



**UVM-BURLINGTON FEE FOR SERVICES AGREEMENT  
CITY OF BURLINGTON ANNUAL REPORT FOR FY08**

**BACKGROUND**

The City of Burlington and University of Vermont entered into an agreement dated September 26, 2007 which provided for, among other things, “fee for services” payments to be made by UVM to the City. Payments made under the five-year agreement fall under two categories: (1) Fire services, and (2) an “omnibus” payment intended to cover “any and all impact UVM personnel, students, and operations may have upon the City and for any associated services or resources the City or its agents render to UVM and its community.” In addition, the agreement included annual payment by UVM to the City for access to and use of the New World Systems Computer-Aided Dispatch and Records Management System.

Payment Table

	Year 1 FY08	Year 2 FY09	Year 3 FY10	Year 4 FY11	Year 5 FY12
Fire Services Fee:	\$ 456,006	684,008	912,011	Index <sup>1</sup>	Index
Omnibus Fee:	\$ 180,040	Index	Index	Index	Index
New World System:	\$ 25,000	Index	Index	Index	Index

The agreement also includes provisions related to cooperative activities between the Burlington and UVM Police Departments, and Burlington Fire Department and UVM Fire Prevention staff. The agreement further provides that “each party will issue to the other once annually, within 30 days of the end of the City FY, a report inclusive of budget or financial accounting demonstrating its compliance with the obligations assumed hereunder.”

The 2007 agreement supplements and, in some cases, supersedes prior agreements between the City and UVM. UVM has been making voluntary payments to the City for approximately 20 years; however, the 2007 agreement called for a significant increase in the amount of those payments. In addition to financial payments, the agreement contemplates a strong cooperative relationship between UVM and City police and fire personnel. Increased cooperation results in greater safety, enhanced quality of life, and increased efficiency in police and fire services.

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<sup>1</sup> The Index to be used for any adjustment in the payment amount is the “U.S., State and Local Government NIPA Chain Weighted Deflator Index.”

Both the City and UVM recognize the mutual benefits of their cooperative relationship which encompasses several areas. In addition to other factors, UVM's contribution to the intellectual life, cultural and economic vitality and welfare of Burlington – and the City's provision of an array of public health, safety, and welfare services necessary for the operation and success of UVM as well as the entire community.

### **FIRE SERVICES FEE**

The University paid the City a fee of \$456,006 in fiscal year 2008 to address the impact the University has on the City's fire services readiness and emergency services capacity. This payment was essential to enable the City to maintain the extent, quality and scope of such services in FY 2008.

The final unaudited, net of direct expenses after revenues of the Fire Department was \$4,078,709, representing an increase of approximately \$475,000 over the previous fiscal year. In addition, the indirect expenses of the Department, including personnel benefits exceeded an estimated \$1.6 million with a net increase of more than \$200,000. The \$456,000 fee paid by the University was essential to the capacity of the City to fund this increase of net costs of more than \$675,000 in FY 2008.

Based on the increase in costs in FY 2008, it would have been very difficult for the City to have funded and sustained the quality, extent and scope of fire and emergency response services generally, and particularly with regard to the University, without this payment to offset the impact of the University on these services.

### **FIRE PROTOCOLS AND COOPERATION**

Principally through the Burlington Fire Chief and UVM Fire Marshal, UVM and City fire departments have met and communicated regularly over the past fiscal year to establish certain protocols and work together on fire prevention measures. This includes:

- Automatic response by Burlington Fire Department (BFD) to all fire alarms at UVM (previously BFD response was at the discretion of UVM police services). Both parties agree that an automatic response is a safer arrangement because, while BFD responds to more calls, their response is not as delayed as under the prior system.
- BFD sends an engine company to assist UVM rescue with emergency medical calls on the UVM campus, making their response on campus consistent with the response to emergency medical calls across the City.
- Emphasis on improving safety when responding to emergency call related to laboratory or other potential hazardous situation. Establishment of a custom system to help identify potential hazards in laboratories and other campus locations – using a color-coded map and on-line database. City fire department personnel participated in training by UVM on the new system.

- Continued inspection and testing of fire protection and life safety systems by UVM physical plant staff.
- Continued fire prevention inspections conducted by BFD on the UVM campus.
- New fire safety program for UVM fraternity and sorority members; jointly implemented by City and UVM fire personnel with shared use of equipment for program.

### **POLICE SERVICES**

- New World Systems Computer-Aided Dispatch and Records Management System. Burlington and UVM police departments completed an MOU memorializing their respective rights and responsibilities relating to the New World System. UVM made payment to the City of \$25,000 for FY08 as outlined under the fee for services agreement.
- The City and UVM police departments continued to participate in a county-wide cooperative mutual-aid agreement.
- The City and UVM police departments worked together to address quality of life issues in neighborhoods, with stepped up enforcement and joint patrols during the fall and spring in particular. The departments will continue to communicate and work together on mutual assistance issues and other coordination as outlined in the agreement.

### **OMNIBUS PAYMENT**

The omnibus fee payment by the University to the City was utilized to partially fund the overall general increase in the costs of non-safety services programs by the City. This fee in part enabled the City to fund a special appropriation to address the significant deterioration in City Streets in the winter of FY 2008 and to fund the significant overrun in expenses for snow removal without offsetting cuts in other program areas.

### **ADDITIONAL INFORMATION**

For questions about this report, please contact:

Office of the Mayor  
 City of Burlington  
 City Hall, Room 34  
 Burlington, VT 05401  
 (802) 865-7272

**University of Vermont**  
**Payment for Services Annual Report**  
**Fiscal Year 2008**



**OVERVIEW**

The success of the City of Burlington and University of Vermont are closely linked and mutual benefit is at the heart of the relationship. The University prospers because of the City in many ways, including student, faculty, and staff recruitment where Burlington is a key draw and competitive advantage; enrichment of academic programs where the City acts as a learning landscape for many disciplines; and an enhanced quality of life for the UVM community. The University also contributes clear benefit to Burlington by enhancing its success as a thriving, sustainable, livable small city, providing talented and vibrant faculty, staff, and students; bringing cultural and intellectual opportunities and vigor to the community; educating successful graduates for the workforce; sharing the beauty of its historic campus; and contributing significantly to regional economic development.

Although the University had been making a voluntary payment for services to the city for 20 years, a discussion was begun with City administrators about how to establish a voluntary payment for services rubric that would ameliorate the impact of UVM's real property tax exemptions on the City. The goal was to provide meaningful support to the city in its efforts to become sustainable and ensure that the University has the level of services a major research institution requires. After a process of productive, positive, and collegial meetings, President Daniel Mark Fogel and Mayor Bob Kiss signed an agreement that will result in the University making an annual payment to the City that will exceed \$1.1 million by 2010, about four times what UVM previously paid.

The negotiating teams agreed that the University primarily impacts the City in two areas: fire services and services such as public works. The agreement focuses on these themes, as well as including cooperative ventures such as the provision of police services. UVM and Burlington police have made headway over the past several years on quality of life issues in the city by

working together as a team. The new agreement solidifies this team approach through mutual assistance agreements in such areas as non-emergency assistance and joint patrols of city neighborhoods adjacent to UVM.

The new accord between the City and the University is both fair and forward looking, taking growth into account and adjusting for inflation using a municipal index created by the US Department of Commerce. The net effect is a significant increase in the support UVM is providing the City, and an objective basis for determining the payment amount which lays the groundwork for future negotiations.

## **REPORT**

The University complied with all requirements as laid out in the Payment for Services Agreement, as described below.

### **Omnibus and Fire Services Payments**

The University calculated and made the annual Omnibus (\$180,040) and Fire Services (\$456,006) payments on 12/18/07, a total payment of \$636,046.

### **Fire Services**

The University paid fees due related to nuisance and malfunctioning alarms as of December 18, 2007.

The University paid fire fees as directed by statute or law, including radio call box installation fees, annual radio call box fees, malfunctioning fire alarm fees, and intentional false alarm fees. The amount paid for these fees was \$43,548.

The UVM Fire Marshal and City Fire Chief developed fire safety response protocols (see attached report) including response protocols, maps and databases of University property, training of Burlington Fire Department and University personnel, improvement of the fire and life safety inspection and testing system, the creation of a new Life Safety Office within Physical Plant, initiation of a new fire safety program for UVM fraternity and sorority members, and the continued cooperative review of plans for construction.

### **Police Services**

The University's Police Services and the Burlington Police Department signed a memorandum of understanding regarding the operation and funding of the New World Systems computer-aided dispatch and records management system as of 10/8/07.

The University made the \$25,000 annual payment to the City for the use of New World Systems as of 12/18/2007.

The University's Police Services and the Burlington Police Department continue to participate in a mutual assistance agreement.

**TOTAL FY 08 SERVICES AGREEMENT & ASSOCIATED PAYMENTS TO THE CITY BY THE UNIVERSITY**

The amount paid by the University to the City of Burlington for Fiscal Year 2008 under the Payment for Services Agreement totaled **\$704,594** as follows:

Omnibus Payment	\$180,040
Fire Services Payment	\$456,006
Direct Fire Services - including radio call box installation fees, annual radio call box fees, malfunctioning fire alarm fees, and intentional false alarm fees	\$43,548
Annual payment to the City for the use of New World Systems computer-aided dispatch and records management system	\$25,000
<b>FY08 Agreement Payment for Services Subtotal</b>	<b><u>\$704,594</u></b>

Additional payments to the City during Fiscal Year 2008 by the University totaled **\$890,754** as follows:

Real estate taxes paid directly by the University	\$50,814
Real estate taxes paid indirectly; indirect payments reflect those locations where the University pays all or a portion of the tax liability through an existing lease arrangement	\$370,749
Permitting fees paid by the University	\$344,181
Payment of prior fiscal years malfunctioning fire alarm fees and intentional false alarm fees (not required to be paid by past agreements)	\$125,010
<b>FY08 UVM Other Payments to City Related to Agreement TOTAL</b>	<b><u>\$890,754</u></b>

Total payments to the City by the University for Services Agreement and other related payments in Fiscal Year 2008: **\$1,595,348.**

**ONLINE INFORMATION – PAYMENT FOR SERVICES AGREEMENT**

The text of the agreement is available on the University’s Community Relations website at:

<http://www.uvm.edu/~commrel/community/UVMCityAgreement2007.pdf>

**ONLINE INFORMATION - COMMUNITY RELATIONS**

Other information about partnerships between the University and the City, and resources available to the community and state are on the Community Relations home page at:

<http://www.uvm.edu/communityrelations>



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## **City of Burlington and University of Vermont Fire Safety Response Protocols Update - May 2008**

As part of the City of Burlington and University of Vermont Letter of Agreement signed September 26, 2007, the City and UVM agreed “to develop fire safety response protocols” and “consult actively regarding the implementation and effectiveness of such arrangements” through the Burlington Fire Chief and UVM Fire Marshal. Since that time the Burlington Fire Chief and UVM Fire Marshal have met and continue to communicate regularly by telephone and e-mail. Several positive changes have been implemented in support of “enhancing public safety and mitigating the impact of UVM upon City fire services.”

An important new protocol is the automatic response of City fire suppression forces to all fire alarms at UVM. Under the previous protocol Burlington Fire Department responded at the discretion of UVM Police Services. The new protocol increases the safety of UVM students, faculty and staff, including UVM Police Services and Physical Plant Department first responders. This new protocol has increased the number of responses by the Burlington Fire Department, but decreased the likelihood that they will arrive at a more developed and more dangerous situation as a result of delayed notification. The university’s property insurer, FM Global, has enthusiastically endorsed this new protocol.

UVM and Burlington Fire Department also adopted a new protocol addressing response to calls for emergency medical services. The Burlington Fire Department is now sending an engine company to assist UVM Rescue with emergency medical calls on the UVM campus. This makes the response to campus emergencies equivalent to the response throughout Burlington, where the nearest engine company is dispatched to assist the fire department ambulance. In addition to better service for the patients, this change also encourages UVM Rescue members to develop a good working relationship with fire department members, many of whom have been Emergency Medical Technicians for twenty years or more.

The UVM Fire Marshal and the Burlington Fire Chief have identified emergency response to UVM laboratories as a priority issue. The UVM Fire Marshal and UVM Environmental Safety have worked with the fire department to develop a custom system to help emergency responders identify potential hazards in laboratories, as well as other potentially hazardous sites on campus. This system utilizes a color-coded map and an on-line database which provides important location-specific information to the fire department. As part of the implementation of this program, UVM provided approximately nine hours of training to sixty members of the fire

department covering laboratory safety, chemical hazards, radioactive materials, biological materials, and use of the map and on-line database. Additional specialized training has been provided to selected fire department members. We have received positive feedback from the Burlington Fire Department during and after recent responses to chemical spills. Ongoing training and exercises including table top simulations will be conducted in the near future.

**UVM Campuswide Emergency Response Hazards Report**

**Note: Following NFPA advice with regard to labelling laboratories, the chemical labelling system used at UVM does not correspond to the NFPA 704 system.**

Currently Sorted by Building Name

Currently Showing All Towns

<b>Building:</b> <a href="#">32 North Prospect</a> Radiation Hazards BioSafety Hazards	<b>Street Address:</b> 32 N Prospect St	<b>Building Use:</b> Laboratory	<b>Building Comments:</b> UVM laboratories in the basement only, currently Animal Science Department laboratories
<b>Building:</b> <a href="#">Aiken Center</a> Other Hazards	<b>Street Address:</b> 81 Carrigan Dr	<b>Building Use:</b> Laboratory	<b>Building Comments:</b> The Aiken Building has laboratories on the second floor and animal samples stored in ethanol solutions on the first floor.
<b>Building:</b> <a href="#">Angell Lecture Center</a>	<b>Street Address:</b> 82 University Pl	<b>Building Use:</b> Laboratory	<b>Building Comments:</b> There is a demonstration preparation laboratory between the two main lecture halls. There is minimal chemical storage in this space.
<b>Building:</b> <a href="#">Bioresearch Laboratories</a> Other Hazards	<b>Street Address:</b> 655 Spear St	<b>Building Use:</b> Laboratory	<b>Building Comments:</b> Insect laboratories which contain a variety of flammable chemicals and pesticides
<b>Building:</b> <a href="#">Colchester Research Facility</a> Radiation Hazards BioSafety Hazards	<b>Street Address:</b> 208 S Park Drive Suite 2	<b>Building Use:</b> Laboratory	<b>Building Comments:</b> UVM medical research laboratories are throughout the building, with offices interspersed

### On-Line Database for Emergency Response

UVM Physical Plant personnel continue to provide inspection and testing of fire protection and life safety systems to ensure proper operation. This helps to limit the potential impact of a fire on the occupants and the Burlington Fire Department's personnel and resources. UVM has started a bar-coding system, with financial support from FM Global, which assures that fire and life safety inspection and testing schedules are maintained, and reduces the amount of time Physical Plant inspectors spend doing paperwork. A new Life Safety Office has been created within Physical Plant and the number of employees performing these duties has been increased to five. As a result of these and other positive changes in the area of fire prevention and protection, UVM received the FM Global Gold Star Award in 2007 for our efforts in property loss prevention.



Inspection of Sprinkler System

The Burlington Fire Department continues to conduct fire prevention inspections at UVM. The UVM Fire Marshal follows up on any areas of concern. As part of UVM Risk Management's strategic planning process, web-based software used by UVM Environmental Safety has been customized to allow tracking and follow-up of fire inspections. This will assist the UVM Fire Marshal in the tracking and correction of violations and identification of trends which can be proactively addressed.

The UVM Fire Marshal and the Burlington Fire Department Public Information Officer developed a new fire safety program for UVM fraternity and sorority members. The inaugural program was delivered April 11, 2008 to more than sixty students. The Greek houses are not campus buildings and fall solely within the jurisdiction of the Burlington Fire Department. Because the residents are strongly associated with UVM, the UVM Fire Marshal and Burlington Fire Department are sharing resources including equipment and expertise to deliver programs to this at-risk audience.





Greek Fire Safety Training

The UVM Fire Marshal and Burlington City Fire Marshal's Office have continued to work cooperatively reviewing plans for construction, including new buildings, renovations, and upgrading of fire alarm systems. Emergency planning protocols have also been developed as part of the permit process for larger events on campus.

We are continuing to assist the Burlington Fire Department in developing and practicing their response skills by offering them use of our property when it is feasible. There are currently plans to conduct search and rescue training in The Villa on the Trinity Campus. The impending demolition of the Agricultural Engineering building may provide a training opportunity.

The University of Vermont and the Burlington Fire Department are actively working to provide fire prevention measures, fire safety education, and response measures that will maximize public safety and emergency responder safety.