The Board of Governors for Truman State University met on Friday, October 10, 2014, on the University campus in Kirksville, Missouri. The meeting was held in the Conference Room of the Student Union, and the open session of the meeting was called to order shortly after 1:00 p.m. by the Chair of the Board of Governors, Susan Plassmeyer.

Participating in the meeting were all seven voting members: Sarah Burkemper, Cheryl J. Cozette, Karen Haber, Mike LaBeth, Jim O’Donnell, Susan Plassmeyer and Matthew W. Potter.

All three non-voting members also participated in the meeting: David Bonner and Michael A. Zito, the two out-of-state members, and Kelly Kochanski, student representative.

Call to Order and Chair Report
Susan Plassmeyer, Chair of the Board of Governors, called the meeting to order and welcomed all in attendance.

Minutes for Open Session of Meeting on August 2, 2014
Cheryl J. Cozette moved the adoption of the following resolution:

BE IT RESOLVED that the minutes for the open session of the meeting on August 2, 2014, be approved.

The motion was seconded by Karen Haber and carried by a unanimous vote of 7 to 0. Susan Plassmeyer then declared the motion to be duly adopted.

President’s Report
Dr. Troy D. Paino, University President, shared a selected engagements report summarizing his external and internal relations activities from August 1, 2014 through October 9, 2014. In the area of governmental relations, President Paino highlighted Missouri Governor Jay Nixon’s recent press conference on the Truman campus regarding funding for higher education and college affordability. The press conference followed the Governor’s release of $143.6 million for higher education institutions and local school districts due to the fact that the General Assembly did not override his vetoes of several tax cut bills. Truman’s withholding amounted to a little over 5% of the University’s state appropriation or more than $2 million. Dr. Paino also noted that United States Congressman Sam Graves was also on campus recently for a listening tour, as well as United States Senator Claire McCaskill who conducted one of her town hall meetings regarding sexual assault on college campuses. President Paino reported on a possible bonding bill for capital improvements that could assist the University with renovations to Baldwin and McClain Halls, and he noted that the University is in the final stage of the process to select a lobbyist for the upcoming year. Dr. Paino provided a brief enrollment report stating that enrollment from last year to this year remains stable and that the occupancy rates in the residence halls have increased. He acknowledged the staff of Information Technology Services for their work on the University’s external website, noting that their attention will now be directed to completing the internal aspects, and he highlighted a number of vignettes which have been developed by the Office of Admissions to target various demographic areas. President Paino shared his excitement in regard to the completion of the Planetarium and Multimedia Theatre as well as the ribbon-cutting ceremony to be held the following day. He expressed his appreciation to Del and Norma Robison for their generous contribution that resulted in the naming rights of the facility, and he thanked the staff in Advancement and within the School of Science and
Mathematics for their work in regard to the project. Dr. Paino ended his report by briefly highlighting the upcoming Academic Affairs Report, stating that the goal of the report is to spotlight student achievement thus giving the Board a sense of what is truly behind all the national rankings that the University continues to receive.

**Academic Affairs Report**
Dr. Sue Thomas, Executive Vice President for Academic Affairs and Provost, was joined by two students from the School of Science and Mathematics and the School of Social and Cultural Studies to provide a report on Truman’s nationally recognized work in undergraduate research. Jennifer Marks, a senior history and English major, provided a report on her project entitled *No Man’s Land*, and Josephine Foley, a senior agricultural science major with an equine studies minor, provided a report on her project entitled *Development of an Objective On-Farm Equine Temperament Scoring System*.

**Annual Enrollment Management Report**
Regina Morin, Vice President for Enrollment Management, provided the annual enrollment management report.

**Advancement/Foundation Board Report**
Mark Gambaiana, Vice President for University Advancement, provided a report on advancement activities, the Foundation Board Meeting held earlier in the day and the “Pursue the Future” Campaign.

**Finance and Auditing Committee Report**
Sarah Burkemper, chair of the Finance and Auditing Committee, provided a report on the committee meeting held on October 8.

**Audit Report**
Representatives of RubinBrown LLP accounting firm (Brent Stevens, Partner; Pat Miller, Manager; and Jonathan Davis; Assurance Services Team Member) were present to review a draft of the annual audit of the University.

**Financial Report**
Sarah Burkemper provided a review of the financial reports which included a review as of August 31, 2014, of education and general revenues and expenditures and auxiliary systems revenues and expenditures and a review as of August 31, 2014, of the Truman State University Foundation revenues and expenditures.

**Academic and Student Affairs Committee Report**
Karen Haber, chair of the Academic and Student Affairs Committee, provided a report on the committee meeting held on October 6.

**Budget and Capital Projects Committee Report**
Jim O’Donnell, chair of the Budget and Capital Projects Committee, provided a report on the committee meeting held on October 7.

**Construction Projects Report**
Jim O’Donnell provided an update on construction projects which had been approved by the Board at previous meetings.
Contracts for Construction Projects and Equipment Purchases Report
Jim O'Donnell reported that two construction projects totaling $25,000 to $100,000 had been approved since the last meeting of the Board:

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Project Budget</th>
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<tr>
<td>University Residence Sewer Piping Replacement Project</td>
<td>$35,662</td>
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<tr>
<td>Baldwin Hall Little Theatre Replacement Seating Project</td>
<td>$50,944</td>
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Architectural Services—2015 Roofing and Building Repairs Project
Matthew W. Potter moved the adoption of the following resolution:

BE IT RESOLVED that the proposal from William B. Ittner, Inc. to provide architectural services for the 2015 Roofing and Building Repairs 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 his 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.

The motion was seconded by Sarah Burkemper and carried by a unanimous vote of 7 to 0. Susan Plassmeyer then declared the motion to be duly adopted, and the Secretary designated a copy of the document as Exhibit A.

Equipment Purchase
Karen Haber moved the adoption of the following resolution:

BE IT RESOLVED that the purchase of the following item of equipment be approved:

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Project Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Information Technology Network Security Upgrade</td>
<td>$102,870</td>
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The motion was seconded by Cheryl J. Cozette and carried by a unanimous vote of 7 to 0. Susan Plassmeyer then declared the motion to be duly adopted.

Early Retirement Incentive 2015
Sarah Burkemper moved the adoption of the following resolution:

WHEREAS, it is the desire of the Board of Governors of Truman State University to establish a one-time retirement incentive for faculty;
NOW, THEREFORE, BE IT RESOLVED that the attached document, entitled "Faculty Early Retirement Incentive Program 2015" shall be the policy of the Board of Governors and shall automatically expire on December 12, 2014; and

BE IT FURTHER RESOLVED that the President of the University, or his designee, be authorized to implement the policy; and

BE IT FURTHER RESOLVED that a copy of the document, as reviewed at the meeting, be attached to the minutes as an exhibit.

The motion was seconded by Matthew W. Potter and carried by a unanimous vote of 7 to 0. Susan Plassmeyer then declared the motion to be duly adopted, and the Secretary designated a copy of this document as Exhibit B.

Board Policy Review Committee Report
Matthew W. Potter, chair of the Board Policy Review Committee, provided a report on the committee meeting held earlier in the day.

Code of Policies Correction
Matthew W. Potter moved the adoption of the following resolution:

BE IT RESOLVED that the Code of Policies of the Board of Governors and the Bylaws of the Board of Governors are both hereby corrected by deleting all references to "Executive Vice President for Academic Affairs" and substituting the title "Executive Vice President for Academic Affairs and Provost" in lieu thereof; and

BE IT FURTHER RESOLVED that the General Counsel is hereby authorized and directed to correct the Code of Policies of the Board of Governors and the Bylaws of the Board of Governors to effect this change in nomenclature immediately.

The motion was seconded by Sarah Burkemper and carried by a unanimous vote of 7 to 0. Susan Plassmeyer then declared the motion to be duly adopted.

Agenda Items for Future Meetings
The Board reviewed a list of proposed agenda items for the regular meetings during the next year.

Dates for Future Meetings
Sarah Burkemper moved the adoption of the following resolution:

BE IT RESOLVED that the next regular meeting of the Board of Governors be scheduled for Saturday, December 6, 2014, 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 7, 2015;
Saturday, April 11, 2015;
Saturday, June 13, 2015;
Saturday, August 1, 2015; and
Friday, October 9, 2015.

The motion was seconded by Karen Haber and carried by a unanimous vote of 7 to 0. Susan Plassmeyer then declared the motion to be duly adopted.

Agenda Items for Closed Session
Sarah Burkemper 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”;
3. Confidential communications with the General Counsel; and
4. Purchase of real estate under Subsection 2 of the statute for “Leasing, purchase or sale or real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore; and

BE IT FURTHER RESOLVED that if any business not covered by the stated reasons for the closed session is raised during the closed session, then this meeting shall be reopened to the public and an announcement about a resumption of the open session shall be made in the hallway outside of the meeting room.

The motion was seconded by Matthew W. Potter and carried by a unanimous vote of 7 to 0. Susan Plassmeyer then declared the motion to be duly adopted.

The closed session of the meeting began shortly after 2:40 p.m.
I hereby certify that the foregoing minutes were approved by the Board of Governors on the 6th day of December, 2014.

Susan Plassmeyer  
Chair of the Board of Governors
September 23, 2014

Mr. Mark Schultz, AIA, CSI
Campus Planning Office, McClain Hall
Truman State University
100 East Normal
Kirkville, Missouri 63501

RE: Kirk Building, Missouri Hall, & Student Recreation Center
Limited Exterior improvements

Dear Mark:

We appreciate the opportunity to provide continuing services on the Truman State University campus. The attached proposal, outlining the scope of work and compensation, will form the basis of the AIA contract once the project is approved by the Board of Governors.

As always, should you have any questions following your review or need additional information, please call me at your earliest convenience.

Sincerely,

Wm. B. Ittner, Inc.

[Dennis Young's signature]

Dennis Young
President & CEO
Proposal
Kirk Building, Missouri Hall, & Student Recreation Center
Limited Exterior Improvements
Truman State University
September 23, 2014

Project Description:

Kirk Building
The exterior masonry is a barrier wall masonry system in need of cleaning, tuckpointing repairs, caulking and sealing. Overall, the 1920’s era building exhibits the effects of long-term environmental weathering and staining, and some vegetative growth damage. It is important to note that brick tuckpointing operations may be much more difficult and labor intensive than those on similar previous University projects due to mortar material being smeared over the edges of the existing brick faces creating the appearance of overly wide mortar joints (in the one-inch range). The excess mortar material may also be concealing brick damage caused by over-grinding from a previous tuckpointing project. Additionally, several areas of brick and stone façade have deteriorated to the extent that patching repairs or unit replacement will be required.

Initial pre-design field tests involving a masonry contractor will need to be conducted in select areas to determine the extent of any brick damage and to establish a procedure for mortar removal in a manner that does not further compromise brick integrity. Mortar removal will most likely involve manual hand tool work, proprietary acidic cleaners and scrubbing or pressure washing to remove smeared masonry from the edges and ridges of existing brick faces.

Missouri Hall
The building’s exterior masonry requires cleaning, spot tuckpointing, caulking and sealing. Several areas of brick and stone façade have deteriorated to the extent that patching repairs or unit replacement will be required. Additionally, the original window vents located within glass block filled glazed openings in core building areas are deteriorated and will be replaced.

Student Recreation Center
The existing EPDM roof for this building has deteriorated to a condition that requires complete replacement. Included in this work will be the repair and re-setting of all stone copings. The building’s exterior masonry also requires cleaning, spot tuckpointing, caulking and sealing. No structural work has been determined to be required though there is the possibility that some existing roof deck may be discovered to be deteriorated and will have to be replaced.

Scope of Services:
Ittner will provide the overall project management and architectural services for these projects. Trabue, Hansen and Hinshaw (THH) will provide civil engineering services. Environmental services shall be provided by the University’s environmental consultant.

I. Part One – Assessment, Design, and Bidding Services
   A. Review of Existing Documents:
      Ittner has been provided hard copies of available record drawings. While this information was helpful in preparing this proposal, and will be scanned and digitized to create CAD backgrounds, more detailed information will be gathered in the field.
to understand the entire building envelope and to document the exterior elevations.

B. Due to the straightforward scope of this project, we will develop the construction documents for the corrective measures in one Construction Document stage, omitting the traditional Schematic Design and Design Development phases. Our design process will include an estimate of the probable construction cost and a project schedule.

C. We will assist the University throughout the competitive bidding process and subsequent contractor negotiations. Our services shall include:

- Prepare the bid advertisements. Arrange for the printing and handle the distribution to bidders. The cost of printing and mailing shall be a reimbursable expense.
- Answer bidder questions, prepare and issue addenda to all plan holders as needed.
- Review product substitution requests.
- Conduct the pre-bid meeting and the bid opening meeting.
- Review the bids and make recommendations for award to the University.

D. Field Investigation Process:
After reviewing the above information, a detailed work plan will be finalized to guide the field observation team to conduct a thorough, yet efficient investigation. The work plan will detail the requirements for the two types of investigations anticipated for the four buildings: general visual and limited probes.

1. General visual – This will include the base drawings on which field notes can be applied as well as for locating photos that will be taken to illustrate the current conditions in a report. This investigation involves the use of a University provided lift needed for our field personnel to access high areas on the building exterior elevations and roof edges.

2. Limited probes – This will involve testing mortar removal methods at specific areas of the building to discover concealed problems and determine the best course of corrective action. This investigation will involve the use of a masonry restoration contractor to provide the equipment, tools and repair materials needed to expose the concealed condition and then properly repair the area to the University’s satisfaction until the final corrective program is implemented.

II. Part Two – Construction Services
The scope of services for this type of work requires that compensation for construction services be provided in the following two categories.

A. Category #1 – General Administration. Compensation for the services provided under this category shall be a lump sum fee, plus reimbursable expenses. The following services are included in Category #1 — General Administration services.

- Answer questions of contractors and prepare/issue Clarifications, Change Proposal Requests, Construction Change Directives and/or Change Orders.
- Review Shop Drawings.
Proposal
Kirk Building, Missouri Hall, & Student Recreation Center
Limited Exterior Improvements
Truman State University
September 23, 2014

- When the Contractor notifies lttner that the project is ready for the punchlist to be prepared, lttner will inspect the project with the University in attendance. lttner will provide a single punchlist and will be make two return trips to confirm that deficiencies noted in the punchlist have been corrected. Additional punchlists and return trips will be considered additional services.

B. Category #2 - Field Observations. While field observations services for new construction are relatively predictable, the nature of renovation work to correct concealed deficiencies makes it impossible to predict the field time that will be required. We anticipate visiting the site at least weekly during the construction to assess contractor’s compliance with contract documents and to resolve issues that are discovered during the renovation. However, our experience tells us that unforeseen construction deviations are often discovered in this particular type of renovation that will require additional unplanned trips to develop timely and appropriate solutions. Therefore, the fee for field observation services is not included in the lump sum fee for Category #1 – General Administration. We recommend that at a minimum, weekly field visits be budgeted for the construction phase, plus reimbursable expenses.

Compensation:
Compensation for the Kirk Building, Missouri Hall, and Student Recreation Center Limited Exterior Improvements shall be in accordance with Attachment A – Compensation Analysis and its attachments.
## Truman State University

**Date:** September 23 2014

### Compensation Analysis

**Kirk Building, Missouri Hall, & Student Recreation Center**

**Limited Exterior Improvements**

### Task Description

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Manhour Budget</th>
<th>Billing Rate (avg)</th>
<th>Detail Subtotal</th>
<th>Grand Totals</th>
</tr>
</thead>
</table>

### I. Assessment, Design & Bidding Phase Services

**A. Ittner in-house services:**

1. Project Management/administration  
2. Field verify As-Built conditions (All 3 Bldgs)
3. Pre-Design Field Tests (Kirk Bldg only)
4. Drawings
   - Kirk Building
     1. Cover Sheet  
   - Perimeter Floor Plans  
     2. Bldg Elevations  
     3. Details  
   - Missouri Hall
     1. Roof Plans  
     2. Bldg Elevations  
     3. Details  
   - Student Recreation Center
     1. Roof Plans  
     2. Bldg Elevations  
     3. Roof details  
5. Project specifications  
6. Estimate of Probable Construction Costs  
7. Quality checking  
8. Coordination meetings w/ University (2 staff)  
9. Bid Printing and Distribution  
10. Answer questions and issue Addendum  
11. Prebid conference - prep and meeting minutes  
12. Attend Bid Opening and prepare Tabulation  
13. Evaluate bids & recommend award

**Ittner labor cost for Assessment, Design & Bidding:**  

\[ 424 \times \$135 = \$57,240 \]

**B. McClure electrical engineering services:**  

Not Applicable  

**C. THH structural engineering services:**  

\[ $9,200 \]

**Total Labor Cost for Assessment, Design & Bidding Phase:**  

\[ \$66,440 \]
## Truman State University

**Date:** September 23 2014

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Manhour Budget</th>
<th>Billing Rate (avg)</th>
<th>Detail Subtotal</th>
<th>Grand Totals</th>
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<tr>
<td><strong>II. Construction Phase services (Category #1 - only):</strong></td>
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<td>A. Ittner in-house services:</td>
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<tr>
<td>1. Shop Drawings, RFIs &amp; Change Orders</td>
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<td>2. Develop and distribute punchlist (one trip)</td>
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<td>3. Project Admin/Pay Apps/Project closeout</td>
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<td>$120</td>
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<td>B. McClure electrical engineering services:</td>
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<td>C. THH structural engineering services:</td>
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**Grand Total Lump Sum Fee, excluding reimbursable expenses:** $76,805
September 23, 2014

Mr. Todd Powers, AIA
Wm. B. Ittner, Inc.
611 North Tenth Street, Ste. 200
St. Louis, MO 63101

Re:  Pickler Memorial Library – New Site Plaza
     TSU Project Number xxxx

Dear Todd,

Trabue, Hansen, and Hinshaw, Inc. (THHinc) is pleased to provide Wm. B. Ittner, Inc with our revised proposal for civil engineering services for sidewalk and drainage improvements near Pickler Memorial Library, along with sanitary sewer and sidewalk improvements near Grim Hall and the Pershing Building, on the Truman State University campus. We appreciate this opportunity to serve you.

PROJECT DESCRIPTION: Replacement of the existing sidewalk and associated grading and drainage design near the southeast corner of the Pickler Memorial Library. Replace the existing sanitary sewer service at Grim Hall, along with potentially a short section of sewer main as needed. Replace failing brick sidewalk along the east side of Grim Hall and the Pershing building, generally from Patterson Street to the entry plaza at Pershing.

Wm. B. Ittner, Inc. and Trabue, Hansen, and Hinshaw, Inc. (THHinc) agree as follows:

SCOPE OF SERVICES: THHinc will provide the Client the following professional services:

1. THHinc will meet with the owner, review the Owner’s concept, and review the site to assess and confirm the project’s design parameters and requirements.

2. THHinc will design the civil portion of the Pickler sidewalk replacement area and Grim Hall sewer service replacement for combination with overall project documents prepared by the Client. Services include the following:

   a. Research of Owner archives and previous project documents to identify potential conflicts.

THHinc #00xxxx
b. Field investigation of Grim Hall and Pershing sites.

c. Layout plan with dimensions and coordinates for layout.

d. Grading and Drainage plan.

e. Grim Hall sewer service replacement plan/profile

f. Sanitary sewer main replacement plan/profile at Grim Hall site, as needed

g. Sidewalk replacement on east side of Grim and Pershing.

h. Details to support the design.

i. Technical Specifications supporting our portion of the design.

j. THHinc will provide Bid Phase support including answering Contractor Questions, and preparation of the civil portion of any Addenda

3. THHinc will provide Construction Phase support as follows:

   a. Review of Submittals

   b. Preparation of ASI responses to Contractor RFIs

   c. Preparation of record Drawings

   d. Construction Observation Visits including pre-final and/or final inspections may be provided on a per each basis as an additional service

4. Mileage and meals are considered reimbursable services over and above the contract fees

CLIENT RESPONSIBILITIES: It will be your responsibility to provide the following:

1. Coordination with the Owner and team members

2. Design of the electrical / lighting portion of the project

3. Preparation of the bid and contract documents

4. Timely review of submittals

SCHEDULE: We will begin our services upon you direction or receipt of a signed contract which will serve as our Notice to Proceed. We will complete the design phase services within 4-weeks.

COMPENSATION: We propose to provide the professional services described in the Scope on a Lump Sum basis for a contract fee of $10,925.00, unless the Client authorizes additional services. Mileage and meals are considered reimbursable costs over and above the contract amounts. The breakdown of fee is as follows:
1. Civil Design and Bid Phases $ 9,200.00
2. Construction Administration Support $ 1,725.00
3. Construction Site Visits $ 720.00 / each

ADDITIONAL SERVICES: If requested by the Owner THHinc may provide the following additional services for this project:
1. Expand survey limits
2. Investigation of underground utilities in plaza area for potential damage
3. Provide Construction Layout

EXHIBITS:
1. Work Plans
2. THHinc Rate schedule

Thank you for the opportunity to provide this proposal. Please contact us if you have any questions.

Very Truly Yours,

TRABUE, HANSEN, AND HINSHAW, INC.

[Signature]

Thomas P. Wooten, P.E., CDT
Project Engineer / Associate

Cc: John Huss, THHinc
**Civil Design Phase**

****REVISED SEP 23, 2014 - Removed Bike Plaza

<table>
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**TOTALS**

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<thead>
<tr>
<th></th>
<th>Hours</th>
<th>Task Cost</th>
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<tr>
<td><strong>Total Hours &gt;&gt;</strong></td>
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<td><strong>Hourly Rate &gt;&gt;</strong></td>
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<td><strong>Cost &gt;&gt;</strong></td>
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**REIMBURSABLE EXPENSES:**

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<th>Rate</th>
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<tr>
<td>Travel/Per Diem</td>
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<tr>
<td>Plans/Prints/Copies</td>
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<tr>
<td>Telephone</td>
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</tr>
<tr>
<td>Miscellaneous</td>
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</table>

**Total Expenses:** $15

**Total Labor:** $3,160

**Total Expenses:** $3,175

**SUBTOTAL:** $3,175

**Contingencies (%):** 10%

**Contingencies:** $315

**TOTAL SERVICES:** $3,493
## Construction Phase

---

**REVISED SEP 2014 - Added Sidewalk replacement & Grim Hall Sewer**

### Task Description

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Principal</th>
<th>Eng. 5</th>
<th>Eng. 4</th>
<th>Eng. 3</th>
<th>Eng. 2</th>
<th>Eng. 1</th>
<th>PLS 2</th>
<th>Tech 5</th>
<th>Tech 4</th>
<th>Tech 3</th>
<th>Tech 2</th>
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### Totals

<table>
<thead>
<tr>
<th>Hours</th>
<th>Task Cost</th>
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<tbody>
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</table>

### Hourly Rate

- $180
- $140
- $120
- $105
- $90
- $75
- $65
- $50
- $40
- $30
- $250

**Total Hours**: 20

### Cost

- $0
- $0
- $0
- $0
- $0
- $0
- $0
- $0
- $0
- $0
- $1,570

### Reimbursable Expenses

- Mileage: 0 miles @ $0.530 = $0

### Total Expenses

- Travel/Per Diem: $0
- Plans/Prints/Copies: $0
- Telephone: $0
- Miscellaneous: $0

**Total Expenses**: $0

**Total Labor**: $1,570

**Total Expenses**: $0

**Subtotal**: $1,570

**Contingencies (%): 10%**: $157

**Total Services**: $1,727
### Trabue, Hansen & Hinshaw, Inc.
Project Work Plan - Estimating Sheet

### Grim Hall Sewer Service Replacement
Sidewalk Replacement Patterson to Pershing Entrance

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<th>Task Description</th>
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<th>Eng. 4</th>
<th>Eng. 3</th>
<th>Eng. 2</th>
<th>Eng. 1</th>
<th>PLS 2</th>
<th>Tech 5</th>
<th>Tech 4</th>
<th>Tech 3</th>
<th>Tech 2</th>
<th>Tech 1</th>
<th>Admin</th>
<th>Hours</th>
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<tbody>
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<td>Research/Field Review</td>
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**TOTALS**

- **Total Hours >=**: 25.5
- **Hourly Rate >=**: $160
- **Cost >=**: $4,000

**REIMBURSABLE EXPENSES**

- Mileage: 0 miles @ $0.50/mile = $0
- Travel/Per Diem: $0
- Plans/Prints/Copies: $15
- Telephone: $0
- Miscellaneous: $0

**Total Expenses**: $15

**SUBTOTAL**: $5,705

**Total Labor**: $5,690

**Total Expenses**: $15

**TOTAL SERVICES**: $5,705

---

**CLIENT**: Wm. B. Ittner, Inc.

Project Description: TSU Pickler Library Plaza

Date: 9-15-14

Prepared by: JVHuss

Reviewed by:

THHinc Project #:
RATE SCHEDULE  

(Effective 1-1-2014)

Professional Services (hourly)

Principal $160.00  
Engineer 5 $140.00  
Engineer 4 $120.00  
Engineer 3 $105.00  
Engineer 2 $90.00  
Engineer 1 $75.00  
Professional Land Surveyor 2 $95.00  
Professional Land Surveyor 1 $80.00  
Technician 5 $85.00  
Technician 4 $70.00  
Technician 3 $60.00  
Technician 2 $50.00  
Technician 1 $40.00  
Administrative $50.00  

Expert Testimony
Consultant Services listed hourly rate  
Deposition and Trial $225.00  

Reimbursable Expenses
Mileage IRS rate  
GPS Equipment $30.00 / hour  
Large Format Copies (B/W) $1.50 / each  
Large Format Mylar (B/W) $5.50 / each  
Xerox Copies (8 1/2 x 11) $0.15  
Xerox Copies (11 x 17) $0.25  
Other Reimbursables cost + 10%  
Consultants cost + 10%
Faculty Early Retirement Incentive Program 2015

Purpose

The Board of Governors of the Truman State University recognizes that early retirement should be for the mutual benefit of the faculty member and the University. This policy permits some tenured faculty members another alternative in planning for retirement.

I. Time Limits

The Early Retirement Incentive option is available to eligible full-time faculty members, with a separation/retirement date no later than December 31, 2015.

II. Eligibility

Eligible for the program are all full-time tenured faculty members currently employed at Truman, of at least 60 years of age, with 15 or more net years of service at Truman as of May 31, 2015. Faculty, who have already indicated they are going to retire are not eligible for this incentive. The Early Retirement Incentive is not a guaranteed benefit. Eligible faculty members must request the Early Retirement Incentive in writing to the Office of Human Resources not later than December 12, 2014. The program is limited to ten (10) applicants. Therefore, if interest exceeds ten (10) applicants, selection will be based upon years of service at Truman State University as calculated from May 31, 2015. Such definition of “seniority” is used solely for the purpose of this program. In the event two applicants have the same seniority date, then the first come, first serve criteria will apply if necessary. Approved applicants will be notified by Human Resources and must complete and sign the Retirement Agreement and Release within ten (10) working days of notification of approval.

III. Incentive

The Retirement Incentive consists of the following:

A cash incentive payment of $25,000 or retention of Truman State University’s contribution to the individual health insurance monthly premium benefit for five consecutive years from date of retirement or until the retiree becomes Medicare eligible, whichever occurs first. Members would be responsible for any dependent coverage.

IV. Enrollment Period

This incentive is being offered beginning October 20, 2014. Applications for early retirement must be received by December 12, 2014.