



Board of Governors Executive Committee Meeting

<https://us02web.zoom.us/j/88217680131>

Wednesday, 3/19/2025

4:00 - 5:00 PM CT

I. Roll Call *Presented By: Governor Tim Francka*

II. Approval of Minutes *Presented By: Governor Tim Francka*

A. Approval of Open and Closed Minutes of the Board of Governors Executive Committee Meeting of January 15, 2025

II.A. Open Minutes of the Board of Governors Executive Committee Meeting of January 15, 2025 - Page 2

III. Facilities *Presented By: Matt Morris, Vice President for Administration and Finance*

A. Approval of bids and award of a contract for the water heater replacement at Hutchens House

III.A. Approval of bids and award of a contract for te water heater replacement at Hutchens House - Page 5

B. Approval of proposal and award of a contract to replace the skylights at Plaster Student Union

III.B. Approval of proposal and award of a contract to replace the skylights at Plaster Student Union - Page 7

C. Approval of a project budget and construction management at risk firm with authority to enter into an agreement for professional construction management services in conjunction with the Clifton M. Smart III Advancement Center

III.C. Approval of project bgt and construction mgt ARF with authority to enter into an agreeent for professional construction mgt srvcs in conjunction with Smart Advancement Center - Page 9

IV. Resolution Authorizing Closed Meeting, Pursuant to the Revised Statutes of the State of Missouri 610.021

IV. Closed Meeting Resolution - Executive Committee - Page 11

V. Adjournment *Presented By: Governor Tim Francka*

**MINUTES OF THE
BOARD OF GOVERNORS EXECUTIVE COMMITTEE MEETING
MISSOURI STATE UNIVERSITY
WEDNESDAY, JANUARY 15, 2025**

The Executive Committee of the Board of Governors for Missouri State University held a meeting via Zoom webinar on Wednesday, January 15, 2025, with Governor Tim Francka, Chair of the Board, presiding. Governor Francka called the meeting to order at 4:01 p.m.

Roll Call

Present – Tim Francka, Chair of the Board
Melissa Gourley, Governor
Lynn Parman, Governor

Absent – Travis Freeman, Governor

Also present – Richard B. Williams, President
Jeff Coiner, Chief Information Officer
Rachael Dockery, General Counsel and Vice President for Legal Affairs
and Compliance
Anson Elliott, Governor
Ann Kampeter, Governor
Tammy Jahnke, Interim Provost
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
Rowena Stone, Secretary to the Board of Governors
Chris Waters, Governor

Approval of Minutes

Governor Francka called for a motion to approve the open and closed minutes of the September 18, 2024, Executive Committee meeting. Governor Lynn Parman provided a motion, receiving a second from Governor Melissa Gourley.

Governor Travis Freeman joined the meeting at this time.

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. 541-25). He provided information on the following item included in the report:

- Credit Card and E-Check Processing, Enterprise Resource Planning (ERP) System

Governor Parman provided a motion for approval of the procurement activity report, receiving a second from Governor Freeman.

Motion passed 4-0.

Facilities and Equipment

Mr. Morris presented a resolution for approval of a project budget and construction management at risk firm with authority to enter into an agreement for professional construction management services in conjunction with the Judith Enyeart Reynolds Performing Arts Complex (Agreement No. 483-25). Governor Freeman provided a motion for approval, receiving a second from Governor Gourley.

Motion passed 4-0.

Mr. Morris presented a resolution for approval of proposal and award of a contract for the turf replacement at Plaster Stadium (Bids & Quotations No. 1622-25). Governor Gourley provided a motion for approval, receiving a second from Governor Freeman.

Motion passed 4-0.

Closed Session

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 Francka 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 Board of Governors for 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:

R.S.Mo. 610.021(1). “Legal actions, causes of action, or litigation involving 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 Parman provided a motion for approval, receiving a second from Governor Gourley.

A roll-call vote was taken. Those voting in favor – Governors Francka, Freeman, Gourley, and Parman; those voting against – none.

The open meeting recessed at 4:16 p.m. to go into closed session.

The open meeting reconvened at 5:04 p.m.

Adjournment

With no additional information needing to be discussed, Governor Francka called for a motion to adjourn the meeting. Governor Parman provided a motion, receiving a second from Governor Freeman.

Motion passed 4-0.

Meeting adjourned at 5:05 p.m.

Tim Francka
Board Chair

Passed at the meeting of
March 19, 2025

Rowena Stone
Secretary to the Board

III.A.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

BIDS & QUOTATIONS NO. 1626-25

Approval of bids and award of a contract for the water heater replacement at Hutchens House

BE IT RESOLVED by the Board of Governors for Missouri State University that the low bid of WMC, Inc. in the amount of Three Hundred Fourteen Thousand Two Hundred Seventy-seven and 00/100ths dollars (\$314,277.00) for the base bid for the water heater replacement at Hutchens House be accepted, approved, and awarded.

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

Project Budget	
Consultant Fees	\$16,000.00
Construction Costs	\$314,277.00
Project Administration	\$10,724.22
Construction Contingency	\$43,998.78
Furniture, Fixtures, and Equipment	\$0.00
Telecommunications	\$0.00
Relocation Costs	\$0.00
Total Project Budget	\$385,000.00
Funding Source	
Water Heater Replacement – Hutchens budget	\$385,000.00
Total Funding Source	\$385,000.00

BE IT FURTHER RESOLVED that this be paid from the Water Heater Replacement – Hutchens budget funded by the Residence Life Reserves budget.

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.

Tim Francka
Board Chair

Passed at meeting of
March 19, 2025

Rowena Stone
Secretary to the Board

COMMENTS:

The bids received on this project are as follows:

Contractor	Base Bid
WMC, Inc.	\$314,277.00
Kenmar Construction, Inc.	\$487,000.00

This project includes removal of two large holding tanks and two output boilers, and replacing with three input boilers, expansion tank, and digital temperature mixing valve. The project will also include an additional concrete pad and piping as required for a fully functional hot water system.

Work is scheduled to be completed during the summer 2025 semester.

This project will be paid from the Water Heater Replacement – Hutchens budget funded by the Residence Life Reserves (\$385,000.00) budget.

III.B.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

BIDS & QUOTATIONS NO. 1627-25

Approval of proposal and award of a contract to
replace the skylights at Plaster Student Union

BE IT RESOLVED by the Board of Governors for Missouri State University that the proposal from Garland/DBS, Inc. in the amount of Five Hundred Fifty-three Thousand Four Hundred Ninety and 00/100ths dollars (\$553,490.00) to replace the skylights at Plaster Student Union be accepted, approved, and awarded.

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

Project Budget	
Consultant Fees	\$28,200.00
Construction Costs	\$553,490.00
Project Administration	\$10,000.00
Construction Contingency	\$98,310.00
Furniture, Fixtures, and Equipment	\$0.00
Telecommunications	\$0.00
Relocation Costs	\$0.00
Total Project Budget	\$690,000.00
Funding Source	
PSU Skylights budget	\$690,000.00
Total Funding Source	\$690,000.00

BE IT FURTHER RESOLVED that this be paid from the PSU Skylights budget funded by the PSU-Student Union budget.

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.

Tim Francka
Board Chair

Passed at meeting of
March 19, 2025

Rowena Stone
Secretary to the Board

COMMENTS:

This project replaces the skylights at Plaster Student Union. Additionally, this project will include removal and replacement of a section of the roof with new tapered insulation, roof board, modified base and cap sheet, new edge flashing, flood coat with new gravel, and resealing capstones.

The work is scheduled to be completed during 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 Cooperative Contract PW1925 with Garland/DBS, Inc. to perform the work under this contract.

This project will be paid from the PSU Skylights budget funded by the PSU-Student Union (\$690,000.00) budget.

III.C.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

AGREEMENT NO. 485-25

Approval of a project budget and construction management at risk firm with authority to enter into an agreement for professional construction management services in conjunction with the Clifton M. Smart III Advancement Center

BE IT RESOLVED by the Board of Governors for Missouri State University that the project budget in the amount of Twenty-six Million Two Hundred Thousand and 00/100ths dollars (\$26,200,000.00) for the Clifton M. Smart III Advancement Center be accepted, approved, and awarded.

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

Project Budget	
Consultant Fees	\$1,598,355.00
Preconstruction Manager Fees	\$80,000.00
Construction Costs	\$22,797,374.00
Project Administration	\$100,000.00
Construction Contingency	\$900,000.00
Furniture, Fixtures, and Equipment	\$544,271.00
Telecommunications	\$180,000.00
Relocation Costs	\$0.00
Total Project Budget	\$26,200,000.00
Funding Source	
Alumni Center budget	\$26,200,000.00
Total Funding Source	\$26,200,000.00

BE IT FURTHER RESOLVED by the Board of Governors of Missouri State University that the professional construction management services of JE Dunn Construction Company in conjunction with the Clifton M. Smart III Advancement Center be accepted, approved, and awarded.

BE IT FURTHER RESOLVED that JE Dunn Construction Company perform this work for a fixed fee of Twenty-two Million Eight Hundred Seventy-seven Thousand Three Hundred Seventy-four and 00/100ths dollars (\$22,877,374.00) for Preconstruction Manager Fees and Constructions Costs.

BE IT FURTHER RESOLVED that this be paid from the Advancement Center budget funded by the sale of the Meyer Alumni Center, private donations, Foundation reserves, President Enhancement funds, and FY26 Operating Maintenance and Repair budget.

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.

Tim Francka
Board Chair

Passed at meeting of
March 19, 2025

Rowena Stone
Secretary to the Board

COMMENTS:

Approval of this resolution will provide professional construction management services for the Clifton M. Smart III Advancement Center. The construction of the new freestanding facility will be approximately 28,000 square feet, located on an existing university parking lot at the corner of National Avenue and Bear Boulevard, just north of the Davis–Harrington Welcome Center and east of the Monroe Apartments.

The new facility will include an event ballroom that seats approximately 180 at dining tables with appropriate storage and catering solutions, a welcoming lobby area, a gallery corridor showcasing the university’s history, suites with open and enclosed offices, two conference rooms, an executive board room, an exterior event lawn, and necessary support spaces throughout.

Work is scheduled to be completed during the fall 2026 semester.

This project will be paid from the Advancement Center budget funded by the sale of the Meyer Alumni Center (\$5,800,000.00), private donations (\$12,100,000.00), Foundation reserves (\$5,000,000.00), President Enhancement funds (\$2,100,000.00), and FY26 Operating Maintenance and Repair (\$1,200,000.00) budget.

IV.

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,...”