

TRUMAN STATE UNIVERSITY  
Kirksville 63501

OFFICIAL MINUTES  
OF THE  
BOARD OF GOVERNORS

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OPEN SESSION  
OF MEETING ON  
OCTOBER 7, 2022

The Board of Governors for Truman State University met on Friday, October 7, 2022, on the University campus in Kirksville, Missouri. The meeting was held in the Conference Room (3000) of the Student Union Building. The open session of the meeting was called to order shortly after 1:00 p.m. by the Chair of the Board of Governors, Sarah Burkemper.

Participating in the meeting were all seven voting members: Sarah Burkemper, Philip J. Christofferson, Cheryl J. Cozette, Jennifer Kopp Dameron, Nancy Gingrich, Bill Lovegreen, and K. Brooks Miller, Jr. On September 14, 2022, Missouri Governor Michael L. Parson withdrew the appointment of Bill Lovegreen as a member of the Truman State University Board of Governors. On October 5, 2022, Governor Parson appointed Bill Lovegreen to fill the expired term of Jimmy O'Donnell. The appointment will require Senate confirmation during the next legislative session.

Also participating in the meeting was one of the three non-voting members: Mike McClaskey, an out-of-state member. The second out-of-state member position and the student representative position are vacant. David Lee Bonner, the other out-of-state member, resigned from the Board on May 31, 2022, and Abigail Smeltzer, the student representative, graduated from Truman State University on May 7, 2022.

Call to Order and Chair Report

Governor Burkemper called the meeting to order and welcomed all in attendance.

Recognize James J. (Jimmy) O'Donnell

Governor Burkemper recognized Jimmy O'Donnell for his service as a member of the Truman State University Board of Governors for the period of March 1, 2012, to May 31, 2022. A framed resolution of appreciation previously approved at the June meeting was presented to Governor O'Donnell for his decade of distinguished and commendable service on the Board.

Resolution of Appreciation and Recognition of Abigail Smeltzer

Governor Dameron moved the adoption of the following resolution:

WHEREAS, the Honorable Abigail Smeltzer served as Student Representative to the Board of Governors of Truman State University from June 2020 to September 2022, displaying an effective and persuasive voice for the student perspective and providing sound and intelligent advice to the Board of Governors; and

WHEREAS, during her tenure on the Board of Governors, Governor Smeltzer earned the respect and admiration of the Board, faculty, staff, and student body for her leadership, maturity, dedication, character, and service to others; and

WHEREAS, Governor Smeltzer served as an exemplary role model of a successful student and citizen by displaying intellectual integrity and an appreciation and advocacy for differences and diversity; and

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WHEREAS, the members of the Board of Governors have enjoyed working with such a special and talented student and were honored to witness Governor Smeltzer's graduation from Truman, cum laude, in May 2022;

NOW, THEREFORE, BE IT RESOLVED that the Board of Governors of Truman State University hereby expresses its sincere gratitude to the Honorable Abigail Smeltzer for her distinguished service as Student Representative to the Board of Governors and offers their best wishes for personal and professional happiness and success in all her future endeavors; and

BE IT FURTHER RESOLVED that a copy of this resolution be presented to Governor Smeltzer as a tangible expression of deep appreciation and felicitation.

The motion was seconded by Governor Cozette and carried by a unanimous vote of 7 to 0. Governor Burkemper declared the motion to be duly adopted, and a framed resolution of appreciation was presented to Governor Smeltzer for her distinguished service.

Audit Report

Representatives of RubinBrown LLP accounting firm reviewed a draft of the annual audit of the University.

Advancement, Foundation Board, and Alumni Board Report

Dr. Ernie Hughes, Vice President for University Advancement; Dr. Dawn Tartaglione, President of the Foundation Board of Directors; and Jamie Matthews, President of the Alumni Board of Directors, provided updates from Advancement and the respective boards.

Economic Impact Presentation

Dr. Hughes and Maria Carrillo, economist and project lead at Lightcast (an international economic modeling company located in Moscow, Idaho), previewed Truman State University's recently completed economic impact study.

President's Report

Dr. Susan L. Thomas, University President, provided a report on items of current interest. While sharing her selected engagements report, President Thomas highlighted several community initiatives including enrollment presentations to city and civic groups in Kirksville, Rotary Club of Kirksville's "Fly the Flag" program expanded to allow purple flags representing Truman to be displayed on days of importance to the University, and her upcoming presentation at the Missouri Chamber of Commerce Workforce2030 Conference.

Annual Staff Council Report

Winston Vanderhoof, Chair of the Staff Council and Senior Graphic Designer, provided the annual report from Staff Council.

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Academic Affairs and Student Services Committee Report

Governor Gingrich, Chair of the Academic Affairs and Student Services Committee, provided a report on the committee meeting held on October 3.

Finance and Auditing Committee Report

Governor Burkemper, Chair of the Finance and Auditing Committee, provided a report on the committee meeting held on October 5.

Financial Report

Governor Burkemper presented the Financial Report which included a review as of August 31, 2022, of education and general revenues and expenditures and auxiliary system revenues and expenditures, and a review as of August 31, 2022, of the Truman State University Foundation revenues and expenditures.

Budget and Capital Projects Committee Report

Governor Christofferson, Chair of the Budget and Capital Projects Committee, provided a report on the committee meeting held on October 3.

Construction Projects Report

Governor Christofferson provided an update on construction projects which had been approved by the Board at previous meetings.

Contracts for Construction Projects and Equipment Purchases

Governor Christofferson noted that one equipment purchase totaling \$25,000 to \$100,000 had been approved since the last meeting of the Board.

Description

Cost

Video Production Graphics System

\$35,615

Agenda Items for Future Meetings

Governor Burkemper reviewed a list of projected agenda items for the regular meetings during the next year.

Consent Agenda

Governor Cozette moved the adoption of the following resolution:

BE IT RESOLVED that the following consent agenda items be approved and attached to the minutes as exhibits:

ITEM M.1 Minutes for Open Session of Meeting on August 6, 2022

ITEM M.2 Resolution Amending Article III, Section 5, of the Bylaws of the Board of Governors Pertaining to General Counsel

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- ITEM M.3 Resolution Amending Section 4.070 of the Code of Policies of the Board of Governors Pertaining to General Counsel
- ITEM M.4 Equipment Purchase – Dual-Energy X-ray Absorptiometry (DXA) Machine
- ITEM M.5 Architectural Services – 2023 Masonry Repair/Roofing Project
- ITEM M.6 Dates for Future Meetings

The motion was seconded by Governor Dameron and carried by a unanimous vote of 7 to 0. Governor Burkemper declared the motion to be duly adopted, and the Secretary designated copies of the documents as Exhibits A through F.

Agenda Items for Closed Session

Governor Christofferson moved the adoption of the following resolution:

BE IT RESOLVED that this meeting be continued in closed session, with closed records and closed votes as permitted by law, for consideration of the following items as authorized by Section 610.021, Revised Statutes of Missouri:

1. Approval of minutes for the closed session of the last meeting under Subsection 14 of the statute for “Records which are protected from disclosure by law”;
2. Individual personnel actions under Subsection 3 of the statute for “Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded”; and
3. Confidential communications with the General Counsel.

The motion was seconded by Governor Gingrich and carried by a unanimous vote of 7 to 0, with Governors Burkemper, Christofferson, Cozette, Dameron, Gingrich, Lovegreen, and Miller voting Aye. Governor Burkemper declared the motion to be duly adopted.

The closed session of the meeting began shortly after 3:50 p.m.

The open session of the meeting resumed shortly after 4:50 p.m.


There being no further business, Governor Gingrich moved that the meeting be adjourned. The motion was seconded by Governor Cozette and carried by a unanimous vote of 7 to 0. Governor Burkemper declared the motion to be duly adopted, and the meeting adjourned shortly after 4:55 p.m.

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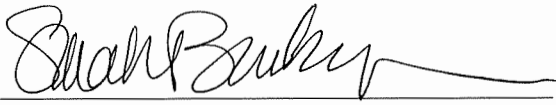
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\_\_\_\_\_  
Nancy Gingrich  
Secretary of the Board of Governors

I hereby certify that the foregoing minutes were approved  
by the Board of Governors on the 3<sup>rd</sup> day of December 2022.

  
\_\_\_\_\_  
Sarah Burkemper  
Chair of the Board of Governors

NG

**ITEM M.1**  
**Minutes for Open Session of Meeting on August 6, 2022**

**RECOMMENDED ACTION**

BE IT RESOLVED that the minutes for the open session of the meeting on August 6, 2022, be approved.

Moved by \_\_\_\_\_  
Seconded by \_\_\_\_\_

Vote:	Aye	Nay
Burkemper	_____	_____
Cozette	_____	_____
Christofferson	_____	_____
Dameron	_____	_____
Gingrich	_____	_____
Lovegreen	_____	_____
Miller	_____	_____

Approved by the Board of Directors at the Open Session of Meeting on August 6, 2022

**ATTACHMENT**

**Minutes for Open Session of Meeting on August 6, 2022**

BE IT RESOLVED that the minutes for the open session of the meeting on August 6, 2022, be approved.

Vote:	Aye	Nay
Burkemper	_____	_____
Cozette	_____	_____
Christofferson	_____	_____
Dameron	_____	_____
Gingrich	_____	_____
Lovegreen	_____	_____
Miller	_____	_____

Approved by the Board of Directors at the Open Session of Meeting on August 6, 2022

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OPEN SESSION  
OF MEETING ON  
AUGUST 6, 2022

The Board of Governors for Truman State University met on Saturday, August 6, 2022, on the University campus in Kirksville, Missouri. The working session was called to order at 9:00 a.m. by the Chair of the Board of Governors, Sarah Burkemper, and was held in the Alumni Room of the Student Union Building. The open session of the meeting was called to order at 1:00 p.m. and was held in the Conference Room (3000) of the Student Union Building.

Participating in the meeting were all seven voting members: Sarah Burkemper, Philip J. Christofferson, Cheryl J. Cozette, Jennifer Kopp Dameron, Nancy Gingrich, Bill Lovegreen, and K. Brooks Miller, Jr.

Also participating in the meeting were two of the three non-voting members: Mike McClaskey, an out-of-state member, and Abigail Smeltzer, student representative. Governor Smeltzer participated by conference call. The second out-of-state member position is vacant.

#### Call to Order and Chair Report

Governor Burkemper called the meeting to order and welcomed all in attendance.

#### Recognize Governor David Lee Bonner

Governor Burkemper recognized Governor David Lee Bonner for his commendable service as one of the two out-of-state members of the Truman State University Board of Governors for the period of January 8, 2013, through May 31, 2022. A framed resolution of appreciation previously approved at the June meeting was presented to Governor Bonner for his steadfast guidance and distinguished and commendable service on the Board.

#### Recognize Elle Schnake for National Championship Titles in Interviewing and Impromptu Speaking

Governor Burkemper recognized Ella Schnake, political science and international relations major from Raymore, Missouri, for being named National Champion in Interviewing and National Champion in Impromptu Speaking at the 2022 Pi Kappa Delta Biennial National Tournament. A framed resolution of commendation previously approved at the June meeting was presented to Ella for her extraordinary achievements and exemplary representation of the University.

#### President's Report

Dr. Susan L. Thomas, University President, provided a report on items of current interest. In addition to sharing her selected engagements report, President Thomas introduced Dr. Charles McAdams, Interim Executive Vice President for Academic Affairs and Provost. She provided an update on the status of federal appropriation funding for the Kirk Student Success and SKILLS Center. She noted new associations with the Hawthorn Foundation and the Missouri Chamber of Commerce, and she highlighted several exciting start-of-the-academic-year events. Finally, Dr. Thomas reported that the University will continue to follow current CDC guidelines regarding COVID mitigation strategies noting that based upon these guidelines, there continues to be no requirement for individuals to wear masks on campus.

#### Annual Athletics Report

Jerry Wollmering, Director of Athletics, provided the annual report on athletics.

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Academic Affairs and Student Services Committee Report

Governor Gingrich, Chair of the Academic Affairs and Student Services Committee, provided a report on the committee meeting held earlier in the day.

Finance and Auditing Committee Report

Governor Burkemper, Chair of the Finance and Auditing Committee, provided a report on the committee meeting held earlier in the day.

Financial Report

Governor Burkemper presented the Financial Report which included a review as of June 30, 2022, of education and general revenues and expenditures and auxiliary system revenues and expenditures, and a review as of June 30, 2022, of the Truman State University Foundation revenues and expenditures.

Budget and Capital Projects Committee Report

Governor Christofferson, Chair of the Budget and Capital Projects Committee, provided a report on the committee meeting held earlier in the day.

Construction Projects Report

Governor Christofferson provided an update on construction projects which had been approved by the Board at previous meetings.

Contracts for Construction Projects and Equipment Purchases

Governor Christofferson noted that no construction projects or equipment purchases totaling \$25,000 to \$100,000 had been approved since the last meeting of the Board.

Agenda Items for Future Meetings

Governor Burkemper reviewed a list of projected agenda items for the regular meetings during the next year.

Consent Agenda

Governor Dameron moved the adoption of the following resolution:

BE IT RESOLVED that the following consent agenda items be approved and attached to the minutes as exhibits:

- ITEM I.1 Minutes for Open Session of Meeting on June 18, 2022
- ITEM I.2 Resolution Amending Chapter 8 of the Code of Policies of the Board of Governors Pertaining to the Student Conduct Code
- ITEM I.3 Revised Academic Calendar for Summer Session 2023 through Summer Session 2024
- ITEM I.4 Local Capital Budgets for Fiscal Year 2023
- ITEM I.5 State Appropriation Request for Fiscal Year 2024
- ITEM I.6 Dates for Future Meetings



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The motion was seconded by Governor Cozette and carried by a unanimous vote of 7 to 0. Governor Burkemper declared the motion to be duly adopted, and the Secretary designated copies of the documents as Attachment A and B and Exhibit A, B, C, and D.

Agenda Items for Closed Session

Governor Cozette moved the adoption of the following resolution:

BE IT RESOLVED that this meeting be continued in closed session, with closed records and closed votes as permitted by law, for consideration of the following items as authorized by Section 610.021, Revised Statutes of Missouri:

1. Approval of minutes for the closed session of the last meeting under Subsection 14 of the statute for "Records which are protected from disclosure by law";
2. Individual personnel actions under Subsection 3 of the statute for "Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded"; and
3. Confidential communications with the General Counsel.

The motion was seconded by Governor Christofferson and carried by a unanimous vote of 7 to 0, with Governors Burkemper, Christofferson, Cozette, Dameron, Gingrich, Lovegreen, and Miller voting Aye. Governor Burkemper declared the motion to be duly adopted.

The closed session of the meeting began shortly after 2:00 p.m.

The open session of the meeting resumed shortly after 3:00 p.m.

There being no further business, Governor Gingrich moved that the meeting be adjourned. The motion was seconded by Governor Cozette and carried by a unanimous vote of 7 to 0. Governor Burkemper declared the motion to be duly adopted, and the meeting adjourned shortly after 3:05 p.m.

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Nancy Gingrich  
Secretary of the Board of Governors

I hereby certify that the foregoing minutes were approved  
by the Board of Governors on the 7<sup>th</sup> day of October 2022.

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Sarah Burkemper  
Chair of the Board of Governors

ITEM M.2

Resolution Amending Article III, Sections 5 and 7, of the Bylaws of the Board of Governors Pertaining to General Counsel

RECOMMENDED ACTION

BE IT RESOLVED that Article III, Sections 5 and 7, of the Bylaws of the Board of Governors pertaining to General Counsel are hereby amended by deleting the language shown below in [brackets and bold type].

AG

Section 5. General Counsel. The General Counsel shall be the chief legal officer of the University and shall be appointed by the Board of Governors to serve at the pleasure of the Board. [The General Counsel shall have such duties and responsibilities as may be assigned by the Board of Governors.]

Section 7. Terms of Office. The Chair, Vice Chair, and Secretary of the Board of Governors, elected at the annual meeting of the Board in December of each year, shall take office for a term of one year commencing at the first regular meeting of the calendar year. The Treasurer (or Treasurers) [and the General Counsel], appointed at a regular meeting of the Board in February, March, or April of each year, shall take office for a term of one year on the first day of July following such election. All officers, although elected or appointed for a specific term, shall hold their offices at the pleasure of the Board.

Moved by \_\_\_\_\_  
Seconded by \_\_\_\_\_

	Aye	Nay
Vote: Burkemper	_____	_____
Cozette	_____	_____
Christofferson	_____	_____
Dameron	_____	_____
Gingrich	_____	_____
Lovegreen	_____	_____
Miller	_____	_____

ITEM M.3

Resolution Amending Section 4.070 of the Code of Policies of the Board of Governors Pertaining to General Counsel

RECOMMENDED ACTION

BE IT RESOLVED Section 4.070 of the Code of Policies of the Board of Governors pertaining to General Counsel is hereby amended by adding the language shown below in ***bold underlined italics*** and deleting the language shown in [brackets and bold type].

4.070. General Counsel. The General Counsel is an officer of the University and is appointed by the Board of Governors as provided in the Bylaws. He or she represents the University in all matters of litigation and provides legal advice and counsel to the Board of Governors, the President of the University, and the other officers of the University. He or she must be a member of The Missouri Bar and must agree to devote full-time to the position of General Counsel without serving other legal clients. The General Counsel may employ other attorneys or law firms for legal assistance with University matters as necessary and as approved by the President of the University. The General Counsel is authorized to waive notice of process and enter the appearance of the University in any legal actions instituted against it when in the judgment of the General Counsel such action is in the best interest of the University. The General Counsel is responsible for the preparation and maintenance of the Code of Policies. He or she also performs such other duties consistent with his or her office as may from time to time be prescribed by the Board of Governors ***either directly or through the authority delegated to*** the President of the University, ***including the teaching of classes***. Additional provisions concerning the selection and duties of the General Counsel are set forth in the Bylaws.

NG

Moved by \_\_\_\_\_  
Seconded by \_\_\_\_\_

ITEM M.4

Equipment Purchase – Dual-Energy X-ray Absorptiometry (DXA) Machine

DESCRIPTION AND BACKGROUND

The School of Health Sciences and Education requested the replacement of an existing dual-energy X-ray absorptiometry (DXA) machine purchased in 2011. The current DXA machine is used extensively in the Department of Health and Exercise Sciences, and the current equipment and software have become outdated for instructional and research purposes.

The University published a request for proposal for a replacement DXA machine, and two vendors responded. A selection committee comprised of faculty members and Information Technology Services staff identified the lowest and best proposal provided by Hologic, Inc. in Marlborough, Massachusetts. Hologic, Inc. quoted its Horizon-A model at a total cost of \$80,221. This quote includes a one-year service plan in addition to the removal and disposal of the existing DXA machine.

The selection committee also recommends a comprehensive extended service agreement for years two through five covering annual maintenance, parts, and labor at an additional cost of \$36,624.

Equipment Purchase – Dual-Energy X-ray Absorptiometry (DXA) Machine

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RECOMMENDED ACTION

BE IT RESOLVED that the purchase of the following item(s) be approved:

<u>Item</u>	<u>Budget</u>
Hologic Horizon-A DXA System with Preferred Plan DXA Service Agreement	\$116,845

The University published a request for proposal for a replacement DXA machine, and two vendors responded. A selection committee comprised of faculty members and Information Technology Services staff identified the lowest and best proposal provided by Hologic, Inc. in Marlborough, Massachusetts. Hologic, Inc. quoted its Horizon-A model at a total cost of \$80,221. This quote includes a one-year service plan in addition to the removal and disposal of the existing DXA machine.

Moved by  
Seconded by  
Vote:

Burkemper	_____	_____
Cozette	_____	_____
Christofferson	_____	_____
Dameron	_____	_____
Gingrich	_____	_____
Lovegreen	_____	_____
Miller	_____	_____

Aye                      Nay

BE IT RESOLVED that the purchase of the following item(s) be approved:

<u>Item</u>	<u>Budget</u>
Hologic Horizon-A DXA System with Preferred Plan DXA Service Agreement	\$116,845

**ITEM M.5**

**Architectural Services – 2023 Masonry Repair/Roofing Project**

**DESCRIPTION AND BACKGROUND**

Several major buildings are in need of masonry repairs, including Barnett Hall, the Pershing Small Gym, and Ophelia Parrish. In addition, the roofs on the older portion of Ophelia Parrish are 20 years old and have deteriorated. This project would address these issues and be bid with a schedule designed to allow work to be completed during the summer of 2023.

The procedure for state agencies seeking architectural engineering or land surveying services is outlined in statute. It involves a review of qualifications of firms on file or those which have submitted qualifications for a proposed project. In evaluating the qualifications, the following criteria are used:

1. The specialized experience and technical competence of the firm with respect to the type of services required;
2. The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project;
3. The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules; and
4. The firm's proximity to and familiarity with the area in which the project is located.

Four firms were asked to submit qualifications for this project, with a focus on previous relevant experience. Two firms provided qualifications, one indicated they did not at this time have the capacity to provide the scope of services, and one responded after the deadline. Credentials submitted by these firms were reviewed by a selection committee including representatives from Physical Plant; Administration, Finance and Planning; and Campus Planning. Based upon this review it is recommended that Building Resource Studio, LLP, of Saint Louis, Missouri, be selected for this project. This firm includes staff who were involved with several previous renovation projects at Truman including similar masonry repairs and roof replacement.

NG

Funding for this project will come from the Plant Fund. Approval for design services is needed to meet projected bidding and construction schedules. After construction bids are approved by the Board, work would occur starting in mid-May 2023.

**RECOMMENDED ACTION**

BE IT RESOLVED that the proposal from Building Resource Studio, LLP to provide architectural services for the 2023 Masonry Repair/Roofing Project, with the fees and work for such services to be within the guidelines of the proposal, be approved; and

BE IT FURTHER RESOLVED that the President of the University, or her designee, be authorized to execute a contract with the firm for the project; and

BE IT FURTHER RESOLVED that a copy of the proposal be attached to and made a part of the minutes for this meeting.



# **QUALIFICATIONS DOCUMENT**

**ARCHITECTURAL AND ENGINEERING SERVICES**

**TRUMAN STATE UNIVERSITY**

**AUGUST 17, 2022**

**BUILDING RESOURCE STUDIO**

Architecture, Building and Records Assessment, Capital Planning,  
Construction Administration



August 17, 2022

Mrs. Lori Shook, AUID  
Truman State University  
100 E. Normal Avenue  
Kirksville, Missouri 63501

RE: Qualifications Document for Architectural/Engineering Services

Dear Mrs. Shook,

Thank you very much for the invitation to submit our qualifications to the Truman State University for your architectural projects.

Arthur Floyd and I formed Building Resource Studio (BRS Architects) in the fall of 2012, after each of us had provided professional services in the Missouri and Illinois regions for over 20 years, designing and managing the construction of over \$500 million of primarily K-12 public school facilities. We have since assembled a highly experienced team that is uniquely qualified to execute the work for your educational facilities on the campus of Truman State. Our entire team has worked together for many years, and we can provide a level of service that is outstanding and superior to any firm in the area. Our projects recently include work for Kirksville R-III School District, Ladue Schools, Fox School District, Iberia R-V School District, Osage County R-II School District, Marceline School District, Schuyler School District, Holden School District, and the Bayless School District.

We are happy to have Harald Boerstler as a project manager/construction administrator as part of our staff, and we know he has a thorough history of working with Truman with his previous employer. So, we as a team would enjoy the opportunity to work with you. We understand the flexibility that will be needed in this current market and construction environment, and we are immediately available and prepared to provide our services to you. Thank you again for this opportunity to demonstrate our unique capabilities and show how the BRS team can be an excellent fit for your projects.

Sincerely,

Carolyn K. Green, AIA  
Principal  
Building Resource Studio – BRS Architects



# ***Qualifications***

***Truman State University***



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- Firm contact information
- Name, title, email, and signature
- Structure of the firm
- Size of the firm, in-house disciplines, professional licenses held, and years of experience
- Resumes of firm principals and other design members who will be associated with the project
- List of anticipated professional consultants and their professional qualifications
- Client references including contact information

**Part Two – Firm Qualifications 15**

- Identify why firm is qualified and a good fit
- Illustrate recent projects
- Describe how firm interacts with agencies, staff, contractors

## **STRATEGIES DOCUMENT:**

**Project analysis and strategies 21-28**

## **FEE STRUCTURE**

**Proposed Fee Structure 32**

## PART ONE – FIRM DESCRIPTION

### **Building Resource Studio, LLP**

Also known as BRS Architects, LLP

1502 S. Big Bend Blvd.  
St. Louis, Missouri 63117  
Cell 314-517-4295, Carolyn Green  
Office 314-402-5183  
[info@BuildingResourceStl.com](mailto:info@BuildingResourceStl.com)

Website: [www.BuildingResourceStl.com](http://www.BuildingResourceStl.com)

#### **Proposal Submitted by:**

Harald Boerstler, Project Manager and Construction  
Administrator  
Cell 314-324-9041  
[HB@Buildingresourcestl.com](mailto:HB@Buildingresourcestl.com)

*Harald Boerstler*



*New Field House Commons – Valley Park School District*

**Building Resource Studio** is a Limited Liability Partnership – Established September 2012. Also known as BRS Architects, LLP. Based in St. Louis, the principals have practiced educational design in the Missouri/Illinois region for approximately 30 years each.

**Size of Firm:** Building Resource Studio is comprised of the following individuals:

Principal – Arthur D. Floyd II	29 years experience
Principal – Carolyn K. Green, AIA	32 years experience
Project Manager – Harald H. Boerstler	36 years experience
Architect - Charles C. Mayhew, ALA	49 years experience
Designer – Gary Hartmann	45 years experience
Architectural Designer – Susan Halla	29 years experience

**In-house disciplines:** Architecture (specializing in educational facilities), Master Planning, Construction Administration, Project Management, Construction Advisor Services, Capital Planning.

**Licenses:** Carolyn K. Green - Licensed in Missouri and Illinois as professional architect  
Charles C. Mayhew – Licensed in Missouri and Illinois as professional architect

**Introducing the BRS PRINCIPALS:** Arthur Floyd and Carolyn Green

Building Resource Studio, also known as BRS Architects, is a full service consulting firm, specializing in Educational Facilities. Arthur Floyd and Carolyn Green formed this firm in 2012 after more than 20 years each in the business of school design. Arthur has worked for 29 years managing the design and construction of educational facilities in the St. Louis and Missouri regions. Arthur earned a Master of Architecture and Master of Construction Management from Washington University. Carolyn, a licensed architect and also an MARCH graduate of Washington University, has worked in the educational design and planning field for 30 years in the St. Louis and Bi-State area.

Together, Arthur and Carolyn created a firm not only capable of providing excellent design and management, but also a firm that can assist clients in bettering the entire building process. Each staff member working with BRS has spent the majority of their architectural careers specializing in the design and construction of public school facilities or other educational institutions.

**5) Resumes – on the following pages:**

<u>NAME</u>	<u>PROJECT ASSIGNMENT</u>
Arthur D. Floyd, II	Firm Principal. Project Manager, Client Contact
Carolyn K. Green, AIA	Firm Principal. Architect & Lead Planner/Design
Harald H. Boerstler	Project Manager. Construction Administrator
Charles Mayhew, ALA	Architect. Drawing Production, Quality Control
Gary Hartmann	Architectural Designer
Susan Halla	Architectural Designer and STEM Consultant



*New Early Childhood Education Building, Holden R-III School District*

## Project Manager & Constructability Advisor

**Years of Educational Building and Project Management Experience: 29 years**

### Education:

1994 Washington University, Master of Architecture  
1994 Washington University, Master of Construction Management  
1991 Rhodes College, Bachelor of Arts, Mathematics  
1991 Rhodes College, Bachelor of Arts, Business Administration

### Firm Experience:

**Building Resource Studio, LLP**, Principal. 2012 to Current

**Glenn Construction Co., Inc.**, Managed over \$400,000,000 of construction management in the St. Louis market. 1994 to 2012.

**Taylor, Kempes, Hall Architects**, Draftsman. 1990.

### Selected Project Experience –

**Owner's Representative / Project Management Services for:** Bayless School District, The Magic House, Valley Park School District, and Fayette School District – Total volume: 21 Mil.

**Ladue School District, Ladue, MO** - Construction Advisory, Architect Serving as Design-Build Criteria Consultant - Two New Elementary Storm Shelter Gymnasiums – 10.9 Mil.

**Fox School District, Jefferson County, Missouri**  
Additions/Renovations – 19 Mil.

**Kirkville School District, Kirkville, Missouri** – New Athletic Complex, Building HVAC and Roofing

**Osage County R-II School District, Linn, Missouri**  
New Elementary School, High School Additions/Renovations – 7 Mil.

**Marceline School District, Marceline, Missouri**  
New Gymnasium Addition, Elementary School Renovations – 3 Mil.

**Holden School District, Holden, Missouri**  
New Early Childhood Center, Athletic Facilities Building, Security Renovations – 3 Mil.

**Union R-XI School District, Union, Missouri, District Master Planning**

**Rockwood School District, St. Louis County, District Building Assessment and Archiving**

Mr. Floyd brings to the team a unique skill of understanding the Owner's vision and needs, and then coordinating with the Design team to ensure important elements of school design are followed, such as effective building space usage, long term feasibility, adaptability, technology, security and future expansion. He excels in estimating and scheduling control in addition to the monitoring of permit procurement.



*New Elementary School, Linn Missouri*



Lead Architect and Educational Facility Planner/Designer

Years of Experience: 10 years as Principal with BRS Architects  
12 years as Principal with Green Design (10 yrs. operating concurrently)  
15 years with Wm. B. Ittner, Inc.  
5 years with Sverdrup Corporation  
32 years TOTAL Experience

Education:  
1991 Washington University, Master of Architecture, MARCH  
1987 Southern Illinois University, Bachelor of Science

Registration:  
Architect: Licensed in Missouri and Illinois - NCARB Certified

Professional Affiliations:  
American Institute of Architects, AIA National Committee on  
Architects in Education  
U.S. Green Building Council, Gateway Chapter, Green Schools Committee

Firm Experience:  
**Building Resource Studio, LLP, 2012 to Current**  
**Green Design, 2010 to Current**  
**Wm. B. Ittner, Inc. 1994 to 2010**  
**Sverdrup Corporation 1987 to 1994**



Selected Project Experience – As Building Resource Studio  
**Kirkville R-III School District, Kirkville, MO** New Ball Field Complex, Campus Planning  
**Fox School District, Arnold, Missouri** Elementary School Additions and Renovations  
**Ladue School District, Ladue, MO** Design and Planning Consultation – Two New Elementary  
Storm Shelter Gymnasiums  
**Valley Park School District, Valley Park, Missouri** District Renovations  
**Osage County R-II School District, Linn, Missouri** New Elementary School, Ag-Art Building  
Renovations and Additions  
**Union R-XI School District, Union, Missouri** District-Wide Master Planning  
**Rockwood School District, St. Louis County** District Building Assessment and Archiving  
**Marceline R-V School District, Marceline, Missouri** New Gymnasium/ Cafeteria Addition  
**Schuyler Co. R-I School District, Queen City, Missouri** High School Classroom Addition and  
Corridor Connector  
**Holden R-III School District, Holden, Missouri** New Early Childhood Building, New Athletic  
Multi-Purpose Building, Science Lab Renovations, Secured Entrances and Office Modifications.

Selected Project Experience – As Green Design  
**Rockwood School District, St. Louis County**  
Marquette High School New Weight Room  
Summit High School New Field House  
Rockwood South Middle School New Fitness Center  
Marquette High School and Crestview Middle school – Library Planning  
**Valley Park School District, Valley Park, MO** New Commons/Gymnasium Addition  
**Parkway School District, St. Louis County**  
Library Master Planning – District Wide and Claymont Elementary Library Renovation

Selected Project Experience – With Wm. B. Ittner, Inc.  
**Rockwood School District** – Project Manager, ongoing projects from 1998 to 2010  
**East St. Louis School District #189** – Project Manager, District Master Planning  
**O’Fallon Central School District #104** – Project Manager, District Master Planning  
**Kirkville School District** – District Master Planning, Concept Design  
**O’Fallon Township High School** – District Master Planning  
**School of the Osage** – Project Manager, District Master Planning



## Project Management, Construction Administration, Quality Control

**Years of Experience:** 5 years with Building Resource Studio  
15 years with William B. Ittner, Inc.  
16 years with other area architectural firms  
36 years TOTAL Experience (27 years in Education)

**Education:**  
1990 Washington University, B. S. in Architectural Technology  
Certificate, Pennsylvania Academy of Fire Fighting

**Professional Affiliations:**  
Washington University Alumni and Parents Admissions Program Leadership Team,  
Advisory Panel for the Admissions Interviewing Program  
Certified in FEMA P-154 and SAVE ATC-20 Building Assessment Screening.  
Inspector with Missouri State Emergency Management SAVE



**Selected Project Experience:** *(Projects with BRS Architects)*  
**Kirkville R-III School District, Kirkville, Missouri**  
*Campus Re-Roofing, Campus HVAC Replacement, Capital Improvement Renovations and Master Planning and New Ballfield Complex*  
**Fox School District, Arnold, Missouri**  
*Renovations to Four Middle Schools and Fox High School – Summer 2017 Modifications*  
*New Classroom Additions to Ridgewood Middle School, Antonia Elem and Meramec Heights Elem, Roofing Projects for District Buildings*  
**Valley Park School District, Valley Park, Missouri**  
*Bond Issue Building Improvement Projects*  
**Iberia R-V School District, Iberia, Missouri – New Kitchen Addition and Renovations**

**Selected Project Experience:** *(Projects with Wm. B. Ittner, Inc.)*  
**Truman State University, Kirkville, Missouri**  
*Pickler Library Window Replacement & Exterior Restoration, Baldwin Hall Exterior Restoration, Kirk Memorial Exterior and Copula Restoration, Student Union Exterior Restoration, BNB Window Replacement, Re-Roofing at Pershing Hall, Student Union, Student Rec Center, McCain Hall, Baldwin Hall, Violet Hall and Red Barn*  
**Kirkville School District, Kirkville, Missouri**  
*Middle School Renovations, Reroofing, Early Childhood Center Expansion, Technical Center Renovations, Classroom Additions, Interior Renovations, High School Additions*  
**Lindbergh School District, St. Louis, Missouri**  
*New Dressell Elementary School, New Early Childhood Center, Crestwood Elementary School Additions, Concord Elementary School Additions, District-wide Reroofing Projects, Long Elementary HVAC Upgrades, District-wide Door Hardware Replacement, high School Sitework and High School Renovations, High School Mechanical Upgrades, Kennerly Elementary School Addition, Sappington Elementary School Addition,*  
**Rockwood School District, St. Louis, Missouri**  
*Renovations to four Elementary School Libraries, Fine Arts Addition to Eureka High School, Lobby Addition to Eureka High School, Administration Renovation to Eureka High School, Lafayette High School Renovations including Auditorium, Lafayette High School Library Addition, Lafayette High School Locker Room Renovations, Eureka High School Master Plan Update, Eureka High School Band Room and Classroom Addition, Eureka High School Library Addition*  
**St. Charles School District, St. Charles, Missouri**  
*Successful District-wide Feasibility Study for \$52M Bond Issue Improvements, West Senior High School Building Improvements including: Interior Renovations, Grandstand Repairs and Track Renovations, St. Charles High School Improvements including: Safety & ADA Upgrades, Practice Gym Renovations, Track and Field*

Architect, Drawing Production, Quality Control

Years of Experience: 8 years contracted with Building Resource Studio  
29 years as Principal with Charles C. Mayhew, Architect  
20 years as with other area architectural firms  
49 years TOTAL Experience (25 years in education)

Education:  
1977 University of Illinois, Champaign/Urbana, IL, B. S. in Architectural Studies

Registration:  
Registered Architect: State of Illinois, State of Missouri

Professional Affiliations:  
Association of Licensed Architects (ALA)  
Landmarks Preservation Council of Illinois  
Belleville Historic Preservation Commission, Optimist Club of Belleville

Firm Experience:  
**Charles C. Mayhew, Architect**, Belleville, Illinois Principal 4/98 – Present  
**William B. Ittner, Inc.** (Contracted as Charles C. Mayhew) St. Louis, Missouri 8/98 – 6/08  
**David Evans and Associates, Inc.** St. Louis, Missouri Project Manager 2/97 - 4/98  
**Harold L. Le Pere & Associates, Inc.** St. Louis, Missouri Associate 7/88 - 2/97  
**EWR Associates, Inc.** Fairview Heights, Illinois Project Manager 3/86 - 7/88  
**Christner Partnership, Inc.** St. Louis, Missouri Project Architect 2/84 - 3/86  
**Booker & Associates, Inc.** St. Louis, Missouri Project Architect 12/77 - 2/84

Selected Project Experience: (Contracted with Green Design and BRS Architects)  
**Fox School District, Arnold, Missouri** – New Entrance and Classroom Addition at Ridgewood Middle School, Middle School Modifications – 3 Mil.  
**Osage County R-II School District, Linn, Missouri**  
New Elementary School – 8 Mil  
**Marceline R-V School District, Marceline, Missouri**  
New Gymnasium – 1.4 Mil., Elem. Renovations - 1.1 Mil.  
**Marquette High School, Rockwood School District**  
New Weight Room Addition – 1 Mil.  
**Valley Park School District, Valley Park, Missouri**  
New Commons and Gymnasium Modifications – 1.25 Mil.  
**Rockwood South Middle School, Rockwood School District**  
New Fitness Center Addition – 1 Mil.



Linn Elementary School

Selected Project Experience: (Contracted Wm. B. Ittner, Inc.)  
**Missouri Baptist Chapel of Fine Arts, Creve Coeur, Missouri**  
975 Seat Chapel/Auditorium – 8.2 Mil.  
**Vivian Adams Early Childhood Center, East St. Louis School District**  
56,000 SF - Early Education Center – 6.4 Mil.  
**Emerson Park Elementary School, East St. Louis School District**  
58,000 SF - New Elementary School – 6.2 Mil.  
**Summit High School Auditorium, Rockwood School District**  
32,000 SF - Auditorium/Classrooms/Atrium Gallery – 4 Mil.  
**Eureka Senior High School, Rockwood School District.** 14 Classroom Addition and Renovation, New Gymnasium and Locker Rooms

Architectural Designer, Master Planning

Years of Experience: 8 years contracted with Green Design and Building Resource Studio
19 years with Wm. B. Ittner, Inc.
18 years with other firms in the area
45 years TOTAL Experience (27 years in Education)

Education:
1984 Washington University, Master of Architecture
1981 Washington University, Bachelor of Technology in Architecture

Professional Affiliations:
City of Herculaneum - Planning and Zoning, Master Planning Committee
The Boy Scouts of America - District Leadership Positions

Firm Experience:
Building Resource Studio & Green Design, St. Louis, MO Designer 10/13 - Present
William B. Ittner, Inc. St. Louis, Missouri Designer & Technician 7/93 -9/12
The Wischmeyer Architects St. Louis, Missouri Designer & Technician 3/91 - 6/93
Kuhlmann Design Group St. Louis, Missouri Designer 3/89 - 12/91
Hellmuth, Obata and Kassabaum, Inc. St. Louis, Missouri Designer 3/75 - 8/82

Selected Project Experience: (While Contracted with BRS and Green Design)
Kirksville School District, Kirksville, MO New Athletic Complex, Building Renovations 5 Mil.
Fox School District, Arnold, Missouri, Middle School Modifications - 3 Mil. School Additions and Renovations,
Antonia Elementary School Addition, Meramec Heights Elementary School Addition. 19 Mil.
Union R-XI School District, Union, Missouri, District-Wide Master Planning
Osage County R-II School District, Linn, Missouri
New Elementary School, High School Additions/Renovations - 7 Mil.
Marceline School District, Marceline, Missouri
New Gymnasium Addition, Elementary School Renovations - 3 Mil.

Selected Project Experience: (While Employed with Wm. B. Ittner, Inc.)
Eureka Senior High School, Rockwood School District
Auditorium Addition, New Commons & Cafeteria, New Gymnasium
and Locker Room, 14 Classroom Addition and Renovation
Union R-XI School District, Union, Missouri
New Varsity Gymnasium Complex, New Auditorium, Master Planned Additions
Columbia Unit 4 School District, Columbia, Illinois
New Columbia Middle School, Master Planned High School Renovations
O'Fallon Township High School District #203 - O'Fallon, Illinois
Master Planning and Design for New High School Campus and High School
Auditorium
Missouri Baptist Chapel of Fine Arts, Creve Coeur, Missouri
975 Seat Chapel/Auditorium - 8.2 Mil., Campus Housing, Campus Master Plan
St. Clair School District, St. Clair, Missouri
New Elementary School, New Vo-Ag Building, Additions & Modifications
City of St. Charles School District, St. Charles, Missouri
Hardin Middle School Renovations, Monroe Elementary School Renovations



Commons at Eureka High School





Architectural Designer, STEM Consultant



**EDUCATION**

Master of Science, Historic Preservation,  
1995, University of Vermont

Bachelor of Science, Building Science,  
1993, Rensselaer Polytechnic Institute

**YEARS OF EXPERIENCE**

29 yrs, 13 of which have been exclusive to the design & construction of science/tech

**EXPERIENCE AND QUALIFICATIONS**

Susan brings a wealth of knowledge in design and construction of science facilities and laboratories to the team. Her experience includes all phases of project development from schematic design through construction documents and construction administration. Susan's experience with academic laboratories as well as forensic facilities allows her to work hands on with a diverse group of users, while understanding and meeting each one of their different needs.

Susan's attention to detail is exceptional. She is constantly balancing the added value of good lab design against both the desires of the client and industry trends. She strives to create harmony between the technical and scientific methodology of teaching laboratories while creating an environment that enhances the quality of life for both the students and teachers.

Ms. Halla's experience includes the following select projects:

**Science and Healthcare Building Renovation, Triton College, River Grove, Illinois**

The lead laboratory designer for both the science laboratories as well as the healthcare laboratories including the cadaver and dissection laboratories.

**Science Building Addition Study, Webster University, Webster Groves, Missouri**

Several designs for multiple locations around the University campus to include the departments of Biology, Chemistry, Physics, prep and instrumentation space as well as research suites.

**Vennum-Binkley Hall Renovation and Addition, Eureka College, Eureka, Illinois**

Addition to an existing historic structure on campus. This hands-on teaching wing contained Biology, Chemistry and Physics including a growing area for Botany.

**New Science and Academic Building, State Fair Community College, Sedalia, Missouri**

Development of laboratories and teaching spaces for the faculty including interactivity and information stations about the sciences to engage other students on campus.

**Johnson County Criminalistics Laboratory, Olathe, Kansas**

The lead laboratory designer from programming through construction document, this became the first LEED Platinum forensic facility in the country under LEED 2.0 and only the second in LEED history to achieve Platinum.

**San Diego Medical Examiner and Forensics Center, San Diego, California**

The lead laboratory designer as well as the lead equipment planner and procurement expert.

**WORK HISTORY**

Susan Halla Consulting	Principal	2016
HERA Laboratory Planning	Principal	2006-2015
Wm. B. Ittner, Inc.	Project Architect	1998-2006



## 6) ANTICIPATED PROFESSIONAL CONSULTANTS OR SUBCONTRACTORS:

### Mechanical, Electrical, Plumbing, Fire Protection



#### **Facility Solutions Group (FSG)**

901 Horan Drive, Suite 200, Fenton, Missouri 63026  
Contact: Chris Jerden, PE  
Phone: 636-537-0203 (office)

Email Address: [cjerden@fsg-stl.com](mailto:cjerden@fsg-stl.com)  
Website: [www.FSG-stl.com](http://www.FSG-stl.com)

### Structural Engineering

#### **Kreher Engineering**

208 N. Main Street, Suite H, Columbia, IL 62236  
Contact: James C. Kreher, SE, PE  
Phone: 618-281-8505 (office)

314-753-5965 (cell)

Email Address: [jimk@kreherengineering.com](mailto:jimk@kreherengineering.com)

Website: [www.kreherengineering.com](http://www.kreherengineering.com)

### Civil Engineering and Surveying

#### **CMPS (Central Missouri Professional Services, Inc.)**

2500 E McCarty Street, Jefferson, Missouri  
Contact: Brian McMillan, PE  
Phone: 537-634-3455

#### **Anderson Engineering**

4240 Phillips Farm Road, Suite 101, Columbia, MO 65201  
Contact: Thomas Wooten, PE, CDT  
Phone: 573-397-5476 (office)

573-489-2092 (cell)

Email Address: [twooten@andersonengineeringinc.com](mailto:twooten@andersonengineeringinc.com)



## 7) CLIENT REFERENCES:

Mr. Robert Webb, Superintendent, Kirksville R-III School District, 660-665-7774,  
[rwebb@kirksville.k12.mo.us](mailto:rwebb@kirksville.k12.mo.us)

Ms. Tricia Reger, Assistant Superintendent, Kirksville R-III School District, 660-665-7774,  
[treger@kirksville.k12.mo.us](mailto:treger@kirksville.k12.mo.us)

Dr. Jeremy Houser, Board President, Kirksville R-III School District, 660-665-7774,  
[houserj@kirksville.k12.mo.us](mailto:houserj@kirksville.k12.mo.us)

Mr. Pat Williams, Former Superintendent (Retired), Kirksville School District, 660-216-0434

Dr. Jim Wipke, Superintendent, Ladue Schools, 314-983-5301, [jwipke@ladueschools.net](mailto:jwipke@ladueschools.net).

Dr. Nisha Patel, Superintendent, School District of Clayton, 314-854-6017,  
[nishapatel@claytonschoools.net](mailto:nishapatel@claytonschoools.net).

Mr. John Brazeal, Former Fox School District CFO, 636-346-6071.

Mr. Scott Barbagallo, Director of Facilities, Lindbergh School District, 314-729-2400 ext. 8602,  
[scottbarbagallo@lindberghschools.ws](mailto:scottbarbagallo@lindberghschools.ws)

Ms. Beth Fitzgerald, President, The Magic House, 314-822-8900, [beth@magichouse.org](mailto:beth@magichouse.org)

Mr. Mike Hawkins, Assistant Superintendent, Bayless School District, 314-373-0506,  
[mhawkins@bayless.k12.mo.us](mailto:mhawkins@bayless.k12.mo.us).

Dr. David Knes, Former Superintendent, Valley Park School District, 314-402-8677.



*Wonder Works Exhibit, The Magic House*



## PART TWO – FIRM QUALIFICATIONS

### 1) Why is BRS well qualified for this commission? What unique qualities can we bring?

We feel we have strengths that could benefit your campus's needs:

- **Educational Project Experience** – 20+ years in Education for each team member
- **Familiar Personnel:**
  - Harald Boerstler, Project Manager, has approximately seven years of experience with projects at Truman State University.
- **We listen** to your needs. We work hard to find solutions.
- Our strong point is **communication**, particularly in helping people understand a situation that might be unfamiliar or specific to the field of construction.
  
- **Our recent experience:**
  - Security Hardware, Access Controls, Secured Entrance Vestibules
  - New Entrance Additions
  - Exterior Wall Reconstruction/ Repairs
  - HVAC upgrades
  - Fire Alarm, Intercom, Emergency Systems
  - Roofing work
  - Renovations and Building Additions
  - Sitework, Turf Fields, Parking, Playgrounds



Valley Park SD – New Commons

- This is a LISTING below of our recent projects for Educational Facilities:
  - Kirksville R-III School District – Kirksville, MO - New Baseball and Softball Sports Complex - \$4,500,000, High School Restroom Renovations - \$200,000, Primary School Solar Installation - \$230,000,
  - Ladue Schools – Saint Louis, Missouri – New Gymnasium/Storm Shelter additions at Conway and Reed Elementary Schools Design and Construction Administration \$10.9 million.
  - Iberia School District – Iberia, Missouri: New Kitchen Addition and Kitchen Modifications – 2,060 SF - \$550,000.
  - Valley Park School District – Valley Park, Missouri: \$8.5 mil Bond Issue work District Wide. New Entrance Vestibule and High School Offices. New Commons. HVAC Upgrades District-Wide. New Administrative Offices. Exterior Door Replacements with Access Control System, Roofing and Wall Restoration, New Playground.
  - Fox School District – Arnold, Missouri: Elementary School Additions to Antonia and Meramec Heights Elementary Schools, Two new High School Security Vestibule

Entrances with Access Control. HVAC Upgrades. Roofing Replacements. New Entrance and Classroom Addition at Ridgewood Middle School. Interior Modifications at three other Middle School campuses. Master Planning.

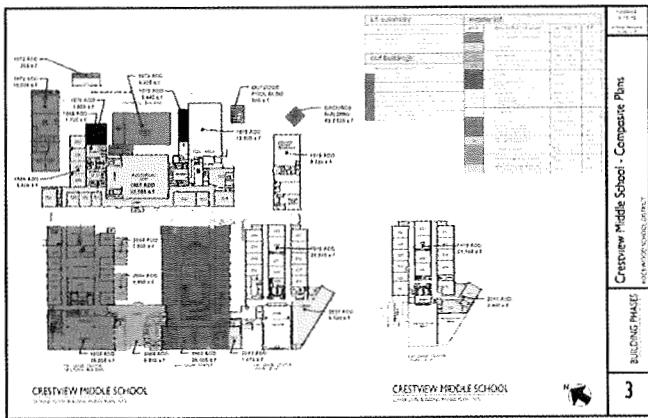
- Osage R-II School District – Linn, Missouri: New Elementary School - 60,000 s.f. \$7.25 mil. Renovations to Ag/Art Building.
- Marceline R-V School District - Marceline, Missouri: High School / Middle School Multipurpose Gymnasium with Kitchen Serving Facility - 10,000 SF - \$2.0 mil. High School Science Lab Renovations - \$200,000. Walt Disney Elementary School Renovations - Classrooms, Flooring, HVAC, Lighting, Restrooms, Asbestos Abatement - 24,000 SF - \$1.6 million
- Holden R-III School District – Holden, Missouri: New Early Childhood Facility and New Multi-Purpose High School Athletic Facility - 8,000 SF - \$1.5 million
- Schuyler R-I School District – Queen City, Missouri: Security Connector and Classrooms for High School / Middle School (including campus-wide security measures) – 5,000 SF - \$1 million.
- The Magic House (Children’s Museum) - Kirkwood, Missouri: Ongoing Master Planning Services and recently completed the design and construction of a STEM focused facility area for early childhood aged children, “Wonder Works.”
- Bayless School District – St. Louis, Missouri: Recently completed varsity baseball field and facilities, roofing/window replacements, site/paving improvements, HVAC/Electrical/Plumbing upgrades.



*New Multi-purpose Gymnasium, Marceline School District*



*New Kitchen – Iberia School District*



*Sample Composite Plan - Rockwood School District*



## 2) Recent Projects, illustrating design challenges and how the solution served the Owner's needs:

### Kirkville School District

New Athletic Complex, Baseball and Softball  
Construction completed: Under Construction 2022.

Kirkville School District requested the design of a new softball and baseball complex that would include turf field surfaces and accessory buildings to support the new complex and accommodate multiple games and spectators. BRS (with civil engineer CMPS) addressed the current bid market and delivery delay issues by including flexibility in bid packages as part of the overall solution to this new athletic complex. The project was bid and contracted in multiple packages, and is now underway. The new facility includes a concession building, restrooms, press boxes, bleacher seating, lighting, new parking, as well as the new turf fields for softball and baseball.



*Kirkville School District – New Athletic Complex,  
Under Construction 2022*

### Fox School District

District Projects  
Construction completed:  
August 2017 and Spring 2018.

Fox School District asked the BRS team to facilitate the transition of all sixth grade classrooms from their elementary schools into the existing four middle school buildings that had housed only 7<sup>th</sup> and 8<sup>th</sup> grade students. These renovation projects involved **reconfigurations of interior classroom spaces** to make more academic classrooms and other common spaces for the sixth graders. Among other adaptive measures, BRS created a typical science lab layout that was incorporated into regular size classrooms to provide for the additional sixth grade science teachers. At three schools, this work was completed over a short summer break.



*New Entrance & Classroom Wing – Ridgewood Middle School*

At the fourth middle school, Ridgewood Middle School, BRS designed a new classroom wing and a new front entrance to the building. This entrance included a security vestibule with access controls, giving the district a current prototype for future vestibule retrofit projects.



Project included: Four Middle School campus renovations, \$3 mil. HVAC and roofing upgrades at various campus locations, \$5 mil. Current work includes security vestibules at the two existing High Schools with access controls and protected glazing and wall construction.



## Linn Elementary School

New Elementary School for Linn, Missouri.  
Osage R-II School District  
Construction completed: June 2016

This district was in need of a new elementary school facility to serve grades PreK-5. The budget was limited, but we were able to accommodate the entire program on the new campus site within the given budget using **cost effective construction techniques** and **phased programming**.

Construction methods included pre-cast concrete panels and portions of the project made of pre-engineered metal building construction. The layout is arranged so that future wings can be added and specialty rooms can be accommodated in an expanded manner. The new building is equipped with high-efficiency heating and cooling, 20-year roofing systems, and access control/surveillance systems.

Project included: New Elementary School Pre-K through 5<sup>th</sup> Grade, housing 400 students, with High School Practice Gym and District Central Office – 60,000 SF (also includes a 4,500SF addition to the Ag/Art facility for metal fabrications - \$7.250 million.



*New Linn Elementary School – Classroom Wing*



*Rendering of New Linn Elementary School Entrance, Osage Co R-II School*



*Interior Corridor*



*New Linn Elementary School – Completed in 2016 by BRS w/ FSG*





## Valley Park School District

District Projects

Construction completed:

Dates throughout 2010 to 2018.

Valley Park School District has looked to BRS for leadership during their last two bond issues. Major design challenges included **transformations** of the existing campus competition gym into a District Field House, Relocation of the Main Entrance of the High School and associated offices for **building security purposes**, and converting the old legacy gymnasium into a new student commons at the High School. Also, major system upgrades were included in these two bond issue programs.

Projects Included:

### 2017 Bond Issue Work

- New High School Office and Security Vestibule at Main Entrance of Building
- Convert Old Gymnasium into New High School Commons
- HVAC Replacement, District-Wide
- Roofing Replacement, District-Wide
- New Intercom and Fire Alarm Systems, District Wide
- Create New District Central Office
- New Elementary and ECC Playground

### 2010 Bond Issue Work

- Created New Field House Commons with Cafeteria Expansion and Locker Rooms at Competition Gymnasium. Reconfigured Bleacher Layout and Added New Weight Room
- Middle School Roofing Replacement, HVAC, Lighting Replacements, Sprinkler Installation, and Fire Alarm Replacement



Valley Park SD – New High School Commons



New Administrative Office Meeting Room



New Playground – Valley Park Elementary School  
Completed by BRS in 2018



2010 Field House Gymnasium

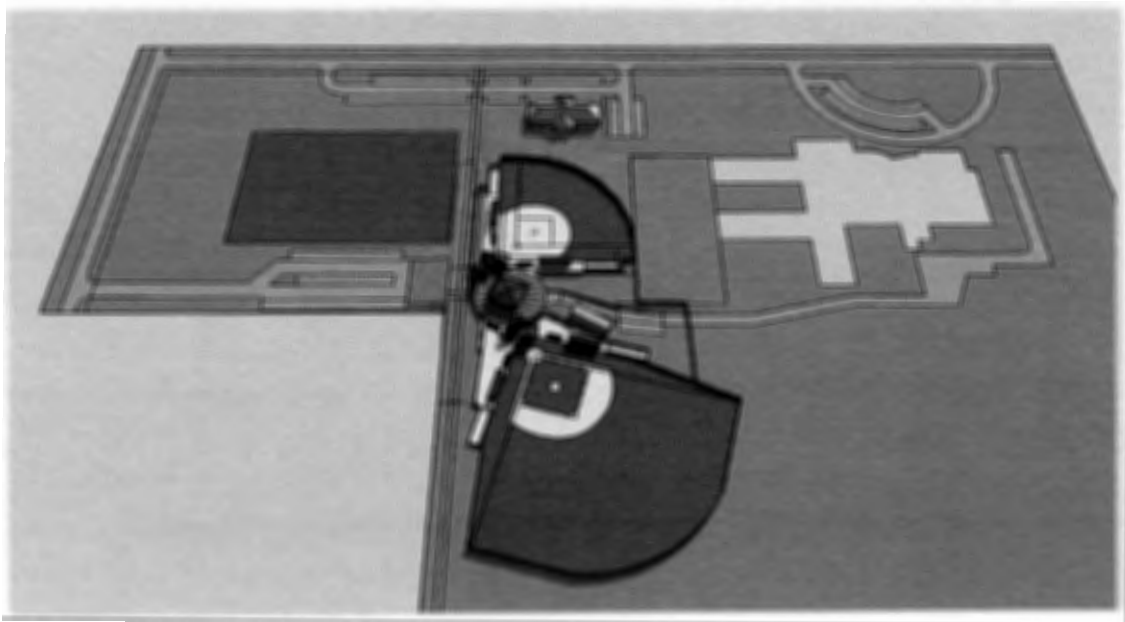




### 3) How does BRS interact with reviewing/permitting agencies, University staff, and contractor representatives to ensure timely delivery of a project?

To address these important components of the Owner/Architect relationship and construction experience, BRS Architects coordinates the design process with multiple parties and stakeholders:

- **PERMITTING AGENCIES:** BRS will personally meet with local officials early in the design phase to confirm code related decisions with agencies. We are familiar with this process from previous occasions working in at Truman State University.
- **UNIVERSITY STAFF:** BRS will provide a **Consistent Project Manager Representative**. Also, the BRS team will conduct regular meetings with University staff and administration during design and construction phases to ensure proper decision making and maintain updated information on construction.
- **CONTRACTORS:** BRS will maintain regular contact with contractors, including regular visits during full construction phases. To promote timely delivery of a given project, BRS will quickly address and monitor issues in the field and advise the owner of the status so reasonable actions may be taken promptly and not cause undue delay.



*Kirkville School District – New Athletic Complex,  
Under Construction 2022*





# ***Strategies***

***Truman State University***



## **Barnett Hall Exterior**

Barnett Hall is experiencing multiple issues:

### **Issue: Front Facade**

The front facade (newer portion of the building) has extensive effervescence on the brick veneer below the coping. This is caused by water infiltration, most likely through the joints between the coping stones and the flashing under the same coping stones and other caulked soft joints. This same situation was discovered at the Student Union, Pickler Memorial Library and McClain Hall.



### **Strategy:**

Several options:

If the intent is to preserve the existing building in its entirety, the coping stones would be removed, the flashing installed properly, and the coping stones replaced and caulked. The masonry would then be cleaned, repaired, and sealed. This would be the most expensive option and a \$500,000+ budget should be allocated as the repair needed is extensive. *(Please note that budget numbers provided are visual inspection estimates only and are provided to determine project viability. These numbers are construction costs only. Design fees, testing and permits would additional)*

A cost savings could be achieved by capping the existing coping with a metal cap. The masonry repair would still be extensive and \$450,000 should be allocated for this option.

Dramatic savings could be achieved if the front façade can be altered dramatically. There are screen arcade walls that serve as architectural elements but are not essential to the function of the building. These elements could be removed or simplified.





**Issue: Rear Facade**

The rear façade (older portion of the building) is also experiencing masonry issues. Most are cosmetic but one is of life safety concern. That issue involves an upper corner of masonry which is cracked and separating. Visual inspection from the ground indicates masonry displacement and the risk of possibility brick collapse.

**Strategy:**

This upper corner would need to be rebuilt and secured properly. This repair would be in the \$20,000 range.



Other issues on the rear façade involves cleaning, tuckpointing and caulking of the masonry and the stone panels. Several of the stone panels are cracked. While several could be caulked as a repair, but few might need replacement. \$500,000 should be allocated for the repairs to the rear portion of Barrett Hall.

**Issue: Roof Overflow**

The northern wing of the front building has mold and algae on the masonry veneer. This indicates that the roof overflows at that location on a regular basis. There are numerous trees including long needle pines in the near vicinity. These trees notoriously clog roof drains.



**Strategy:**

Determine the cause of the roof overflow and correct. The roof drains are near to multiple trees including long needle pine trees which could easily cause a clog. Also, determine if the overflow has caused damage to the roof insulation and/or the interior of the building.

## **Pershing Hall Small Gym**

### **Issue: Staining of Exterior Brick and Interior Water Damage**

Water flow staining is appearing on the masonry of Pershing Hall's small gymnasium. Interior damage also occurs in the small gymnasium and the hall at the North entrance to Pershing Hall near the small gym. This staining occurs beside each of the downspouts indicating that the downspouts are overflowing which in turn is causing the interior damage as the water makes its way through the solid masonry and plaster walls. The down spouts are 4"x 6" rectangular downspouts which transition to 4" diameter cast iron pipes which in turn carry the rainwater underground to the surface discharge in the adjacent service area of the General Services Building. There are no cleanouts at the transitions. The narrowing of the downspouts at the transitions to the cast iron pipes are clog points and inspections indicated that the downspouts are blocked for several feet. Some blocked with as much as 10 feet of debris. Unfortunately, with no cleanouts there is no way to free the debris without disassembling the downspouts.



**Strategy:**

*Best solution:* Remove downspouts and clean out properly; Install cleanouts above grade; Replace underground piping to the proper size to eliminate a chokepoint. Note: this would require excavation from where the lines go underground to the discharge point.

*Not great solution but better than what you have now:* Remove the downspouts and clean out properly; Install cleanouts above grade and **regularly check and clean downspouts**. Realistically, the only time the downspouts would get cleaned out is when a clog is discovered and that means there's new damage to the interior.

Once the downspouts are cleared the brick would be cleaned on the exterior, windows caulked, and any mortar damage repointed and sealed. Then the interior damage could be repaired and repainted.

\$12-20,000 should be allocated depending on solution chosen.

## ***Pershing Hall Natatorium***

***Issue: Draining of Pool floods nearby Creek***

The Current pool design drains the pool into the nearby creek. This requires DNR paperwork for compliance. It would be preferred to drain the pool into the sanitary sewer system.

**Strategy:**

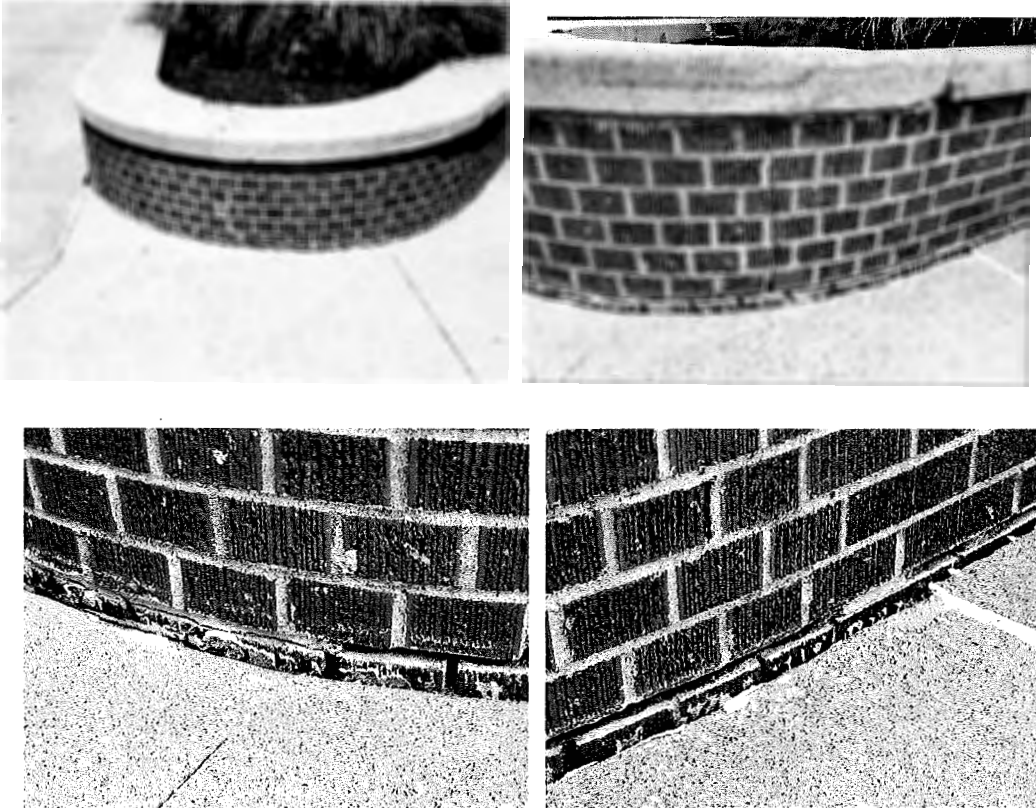
Determine a cost-effective method of draining the pool to a sanitary sewer line in the near vicinity. This would require consultation with the pool director to identify the frequency and volume of water involved.



# Virginia Young Stanton Garden

## Issue: Masonry in need of repair

The masonry planters are experiencing effervescence and the mortar is cracked and in need of repair. The joints in the cap stones have deteriorated and is allowing moisture to enter the masonry below.



### Strategy:

The cap stones will be re-caulked followed by tuckpointing of the masonry. A salt guard would be applied to the masonry with the final step being re-caulking of the joint between the masonry and the sidewalks. \$6,000 should be allocated for this repair.

It should be noted that there are no control joints or expansion joints in any of the brick knee walls forming the planters. Materials expand and contract with moisture and temperature fluctuations, This could be an on-going issue.



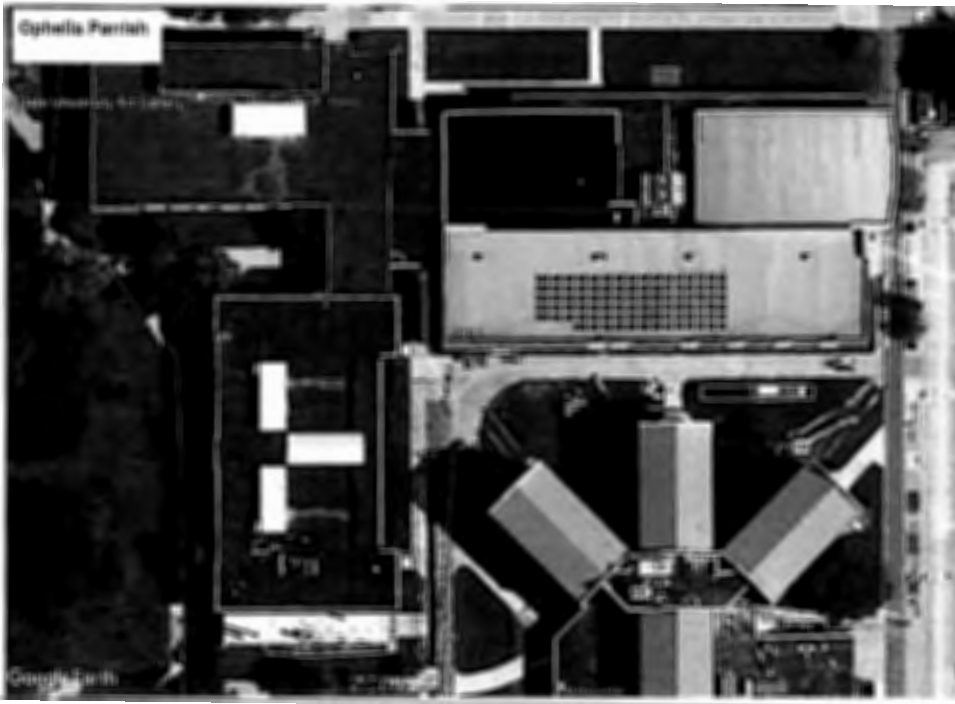


## Ophelia Parrish Hall



### Issue: Roofing Replacement

The roof on Ophelia Parrish Hall was installed in 2002, with the exception of the concert hall roof. This roof is aging out and is due for replacement.



### Strategy:

Re-Roof with a 20 year warranty, 60mil TPO roof with hail protection board and new installation. A sub-membrane would be included to allow for more efficient tear-off and less likelihood of water infiltration during the re-roofing process.



## ***Ophelia Parrish Hall***

### ***Issue: Stone Repair***

The stone cornice and trim has been damaged by weather and previous ivy growth. In several locations it has cracked and has fallen to the ground. In other locations it appears to be cracked and may fall off in the future. All of the stone on the building is stained by the weather and pollution. The caulking around the stone is old and cracked, allowing moisture to migrate into and behind the stonework, accelerating the degradation.



### ***Strategy:***

Where the stone is chipped along the edge, the stone could be repaired using a 'Cathedral Patch' type product. Where the damage is more extensive or the stone is too brittle to repair, the stone would have to be replaced. All of the caulk joints would be cleaned out and replaced. All of the stone would be cleaned and sealed.

## ***Ophelia Parrish Hall***

### ***Issue: Window Repair***

The large Palladian Windows on the North side of the building are original and are in need of maintenance. These windows are no longer operable.



### ***Strategy:***

The loose paint would be stripped and repainted with appropriate primer and finish paint. The caulking around the windows will be removed and replaced. Areas where parts of the window frames are rotted will receive wood patch or if the damage is extensive, replaced. These windows would remain non-operable.

## ***Ophelia Parrish Hall***

### ***Issue: North Exterior Stair Repair***

The exterior stairs on the North side of the building were repaired in the last 10 years. Metal handrails were installed at that time. The stones where the handrails were attached have cracked extensively.



### ***Strategy:***

The cracked stone would be replaced. Alternate railing connections would be investigated prior to installing new handrails.

## **Additional Observations**

### ***Student Union***

#### ***Issue: Student Union Water Damage***

Water damage on the Student Union was observed in the location of the East second floor banquet doors. This is causing discoloration on the masonry and the concrete stoop.



#### ***Strategy:***

Cause should be determined and corrected before damage occurs to the structure and interior.



# ***Fee Structure***

***Truman State University***

## FEE STRUCTURE:

As the projects proposed vary greatly in size BRS offers the following proposed fee structure:

For Projects \$20,000 and lower in construction costs, BRS would bill hourly at the rate of \$100 per hour. Printing, courier, and travel expenses would be reimbursable.

For Projects over \$20,000 in construction costs, BRS would charge 6.95% fee with reimbursables of printing, courier, and travel expenses.



We, at BRS Architects LLP, would like to thank you for considering us for work at Truman State University.

We look forward to working with you on preserving and improving your beautiful campus.

**ITEM M.6**  
**Dates for Future Meetings**

**DESCRIPTION AND BACKGROUND**

It is helpful to schedule, at least tentatively, the dates for board meetings during the next year. The tentatively scheduled dates are subject to change by the Board, but the preliminary action permits both Board members and staff members to avoid the scheduling of other activities on the targeted dates for board meetings. In addition to the regularly scheduled meetings, special meetings can be called by the Chair of the Board or by three members of the Board. A schedule of calendar events for the next year follows this page.

**RECOMMENDED ACTION**

BE IT RESOLVED that the next regular meeting of the Board of Governors be scheduled for Saturday, December 3, 2022, on the University campus in Kirksville, Missouri, beginning at 1:00 p.m., with the understanding that the Chair may alter the starting time and/or place for the meeting by giving due notice of such change; and

BE IT FURTHER RESOLVED that other regular meetings of the Board during the next year be tentatively scheduled for the following dates:

- Saturday, February 4, 2023;
- Saturday, April 1, 2023;
- Saturday, June 17, 2023; and
- Saturday, August 5, 2023.

Moved by \_\_\_\_\_  
Seconded by \_\_\_\_\_

	Aye	Nay
Vote: Burkemper	_____	_____
Cozette	_____	_____
Christofferson	_____	_____
Dameron	_____	_____
Gingrich	_____	_____
Lovegreen	_____	_____
Miller	_____	_____

NG

**ATTACHMENT**

Calendar of Events – October 2022 through August 2023



**CALENDAR OF EVENTS**  
**October 2022 - August 2023**

**2022**

October	3-8	Homecoming Week
	7	<b>BOARD OF GOVERNORS MEETING</b>
	8	Home Football - Missouri University of Science and Technology
	13-14	Mid-Term Break (students)
	15	Home Football - Southwest Baptist University
	19	Kohlenberg Lyceum Series: Saint Louis Ballet
	22	Admission Showcase Event
	29	Kohlenberg Lyceum Series: Films and Finger Foods - 1968 Horror Classic "Night of the Living Dead"
November	5	Home Football - McKendree University
	12	Admission Showcase Event
	14	Kohlenger Lyceum Series: Holman Family Speaker Series - Susana Mendoza
	21-25	Thanksgiving Break (students)
	23-25	Thanksgiving Holiday
December	3	<b>BOARD OF GOVERNORS MEETING (TENTATIVE DATE)</b>
	3	Kohlenberg Lyceum Series: Truman Steele Pan with Holiday Steele
	12	Finals Week
	17	Fall Commencement
	26-29	Winter Holiday
	30	Energy Conservation Day (campus closed)

**2023**

January	2	New Year's Day Holiday
	16	Martin Luther King, Jr. Day Holiday
	17	Spring Semester begins
	27	Kohlenber Lyceum Series: Rhonda Vincent and the Rage
February	4	<b>BOARD OF GOVERNORS MEETING (TENTATIVE DATE)</b>
	25	Kohlenberg Lyceum Series: The Vanguard Jazz Orchestra
	20	Admitted Student Event
March	5	Kohlenberg Lyceum Series: Take3 Trio
	13-17	Spring Break (students)
	25	Admission Showcase Event
	31	Admitted Student Event
April	1	<b>BOARD OF GOVERNORS MEETING (TENTATIVE DATE)</b>
	1	Foundation Board of Directors Meeting and Foundation Banquet (tentative)
	10	Term Break (students); Spring Holiday
	22	Admission Showcase Event
	27	Student Research Conference

Calendar of Events - Page 2  
October 2022 - August 2023

May	6	Kohlenberg Lyceum Series: Films and Finger Foods: Movie to be determined
	13	Spring Commencement
	29	Memorial Day Holiday
	30	Summer Session Begins
June	17	<b>BOARD OF GOVERNORS MEETING (TENTATIVE DATE)</b>
	19	Juneteenth Holiday
July	4	Independence Day Holiday
August	5	<b>BOARD OF GOVERNORS MEETING (TENTATIVE DATE)</b>
	16	Fall Semester Begins with Truman Days
	21	Classes Begin