

AGENDA OF REGULAR MEETING
Odessa College Board of Trustees
Monday, September 27, 2021, 6:30 PM
Saulsbury Campus Center, Zant Community Room
201 W UNIVERSITY
ODESSA, TX 79764

1. **Call to Order** - Mr. Gary Johnson
2. **Pledge of Allegiance: United States & Texas** - Mr. Gary Johnson
3. **Introduce New Employees** - Ms. Lindsey Bryant
4. **Approval of Minutes of Regular Meeting of August 24, 2021** - Mr. Gary Johnson 2
5. **Action Items:**
 - A. **Committee Reports**
 1. **Property Committee** - Dr. Tara Deaver
 - a. **Consider and Approve Track and Field Stadium Phase 1 Bid- Hellas Construction**
 - b. **Report on Approval of Diesel Trucks and Trailers for Truck Driving Programs**
 - c. **Report on Approval of Advise Program Addition to Ellucian Contract**
 2. **Finance Committee** - Mr. Gary Johnson
 - a. **Consider for Approval 2021 Tax Rate**
 - B. **Letter of Agreement between OC Wrangler Club inc and Odessa College-** Wayne Baker
 - C. **Monthly Financial Statements & Budget Amendments** - Ms. Brandy Ham
 1. **Extension of Depository Contract with Frost Bank**
6. **Informational Items:**
 - A. **Education Report, Social Services-** Kristi Clemmer & Andrea Bartley
 - B. **Institutional Effectiveness Report** - Dr. Janice Hicks
 - C. **Vision 2030+ Update** - Mr. Ken Zartner
 - D. **President's Report** - Dr. Gregory Williams
 1. **Odessa College 75th Anniversary and Ground Breaking**
 2. **Odessa College Resource Fair**
 3. **Brian Jones Named to the Commission on Community College Finance**
 4. **Dr. Nikki Brown Named to Texas Transfer Framework Field of Student Discipline Subcommittee for Criminal Justice**
 5. **Odessa College Stadium Groundbreaking Ceremony**
7. **Adjournment** - Mr. Gary Johnson

Gregory D. Williams, Ed.D., President

EXECUTIVE/ CLOSED SESSION: If during the course of the meeting, any discussion of any item on the agenda should be held in executive or closed session, the Board will convene in such executive or closed session in accordance with the Texas Open Meeting Act, Section §551.001 of the Texas Government Code.

Minutes of a Regular Meeting of the Odessa College Board of Trustees held Tuesday, August 24, 2021, in the Zant Community Room, Saulsbury Campus Center, with the following:

Present

Dr. Tara Deaver
Gary Johnson
Larry Johnson
Bruce Shearer
Trudy Lewis
J. E. "Coach" Pressly
Laci Harris
Montie Garner
Hortencia Del Bosque

Absent

Meeting was called to order by Board of Trustees Chair, Mr. Gary Johnson, at 6:31 p.m.

Pledge of Allegiance: United States & Texas

Mr. Gary Johnson led the group in the pledges.

Introduction of New Employees

Ms. Lindsey Bryant, Director of Human Resources, introduced the following new employees

Adele Gutierrez
Blair Jones
Benjamin White
Christopher Sanders
Clint Wilson
Danley Bailey
Dayana Rios
Dr. MD Shahin Alam
Dr. David Criger
Dr. Tiffani Price
Dr. Tonia M Compton
Leroy Giles
Taylor Clark
Timothy Watkins
Zhi Li

Approval of Minutes of Regular Meeting of August 3, 2021

Mr. Larry Johnson moved, seconded by Dr. Tara Deaver, to approve the minutes of the Regular meeting of August 3, 2021.

Motion passed unanimously.

Committee Reports

1. **Personnel Policy Committee**

a. **Approval of Dr. Janice Hicks for Vice President of Institutional Effectiveness**

Committee Chair, Mr. Bruce Shearer, stated the Personnel Policy Committee recently met to consider Dr. Janice Hicks for the Vice President of Institutional Effectiveness. Mr. Shearer noted that many of those on the committee already were familiar with Dr. Hicks and the great work she has done in the previous 8 months serving in the Associate Vice President of Institutional Effectiveness role.

Mr. Bruce Shearer moved, seconded by Dr. Tara Deaver, approve Dr. Janice Hicks for Vice President of Institutional Effectiveness

Motion passed unanimously

Dr. Hicks thanked the board & administrative team for their confidence in her and for this opportunity to serve the institution in this new capacity.

2. **Finance Committee**

a. **Conform 2021 Budget to Actual Expenditures at End of Year**

Committee Chairman, Mr. Gary Johnson, stated that the college is required by law to conform the budget to actual expenditures on an annual basis.

Ms. Trudy Lewis moved, seconded by Ms. Montie Garner, that the operating budget for 2020-2021 is hereby adjusted to conform to actual expenditure at the end of the fiscal year ending August 31, 2021.

Motion passed unanimously.

b. **Consider and Approve Tax Rate**

Committee Chair, Mr. Gary Johnson, stated that the committee needs to recommend the tax rate to cover the approved 2021- 2022 budget. Ms. Brandy Ham, Chief Financial Officer, stated that the Finance Committee recommends a tax rate of:

\$0.172599	For Maintenance & Operations	6.1% more than last year's rate
\$0.029124	For Debt Services	11.0% more than last year's rate
\$0.201723	TOTAL RATE	6.8% more than last year's rate

Ms. Ham stated that since the proposed rate is above the no new revenue tax rate but below the voter approve tax rate the institution needs to have a public hearing. Ms. Ham shared the proposed calendar including:

Thursday, September 9 at 6pm in Saulsbury Campus Center room 128
Tuesday, September 14 at 12pm in Saulsbury Campus Center room 128

Ms. Montie Garner moved, seconded by Hortencia Del Bosque, to recommend tax rate of 20.1723.

Motion passed unanimously.

Mr. Bruce Shearer moved, seconded by Dr. Tara Deaver, to approve Tax Hearings on September 9, 2021, at 5:30 p.m. and September 14, 2021, at 12:00 p.m. in Saulsbury Campus Center room 128.

Motion passed unanimously

c. Consider for Approval the Execution of Tax Abatement Agreement with Nacero TX 1- LLC

Mr. Daniel Harper, Odessa College Attorney, stated that the Nacero Tax Abatement approved in April approved that there be 5 years of total abatement then after that it would decrease by 10% each year. Instead of that being paid 5 years from now there was a proposal & approval by the board that Nacero pay an upfront payment to the college in the amount of \$3,360,189 in year 1 of abatement. The details of this agreement were presented to the board for approval.

Mr. Bruce Shearer moved, seconded by Ms. Laci Harris, to approve the execution of tax abatement agreement with Nacero TX 1- LLC.

Motion passed unanimously.

Consider for Approval Interlocal Agreement for Joint Task Force Committee of School District, Hospital District, College District, County, and City and Appointment of Member of Board of Trustees to Joint Task Force Committee

Mr. Harper stated that every 10 years after the census numbers come in there are significant population changes therefore there is a process where these census numbers are considered by a demographer and redistricting districts drawn up. A taskforce is created in order to only have 1 lawyer and 1 demographer work on this project together. Mr. Mike Atkins is taking the lead on this project for Ector County. All taxing entities will come together on this committee. Mr. Gary Johnson indicated he has served on this committee before and would be willing to serve on this board again with Dr. Greg Williams, President.

Mr. Larry Johnson moved, seconded by Bruce Shearer to approve the Interlocal Agreement for Joint Task Force Committee of School District, Hospital District, College District, County, and City and Appointment of Member of Board of Trustees to Joint Task Force Committee with Dr. Gregory Williams, President, with Mr. Gary Johnson, Board Committee Chair, serving on behalf of Odessa College.

Motion passed unanimously.

Consider and Approve Investment Policy and Authorized Investment Brokers

Mr. Gary Johnson read the following:

Resolution
ANNUAL REVIEW OF INVESTMENT POLICY
August 24, 2021

Whereas, Sec. 2256.005 (e) of the Texas Public Funds Investment Act states:
"The governing body of an investing entity shall review its investment policy and investment strategies not less than annually. The governing body shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies.";

Whereas, the investment officer has reviewed the policy and strategies with the finance committee of the board, and the investment officers have recommended no changes to the existing investment policy and investment strategies;

Be it resolved that the Board of Trustees of ODESSA COLLEGE DISTRICT has on this date reviewed its investment policy and strategies and the proposed changes, and hereby adopts said policy and strategies.

The effective date of the Investment Policy shall be August 24, 2021.

Presiding Officer, Board of Trustees

Attest:

Secretary, Board of Trustees

Ms. Ham stated that the list must be approved annually and there were no changes from last year.

Dr. Tara Deaver moved, seconded by Ms. Laci Harris, to approve the Authorized Investment Policy

Motion passed unanimously.

Next, Ms. Ham next shared the list of Authorized Investment Organizations. She indicated the current list is the same organizations approved at the Board Meeting in May 2021.

Mr. Larry Johnson moved, seconded by Ms. Trudy Lewis, to approve Authorized Investment Organizations.

Motion passed unanimously.

Monthly Financial Statements & Budget Amendments

Ms. Brandy Ham highlighted various areas of the financial statements and budget amendments as printed below:

(Kristi Gibbs will put financial reports in minute book)

Mr. Bruce Shearer moved, seconded by Ms. Laci Harris, to approve the Monthly Financial Statements and Budget Amendments.

Motion passed unanimously.

Education Report: QEP

Connie May, Executive Director of Institutional Effectiveness, joined to provide an update on the institution's Quality Enhancement Plan for the ongoing SACSCOC Reaffirmation Process. Ms. May stated there is an upcoming virtual site visit the week of September 20, 2021. Institutions must choose a topic to improve student learning or success to focus their QEP, and Odessa College has decided to focus their QEP on student persistence. A QEP Steering Committee has been created to assist in this project including various individuals from campus. Ms. May reminded the board that a number of years ago Dr. Don Wood shared the data that at Odessa College students who took the Strategies for Success course persisted at a higher rate than students who did not take that course. It was noticed that this course was designed to help students be successful, but the downfalls of this course was that it was a 1-hour course, a nontransferable course, and dual credit students could not take it because of this. Odessa College determined it would be beneficial to students for Odessa College to take the Strategies for Success course concept, change the learning outcomes, and make it a 3-hour transferable course and utilize this concept for the QEP for the Reaffirmation Process. Ms. May thanked the QEP Steering Committee, Instructional Leadership Team along with other faculty members who assisted in developing the course. In summer 2021 the first 3 sections of this EDUC 1300 class were launched, and 68 sections of EDUC/PSYC 1300 were scheduled for fall 2021. Ms. May shared both leading and lagging indicators of success that will be tracked throughout the QEP to gauge success in the next 5 years. Odessa College is committing approximately \$345,000 over the next 5 years to this initiative.

Institutional Effectiveness Report

Dr. Janice Hicks, Vice President of Institutional Effectiveness, reminded the board of one of Odessa College's ongoing goals, reaching 10,000 students. While working to reach this long-term goal, Odessa College sets goals each fall and spring term. In fall 2021, Odessa College is working toward 8,000 students, and the OC8K committee is meeting weekly to assess enrollment and make strategic plans to improve enrollment. This committee is led by Dr. Jonathan Fuentes, Vice President of Academic Partnerships. Recently, the OC8K committee has been utilizing the EDUC/PSYC 1300 course as an enrollment strategy. Dr. Hicks summarized the number of sections and credit hours of the enrollment students so far in fall 2021. She also shared of the Odessa College enrollment, about 37% of these students are dual credit students from 36 dual credit partners across the state. Dr. Hicks shared the details of the OC Connections Program that is helping students and employees both be connected about Odessa College messaging and activities on campus.

Vision 2030+ Update

Mr. Cruz Castillo, of JSA Architect, joined to share updates from the ongoing Vision 2030+ plans. First, he shared an existing campus map to discuss plans for various building to be removed, added and renovated during the next 10 years. Mr. Castillo shared there are four projects they are packaging together as Phase 1 of this master plan including the new Health Sciences Building, a new thermal plant for new building on the east side of campus, the new Rudy Acosta Pavilion, and the new amphitheater shade structure. Other projects include a remodel to the current Health Sciences Building to be utilized for Early College High School students, a pedestrian bridge across University Blvd, Track and Field stadium, new academic building, new student housing and dining hall, parking garage, new fine arts and performance center, and new physical plant. Mr. Castillo detailed the parking needs for the expected campus growth in the coming years.

President's Report

Early College High School Students Return to Campus for Fall 2021

Early College High School students returned to Odessa College campus the week of August 9. Odessa Collegiate Academy has 121 freshmen for a total enrollment of 383, while Odessa Career & Technical Early College High School has 125 freshmen for a total enrollment of 361. Dr. Greg Williams welcomed each of the 744 Early College High School students back for the fall 2021 semester.

OC Connections

Odessa College participants in the spring 2021 Leadership Retreat formed an idea branded as OC Connections. Beginning fall 2021, the campus will rally behind 1 theme each week for the 16-week semester. This effort will help OC employees and students stay connected as to what is going on around campus and how to best utilize the resources available to them. Themes will include Transfer, Positivity and Mental Health, Money Talks, Diversity and many more. Each week there will be social media posts, virtual events, a class presentation and campus welcome stations with information and giveaways.

Registration Rush

August 14-20 Academic Partnerships hosted their Registration Rush project. This was kicked off Saturday, August 14 with a free breakfast for students who came to register. The kickoff event included live on-site interviews with 103.3 KISS FM. During this week-long event, after students registered, they were welcomed to the "Wrangler Room" to be walked through setting up payment plans, logging into student email and Blackboard, and they walked away with some Odessa College swag and a Rosa's Café Gift card. In total, more than 200 students attended this project and were setup for success for the fall 2021 semester.

ECISD FAFSA Night

On July 29, Odessa College hosted the ECISD Alumni Financial Aid Day in the Saulsbury Campus Center. Thirty-three students joined this event to complete their Financial Aid Applications, and 16 ECISD Alumni walked away with Odessa College Scholarships for the fall semester.

Adjournment

The meeting was adjourned at 8:11 p.m.

Secretary

Chair

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September 23, 2021

Ken Zartner
VP of Administrative Services
Odessa College
201 W. University Blvd.
Odessa, TX 79764
kzartner@odessa.edu

RE: Odessa College
Proposal Synthetic Turf Field | Field Events | Track Surfacing Proposal
Recommendations for replacement of Track Curbs and Asphalt

Hellas Construction, Inc. is pleased to provide this Scope of Work and Proposal for the above referenced project, based on Hellas layout, topographic mapping, and Geotechnical Report from Intertek PSI, dated August 25, 2021.

Purchase via 1GPA, 'Government Procurement Alliance' Cooperative Purchasing Agreement, Contract #17-18DP-03 – Athletic Surfaces, Appurtenances and Minor Structures.

General Conditions

Hellas will:

1. Provide project Insurance, Supervision and Mobilization.
2. Provide construction surveying, layout and staking.
3. Provide performance and payment bonds.
4. Provide, prior to construction, six sets of construction drawings.
5. Provide, prior to construction, all required submittals.
6. Provide, prior to construction, track lane and event marking drawings.
7. Provide, prior to construction, synthetic turf shop drawings.
8. Provide final punch-out and clean-up of the completed project.

BASE PROPOSAL

Existing Conditions

Hellas scope of work:

1. Construct one (1) construction entrance.
2. Construct one (1) track bridge to protect structural integrity of the asphalt & base.
3. Locate all public utilities through the 811 system.
4. Locate private utilities in work area.





Demolition

Hellas scope of work:

1. Cap existing irrigation system outside track. Remove irrigation heads and return to owner. *Proposal excludes repair or re-orientation of irrigation system outside of track to assure proper function or coverage.*
2. Remove existing track surfacing; dispose of materials off site.
3. Demo existing shot put and discus concrete pads; dispose of materials off site.
4. Demo existing discus cage. Return materials to owner or dispose off-site.
5. Demo existing pole vault event; dispose of materials off site.
6. Saw cut at perimeter of high jump fan to remove walkways. Demo walkways; dispose of materials off site. *Existing High Jump Fan to remain in place.*

Excavation / Disposal / Grading & Compaction

Hellas scope of work:

Finished field elevation to be flush with the inside curb.

1. Excavation to new subgrade elevations. Excavated materials will be disposed off-site.
2. Moisture condition, grade, and compact subgrade to proper planarity and density.
3. As the existing soils are primarily silty sand, Hellas proposes to cement stabilize the field area with 6% cement by weight to a depth of 6".
4. Laser grade and compact subgrade to proper planarity and density.

Concrete at Events

Hellas scope of work:

1. Long Jump/Triple Jump Landing Pits – Construct two (2) landing pits with 12" x 15" concrete curb, reinforced with two (2) #4 rebar. Provide and install 3/8" pea gravel around 6" perforated pipe; connect to field drainage system. Provide and install pit sand.
2. Long Jump/Triple Jump Runway – Construct 5" thick concrete runway reinforced with #4 rebar. Provide and install one (1) takeoff board. Balance of takeoff positions to be painted.
3. Pole Vault Event – Construct 5" thick concrete runway and landing pad reinforced with #4 rebar.
4. Pole Vault Boxes – Provide and install one (1) stainless steel pole vault box in concrete. Provide and install one (1) pole vault box cover.

Concrete Miscellaneous

Hellas scope of work:

1. Track Radius Monuments – Construct 2 track radius monuments in concrete.



Field Drainage & Event Drainage Systems

Hellas scope of work:

Hellas had determined that the existing catch basins and pipe system inside the track are not adequate to handle the requirements from the new field drainage system. Therefore, we are including the following modifications to the previous proposal.

1. Dry Well – Construct one (1) 18' x 18' x 10' deep drywell outside the south end of the track. Line the drywell with geotextile fabric and fill with limestone rock. The top of the drywell will have a concrete apron and surface overflow system.
2. Outlet Pipe Boring – Bore under the track and install a 15" HDPE solid pipe from the field collector system to the drywell.
3. HDPE Collector Piping – Provide and install ~1,270 lineal feet of 12" HDPE N12 perforated pipe at perimeter of synthetic turf field. Pipe to be connected to 15" outfall pipe.

Athletic Equipment

Hellas scope of work:

1. Provide and install the following athletic equipment:
 - A. 1 – Long Jump/Triple Jump take-off board
 - B. 1 – Stainless steel pole vault box with cover

Synthetic Running Track Surface

Hellas scope of work:

1. Provide and install ±5,624 square yards of **epiQ Tracks® Q3000** 10mm full-pour track system (blue) at the track oval, steeple chase, long / triple jump runway, pole vault runway, and high jump pad.
2. Track surface will cap the existing weathered curbs inside and outside the track.
3. Stripe lane and event markings per UIL and NCAA for all events.

There are no asphalt paving or concrete repairs included with this proposal price. Until the existing track surface is removed Hellas can make no certification or judgement as to the soundness of the existing asphalt or concrete base materials and their fitness to receive new track surfacing.

Asphalt/Concrete Base Inspection:

After removal of existing track surface, Hellas will inspect the asphalt and concrete base materials for compliance with specified tolerances of +/- 1/4" in 10 ft. when measured with a 10-ft. straight-edge. Additionally, we will assess the structural integrity of the existing materials.

If the inspection reveals that there are areas of the existing track asphalt or concrete bases that are out of tolerance or unsound structurally, Hellas will walk the site with the



Owner’s Representative to discuss the findings. At that point Hellas will prepare a plan for remediation of out of tolerance and or failing areas and provide a proposal for the cost of the remediation.

Synthetic Turf Field

Hellas scope of work:

1. Geotextile Liner – Provide and install 500X geotextile liner over subgrade, under perimeter collector pipe and attach to existing interior track curb and nailer.
2. Nailer – Provide and install ±2,320 lineal feet of **EcoNailer™** recycled plastic 2” x 4” nailer the inside track curb, around the high jump fan, long / triple jump event, and around the pole vault event.
3. Composite Flat Drain – Provide and install AdvanEdge 1” x 12” composite flat drain at 30 feet on center, in herringbone pattern, draining to turf under-drain system piping trench.
4. Drainage Stone – Provide and place 4” permeable base stone and 2” permeable finish stone; each course laser graded and compacted to proper planarity and density.
5. Synthetic Turf - Provide and install approximately 95,320 square feet of **FUSION™ 46 oz.** 100% Polyethylene Extruded Monofilament / Slit-Film Blend synthetic turf system with the noted installation options listed below.
 - Football lines and markings per attached rendering
 - Soccer lines and markings per attached rendering
 - Proprietary “RealFill” (patent no. 6,800,339 B2) installation of selectively graded aggregate and ambient ground SBR rubber
 - Supply one (1) tow-behind ground-driven sweeper/groomer with magnet
 - Gmax testing
 - Provide 8-year manufacturer warranty

After synthetic turf installation is complete, Hellas will provide an operation and maintenance orientation for care of the turf field, and the supplied equipment quoted above.

Base Proposal Price

Revised Scope & Pricing Incorporating Topographic Mapping & Geotechnical Report by PSI

Odessa College - Field Construction and Track Surface	Proposal
Field Construction with FUSION™ 46 oz. SBR Infill 2.25" Pile Height	
Track Surface ep iQ Tracks® Q3000 Blue 10mm Full-Pour System	
Cost for additional jump pit and additional turf nailer \$3,479.00	No Charge
Base Proposal	\$1,390,600.00

Purchase via 1GPA, Contract #17-18DP-03 – Athletic Surfaces, Appurtenances and Minor Structures.

Pricing valid for 14 days from date of this proposal.



The base proposal above excludes any remediation of the running track asphalt & curb system to certify it as a suitable base for the new synthetic track surfacing.

The existing concrete curb at the inside and outside of the track show signs of extreme weathering, which has exposed the aggregate in the concrete. This weathering indicates that the concrete is at the end of its useful life. If the asphalt at the running track is of similar age, it will not be suitable to receive the new track surface material without costly remediation.

Because of the age and deterioration of the track curb and the assumed age of the track asphalt, Hellas recommends the following scope of work be incorporated into the project to upgrade the concrete curbs and track asphalt to new condition.

CURB & ASPHALT PROPOSAL

Additional Scope of Work

Hellas scope of work:

1. Demolish the existing inside and outside curbs at the running track. Haul all materials off-site for proper disposal. Protect existing concrete at steeplechase.
2. Mill-in-Place the existing asphalt materials.
3. Mix milled asphalt with existing flexible base materials and subgrade materials together to produce new base course.
4. Laser grade and compact materials to proper planarity and density.
5. *Boring under track for 15" outfall pipe will not be necessary and has been deducted.*
6. Construct ~2,854 lineal feet of 6"x 12" concrete curb continuously reinforced with two (2) #4 rebar.
7. Provide and place 2" of Type D asphalt at running track oval, and around steeplechase event.

Revised Scope & Pricing Incorporating Topographic Mapping & Geotechnical Report by PSI

Odessa College - Field Construction and Track Surface	Proposal
Field Construction with FUSION™ 46 oz. SBR Infill 2.25" Pile Height	
Track Surface ep iQ Tracks® Q3000 Blue 10mm Full-Pour System	
Cost for additional jump pit, additional turf nailer, and widen track asphalt and track surface to allow for future raised metal curb \$7,964.00	No Charge
Base Proposal	\$1,390,600.00
Additional Asphalt & Curb Scope of Work	\$207,902.00
Total Proposal With Asphalt & Curb	\$1,598,502.00

Purchase via 1GPA, Contract #17-18DP-03 – Athletic Surfaces, Appurtenances and Minor Structures.

Raised Metal Track Curb Excluded from Proposal

Pricing valid for 14 days from date of this proposal.



EXCLUSIONS

1. Any item of work not specifically listed above.
2. Any form of subgrade stabilization beyond scope of work above.
3. Rock excavation or haul off
4. Any concrete work outside the scope of this proposal.
5. Any asphalt paving outside the scope of this proposal.
6. Raised metal track curb.
7. Any electrical work.
8. Any fence work.
9. Engineering.
10. Supply or installation of perimeter safety fencing
11. Site security
12. Any Allowances or Contingencies.
13. Taxes.
14. Permits.
15. Prevailing wages.
16. Certification of facility for NCAA requirements.
17. Any permits or fees, including any utility impact fees generated by construction improvements.
18. Owner shall provide ingress/egress for ALL personnel, equipment, and materials; typical construction traffic shall be expected for the duration of this contract. Contractor NOT responsible for damage due to typical construction traffic ingress/egress to the construction site.
19. Owner to supply secure laydown area for Hellas materials.

Notwithstanding anything to the contrary in any of the Contract documents, under no circumstances shall the Performance bonds, maintenance bonds or the obligations of the Surety be liable for any warranty obligations that exceed 1 year from the date of substantial completion as defined in the Contract documents.

Please contact this office should you have any questions regarding this quotation. **Hellas Construction, Inc.** looks forward to the award of this project, and is eager to work with you.

A handwritten signature in blue ink that reads "Jack Adams".

Jack Adams
Vice President - Estimating

