-1

December 6, 2022

Resource: Melissa Irby  
Chief Financial Officer

- AGENDA ITEM:** Consideration of Approval of the Annual Comprehensive Financial Report (ACFR) Audited by the Independent Auditor Whitney Penn, LLP for the 2021-2022 Fiscal Year
- DISCUSSION:** The Annual Comprehensive Financial Report was provided to the Board of Trustees under separate cover to provide for timely review. Representatives from the audit firm of Whitney Penn, LLP will be present at the regular meeting to discuss their findings and answer the Board's questions regarding the 2021-2022 Annual Comprehensive Financial Report.
- DISTRICT PRESIDENT'S RECOMMENDATION:** The District President recommends approval of the Annual Comprehensive Financial Report (ACFR) audited by the independent auditor Whitney Penn, LLP for the 2021-2022 fiscal year.
- SUGGESTED MOTION:** "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the Annual Comprehensive Financial Report (ACFR) audited by the independent auditor Whitney Penn, LLP for the 2021-2022 fiscal year."

***Collin County Community College District Board of Trustees***

2022-12-2

December 6, 2022

Resource: Monica Velazquez  
General Counsel

**AGENDA ITEM:**

Report Out of the Organization, Education, and Policy Committee, First Reading of Local Board Policies

- **BI (Local)** Reports
- **DGBA (Local)** Personnel – Management Relations: Employee Grievances

**DISCUSSION:**

As a part of the College's comprehensive review of all policies and with updates and recommendations from the Texas Association of School Boards' Legal and Policy Service, the local policies outlined below are being presented for review as a first reading.

- **BI (Local)** Reports – New language updating 7-year cycle for Master and Strategic Plans to be presented to the Board of Trustees with periodic updates and proposals for modifications
- **DGBA (Local)** Personnel – Management Relations: Employee Grievances – Revisions to the College District's employee complaint process

**SUGGESTED MOTION:**

This being a first reading of local board policies, no action is required.

**Master and Strategic  
Plansning Reports**

Led by the District President, the College will formally review and update its master and strategic plans on a periodic basis, at least once every seven ~~five~~ years.

In the third and/or sixth year of the respective Board-approved master or strategic plans, the Board will receive a comprehensive review of progress achieved and recommendations by the District President for any proposed modifications to the plans.

Thes~~e~~e~~i~~s periodic updates will include a formal presentation to and consideration for approval by the Board. [See BFA(LOCAL)]

In addition, at least twice each year of the Board-approved master and strategic plans, the District President or designee will also provide updated information or additional progress reports of the plans as information items in Board meeting agendas.



PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE GRIEVANCES

DGBA  
(LOCAL)

**Purpose**

The College District is committed to providing a fair, safe, and productive work environment where ~~grievances~~employee complaints are ~~dealt~~ considered with ~~sensitively~~sensitivity and ~~expeditiously in a prompt manner~~. The purpose of the College District's ~~grievance~~complaint policy is to assist in resolving all workplace issues and problems. The College District believes the best way of maintaining employee job satisfaction and good working relationships is to follow a procedure for solving problems and ~~grievances~~complaints as they arise.

In most situations, employees should first make every effort to attempt to resolve matters informally by meeting with the person or persons involved, or if that is not feasible, with the immediate supervisor of the person involved prior to accessing the formal complaint process. Exceptions may include cases involving allegations of unlawful harassment, whistleblower allegations, and other instances where it may be impractical to do so.

**Freedom from Retaliation**

The College District will not tolerate any form of retaliation against an employee who brings a complaint pursuant to this policy. [See DG]

**Notice**

College District employees and students are informed of this policy through a variety of meetings and publications, such as orientations, the student handbook, and the human resources website.

**Definitions**

The complainant is the person filing the complaint.

The respondent is the person or entity that the complaint is filed against.

The A-Resolution Appeal Review Panel (RRPARP) is a group of College District ~~administrators-employees~~ appointed to ~~hear~~review complaints ~~and recommendations~~. Each RRPARP is generally composed of ~~three to five~~ at least two administrators. ~~The terms "complaint" and "grievance" have the same meaning and may be used interchangeably. either one full-time faculty or one full-time staff member.~~

**Complaint Types**

A complaint ~~or grievance~~ may include:

1. Concerns about an employee's ~~wages, pay, job duties, schedule or hours worked~~, or conditions of ~~the employee's work, including performance evaluations area or review environment~~;

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE GRIEVANCES

DGBA  
(LOCAL)

2. Violations of ~~College District~~ a specific Board policy;
3. Specific allegations of unlawful discrimination or harassment based on ~~the sex, race, color, religion, national origin, age, veteran's status, disability, genetic information, one or any other more~~ legally protected ~~classification~~ classifications [see DIAA and DIAB];
4. Specific allegations of unlawful discrimination or retaliation based on the exercise of legally protected rights;
5. Specific allegations of adverse personnel actions based on the employee's good faith report to an appropriate law enforcement authority of a violation of a law by the College District or a College District employee, i.e., whistleblower complaints [see DG];
6. Complaints resulting from the termination of an at-will employee [see DDC];
7. ~~Complaints~~ Complaint by a faculty member arising from the recommendation for nonrenewal or termination of ~~at their~~ faculty contract or by an employee arising from the termination of their contract of employment [see DMAA and DMAB];
8. Complaints concerning the withdrawal of consent to remain on campus [see GDA]; or
9. Any other complaint brought by an employee against another employee, supervisor, manager, vendor, or the College District.

**Information  
Regarding Specific  
Complaints**

~~For more information on complaints regarding:~~ When a complaint is submitted alleging the violation of Board policy, the employee will need to specify the name of the Board policy at issue. For more information please see the following policies:

1. Alleged discrimination/harassment/retaliation, including violations of Title IX or Section 504, see DAA.
2. Dismissal of term contract employees, see DMAA.
3. Nonrenewal of term contract employees, see DMAB.
4. A commissioned peace officer who is an employee of the College District, see CHA.
5. An employment preference for former foster children, see DC.

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE GRIEVANCES

DGBA  
(LOCAL)

6. Alleged harassment, see DIAA and DIAB.
7. Alleged retaliation (Whistleblower), see DG and DH. Whistleblower complaints must be initially filed within the time period specified by law, regardless of the time period specified herein. Additional time lines for the employee and the College District to respond as set out in this policy may be shortened to allow the Board to make a final decision within 60 days of the initial complaint.
8. Other policies are available at: <https://pol.tasb.org/Policy-Online?key=304>

**Time Limits and  
Deadline to Submit  
Complaint**

Except in cases involving unlawful harassment, discrimination, or retaliation, the employee must submit their complaint within ten College District business days of the date: (1) the complainant was notified of the decision; (2) the complainant knew of the action that caused the complaint or concern; or (3) the complainant reasonably should have known of the action that caused the complaint or concern, whichever date is the earliest.

In cases involving unlawful harassment, discrimination, or retaliation, the employee must report the prohibited conduct as soon as possible after the alleged act or knowledge of the alleged act so that the College District can take appropriate action at the earliest possible stage. A delay in reporting may impair the College District's ability to investigate, gather evidence, and/or take corrective action as part of the complaint process.

**Consolidation of  
Multiple Complaints**

Where it is determined that two or more individual complaints are sufficiently similar in nature and remedy to permit resolution through one proceeding, such complaints may be consolidated at the discretion of the ~~chief human resources officer-~~  
manager, employee relations.

**Untimely Complaints**

If a complaint form or appeal notice is not submitted on time, the complaint may be dismissed, ~~with or without a hearing,~~ and the complainant will be notified in writing. An employee may appeal the determination of timeliness. The appeal will be limited to the question of timeliness and not the underlying merits of the complaint. The appeal procedures will be provided in the notice of dismissal.

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE GRIEVANCES

DGBA  
(LOCAL)

**Complaint Process**  
**Timelines and**  
**Extensions of**  
**Time**

~~Any time limits set by these procedures, other than the time line for the initial filing of the~~After a complaint, has been submitted under this policy, all subsequent deadlines may be extended by the manager, ~~of HR/~~employee relations for extenuating and unforeseeable circumstances.

**Recordkeeping /  
Confidentiality**

Employee complaints are kept separately from the employee's personnel file, in accordance with the College District's records retention policy. Complaint records are confidential to the extent permitted by law. Limited disclosures may be necessary in order to conduct a thorough investigation. Additionally, information may be disclosed in response to a subpoena or as otherwise may be required by law.

**~~Recording Meetings~~**

~~Meetings held with the RRP are recorded by the College District. A complainant, respondent, or witness whose interview is recorded may request a copy of the recording of his or her interview. Release of records will be in compliance with the Texas Public Information Act.~~

The College District will protect the individuals' privacy in a complaint filed under this policy to the extent that it is practical and allowed by law and College District policy. However, there may be times when disclosure of information is required in order to process or investigate a complaint. In all cases, efforts will be made to protect the privacy of individuals.

**Representative**

The complainant may designate a representative, including an attorney at the complainant's own cost, to represent ~~him or her~~the complainant at any level of the process by notifying the manager, ~~employee relations~~ of HR/employee relations in writing.

If necessary, the College District may reschedule any meetings to include the College District's counsel. Each party will pay its own fees and costs incurred by representatives in the course of the complaint process.

**Neutral Third Party**

Depending on the complexity of a matter ~~or an unanticipated conflict~~and at the sole discretion of interestthe chief employee success officer or designee, a neutral third party may be designated to hear and/or investigate a complaint or review an appeal if deemed necessary by the chief ~~human resources~~ employee success officer or designee.

**General Complaint  
Procedure**

~~Detailed~~The College will implement procedures to resolve em-

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE GRIEVANCES

DGBA  
(LOCAL)

employee complaints. These procedures are not legal proceedings, but rather internal College District administrative processes to resolve workplace concerns amicably and at the earliest time period possible. The detailed procedures may be obtained from the ~~human resources department manager, HR/ employee -relations~~ or at [http://www.collin.edu/hr/complaints/Employee\\_Complaints.html](http://www.collin.edu/hr/complaints/Employee_Complaints.html). The general complaint procedures are as follows.

Informal Process

~~Step 4~~

Generally, ~~employees area complainant is~~ expected to attempt to resolve matters informally by meeting with the person or persons involved, ~~or if to address the concerns. If~~ that is not feasible, ~~a complainant is encouraged to meet with the immediate supervisor of the person involved. human resources consultant assigned to their campus and the appropriate supervisors as determined by the human resources consultant.~~

**Note:-**      Attempting to resolve matters informally concerning complaints involving any form of unlawful harassment, whistleblower allegations, and cases where it is impractical to do so is not required, and employees may proceed to Step ~~2.-~~ 1.

~~Step 2~~

Formal Process

Step 1

If it is not possible to resolve a matter informally, a formal complaint may be submitted ~~to the Human Resources Department~~ by using the College District's online complaint form ~~or. Alternatively, a formal complaint may be submitted~~ via hand-delivery ~~to the manager, employee relations~~ during regular business hours. ~~Except in cases involving unlawful harassment, discrimination, or retaliation, the employee must submit his or her complaint within ten business days of the date the complainant knew or reasonably should have known of the action that caused the concern. In cases involving unlawful harassment, discrimination, or retaliation, the employee must report the prohibited conduct as soon as possible after the alleged act or knowledge of the alleged act so that the College District can take appropriate action at the earliest possible stage. A delay in reporting may impair the College District's ability to investigate, gather evidence, and/or take corrective action.~~

The [employee complaint form](#)<sup>1</sup> can be accessed on the College District's website.

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE GRIEVANCES

DGBA  
(LOCAL)

If the complainant needs a reasonable accommodation in order to ~~communicate his or her~~submit their complaint, the individual may contact the ~~chief human resources officer~~ manager, employee relations for assistance.

The complaint will describe all incident(s) at issue. ~~Complaints will, reference violations of specific Board policy, if any, identify any relevant dates or witnesses and, provide sufficient factual detail to support the alleged violations, and indicate the dates of informal resolution conferences, if any.~~

Step 2

Upon an initial review of the complaint, the ~~chief human resources officer~~manager, employee relations will determine whether the allegations, if proven, could constitute prohibited conduct as defined by ~~this~~Board policy or applicable law. If the allegations do not rise to the level of prohibited or unlawful conduct, the complaint will be dismissed. ~~Otherwise, the complaint will be referred to the next step under this policy. Any appeal will be limited to a determination of whether the complaint falls within the purview of this policy.~~

Otherwise, the complaint will be referred to the next step under this policy. Any appeal will be limited to a determination of whether the complaint falls within the purview of Board policy.

Step 3

~~A meeting with the RRP will be scheduled to provide the complainant with the opportunity to present his or her concerns. Barring unforeseeable circumstances or difficulty with scheduling, the meeting will be scheduled within ten business days of receipt of the complaint. After meeting with the complainant, members of the RRP will undertake an investigation appropriate to the circumstances to reach a determination of the complaint.~~

A meeting with the appropriate campus provost or senior administrator (generally the vice president of the respondent party) will be scheduled. The respondent will also receive a copy of the complaint and be asked to provide a written response that will be shared with the RRP for review. campus provost or senior administrator for review. At their discretion or in cases of a conflict, the campus provost or senior administrator may delegate the handling of the complaint under this step to the appropriate dean or administrator.

~~The College District will make reasonable attempts to schedule conferences at a mutually agreeable time. If the individual fails to~~

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE GRIEVANCES

DGBA  
(LOCAL)

~~appear at a scheduled conference without a compelling reason, the complaint will be considered withdrawn.~~

In most cases, the ~~RRP~~campus provost or senior administrator, or a designee, will issue a written summary determination within ten College District business days of completing all meetings related to the complaint ~~and recommend granting or denying each request for relief. If an extension is necessary, the complainant will be notified in the complaint. As part~~writing of the extension.

Step 4

~~its~~If either the complainant or the respondent disagrees with the decision at Step 3, the complainant or respondent may appeal the determination, the RRP to an ARP who will review the complaint file and issue a determination. An ARP is generally composed of at least two administrators and either one full-time faculty or one full-time staff member.

The appeal must be submitted to the manager, employee relations within ten College District business days of the date listed on the Step 3 decision. The ARP may review additional documents, and if a majority of ARP members agree, may also, but is not required to, recommend alternative relief. conduct interviews of the complainant, the respondent, or witnesses.

The standard of review at this step will be by a preponderance of the evidence.

In most cases, the ARP will issue a written summary determination within ten College District business days of completing all meetings related to the complaint. If an extension is necessary, the appealing party will be notified in writing of the extension.

In some cases, including those involving allegations of unlawful harassment, discrimination, or retaliation, the ~~RRP~~ARP may require additional time in which to ~~conduct an investigation~~review information and prepare a determination. In such cases, the ~~RRP~~ARP will notify the complainant and respondent in writing how much time reasonably will be needed to conclude the ~~investigation~~review and prepare a determination.

Step 3 for  
Determinations  
Related to Mid-  
Contract  
Termination

~~For those cases involving the recommended termination of a full-time contract employee during the term of the contract, and where the contract employee appeals the recommended termination, the meeting with the RRP will proceed as follows.~~



PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE GRIEVANCES

DGBA  
(LOCAL)

~~The RRP will ensure that the College District/respondent provides specific notice of the basis for the proposed termination to~~

Step 5

~~If the complainant or the, if such notice has not been previously provided. Before the meeting scheduled with the RRP, the College District/respondent and the complainant will provide to each other and the members of the RRP a list of witnesses they may present at the meeting, along with a general description of the nature of their testimonies and documents that they intend to use at the meeting with the RRP.~~

~~Both parties will have the right to present witnesses and documentary evidence and to cross-examine witnesses presented by the other party subject to the guidelines imposed by the RRP. The RRP will provide to both the College District/respondent and the complainant the procedures for the meeting including any time restraints placed on the parties' presentations, as well as when each party will be required to provide exhibits and a witness list to the other party and to the RRP, and any other procedures applicable to the meeting before the RRP. The RRP will make a record of the hearing, either by tape recording or by court reporter. The strict rules of evidence will not apply, although all evidence should be relevant. The College District/respondent has the burden of proof and will make its presentation first.~~

~~The College District will make reasonable attempts to schedule RRP meetings at a mutually agreeable time. If the individual fails to appear at a scheduled meeting, the College District may hold the meeting and issue a decision in the individual's absence.~~

Step 4

~~If either the College District/respondent or the complainant disagrees with the decision of the RRP, the College District/respondent or the complainant ARP at Step 4, either party may appeal the determination to the appropriate executive vice president (generally the vice president of the respondent party) or designee. The appeal must be submitted to the appropriate vice president (or executive vice president or designee as noted below) manager, employee relations within ten College District business days of the date of listed on the RRP's Step 4 decision. The statement of appeal must:~~

The statement of appeal must:

1. Identify all points of disagreement with the determination;
2. Contain sufficient detail to clarify the basis of the appeal; and



PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE GRIEVANCES

DGBA  
(LOCAL)

3. Explain the reasons why the appeal should be granted.  
~~The standard of review at this step will be by a preponderance of the evidence.~~

The standard of review at this step will be by a preponderance of the evidence. If neither party files a timely appeal, the determination of the ~~RRP~~ARP becomes final and is non-appealable.

~~Note: For those complaints that involve the termination or non-renewal of a full-time contract, the appeal of the RRP's determination will be reviewed by the executive vice president or designee. The standard of review at this step will also be by a preponderance of the evidence.~~

Within ten College District business days of receipt of the appeal, the ~~vice president (or~~ executive vice president ~~(or designee as noted above)~~ will issue a written decision affirming, affirming in part/denying in part, or reversing the ~~RRP's~~ARP's determination.

The decision of the executive vice president or ~~designee~~executive vice president is final and non-appealable for all types of complaints, except for complaints regarding the recommendation for mid-contract termination of a full-time faculty member under DMAA(LOCAL) or of a contract employee. Those types of complaints may proceed to Step 6.

Step 6 –  
Termination of  
Employment of a  
full-time Faculty  
Member or Contract  
Employee

For those complaints that involve the recommendation for a mid-contract termination of a full-time faculty member under DMAA(LOCAL) or of a contract employee only, the decision of the executive vice president or designee may be appealed to the District President and Board.

~~Nothing in this policy precludes an employee who has exhausted the procedures in this policy from addressing the Board of Trustees at the next regular public meeting in accordance with the provision for hearing of citizens. The Board is not required to take any action concerning a grievance but will listen to the employee's concerns.~~

~~[See BDB]~~

**Appeals to the  
District President  
and Board**

~~Only complaints involving the termination of a full-time contract employee may be appealed to the District President and Board. If the College District/respondent or If the complainant disagrees with the decision of the executive vice president or designee, either party the faculty member or contract employee may appeal to the Board by notifying the~~

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE GRIEVANCES

DGBA  
(LOCAL)

~~manager~~~~manager, of HR/~~employee relations within ten Col-  
lege District business days of the receipt of the ~~executive  
vice president or designee's~~Step 5 decision.

Prior to placing the matter on the Board agenda, the District President will review the record. If the District President re-  
verses the ~~termination~~ decision of the executive vice president  
or designee, the recommendation for termination of the full-  
time contract employee will be vacated, and the College Dis-  
trict/respondent and the complainant will be notified in writing  
of the District President's findings and related actions regard-  
ing the matter. In this case, the matter will not proceed to  
presentation to the Board.

If the District President affirms the decision of the executive  
vice president or designee to terminate the full-time contract,  
the matter will be placed on the agenda for presentation to  
the Board. In such cases, the matter will be placed on the  
Board agenda after review by the District President, providing  
at least ten College District business days' advance written  
notice to the complainant.

The complainant will be notified in writing of the date, time,  
and place of the Board meeting at which the complainant or  
representative will present ~~his or her~~their concerns to the  
Board. The notice will include all applicable procedures for  
the presentation: to the Board. The presentation will take  
place in closed meeting unless the complainant requests that  
it be heard in public. The Board may place time limits on the  
presentation.

The Board will consider the complaint, the ~~record created at  
the meeting before the RRP~~complaint file maintained by the  
manager, employee relations, and ~~the~~ oral presentations ~~and~~.  
The Board may give notice of its decision orally or in writing at  
any time up to and including the next regularly scheduled  
Board meeting after the Board hears the matter. -However,  
the Board is not required to take any action. -If for any reason  
the Board does not take any action by the end of the next reg-  
ularly scheduled meeting, the lack of a response by the Board  
upholds the last prior administrative decision.

**Public Comment to  
the Board**

Nothing in this policy precludes an employee who has exhausted  
the procedures in this policy from addressing the Board of Trustees  
at the next regular public meeting in accordance with the provision  
for hearing of citizens. The Board is not required to take any action  
concerning a grievance but will listen to the employee's concerns.

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE GRIEVANCES

DGBA  
(LOCAL)

[See BDB]

---

<sup>1</sup> Employee Complaint Form: [http://www.collin.edu/hr/complaints/Employee\\_Complaints.html](http://www.collin.edu/hr/complaints/Employee_Complaints.html)

***Collin County Community College District Board of Trustees***

2022-12-3

December 6, 2022

Resource: Lisa Vasquez  
Vice President of Advancement

**AGENDA ITEM:** Consideration of Approval of Facility Naming in Connection with a Major Gift

**DISCUSSION:** In 2007, the Board of Trustees created Policy CLA (LOCAL), which paved the way for a philanthropic naming opportunity program with assistance from the Collin College Foundation. The policy states that the Board has authority to name facilities to “honor a person who has made an exceptional contribution to the College District” or to “honor a substantial benefactor of the College District.” This program has been very attractive to major gift donors, and a major gift is presented for formal approval by the Board.

Dr. Lorraine Chalkley contributed \$30,671 in naming rights for the Radiology Lab at the Wylie Campus. This milestone gift is earmarked for endowed scholarships benefiting veterinary technology students.

**DISTRICT PRESIDENT’S RECOMMENDATION:** The District President recommends approving the naming opportunity for the Dr. Lorraine Chalkley Radiology Lab at the Wylie Campus.

**SUGGESTED MOTION:** “Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the naming opportunity for the Dr. Lorraine Chalkley Radiology Lab at the Wylie Campus.”

***Collin County Community College District Board of Trustees***

2022-12-4

December 6, 2022

Resource: Steve Matthews  
SVP External Relations

**AGENDA ITEM:** Consideration of Approval for the Appointment of Election Secretary and Deputy Secretary

**DISCUSSION:** The next regularly scheduled election of Collin College Board of Trustees, Places 1, 2, and 3, will be held on May 6, 2023. The Board must appoint an Election Secretary and Deputy Secretary to help facilitate the College's election processes. It is, therefore, recommended that Steve Matthews be appointed to serve as the Election Secretary and Carol Harber be appointed as the Deputy Secretary for the May 6, 2023 election.

**DISTRICT PRESIDENT'S RECOMMENDATION:** The District President recommends the appointment of Steve Matthews as Election Secretary and Carol Harber as Deputy Secretary for the May 6, 2023 election.

**SUGGESTED MOTION:** "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the appointment of Steve Matthews as Election Secretary and Carol Harber as Deputy Secretary for the May 6, 2023 election."

***Collin County Community College District Board of Trustees***

2022-12-5

December 6, 2022

Resource: Melissa Irby  
Chief Financial Officer

**AGENDA ITEM:** Consideration of Approval of the Bid Report for  
December 6, 2022

**DISCUSSION:** The Bid Report for December:

2 New Solicitations  
1 New Contract Revision

**DISTRICT PRESIDENT'S RECOMMENDATION:** The District President recommends approval of the Bid  
Report for December 6, 2022, as presented.

**SUGGESTED MOTION:** "Mr. Chairman, I make a motion that the Board of Trustees of  
Collin County Community College District approves the Bid  
Report for December 6, 2022, as presented."

**New Solicitations**

Purchase Request #1 – pg. 27	\$	500,000
Fire Alarm and Fire Suppression Systems		
Purchase Request #2 – pg. 28	\$	<u>150,000</u>
All College Day Venue		

<b>Total of New Solicitations</b>	\$	<b><u>650,000</u></b>
-----------------------------------	----	-----------------------

**New Contract Revision**

Purchase Request #3 – pg. 29	\$	190,026
Funds for Comprehensive ERP System		

<b>Total of New Contract Revision</b>	\$	<b><u>190,026</u></b>
---------------------------------------	----	-----------------------

<b>Grand Total</b>	\$	<b><u><u>840,026</u></u></b>
--------------------	----	------------------------------

### **ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approves the purchase of inspection and repair of fire alarm and fire suppression systems from American Fire Protection Group for the District.

### **BACKGROUND**

This service provides code required inspections and repairs of the fire monitoring equipment, fire sprinkler systems, and portable fire extinguishers.

Invitation To Bid (ITB) Number 4523 was issued to procure inspection and repair of fire alarm and fire suppression systems. Three responses were received and evaluated by a team consisting of three District Facility Plant Operations Managers. Based upon evaluation scores, the bid submitted by American Fire Protection Group is being recommended as the best value to the District.

### **IMPACT OF THIS ACTION**

The systems are integral to our life safety protection plans for students, faculty, and staff. These services ensure occupant safety, as well as keep the District in compliance with the local fire code and insurance requirements.

### **BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for spend authorization of \$500,000 for three (3) years, which is budgeted in the District Facility Plant Operations Departments' FY23 operating budget and subsequent years' budgets subject to Board approval.

### **MONITORING AND REPORTING TIMELINE (DOES NOT APPLY TO ONE TIME PURCHASES)**

The term of contract will be three (3) years beginning January 1, 2023 through December 31, 2025.

### **RESOURCE PERSONNEL**

Melissa Irby, Chief Financial Officer  
972-758-3831

### **ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approves a one-year contract with The Star in Frisco, Texas for the August 2023 All College Day meeting.

### **BACKGROUND**

Collin College conducts an annual meeting wherein all full-time college employees participate. As the college expands its footprint, we have outgrown the capacity to use any college facilities and most of the venues in Collin County that can meet our needs. In prior years, we met at the Plano Center and the Credit Union of Texas Event Center in Allen, neither of which are possible for the 2023 event due to capacity and availability, respectively. This venue has the capacity and is available on the planned date in 2023.

The Star is a unique venue and will provide sufficient space and parking to accommodate:

- meeting space for all full-time employees,
- display space for the silent auction that raises funds for student scholarships, and
- space for vendors that provide current information for employees about college benefits and community discounts available to them.

### **IMPACT OF THIS ACTION**

Without this space, the college will be unable to continue hosting the All College Day event that provides an opportunity to celebrate college-wide awards, including the R.O.S.E. Award and Faculty of the Year Awards, and to update the entire college community about activities and plans for the upcoming year.

### **BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for a spend authorization of up to \$150,000, which is budgeted in the Chief of Staff's FY23 operating budget, subject to Board approval.

### **MONITORING AND REPORTING TIMELINE**

The contract term is December 7, 2022 through August 31, 2023.

### **RESOURCE PERSONNEL**

Melissa Irby, Chief Financial Officer  
972-758-3831



## **ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approves the expenditures to purchase additional modules and student data conversion from Workday, Inc. for the District.

## **BACKGROUND**

This purchase request is for a spend authorization to add four Workday modules and increase the amount of student data being converted.

Reference Number SCON-100233 was issued to track the contract spend for a comprehensive ERP system. The vendor has a contract through the E&I cooperative contracts program to provide ERP Software, Systems, and Services, Contract Number CNR01476. The contract complies with the competitive procurement requirements outlined in Section 44.031 of the Texas Education Code, as permitted under Section 791.011 of the Texas Government Code.

## **IMPACT OF THIS ACTION**

This purchase includes the addition of the Extend, Advanced Compensation, Learning, and Cloud Connector for Learning modules. The Workday Student project has a need to expand our reportable data set which requires an increase to the amount of student data being converted. These items will not impact the implementation schedule.

## **BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The Board has approved a total spend authorization of \$25,601,885. This purchasing request is for spend authorization of \$190,026, which is part of the total approved spend authorization for Workday and is budgeted in the Technology Services Department's FY23 operating budget. An additional \$1,164,676 for the four modules will be requested in subsequent years' technology budget subject to board approval.

## **MONITORING AND REPORTING TIMELINE**

The contract term is through January 28, 2030.

## **RESOURCE PERSONNEL**

Dr. Abe Johnson, SVP Campus Operations  
972-985-3760

## **INFORMATION REPORTS**

- ACCT 2022 Conference Attendance Report from Trustee Raj Menon pg. 31
- Workday Student Status Report for November 2022 pg. 34
- Personnel Report for December 2022 pg. 35
- Monthly Investment Report as of October 31, 2022 pg. 38
- AECOM Project Closeout Report - Celina Campus pg. 62
- AECOM Project Closeout Report - Farmersville Campus pg. 91
- AECOM Project Closeout Report - IT Center at Frisco Campus pg. 117

## **Information Item**

### **ACCT 2022 Conference Attendance Report for the Board of Trustees from Trustee Raj Menon**

In October, I attended the 2022 ACCT Leadership Congress held in New York. The conference theme was “Improving the Lives of Entire Families.”

This year, I was the sole attendee from Collin College. As a “serial” ACCT Congress attendee, I can attest that this conference is a refreshing opportunity to network with, get inspired by, and learn from what the best community college trustees and staff from all over the country have to offer. I highly recommend it.

Below is a brief listing (in no particular order) of my notes and of ideas presented and shared by trustees and administrators in the sessions, which I found most interesting and/or noteworthy. These include sessions/presentations on: Governance, DEI and Student Success, Cybersecurity, Entrepreneurship Programs and Student Success, and ACCT Resources on Federal Legislation.

I am happy to discuss any of these in more detail with interested Board members or administrators. I can also share copies of some of the presentations, which I have received from the presenters.

(Disclaimer: These are not all my opinions, nor are they recommendations, but rather a listing of some of the ideas that were expressed by others at the conference, which I found noteworthy.)

#### **OPENING GENERAL SESSION: What does Governance look like?**

- Lawrence Schall, J.D., Ed.D., President, New England Commission of Higher Education:
  - Being a trustee is a volunteer job. But it is NOT a part time job.
  - Turnover of presidency is extraordinary, these days. This puts more onus on the Boards.
- Belle S. Whelan, Ph.D., President, Southern Association of Colleges and Schools Commission on Colleges:
  - Good governance looks like governance and not administration.
  - Do your role. And hold the President responsible for doing his or her role. If you can do that - it's a piece of cake!
- Jo Alice Blondin, Ph.D., Clark State Community College, Higher Learning Commission, President, Chair:
  - Self-evaluation of the board is important

- Understanding data, so it informs decision making and resource allocation
- Exercising strong fiduciary responsibilities
- Laser focused on mission. Separate from day-to-day activities.
- Sonny Ramaswamy, Ph.D., President, Northwest Commission on Colleges and Universities
  - Trifecta of duties - that trustees share: Loyalty, Care, and Obedience
- Dr. Daisy Gonzales, Interim Chancellor, California Community Colleges: (has a Checklist)
  - understand the purpose of accreditation
  - focus on students, families, and communities that you serve
  - focus on outcomes

#### Catalyzing an Inclusive Campus: Moving the Diversity, Equity, and Inclusion (DEI) Agenda Forward

- Bergen College - NJ's largest/best - contains municipalities with Korean-American percentage  
Example: "This is the work!" - Their Mission: to inspire our community to realize a better future
- Dr. Mi Na Ahn - Prof of Psychology, Director, Institute of Multicultural Learning  
BELONGING-ness - College is not a series of spaces - it is a PLACE - where people BELONG
- New President in 2021 – he is entrusted with an ETHIC OF CARE
- PACDEI - President's Advisory Council on Diversity Equity and Inclusion  
RECOGNITION of members' contributions to DEI. (What impact does this have?)
- Example: Students wanted to learn Psych and American History  
Had challenges understanding nuances of the subject - because of their lack of proficiency in English - "What it means to be an American?"  
HIS 144 - American Issues and Problems  
Talked about Korean violence issues... students/families were scared  
Identity of diaspora?
- Hispanic Association of Colleges and Universities (HACU) has many effective programs [www.hacu.net](http://www.hacu.net) e.g.: HACU National Internship Program (HNIP) – Relevant to Collin College's efforts to becoming recognized as a Hispanic-serving institution...
- STEM Program - STEM students have significant improvement in graduation rates – attributed to DEI initiatives within STEM
- Inspiring story of student Eduardo – received recognition from the El Salvadoran embassy as the second most distinguished El Salvadoran OUTSIDE of the country

#### ACCT Federal Policy Updates

- ACCT Now - <https://now.acct.org/> - always has current update on Federal Legislative issues for community colleges – also has a LAW Alerts subscription service

### Data Security Essentials: Actionable Advice to Improve Campus Security

- Presenter: Robert Ferrilli – CEO of Ferrilli – Cybersecurity Consultants
- Well attended session – with lots of discussion and questions
- 2FA / 3FA / MFA is the most important thing you can do for your institution. Two factor authentication is now considered the “minimum” standard for cybersecurity
- North Korean agents that are applying for CISO positions. Organized crime agencies
- Discussing cybersecurity with insurance broker is important
- Check policy to make sure SOCIAL engineering, etc. are included
- Estimate of \$180 cost per record stolen. (IBM data)
- Reduce your cybersecurity footprint. E.g. Don't keep SSN of someone who filled out a FAFSA form - who may not even apply to your college. Need to periodically PURGE this data
- EDUCAUSE.edu is a good resource

### Building an Innovative Ecosystem to Support Community College Entrepreneurship Programs

- Start It Up! - Can get demo if interested
- Asynchronous online offering - Presented by Network for Teaching Entrepreneurship (NFTE) <https://www.nfte.com>
- This transitioned from a free program to a fee-for-service model
- NFTE partnering with Colleges – like College of Southern Nevada, Kevin Raiford, Professor of Business
- Kene Turner – Was a great dynamic speaker. <http://innovation.NFTE.com>
- <https://innovation.nfte.com/about>

## INFORMATION ITEM

### ***Workday Student Status Report November/December 2022***

**Description of the Project:** This is the second phase of the Workday project, supporting the strategic initiative of streamlining administrative data systems to improve business processes and accommodate growth.

**Project Status:** 29% complete and on-schedule

**Objectives of the Project:** The project will:

- Improve the student experience through enhanced stakeholder-facing tools using data-driven seamless engagement of students, faculty, staff, and administrators
- Modernize student systems and other supporting enterprise systems
- Configurable, streamlined processes providing an agile response to institutional and environmental changes

#### **Status Summary: Key Accomplishments**

- October 10, 2022: Change Order for test scores signed
- November 7, 2022: Workset A Unit Testing completed
- November 10, 2022: Workset B
  - Tenant build
  - Validation
- November 10, 2022: Platform Discovery

#### **Key Events and Milestones**

November - December 2022

- Workset A activities
  - System Of Record (SOR) Determination Checkpoint – 11/18/22
  - Lifecycle Testing – 12/9/22
- Platform Assessment
  - Assessment Plan – 11/18/22
  - WD deliver Action Plan – 1/31/23
- Customer Readiness Review (CRR) – 11/28/22
- Workset B Unit Testing – 1/26/23
- Move to Production 1 (MTP1)
  - CRR – Readiness for end-to-end test – 1/26/23
  - SOR – Confirm SOR decisions – 1/26/23

#### **Resource:**

Dr. Abe Johnson, SVP Campus Operations  
972-985-3760  
ajohnson@collin.edu

**Collin County Community College District Board of Trustees**

**Personnel Report for December 6, 2022**

**Administrative Appointments**

<b>Name</b>	<b>Start Date</b>	<b>Title</b>	<b>Department</b>	<b>Reason</b>
Araceli Solis	10/07/22	N: Associate Dean, Health Services and Emergency Services O: Program Director, Respiratory Care	N: Academic Affairs O: Academic Affairs	New position

**Staff Appointments**

<b>Name</b>	<b>Start Date</b>	<b>Title</b>	<b>Department</b>	<b>Reason</b>
David Birdwell	10/10/22	Collin Police Officer	Police	Replacement David Birdwell
Emily Calderon	10/17/22	eLearning Assistant	eLearning Center	Replacement Jocelyn Isais
Sydney Cox	11/01/22	Research Analyst	Institutional Research Office	Replacement Marcus Hjalber
Kathryn Dunlap	11/01/22	Reference Associate	Library	Replacement Venesia Adams
Guy Gegare	10/24/22	Maintenance Painter and Carpenter	Physical Plant Support Services	Replacement Pete Hernandez
Jordan Gomez	10/18/22	HVAC Technician Trainee	Physical Plant Support Services	New position
Krista Gomez	11/28/22	Call Center Specialist	Call Center	Replacement Brenda Foster
Stephen Gross	10/24/22	Collin Police Officer	Police	New position
Makram Henain	11/14/22	Operator, Maintenance HVAC Technician	Physical Plant Support Services	Replacement Jody Cummings
Meredith Henderson	11/14/22	Lab Coordinator, Culinary Arts	Culinary Arts	Replacement Karen Martin
Caitlyn Hood	10/31/22	Reference Associate	Library	New position
Kenny Lopez	10/24/22	Collin Police Officer	Police	Replacement Kenny Lopez
Francisco Mella	11/01/22	Technology Specialist	Campus Technology Services	Replacement Rob Hurst
Makayla Millbrook	11/28/22	College and Career Counselor	Dual Credit	Replacement Brittney Portnoy
Jasper Moss	10/24/22	Collin Police Officer	Police	New position
Amarissa Resendiz Yanez	11/07/22	Financial Aid and Veteran Affairs Specialist	Financial Aid	Replacement Marquetta Scruggs
Katie Robinson	10/31/22	Data Coordinator, Institutional Effectiveness	Institutional Research Office	Replacement Noor Abdulaziz

Christine Stark	11/07/22	Accounts Receivable Associate	Finance and Budgeting	Replacement Kathleen Smith
Adrian Torres Licea	10/31/22	Electrician Journeyman	Maintenance	Replacement Gerald Hanks
Russell Underwood	10/24/22	Collin Police Officer	Police	New position
Ian Wilkerson	10/19/22	HVAC Technician Trainee	Physical Plant Support Services	New position

### ***Promotions and Changes***

<b>Name</b>	<b>Start Date</b>	<b>Title</b>	<b>Department</b>	<b>Reason</b>
Deborah Hall	11/14/22	N: Assistant to the Executive Dean O: Administrative Assistant	N: Executive Dean O: Academic Affairs Dean	Replacement Stacey Quesenberry
Ariana Herrman	11/14/22	N: District College and Career Counselor O: Academic Advisor	N: Admissions and Advising O: Admissions and Advising	Replacement Marissa Williams
Latricia Murray	10/01/22	N: Client Services Coordinator, Communications O: Client Services Specialist, Public Relations	N: Communications O: Communications	Reclassification
Ashfia Naheed	09/01/22	N: Programmer Analyst O: Manager, Accounting and Financial Services Information Systems	N: Technology Services O: Technology Services	Reclassification
Nicole Sindelar	10/24/22	N: Supervisor, Testing Center O: Testing Center Assistant	N: Testing and Assessment O: Testing and Assessment	Replacement Artorias Earley
Heather Webb-Losh	09/01/22	N: Senior Applications Administrator O: Manager, Web Systems	N: eLearning Centers O: eLearning Centers	Reclassification
Jennifer Wright	10/10/22	N: Director, Purchasing and Contract Administration O: Assistant Director, Purchasing	N: Purchasing O: Purchasing	Replacement Cindy White

### ***Resignations and Separations***

<b>Name</b>	<b>Last Day</b>	<b>Service</b>	<b>Title</b>	<b>Department</b>	<b>Reason</b>
Noah Adams	11/03/22	<1	Technology Specialist	Campus Technology Services	Resignation
Sabrina Cummings	10/06/22	2	Director, Veterinary Technology Program	Veterinary Technology Administration	Resignation



Virgil Davis	10/31/22	<1	Collin Police Officer	Police	Resignation
Melanie Durant-Reeves	11/02/22	2	Administrative Assistant and Records Clerk	Police	Resignation
Victor Echegaray	10/17/22	2	Facility Operations Assistant	Physical Plant Support Services	Resignation
Michael Harris	10/14/22	1	Testing Center Assistant	Testing and Assessment	Resignation
Kolby Howard	11/08/22	1	Technology Specialist	Campus Technology Services	Separation
Toya Hunter	11/04/22	2	Human Resources Specialist, Records	Human Resources	Resignation
Monica Jones	10/31/22	3	Manager, Apprenticeship and Employer Engagement (Grant-funded)	Grants and Contracts	Resignation
Karen Martin	10/27/22	9	Lab Coordinator, Culinary Arts	Culinary Arts	Resignation
Tom McGrath	11/17/22	1	Collin Police Officer	Police	Resignation
Araceli Merryman	11/03/22	7	Financial Aid and Veteran Affairs Technical Advisor	Financial Aid	Resignation
Amber Moore	10/12/22	<1	eLearning Assistant	eLearning Centers	Resignation
Abel Saenz	11/04/22	4	Administrative Assistant	Academic Affairs Dean	Resignation
Jey Venkatesan	12/09/22	18	Professor, ESL	Academic Affairs	Retirement
Oliver Zimmerman	11/04/22	1	Collin Police Officer	Police	Resignation



MONTHLY INVESTMENT REPORT

# Collin County College <sup>38</sup>

OCTOBER 31, 2022



MEEDER

PUBLIC FUNDS  
PATTERSON GROUP

# A Fragile and Volatile Situation

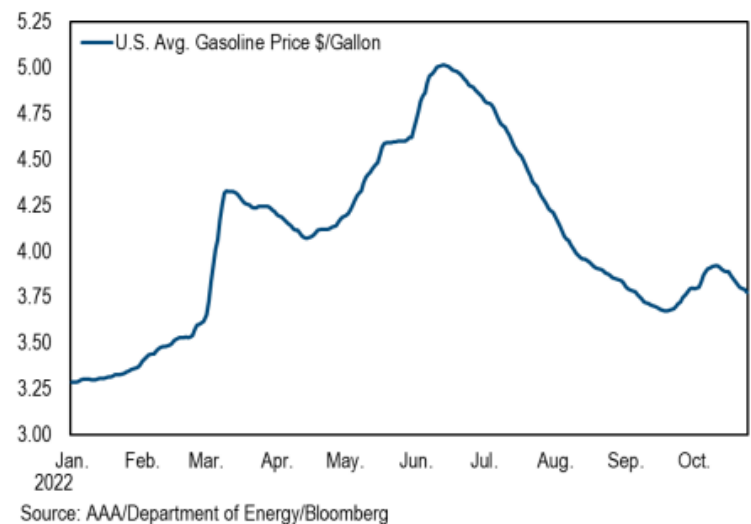
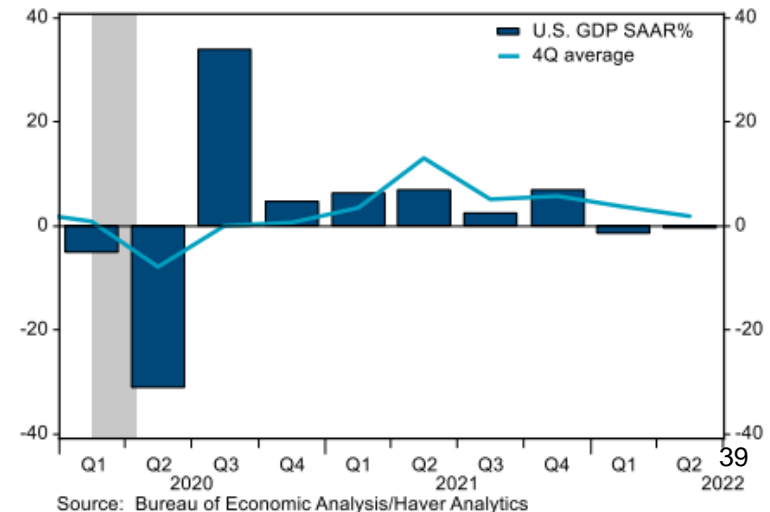
The global markets were wildly distracted on and off this month between anticipating the November Fed action, elections, and international unrest. Some had even predicted a Fed policy “pivot” but with an unemployment rate at a 5-decade low and inflation at a 4-decade high that time is arguably not now. The Fed’s intentions were made abundantly clear with another 0.75% hike in November.

Central banks around the world are also raising rates. Growth in the Europe Zone is hamstrung. Inflation grew 10.7% in October, the highest gain on record. Growth in the Zone Q3 rose just 0.2% with Belgium, Latvia and Austria growth below 0%. German, Spain and France are barely above 0%. They remain focused on reversing the inflation rate.

One main factor is the international energy crisis brought on by Ukraine’s situation and OPEC. OPEC has decided to cut production by 2 million barrels a day. This could bring on a global recession and US/ Saudi tensions are rising. At the *Davos of the Desert* the oil minister accused countries of manipulating markets to their advantage...not OPEC though.

Turmoil in the UK added to markets problems also. The Truss administration lasted only 45 days and the new PM R. Sunak now must quickly prioritize fiscal conservatism and reduce government spending while contending with a growing deficit, immigration and its testy relationship with the EU.

Finally, though not unexpected, China confirmed the iron rule of Xi Jinping for a third 5-year term. He plans to hold course but China has weakened its growth estimates and the economy is struggling to regain momentum so it will be difficult.



# Treading Water

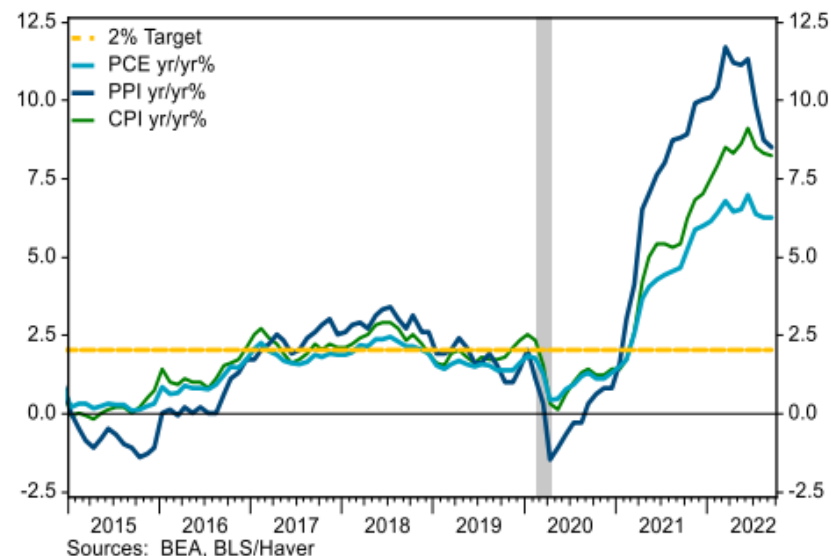
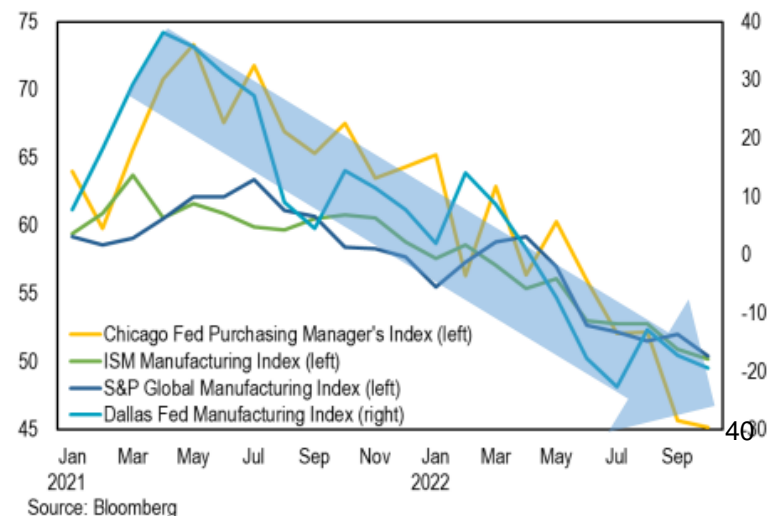
The Federal Reserve is certainly the main player as concerns the US economy. The Fed Chairman's message did not indicate any shift in policy stance.

This commitment is welcomed since in the 1970's the Fed's lack of clear commitment to fighting inflation forced the markets to lose confidence in the Fed's willingness or ability to raise rates enough to stop inflation. As a result, inflation soared. The Fed undoubtedly remembers that lesson even 40 years later.

Establishing the timeline for a downward trend in inflation is probably more important than calling the top in rates. Because then, and only then, can the Fed begin to feel assured that its policy initiatives are taming the inflation beast.

In Q3 the US GDP came as a welcome surprise by showing improvement and breaking a six-quarter negative trend. On a continuing basis the trend may be difficult to hold as consumer eat into their savings and continue to pull back. The growth is fragile showing business investment down, housing starts plunging and exports up but imports down. The slower imports indicates consumer demand is slowing. In the housing sector new home sales are down 11% but interestingly the home prices remain elevated because of the level of supply.

While the slightly different gauges of varying regional and national activity is mixed, the conclusive US trend has been to the downside. While still mostly indicative of positive activity, the momentum has clearly slowed as production responds to a pullback in consumption. In Texas manufacturing output has been growing but new orders are declining, and the overall outlook is worsening according to the Dallas Fed.



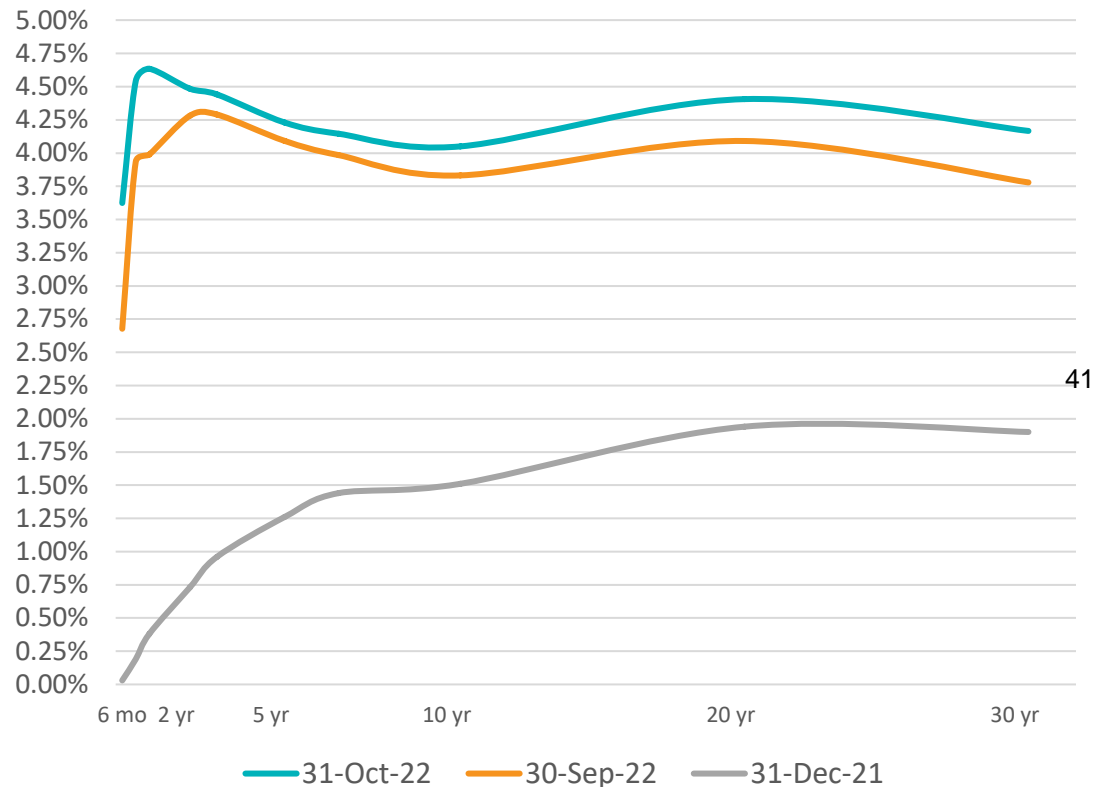
# Expectations Drive Rates

The Fed continues to act decisively to tame inflation at any cost to the economy. The Committee raised rates once again for the fourth consecutive 0.75% hike in November after a quiet October which brings us to 4% before year-end as many anticipated.

The Fed fully concedes that higher rates will slow growth but is willing to take these actions to tame inflation.

This quarter's increase in GDP has changed the recession discussion somewhat but the economy remains very fragile.

The goldilocks situation of slowing growth amid high inflation may take rate increases well into 2023.



*Collin County Community College District*  
Monthly Investment Report  
October 1, 2022 – October 31, 2022

**Portfolio Summary Management Report**

<b><u>Portfolio as of 09/30/22:</u></b>		<b><u>Portfolio as of 10/31/22:</u></b>	
Beginning Book Value	\$ 375,318,278	Ending Book Value	\$ 366,536,521
Beginning Market Value	\$ 371,660,050	Ending Market Value	\$ 362,567,817
		Unrealized Gain/Loss	\$ (3,968,704)
WAM at Beginning Period Date <sup>1</sup>	170 days	WAM at Ending Period Date <sup>1</sup>	160 days
<i>(Decrease in market value is due to seasonal cash outflows)</i>		Change in Market Value <sup>2</sup>	\$ (9,092,233)
<b>Average Yield to Maturity for period</b>		<b>2.875%</b>	
<b>Average Yield 3 Month Treasury Bill for period</b>		<b>3.870%</b>	

42

---

Melissa Irby, Chief Financial Officer  
Collin County Community College District

---

Julie Bradley, Associate V.P. - Controller  
Collin County Community College District

---

Barbara Johnston, Associate V.P.  
Collin County Community College District

---

<sup>1</sup> WAM – weighted average maturity

<sup>2</sup> “Change in Market Value” is required data, but will primarily reflect the receipt and expenditure of the District’s funds from month to month.  
*Patterson & Associates* has assisted in the preparation of this consolidated investment report, with additional input provided by CCCC.

# Your Portfolio

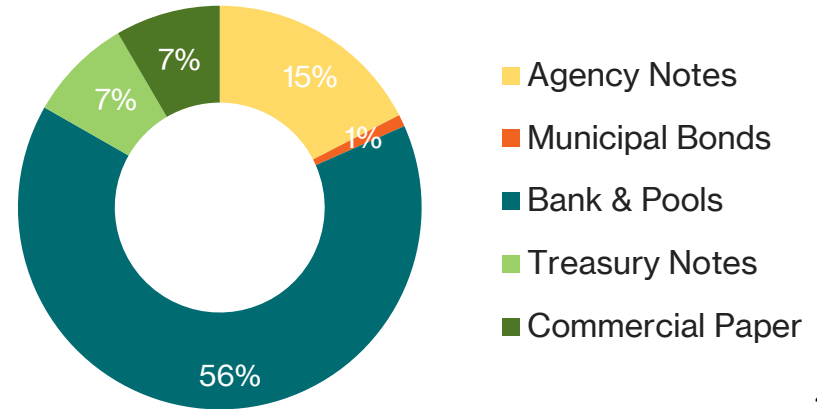
As of October 31, 2022

## Your Portfolio Statistics

Weighted Average Maturity 0.44 years

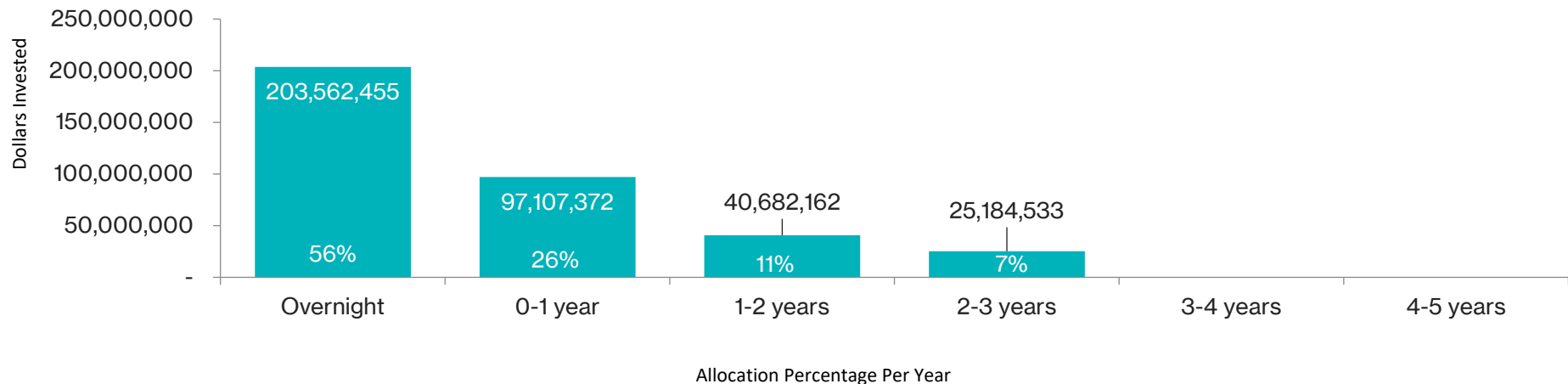
Weighted Average Yield (All Funds) 2.79%

## Your Asset Allocation



43

## Your Maturity Distribution



**Collin Co Comm College Dist.**  
**Portfolio Management**  
**Portfolio Summary**  
**October 31, 2022**

Patterson & Associates  
 901 S. MoPac  
 Suite 195  
 Austin, TX 78746  
 -

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.	
Commercial Paper Disc. -Amortizing	80,000,000.00	78,781,300.00	79,112,111.10	21.58	226	117	3.527	
Federal Agency Coupon Securities	55,000,000.00	51,753,709.40	54,702,435.42	14.92	1,048	631	1.283	
Treasury Coupon Securities	27,000,000.00	25,478,003.00	26,150,554.52	7.13	709	552	2.784	
Municipal Bonds	3,000,000.00	2,992,350.00	3,008,965.64	0.82	1,000	75	1.500	
TexStar	39,932,375.04	39,932,375.04	39,932,375.04	10.89	1	1	2.853	
Texpool	158,322,785.87	158,322,785.87	158,322,785.87	43.19	1	1	2.934	
JPMorgan Chase	129,003.01	129,003.01	129,003.01	0.04	1	1	0.000	
Texas Range	5,178,290.86	5,178,290.86	5,178,290.86	1.41	1	1	3.040	
	<b>368,562,454.78</b>	<b>362,567,817.18</b>	<b>366,536,521.46</b>	<b>100.00%</b>	<b>265</b>	<b>160</b>	<b>2.785</b>	<b>44</b>
<b>Investments</b>								

**Cash and Accrued Interest**

Accrued Interest at Purchase		17,746.60	17,746.60				
Subtotal		17,746.60	17,746.60				
<b>Total Cash and Investments</b>	<b>368,562,454.78</b>	<b>362,585,563.78</b>	<b>366,554,268.06</b>		<b>265</b>	<b>160</b>	<b>2.785</b>

<b>Total Earnings</b>	<b>October 31</b>	<b>Month Ending</b>	<b>Fiscal Year To Date</b>
Current Year		880,695.54	1,671,550.54

..



**Collin Co Comm College Dist.**  
**Summary by Type**  
**October 31, 2022**  
**Grouped by Fund**

Patterson & Associates  
 901 S. MoPac  
 Suite 195  
 Austin, TX 78746  
 -

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: Building</b>						
Federal Agency Coupon Securities	4	25,000,000.00	25,000,000.00	6.82	0.540	631
Treasury Coupon Securities	1	5,000,000.00	4,892,571.81	1.33	2.467	669
Texpool	1	54,885,723.27	54,885,723.27	14.97	2.934	1
TexStar	1	28,513,009.38	28,513,009.38	7.78	2.853	1
<b>Subtotal</b>	<b>7</b>	<b>113,398,732.65</b>	<b>113,291,304.46</b>	<b>30.90</b>	<b>2.365</b>	<b>169</b>
<b>Fund: 2020 Bond Series</b>						
Texpool	1	36,942,430.45	36,942,430.45	10.08	2.934	1
<b>Subtotal</b>	<b>1</b>	<b>36,942,430.45</b>	<b>36,942,430.45</b>	<b>10.08</b>	<b>2.934</b>	<b>1</b>
<b>Fund: Debt Service</b>						
Texas Range	1	20.69	20.69	0.00	3.040	1
Texpool	1	15,067,029.64	15,067,029.64	4.11	2.934	1
<b>Subtotal</b>	<b>2</b>	<b>15,067,050.33</b>	<b>15,067,050.33</b>	<b>4.11</b>	<b>2.934</b>	<b>1</b>
<b>Fund: Operating</b>						
Municipal Bonds	1	3,000,000.00	3,008,965.64	0.82	1.500	75
Federal Agency Coupon Securities	6	30,000,000.00	29,702,435.42	8.10	1.909	632
JPMorgan Chase	1	129,003.01	129,003.01	0.04	0.000	1
Commercial Paper Disc. -Amortizing	4	40,000,000.00	39,556,055.55	10.79	3.527	117
Treasury Coupon Securities	3	17,000,000.00	16,271,687.83	4.44	2.774	603
Texas Range	1	5,178,270.17	5,178,270.17	1.41	3.040	1
Texpool	1	5,170,841.67	5,170,841.67	1.41	2.934	1
TexStar	1	11,419,365.66	11,419,365.66	3.12	2.853	1
<b>Subtotal</b>	<b>18</b>	<b>111,897,480.51</b>	<b>110,436,624.95</b>	<b>30.13</b>	<b>2.801</b>	<b>303</b>
<b>Fund: Stabilization</b>						
Commercial Paper Disc. -Amortizing	4	40,000,000.00	39,556,055.55	10.79	3.527	117

45

Collin Co Comm College Dist.  
Summary by Type  
October 31, 2022  
Grouped by Fund

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: Stabilization</b>						
Treasury Coupon Securities	1	5,000,000.00	4,986,294.88	1.36	3.126	272
Texpool	1	46,256,760.84	46,256,760.84	12.62	2.934	1
<b>Subtotal</b>	<b>6</b>	<b>91,256,760.84</b>	<b>90,799,111.27</b>	<b>24.77</b>	<b>3.203</b>	<b>66</b>
<b>Total and Average</b>	<b>34</b>	<b>368,562,454.78</b>	<b>366,536,521.46</b>	<b>100.00</b>	<b>2.785</b>	<b>160</b>



**Collin Co Comm College Dist.**  
**Fund BLDG - Building**  
**Investments by Fund**  
**October 31, 2022**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746  
-

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Federal Agency Coupon Securities</b>											
3130ALJ70	10172	FHLB Call Note	03/12/2021	5,000,000.00	5,000,000.00	4,701,769.40	0.400	0.394	0.400	03/12/2024	497
3130AMT85	10175	FHLB Call Note	06/28/2021	10,000,000.00	10,000,000.00	9,285,069.60	0.400	0.394	0.400	06/28/2024	605
3130ANNS5	10176	FHLB Call Note	08/30/2021	5,000,000.00	5,000,000.00	4,618,517.05	0.500	0.493	0.500	08/28/2024	666
3130AQCM3	10178	FHLB Call Note	12/20/2021	5,000,000.00	5,000,000.00	4,610,530.55	1.000	0.986	1.000	12/20/2024	780
<b>Subtotal and Average</b>				<b>25,000,000.00</b>	<b>25,000,000.00</b>	<b>23,215,886.60</b>		<b>0.533</b>	<b>0.540</b>		<b>630</b>
<b>Treasury Coupon Securities</b>											
912828YE4	10179	T Note	04/18/2022	4,892,571.81	5,000,000.00	4,708,985.00	1.250	2.432	2.466	08/31/2024	669
<b>Subtotal and Average</b>				<b>4,892,571.81</b>	<b>5,000,000.00</b>	<b>4,708,985.00</b>		<b>2.433</b>	<b>2.467</b>	<b>47</b>	<b>669</b>
<b>TexStar</b>											
2450	10007	TexStar	02/01/2016	28,513,009.38	28,513,009.38	28,513,009.38	2.853	2.814	2.853		1
<b>Subtotal and Average</b>				<b>28,513,009.38</b>	<b>28,513,009.38</b>	<b>28,513,009.38</b>		<b>2.814</b>	<b>2.853</b>		<b>1</b>
<b>Texpool</b>											
700001	10009	Texpool	02/01/2016	54,885,723.27	54,885,723.27	54,885,723.27	2.934	2.893	2.933		1
<b>Subtotal and Average</b>				<b>54,885,723.27</b>	<b>54,885,723.27</b>	<b>54,885,723.27</b>		<b>2.893</b>	<b>2.934</b>		<b>1</b>
<b>Total Investments and Average</b>				<b>113,291,304.46</b>	<b>113,398,732.65</b>	<b>111,323,604.25</b>		<b>2.333</b>	<b>2.365</b>		<b>168</b>

**Fund BOND20 - 2020 Bond Series**  
**Investments by Fund**  
**October 31, 2022**

Page 2

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
<b>Texpool</b>										
700006A	10164	Texpool	04/29/2020	36,942,430.45	36,942,430.45	36,942,430.45	2.934	2.893	2.933	1
<b>Subtotal and Average</b>				<b>36,942,430.45</b>	<b>36,942,430.45</b>	<b>36,942,430.45</b>		<b>2.893</b>	<b>2.934</b>	<b>1</b>
<b>Total Investments and Average</b>				<b>36,942,430.45</b>	<b>36,942,430.45</b>	<b>36,942,430.45</b>		<b>2.893</b>	<b>2.934</b>	<b>1</b>

48

**Fund DS - Debt Service  
Investments by Fund  
October 31, 2022**

Page 3

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
<b>Texpool</b>										
700004	10010	Texpool	02/01/2016	15,067,029.64	15,067,029.64	15,067,029.64	2.934	2.893	2.933	1
<b>Subtotal and Average</b>				<b>15,067,029.64</b>	<b>15,067,029.64</b>	<b>15,067,029.64</b>		<b>2.893</b>	<b>2.934</b>	<b>1</b>
<b>Texas Range</b>										
1291-01	10141	TexasDAILY	02/04/2019	20.69	20.69	20.69	3.040	2.998	3.040	1
<b>Subtotal and Average</b>				<b>20.69</b>	<b>20.69</b>	<b>20.69</b>		<b>2.998</b>	<b>3.040</b>	<b>1</b>
<b>Total Investments and Average</b>				<b>15,067,050.33</b>	<b>15,067,050.33</b>	<b>15,067,050.33</b>		<b>2.893</b>	<b>2.934</b>	<b>1</b>

49

**Fund OPER - Operating  
Investments by Fund  
October 31, 2022**

Page 4

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Commercial Paper Disc. -Amortizing</b>											
22533UPH0	10186	Credit Agricole CP	07/15/2022	9,901,000.00	10,000,000.00	9,861,600.00		3.427	3.475	02/17/2023	108
63873KOD2	10188	Natixis NY CP	07/15/2022	9,876,433.33	10,000,000.00	9,825,280.00		3.501	3.549	03/13/2023	132
78009BR61	10190	Royal Bank of Canada CP	07/15/2022	9,842,700.00	10,000,000.00	9,791,490.00		3.777	3.829	04/06/2023	156
80285QND8	10184	Santander UK CP	07/15/2022	9,935,922.22	10,000,000.00	9,912,280.00	3.160	3.211	3.255	01/13/2023	73
<b>Subtotal and Average</b>				<b>39,556,055.55</b>	<b>40,000,000.00</b>	<b>39,390,650.00</b>		<b>3.479</b>	<b>3.527</b>		<b>117</b>
<b>Federal Agency Coupon Securities</b>											
31422XMV1	10177	FRMAC Call Note	10/04/2021	5,000,000.00	5,000,000.00	4,603,767.40	0.500	0.493	0.500	10/04/2024	703
3133ENYX2	10193	FFCB Note	07/25/2022	4,999,785.19	5,000,000.00	4,889,145.50	3.250	3.207	3.251	06/17/2024	594
3133EL5J9	10167	FFCB Call Note	09/16/2020	5,000,000.00	5,000,000.00	4,824,168.00	0.300	0.305	0.310	09/01/2023	304
3133EL6U3	10169	FFCB Call Note	09/16/2020	5,000,000.00	5,000,000.00	4,802,249.70	0.280	0.309	0.313	09/14/2023	317
3134GXZT4	10183	FHLMC Call Note	07/14/2022	5,000,000.00	5,000,000.00	4,880,751.85	4.000	3.945	4.000	07/14/2025	986
3135G03U5	10194	FNMA Note	08/05/2022	4,702,650.23	5,000,000.00	4,537,740.35	0.625	3.107	3.150	04/22/2025	903
<b>Subtotal and Average</b>				<b>29,702,435.42</b>	<b>30,000,000.00</b>	<b>28,537,822.80</b>		<b>1.883</b>	<b>1.909</b>		<b>631</b>
<b>Treasury Coupon Securities</b>											
91282CAW1	10180	T Note	05/16/2022	5,867,892.48	6,000,000.00	5,733,750.00	0.250	2.394	2.428	11/15/2023	379
91282CCC3	10181	T Note	05/16/2022	5,789,805.12	6,000,000.00	5,610,468.00	0.250	2.571	2.607	05/15/2024	561
912828ZT0	10182	T Note	06/15/2022	4,613,990.23	5,000,000.00	4,489,060.00	0.250	3.376	3.423	05/31/2025	942
<b>Subtotal and Average</b>				<b>16,271,687.83</b>	<b>17,000,000.00</b>	<b>15,833,278.00</b>		<b>2.736</b>	<b>2.774</b>		<b>603</b>
<b>Municipal Bonds</b>											
20772KAE9	10163	State of Connecticut	04/20/2020	3,008,965.64	3,000,000.00	2,992,350.00	2.990	1.479	1.500	01/15/2023	75
<b>Subtotal and Average</b>				<b>3,008,965.64</b>	<b>3,000,000.00</b>	<b>2,992,350.00</b>		<b>1.480</b>	<b>1.500</b>		<b>75</b>
<b>TexStar</b>											
5450	10008	TexStar	02/01/2016	11,419,365.66	11,419,365.66	11,419,365.66	2.853	2.814	2.853		1
<b>Subtotal and Average</b>				<b>11,419,365.66</b>	<b>11,419,365.66</b>	<b>11,419,365.66</b>		<b>2.814</b>	<b>2.853</b>		<b>1</b>
<b>Texpool</b>											
700003	10011	Texpool	02/01/2016	5,170,841.67	5,170,841.67	5,170,841.67	2.934	2.893	2.933		1
<b>Subtotal and Average</b>				<b>5,170,841.67</b>	<b>5,170,841.67</b>	<b>5,170,841.67</b>		<b>2.893</b>	<b>2.934</b>		<b>1</b>

Portfolio CCCC  
AP  
FI (PRF\_FI) 7.1.1  
Report Ver. 7.3.6.1

**Fund OPER - Operating  
Investments by Fund  
October 31, 2022**

Page 5

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
<b>JPMorgan Chase</b>										
7828	10012	JPMorgan Chase Commercial Chkg	02/01/2016	129,003.01	129,003.01	129,003.01				1
<b>Subtotal and Average</b>				<b>129,003.01</b>	<b>129,003.01</b>	<b>129,003.01</b>		<b>0.000</b>	<b>0.000</b>	<b>1</b>
<b>Texas Range</b>										
1291-00	10142	TexasDAILY	02/06/2019	5,178,270.17	5,178,270.17	5,178,270.17	3.040	2.998	3.040	1
<b>Subtotal and Average</b>				<b>5,178,270.17</b>	<b>5,178,270.17</b>	<b>5,178,270.17</b>		<b>2.998</b>	<b>3.040</b>	<b>1</b>
<b>Total Investments and Average</b>				<b>110,436,624.95</b>	<b>111,897,480.51</b>	<b>108,651,581.31</b>		<b>2.763</b>	<b>2.801</b>	<b>303</b>

51

**Fund STABL - Stabilization  
Investments by Fund  
October 31, 2022**

Page 6

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Commercial Paper Disc. -Amortizing</b>											
22533UPH0	10187	Credit Agricole CP	07/15/2022	9,901,000.00	10,000,000.00	9,861,600.00	3.300	3.427	3.475	02/17/2023	108
63873KOD2	10189	Natixis NY CP	07/15/2022	9,876,433.33	10,000,000.00	9,825,280.00	3.370	3.501	3.549	03/13/2023	132
78009BR61	10191	Royal Bank of Canada CP	07/15/2022	9,842,700.00	10,000,000.00	9,791,490.00	3.630	3.777	3.829	04/06/2023	156
80285QND8	10185	Santander UK CP	07/15/2022	9,935,922.22	10,000,000.00	9,912,280.00	3.160	3.211	3.255	01/13/2023	73
<b>Subtotal and Average</b>				<b>39,556,055.55</b>	<b>40,000,000.00</b>	<b>39,390,650.00</b>		<b>3.479</b>	<b>3.527</b>		<b>117</b>
<b>Treasury Coupon Securities</b>											
912828Y61	10192	T Note	07/20/2022	4,986,294.88	5,000,000.00	4,935,740.00	2.750	3.083	3.125	07/31/2023	272
<b>Subtotal and Average</b>				<b>4,986,294.88</b>	<b>5,000,000.00</b>	<b>4,935,740.00</b>		<b>3.083</b>	<b>3.126</b>		<b>272</b>
<b>Texpool</b>											<b>52</b>
700005	10050	Texpool	01/24/2018	46,256,760.84	46,256,760.84	46,256,760.84	2.934	2.893	2.933		1
<b>Subtotal and Average</b>				<b>46,256,760.84</b>	<b>46,256,760.84</b>	<b>46,256,760.84</b>		<b>2.893</b>	<b>2.934</b>		<b>1</b>
<b>Total Investments and Average</b>				<b>90,799,111.27</b>	<b>91,256,760.84</b>	<b>90,583,150.84</b>		<b>3.159</b>	<b>3.203</b>		<b>66</b>



**Collin Co Comm College Dist.**  
**Cash Reconciliation Report**  
**For the Period October 1, 2022 - October 31, 2022**  
**Grouped by Fund**

Patterson & Associates  
 901 S. MoPac  
 Suite 195  
 Austin, TX 78746  
 -

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
<b>Building</b>											
10/01/2022	10170	BLDG	Interest	419792ZH2	3,000,000.00	HAWAII 3.0M 0.43% Mat.	10/01/2022	0.00	6,435.00	0.00	6,435.00
10/01/2022	10170	BLDG	Maturity	419792ZH2	3,000,000.00	HAWAII 3.0M 0.43% Mat.	10/01/2022	0.00	0.00	3,000,000.00	3,000,000.00
<b>Subtotal</b>								<b>0.00</b>	<b>6,435.00</b>	<b>3,000,000.00</b>	<b>3,006,435.00</b>
<b>Operating</b>											
10/04/2022	10177	OPER	Interest	31422XMV1	5,000,000.00	FAMCAC 5.0M 0.50% Mat.	10/04/2024	0.00	12,500.00	0.00	12,500.00
10/22/2022	10194	OPER	Interest	3135G03U5	5,000,000.00	FNMA 5.0M 0.63% Mat. 04/22/2025	04/22/2025	0.00	15,625.00	0.00	15,625.00
<b>Subtotal</b>								<b>0.00</b>	<b>28,125.00</b>	<b>0.00</b>	<b>28,125.00</b>
<b>Total</b>								<b>0.00</b>	<b>34,560.00</b>	<b>3,000,000.00</b>	<b>3,034,560.00</b>



**Collin Co Comm College Dist.**  
**Maturity Report**  
**Sorted by Maturity Date**  
**Receipts during October 1, 2022 - October 31, 2022**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746  
-

CUSIP	Investment #	Fund	Sec. Type	Issuer	Par Value	Maturity Date	Purchase Date	Rate at Maturity	Book Value at Maturity	Interest	Maturity Proceeds	Net Income
419792ZH2	10170	BLDG	MC1	HAWAII	3,000,000.00	10/01/2022	10/29/2020	0.429	3,000,000.00	6,435.00	3,006,435.00	6,435.00
Total Maturities					3,000,000.00				3,000,000.00	6,435.00	3,006,435.00	6,435.00

**Collin Co Comm College Dist.**  
**Interest Earnings**  
**Sorted by Fund - Fund**  
**October 1, 2022 - October 31, 2022**  
**Yield on Average Book Value**

Patterson & Associates  
 901 S. MoPac  
 Suite 195  
 Austin, TX 78746  
 -

										Adjusted Interest Earnings		
CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Building												
912828YE4	10179	BLDG	TRC	5,000,000.00	4,887,593.82	4,890,163.11	08/31/2024	1.250	2.487	5,352.21	4,977.99	10,330.20
2450	10007	BLDG	RRP	28,513,009.38	28,444,091.49	28,446,314.65		2.853	2.853	68,917.89	0.00	68,917.89
700001	10009	BLDG	RR2	54,885,723.27	54,749,314.02	54,753,714.32		2.934	2.933	136,409.25	0.00	136,409.25
3130AQCM3	10178	BLDG	FAC	5,000,000.00	5,000,000.00	5,000,000.00	12/20/2024	1.000	0.981	4,166.66	0.00	4,166.66
3130AMT85	10175	BLDG	FAC	10,000,000.00	10,000,000.00	10,000,000.00	06/28/2024	0.400	0.392	3,333.34	0.00	3,333.34
3130ANNS5	10176	BLDG	FAC	5,000,000.00	5,000,000.00	5,000,000.00	08/28/2024	0.500	0.491	2,083.33	0.00	55,083.33
3130ALJ70	10172	BLDG	FAC	5,000,000.00	5,000,000.00	5,000,000.00	03/12/2024	0.400	0.392	1,666.66	0.00	1,666.66
419792ZH2	10170	BLDG	MC1	0.00	3,000,000.00	0.00	10/01/2022	0.429		0.00	0.00	0.00
Subtotal				113,398,732.65	116,080,999.33	113,186,966.27			2.360	221,929.34	4,977.99	226,907.33
Fund: 2020 Bond Series												
700006A	10164	BOND20	RR2	36,942,430.45	36,923,662.39	36,865,336.61		2.934	2.933	91,842.75	0.00	91,842.75
Subtotal				36,942,430.45	36,923,662.39	36,865,336.61			2.933	91,842.75	0.00	91,842.75
Fund: Debt Service												
700004	10010	DS	RR2	15,067,029.64	10,429,765.68	14,290,333.17		2.934	2.937	35,650.83	0.00	35,650.83
1291-01	10141	DS	RR5	20.69	20.64	20.64		3.040	2.852	0.05	0.00	0.05
Subtotal				15,067,050.33	10,429,786.32	14,290,353.81			2.937	35,650.88	0.00	35,650.88
Fund: Operating												
3135G03U5	10194	OPER	FAC	5,000,000.00	4,692,638.45	4,697,967.30	04/22/2025	0.625	3.162	2,604.17	10,011.78	12,615.95
3133ENYX2	10193	OPER	FAC	5,000,000.00	4,999,774.19	4,999,780.05	06/17/2024	3.250	3.192	13,541.67	11.00	13,552.67
91282CAW1	10180	OPER	TRC	6,000,000.00	5,857,086.85	5,862,663.95	11/15/2023	0.250	2.424	1,263.59	10,805.63	12,069.22
91282CCC3	10181	OPER	TRC	6,000,000.00	5,778,190.07	5,784,184.94	05/15/2024	0.250	2.622	1,263.59	11,615.05	12,878.64
91282ZT0	10182	OPER	TRC	5,000,000.00	4,601,287.15	4,607,843.58	05/31/2025	0.250	3.516	1,058.74	12,703.08	13,761.82
5450	10008	OPER	RRP	11,419,365.66	11,391,764.26	11,392,654.63		2.853	2.853	27,601.40	0.00	27,601.40
700003	10011	OPER	RR2	5,170,841.67	16,300,887.17	14,303,175.83		2.934	2.926	35,548.11	0.00	35,548.11
7828	10012	OPER	RR3	129,003.01	77,841.09	79,491.47				0.00	0.00	0.00
3134GXZT4	10183	OPER	FAC	5,000,000.00	5,000,000.00	5,000,000.00	07/14/2025	4.000	3.925	16,666.66	0.00	16,666.66

**Collin Co Comm College Dist.**  
**Interest Earnings**  
**October 1, 2022 - October 31, 2022**

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Operating												
31422XMV1	10177	OPER	FAC	5,000,000.00	5,000,000.00	5,000,000.00	10/04/2024	0.500	0.491	2,083.33	0.00	2,083.33
3133EL5J9	10167	OPER	FAC	5,000,000.00	5,000,000.00	5,000,000.00	09/01/2023	0.300	0.294	1,250.00	0.00	1,250.00
3133EL6U3	10169	OPER	FAC	5,000,000.00	5,000,000.00	5,000,000.00	09/14/2023	0.280	0.275	1,166.67	0.00	1,166.67
1291-00	10142	OPER	RR5	5,178,270.17	5,164,929.68	5,165,360.02		3.040	3.041	13,340.49	0.00	13,340.49
80285QND8	10184	OPER	ACP	10,000,000.00	9,908,711.11	9,922,755.55	01/13/2023	3.160	3.229	0.00	27,211.11	27,211.11
20772KAE9	10163	OPER	MC1	3,000,000.00	3,012,600.37	3,010,665.76	01/15/2023	2.990	1.502	7,475.00	-3,634.73	3,840.27
22533UPH0	10186	OPER	ACP	10,000,000.00	9,872,583.33	9,887,250.00	02/17/2023		3.384	0.00	28,416.67	28,416.67
63873KQD2	10188	OPER	ACP	10,000,000.00	9,847,413.89	9,862,391.67	03/13/2023		3.464	0.00	29,019.44	29,019.44
78009BR61	10190	OPER	ACP	10,000,000.00	9,811,441.67	9,827,575.00	04/06/2023		3.745	0.00	31,258.33	31,258.33
			Subtotal	111,897,480.51	121,317,149.28	119,403,759.74			2.784	124,863.42	157,417.36	282,280.78
Fund: Stabilization												
912828Y61	10192	STABL	TRC	5,000,000.00	4,984,732.90	4,985,539.09	07/31/2023	2.750	3.104	11,582.88	1,561.98	56,144.86
700005	10050	STABL	RR2	46,256,760.84	46,141,797.45	46,145,505.95		2.934	2.933	114,963.39	0.00	114,963.39
80285QND8	10185	STABL	ACP	10,000,000.00	9,908,711.11	9,922,755.55	01/13/2023	3.160	3.229	0.00	27,211.11	27,211.11
22533UPH0	10187	STABL	ACP	10,000,000.00	9,872,583.33	9,887,250.00	02/17/2023	3.300	3.384	0.00	28,416.67	28,416.67
63873KQD2	10189	STABL	ACP	10,000,000.00	9,847,413.89	9,862,391.67	03/13/2023	3.370	3.464	0.00	29,019.44	29,019.44
78009BR61	10191	STABL	ACP	10,000,000.00	9,811,441.67	9,827,575.00	04/06/2023	3.630	3.745	0.00	31,258.33	31,258.33
			Subtotal	91,256,760.84	90,566,680.35	90,631,017.25			3.170	126,546.27	117,467.53	244,013.80
			Total	368,562,454.78	375,318,277.67	374,377,433.68			2.770	600,832.66	279,862.88	880,695.54

**Collin Co Comm College Dist.**  
**Amortization Schedule**  
**October 1, 2022 - October 31, 2022**  
**Sorted By Fund - Fund**

Patterson & Associates  
 901 S. MoPac  
 Suite 195  
 Austin, TX 78746  
 -

Investment #		Maturity Date	Beginning Par Value				Amounts Amortized			
Issuer	Fund	Amort. Date	Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	And Unamortized As of 10/01/2022	Amount Amortized This Period	Amt Amortized Through 10/31/2022	Amount Unamortized Through 10/31/2022
<b>Building</b>										
10179 T Note	BLDG	08/31/2024	5,000,000.00 1.250	4,860,937.50	-139,062.50	4,892,571.81	26,656.32 -112,406.18	4,977.99	31,634.31	-107,428.19
<b>Subtotal</b>				<b>4,860,937.50</b>	<b>-139,062.50</b>	<b>4,892,571.81</b>	<b>26,656.32 -112,406.18</b>	<b>4,977.99</b>	<b>31,634.31</b>	<b>-107,428.19</b>
<b>Operating</b>										
10163 State of Connecticut	OPER	01/15/2023	3,000,000.00 2.990	3,119,340.00	119,340.00	3,008,965.64	-106,739.63 12,600.37	-3,634.73	-110,374.36	8,965.64
10186 Credit Agricole CP	OPER	02/17/2023	10,000,000.00	9,801,083.33	-198,916.67	9,901,000.00	71,500.00 -127,416.67	28,416.67	99,916.67	-99,000.00
10193 FFCB Note	OPER	06/17/2024	5,000,000.00 3.250	4,999,750.00	-250.00	4,999,785.19	24.19 -225.81	11.00	35.19	57 -214.81
10167 FFCB Call Note	OPER	09/01/2023 09/01/2021	5,000,000.00 0.300	4,998,500.00	-1,500.00	5,000,000.00	1,500.00 0.00	0.00	1,500.00	0.00
10169 FFCB Call Note	OPER	09/14/2023 09/14/2021	5,000,000.00 0.280	4,995,000.00	-5,000.00	5,000,000.00	5,000.00 0.00	0.00	5,000.00	0.00
10194 FNMA Note	OPER	04/22/2025	5,000,000.00 0.625	4,673,949.80	-326,050.20	4,702,650.23	18,688.65 -307,361.55	10,011.78	28,700.43	-297,349.77
10188 Natixis NY CP	OPER	03/13/2023	10,000,000.00	9,774,397.22	-225,602.78	9,876,433.33	73,016.67 -152,586.11	29,019.44	102,036.11	-123,566.67
10190 Royal Bank of Canada CP	OPER	04/06/2023	10,000,000.00	9,732,791.67	-267,208.33	9,842,700.00	78,650.00 -188,558.33	31,258.33	109,908.33	-157,300.00
10184 Santander UK CP	OPER	01/13/2023	10,000,000.00 3.160	9,840,244.44	-159,755.56	9,935,922.22	68,466.67 -91,288.89	27,211.11	95,677.78	-64,077.78
10180 T Note	OPER	11/15/2023	6,000,000.00 0.250	5,808,984.38	-191,015.62	5,867,892.48	48,102.47 -142,913.15	10,805.63	58,908.10	-132,107.52
10181 T Note	OPER	05/15/2024	6,000,000.00 0.250	5,726,484.38	-273,515.62	5,789,805.12	51,705.69 -221,809.93	11,615.05	63,320.74	-210,194.88
10182 T Note	OPER	05/31/2025	5,000,000.00 0.250	4,557,031.25	-442,968.75	4,613,990.23	44,255.90 -398,712.85	12,703.08	56,958.98	-386,009.77
<b>Subtotal</b>				<b>78,027,556.47</b>	<b>-1,972,443.53</b>	<b>78,539,144.44</b>	<b>354,170.61 -1,618,272.92</b>	<b>157,417.36</b>	<b>511,587.97</b>	<b>-1,460,855.56</b>

**Collin Co Comm College Dist.**  
**Amortization Schedule**  
**October 1, 2022 - October 31, 2022**

Investment #		Maturity Date	Beginning Par Value				Amounts Amortized			
Issuer	Fund	Amort. Date	Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	And Unamortized As of 10/01/2022	Amount Amortized This Period	Amt Amortized Through 10/31/2022	Amount Unamortized Through 10/31/2022
<b>Stabilization</b>										
10187	STABL	02/17/2023	10,000,000.00	9,801,083.33	-198,916.67	9,901,000.00	71,500.00	28,416.67	99,916.67	-99,000.00
Credit Agricole CP			3.300				-127,416.67			
10189	STABL	03/13/2023	10,000,000.00	9,774,397.22	-225,602.78	9,876,433.33	73,016.67	29,019.44	102,036.11	-123,566.67
Natixis NY CP			3.370				-152,586.11			
10191	STABL	04/06/2023	10,000,000.00	9,732,791.67	-267,208.33	9,842,700.00	78,650.00	31,258.33	109,908.33	-157,300.00
Royal Bank of Canada CP			3.630				-188,558.33			
10185	STABL	01/13/2023	10,000,000.00	9,840,244.44	-159,755.56	9,935,922.22	68,466.67	27,211.11	95,677.78	-64,077.78
Santander UK CP			3.160				-91,288.89			
10192	STABL	07/31/2023	5,000,000.00	4,981,054.69	-18,945.31	4,986,294.88	3,678.21	1,561.98	5,240.19	-13,705.12
T Note			2.750				-15,267.10			
			<b>Subtotal</b>	<b>44,129,571.35</b>	<b>-870,428.65</b>	<b>44,542,350.43</b>	<b>295,311.55</b>	<b>117,467.53</b>	<b>412,779.08</b>	<b>-457,649.57</b>
							<b>-575,117.10</b>			
			<b>Total</b>	<b>127,018,065.32</b>	<b>-2,981,934.68</b>	<b>127,974,066.68</b>	<b>676,138.48</b>	<b>279,862.88</b>	<b>956,001.36</b>	<b>-2,025,933.32</b>
							<b>-2,305,796.20</b>			<b>58</b>

**Collin Co Comm College Dist.**  
**Projected Cashflow Report**  
**Sorted by Monthly**  
**For the Period November 1, 2022 - May 31, 2023**

Patterson & Associates  
 901 S. MoPac  
 Suite 195  
 Austin, TX 78746  
 -

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
<b>November 2022</b>										
11/12/2022	10172	BLDG	3130ALJ70	Call	FHLB Call Note	5,000,000.00	5,000,000.00	5,000,000.00	0.00	5,000,000.00
11/15/2022	10180	OPER	91282CAW1	Interest	T Note	0.00	0.00	0.00	7,500.00	7,500.00
11/15/2022	10181	OPER	91282CCC3	Interest	T Note	0.00	0.00	0.00	7,500.00	7,500.00
11/28/2022	10176	BLDG	3130ANNS5	Call	FHLB Call Note	5,000,000.00	5,000,000.00	5,000,000.00	0.00	5,000,000.00
11/30/2022	10182	OPER	912828ZT0	Interest	T Note	0.00	0.00	0.00	6,250.00	6,250.00
<b>Total for November 2022</b>						<b>10,000,000.00</b>	<b>10,000,000.00</b>	<b>10,000,000.00</b>	<b>21,250.00</b>	<b>10,021,250.00</b>
<b>December 2022</b>										
12/17/2022	10193	OPER	3133ENYX2	Interest	FFCB Note	0.00	0.00	0.00	81,250.00	81,250.00
12/20/2022	10178	BLDG	3130AQCM3	Interest	FHLB Call Note	0.00	0.00	0.00	25,000.00	25,000.00
12/20/2022	10178	BLDG	3130AQCM3	Call	FHLB Call Note	5,000,000.00	5,000,000.00	5,000,000.00	0.00	5,000,000.00
12/28/2022	10175	BLDG	3130AMT85	Interest	FHLB Call Note	0.00	0.00	0.00	20,000.00	20,000.00
12/28/2022	10175	BLDG	3130AMT85	Call	FHLB Call Note	10,000,000.00	10,000,000.00	10,000,000.00	0.00	10,000,000.00
<b>Total for December 2022</b>						<b>15,000,000.00</b>	<b>15,000,000.00</b>	<b>15,000,000.00</b>	<b>126,250.00</b>	<b>15,126,250.00</b>
<b>January 2023</b>										
01/04/2023	10177	OPER	31422XMV1	Call	FRMAC Call Note	5,000,000.00	5,000,000.00	5,000,000.00	0.00	5,000,000.00
01/13/2023	10184	OPER	80285QND8	Maturity	Santander UK CP	10,000,000.00	9,840,244.44	10,000,000.00	0.00	10,000,000.00
01/13/2023	10185	STABL	80285QND8	Maturity	Santander UK CP	10,000,000.00	9,840,244.44	10,000,000.00	0.00	10,000,000.00
01/14/2023	10183	OPER	3134GXZT4	Interest	FHLMC Call Note	0.00	0.00	0.00	100,000.00	100,000.00
01/15/2023	10163	OPER	20772KAE9	Maturity	State of Connecticut	3,000,000.00	3,119,340.00	3,000,000.00	44,850.00	3,044,850.00
01/31/2023	10192	STABL	912828Y61	Interest	T Note	0.00	0.00	0.00	68,750.00	68,750.00
<b>Total for January 2023</b>						<b>28,000,000.00</b>	<b>27,799,828.88</b>	<b>28,000,000.00</b>	<b>213,600.00</b>	<b>28,213,600.00</b>
<b>February 2023</b>										
02/17/2023	10186	OPER	22533UPH0	Maturity	Credit Agricole CP	10,000,000.00	9,801,083.33	10,000,000.00	0.00	10,000,000.00
02/17/2023	10187	STABL	22533UPH0	Maturity	Credit Agricole CP	10,000,000.00	9,801,083.33	10,000,000.00	0.00	10,000,000.00
02/28/2023	10176	BLDG	3130ANNS5	Interest	FHLB Call Note	0.00	0.00	0.00	12,500.00	12,500.00
02/28/2023	10179	BLDG	912828YE4	Interest	T Note	0.00	0.00	0.00	31,250.00	31,250.00
<b>Total for February 2023</b>						<b>20,000,000.00</b>	<b>19,602,166.66</b>	<b>20,000,000.00</b>	<b>43,750.00</b>	<b>20,043,750.00</b>
<b>March 2023</b>										
03/01/2023	10167	OPER	3133EL5J9	Interest	FFCB Call Note	0.00	0.00	0.00	7,500.00	7,500.00

**Collin Co Comm College Dist.**  
**Projected Cashflow Report**  
**For the Period November 1, 2022 - May 31, 2023**

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
<b>March 2023</b>										
03/12/2023	10172	BLDG	3130ALJ70	Interest	FHLB Call Note	0.00	0.00	0.00	10,000.00	10,000.00
03/13/2023	10188	OPER	63873KQD2	Maturity	Natixis NY CP	10,000,000.00	9,774,397.22	10,000,000.00	0.00	10,000,000.00
03/13/2023	10189	STABL	63873KQD2	Maturity	Natixis NY CP	10,000,000.00	9,774,397.22	10,000,000.00	0.00	10,000,000.00
03/14/2023	10169	OPER	3133EL6U3	Interest	FFCB Call Note	0.00	0.00	0.00	7,000.00	7,000.00
<b>Total for March 2023</b>						<b>20,000,000.00</b>	<b>19,548,794.44</b>	<b>20,000,000.00</b>	<b>24,500.00</b>	<b>20,024,500.00</b>
<b>April 2023</b>										
04/04/2023	10177	OPER	31422XMV1	Interest	FRMAC Call Note	0.00	0.00	0.00	12,500.00	12,500.00
04/06/2023	10190	OPER	78009BR61	Maturity	Royal Bank of Canada CP	10,000,000.00	9,732,791.67	10,000,000.00	0.00	10,000,000.00
04/06/2023	10191	STABL	78009BR61	Maturity	Royal Bank of Canada CP	10,000,000.00	9,732,791.67	10,000,000.00	0.00	10,000,000.00
04/22/2023	10194	OPER	3135G03U5	Interest	FNMA Note	0.00	0.00	0.00	15,625.00	15,625.00
<b>Total for April 2023</b>						<b>20,000,000.00</b>	<b>19,465,583.34</b>	<b>20,000,000.00</b>	<b>28,125.00</b>	<b>20,028,125.00</b>
<b>May 2023</b>										
05/15/2023	10180	OPER	91282CAW1	Interest	T Note	0.00	0.00	0.00	7,500.00	7,500.00
05/15/2023	10181	OPER	91282CCC3	Interest	T Note	0.00	0.00	0.00	7,500.00	7,500.00
05/31/2023	10182	OPER	912828ZT0	Interest	T Note	0.00	0.00	0.00	6,250.00	6,250.00
<b>Total for May 2023</b>						<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>21,250.00</b>	<b>21,250.00</b>
<b>GRAND TOTALS:</b>						<b>113,000,000.00</b>	<b>111,416,373.32</b>	<b>113,000,000.00</b>	<b>478,725.00</b>	<b>113,478,725.00</b>

60



Meeder Public Funds, Inc., is a registered investment adviser with the Securities and Exchange Commission (SEC) under the Investment Advisers Act of 1940. Registration with the SEC does not imply a certain level of skill or training. The opinions expressed in this presentation are those of Meeder Public Funds, Inc. The material presented has been derived from sources considered to be reliable, but the accuracy and completeness cannot be guaranteed.

Meeder provides monthly statements for its investment management clients to provide information about the investment portfolio. The information should not be used for audit or confirmation purposes. Please review your custodial statements and report any inaccuracies or discrepancies.

Certain information and data have been supplied by unaffiliated third parties. Although Meeder believes the information is reliable, it cannot warrant the accuracy of information offered by third parties. Market value may reflect prices received from pricing vendors when current market quotations are not available. Prices may not reflect firm bids or offers and may differ from the value at which the security can be sold.

Statements may include positions from unmanaged accounts provided for reporting purposes. Unmanaged accounts are managed directly by the client and are not included in the accounts managed by the investment adviser. This information is provided as a client convenience and the investment adviser assumes no responsibility for performance of these accounts or the accuracy of the data reported.

**Investing involves risk. Past performance is no guarantee of future results. Debt and fixed income securities are subject to credit and interest rate risk. The investment return and principal value of an investment will fluctuate so that an investors shares, when redeemed, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data quoted.**

Investment advisory services are provided through Meeder Public Funds, Inc. Please contact us if you would like to receive a copy of our current ADV disclosure brochure or privacy policy.

61

**Meeder Public Funds  
Patterson Group**

Barton Oaks Plaza II  
901 S. MoPac Expy  
Suite 195  
Austin, Texas  
78746

800.817.2442



**CELINA CAMPUS**  
CELINA, TEXAS

# PROJECT CLOSEOUT REPORT



**AECOM**

 **OCTOBER 2022**

# PROJECT CLOSEOUT REPORT

## COLLIN COLLEGE CELINA CAMPUS

### SUBMITTED BY:



**Nuria Cortes**  
Document Controls Manager

Date: 10/17/2022



**Adrian Grimes**  
Program Director

Date: 10/17/2022

### APPROVED BY:



**Chris Eyle**  
Vice President of Facilities and Construction

Date: 10/19/2022



# TABLE OF CONTENTS

Executive Summary ..... 4

Procurement And Project Delivery Approach ..... 5

Project Organization ..... 6

Project Timeline..... 7

Project Financials..... 8

Appendix..... 9

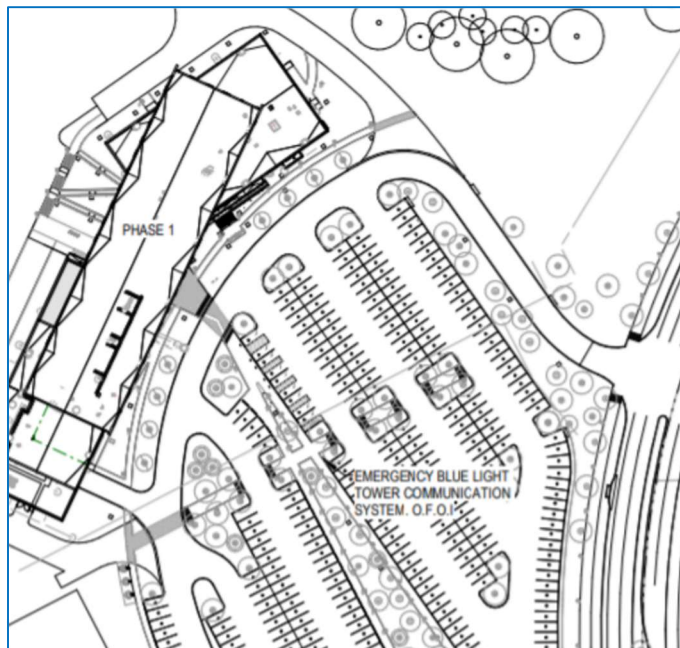
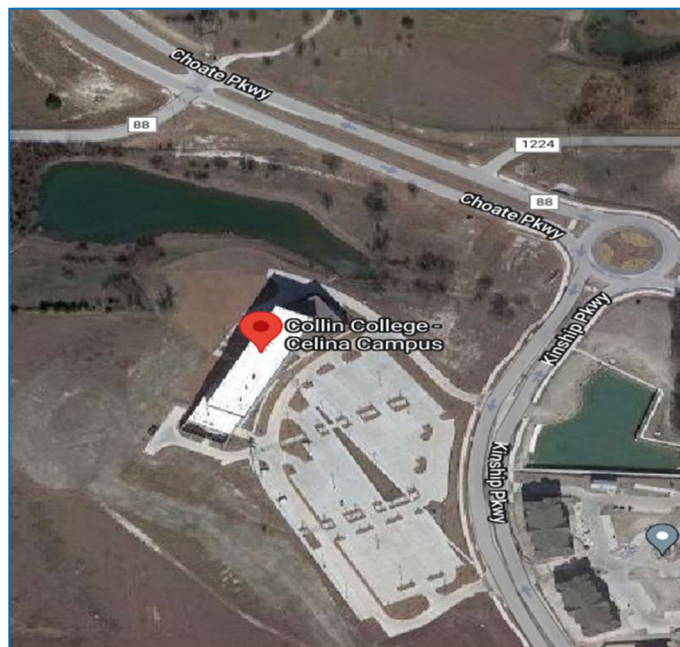


## EXECUTIVE SUMMARY

The need for the Celina Campus project came out of the 2016 Collin College Master Plan, which identified the need for a new campus to serve the higher educational needs of the residents in northwestern Collin County. Using ideas from design concept meetings with College leadership, AECOM and the architect, BECK Architecture, the campus evolved into a multi-story, 95,552 square feet facility.

Design and pre-construction services from the CMAR began in September 2018 and construction started in September 2019. Substantial completion of the project was achieved on June 18, 2021 and student occupancy of the facilities began in late August 2021.

## SITE PLANS





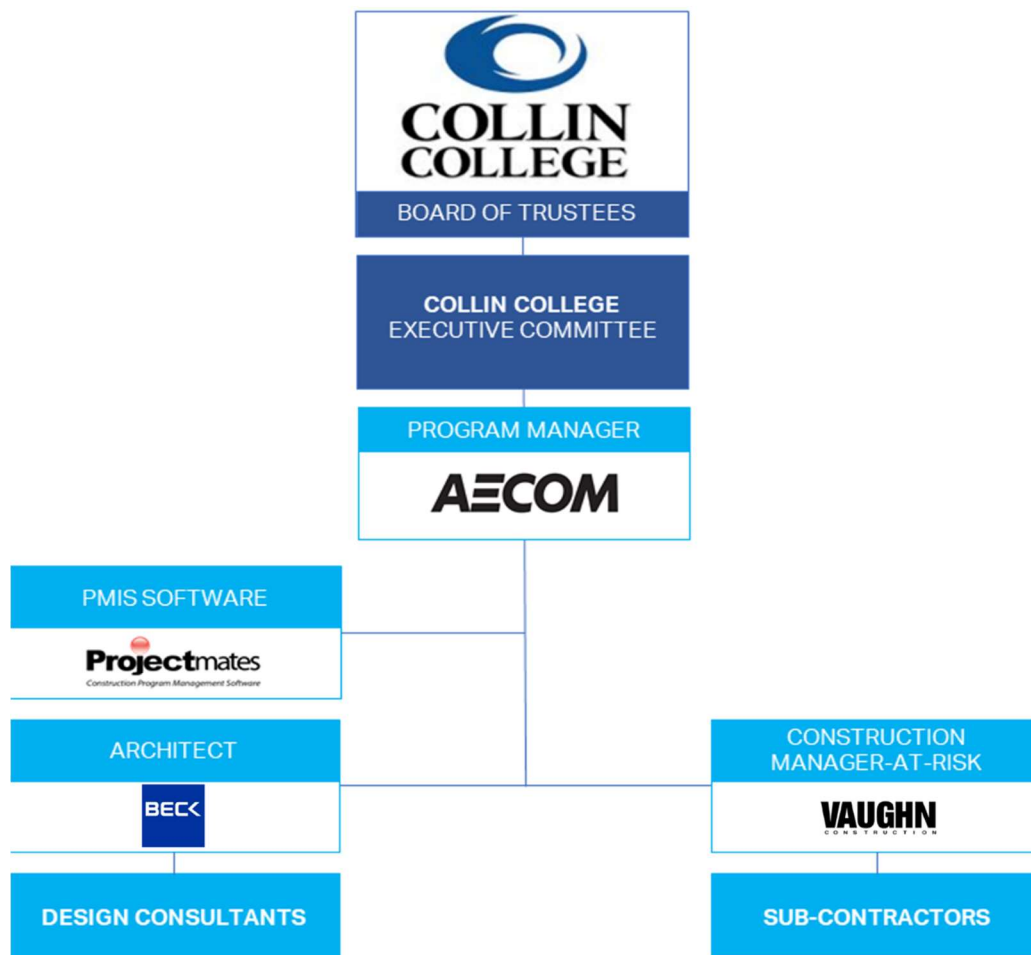
## PROCUREMENT AND PROJECT DELIVERY APPROACH

Collin College issued an RFQ for program management services in January 2017 and AECOM was selected as the recommended firm in March 2017. The College Board of Trustees approved the recommendation for AECOM to provide program management services contingent upon the voters approving the \$600M bond issue, which was approved in May 2017. AECOM was issued a contract upon the voters passing the bond issue, and immediately began providing program management services.

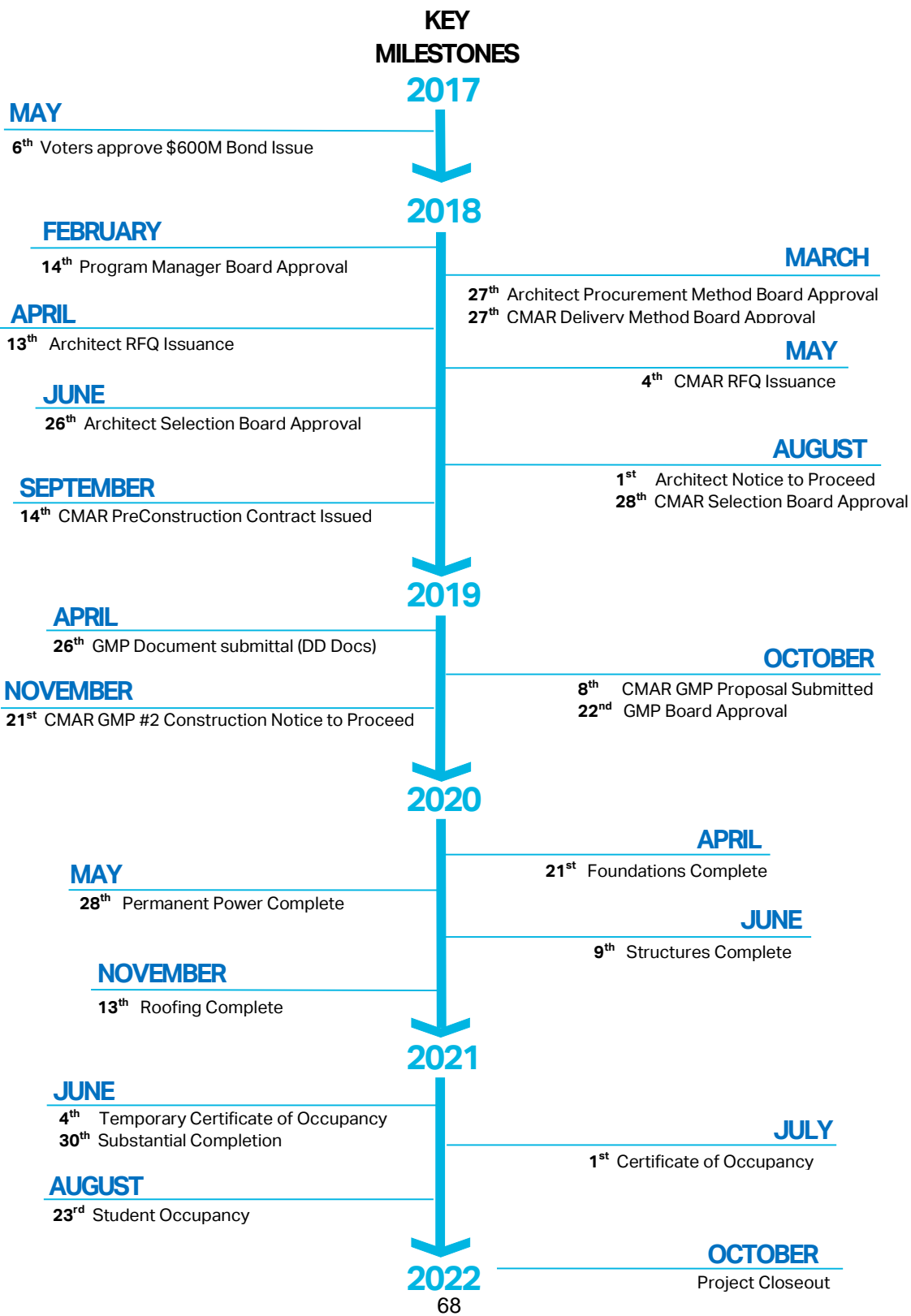
The major hurdle the project faced was the deadline for the project to be delivered for occupancy by Fall 2021, which was only two (2) years from project concept to student occupancy. To achieve this desired timeline, AECOM recommended the College utilize the CMAR delivery method for the construction of the project, and that the CMAR be brought on-board at the beginning of the project to deliver pre-construction services while the Architect was working on the design of the campus.

AECOM developed a detailed RFQ and RFP schedule, and worked with the College's Procurement Department to issue RFQ's for professional design and construction services through a full and open procurement process. The detailed scheduling and close coordination with the College allowed for expedited selection and on-boarding of the Architect and Construction Manager. BECK Architecture was selected as the Architect and J.T. Vaughn Construction was selected as the CMAR. Other professional services such as commissioning services and building envelope consulting services were procured using the same transparent process.

# PROJECT ORGANIZATION



# PROJECT TIMELINE





## PROJECT FINANCIALS

### BUDGET SUMMARY

CATEGORY	BUDGET	COMMITMENTS	EXPENDITURES
Design	2,749,038.39	2,749,038.39	2,749,038.39
Consulting	1,247,337.00	1,247,337.00	1,247,337.00
3rd Party Invest, Testing & Verification	533,109.21	533,109.21	533,109.21
FF&E and IT	3,808,168.54	3,808,168.54	3,808,168.54
Construction, Land, Permits & Fees	41,019,123.91	41,019,123.91	41,019,123.91
Misc.	21,260.48	21,260.48	21,260.48
Contingency	-	-	-
<b>TOTAL</b>	<b>49,378,037.53</b>	<b>49,378,037.53</b>	<b>49,378,037.53</b>

ORIGINAL BUDGET WAS \$55,112,263

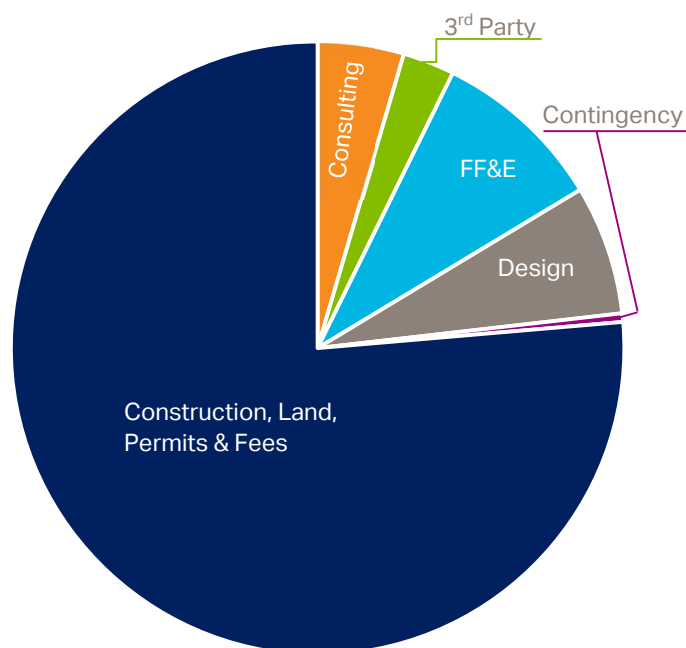
### FINANCIAL FACTS

**\$39,083,525.19**

Final GMP Construction Contract Value

**164** Total  
Contracts  
Issued

**610** Total  
Invoices  
Processed





- A. Certificates of Completion
  - i. Substantial Completion
  - ii. Consent of Surety to Final Payment
- B. Certificate of Occupancy Certificates
- C. Progress and Final Photos
- D. Contract Deliverable File Locations
- E. Risk Register



## **CERTIFICATES OF COMPLETION**



## **SUBSTANTIAL COMPLETION**



# AIA® Document G704® – 2017

## Certificate of Substantial Completion

**PROJECT:** *(name and address)*  
Collin College Celina Campus

2505 Kinship Parkway  
Celina, TX 75009

**OWNER:** *(name and address)*  
Collin College  
3452 TX-399 Spur  
McKinney, TX 75069

**CONTRACT INFORMATION:**

Contract For: Exterior-Site Enhancements  
Phase 1  
Date: June 18, 2021

**ARCHITECT:** *(name and address)*  
Beck Architecture, LLC  
1601 Elm Street, Suite 2800  
Dallas, TX 75201

**CERTIFICATE INFORMATION:**


Certificate Number: 001  
Date: June 18, 2021

**CONTRACTOR:** *(name and address)*  
J.T. Vaughn Construction  
9160 Sterling Street  
Irving, TX 75063

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

*(Identify the Work, or portion thereof, that is substantially complete.)*

Construction of a new campus building in Celina, Texas; work covers exterior site enhancements, Phase 1.  
See attached Phase 1 Site Plan

Beck Architecture, LLC		John Paul DeFrank, Managing Principal	June 18, 2021
ARCHITECT <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE OF SUBSTANTIAL COMPLETION

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

*(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*

Warranties covered in this certificate are for the exterior-site enhancements only, Phase 1.

### WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

*(Identify the list of Work to be completed or corrected.)*

Reference attached punchlist.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within thirty (30) days from the above date of Substantial Completion.

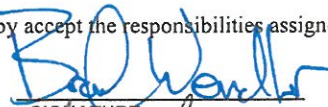
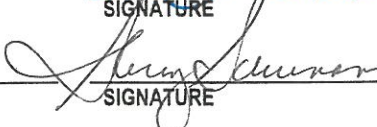
Cost estimate of Work to be completed or corrected: \$60,000.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*

See next sheet with insurance requirements and coverage.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

J.T. Vaughn Construction		Brad Wendler Sr. PM	June 29, 2021
CONTRACTOR <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE
Collin College		Sherry Schumann, Exec. Vice Pres	June 30, 2021
OWNER <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE





# Document G704™ – 2017

## Certificate of Substantial Completion

**PROJECT: (name and address)**  
Collin College Celina Campus  
  
2505 Kinship Parkway  
Celina, TX 75009

**CONTRACT INFORMATION:**  
Contract For: Building's interior and  
façade only  
Date: June 4, 2021

**CERTIFICATE INFORMATION:**  
Certificate Number: 001  
  
Date: June 4, 2021

**OWNER: (name and address)**  
Collin College  
3452 TX-399 Spur  
McKinney, TX 75069

**ARCHITECT: (name and address)**  
Beck Architecture, LLC  
1601 Elm Street, Suite 2800  
Dallas, TX 75201

**CONTRACTOR: (name and address)**  
J.T. Vaughn Construction  
9160 Sterling Street  
Irving, TX 75063

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

*(Identify the Work, or portion thereof, that is substantially complete.)*

Construction of a new campus building in Celina, Texas; work covers building's interior and façade only.

Beck Architecture, LLC  
**ARCHITECT (Firm Name)**

**SIGNATURE**

John Paul DeFrank,  
Managing Principal  
**PRINTED NAME AND TITLE**

June 4, 2021  
**DATE OF SUBSTANTIAL COMPLETION**

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

*(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*

Warranties covered in this certificate are for the building's interior and façade only.

### WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

*(Identify the list of Work to be completed or corrected.)*

Reference attached punchlist.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$75,000.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*

See next sheet with insurance requirements and coverage.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

J.T. Vaughn Construction  
**CONTRACTOR (Firm Name)**

**SIGNATURE**

Brad Wendler  
**PRINTED NAME AND TITLE**

6/8/2021  
**DATE**

Collin College  
**OWNER (Firm Name)**

**SIGNATURE**

H. Neil Martin  
**PRINTED NAME AND TITLE**

6/10/2021  
**DATE**

# AIA® Document G704™ – 2017

## Certificate of Substantial Completion

<b>PROJECT:</b> <i>(name and address)</i> Collin College Celina -Kinship Parkway (Only)  2505 Kinship Parkway Celina, TX 75009	<b>CONTRACT INFORMATION:</b> Contract For: Kinship Parkway (Only) Celina Campus Phase 1 - To Be Issued Separately Date: March 5, 2021	<b>CERTIFICATE INFORMATION:</b> Certificate Number: 001  Date: March 5, 2021
<b>OWNER:</b> <i>(name and address)</i> Collin College 3452 TX-399 Spur McKinney, TX 75069	<b>ARCHITECT:</b> <i>(name and address)</i> Beck Architecture, LLC 1601 Elm Street, Suite 2800 Dallas, TX 75201	<b>CONTRACTOR:</b> <i>(name and address)</i> J.T. Vaughn Construction 9160 Sterling Street Irving, TX 75063

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

*(Identify the Work, or portion thereof, that is substantially complete.)*

Collin College Celina Campus- Kinship Parkway Only-See attached Sheet A1.00 showing Scope of Work  
Celina Campus Phase 1 - To Be Issued Separately

Beck Architecture, LLC  
ARCHITECT *(Firm Name)*

  
SIGNATURE

John Paul DeFrank,  
Managing Principal  
PRINTED NAME AND TITLE

March 5, 2021

DATE OF SUBSTANTIAL COMPLETION

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

*(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*

N/A

### WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

*(Identify the list of Work to be completed or corrected.)*

See attached.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$31,234.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*

Owner shall assume responsibility for Kinship Parkway only for security, insurance, maintenance, utilities and damage to work not caused by the Contractor or its subcontractors as of March 5, 2021

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

J.T. Vaughn Construction,  
LLC

CONTRACTOR (Firm  
Name)

Collin College

OWNER (Firm Name)

*Brad Wendler*

SIGNATURE

*H. Neil Motkin*

SIGNATURE

Brad Wendler

Sr. Project Manager

PRINTED NAME AND TITLE

H. NEIL MOTKIN  
DISTRICT PRESIDENT

PRINTED NAME AND TITLE

3/8/21

DATE

3/16/21

DATE





## **CONSENT OF SURETY TO FINAL PAYMENT**

**CONSENT OF  
SURETY COMPANY  
TO FINAL PAYMENT**

AIA DOCUMENT G707

**Bond No. K09592805**

OWNER  
ARCHITECT  
CONTRACTOR  
SURETY  
OTHER

PROJECT: Celina Campus: Choate Parkway, Celina, TX 75009 - Collin College 2017 Capital Improvement Program.  
Construction of a new campus in Celina, Texas, on a new 75-acre site.  
(name, address)

TO (Owner)

Collin County Community College District  
3452 TX-399 Spur, Suite 102  
McKinney, TX 75069

ARCHITECT'S PROJECT NO:

CONTRACT FOR: Construction

CONTRACT DATE: August 28, 2018

CONTRACTOR: J.T. Vaughn Construction, LLC

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
(here insert name and address of Surety Company).

Federal Insurance Company  
202B Hall's Mill Road  
Whitehouse Station, NJ 08889

, SURETY,

on bond of (here insert name and address of Contractor)

J.T. Vaughn Construction, LLC  
10355 Westpark Drive  
Houston, TX 77042

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the  
Surety Company of any of its obligations to (here insert name and address of Owner)

Collin County Community College District  
3452 TX-399 Spur, Suite 102  
McKinney, TX 75069

, OWNER,

as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF,

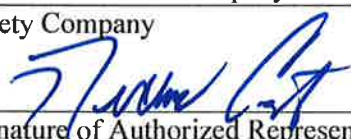
the Surety Company has hereunto set its hand this 8th day of February, 2022

Federal Insurance Company  
Surety Company

Witness:

(Seal):

  
Ashley Coleman

  
Signature of Authorized Representative  
Richard Covington, Attorney-in-Fact  
Title

NOTE: This form is to be used as a companion document to AIA DOCUMENT G706, CONTRACTOR'S AFFIDAVIT OF  
PAYMENT OF DEBTS AND CLAIMS, Current Edition



# **CERTIFICATE OF OCCUPANCY CERTIFICATES**

City of Celina

# TEMPORARY CERTIFICATE OF OCCUPANCY

**VALID UNTIL 6/21/2021**

This certificate is issued pursuant to the requirements of the 2018 International Building Code certifying that at the time of issuance this structure was in compliance with the various ordinances of the City regulating building construction or use for the following:

PERMIT ID # 19-3297

**Tenant / Business**

Collin College  
2505 Kinship Pkwy.  
Celina TX 75009

**Property Owner**

Collin College  
3452 Spur 399  
McKinney, TX 75069



Use Classification

**Business**

Date

**03/04/2020**

Approved by Building Official

**Cruz Hernandez**

**ITEMS REQUIRED FOR FINAL CERTIFICATE OF OCCUPANCY**

PLANNING: FINAL INSPECTION RESULT "PASSED"  
FIRE: FINAL INSPECTION RESULT "PASSED"  
ENGINEERING: FINAL INSPECTION "PASSED"  
BUILDING: ITEMS CORRECTED AND FINAL INSPECTION "PASSED".

1. Landscaping is incomplete
  2. Remove construction materials and equipment
  3. Clean up is incomplete
  4. Hand railing at exterior ramps incomplete
  5. The site is not ready for final inspection due to crews working, materials and equipment
  6. Install missing hardware at stair D entry
  7. Out door generator are is incomplete as far as cleaning and gravel
- All Final documents for building and engineering as required - saved.



City of Celina

# TEMPORARY CERTIFICATE OF OCCUPANCY

**VALID UNTIL 7/05/2021**

This certificate is issued pursuant to the requirements of the 2018 International Building Code certifying that at the time of issuance this structure was in compliance with the various ordinances of the City regulating building construction or use for the following:

PERMIT ID # 19-3297

**Tenant / Business**

Collin College  
2505 Kinship Pkwy.  
Celina TX 75009

**Property Owner**

Collin College  
3452 Spur 399  
McKinney, TX 75069



Use Classification

**Business**

Date

**03/04/2020**

Approved by Building Official

**Cruz Hernandez**

**ITEMS REQUIRED FOR FINAL CERTIFICATE OF OCCUPANCY**

PLANNING: FINAL INSEPCION RESULT "PASSED"  
FIRE: FINAL INSPECTION RESULT " PASSED"  
ENGINEERING: FINAL INSPECTION "PASSED"  
BUILDING: ITEMS CORRECTED AND FINAL INSPECTION "PASSED".

City of Celina  
**CERTIFICATE OF OCCUPANCY**  
Development Services

This certificate is issued pursuant to the requirements of the 2018 International Building Code certifying that at the time of issuance this structure was in compliance with the various ordinances of the City regulating building construction or use for the following:

PERMIT ID # NCB-19-3297

**Tenant / Business**

Collin College  
2505 Kinship Pkwy.  
Celina TX 75009

**Property Owner**

Collin College  
3452 Spur 399  
McKinney TX 75069



**Life Connected.**

Use Classification      **Business**  
Construction Type      **2B**

**Approved by**

  
\_\_\_\_\_  
Building Official

07/01/2021  
\_\_\_\_\_  
Date



## **PROGRESS & FINAL PHOTOS**





January 2020



March 2020



April 2020



June 2020

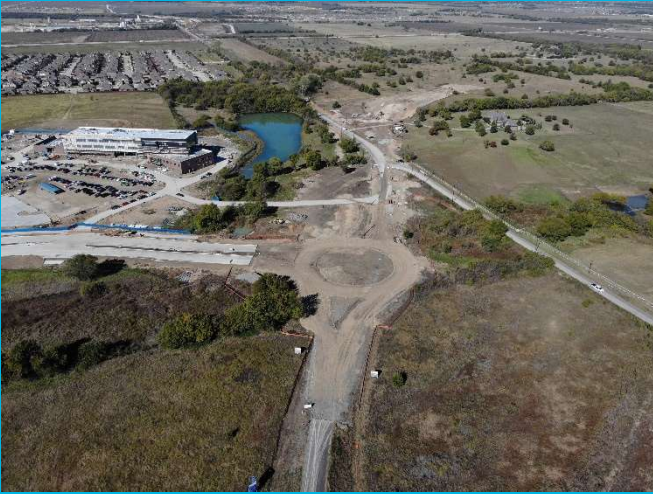


July 2020



October 2020

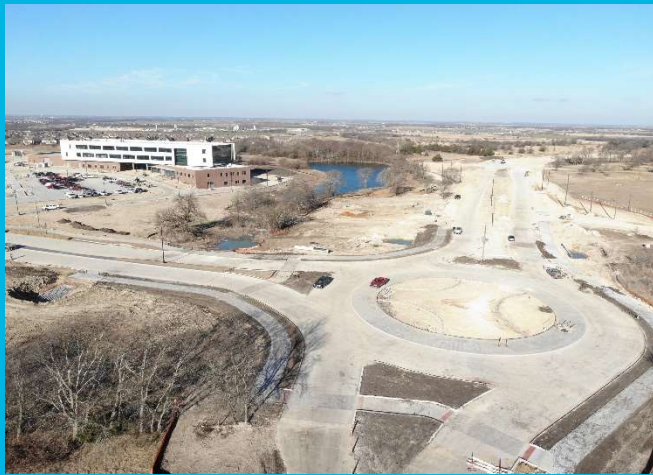




October 2020



January 2021



February 2021



April 2021



April 2021



July 2021





July 2021



July 2021



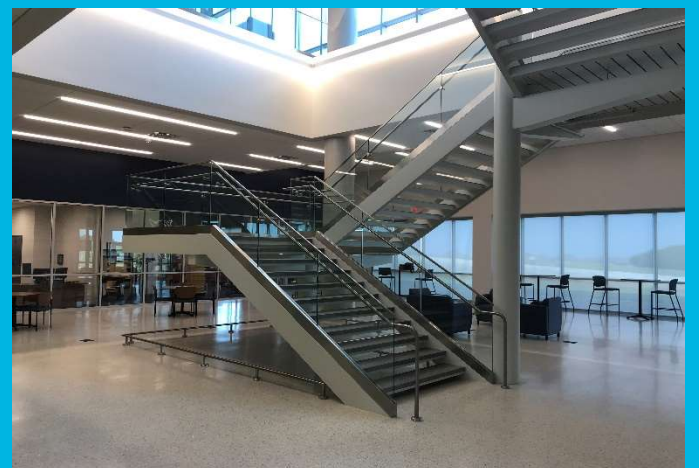
July 2021



West Side Entrance to Book Store

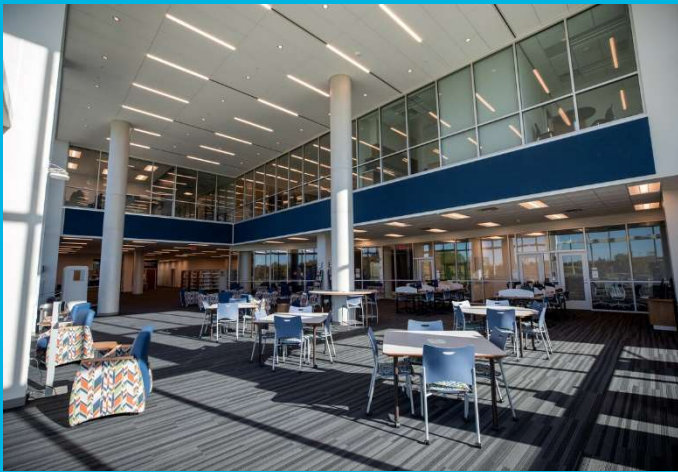


Collin College Logo at Entrance of North Building



Staircase in South Building

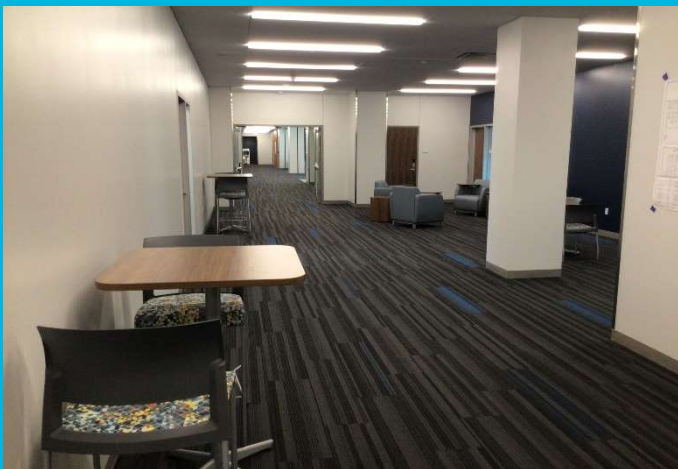




Library



Seating on 2<sup>nd</sup> Floor



Hallway on 3rd Floor, North Building



Meeting Room Above Library



Active Learning Room in South Building



Science Lab in South Building



## **CONTRACT DELIVERABLE FILE LOCATIONS**

Project Records, including design documents, testing reports, construction records, closeout documents and photos have been archived to portable hard drives and will be turned over to Collin's Facilities Department at the conclusion of the Program.



## RISK REGISTER

Risk Identification				Potential Impact			Risk Treatment				Risk Status		
Item No.	Date Identified	Project Phase	Description	Risk Owner	Probability	Schedule (Days)	Cost (\$)	Funding Source	Response	Action Owner	Action Start Date	Action End Date	Status
1	09/28/18	Construction	Sharing the cost of the road along the campus' east property line, including all utilities, irrigation, and landscaping.	Owner	High	N/A	\$1,537,310	Other	Enter into a cost sharing agreement with Hillwood.	Tayseer Hourani	12/20/18	11/30/19	Closed
2	09/28/18	Construction	Escrow funds for future improvements to enlarge County Road 88.	Owner	High	N/A	\$0	Program Contingency	Accept the cost.	Tayseer Hourani	10/19/18	09/10/20	Closed
3	10/28/18	Construction	Cost of the city's permitting process.	Owner	High	N/A	\$0	Program Contingency	Accept the cost.	Tayseer Hourani	09/06/19	10/28/19	Closed
4	09/28/18	Construction	Sharing the cost of the water line along the campus' east property line.	Owner	High	N/A	\$0	Other	Enter into a cost sharing agreement with Hillwood.	Tayseer Hourani	12/20/18	08/31/19	Closed
5	09/28/18	Construction	Assuming the costs of a left turn lane from CR88 to south bound on Preston Road.	Owner	Medium	N/A	\$0	Program Contingency	Cost no longer applicable. County is constructing the outer loop with all turn lanes.	Tayseer Hourani	12/20/18	08/31/19	Closed
6	12/13/18	Construction	The cost of the sewer line from the Property's NE corner to Preston Road.	Owner	High	N/A	\$0	Program Contingency	Accept the cost.	Tayseer Hourani	12/20/18	06/30/20	Closed
7	12/13/18	Construction	Share the cost of storm sewer infrastructure under the "East Road".	Owner	High	N/A	\$0	Other	Enter into a cost sharing agreement with Hillwood.	Tayseer Hourani	12/20/18	08/31/19	Closed
8	12/13/18	Construction	Cost of lowering the electrical lines along the property's north line.	Owner	High	N/A	\$0	Program Contingency	Accept the cost.	Tayseer Hourani	12/20/18	12/31/19	Closed
9	12/13/18	Construction	Tree mitigation may be required.	Owner	Medium	N/A	\$0	N/A	Mitigate the cost	Tayseer Hourani	12/20/18	09/30/19	Closed
10	12/13/18	Construction	Potential schedule delays if an individual permit has to be filed with the CORPS for alterations to the detention pond.	Program Manager	Low	N/A	N/A	N/A	Mitigate the schedule delays by avoiding alterations to the Pond.	Tayseer Hourani	12/20/18	09/30/19	Closed
11	02/01/19	Construction	MDD Audit of CM Pay-Applications	Program Manager	High	N/A	\$35,000	Program Contingency	Accept the cost.	Tayseer Hourani	02/01/19	06/30/21	Closed
12	02/01/19	Construction	Water seepage at the south end of the building which is noted in the geotech report	Architect	Medium	N/A	\$0	Program Contingency	Architect to review the condition and design accordingly	Tayseer Hourani	02/01/19	03/31/19	Closed
13	02/01/19	Construction	Owner's GMP Contingency (~3.5%)	Program Manager	High	N/A	\$1,290,000	Program Contingency	Accept the cost.	Tayseer Hourani	02/01/19	12/31/19	Closed
14	02/01/19	Construction	Cost of a traffic light at the east road intersection at CR 88	Owner	Medium	N/A	\$0	Program Contingency	Design team and AECOM to review the requirement with the City and target having the cost shared with the City and possibly Hillwood	Tayseer Hourani	02/01/19	01/31/20	Closed
15	04/10/19	Construction	Install Emergency Responder Signal Repeater/Antenna System	Owner	High	N/A	\$0	Program Contingency	Verify IFC requirements. If AHJ allows, perform RF signal survey / study before confirming the need to add the system. Study to occur after exterior and interior walls are complete	Tayseer Hourani	04/10/19	08/31/19	Closed





# FARMERSVILLE CAMPUS

FARMERSVILLE, TEXAS

## PROJECT CLOSEOUT REPORT



 OCTOBER 2022

## PROJECT CLOSEOUT REPORT

### COLLIN COLLEGE FARMERSVILLE CAMPUS

#### SUBMITTED BY:



**Nuria Cortes**  
Document Controls Manager

Date: 10/17/2022



**Adrian Grimes**  
Program Director

Date: 10/17/2022

#### APPROVED BY:



**Chris Eyle**  
Vice President of Facilities and Construction

Date: 10/19/2022





TABLE OF CONTENTS

Executive Summary ..... 4

Procurement And Project Delivery Approach ..... 5

Project Organization ..... 6

Project Timeline..... 7

Project Financials..... 8

MWBE/HUB ..... 9

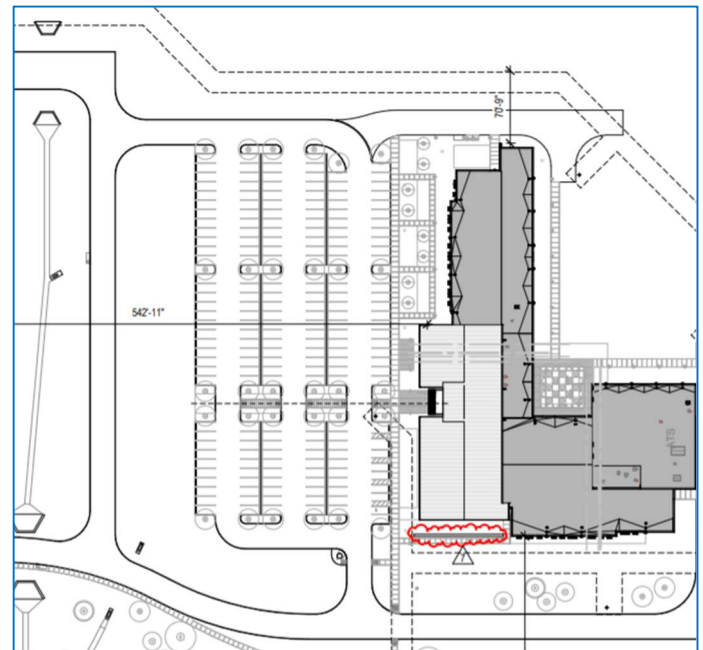
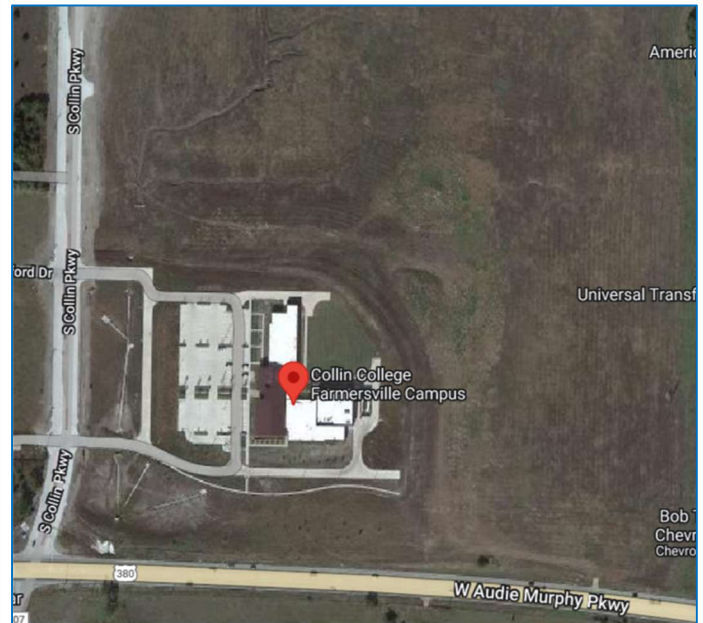
Appendix..... 10

## EXECUTIVE SUMMARY

The need for the Farmersville Campus project came out of the 2016 Collin College Master Plan, which identified the need for a new campus to serve the higher educational needs of the residents in eastern Collin County. Using ideas from design concept meetings with College leadership, AECOM and the architect, BECK Architecture, the final campus concept became a one-story, 51,271 square feet facility.

Design and pre-construction services from the CMAR began in September 2018 and construction started in September 2019. Substantial completion of the project was achieved on January 21 2021 and student occupancy of the facilities began in late August 2021.

## SITE PLANS





## PROCUREMENT AND PROJECT DELIVERY APPROACH

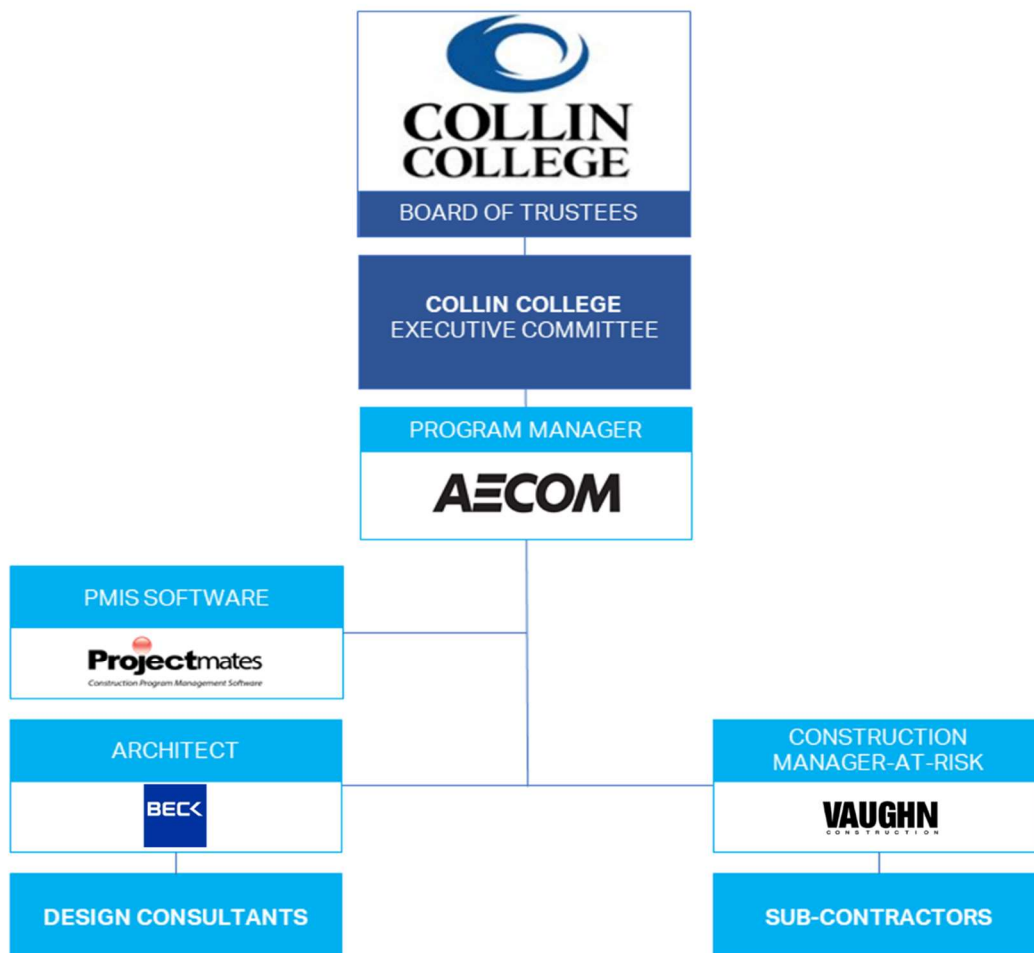
Collin College issued an RFQ for program management services in January 2017 and AECOM was selected as the recommended firm in March 2017. The College Board of Trustees approved the recommendation for AECOM to provide program management services contingent upon the voters approving the \$600M bond issue, which was approved in May 2017. AECOM was issued a contract upon the voters passing the bond issue, and immediately began providing program management services.

The two biggest challenges for this project were: 1) the deadline for the project to be ready for occupancy by Fall 2021, which was only two (2) years from project concept to student occupancy and 2) Keeping the project within budget during a period of 15-18% annual price escalation.

To address the first challenge, AECOM recommended the College utilize the CMAR delivery method for the construction of the project, and that the CMAR be brought on-board at the beginning of the project to deliver pre-construction services while the Architect was working on the design of the campus. This collaborative teaming concept allowed for the campus to be delivered 5 months early in March 2021. This teaming concept and weekly cost meeting reviews allowed the project to come in significantly under budget.

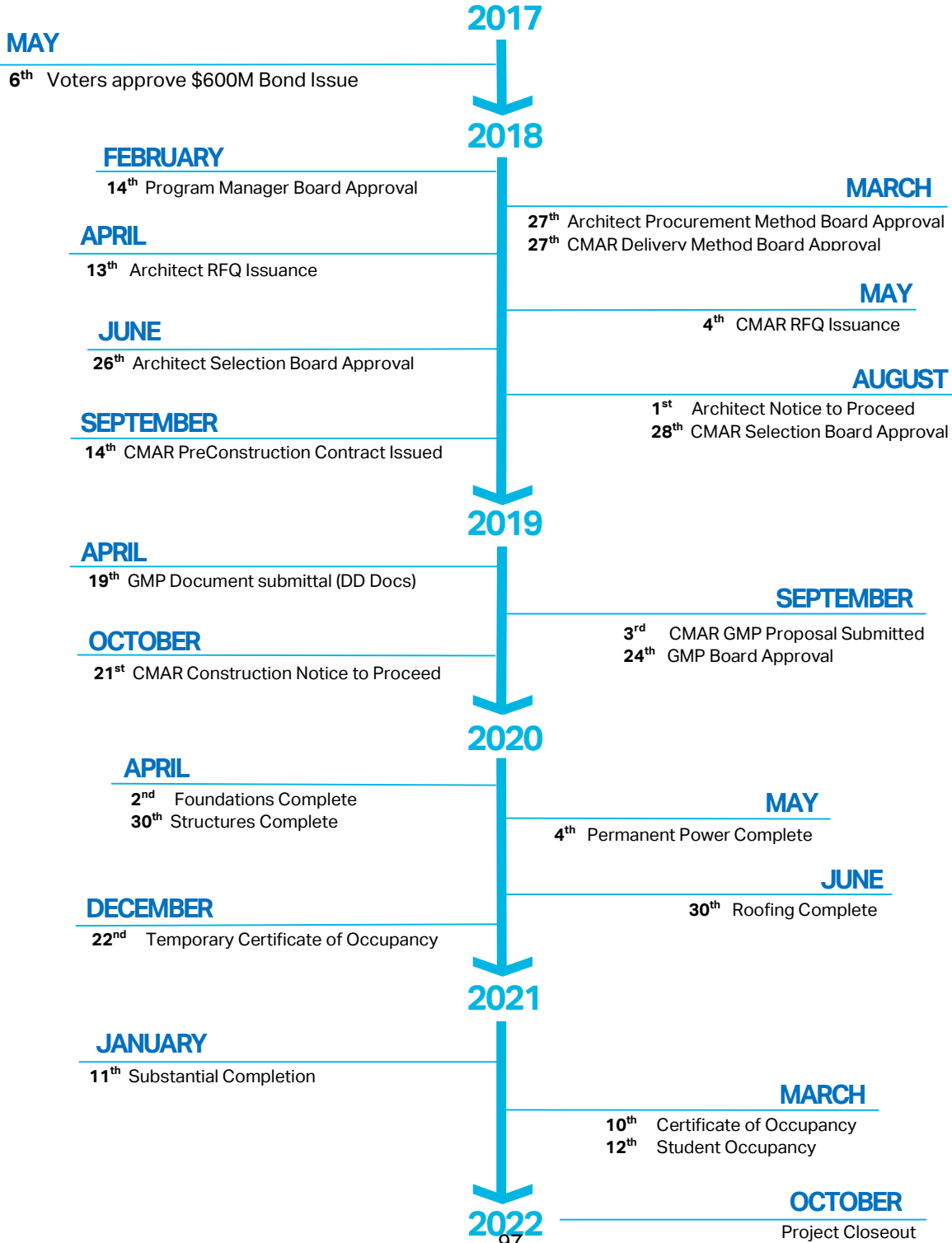
AECOM developed a detailed RFQ and RFP schedule, and worked with the College's Procurement Department to issue RFQ's for professional design and construction services through a full and open procurement process. The detailed scheduling and close coordination with the College allowed for expedited selection and on-boarding of the Architect and Construction Manager. BECK Architecture was selected as the Architect and J.T. Vaughn Construction was selected as the CMAR. Other professional services such as commissioning services and building envelope consulting services were procured using the same transparent process.

# PROJECT ORGANIZATION



# PROJECT TIMELINE

## KEY MILESTONES



## PROJECT FINANCIALS

### BUDGET SUMMARY

CATEGORY	BUDGET	COMMITMENTS	EXPENDITURES
Design	1,560,894.30	1,560,894.30	1,560,894.30
Consulting	627,487.50	627,487.50	627,487.50
3rd Party Invest, Testing & Verification	352,477.75	352,477.75	352,477.75
FF&E and IT	2,705,897.00	2,705,897.00	2,705,897.00
Construction, Land, Permits & Fees	19,116,413.27	19,116,413.27	19,116,413.27
Misc.	6,106.80	6,106.80	6,106.80
Contingency	-	-	-
<b>TOTAL</b>	<b>24,369,276.62</b>	<b>24,369,276.62</b>	<b>24,369,276.62</b>

ORIGINAL BUDGET WAS \$29,536,008

### FINANCIAL FACTS

**\$19,054,911.11**

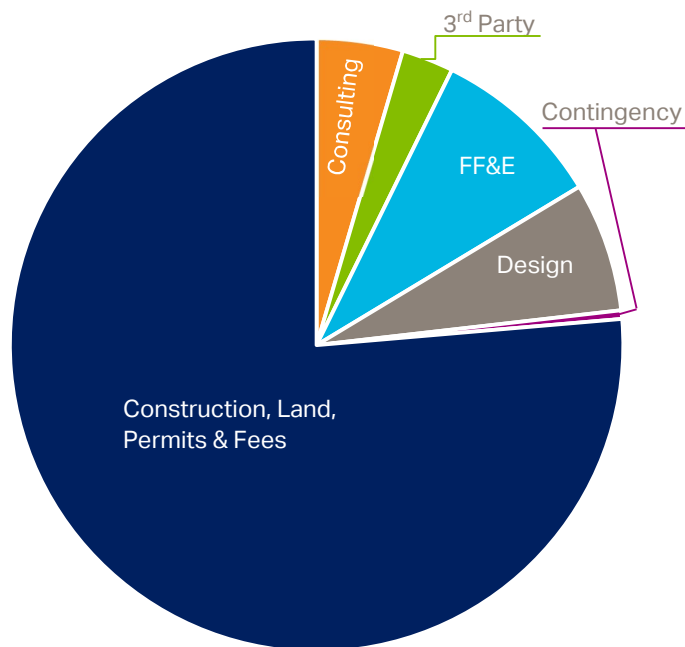
Final GMP Construction Contract Value

**279**

Total  
Contracts  
Issued

**917**

Total  
Invoices  
Processed





## MWBE/HUB



## SUMMARY

\$3,471,317 in MWBE/HUB subcontracts awarded.  
15.33% of direct construction cost of work.





## APPENDIX

- A. Certificates of Completion
  - i. Substantial Completion
  - ii. Consent of Surety to Final Payment
- B. Certificate of Occupancy Certificates
- C. Progress and Final Photos
- D. Contract Deliverable File Locations
- E. Risk Register





## **CERTIFICATES OF COMPLETION**



## **SUBSTANTIAL COMPLETION**



# Document G704™ – 2017

## Certificate of Substantial Completion

**PROJECT:** *(name and address)*  
Collin College Farmersville  
501 S Collin Pkwy  
Farmersville, TX 75442

**CONTRACT INFORMATION:**  
Contract For:  
Date:

**CERTIFICATE INFORMATION:**  
Certificate Number: 001  
Date: 12/21/2020

**OWNER:** *(name and address)*  
Collin College  
3452 TX-399 Spur  
McKinney, TX 75069

**ARCHITECT:** *(name and address)*  
Beck Architecture, LLC  
1601 Elm St., ste 2800  
Dallas, TX 75201

**CONTRACTOR:** *(name and address)*  
JT Vaughn Construction, LLC  
9160 Sterling St #100  
Irving, TX 75063

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

*(Identify the Work, or portion thereof, that is substantially complete.)*

Construction of a new campus in Farmersville on a new 75-acre site.

Beck Architecture, LLC  
**ARCHITECT** *(Firm Name)*

**SIGNATURE**

David Dumas, Senior  
Project Manager

**PRINTED NAME AND TITLE**

12/21/2020

**DATE OF SUBSTANTIAL COMPLETION**

### WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

*(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)*

None

### WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

*(Identify the list of Work to be completed or corrected.)*

Roadway Improvements along CR611

Attached list of open items

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within 30 (calendar) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$59,670

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)*

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

J.T. Vaughn Construction,  
LLC

**CONTRACTOR** *(Firm Name)*

Collin College

**OWNER** *(Firm Name)*

**SIGNATURE**

**SIGNATURE**

Brad Wendler,  
Sr. Project Manager

**PRINTED NAME AND TITLE**

H. Neil Matkin

**PRINTED NAME AND TITLE**

**DATE**

12/21/2020

**DATE**

01/11/2021

**DATE**



## **CONSENT OF SURETY TO FINAL PAYMENT**

# CONSENT OF SURETY COMPANY TO FINAL PAYMENT

AIA DOCUMENT G707

Bond No. 82467811

OWNER  
ARCHITECT  
CONTRACTOR  
SURETY  
OTHER

PROJECT: ARBH File: Collin College 900240.0292/Farmersville Campus, Farmersville Campus, W. Audie Murphy Parkway, Farmersville, TX 75442  
(name, address)

TO (Owner)

Collin County Community College District  
3452 TX-399 Spur, Suite 102  
McKinney, TX 75069

ARCHITECT'S PROJECT NO:

CONTRACT FOR: Construction

CONTRACT DATE: August 28, 2018

CONTRACTOR: J.T. Vaughn Construction, LLC

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
(here insert name and address of Surety Company).

Federal Insurance Company  
202B Hall's Mill Road  
Whitehouse Station, NJ 08889

, SURETY,

on bond of (here insert name and address of Contractor)

J.T. Vaughn Construction, LLC  
10355 Westpark Drive  
Houston, TX 77042

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the  
Surety Company of any of its obligations to (here insert name and address of Owner)

Collin County Community College District  
3452 TX-399 Spur, Suite 102  
McKinney, TX 75069

, OWNER,

as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF,

the Surety Company has hereunto set its hand this 7th day of March, 2022

Witness:  
(Seal)

Heather Noles

Federal Insurance Company  
Surety Company

Signature of Authorized Representative  
Vickie Lacy, Attorney-in-Fact  
Title

NOTE: This form is to be used as a companion document to AIA DOCUMENT G706, CONTRACTOR'S AFFIDAVIT OF  
PAYMENT OF DEBTS AND CLAIMS, Current Edition 105



# **CERTIFICATE OF OCCUPANCY CERTIFICATES**

# City of Farmersville

## CONDITIONAL CERTIFICATE OF OCCUPANCY

NUMBER: 20191251      DATE: 12/22/2020

THIS BUILDING AND OR COMPLEX OF BUILDINGS CONSTRUCTED UNDER BUILDING PERMIT NO. **20191251** HAS BEEN INSPECTED AND DOES COMPLY WITH APPLICABLE ORDINANCES AND LAWS OF THE CITY OF FARMERSVILLE. THIS CONDITIONAL CERTIFICATE OF OCCUPANCY IS VALID ONLY WHEN THE BUILDING IS OCCUPIED BY A USE WITHIN THE CLASSIFICATIONS AUTHORIZED BY THE BUILDING PERMIT AND APPLICABLE ZONING REGULATIONS. ADDITIONALLY, OCCUPANCY IS ALLOWED IN ALL CASES EXCEPT RELATED TO STUDENTS ATTENDING CLASS.

NAME OF BUSINESS:

COLLIN COLLEGE FARMERSVILLE, PHASE 1

ADDRESS:

504 SOUTH COLLIN PARKWAY

TYPE OF OCCUPANCY:

EDUCATIONAL, INSTITUTIONAL, AND PUBLIC

LOAD:

1,195



BUILDING INSPECTOR



FIRE MARSHAL

# City of Farmersville

## CERTIFICATE OF OCCUPANCY

NUMBER: 20191251      DATE: MARCH 10, 2021

THIS BUILDING AND OR COMPLEX OF BUILDINGS CONSTRUCTED UNDER BUILDING PERMIT NO. **20191251** HAS BEEN INSPECTED AND DOES COMPLY WITH APPLICABLE ORDINANCES AND LAWS OF THE CITY OF FARMERSVILLE. THIS CERTIFICATE OF OCCUPANCY IS VALID ONLY WHEN THE BUILDING IS OCCUPIED BY A USE WITHIN THE CLASSIFICATIONS AUTHORIZED BY THE BUILDING PERMIT AND APPLICABLE ZONING REGULATIONS.

NAME OF BUSINESS:      COLLIN COLLEGE BUILDING 1 (PHASE 1)

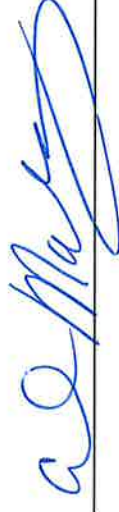
ADDRESS:      504 S COLLIN PKWY

TYPE OF OCCUPANCY:      B/A3

LOAD: 1195



BUILDING OFFICIAL



FIRE MARSHAL





## **PROGRESS & FINAL PHOTOS**



January 2020



March 2020



April 2020



June 2020



July 2020



September 2020





October 2020



January 2021



January 2021



January 2021



Gathering Area at East Side of Building



Landscape in Front of Library Curtain Wall

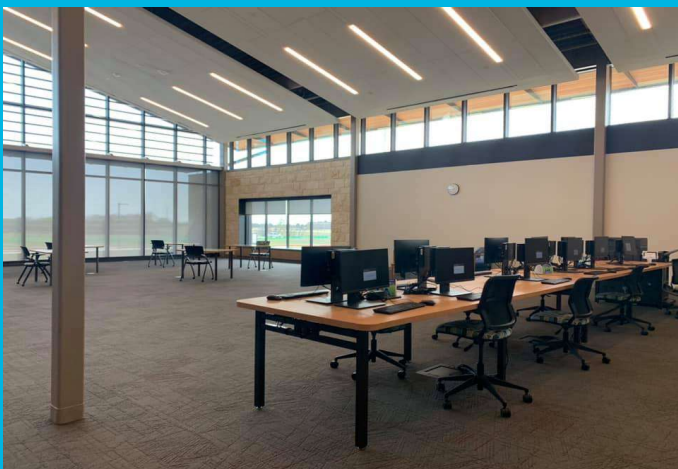




Lobby Area at Main Entrance



One-Stop Shop



Library



Testing Center



Classroom Space



A&P Lab Space



Bookstore



Workforce Room



South End Hallway



Restroom



## **CONTRACT DELIVERABLE FILE LOCATIONS**

Project Records, including design documents, testing reports, construction records, closeout documents and photos have been archived to portable hard drives and will be turned over to Collin's Facilities Department at the conclusion of the Program.



## RISK REGISTER



Risk Identification					Potential Impact			Risk Treatment			Risk Status				
Item No.	Date Identified	Project Phase	Description	Risk Owner	Probability	Schedule (Days)	Cost (\$)	Funding Source	Response	Action Owner	Action Start Date	Action End Date	Notes	Date Last Updated	Status
1	12/13/18	Construction	Cost of the electrical infrastructure for primary service.	Owner	Medium	N/A	\$0	Program Contingency	Negotiate with the city to eliminate this cost.	Tayseer Hourani	01/10/19	08/31/19	Agreement has been reached with the city.	04/15/20	Closed
2	12/13/18	Construction	Cost of the city's permitting process.	Owner	High	N/A	\$0	Program Contingency	Accept the cost.	Tayseer Hourani	01/30/19	10/28/19	Permit fees have been paid.	07/21/21	Closed
3	12/13/18	Construction	Increase pier depth by 10' to 40' overall depth	Owner	Medium	N/A	\$0	Program Contingency	Accept the cost if the design team require 40ft, deep piers.	Tayseer Hourani	01/30/19	03/28/19	Pending completion of the geotechnical report and foundation design. VOID. See Item 10	07/11/19	Closed
4	12/13/18	Construction	Earthwork above and beyond what is normal and customary.	Owner	Low	N/A	\$0	Program Contingency	Accept the cost if the design team require this work.	Tayseer Hourani	12/20/18	03/28/19	Pending completion of the geotechnical report and civil & foundation designs. VOID. See Item 10	07/11/19	Closed
5	12/13/18	Construction	Additional storm sewer to control drainage away from Phase 1 building.	Owner	Medium	N/A	\$0	Program Contingency	Accept the cost if the design team require this work.	Tayseer Hourani	12/20/18	06/30/19	Design is complete. No additional measures needed.	07/11/19	Closed
6	12/13/18	Construction	Landscaping per city codes, above and beyond the budget established during the SD phase.	Owner	Medium	N/A	\$0	GMP Owner Contingency	Provide Planned Development submittal to the city and negotiate their code requirements.	Tayseer Hourani	12/20/18	08/31/19	Building permit has been obtained. No additional scope required.	07/11/19	Closed
7	12/13/18	Construction	Owner contingency (~2.5% of \$20.6M & \$200K City Landscape & \$50K Barnes & Noble Finish-Out)	Owner	High	N/A	\$765,000	Program Contingency	Accept and include in the GMP.	Tayseer Hourani	12/20/18	06/30/19	Design is complete.	07/11/19	Closed
8	12/13/18	Construction	Payments to MDD, Owner's Auditors.	Owner	High	N/A	\$21,000	Program Contingency	Accept the cost.	Tayseer Hourani	12/20/18	12/31/21	Funding allocated out of Program Contingency into the Consultant code.	07/11/19	Closed
9	01/31/19	Construction	Fiber Connection to the Site	Owner	Low	N/A	\$0	Other	Coordinate with the College to determine the route and cost for fiber connection.	Tayseer Hourani	01/31/19	02/28/19	Cost will be covered by IT department out of Operating Funds	07/11/19	Closed
10	04/01/19	Construction	Additional foundation work due to the geotechnical report.	Owner	High	Two Months	\$0	GMP Owner Contingency	Accept the cost.	Tayseer Hourani	04/01/19	06/30/19	The 100% DD estimate includes the cost of work including schedule extension.	07/11/19	Closed
11	04/01/19	Construction	Design Team's Additional Fee due to increasing the design budget.	Owner	High	N/A	\$80,000	Program Contingency	Accept the cost	Tayseer Hourani	04/01/19	12/31/19	Based on increasing the design budget by approx. \$2.4 Million	07/11/19	Closed
12	04/10/19	Construction	Install Emergency Responder Signal Repeater/Antenna System	Owner	Medium	N/A	\$0	Program Contingency	Verify IFC requirements. If AHJ allows, perform RF signal survey / study before confirming the need to add the system. Study to occur after exterior and interior walls are complete	Tayseer Hourani	04/10/19	TBD	System is not required.	07/21/21	Closed
13	09/05/19	Construction	Barnes & Noble Finish Out	Owner	Medium	N/A	\$0	GMP Owner Contingency	Accept the cost.	Tayseer Hourani	04/10/19	TBD	All finish out work by the college is complete	07/21/21	Closed



# IT CENTER AT FRISCO CAMPUS

FRISCO, TEXAS

## PROJECT CLOSEOUT REPORT



**AECOM**

**NOVEMBER 2022**

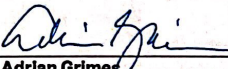
## PROJECT CLOSEOUT REPORT

### COLLIN COLLEGE IT CENTER AT FRISCO CAMPUS

**SUBMITTED BY:**

  
\_\_\_\_\_  
**Nuria Cortes**  
Document Controls Manager

Date: 11/28/22

  
\_\_\_\_\_  
**Adrian Grimes**  
Program Director

Date: 11/28/22

**APPROVED BY:**

  
\_\_\_\_\_  
**Chris Eyle**  
Vice President of Facilities and Construction

Date: 28 Nov 2022





TABLE OF CONTENTS

Executive Summary ..... 4

Procurement And Project Delivery Approach ..... 5

Project Organization ..... 6

Project Timeline..... 7

Project Financials..... 8

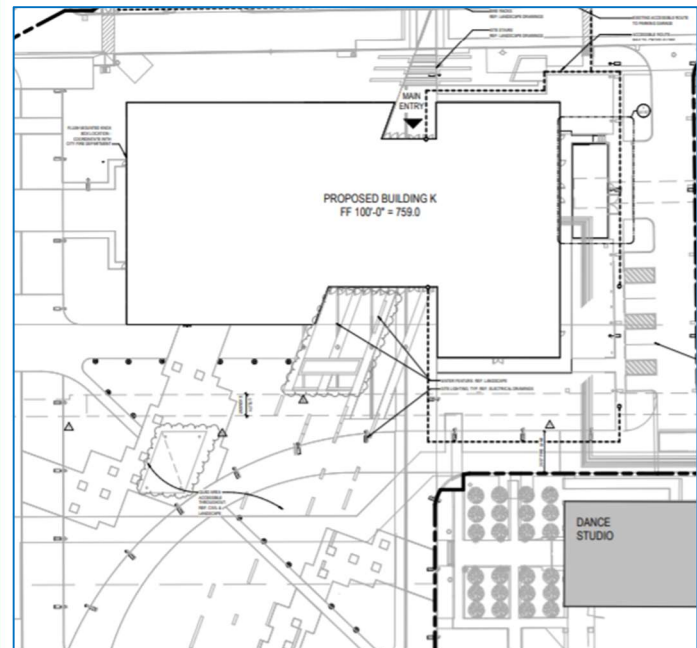
Appendix..... 9

## EXECUTIVE SUMMARY

The need for the IT Center project came out of the 2016 Collin College Master Plan, which identified a need for a trained workforce for programs in Collin County, such as information technology. The Master Plan called for a new workforce building at the Frisco Campus. The project team, consisting of College leadership, AECOM and the architect, BECK Architecture, developed a concept for a striking, 3-story, 105,004 s.f. building.

Design and pre-construction services from the CMAR began in September 2018 and construction started in January 2020. Substantial completion of the project was achieved on July 8, 2021 and student occupancy of the facilities began in late August 2021.

## SITE PLANS





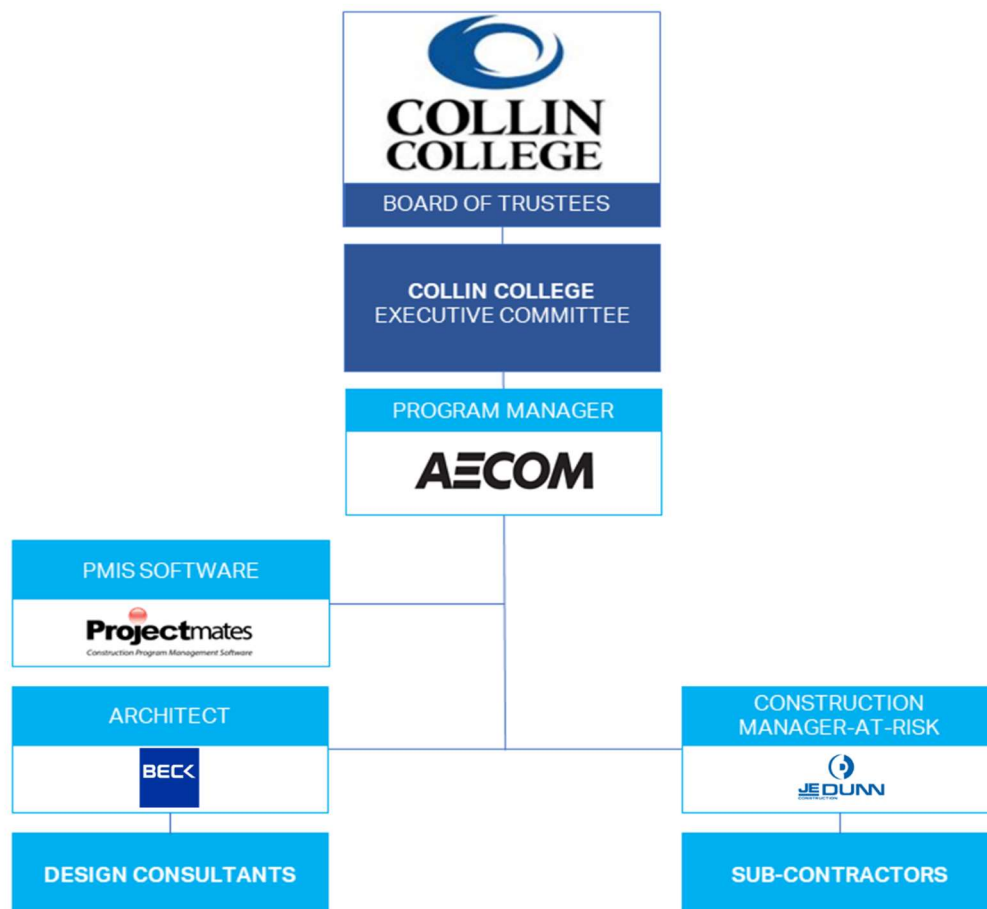
## PROCUREMENT AND PROJECT DELIVERY APPROACH

Collin College issued an RFQ for program management services in January 2017 and AECOM was selected as the recommended firm in March 2017. The College Board of Trustees approved the recommendation for AECOM to provide program management services contingent upon the voters approving the \$600M bond issue, which was approved in May 2017. AECOM was issued a contract upon the voters passing the bond issue, and immediately began providing program management services.

The biggest challenge the project faced was the deadline for the project to be delivered for occupancy by Fall 2021, which was only two (2) years from project concept to student occupancy. To achieve this desired timeline, AECOM recommended the College utilize the CMAR delivery method for the construction of the project, and that the CMAR be brought on-board at the beginning of the project to deliver pre-construction services while the Architect was working on the design of the campus. Using this collaborative concept throughout the life of the project, the facility was turned over to the College one month early and several million dollars under budget.

AECOM developed a detailed RFQ and RFP schedule, and worked with the College's Procurement Department to issue RFQ's for professional design and construction services through a full and open procurement process. The detailed scheduling and close coordination with the College allowed for expedited selection and on-boarding of the Architect and Construction Manager. BECK Architecture was selected as the Architect and J.E. Dunn Construction was selected as the CMAR. Other professional services such as commissioning services and building envelope consulting services were procured using the same transparent process.

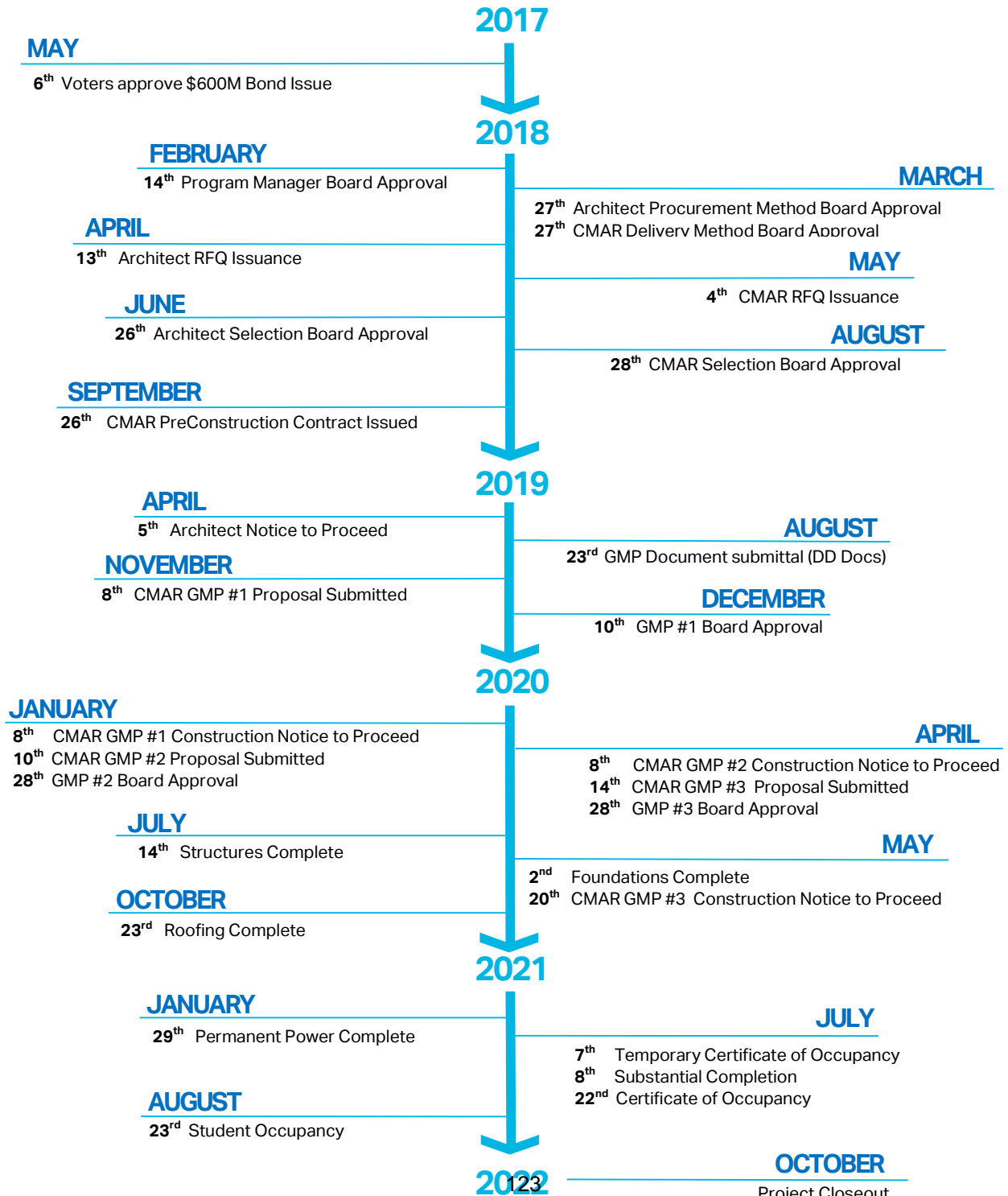
# PROJECT ORGANIZATION





# PROJECT TIMELINE

## KEY MILESTONES



## PROJECT FINANCIALS

### BUDGET SUMMARY

CATEGORY	BUDGET	COMMITMENTS	EXPENDITURES
Design	2,953,246.56	2,953,246.56	2,953,246.56
Consulting	1,917,732.50	1,917,732.50	1,917,732.50
3rd Party Invest, Testing & Verification	842,333.33	842,333.33	842,333.33
FF&E and IT*	5,551,177.66	5,551,177.66	5,551,177.66
Construction, Land, Permits & Fees	35,648,987.00	35,648,987.00	35,648,987.00
Misc.	4,840.00	4,840.00	4,840.00
Contingency	-	-	-
<b>TOTAL</b>	<b>46,918,317.05</b>	<b>46,918,317.05</b>	<b>46,918,317.05</b>

ORIGINAL BUDGET WAS \$59,388,215

### FINANCIAL FACTS

**\$35,509,965.48**

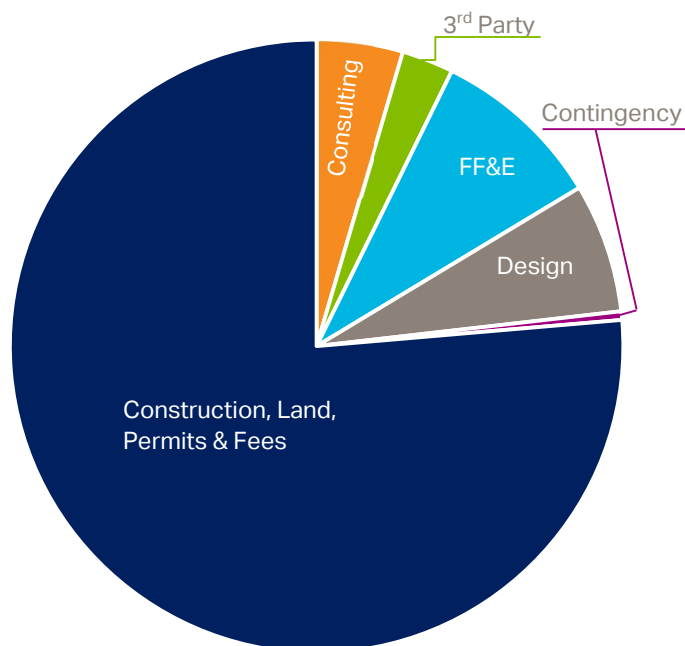
Final GMP Construction Contract Value

**100**

Total  
Contracts  
Issued

**406**

Total  
Invoices  
Processed





## APPENDIX

- A. Certificates of Completion
  - i. Substantial Completion
  - ii. Consent of Surety to Final Payment
- B. Certificate of Occupancy Certificates
- C. Progress and Final Photos
- D. Contract Deliverable File Locations
- E. Risk Register



## **CERTIFICATES OF COMPLETION**



## **SUBSTANTIAL COMPLETION**

**AIA****Document G704® – 2017****Certificate of Substantial Completion****PROJECT: (name and address)**

IT Center Frisco Campus

9700 Wade Blvd  
Frisco TX 75035**OWNER: (name and address)**Collin College  
3452 TX-399 Spur  
McKinney, TX 75069**CONTRACT INFORMATION:**Contract For: Collin College / IT Center  
Frisco Campus

Date: July 7, 2021

**ARCHITECT: (name and address)**Beck Architecture, LLC  
1601 Elm Street, Suite 2800  
Dallas, TX 75201**CERTIFICATE INFORMATION:**

Certificate Number: 001

Date: July 7, 2021

**CONTRACTOR: (name and address)**JE Dunn Construction Company  
14951 N. Dallas Parkway, Suite 700  
Dallas, TX 75254

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

IT Center scope of work including building and quad.

Beck Architecture, LLC

ARCHITECT (Firm Name)

SIGNATURE

John Paul DeFrank,  
Managing Principal

PRINTED NAME AND TITLE

July 8, 2021

DATE OF SUBSTANTIAL COMPLETION

**WARRANTIES**

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

N/A

**WORK TO BE COMPLETED OR CORRECTED**

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

See attached punch list items.

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within fifty-five (55) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$0.00- Cost of remaining Work included in GMP.

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

Owner shall assume responsibility for IT Center only for security, insurance, maintenance, utilities and damage to Work not caused by Contractor or its subcontractors as of midnight on July 7, 2021.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

JE Dunn Construction

CONTRACTOR (Firm  
Name)

Collin College

OWNER (Firm Name)

SIGNATURE

Mark McElroy V.P.

PRINTED NAME AND TITLE

July 8, 2021

DATE

SIGNATURE

H. Neil Morin

PRINTED NAME AND TITLE

July 8, 2021

DATE



## **CONSENT OF SURETY TO FINAL PAYMENT**



# CONSENT OF SURETY TO FINAL PAYMENT

AIA Document G707

(Instructions on reverse side) Bond No. 82582919 / 107184062 / 57BCSIF3640

OWNER ☐  
ARCHITECT ☐  
CONTRACTOR ☐  
SURETY ☐  
OTHER ☐

TO OWNER:  
(Name and address)  
Collin College  
3452 TX-399 Spur, Suite 102  
McKinney, Texas 75069

ARCHITECT'S PROJECT NO.: 18068701

CONTRACT FOR: General Construction

PROJECT:  
(Name and address)  
Collin College IT Center -  
GMP1  
9700 Wade Blvd.  
Frisco, Texas 75035

CONTRACT DATED: 12/13/2019

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
(Insert name and address of Surety)

Pacific Indemnity Company  
202B Halls Mill Road  
Whitehouse Station, NJ 08889-1650

Travelers Casualty and Surety Company  
One Tower Square  
Hartford, CT 06183-6014

Hartford Casualty Insurance Company  
One Hartford Plaza  
Hartford, CT 06155-0001

, SURETY,

on bond of  
(Insert name and address of Contractor)

J.E. Dunn Construction Company  
14951 N. Dallas Parkway Suite 700  
Dallas, Texas 75254

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of  
any of its obligations to

(Insert name and address of Owner)

Collin College  
3452 TX-399 Spur, Suite 102  
McKinney, Texas 75069

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: December 20, 2021

(Insert in writing the month followed by the numeric date and year.)

Pacific Indemnity Company  
Travelers Casualty and Surety Company  
Hartford Casualty Insurance Company

(Surety)



(Signature of authorized representative)

Attest:  
(Seal): 

Loretta L. Calovich, Attorney-in-Fact

(Printed name and title)



**CAUTION:** You should sign an original AIA document that has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced. See Instruction Sheet for Limited License for Reproduction of this document.



# CONSENT OF SURETY TO FINAL PAYMENT

AIA Document G707

(Instructions on reverse side)

Bond No. 82582919 / 107184062 / 57BCSIF3640

OWNER	<input type="checkbox"/>
ARCHITECT	<input type="checkbox"/>
CONTRACTOR	<input type="checkbox"/>
SURETY	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

TO OWNER:  
(Name and address)

Collin College  
3452 TX-399 Spur, Suite 102  
McKinney, Texas 75069

ARCHITECT'S PROJECT NO.: 18068701

CONTRACT FOR: General Construction

PROJECT:  
(Name and address)

Collin College IT Center -  
GMP 2  
9700 Wade Blvd.  
Frisco, Texas 75035

CONTRACT DATED: 12/13/2019

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the

(Insert name and address of Surety)

Pacific Indemnity Company  
202B Halls Mill Road  
Whitehouse Station, NJ 08889-1650

Travelers Casualty and Surety Company  
One Tower Square  
Hartford, CT 06183-6014

Hartford Casualty Insurance Company  
One Hartford Plaza  
Hartford, CT 06155-0001

, SURETY,

on bond of

(Insert name and address of Contractor)

J.E. Dunn Construction Company  
14951 N. Dallas Parkway Suite 700  
Dallas, Texas 75254

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to

(Insert name and address of Owner)

Collin College  
3452 TX-399 Spur, Suite 102  
McKinney, Texas 75069

from \$447,162.09 to \$0.00

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date:

October 18, 2022

(Insert in writing the month followed by the numeric date and year.)

Pacific Indemnity Company  
Travelers Casualty and Surety Company  
Hartford Casualty Insurance Company

(Surety)

*Loretta L. Calovich*

(Signature of authorized representative)

Loretta L. Calovich, Attorney-in-Fact

(Printed name and title)

Attest: *Elvira J. Mont*  
(Seal):



**CAUTION:** You should sign an original AIA document that has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced. See Instruction Sheet for Limited License for Reproduction of this document.



AIA DOCUMENT G707 • CONSENT OF SURETY TO FINAL PAYMENT • 1994 EDITION • AIA  
©1994 • THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, NW, WASH-  
INGTON, D.C. 20006-5292 • **WARNING:** Unlicensed photocopying violates U.S. copy-  
right laws and will subject the violator to legal prosecution.

G707—1994



# CONSENT OF SURETY TO FINAL PAYMENT

ALA Document G707

Bond No. 82582919 / 107184062 / 57BCSIF3640

OWNER	<input type="checkbox"/>
ARCHITECT	<input type="checkbox"/>
CONTRACTOR	<input type="checkbox"/>
SURETY	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

TO OWNER:  
(Name and address)

Collin County Community College District  
3452 TX-399 Spur, Suite 102  
McKinney, TX 75069

ARCHITECT'S PROJECT NO.:

CONTRACT FOR: Construction

PROJECT:  
(Name and address)

ARBH File: Collin College 900240.0291 /IT Center of Excellence  
Collin County Community College District  
IT Center of Excellence Frisco Campus  
9700 Wade Blvd.Frisco, TX

CONTRACT DATED: December 11, 2019

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
(Insert name and address of Surety)

Pacific Indemnity Company  
15 Mountain View Road  
Warren, NJ 07059

Travelers Casualty and Surety Company  
One Tower Square  
Hartford, CT 06183-6014

Hartford Casualty Insurance Company  
One Hartford Plaza  
Hartford, CT 06155-0001

on bond of

(Insert name and address of Contractor)

J.E. Dunn Construction Company  
14951 N. Dallas Parkway, Suite 700  
Dallas, Texas 75254

, SURETY,

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to

(Insert name and address of Owner)

Collin County Community College District  
3452 TX-399 Spur, Suite 102  
McKinney, TX 75069

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: June 22, 2022

(Insert in writing the month followed by the numeric date and year.)

Pacific Indemnity Company, Travelers Casualty, and Surety  
Company and Hartford Casualty Insurance Company

(Surety)



(Signature of authorized representative)

Loretta L. Calovich, Attorney-in-Fact

(Printed name and title)

Surety Phone No. 816-268-0600

Attest:

(Seal):





# **CERTIFICATE OF OCCUPANCY CERTIFICATES**

# ***Certificate of Occupancy***

## ***The City of Frisco***

### ***Building Inspections***

This certificate issued pursuant to the requirements of the current Building and Zoning Codes certifying that at the time of issuance this structure was in compliance with the various ordinances of The City of Frisco regulating building construction or use. For the following:

<b>Building Permit No</b>	<b>B19-05047</b>	Building Address	9700 WADE BLVD
Occupancy Classification	IT College	Type of Construction	II-B
Occupancy Group	B/A-3	Zoning District	PD-20
Owner of Building	COLLIN COUNTY COMMUNITY COLLEGE DIST	Inspected by	GU
Owner's Address	2200 W UNIVERSITY DR	Date	07/22/2021 <sup>134</sup>
Owner's City/St/Zip	MCKINNEY, TX 75071-2906	Code Edition	2015
Tax Number	C2609133	Occupant Load	1264
		Automatic Sprinkler	Yes
Legal Description	PRESTON RIDGE ADDITION SECTION ONE (CFR), BLK A, LOT 1R; REPLAT		
Special Conditions	TENANT: COLLIN COLLEGE-PRESTON RIDGE CAMPUS-IT CENTER		

**Building Official**  
**\*\*\* NONTRANSFERABLE \*\*\***  
POST IN A CONSPICUOUS PLACE



# ***Certificate of Occupancy***

## ***The City of Frisco***

### ***Building Inspections***

This certificate issued pursuant to the requirements of the current Building and Zoning Codes certifying that at the time of issuance this structure was in compliance with the various ordinances of The City of Frisco regulating building construction or use. For the following:

Building Permit No	<b>B19-05047</b>	Building Address	9700 WADE BLVD
Occupancy Classification	IT College	Type of Construction	II-B
Occupancy Group	B/A-3	Zoning District	PD-20
Owner of Building	COLLIN COUNTY COMMUNITY COLLEGE DIST	Inspected by	TD
Owner's Address	2200 W UNIVERSITY DR	Date	07/07/2021 135
Owner's City/St/Zip	MCKINNEY, TX 75071-2906	Code Edition	2015
Tax Number	C2609133	Occupant Load	1264
		Automatic Sprinkler	Yes
Legal Description	PRESTON RIDGE ADDITION SECTION ONE (CFR), BLK A, LOT 1R; REPLAT		
Special Conditions	TENANT: COLLIN COLLEGE-PRESTON RIDGE CAMPUS-IT CENTER TEMP CO PENDING ENGINEERING FINAL ACCEPTANCE ITEMS.		

**Building Official**  
\*\*\* **NONTRANSFERABLE** \*\*\*  
POST IN A CONSPICUOUS PLACE





## PROGRESS & FINAL PHOTOS





March 2020



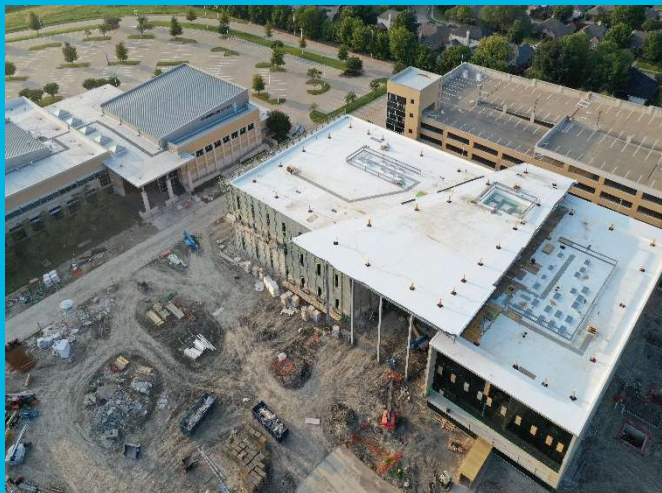
April 2020



May 2020



July 2020



September 2020



November 2020





February 2021



April 2021



May 2021



July 2021

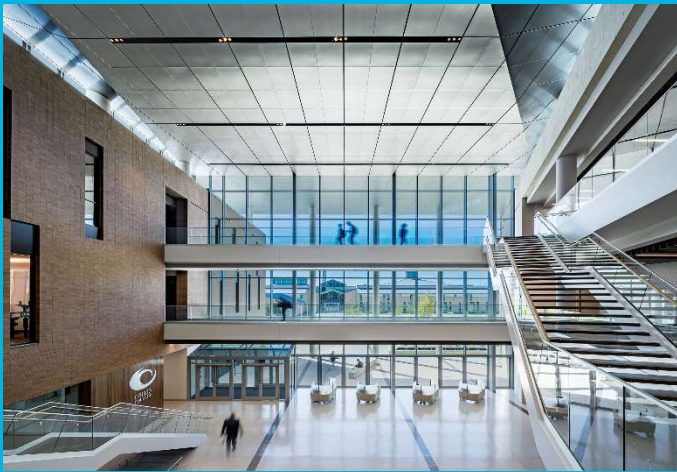


July 2021

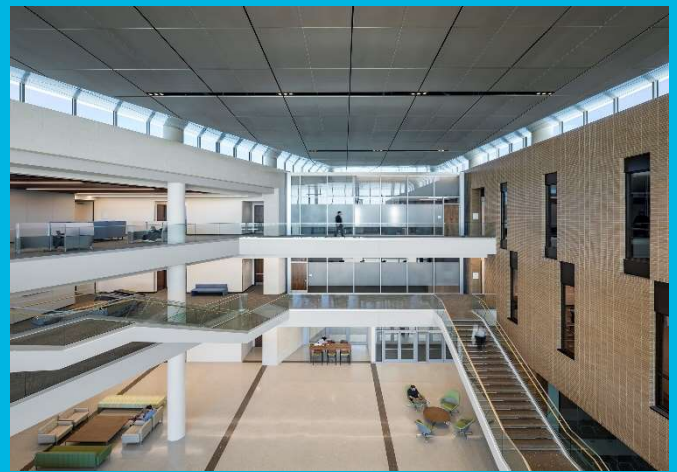


Pergola in Quad

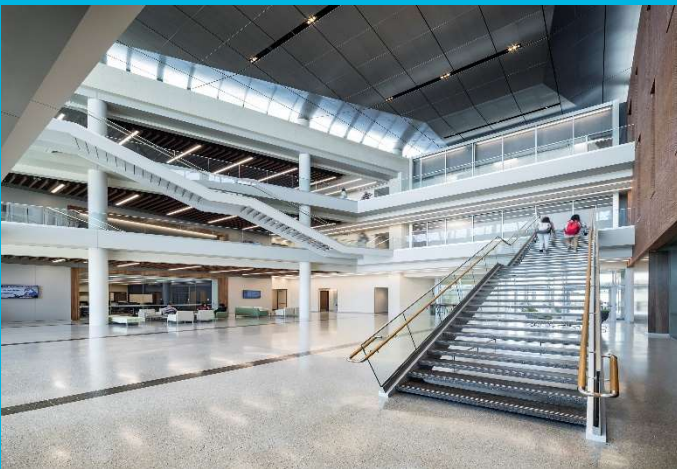




North End View of Atrium



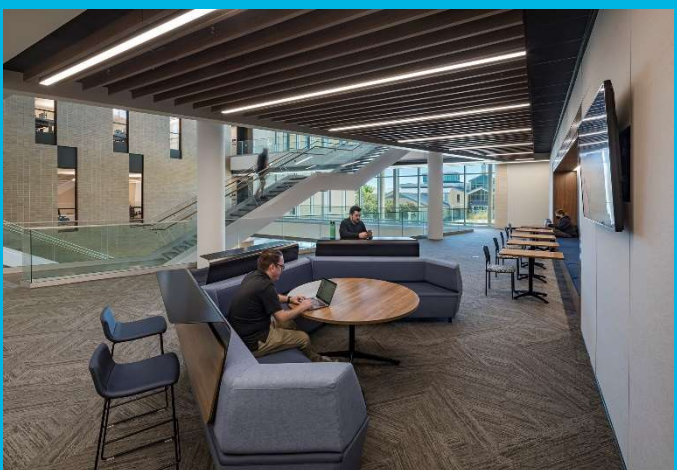
South End View of Atrium



Staircase in Atrium



Atrium



Seating on 2<sup>nd</sup> Floor



Classroom on 1<sup>st</sup> Floor, South End





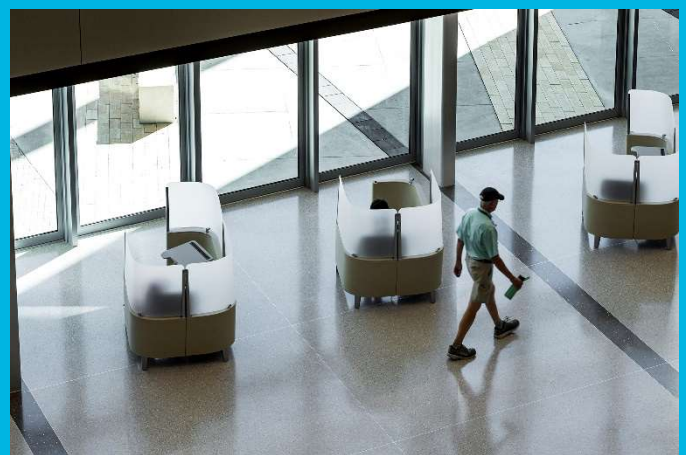
Computer Lab on 1<sup>st</sup> Floor



Classroom on 2<sup>nd</sup> Floor, South End



VR/AR Lab



Study Areas in Atrium



Water Feature in Quad Area



Landscape on North Side of Building

Additional progress photos are located with the project record files in the PMIS – Projectmates:

<https://collincollege.projectmates.com/>



## **CONTRACT DELIVERABLE FILE LOCATIONS**

Project Records, including design documents, testing reports, construction records, closeout documents and photos have been archived to portable hard drives and will be turned over to Collin's Facilities Department at the conclusion of the Program.



## RISK REGISTER



Risk Identification						Potential Impact			Risk Treatment			Risk Status			
Item No.	Date Identified	Project Phase	Description	Risk Owner	Probability	Schedule (Days)	Cost (\$)	Funding Source	Response	Action Owner	Action Start Date	Action End Date	Notes	Date Last Updated	Status
1	10/22/18	Design / Pre-Construction	The existing hydronic piping cannot be tapped into because of its size.	Contractor	High	0	\$0	Other	New hydronic piping (4 pipe system) will have to be run from the CUP to the new building. Approx run 1000 lf. Piping might have to be sized to support future campus growth	Sadhana Pendharkar		TBD	This cost was included in 100% CD drawings.	01/08/20	Closed
2	10/22/18	Design / Pre-Construction	The CUP (chillers) is at capacity and will have to be upgraded to support the new building.	Owner	Medium	0	\$0	Other	The CUP upgrade project will most likely be funded by the College. If the Trane project is not approved by the Board, this project will have to absorb the cost to upgrade the CUP to support the new building only.	Sadhana Pendharkar		TBD	This cost was included in the College managed Trane upgrade project	01/08/20	Closed
3	10/22/18	Design / Pre-Construction	Schedule for CUP upgrades will have to be coordinated with the Trane project.	Owner	Medium	0	\$0	GMP Owner Contingency	Depending on schedule cost will have to be allocated for temporary cooling to accommodate interior finish-out	Sadhana Pendharkar		TBD	Continue to carry this risk in the Risk Register till the DD phase or until further direction from Collin College. Continue to carry this risk until the final schedule for Trane upgrades is provided by the College	02/16/21	Closed
4	10/22/18	Construction	An electrical easement runs through the site.	Contractor	High	0	\$0	Other	The electrical easement will have to be rerouted.	Sadhana Pendharkar		TBD	This cost was included in 100% CD drawings.	01/08/20	Closed
5	10/22/18	Construction	An existing 21" RCP is under the existing parking lot in conflict with the new building.	Contractor	High	0	\$0	Other	The conflicting RCP will have to be relocated depending upon its slope and depth.	Sadhana Pendharkar		TBD	This cost was included in 100% CD drawings.	01/08/20	Closed
6	10/22/18	Construction	The new building and parking spaces will increase the stormwater runoff	Owner	Low	0	\$0	Program Contingency	The campus has a detention pond under the parking garage. Any new development will increase the non-permeable area and will add to the load of the detention system. A new detention system might be required.	Sadhana Pendharkar		TBD	Additional detention capacity was not needed for the new development	01/08/20	Closed
7	09/27/18	Design / Pre-Construction	The new building sits on an existing parking lot which has 165 spaces.	Contractor	High	0	\$0	Other	165 spaces will have to be relocated.	Sadhana Pendharkar		TBD	165 spaces will be included in the new parking lot at the velodrome	01/08/20	Closed
8	12/18/18	Design / Pre-Construction	Results of the TIA, parking study may cause scope creep. (Additional parking 500 spaces)	Owner	High	0	\$0	Other	Per direction from Collin College 500 additional spaces will be needed to support the added enrollment due to the IT CoE	Sadhana Pendharkar		TBD	Per meeting with College on 2/8, this cost will be funded with separate funds. Possible parking garage	01/16/19	Closed

9	09/27/18	Construction	There is an existing open stormwater ditch to the east of the proposed building	Contractor	High	0	\$0	Other	New parking is planned in this area. The existing open storm water ditch will have to be piped and covered and drainage issues on this location will have to be resolved.	Sadhana Pendharkar		TBD	Existing stormwater ditch will remain undisturbed.	01/08/20	Closed
10	09/27/18	Construction	Existing u/g site conditions may cause additional foundation/pier costs	Owner	Medium	TBD	\$0	Program Contingency	Additional site and geotechnical investigations will be done to understand the impact.	Sadhana Pendharkar		TBD	All earthwork has been completed.	06/11/21	Closed
11	10/26/18	Construction	Soil modification/replacement costs could be in excess of costs estimated in program budget	Owner	Medium	TBD	\$0	Program Contingency	Additional geotechnical investigations will be done after the SD phase to understand the impact	Sadhana Pendharkar		TBD	Will continue to carry this risk until all underground work is completed on this project	01/08/20	Closed
12	09/27/18	Design / Pre-Construction	Final level of finishes and technology desired by Collin College could be more than industry standard	Owner	Medium	TBD	\$0	Program Contingency	The material palette will be selected during the DD/CD phase	Sadhana Pendharkar		TBD	Will continue to carry this risk until all finishes are approved	10/26/20	Closed
13	09/27/18	Design / Pre-Construction	Regulatory fee costs need to be defined. Permit costs for the City of Frisco	Owner	High	NA	\$0	Program Contingency	Regulatory costs are calculated based on information available at the City of Frisco's website.	Sadhana Pendharkar		TBD	Permit fees for this project have been paid	06/11/21	Closed
14	09/27/18	Design / Pre-Construction	City of Frisco requirements/ordinances/tree mitigation	Owner	Medium	NA	\$0	Program Contingency	The campus is on a PD the site plan exhibit for which will have to be updated. The PD will have to be studied further to understand impact, if any.	Sadhana Pendharkar		TBD	Tree mitigation cost might increase depending on trees affected by the new hydronic piping. JE Dunn is carrying costs for tree mitigation.	01/08/20	Closed
15	09/27/18	Design / Pre-Construction	Community response to proposed campus could require some re-design of certain campus elements	Owner	Low	TBD	\$0	GMP Owner Contingency		Sadhana Pendharkar		TBD	Will carry a contingency until project is 50% complete. 2020-10-26: City has approved site items. Project is 90% complete.	06/11/21	Closed
16	11/26/18	Planning / Procurement	Market escalation.	Contractor	High	NA	\$0	Other	JE Dunn is carrying 5.4% for market escalation	Sadhana Pendharkar		TBD	JE Dunn has included any anticipated escalation if their cost of work.	01/08/20	Closed
17	09/27/18	Construction	Owner' Contingency (Approx 3.75% of \$40M)	Owner	High	NA	\$0	Program Contingency	Owner Contingency for unidentified risks during construction	Sadhana Pendharkar		TBD	Owner contingency is being carried by JE Dunn in GMP 1 & 2	01/16/19	Closed
18	01/25/19	Construction	MDD fees for reviewing CM pay applications	Owner	High	NA	\$0	Program Contingency	Auditor's fees will be paid from project budget	Sadhana Pendharkar		TBD	PO for Auditor's fees has been issued.	07/15/19	Closed
19	02/08/19	Design / Pre-Construction	Redo part of the SD phase due to change in Architect of Record	Owner	High	TBD	\$0	Program Contingency	Cost for redoing part of the SD phase will be paid from project	Sadhana Pendharkar	02/06/19	TBD	Beck's PO has been issued.	07/15/19	Closed
20	06/13/19	Design / Pre-Construction	ONCOR charges for relocating electrical easement and providing and installing new transformer	Owner	Medium	TBD	\$0	Program Contingency	Cost for new transformer and new feeders for relocating the electrical easement.	Sadhana Pendharkar	07/15/19		ONCOR will not charge any upfront fees or costs. A \$0 agreement has been executed with ONCOR	03/30/20	Closed
21	06/13/19	Design / Pre-Construction	Additional services for the Landscape Architect for design of the new quad	Owner	High	TBD	\$0	Program Contingency	Basic and Additional Services from Beck did not include the new landscaped quad in the scope of work	Sadhana Pendharkar	07/10/19	07/24/19	The new quad will most probably be approved by the Executive Committee. PO was issued on 7/24.	06/13/19	Closed

