



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Finance and Facilities Committee

DATE: April 16, 2024

TITLE: Board Policy 5.14 Contracts, Procurement and Supplier Diversity (and related System Procedures) – Informational Update

Action

Review and Discussion

This item is required by policy

PRESENTERS

Bill Maki, Vice Chancellor for Finance and Facilities

PURPOSE

To update the committee on language added to System Procedure 5.14.2 and System Procedure 5.14.5.

BACKGROUND INFORMATION

Board Policy 5.14 Contracts, Procurement and Supplier Diversity was brought before this committee for a review of proposed amendments on March 20, 2024. The amendments to the policy were approved at that time. However, as a result of the discussion, some additional clarifying language around the process of reviewing contracts was requested for inclusion in the supporting system procedures. Those additions are as follows:

System Procedure 5.14.2 Consultant Professional or Technical Services and Income Contracts:

Part 11. Contracts \$1,000,000 or greater and less than \$3,000,000

Subpart A. System Office contracts between \$1,000,000 and \$3,000,000

The chancellor or chancellor's designee shall consult with the Board of Trustees' Chair and the Chair of Finance and Facilities Committee on all system office contract with a total contract value (TCV) greater than or equal to \$1,000,000 and less than \$3,000,000. The proposed contract will either be executed after this consultation and then reported to the Board at its next scheduled meeting or will be brought to the Board for approval before the contract is executed.

Subpart B. College and University contracts between \$1,000,000 and \$3,000,000

The Chancellor or the Chancellor's designee must report any college or university contract

with a TCV equal to \$1,000,000 and less than \$3,000,000 to the Board at its next scheduled Board meeting following the execution of the contract. The Chancellor or the Chancellor's designee may also decide to bring the proposed contract to the Board for approval before the contract is executed.

System Procedure 5.14.5 Purchasing:

Section 6

Subpart D. Purchases \$1,000,000 or greater and less than \$3,000,000

- The chancellor or chancellor's designee shall consult with the Board of Trustees' Chair and the Chair of Finance and Facilities Committee on all system office purchases with a value greater than or equal to \$1,000,000 and less than \$3,000,000. The proposed purchase will either be executed after this consultation and then reported to the Board at its next scheduled meeting or will be brought to the Board for approval before the purchase is executed.
- The Chancellor or the Chancellor's designee must report any college or university purchase with a value equal to \$1,000,000 and less than \$3,000,000 to the Board at its next scheduled Board meeting following the execution of the purchase. The Chancellor or the Chancellor's designee may also decide to bring the proposal to the Board for approval before the purchase is executed.