

**MINUTES
MIDWESTERN STATE UNIVERSITY
BOARD OF REGENTS**

June 26, 2013

The Board of Regents, Midwestern State University, met in special session in the J. S. Bridwell Board Room, Hardin Administration Building, Wichita Falls, Texas, at 10:00 a.m., Wednesday, June 26, 2013. Board members in attendance at the university were Mr. Mike Bernhardt, Vice Chairman; Mr. Kenny Bryant, Secretary; Mrs. Jane Carnes; Mr. Charles Engelman; and Ms. Shelby Davis, new Student Regent. Regents attending the meeting via teleconference connection were Mr. Shawn Hessing, Chairman; Mrs. Tiffany Burks; Dr. Lynwood Givens; Mr. Jeff Gregg; and Mr. Sam Sanchez.

Administrative staff members present included Dr. Jesse W. Rogers, President; Dr. Betty Stewart, Provost and Vice President for Academic Affairs; Dr. Marilyn Fowlé, Vice President for Business Affairs and Finance; Dr. Keith Lamb, Vice President for Student Affairs and Enrollment Management; and Dr. Howard Farrell, Vice President for University Advancement and Public Affairs. Other university personnel attending the meeting included Mr. Kyle Owen, Associate Vice President for Facilities Services; Mr. Matt Park, Associate Vice President for Student Affairs; Mr. Barry Macha, General Counsel; Dr. James Owen, Chairman of the MSU Faculty Senate; Mr. Dirk Welch, Chairman of the MSU Staff Senate; Mr. Steve Shipp, Director of University Development; and Ms. Debbie Barrow, Director of Board and Government Relations. Representing the news media were Ms. Ann Work, *Times Record News*, and Mr. James Parish, KAUZ-TV.

Chairman Hessing called the meeting to order at 10:02 a.m. Ms. Barrow introduced individuals in attendance and Mr. Hessing welcomed Ms. Davis to service on the Board of Regents.

Public Comment

Mr. Hessing stated that in accordance with the Board of Regents By-Laws, MSU Policy 2.22, members of the public are invited to address the Midwestern State University Board of Regents through written and oral testimony. He noted that no one had signed up to speak.

Architect Selection – Baseball Stadium

13-126. Mr. Hessing reported that the board previously authorized the administration to proceed with the process of selecting an architectural firm to design and provide preliminary cost estimates for the construction of a baseball stadium. Twelve proposals were received and evaluated by members of the Architectural Selection Committee. The board was previously sent information regarding the process (see Attachment 1). Mr. Hessing presented the administration's request for authorization to negotiate with Secord & Lebow to provide architectural services for this project, with the understanding that if an acceptable contract could not be negotiated, the matter would be considered at the August board meeting.

Dr. Fowlé noted that the administration developed a Request for Qualifications (RFQ) as required by the state of Texas. She added that the state requires that the evaluation of qualifications be accomplished without consideration of price. Mr. Owen reported that architects were encouraged to partner with firms that had experience with baseball

stadium design. Mr. Owen reviewed the information contained in Attachment 1. He noted that at each phase of the process Secord & Lebow had the highest score, based largely on their experience with baseball/softball field design and the experience of their partner firm with baseball stadium design in the \$1-3 million price range.

Mr. Bernhardt moved approval of this item as presented. Mrs. Burks seconded the motion.

Mr. Gregg asked if Secord and Lebow's pricing was comparable to that of the other firms that submitted proposals. Dr. Rogers responded that the state requires agencies to choose an architect based on qualifications and to negotiate a price after the selection has been made. Dr. Fowlé added that the administration had not looked at prices from any of the firms. She noted that there are standard charges for these types of services and the institution would expect the price offered to be within a standard range. She stated that architectural pricing was generally between eight and twelve percent of the project cost and this was dependant on the price, scope, size, and complexity of the project. She added that if the price was not within this range, the institution and firm would attempt to negotiate an acceptable price. According to the recommendation, if an acceptable rate could not be agreed upon the administration would bring another recommendation to the board in August.

There being no further discussion, the motion was approved.

Clark Student Center Improvements

13-127. Mr. Hessing reported that Follett Higher Education now provides on-campus bookstore operations for Midwestern State University. The contract with Follett resulted in the university receiving a one-time payment of \$250,000. He noted that the agenda included a request for the use of \$205,794 for Clark Student Center (CSC) improvements.

Mr. Lamb presented a power point presentation which outlined the request and showed photographs of worn areas in the CSC (see Attachment 2).

Mr. Bryant moved approval of this item as presented. Mrs. Carnes seconded the motion.

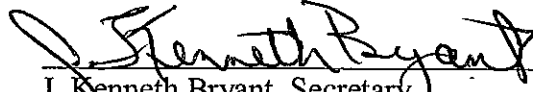
Mr. Bernhardt asked how the balance of the funds would be used. Dr. Lamb responded that a portion of the funds would be spent on recruiting items and an item would likely be presented for board ratification in August. He added that any remaining funds would be held in a Bookstore Reserve Fund.

There being no further discussion, the motion was approved.

Adjournment

There being no further business, the meeting was adjourned at 10:19 a.m.

I, J. Kenneth Bryant, the fully appointed and qualified Secretary of the Midwestern State University Board of Regents, hereby certify that the above and foregoing is a true and correct copy of the minutes of the Midwestern State University Board of Regents meeting June 26, 2013.


J. Kenneth Bryant, Secretary

ATTACHMENTS:

1. Architect Selection Process– Baseball Stadium
2. Clark Student Center Improvements

Midwestern State University
 Qualification Tabulation Sheet
 Architectural Services
 RFQ #735-13-6162
 Round 1

Evaluation Criteria
Mandatory
Evidence that the firm is currently licensed/registered to provide services in State of Texas.
Demonstrated knowledge of local building codes.
Certified statement that the firm is not debarred, suspended, or otherwise prohibited from professional practice by any Federal, State, or Local agency.
Successful completion of athletic projects. (Weight 30%)
Profiles of the principals, baseball experience. (Weight 30%)
Past performance shows quality and schedule compliance. (Weight 10%)
Higher Educational Experience, particularly in Texas. (Weight 15%)
Overall Team Approach. (Weight 5%)
Request for Qualifications completeness. (Weight 10%)

Midwestern State University
 Qualification Tabulation Sheet
 Architectural Services
 RFC# 09-07-1001
 Round 1

Evaluation Committee Member	Firm A	Firm B	Firm C	Firm D	Firm E	Firm F	Firm G	Firm H	Firm I	Firm J	Firm K	Firm L
Dr. Fowle	86	94	56	57	80	45	88	90	97	92	85	75
Kyle Owen	87	88	59	77	95	42	80	87	87	65	96	54
Charlie Carr	75	84	64	72	85	42	74	80	80	67	81	54
Dr. S. Azzouz	88	82	60	75	93	60	85	85	92	75	97	60
Dr. Lamb	88	83	59	76	95	48	90	93	88	75	95	70
Dr. McClintock	85	87	60	75	91	40	91	93	82	70	90	60
Average	84.8	86.3	59.7	72.0	89.8	46.2	84.7	88.0	87.7	74.0	90.7	62.2

Yellow denotes top five

Letter Sent to Five Semi-Finalist Firms

Midwestern State University has reviewed the Request for Qualifications that your firm submitted for the Baseball Facility to be built. Five semi-finalists have been selected to provide answers to the following questions:

1. For clarification, please provide information on how each of the following services will be provided by your firm: (a) landscape architecture, (b) costing, (c) MEP, (d) structural design, (e) civil engineering, (f) geotech, and (g) audio visual design. List the subcontracting firm or identify it as in-house. If a firm is a HUB vendor, identify it as such.
2. Describe your firm's effort to integrate the new stadium's design into the existing campus architecture and landscaping.
3. Provide project examples of where your firm has experience designing projects to fit in a limited amount of space. How does your firm approach such challenges?
4. Identify your firm's approach to developing cost estimates for projects.
5. How does your firm develop value engineering ideas?
6. Identify projects and strategies where your firm was involved with assisting in fundraising activities in order for the project to be funded and successful.
7. If you are teamed with another firm to assist in the design, describe how they will support your efforts.
8. List the firm's experience designing baseball facilities ranging in value from –\$1.5 MM to –\$3.5 MM.

Answers should be limited to 1-2 paragraphs per question; question 1 may require a paragraph per item.

BASEBALL QUESTIONNAIRE REVIEW SUMMARY (Round 2)

	Firm B	Firm E	Firm H	Firm I	Firm K
<u>Committee Member</u>					
Dr. Fowle	98	70	80	100	95
Charlie Carr	97	95	90	93	98
Dr. Azzouz	80	82	76	79	86
Dr. McClintock	84	85	81	88	95
Dr. Lamb	Unavailable	Unavailable	Unavailable	Unavailable	Unavailable
Kyle Owen	75	77	71	78	82
	87	82	80	88	91
First Round Scores	86.3	89.8	88	87.7	90.7

Letter Sent to Two Finalist Firms

Midwestern State University has reviewed the Request for Qualifications that your firm submitted for the Baseball Facility to be built. Your company has been selected as a finalist to the evaluation process. Please be prepared to come to the Daniel Building at 8:30 AM, Wednesday, June 12, 2013, to present your firm, in a one hour Q&A session. Be prepared to answer the following questions:

1. Highlight your team's experience with NCAA Division II baseball projects of similar size (\$1.5-\$3.5 MM).
2. Clarify experience your subcontractors have with baseball stadiums.
3. Elaborate on the history of your firm working projects with the subcontractors you have selected for your team.
4. How has your firm reviewed MSU's campus in search of a preferred baseball stadium location?
5. What difficulties do you observe with site planning and construction related to this project?
6. How will safety be considered as part of the design process, particularly how it relates to traffic flow in/out of a site?
7. Provide examples of creative problem solving your firm has experienced on projects and how value engineering was incorporated into this process.
8. Provide examples of your firm's beautification efforts (i.e., landscaping or building design) on a project.
9. Provide examples of designs that did not work out as well as you desired. What did you learn from them?
10. Describe your approach toward working with clients and how you will develop the design criteria?
11. If you are teamed with another firm, describe your approach to working with your design partner.
12. Provide examples/plans of how your firm will assist with fundraising activities.



Clark Student Center Improvements

Board of Regents
June 26, 2013

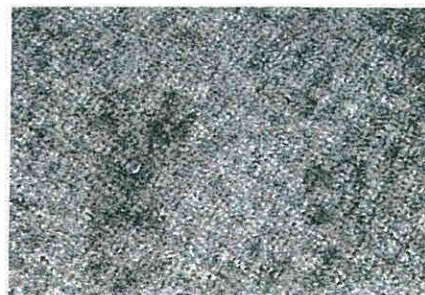
Technology Upgrades <i>Cheyenne Meeting Room</i>	\$26,092
Audio/Visual Equipment Upgrades	\$5,000
Campus Card <i>CBORD Server & Software Upgrade</i>	\$39,523
Condensate Receiver & Pump Replacement	\$20,000
Flooring Replacement <i>Carpet & Tile</i>	\$39,679
Dining Area Booths <i>Upholstery Replacement</i>	\$40,500
Atrium Furniture Replacement	\$35,000

Total Request \$205,794

Condensate Receiver & Pump Replacement



Flooring Replacement (*Carpet*)



Flooring Replacement (*Tile*)



Dining Area Booths (*Upholstery Replacement*)



Atrium Furniture Replacement

