

No. III.A.2.a.

RECOMMENDED ACTION - Approval of Procurement Activity Report

The following resolution was moved by _____
and seconded by _____.

BE IT RESOLVED by the Board of Governors for Missouri State University that the attached Activity Report presented by the Procurement Services Office be approved.

VOTE: **AYE** _____
 NAY _____

COMMENTS:

This resolution confirms approval received from the Executive Committee on September 2, 2009.

**ACTIVITY REPORT
MISSOURI STATE UNIVERSITY
OFFICE OF PROCUREMENT SERVICES
A DIVISION OF FINANCE**

FOR APPROVAL

Single purchase > \$100,000 that was not competitively bid

Concert Chorale Performance Tour **\$158,548.00**
Music **(Estimated)**

Recommend approval to enter into an agreement with Concept Tours, Incorporated, to organize, sponsor, and provide travel arrangements and related services for the University's Concert Chorale to participate in a concert tour of Austria from May 15, 2010 to May 26, 2010.

Air and ground transportation, lodging and several meals are included in the above amount. The total reported cost is based on 52 participants at \$3,049.00 each, which will be funded by participating students, but paid by the University.

Payment to Concert Tours, Incorporated will be made in accordance with a prescribed schedule outlined in the agreement as follows:

On or before September 10, 2009:	\$18,200.00
On or before November 16, 2009:	\$46,800.00
On or before January 29, 2010:	\$46,800.00
On or before March 26, 2010:	\$46,748.00

Note: Funding from participating students.

Single purchase > \$100,000 that was not competitively bid

Concert Chorale Performance Tour Alumni and Friends **\$99,150.00**
Music **(Estimated)**

Recommend approval to enter into an agreement with Concept Tours, Incorporated, to organize, sponsor, and provide travel arrangements and related services for the University's Concert Chorale to participate in a concert tour of Austria from May 16, 2010 to May 25, 2010.

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Air and ground transportation, lodging and several meals are included in the above amount. The total reported cost is based on 30 participants at \$3,305.00 each, which will be funded by participating attendees, but paid by the University.

Payments to Concert Tours, Incorporated will be made in accordance with a prescribed schedule outlined in the agreement as follows:

On or before September 1, 2009:	\$15,000.00
On or before November 2, 2009:	\$30,000.00
On or before January 16, 2010:	\$27,075.00
On or before March 16, 2010:	\$27,075.00

Note: Funding by participating attendees.

Single purchase > \$100,000 that was not competitively bid

Microsoft Campus Agreement **\$121,990.95**
Campus Wide

Recommend approval to issue a purchase order to En Pointe Technologies as a single feasible source for the Microsoft Campus Agreement. The agreement covers the Desktop Package (Office Professional, Core Client Access license and Windows upgrades), Front Page, and Visual Studio by all faculty and staff at the Springfield, Mountain Grove, and West Plains campuses. The contract period is September 1, 2009 through August 31, 2010.

Note: Funding for this purchase is from Student Computer Access Fee (SCUF) funds and Administrative and Information Services (AIS) Library Technology and Networking.

Pre-approval to proceed with the Microsoft Campus Agreement was obtained from Brian Hammons, Board of Governors' President, August 27, 2009.