

**NOTICE OF MEETING OF THE BOARD OF TRUSTEES OF
HARRIS COUNTY DEPARTMENT OF EDUCATION**

Notice is hereby given that a meeting of the Board of Trustees of Harris County Department of Education will be held on the **3rd day of March 2021 at 1:00 p.m.** for the Board to conduct the business of that meeting. The meeting will be held in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston Texas. Such a meeting is a **REGULAR BOARD MEETING**.

The subjects to be discussed or considered or upon which any formal action might be taken are on the Agenda following.

Additionally, from time to time an issue will be raised concerning an item on our agenda that had not been anticipated. The issue, while within the scope of the agenda topic, may be one that is required or authorized by law to be considered in executive session rather than in public session. In order for the Board to consider such issue in executive session, rather than postpone consideration of it until the next board meeting, the Board lists below most if not all be all of the sections of the Open Meetings Act that address the purposes for which the Board may lawfully meet in executive/closed session. The Board's purpose is not to meet in executive session to consider matters not on the agenda for the meeting. Instead, its purpose is to efficiently and timely conduct its business in accordance with the law.

Therefore, if, during the course of the meeting on agenda items covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any item included in this notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at the date, hour, and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and purposes authorized by Sections 551.071-551.084, inclusive, of the Open Meetings Act, including, but not limited to:

- Section 551.071 For the purpose of a private consultation with the Board's attorney on any or all subjects matters authorized by law.*
- Section 551.072 For the purpose of discussing the purchase, exchange, lease or value of real property.*
- Section 551.073 For the purpose of considering a negotiated contract for a prospective gift or donation.*
- Section 551.074 For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.*
- Section 551.076 To consider the deployment, or specific occasions for implementation of security personnel or devices.*
- Section 551.082 For the purpose of considering discipline of a public school child or children or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.*
- Section 551.083 For the purpose of considering the standards, guidelines, terms or conditions the Board will follow, or instruct its representatives to follow, in consultation with representatives of employee groups in connection with consultation agreements provided for by Section 13.901 of the Texas Education Code.*
- Section 551.084 For the purpose of excluding witness or witnesses from a hearing during examination of another witness.*

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive session, then such final action, final decision, or final vote shall be at either: a) the open meeting covered by this notice upon the reconvening of this public meeting, or b) at a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

James Colbert, Jr., County School Superintendent



The Board of Trustees
March 3, 2021
Agenda of Regular Meeting

A Regular Meeting of the Board of Trustees of Harris County Department of Education will be held March 3, 2021, beginning at 1:00 p.m. in the Board Room of the Administration Building, 6300 Irvington Boulevard, Houston Texas.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. **Invocation** - Denise Johnson, Adult Education
2. **Pledge of Allegiance to the US flag** - Thomas Plapp, Construction
3. **Pledge of Allegiance to the Texas flag** - Thomas Plapp, Construction
4. **Open Forum** - Gov't Code 551.003 (5) - Public Participation. Pursuant to Policy BED (Local), a citizen who wishes to speak may do so by completing a participation request card available at the Board room at least 10 minutes prior to a regular Board meeting.
5. **Reports and presentations:**
 - A. **Annual Update from Construction** - Joe Carreon, Director of Construction
 - B. **Annual Update from Adult Education** - Stephanie Ross, Director of Adult Education
 - C. **Announcement of awards from the Government Finance Officers Association (GFOA) for the HCDE 2019 Popular Annual Financial Report (PAFR)**
 - D. **Superintendent Monthly Report** - James Colbert, Jr.
 - E. **Report of the Board Feasibility Subcommittee** - Richard Cantu
 - F. **Other reports from Board members** concerning attendance or participation in a board or HCDE-related conference, event, activity, or committee; accolades for an HCDE staff member or other deserving person.
 - G. **Monthly Financial Reports through 01/31/2021** - Jesus Amezcua, Assistant Superintendent for Business Services
6. **ACTION ITEMS - CONSENSUS**

A. Consider approval of the following Business Services items:

1. January Disbursement Report
2. Monthly Budget Amendment Report
3. Monthly Investment Report for January 2021.

B. Consider approval of the following Board Meeting Minutes

1. 1-14-2021 Board Workshop
2. 1-20-2021 Audit Committee Meeting
3. 1-20-2021 Regular Board Meeting

C. Consider acceptance of the following grant awards:

1. **Consider acceptance of the Notice of Award (NOA) 06TD000167-01-00 from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF) for the (Coolwood Phase One) Head Start Division in the amount of \$587,215 for the budget period of 01/01/2021 through 12/31/2022.**
2. **Consider acceptance of the Notice of Award (NOA) 06TD000179-01-00 from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF) for the (Coolwood Head Start Center) Head Start Division in the amount of \$7,924,284 for the budget period of 02/01/2021 through 01/31/2023.**
3. **Consider approval of FY 2020-2021 Investment Resolution for the annual review of HCDE's Investment Policy, Broker Dealers, and Investment Trainers in accordance with the Public Funds Investment Act.**

D. Consider ratification/approval of the following Interlocal Contracts:

1. **Consider approval of Interlocal Agreement (revenue) between The Teaching & Learning Center and Spring ISD for Virtual and Face to Face Interventions for the period of 02/2021 through 05/31/2021 in the amount of \$80,000.**

E. Consider approval and/or ratification of the following items for the HCDE Choice Partners Cooperative:

1. **Consider approval of a Contract Renewal option for job no. 18/016CG for Construction Photographic Documentation Services and Related Items with the following vendor: Multivista Systems, LLC dba Multivista (#18/016CG-01) for the period 04/18/2021 through 04/17/2022.**
2. **Consider approval of a Contract Renewal option for job no. 19/028KC for Medicaid Claiming & Billing Services with the following vendor: MSB Consulting Group, LLC (#19/028KC-02) for the period 04/17/2021 through 04/16/2022.**

3. **Consider approval of a Contract Renewal option for job no. 20/001KD for Appliances and Related Items for Supply Catalog (2020-2022) with the following vendor:** Preferred Foodservice Design/Supply, Inc. (#20/001KD-01) for the period 04/01/2021 through 03/31/2022.
4. **Consider approval of a Contract Renewal option for job no. 20/002KD for Art Supplies and Related Items for Supply Catalog (2020-2022) with the following vendors:** Blick Art Materials LLC dba Blick Art Materials (#20/002KD-01); Butler Business Products, LLC (#20/002KD-02); Challenge Office Products, Inc. (#20/002KD-03); Earlychildhood, LLC dba Discount School Supply (#20/002KD-04); Vadii, Inc. dba Medisouth Store (#20/002KD-05); Nasco Education, LLC (#20/002KD-06); Pyramid Paper Company dba Pyramid School Products (#20/002KD-07); S&S Worldwide, Inc. (#20/002KD-08), and School Specialty, LLC (#20/002KD-09) for the period 04/01/2021 through 03/31/2022.
5. **Consider approval of a Contract Renewal option for job no. 20/003KD for Athletic-Playground Supplies and Related Items for Supply Catalog (2020-2022) with the following vendors:** McKenna Contracting, Inc. (#20/003KD-01); Nasco Education, LLC (#20/003KD-02); ORR Textile Company, Inc. (#20/003KD-03); Pyramid Paper Company dba Pyramid School Products (#20/003KD-04); S&S Worldwide, Inc. (#20/003KD-05), and School Specialty, LLC (#20/003KD-06) for the period 04/01/2021 through 03/31/2022.
6. **Consider approval of a Contract Renewal option for job no. 20/004KD for Classroom Teaching Supplies and Related Items for Supply Catalog (2020-2022) with the following vendors:** Butler Business Products, LLC (#20/004KD-01); Challenge Office Products, Inc. (#20/004KD-02); Vadii, Inc. dba Medisouth Store (#20/004KD-03); Pyramid Paper Company dba Pyramid School Products (#20/004KD-04), and School Specialty, LLC (#20/004KD-05) for the period 04/01/2021 through 03/31/2022.
7. **Consider approval of a Contract Renewal option for job no. 20/005KD for Custodial Supplies and Related Items for Supply Catalog (2020-2022) with the following vendors:** Buckeye International, Inc. dba Buckeye Cleaning Center-Houston (#20/005KD-01); Butler Business Products, LLC (#20/005KD-02); Competitive Choice, Inc. (#20/005KD-03); Complete Supply, Inc. (#20/005KD-04); ORR Textile Company, Inc. (#20/005KD-05), and Cordell, Inc. dba Ridley's Vacuum & Janitorial Supply (#20/005KD-06) for the period 04/01/2021 through 03/31/2022.
8. **Consider approval of a Contract Renewal option for job no. 20/006KD for Food Service Supplies and Related Items for Supply Catalog (2020-2022) with the following vendors:** Complete Supply, Inc. (#20/006KD-01); Vadii, Inc. dba Medisouth Store (#20/006KD-02); ORR Textile Company, Inc. (#20/006KD-03); Pasco Brokerage, Inc. (#20/006KD-04), and Wallace Packaging, LLC (#20/006KD-05) for the period 04/01/2021 through 03/31/2022.
9. **Consider approval of a Contract Renewal option for job no. 20/007KD for Health/Medical Supplies for Supply Catalog (2020-2022) with the following vendors:** Henry Schein, Inc. (#20/007KD-01); Medicaleshop, Inc. (#20/007KD-02); Vadii, Inc. dba Medisouth Store (#20/007KD-03); Priscilla M. Ayerite dba NAO Global Health, LLC (#20/007KD-04); Products Unlimited, Inc. (#20/007KD-05); School Health Corporation (#20/007KD-07), and Zhou Medical Solutions, LLC (#20/007KD-08) for the period 04/01/2021 through 03/31/2022.
10. **Consider approval of a Contract Renewal option for job no. 20/008KD for Office Supplies and Related Items for Supply Catalog (2020-2022) with the following vendors:** Butler Business Products, LLC (#20/008KD-01); Challenge Office Products (#20/008KD-02); Daniel Office Products, Inc. (#20/008KD-03); National Art & School Supplies (#20/008KD-04); Pyramid Paper Company dba Pyramid School Products (#20/008KD-05), and School Specialty, LLC (#20/008KD-06) for the period 04/01/2021 through 03/31/2022.

11. **Consider approval of a Contract Renewal option for job no. 20/009KD for Safety/Security Supplies and Related Items for Supply Catalog (2020-2022) with the following vendors:** Priscilla M. Ayerite dba NAO Global Health, LLC (#20/009KD-01), and Taylor Brothers Door Lock, LLC dba Nightlock (#20/009KD-02) for the period 04/01/2021 through 03/31/2022.
12. **Consider approval of a Contract Renewal option for job no. 20/010KD for Technology Supplies and Related Items for Supply Catalog (2020-2022) with the following vendors:** 3-C Technology, LLC (#20/010KD-01); JANGA Technology, LLC (#20/010KD-02); M&A Technology, Inc. (#20/010KD-03); Troxell Communications, Inc. (#20/010KD-04), and Unicorp, Inc. dba Uninex International (#20/010KD-05) for the period 04/01/2021 through 03/31/2022.
13. **Consider approval of Contract Renewal option for job no. 20/023TP Commodity Processing of USDA Foods with the following vendors:** Alpha Foods Co. (20/023TP-01), International Food Solutions, Inc. dba Asian Food Solutions/Comida Vida (20/023TP-02), Prairie Mills Baking Company, LLC dba Bake Crafters Food Company (20/023TP-03), Basic American, Inc. dba Basic American Foods (20/023TP-04), Bongards Creameries (20/023TP-05), Brookwood Farms, Inc. (20/023TP-06), Cargill Kitchen Solutions, Inc. (20/023TP-07), Cargill Meat Solutions Corporation (20/023TP-08), Conagra Brands, Inc. dba Conagra Foodservice (20/023TP-09), Del Monte Foods, Inc. (20/023TP-10), Goodman Food Products, Inc. dba Don Lee Farms (20/023TP-11), Foster Poultry Farms dba Foster Farms (20/023TP-12), Gold Creek Foods, LLC (20/023TP-13), Pilgrim's Pride Corporation dba Goldkist (20/023TP-14), High Liner Foods, Inc. USA (20/023TP-15), Idahoan Foods, LLC (20/023TP-16), Let's Do Lunch, Inc. dba Integrated Food Service (20/023TP-17), Smucker Foodservice, Inc. dba J. M. Smucker; (20/023TP-18), J R Simplot Company (20/023TP-19), Jennie-O Turkey Store Sales, LLC (20/023TP-20), JTM Provisions Co., Inc (20/023TP-21), Land O Lakes, Inc. (20/023TP-22), M.C.I. Foods, Inc (20/023TP-23), McCain Foods USA, Inc. (20/023TP-24), Michael Foods, Inc. (20/023TP-25), National Food Group, Inc (20/023TP-26), Out of the Shell, LLC dba Yang's 5th Taste (20/023TP-27), Peterson Farms Fresh, Inc. (20/023TP-28), Calfed Financial Corporation dba Red Gold LLC (20/023TP-29), Rich Chicks, LLC (20/023TP-30), Rich Holdings, Inc. dba Rich Products Corporation (20/023TP-31), S.A. Piazza and Associates, LLC (20/023TP-32), Schwan's Food Service, Inc. (20/023TP-33), Tabatchnick Fine Foods, Inc. (20/023TP-34), Tasty Brands, LLC (20/023TP-35), Trident Seafoods Corporation (20/023TP-36), Tyson Prepared Foods, Inc. (20/023TP-37), UNO Foods, Inc. (20/023TP-38), and Wawona Frozen Foods, Inc. (20/023TP-39) for the period of 07/01/2021 through 06/30/2022.
14. **Consider approval of Assignment of Contract for job no. 17/023TJ-01 for Dairy and Other Related Items** from Borden Dairy to New Dairy Holdco, LLC dba Borden Dairy. The effective date of the Consent for Assignment is February 24, 2021.
15. **Consider approval of the Contract Award for job no. 21/017KN for Fine Paper and Related Items with the following vendors:** Western BRW Paper Co., Inc. dba Ovol USA aka JP Gould, aka Baxter, High Point, Bosworth Papers, Bosworth Office & Technology (#21/017KN-01) and Butler Business Products, LLC (#21/017KN-02) for the period 02/24/2021 through 02/23/2022.
16. **Consider approval of the Contract Award for job no. 21/021MJ for Trades (JOC-IDIQ) with the following vendors:** A Status Construction, LLC (#21/021MJ-01); Aggieland Construction, Ltd (#21/021MJ-02); Active Campus, LLC dba All Campus Security (#21/021MJ-03); Automated Logic Contracting Services, Inc. (21/021MJ-04); The F.A. Bartlett Tree Expert Company dba Bartlett Tree Experts (#21/021MJ-05); Basic SDV, Inc. (#21/021MJ-06); Blue Ox Construction, Inc. (#21/021MJ-07); Brazos-Valley Division, LLC dba Brazos Industries (#21/021MJ-08); C-Air-S Mechanical, Inc. (#21/021MJ-09); Centennial

Moisture Control, Inc. (#21/021MJ-10); Climatec, LLC (#21/021MJ-11); RMB Management, LLC dba Corestone Construction Services (#21/021MJ-12); Design Controls, LLC (#21/021MJ-13); Design Security Controls, LLC dba DSC (#21/021MJ-14); EMA Sport Solutions, LLC (#21/021MJ-15); Envirotech Mechanical Systems, LLC (#21/021MJ-16); Epic Solar Control, LLC (#20/021MJ-17); ERC Environmental & Construction Services, Inc. dba ERC (#20/021MJ-18); Dura Pier Facilities Services, Ltd dba Facilities Sources (#21/021MJ-19); Floors 2 Adore, LLC (#21/021MJ-20); Generocity Services, Inc. (#21/021MJ-21); Gutier, LLC (#21/021MJ-22); Harvest Innovative Solutions, LLC (#21/021MJ-23); L.D. Bundren Painting, Inc. dba Bundren Painting and Drywall (#21/021MJ-24); LD Tebben Company, Inc. (#21/021MJ-25); Lee Construction and Maintenance Co. dba LMC Corporation (#21/021MJ-26); Panhandle Steel Buildings, Inc. (#21/021MJ-27); Pfeiffer & Son, Ltd (#21/021MJ-28); Post L Group, LLC (#21/021MJ-29); PRC Roofing, Co., Inc. (#21/021MJ-30); QSS, L.C. dba Quality Security Systems (#21/021MJ-31); SETEX Facilities & Maintenance, LLC (#21/021MJ-33); Southeast Texas Drywall, LLC (#21/021MJ-34); Spark Power (Southwest USA) Corp. (#21/021MJ-35); Tarkett USA, Inc. (#21/021MJ-36); Telephonics Unlimited, Inc. (#21/021MJ-37); Tri-Star Glass, Inc. (#21/021MJ-38), and BR Kym Onc. dba Worth Hydrochem of Houston (#21/021MJ-39) from 02/24/2021 through 02/23/2022.

17. **HCDE Interlocal Agreements with:** City of Wharton, Wharton, Texas and Hereford ISD, Hereford, Texas.

F. Consider approval and/or ratification of the following items for Internal Purchasing:

1. **Consider approval of Contract Renewal option for job no. 17/015KJ for Architectural Design Services with the following vendor:** cre8 Architects for the period of 02/26/2021 through 02/25/2022.
2. **Consider approval of Contract Renewal option for job no. 20/019KJ Business and Facilities Consulting Services for with the following vendors:** Indatatech (Instant Data Technologies, Inc.), Meveau, SOA Fin1st, The Process Manager, and Weber Services for the period of 02/26/2021 through 02/25/2022.
3. **Consider approval of Contract Award for job no. 21/003KJ for Mental Wellness Services for Harris County Department of Education with the following vendors:** CC Assessment Services, Inc., Hub for Helpers, and Theresa Harris for the period 03/01/2021 through 02/28/2022.
4. **Consider approval of Contract Renewal option for job no. 19/031IA-3 for CASE for Kids Consultants and Trainers with the following vendor:** Project GRAD Houston for the period 02/26/2021 through 02/25/2022.
5. **Consider approval of Contract Award for job no. 21/004IA-2 for CASE for Kids Youth Services for Afterschool and Summer with the following vendors:** Abelitoart Appreciation (Abel Garza); Anthropology Arts; Be GLAD, LLC; Brazilian Arts Foundation; Expressions Productions (1972); Mad Science of Houston (Little Scientist Inc.); One More Round, Inc.; Project GRAD Houston; Tackle Tutoring; and Young Audiences, Inc. of Houston for the period 03/01/2021 through 02/28/2022.
6. **Consider approval of Contract Renewal option for job no. 16/013YR Lease Agreement for the Baytown Head Start Facility with the following vendor:** KQC Investors, Inc., for the period 02/23/2021 through 02/22/2026. (Funding available from Head Start funds).

7. **ACTION ITEMS - NON-CONSENSUS**

- A. **Consider approval of the project delivery/contract method of job order contracting and the approval of job order contract for the renovations** to the existing La Porte Head Start Center with Nash Industries, Inc. (Choice Partners Job No. 20/017MR-15) in the total amount of \$414,895.26.
- B. **Consider selection of the architect for the Humble Head Start project, based on demonstrated competence and qualifications, pursuant to RFQ #20/043IA**, and authorize the Superintendent or his designee to negotiate, finalize, and execute the contract for a fair and reasonable price. The recommended architect for this project is English + Associates Architects, Inc. This project will be funded through a projected submission of a Head Start Expansion Grant for Humble Head Start Center in partnership with Journey of Faith Church to the U.S. Dept. of Health and Human Services (HHS).
- C. **Consider selection of the architect for the Barrett Station Head Start project, based on demonstrated competence and qualifications, pursuant to RFQ #20/043IA**, and authorize the Superintendent or his designee to negotiate, finalize, and execute the contract for a fair and reasonable price. The recommended architect for this project is English + Associates Architects, Inc. This project will be funded through a projected submission of a Head Start Expansion Grant for Barrett Station Head Start Center in partnership with Harris County Precinct 2 to the U.S. Dept of Health and Human Services (HHS).
- D. **Consider approval of the project delivery/contract method of job order contracting and the approval of the job order contract for the replacement** of the Fire Alarm, Security Alarm, and Security Cameras at La Porte Head Start Center with Quality Security Services (Choice Partners Job No. 20/018MJ-09) in the total amount of \$99,343.96.
- E. **Consider approval of contract award for job no. 210003427 for E-Rate Services for Harris County Department of Education to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal for the period of 07/01/2021 through 06/30/2022:**

Internal Connections:

- Network Switches & All Related Components: *Netsync Network Solutions (One-year contract)*
- UPS/Battery Backups & All Related Components: *Netsync Network Solutions (One-year contract)*

- F. **Consider approval of contract award for job no. 210003427 for E-Rate Services for Harris County Department of Education to the proposer offering the best value to HCDE and meeting the specifications outlined in the proposal for the period of 07/01/2021 through 06/30/2024:**

Leased Lit Fiber - Internet Access

- *Comcast Business (Three-year contract)*

- G. **Consider approval of Board Resolution authorizing a grant application to the Office of the Governor, Criminal Justice Division, on behalf of the Center for Safe and Secure Schools** to implement the #RollingwithRestorative program in Sheldon ISD. The program will train students and staff in restorative practices at two middle schools and one high school to decrease disciplinary referrals and improve school safety. The maximum grant amount is \$125,000.

- H. **Possible action regarding HCDE Equine Enrichment Center**
- I. **Consider approval of removal of Don Sumners as a Director of the HCDE Public Facility Corporation Board of Directors**
- J. **Consider appointment of a Director to the HCDE Public Facility Corporation Board of Directors**
- 8. **EXECUTIVE SESSION** Under the Texas Government Code pursuant to any and all purposes permitted by Sections 551.001-551.084, including, but not limited to: 551.071; 551.074
 - A. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
- 9. **RECONVENE** for possible action on items discussed in executive session
- 10. **Discussion and possible action regarding future agenda items**
- 11. **INFORMATION ITEMS**
 - A. **Human Resources Information Items**
 - B. **Employee Count**
 - C. **Submission of grant proposal to Texas Education Agency in the amount of \$1.7 million to support CASE for Kids' 21st Century Community Learning Centers** Cycle 11 Year 1 application. Requested funds will provide academic and enrichment services for 1,046 students and 400 family members.
- 12. **ADJOURN** - Next regular meeting is scheduled for Wednesday, April 21, 2021, Board Room, 6300 Irvington Blvd., Houston, Texas, 77022, at 1:00 p.m.



James Colbert, Jr.
County School Superintendent