



Board of Governors Executive Committee Meeting

<https://us02web.zoom.us/j/83197444492>

Wednesday, 9/18/2024

4:00 - 5:00 PM CT

- I. Roll Call *Presented By: Governor Lynn Parman*
- II. Approval of Minutes *Presented By: Governor Lynn Parman*
 - A. Approval of Open and Closed Minutes of the Board of Governors Executive Committee Meeting of November 15, 2023
 - II.A. *Open Minutes of the November 15, 2023, Board of Governors Executive Committee Meeting - Page 2*
- III. Financial *Presented By: Matt Morris, Vice President for Administration and Finance*
 - A. Approval of Procurement Activity Report
 - III.A. *Approval of Procurement Activity Report - Page 5*
- IV. Facilities *Presented By: Matt Morris, Vice President for Administration and Finance*
 - A. Approval of proposal and award of contract to replace the roof at Juanita K. Hammons Hall for the Performing Arts
 - IV.A. *Approval of proposal and award of contract to replace the roof at Juanita K. Hammons Hall for the Performing Arts - Page 9*
 - B. Approval of a resolution granting a license agreement to renovate classrooms, offices, and hallways at Greenwood Laboratory School
 - IV.B. *Approval of a resolution granting a license agreement to renovate classrooms, offices, and hallways at Greenwood Laboratory School - Page 11*
- V. Resolution Authorizing Closed Meeting, Pursuant to the Revised Statutes of the State of Missouri 610.021
 - V. *Closed Meeting Resolution - Executive Committee - Page 13*
- VI. Adjournment *Presented By: Governor Lynn Parman*

II.A.

**MINUTES OF THE
BOARD OF GOVERNORS EXECUTIVE COMMITTEE
MISSOURI STATE UNIVERSITY
WEDNESDAY, NOVEMBER 15, 2023, 4:00 P.M.**

The Executive Committee of the Board of Governors for Missouri State University held a meeting via Zoom webinar on Wednesday, November 15, 2023, with Governor Chris Waters, Chair of the Board, presiding. Governor Waters called the meeting to order at 4:01 p.m.

Roll Call

Present – Chris Waters, Committee Chair
Anson Elliott, Committee Member
Ann Kampeter, Committee Member
Lynn Parman, Committee Member

Also present – Clif Smart, President
Bradley Cooper, Student Governor
Rachael Dockery, General Counsel and Chief Compliance Officer
Tim Francka, Governor
Travis Freeman, Governor
Missy Gourley, Governor
John Jasinski, Provost
Dennis Lancaster, Chancellor of the West Plains Campus
Natalie McNish, Director of Internal Audit and Risk Management
Matt Morris, Vice President for Administration and Finance
Zora Mulligan, Executive Vice President
Jeff Schrag, Governor
Suzanne Shaw, Vice President for Marketing and Communications
Dee Siscoe, Vice President for Student Affairs
Rowena Stone, Secretary to the Board of Governors

Approval of Minutes

Governor Waters called for a motion to approve the open and closed minutes of the April 19, 2023, Executive Committee meeting. Governor Lynn Parman provided a motion, receiving a second from Governor Ann Kampeter.

Motion passed 4-0.

President's Report

President Smart presented a resolution for approval of revisions to G8.09 Operating Funds Cash Reserves Policy (Board Policies 133-23).

Governor Kampeter provided a motion, receiving a second from Governor Anson Elliott.

Motion passed 4-0.

Procurement & Financial

Matt Morris, Vice President for Administration and Finance, presented a resolution for approval of procurement activity report (Purchasing Activity Report No. 527-23). He provided information on the following items included in the report:

- Chorale Performance Tour for the Reynolds College of Arts, Social Sciences and Humanities (RCASH)
- Multi-Axis Traverse System for 64-Carrier Braider for Jordan Valley Innovation Center (JVIC)
- Conformal Coating System for JVIC
- Print Process Development System for JVIC
- Inkjet Printer for JVIC
- Reinsurance (Stop Loss) for Employee Group Medical Plan for Human Resources

Governor Parman provided a motion for approval, receiving a second from Governor Kampeter.

Motion passed 4-0.

Facilities and Equipment

Mr. Morris presented a resolution for approval of bids and award of a contract for the Agricultural Innovation Hub at the Darr Agricultural Center (Bids & Quotations No. 1611-23). Governor Kampeter provided a motion for approval, receiving a second from Governor Elliott.

Motion passed 4-0.

Mr. Morris presented a resolution for approval of proposals and award of contracts for sidewalk improvements on the Springfield campus (Bids & Quotations No. 1612-23). Governor Parman provided a motion for approval, receiving a second from Governor Elliott.

Motion passed 4-0.

Closed Meeting

It was determined that the Board of Governors needed to meet in a closed session to consider items of business provided in the Revised Statutes of Missouri. Governor Waters asked if a resolution authorizing a closed meeting of the Board was prepared. Thereupon, the following resolution was presented for consideration:

BE IT RESOLVED by the Executive Committee of the Board of Governors for Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of the Executive Committee Meeting of the Board of Governors to consider items pursuant to:

R.S.Mo. 610.021(1). “Legal actions, causes of action, or litigation involving a public governmental body...”

R.S.Mo. 610.021(2). “Leasing, purchase or sale of real estate by a public governmental body...”

R.S.Mo. 610.021(3). “Hiring, firing, disciplining or promoting of particular employees by a public governmental body...”

R.S.Mo. 610.021(13). “Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment,...”

Governor Kampeter provided a motion for approval, receiving a second from Governor Parman.

A roll call vote on the motion was as follows: those voting in favor – Elliott, Kampeter, Parman, and Waters; those voting against – none.

The open meeting recessed at 4:23 p.m. to go into closed session.

The open meeting reconvened at 4:37 p.m.

Adjournment

With no additional information needing to be discussed, Governor Waters called for a motion to adjourn the meeting. Governor Kampeter made a motion, receiving a second from Governor Parman.

Motion passed 4-0.

Meeting adjourned at 4:37 p.m.

Lynn Parman
Board Chair

Passed at the meeting of
September 18, 2024

Rowena Stone
Secretary to the Board

III.A.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

PURCHASING ACTIVITY REPORT NO. 537-24
Approval of Procurement Activity Report

BE IT RESOLVED by the Board of Governors for Missouri State University that the attached Activity Report for all reportable actions since the last Board of Governors' meeting, as presented by the Office of Procurement Services, be approved.

Lynn Parman
Board Chair

Passed at meeting of
September 18, 2024

Rowena Stone
Secretary to the Board

COMMENTS:

Recommend the attached report summarizing all reportable Office of Procurement Services activity from July 10, 2024, through September 11, 2024, be approved.

**ACTIVITY REPORT
MISSOURI STATE UNIVERSITY
OFFICE OF PROCUREMENT SERVICES**

FOR APPROVAL

Single Feasible Source > \$250,000

Dining Services **\$300,000.00**
West Plains Campus **(Estimated One Year)**

Pursuant to University policy, which addresses justification for making awards on a single feasible source basis, a dining services contract was awarded by the West Plains campus to Great Western Dining Services for the fiscal year July 1, 2024 to June 30, 2025. The new contract includes optional one-year renewals and replaces a previous Great Western Dining Services academic semester agreement that was renewable by each semester.

Great Western Dining is the only food location in the West Plains area that can provide weekly meals within walking distance to the campus for all housing residents, as well as for access by other students, faculty, staff, and visitors.

Management and operation of the Dining Hall is on a cost-plus management fee basis. Great Western Dining is to be reimbursed for all costs of the campus dining program, including food purchases, labor costs, and management/supervision costs, plus an annual management fee of \$30,000.00. Invoices are to be submitted monthly.

Note: Funding to be from collected student board charges paid through West Plains Food Service H92001 0420043 73408 201.

Single purchase >\$250,000 from established cooperative contract

Air Charter Service **\$363,750.00**
Intercollegiate Athletics Football - Men

Pursuant to University policy, which allows for participation in contract agreements established by other public entities, the University is utilizing E&I Cooperative Contract EI00373 with Shorts Travel Management (STM Charters) for air charter services.

Service is for a total of four (4) football games scheduled for August 30, 2024, September 6, 2024, October 25, 2024, and November 15, 2024.

Note: Funding to be from Football – Men H02000 222016 73004 201.

July 10, 2024, through September 11, 2024

**ACTIVITY REPORT
PAGE TWO**

Single Feasible Source > \$250,000

Video Services **\$397,800.00**
Intercollegiate Athletics **(One-Year Estimate)**

Pursuant to University policy, which addresses justification for making awards on a single feasible source basis, recommend a one-year video services contract with Hite Media Services, through a consolidated agreement with ESPN and the Missouri Valley Conference.

In July of 2024, ESPN, and the Missouri Valley Conference (MVC) entered into a five-year agreement for media rights for member institutions. The agreement can provide the University significant national televised coverage for multiple sports on ESPN3, video board services, and video services for academic events such as graduations, convocations, and general events, as well as direct student educational experiences.

Existing Hite Media contracts for ESPN and the Missouri Valley Conference, Video Production Operations for The Plaster Sports Complex, and Video Board Operations for the Great Southern Bank Arena are to be consolidated into a unified contract that will streamline and enhance service delivery across all departments.

Production Cost Estimate – 2024 - 2025

ESPN Production (75 Productions)	\$294,800.00
Video Board (Athletics)	68,000.00
Video Board (Academics/Graduations/Events)	25,000.00
Incidentals/Maintenance	10,000.00
Total One Year (Estimated)	\$397,800.00

Increases are anticipated each year as additional sports are added to the agreement.

Subject to need and continued satisfactory service, utilization will be evaluated on an annual basis, and ongoing productions will continue to be made.

Note: Funding to be from ongoing operational budgets.

July 10, 2024, through September 11, 2024

**ACTIVITY REPORT
PAGE THREE**

Contract amendments that cause the estimated value of a contract to be exceeded by 25% or \$50,000, whichever is less

**Group Life, AD&D, LTD, Group Hospital Indemnity Insurance \$894,042.00
Human Resources (Three-Year Premium)**

The University, in conjunction with its consultant, Znth Benefits Consulting Incorporated, requested an amendment to the Group Life, Accidental Death and Dismemberment (AD&D), Long-Term Disability (LTD) agreement to add voluntary Group Hospital Indemnity coverage and to extend the term to an additional three years.

As the incumbent, Unum has agreed to hold the current in-force rates for 2025. Eight responses were received from the original 2021 solicitation, and based on costs and evaluation award was to Unum from January 1, 2022, through December 31, 2024.

Given the addition of voluntary Group Hospital Indemnity coverage and the continuation of an embedded Employee Assistance Program (EAP), the same rate for voluntary employee and dependent supplemental term life rates, and no change to employee coverage paid by the University, the 2025 no change renewal will be extended through 2027 as a three-year rate guarantee for 2025, 2026, and 2027.

Based on costs and evaluations, it is recommended to award a three-year contract to UNUM. The contract period is January 1, 2025, through December 31, 2027.

Note: Funding to be from Insurance Life/AD&D/LTD 802000 052015 69005/6/7 062.

IV.A.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

BIDS & QUOTATIONS NO. 1618-24
Approval of proposal and award of contract
to replace the roof at Juanita K. Hammons
Hall for the Performing Arts

BE IT RESOLVED by the Board of Governors for Missouri State University that the proposal from Garland/DBS, Inc. in the amount of One Million Two Hundred Fifty Thousand Seven Hundred Sixty-three and 00/100ths dollars (\$1,250,763.00) to replace the roof at Juanita K. Hammons Hall for the Performing Arts be accepted, approved, and awarded.

BE IT FURTHER RESOLVED that the financial plan be established as follows:

Project Budget	
Consultant Fees	\$0.00
Construction Costs	\$1,250,763.00
Project Administration	\$1,000.00
Construction Contingency	\$248,237.00
Furniture, Fixtures, and Equipment	\$0.00
Telecommunications	\$0.00
Relocation Costs	\$0.00
Total Project Budget	\$1,500,000.00
Funding Source	
JKHHPA Roof Replacement budget	\$1,500,000.00
Total Funding Source	\$1,500,000.00

BE IT FURTHER RESOLVED that this be paid from the JKHHPA Roof Replacement budget funded by the Juanita K Hammons Hall Operations and Operating Maintenance & Repair budgets.

BE IT FURTHER RESOLVED that the Vice President for Administration and Finance or the University Architect and Director of Planning, Design and Construction be authorized to sign the agreement with the selected contractor, incorporated herein by reference, and perform those acts necessary to carry out and perform the terms of the agreement. With approval of the above project budget, authorization is also provided to further sign agreements or amendments to existing agreements directly related to this project as long as the approved project budget is not exceeded.

Lynn Parman
Board Chair

Passed at meeting of
September 18, 2024

Rowena Stone

Secretary to the Board

COMMENTS:

This project replaces the existing roof with a modified bitumen built up roofing system and a flood coat waterproofing layer with imbedded gravel surfacing at Juanita K. Hammons Hall for the Performing Arts. Work is scheduled to be completed by the summer 2025 semester.

Pursuant to RSMo 34.046, which allows Missouri State University to participate in contract agreements established by other public entities, the University is utilizing the OMNIA Partners Contract PW1925 with Garland/DBS, Inc. to perform the work under this contract.

This project will be paid from the JKHHPA Roof Replacement budget funded by the Juanita K Hammons Hall Operations (\$1,193,000.00) and Operating Maintenance & Repair (\$307,000.00) budgets.

IV.B.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

AGREEMENT NO. 481-24

Approval of a resolution granting a license agreement to renovate classrooms, offices, and hallways at Greenwood Laboratory School

WHEREAS Missouri State University wishes to contract with Bales Construction Company, Inc. to renovate classrooms, offices, and hallways at Greenwood Laboratory School;

WHEREAS, the renovation will be on property owned by Missouri State University; and

WHEREAS, Missouri State University requests a license agreement to contract with an independent third party to renovate classrooms, offices, and hallways;

NOW, THEREFORE, BE IT RESOLVED by the Board of Governors of Missouri State University that the license agreement, be approved, subject to the terms and conditions set forth therein.

BE IT FURTHER RESOLVED that this be paid from the Greenwood Improvements & FFE budget funded by private donations.

BE IT FURTHER RESOLVED that the Vice President for Administration and Finance or the University Architect and Director of Planning, Design and Construction be authorized and directed to execute the license agreement attached hereto.

Lynn Parman
Board Chair

Passed at meeting of
September 18, 2024

Rowena Stone
Secretary to the Board

COMMENTS:

This project updates classrooms, offices, and hallways in the Greenwood Laboratory School. The original ten (10) classrooms and secondary entry hallway will receive new paint, ceilings, lighting, and flooring. Additionally, the main office suite, counseling office, and nurse station will receive new paint, ceilings and lighting. Work is scheduled to be completed by the fall 2025 semester.

Alternate 1 provides new manual roller shades in each classroom being renovated. Alternate 2 replaces the wood paneling in six (6) of the classrooms. Alternate 3 provides updates to the observation rooms between each classroom with new paint, ceilings, lighting, and flooring. Alternate 4 provides refinishing to the wood floor in classroom 212. Alternate 5 provides new paint to existing accent walls for consistency throughout the building. Alternate 6 provides updates to the art room with new paint, ceilings, lighting and cabinetry repairs. Alternates 7 and 8 provide updates to two (2) additional hallways with new paint, ceilings, lighting, and flooring. It is recommended that these alternates be accepted.

This project will be paid from the Greenwood Improvements & FFE budget funded by private donations (\$1,000,000.00).

The license agreement has been reviewed by legal counsel.

V.

RECOMMENDED ACTION - Resolution authorizing closed meeting

BE IT RESOLVED by the Board of Governors for the Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of this Executive Committee meeting of the Board of Governors to consider items pursuant to the [revised statutes of the State of Missouri 610.021](#):

- A. R.S.Mo. 610.021(1). “Legal actions, causes of action, or litigation involving a public governmental body...”
- B. R.S.Mo. 610.021(2). “Leasing, purchase or sale of real estate by a public governmental body...”
- C. R.S.Mo. 610.021(3). “Hiring, firing, disciplining or promoting of particular employees by a public governmental body...”
- D. R.S.Mo. 610.021(6). “Scholastic probation, expulsion, or graduation of identifiable individuals...”
- E. R.S.Mo. 610.021(9). “Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups;”
- F. R.S. Mo. 610.021(11) and (12). “Specifications for competitive bidding...;” and “Sealed bids and related documents...;”
- G. R.S.Mo. 610.021(13). “Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...;”
- H. R.S.Mo. 610.021(14). “Records which are protected from disclosure by law;” and
- I. R.S.Mo. 610.021(18). “Confidential or privileged communications between a public governmental body and its auditor,...”