

REGULAR MEETING MINUTES OF THE SOURCEWELL BOARD OF DIRECTORS

Tuesday, February 18, 2020

Conference Room 3 & 4

202 12th St. NE, Staples, MN 56479

Chair Wilson called the Regular Board meeting to order at 6:16p.m. with the following members present: Greg Zylka, Scott Veronen, Ryan Thomas, Sharon Thiel, Mark Gerbi, Sara Nagel, Linda Arts and Mike Wilson. Also present were Paul Brownlow, Verndale Public Schools, and Simoine Bolin, Mid-State Education District, Ex-Officios; Chad Coauette, Mike Carlson, Susan Nanik, Marcus Miller, Paul Drange, Jeremy Schwartz, Travis Bautz, Jamie Loken, Ali O'Day, Chris Klein, and Danielle Wadsworth, Sourcewell staff; Dan Domenech, American Association of School Administrators, Guest.

Ms. Nagel moved, seconded by Mr. Thomas to accept the agenda as presented. Motion carried.

Mr. Zylka moved, seconded by Ms. Thiel to accept the minutes of the Regular Board Meeting held on January 21, 2020. Motion carried.

Mr. Carlson presented the monthly Financial Reports.

Ms. Thiel moved, seconded by Mr. Thomas to approve the Resolution of Signed Authority. Motion carried.

Mr. Veronen moved, seconded by Mr. Zylka to approve the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the batch reports dated February 12, 2020. Motion carried.

Mr. Veronen moved, seconded by Ms. Nagel to accept the Consent Agenda as follows:

- Updated Membership Agreements Members added January 1-31, 2019
- Resolution to approve permission to solicit the following category:
 - a. Fuel and Fluid Storage Systems, Equipment and Technology
- Resolution to approve permission to re-solicit the following categories:
 - a. Public Sector Administrative-Related Software Solutions
 - b. Rental Equipment
- Higher Education Procurement Internship Program Agreement for Illinois Institutions
- Interlocal Cooperative Agreement with Becker County
- Interlocal Agreement with Douglas County

Motion carried.

Ms. O'Day gave a day in the life of a Sourcewell employee presentation on her role as a Marketing Project Coordinator.

Mr. Schwartz gave an update on the Operations, Procurement, and Information and Communications Technology Departments and contracts awarded in January as noted in Appendix A.

Mr. Zylka moved, seconded by Ms. Thiel to approve the Resolution to Approve Ratification of Cooperative Contracting Awards. Motion carried.

Mr. Bautz gave an update on the Membership and Marketing Departments.

Mr. Drange gave an update on the Regional Programs Department.

Ms. Nanik gave an update on the Facilities and Human Resource Departments.

Mr. Carlson gave an update on the Finance and Risk Management Departments.

Mr. Miller gave an update on the Government Relations and General Counsel Departments.

Mr. Veronen moved, seconded by Ms. Nagel to approve the Personnel Recommendations. Motion carried.

Dr. Coauette gave an update on State/National Associations and Partnerships.

Mr. Zylka moved, seconded by Mr. Thomas to adjourn the meeting at 8:16 p.m. Motion carried.

APPENDIX A

**SOURCEWELL PROCUREMENT DEPARTMENT
BOARD ITEMS - February 2020**

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:
 Fee Management and Online Payment Portal Software Solutions
 Fuel and Fluid Storage Systems, Equipment and Technology

Requesting Board permission to Re-Solicit the following categories:
 Public Sector Administrative-Related Software Solutions
 Rental Equipment

NEW CONTRACTS

PPG Architectural Finishes	121219-PPG	"Paint with Related Supplies, Equipment, and Services"
The Sherwin-Williams Company	121219-SHW	"Paint with Related Supplies, Equipment, and Services"
5th YEAR RENEWALS (CONTRACT EXTENSIONS)		
Bentley Mills	121715-BPS	"Flooring with Related Equipment"
Interface Americas	121715-IFA	"Flooring with Related Equipment"
Mannington Mills, Inc.	121715-MMI	"Flooring with Related Equipment"
Masland Contract	121715-MAS	"Flooring with Related Equipment"
Mohawk Carpet Distribution	121715-MCD	"Flooring with Related Equipment"
Shaw Industries	121715-SII	"Flooring with Related Equipment"
Tarkett USA, Inc.	121715-TFU	"Flooring with Related Equipment"
Acro Service Corporation	020817-ACR	"Managed Service Provider for I.T."
GPS Insight, LLC	022217-GPI	"Fleet Management and Related Technology"

NEW eziQC CONTRACTS

State of New York - Long Island

Volmar Construction, Inc.	LI01-GC-012920-VOL	General Construction
Polaris Electrical Construction Corp.	LI01-E-012920-PEC	Electrical Construction

State of New York - New York City

Gryphon Construction Inc.	NYC01-GC-012920-GCI	General Construction
Polaris Electrical Construction Corp.	NYC01-E-012920-PEC	Electrical Construction
Pro Con Group, Inc.	NYC02-GC-012920-PCG	General Construction
Wade Electric Incorporated	NYC02-E-012920-WEI	Electrical Construction

State of Texas - Central Texas Area

JAMCO Ventures, LLC	TX-CT-GC-121819-JAM	General Construction
Centennial Contractors Enterprises	TX-CT-GC-121819-CCE	General Construction
F.H. Paschen	TX-CT-GC-121819-FHP	General Construction
TMG Contracting, LLC	TX-CT-GC-121819-TCL	General Construction
Amstar, Inc.	TX-CT-GC-121819-AMS	General Construction
Veliz Company, LLC	TX-CT-GC-121819-VCL	General Construction
Doyle Electric, LLC	TX-CT-GC-121819-DEL	General Construction
The Pounds Group, LLC	TX-CT-GC-121819-SUL	General Construction
Core Construction Services of Texas	TX-CT-GC-121819-CCT	General Construction
Platinum Roofing, LLC	TX-CT-R-121819-PLR	Roofing
JAMCO Ventures, LLC	TX-CT-RC-121819-JAM	Roofing
RoofConnect Logistics, Inc.	TX-CT-R-121819-RCL	Roofing
JAMCO Ventures, LLC	TX-CT-APC-121819-JAM	Asphalt/Paving/Concrete
Doyle Electric, LLC	TX-CT-E-121819-DEL	Electrical
JAMCO Ventures, LLC	TX-CT-P-121819-JAM	Painting
JAMCO Ventures, LLC	TX-CT-F-121819-JAM	Flooring
JAMCO Ventures, LLC	TX-CT-W-121819-JAM	Waterproofing

State of Texas - West Texas Area

Veliz Company, LLC	TX-WT-GC-121819-VCL	General Construction
F.H. Paschen	TX-WT-GC-121819-FHP	General Construction
Amstar, Inc.	TX-WT-GC-121819-AMS	General Construction
Core Construction Services of Texas	TX-WT-GC-121819-CCT	General Construction
RoofConnect Logistics, Inc.	TX-WT-R-121819-RCL	Roofing

State of Texas - Permian Basin Area

Veliz Company, LLC	TX-PB-GC-121819-VCL	General Construction
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APPENDIX A Continued

F.H. Paschen	TX-PB-GC-121819-FHP	<i>General Construction</i>
Tommy Klein Construction	TX-PB-GC-121819-TKL	<i>General Construction</i>
Amstar, Inc.	TX-PB-GC-121819-AMS	<i>General Construction</i>
Core Construction Services of Texas	TX-PB-GC-121819-CCT	<i>General Construction</i>
eziQC RENEWALS		
Astra Construction Services, LLC	FL-SWA-GC04-121918-ACS	<i>General Construction</i>
Advanced Roofing, Inc.	FL-SWA-R01-121918-ADR	<i>Roofing Construction</i>
Advanced Roofing, Inc.	FL-ECA-R01-121918-ADR	<i>Roofing Construction</i>
LEE Construction Group, Inc.	FL-ECA-GC02-121918-LCI	<i>General Construction</i>
LEE Construction Group, Inc.	FL-SWA-GC02-121918-LCI	<i>General Construction</i>
McKenzie Contracting, LLC	FL-ECA-UG1-121918-MCL	<i>Underground Construction</i>
Johnson-Laux Construction, LLC	FL-SWA-GC03-121918-JLC	<i>General Construction</i>
McKenzie Contracting, LLC	FL-SWA-UG1-121918-MCL	<i>Underground Construction</i>
Johnson-Laux Construction, LLC	FL-ECA-GC03-121918-JLC	<i>General Construction</i>
Astra Construction Services, LLC	FL-ECA-GC04-121918-ACS	<i>General Construction</i>
Shiff Construction & Development, Inc.	FL-SWA-GC01-121918-SCD	<i>General Construction</i>
Shiff Construction & Development, Inc.	FL-ECA-GC01-121918-SCD	<i>General Construction</i>
Whalen Electric, LLC	OHGCDAEOMB-013018-WHE	<i>Electrical Construction</i>
The Lusk Group	OHGCDAGCOMA-013018-LUS	<i>General Construction</i>
F.H. Paschen, S.N. Nielsen & Associates, LLC	OHGCDAGCOMB-013018-FHP	<i>General Construction</i>
The Lusk Group	OHGCDAEOMA-013018-LUS	<i>Electrical Construction</i>
The Lusk Group	OHGCDAHVOMA-013018-LUS	<i>HVAC Construction</i>
The Lusk Group	OHGCDAROMA-013018-LUS	<i>Roofing Construction</i>
The Lusk Group	OHGCDACOMA-013018-LUS	<i>Concrete Construction</i>
Perkins / Carmack Construction, LLC	OHGCDAGCOMC-013018-PCC	<i>General Construction</i>
Perkins / Carmack Construction, LLC	OHGCDACOMB-013018-PCC	<i>Concrete Construction</i>
Custom Controls Group	OHGCDAGCOMD-013018-CCG	<i>General Construction</i>
Custom Controls Group	OHGCDAROMB-013018-CCG	<i>Roofing Construction</i>
Custom Controls Group	OHGCDAHVOMB-013018-CCG	<i>HVAC Construction</i>
Westside Paving & Excavating, Inc.	OHGCDAAPOMA-013018-WPE	<i>Asphalt Paving Construction</i>
Westside Paving & Excavating, Inc.	OHGCDAWUIOMA-013018-WPE	<i>Water Sewer Underground Infrastructure</i>
Universal Contracting Corporation	OHGCDAGCOME-013018-UCC	<i>General Construction</i>



Member Nagel moved the adoption of the following Resolution:

RESOLUTION TO RATIFY COOPERATIVE CONTRACTING AWARDS

Resolution No. 2020-30

WHEREAS, the Sourcewell Board of Directors previously authorized the solicitations for the cooperative categories listed on Appendix A, which is attached and incorporated; and

WHEREAS, Sourcewell issued the cooperative contracting solicitations for the authorized categories; and

WHEREAS, through the Sourcewell Procurement Policy, the Board designated the Chief Procurement Officer to administer Sourcewell's cooperative purchasing and contracting program and to award all competitively solicited contracts, without limitation; and

WHEREAS, the Chief Procurement Officer made the awards listed based on the results of the competitive solicitation process; and

WHEREAS, the Board acknowledges that the awards made by the Chief Procurement Officer are valid and binding; however, based upon some members' legal requirements the Chief Procurement Official is required to seek subsequent Board ratification of all cooperative purchasing awards.

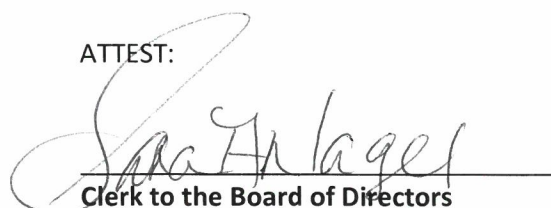
NOW THEREFORE BE IT RESOLVED by the Board of Directors ratifies the cooperative contracting awards made by the Chief Procurement Officer listed on Appendix A.

The motion for the adoption of the foregoing resolution was duly seconded by Member Thomas and the following voted in favor: Mike Wilson, Greg Zylka, Scott Veronen, Sara Nagel, Sharon Thiel, Ryan Thomas, Linda Arts, and Chris Kircher.

and the following voted against: NONE

whereupon said resolution was declared duly passed and adopted.

ATTEST:


Clerk to the Board of Directors

APPENDIX A

**SOURCEWELL PROCUREMENT DEPARTMENT
BOARD ITEMS -November 2020**

CONSENT AGENDA ITEMS	Requesting Board permission to Solicit the following categories:

Requesting Board permission to Re-Solicit the following categories:
Aftermarket Parts & Accessories for Light, Medium, and Heavy Vehicles with Related Supplies & Services
Facility Security Systems, Equipment, and Services with Related Components, Software and Supplies
Multi-Function Copiers, Printers, and Equipment Applicable to Scanned Data Management and Image Duplication

NEW CONTRACTS

Doosan Industrial Vehicle	091520-DIV	"Forklifts and Lift Trucks with Related Services"
Hyundai Construction Equipment	091520-HCE	"Forklifts and Lift Trucks with Related Services"
Mitsubishi Caterpillar Forklift America	091520-MCF	"Forklifts and Lift Trucks with Related Services"
Phoenix Business, Inc.	090320-PNX	"Public Sector and Education Administration Software Solutions with Related Services"
Dude Solutions	090320-SDI	"Public Sector and Education Administration Software Solutions with Related Services"
eSolutionsGroup, Limited	090320-ESL	"Public Sector and Education Administration Software Solutions with Related Services"
Hyland Software	090320-HYL	"Public Sector and Education Administration Software Solutions with Related Services"
Konica Minolta	090320-KON	"Public Sector and Education Administration Software Solutions with Related Services"
PowerSchool Group	090320-POW	"Public Sector and Education Administration Software Solutions with Related Services"
Tyler Technologies	090320-TTI	"Public Sector and Education Administration Software Solutions with Related Services"

5th YEAR RENEWALS (CONTRACT EXTENSIONS)

Lightspeed Technologies	111616-LTI	"Classroom Audio Technology Equipment with Related Accessories, Services and Supplies"
LilyPad EV	051017-LPE	"Electric Vehicle Supply Equipment and Related Services"
Zeco Systems dba Greenlots	051017-ZSI	"Electric Vehicle Supply Equipment and Related Services"
Landscape Structures	030117-LSI	"Recreation and Playground Equipment, Accessories and Supplies"
PlayPower	030117-LTS	"Recreation and Playground Equipment, Accessories and Supplies"
Spohn Ranch	030117-SRI	"Recreation and Playground Equipment, Accessories and Supplies"
ReCollect Systems	041217-RCS	"Solid Waste and Recycling Collection and Transport Equipment with Related Equipment, Supplies and Accessories"
Quadient, Inc.	041917-NPI	"Mailing and Postage Equipment with Related Software, Accessories, Services and Supplies"

NEW ezIQC CONTRACTS

Company Name	Contract Number	State - Region - Type of Work
The Matthews Group, Inc.	WA-DC-GC01-100120-TMG	General Construction
Centennial Contractors Enterprises	WA-DC-GC02-100120-CCE	General Construction
S-Works Construction Corporation	WA-DC-GC03-100120-SWC	General Construction
Vigil Contracting, Inc.	WA-DC-GC04-100120-VGL	General Construction
HITT Contracting	WA-DC-GC05-100120-HCI	General Construction
F.H. Paschen	WA-DC-GC06-100120-FHP	General Construction
Vigil Contracting, Inc.	WA-DC-M01-100120-VGL	Mechanical HVAC Construction
Adrian L. Merton Inc.	WA-DC-M02-100120-ALM	Mechanical HVAC Construction
Paige Industrial Services, Inc	WA-DC-M03-100120-PAI	Mechanical HVAC Construction
Vigil Contracting, Inc.	WA-DC-E01-100120-VGL	Electrical Construction
Paige Industrial Services, Inc	WA-DC-E02-100120-PAI	Electrical Construction
-	No Contract Awarded	Electrical Construction
Vigil Contracting, Inc.	WA-DC-P01-100120-VGL	Plumbing Construction
Adrian L. Merton Inc.	WA-DC-P02-100120-ALM	Plumbing Construction
Paige Industrial Services, Inc	WA-DC-P03-100120-PAI	Plumbing Construction

ezIQC RENEWALS

Platinum Roofing, Inc	KS-W-R01-111319-PLR	
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APPENDIX A Continued

Straub Construction Company, Inc.	KS-E-GC01-111319-STC	
BKM Construction LLC	KS-E-GC02-111319-BKM	
MTS Contracting, Inc	KS-E-GC03-111319-MTS	
Platinum Roofing, Inc	KS-E-R01-111319-PLR	
RoofConnect Logistics, Inc	KS-E-R02-111319-RCL	
BKM Construction LLC	KS-W-GC01-111319-BKM	
RoofConnect Logistics, Inc	KS-W-R02-111319-RCL	
Julius Kaaz Construction Company, Inc.	MO-KC-GC01-111319-JKC	
BKM Construction LLC	MO-KC-GC02-111319-BKM	
MTS Contracting, Inc	MO-KC-GC03-111319-MTS	
Straub Construction Company, Inc.	MO-KC-GC04-111319-STC	
Julius Kaaz Construction Company, Inc.	MO-KC-P01-111319-JKC	
Platinum Roofing, Inc	MO-KC-R01-111319-PLR	
RoofConnect Logistics, Inc	MO-KC-R02-111319-RCL	