

**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, September 13, 2021, at 1:00 p.m., in room 427A Waterman Building via remote conferencing.

MEMBERS PRESENT: Chair Ron Lumbra, Vice Chair Cynthia Barnhart, Secretary John Bartholomew, President Suresh Garimella, Frank Cioffi, Carolyn Dwyer and Shap Smith

MEMBERS ABSENT: Don McCree

OTHER TRUSTEES PRESENT: Carol Ode and Berke Tinaz

REPRESENTATIVES PRESENT: Faculty Senate Representative Tom Borchert, Staff Council Representative Jon Reisenweaver, Interim Foundation Representative President & CEO Jim Keller and Graduate Student Representative Miki Beach (on behalf of Rosie Chapina)

REPRESENTATIVES ABSENT: Student Government Association Representative Sam Pasqualoni

PERSONS ALSO PARTICIPATING: Provost and Senior Vice President Patricia Prelock, Vice President for Legal Affairs & General Counsel and Chief of Staff to the President Sharon Reich Paulsen and Vice President for Finance and Administration Richard Cate

Chair Ron Lumbra called the meeting to order at 1:03 p.m.

**Approval of minutes**

Chair Lumbra entertained a motion to approve the minutes from the August 9, 2021 meeting. The motion was made, seconded and it was voted to approve the minutes as presented.

**Chair remarks**

Chair Lumbra shared that he was delighted to have been able to attend the Class of 2020 Commencement Ceremony held on August 14, 2021. He noted that two ceremonies were held during which students from each of the colleges and schools received their diplomas. The ceremonies were well attended by approximately 900 students and their families. Chair Lumbra acknowledged he was impacted by the overwhelming energy and enthusiasm of the celebration.

**President's remarks**

President Suresh Garimella noted that the fall semester is off to a joyous start. He reported that a Convocation Ceremony was held on August 29, 2021 for first year students and sophomores who were unable to enjoy this tradition last year due to the pandemic. With approximately 6,000 students in attendance, this was the largest gathering on the green.

President Garimella shared that faculty are back campus and that he recently held a reception at Englesby House for new members of the faculty. He was pleased to note that 40% of new faculty identify as people of color.

President Garimella concluded by sharing that today kicks off Staff Appreciation week and began with a picnic on the green from which he just returned and offered remarks.

### **Action items**

Chair Lumbra invited Vice President for Finance and Administration Richard Cate to introduce the contracts for the committee's consideration. He noted that resolutions would be introduced individually with an opportunity for discussion following. Once all 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 Cate introduced a proposed additional five-year lease renewal with Joe Frank for continued use of retail space for the UVM Bookstore's retail location at 46 Church Street, in Burlington, VT. Annual rental expense associated with this lease is \$116,181 with a 2% annual increase paid by the UVM Bookstore.

The following resolution was presented for approval:

**Resolution authorizing lease amendment with Joe Frank for continued use of retail space for the UVM Bookstore's retail location at 46 Church Street, Burlington, Vermont**

BE IT RESOLVED that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to negotiate and execute a five-year lease renewal option with Joe Frank for continued use of retail space for UVM Bookstore's retail location at 46 Church Street, Burlington, Vermont, subject to material terms and conditions reported on this date.

Vice President Cate next introduced contract amendments for ground maintenance services. In 2018, the Physical Plant Department awarded three-year contracts with two one-year renewals to three suppliers for grounds maintenance services for main campus and several outlying properties, to include mowing, pruning, edging, seeding, weeding, mulching, spring/fall cleanup, etc. The contracts were awarded to Landshapes Landscape Design and Installation, Levinsky Landscaping and Property Management, Inc., and Pinnacle Properties.

All three awarded suppliers are from the local area, however the contractor Levinsky Landscaping and Property Management, Inc. is no longer in business. The grounds work and special landscape projects that Levinsky Landscaping and Property Management would have performed, have been completed by the other two suppliers and will continue through the contract end date of March 31, 2023.

Due to additional landscape projects needed due to the installation of steam pipes across campus, Waterman pavers, walkways on Redstone Campus and near the Davis Center, and other projects,

Physical Plant is requesting an increase of \$450,000 to the original contract amount of \$1,700,000 to cover the expenses and special projects through the contract renewal period of March 31, 2023, for a new total amount not to exceed \$2,150,000.

The following resolution was presented for approval:

**Resolution approving contract amendment for grounds maintenance**

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to amend the existing contracts (approved April 9, 2018) with Landshapes Landscape Design and Installation and Pinnacle Properties for ground maintenance services through March 31, 2023, for an additional amount of \$450,000, with a not to exceed total amount of \$2,150,000.

Vice President Cate then introduced a two-year contract extension with Northeast Delta Dental for employee dental services. UVM presently provides dental benefits to approximately 4,830 active employees and retirees under a self-insured funding arrangement. An RFP was released in 2017 on behalf of Human Resources for the management of employee dental services. After reviewing the bids, Northeast Delta Dental was selected based on their experience, discounts and administrative fees. UVM entered into contract beginning January 1, 2018 through December 31, 2021.

Northeast Delta Dental has offered an additional two-year extension, with no increase in price, from January 1, 2022 through December 31, 2023, for a total amount not to exceed \$450,000.

The following resolution was presented for approval:

**Resolution approving contract extension with Northeast Delta Dental**

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successors or designee, is hereby authorized to execute a two-year contract extension with Northeast Delta Dental for managing employee dental plan services beginning January 1, 2022 through December 31, 2023, in an amount not to exceed \$450,000.

Vice President Cate next introduced a three-year contract for snowplowing services on campus. 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. Proposals were sent out to many local businesses to provide bids on an annual fixed fee charge and time and materials for designated zones. The RFP committee evaluated the proposals and would like to award three-year contracts to multiple contractors. Some contractors will be awarded on an annual fixed fee and others on a time and materials basis. This will allow flexibility to make adjustments with the services based on needs as determined by weather, campus demands, and in-house resources. The contractors selected for award are Landshapes Landscape Design and Installation, ML Scapes, Inc., J. Labrecque LLC, All Seasons Excavating, and S & D Landscapes.

Each contract will cover services from November 1, 2021 through April 30, 2024, in an amount not to exceed \$3,500,000 in aggregate.

The following resolution was presented for approval:

**Resolution approving contracts for snowplowing services**

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to execute three-year contracts with Landshapes Landscape Design and Installation, ML Scapes, Incorporated., J. Labrecque LLC, All Seasons Excavating, and S & D Landscapes, for snowplowing services beginning November 1, 2021, through April 30, 2024, in an amount not to exceed \$3,500,000 in aggregate.

Vice President Cate then introduced a contract with Parthenon Management Group (“PMG”), LLC for research management consulting services. PMG is located in Nashville, Tennessee and has been engaged in providing the UVM Center on Rural Addiction grant management services since March 1, 2021 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 currently does not have the available resources to meet these requirements of the grant and are seeking approval to increase consulting hours with PMG starting October 1, 2021 through August 31, 2022 in the amount of \$500,000. These consulting costs are fully grant funded.

The total contract term for performing these management consulting services from March 1, 2021 through August 31, 2022, will not exceed \$750,000.

The following resolution was presented for approval:

**Resolution approving contract with Parthenon Management Group**

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 Parthenon Management Group, LLC for research management consulting services beginning March 1, 2021 through August 31, 2022, for an amount not to exceed \$750,000.

Chair Lumbra offered an opportunity for discussion and comments. There being none, a motion was made, seconded and all resolutions were unanimously approved as presented.

**Adjournment**

There being no further business, the meeting was adjourned at 1:15 p.m.

Respectfully submitted,

Ron Lumbra, Chair