

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES
Agenda Item Summary Sheet**

Name: Finance and Facilities Committee

Date: March 17, 2015

Title: Metropolitan State University WebWOC Contract Exceeding \$1 Million Dollars

Purpose (check one):

- | | | |
|---|--|---|
| <input type="checkbox"/> Proposed
New Policy or
Amendment to
Existing Policy | <input checked="" type="checkbox"/> Approvals
Required by
Policy | <input type="checkbox"/> Other
Approvals |
| <input type="checkbox"/> Monitoring /
Compliance | <input type="checkbox"/> Information | |

Brief Description:

Board Policy 5.14, Procurement and Contracts, requires prior approval by the Board of Trustees for contracts exceeding \$1,000,000. The proposed action item is for Board approval of a professional/technical services contract estimated to total \$7,101,532 effective April 01, 2015 through December 31, 2017 with two (2) one-year options to renew. The total cost of \$7,101,532 includes the two (2) one-year extensions; the base contract cost for April 1, 2015 through December 31, 2017 is \$3,887,868.

Scheduled Presenter(s):

Laura M. King, Vice Chancellor – CFO

**BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

BOARD ACTION

**Metropolitan State University
WebWOC Contract Exceeding \$1 Million Dollars**

BACKGROUND

Board Policy 5.14, Procurement and Contracts, requires prior approval by the Board of Trustees for contracts exceeding \$1,000,000. The proposed action item is for Board approval of a professional/technical services contract estimated to total \$7,101,532 effective April 01, 2015 through December 31, 2017 with two (2) one-year options to renew. The total cost of \$7,101,532 includes the two (2) one-year extensions; the base contract cost for April 1, 2015 through December 31, 2017 is \$3,887,868.

Since 2001, Metropolitan State University has engaged in a contractual relationship with Bryant Rolstad Consultants, LLC to educate Wound, Ostomy and Continence (WOC) nursing students through the Web. WOC Nursing is a specialty dedicated to the care of patients with a wound or ulcer, ostomy and bowel or bladder incontinence. The webWOC Nursing Education Program at Metropolitan State University premiered in the summer of 2001.

A request for proposal was published in the State Register on April 23, 2014, with one respondent (Bryant Rolstad Consultants, LLC), resulting in Metropolitan State University's selection of the respondent. The current contract with Bryant Rolstad Consultants, LLC, ends on March 31, 2015. This request for approval will include a new agreement commencing April 1, 2015 with a two (2) year, nine (9) month performance period ending December 31, 2017; and two (2) one-year options to renew. According to the terms of this proposed contract, the contractor is paid 85% of the tuition collected from the students. The University keeps the remaining 15% for the administration of the program. Since the inception of the program, the number of enrolled students significantly exceeded the expectations and has grown from 35 students in 2002 to 270 students in 2015.

It is advantageous to retain the contract with Bryant Rolstad Consultants, LLC, as they are an established program that has a strong national reputation for its high quality. The university undertook an internal analysis last year and concluded that continued offering of this program through a contractual relationship made the most academic and financial sense for the university.

RECOMMENDED COMMITTEE ACTION:

The Finance and Facilities Committee recommends that the Board of Trustees adopt the following motion:

The Board of Trustees authorizes the chancellor or his designee to execute a contract with Bryant Rolstad Consultants, LLC at a maximum total obligation not to exceed \$7,101,532.

RECOMMENDED BOARD OF TRUSTEES MOTION

The Board of Trustees authorizes the chancellor or his designee to execute a contract with Bryant Rolstad Consultants, LLC at a maximum total obligation not to exceed \$7,101,532.

Date Presented to the Board: March 18, 2015