

**EXECUTIVE COMMITTEE
BOARD OF TRUSTEES
UNIVERSITY OF VERMONT AND STATE AGRICULTURAL COLLEGE**

The Executive Committee of the Board of Trustees of the University of Vermont and State Agricultural College held a meeting on Monday, November 13, 2023, at 1:00 p.m., in Memorial Lounge, room 338 Waterman Building, via remote conferencing.

MEMBERS PRESENT: Chair Ron Lumbra, President Suresh Garimella, Frank Cioffi, Carolyn Dwyer, Don McCree, and Shap Smith

MEMBERS ABSENT: Vice Chair Cynthia Barnhart and Secretary Catherine Toll

OTHER TRUSTEES PRESENT: Kristina Pisanelli and Carol Ode

REPRESENTATIVES PRESENT: Staff Council Representative Monika Donlevy, Student Government Association Representative Olivia Eisenberg, and Foundation Representative President & CEO Monica Delisa

REPRESENTATIVES ABSENT: Faculty Senate Representative Tom Borchert and Graduate Student Senate President Ijaz Ul Haq

PERSONS ALSO PARTICIPATING: Vice President & Provost Patricia Prelock, Vice President for Finance & Administration Richard Cate, Vice President for Legal Affairs & General Counsel Trent Klingerman¹, Vice Provost for Enrollment Management Jay Jacobs, and Chief of Staff to the President Jonathan D'Amore

¹ attended in person.

Chair Ron Lumbra called the meeting to order at 1:04 p.m.

Approval of minutes

Chair Lumbra entertained a motion to approve the minutes from the September 18, 2023, meeting. The motion was made, seconded and it was voted to approve the minutes as presented.

President's remarks

President Suresh Garimella reported last week was busy at UVM and included wide and generous media coverage both locally and nationally. He highlighted the recent segment on CBS Sunday morning regarding the university's direct and responsible engagement on motivating the interest of young men in UVM and in higher education generally. He recognized and thanked Vice Provost for Enrollment Management Jay Jacobs, and the students interviewed, for representing the university well.

He also noted that last Friday, the university hosted a ribbon-cutting event for the Leahy Institute for Rural Partnership and the Patrick Leahy Building after which there was a panel discussion,

including Governor Scott, Senator Welch, and Senator Leahy on the opportunities ahead for UVM connections with rural communities statewide.

Action items

Chair Lumbra noted that resolutions will be introduced individually with an opportunity for discussion following. Once resolutions have been introduced, the committee will vote on them as a consent agenda unless someone requests a separate vote on a particular resolution.

Vice President for Finance & Administration Richard Cate introduced the first resolution authorizing execution of lease amendments to allow for one-year renewals options for the following leased spaces located at 111 Colchester Avenue in Burlington, Vermont:

- 9,290 square feet of clinical and related office space for the Clinical Research Center, located on Shepardson 2nd Floor with a current lease expiration of June 22, 2024, and an associated annual rental expense of \$205,461, adjusted annually by the Consumer Price Index.
- 203 square feet of office space for the Trauma Coagulopathy Research Program, located on West Pavilion 1st Floor with a current lease expiration of July 20, 2024, and an associated annual rental expense of \$4,549, adjusted annually by the Consumer Price Index.
- 1,065 square feet of procedure and equipment space for the Center for Medical Imaging Research, located on McClure 1st Floor with a current lease expiration of December 31, 2023, and an associated annual rental expense of \$38,781 adjusted annually by the Consumer Price Index.

The following resolution was presented for approval:

Resolution authorizing execution of individual lease amendments in connection with UVM continuing to lease space from The University of Vermont Medical Center for the Clinical Research Center, Trauma Coagulopathy Research Program, and Center for Medical Imaging Research, all located at 111 Colchester Avenue, Burlington, Vermont.

BE IT RESOLVED, that the Executive Committee hereby authorizes the Vice President for Finance and Administration, or his successor or designee, to negotiate and execute documents in connection with leases with The University of Vermont Medical Center for continued use of space for the Clinical Research Center, Trauma Coagulopathy Research Program, and Center for Medical Imaging Research, all located at 111 Colchester Avenue, Burlington Vermont, subject to material terms and conditions reported on this date.

Vice President Cate next introduced a contract renewal for maintenance management services with Steris Corporation. In 2019 the committee approved a five-year contract requested by Technical Services Partnerships (TPS) for management services with Steris Corporation. TPS provides healthcare technology management services for client facilities in Vermont, New Hampshire and New York.

Steris Corporation provides preventative maintenance and repair services for hospital sterilizers, operating room lights, operating room tables, as well as other equipment. Additional equipment and locations are added and removed from year-to-year fluctuating costs. In July 2020, Steris Corporation proposed a five-year contract through June 30, 2025 with minimal price increases of 1% in the last year. The cost of this contract is recovered by fees collected from the hospitals that own the equipment.

TSP is requesting an amendment of the contract term to cover July 1, 2019 through June 30, 2020, with five one-year renewal options through June 30, 2025, in an aggregate amount not to exceed \$6,200,000.

The following resolution was presented for approval:

Resolution approving contract amendment with Steris Corporation

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to execute contracts with Steris Corporation for maintenance management services beginning July 1, 2019 through June 30, 2020, with five one-year renewal options through 2025, in an aggregate amount not to exceed \$6,200,000.

This resolution replaces and supersedes the resolution approved by the Executive Committee on April 15, 2019.

Vice President Cate then introduced a contract renewal with Accruent, LLC for EMS Campus software and maintenance. University Event Services is requesting approval to renew their EMS software and maintenance database. This software is used to schedule and manage event space on campus.

The administration is requesting a contract renewal with Accruent, LLC beginning October 1, 2023 through September 30, 2024, with two optional one-year renewals, for an amount not to exceed \$155,500 in aggregate.

The extension term of this contract will exceed five years which requires Board approval.

The following resolution was presented for approval:

Resolution approving contract renewal with Accruent, LLC

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to enter into a contract renewal with Accruent, LLC, for EMS Campus software and maintenance beginning October 1, 2023 through September 30, 2024, with two optional one-year renewals, for an amount not to exceed \$155,500 in aggregate.

Vice President Cate next introduced a contract extension with Remedy Analytics, Incorporated for pharmacy benefit consulting services. In April 2020, UVM Human Resources Services partnered with Remedy Analytics, Incorporated to assist in pharmacy benefit consulting services.

Remedy provides market benchmarking reports with financial impact to pharmacy benefit plans utilizing PharmaLogic software database to recommend opportunities for cost savings. Remedy will provide management of overall Market Check process and provide areas for negotiations. The contract extension term would begin April 15, 2024 through April 14, 2026, for an amount not to exceed \$700,000.

This contract is for professional consulting services and exceeds five years which requires Board approval.

The following resolution was presented for approval:

Resolution approving contract extension with Remedy Analytics, Incorporated

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to enter into a contract extension with Remedy Analytics Incorporated for pharmacy benefit consulting services beginning April 15, 2024 through April 14, 2026, for an amount not to exceed \$700,000.

Vice President Cate then introduced a contract extension with Parthenon Management Group, LLC (“PMG”) for research management consulting services. PMG, located in Nashville, Tennessee, has been engaged in providing the UVM Center on Rural Addiction grant management services for all aspects of their project to assist in its mission to expand addiction treatment capacity in designated rural counties. PMG’s support includes qualitative assessments, evaluations, communications and outreach. The Vermont Center on Behavior and Health, the department that runs the rural addiction grant, does not have the available resources to meet these requirements of the grant and are seeking approval to continue services with PMG for an extension through August 31, 2024, with an additional one-year renewal option, in an amount not to exceed \$850,000, including reimbursable expenses. These consulting costs are fully grant funded.

The total contract term with extensions exceeds five years which requires Board approval.

The following resolution was presented for approval:

Resolution approving contract extension with Parthenon Management Group, LLC

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to enter into a contract extension with Parthenon Management Group, LLC for research management consulting services beginning September 1, 2023 through August 31, 2024, with an additional one-year renewal option, for an amount not to exceed \$850,000 in aggregate.

Vice President Cate next introduced contract renewals for university snowplowing services. In July 2021, an RFP was released on behalf of Physical Plant Department for university snowplowing services to maintain multiple locations and zones across campus. The RFP committee evaluated the proposals and awarded three-year contracts, with two one-year renewal options, to multiple contractors based on annual fixed fee or time and materials basis. This allows flexibility to adjust the services based on needs with weather, campus demands, and in-

house resources. The contractors awarded are Landshapes Landscape Design and Installation, ML Scapes, Inc., J. Labrecque LLC, All Seasons Excavating, and S & D Landscapes.

Physical Plant department is requesting contract approval to renew the two-year option for each contract covering services from May 1, 2024, through April 30, 2026, in an amount not to exceed \$3,400,000 in aggregate.

The following resolution was presented for approval:

Resolution approving contract renewals for snowplowing services

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to execute contract renewals with Landshapes Landscape Design and Installation, ML Scapes, Incorporated., J. Labrecque LLC, All Seasons Excavating, and S & D Landscapes, for snowplowing services beginning May 1, 2024, through April 30, 2026, in an amount not to exceed \$3,400,000 in aggregate.

Vice President Cate then introduced a contract for custodial supplies. The university was previously contracted with Foley Distributing, Incorporated for custodial supplies for daily operations across campus. A new RFP was released this fall and after extensive evaluation, WB Mason, Incorporated was the selected supplier. WB Mason, Incorporated purchased Foley Distributing, Incorporated in August 2022.

The new contract has an annual 3% escalation cost. Custodial Services is requesting approval to execute a three-year contract beginning December 17, 2023 through December 16, 2026, with two optional one-year renewals, for an amount not to exceed \$4,500,000 in aggregate.

The following resolution was presented for approval:

Resolution approving contract for custodial supplies

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to execute a contract with WB Mason, Incorporated for custodial supplies beginning December 17, 2023 through December 16, 2026, with two optional one-year renewals, for an amount not to exceed \$4,500,000 in aggregate.

Vice President Cate next introduced a contract for washer and dryer rentals in residence halls. In September, an RFP was released and after proposals were evaluated, Automatic Laundry Services, Incorporated was the selected supplier based on favorable pricing, customer service, preventative maintenance, technology options, and energy efficient machines. Automatic Laundry's office is based in Massachusetts and their proposal included a 3% annual escalation increase.

Residential Life is seeking approval to enter into a five-year contract with Automatic Laundry Services, Incorporated beginning December 15, 2023 through December 14, 2028, with an optional five-year renewal, for an amount not to exceed \$2,400,000 in aggregate.

The following resolution was presented for approval:

Resolution approving contract for washer and dryer rentals

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to execute a contract with Automatic Laundry Services, Incorporated for washer and dryer rentals beginning December 15, 2023 through December 14, 2028, with an optional five-year renewal, for an amount not to exceed \$2,400,000 in aggregate.

Vice President Cate introduced a final contract with John Wiley & Sons, Incorporated for publishing products and subscriptions. In March of 2022, the Board of Trustees approved a three-year contract with John Wiley & Sons, Incorporated for publishing products, mainly journal subscriptions, e-books and database content at \$2,500,000. This contract offers Open Access in Wiley journals at no cost to authors and allows access to every journal Wiley publishes.

UVM Libraries is requesting amendment approval of the contract term to include a one-year renewal to cover January 1, 2022 through December 31, 2025, with an amount not to exceed \$3,400,000. An annual 2% escalation is included in the contract and renewal term.

The following resolution was presented for approval:

Resolution approving contract amendment with John Wiley & Sons, Incorporated

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to enter into a contract with John Wiley & Sons, Incorporated for journals, databases, and publishing subscriptions beginning January 1, 2022 through December 31, 2024, with an optional one-year renewal, for an amount not to exceed \$3,400,000.

This resolution replaces and supersedes the resolution approved by the Board of Trustees on March 1, 2022.

Provost Patricia Prelock and Vice Provost for Enrollment Management Jay Jacobs introduced a Memorandum of Understanding for a 7-year pilot program with CFES Brilliant Pathways for the development and implementation of a long-term pilot program designed to support 100 students from high school through graduation at the University of Vermont to increase socio-economic diversity among its undergraduate students. The program includes mentoring and exposure to future career and educational opportunities beginning at a set of pilot high schools. The first goal is matriculation of 100 students from these high schools to UVM where they will receive additional targeted advising, mentoring and career development from the CFES Brilliant Pathways team, which will include professional and peer mentors. CFES will raise the funds to support and program the 7-year pilot program at UVM.

The Memorandum of Understanding exceeds five years which requires Board approval.

The following resolution was presented for approval:

Resolution approving Memorandum of Understanding with CFES Brilliant Pathways

BE IT RESOLVED, that the Provost and Senior Vice President, or her successor or designee, is hereby authorized to enter into a 7-year Memorandum of Understanding with CFES Brilliant Pathways, beginning not later than December 1, 2023 for the development and implementation of a pilot program meant to attract, recruit, engage and support high-school students through their educational and career objectives at the University of Vermont.

Chair Lumbra opened the floor to discussion of any of the resolutions. President Garimella shared that he joined CFES Brilliant Pathways President Rick Dalton for a panel discussion during the CFES Brilliant Pathways conference held in Burlington last week noting the panel discussion was on the importance of experiential learning and mentorship for student success, especially for young men.

After a brief conversation about how students are recruited for the CFES Brilliant Pathways, a motion was made and seconded, and all resolutions were unanimously approved as presented.

Adjournment

There being no further business, the meeting was adjourned at 1:24 p.m.

Respectfully submitted,

Ron Lumbra, Chair