

REGULAR MEETING MINUTES OF THE SOURCEWELL BOARD OF DIRECTORS

Tuesday, December 18, 2018

Conference Room 3 & 4

202 12th St. NE, Staples, MN 56479

Chair Wilson called the Regular Board meeting to order at 5:50p.m. with the following members present: Barb Neprud, Mark Gerbi, Scott Veronen, Ryan Thomas, Sharon Thiel, Sara Nagel, Greg Zylka and Mike Wilson. Also present were Jon Radermacher, City of Little Falls, Chris Lindholm, Pequot Lakes Schools, and Stephen Jones, Little Falls Schools Ex-Officios; Chad Coauette, Susan Nanik, Marcus Miller, Travis Bautz, Jamie Loken, Paul Drange, Mike Carlson, Jeremy Schwartz, Jolene Zelenski, Michael Domin, Beverly Hoemberg, Bill Otto, Dan Listug and Danielle Wadsworth, Sourcewell staff; Gerald Rhodes, Dave Dextraze, Tom Burton, Al Kemmere, Soren Odegard, Rural Municipalities Alberta.

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

Ms. Thiel moved, seconded by Ms. Neprud to accept the minutes of the Regular Board Meeting held on November 20, 2018. Motion carried.

Mr. Carlson presented the monthly Financial Reports.

Ms. Neprud moved, seconded by Ms. Nagel to approve the check register and Treasurer's Report of Cash, Revenues, and Expenditures and to pay all vendor disbursements #98172 to #98484. Motion carried.

Ms. Neprud moved, seconded by Mr. Thomas to approve all Wire Transfers #092 to #112. Motion carried.

Ms. Neprud moved, seconded by Mr. Zylka to approve all Wire Transfers-Employee Expense reimbursements #443 to #573. Motion carried.

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

- Updated Membership Agreements Members added November 1-30, 2018
- Permission to re-solicit the following categories:
 - School Buses with Related Parts and Services
 - Heavy Construction Equipment with Related Accessories, Attachments and Supplies
 - Medium Duty and Compact Construction and Maintenance Equipment with Related Accessories, Attachments and Supplies
 - Portable Construction and Maintenance Equipment with Related Accessories, Attachments and Supplies
 - All 50 states in the Unites States- eziQC

Motion carried.

Mr. Domin gave a day in the life of a Sourcewell employee presentation on his role as a Contract Administrator

Mr. Drange gave an update on Regional Programs.

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

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

Mr. Loken gave an update on the Information Communication Technology Department.

Mr. Miller gave an update on the Government Relations/General Counsel Departments. Mr. Otto and Mr. Listug presented a Government Relations Update.

Mr. Schwartz gave an update on the Operations and Procurement Departments and an update on the contracts awarded in August as noted in Appendix A.

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

Mr. Zylka moved, seconded by Ms. Neprud to approve hiring the following:

- a. Holly Doyle, Procurement Education Administrator, effective December 17th, 2018

Motion carried.

Ms. Nagel moved, seconded by Ms. Thiel to approve unpaid leave of absence for Jolene Zelenski, Marketing Campaign Specialist, effective January 21, 2019. Motion carried.

Mr. Thomas moved, seconded by Ms. Nagel to approve opening the following positions:

- a. Graphic Design I

Motion carried.

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

Mr. Thomas moved, seconded by Ms. Thiel to adjourn the meeting at 7:50 p.m. Motion carried.

APPENDIX A

**SOURCEWELL PROCUREMENT DEPARTMENT
BOARD ITEMS - DECEMBER 2018**

CONSENT AGENDA ITEMS	Requesting Board permission to Solicit the following categories:
	Requesting Board permission to Re-Solicit the following categories:
	School Buses with Related Parts and Services
	Heavy Construction Equipment with Related Accessories, Attachments and Supplies
	Medium Duty and Compact Construction and Maintenance Equipment with Related Accessories, Attachments and Supplies
	Portable Construction and Maintenance Equipment with Related Accessories, Attachments and Supplies
	All 50 states in the United States - ezIQC

NEW CONTRACT		
1020 Digital LLC dba SmartWorks Partners	101718-SMW	"Wireless Technology Infrastructure Consultative Services"
Ernst & Young Infrastructure Advisors, LLC	101718-EYG	"Wireless Technology Infrastructure Consultative Services"
NEW ezIQC CONTRACTS		
5th YEAR RENEWALS (CONTRACT EXTENSIONS)		
Deere & Company	021815-DAC	"Agricultural Tractors with Related Equipment and Accessories"
Palmer Hamilton, LLC	031715-PHL	"Furniture with Related Accessories and Services"
CORT Business Services Corporation	031715-COR	"Furniture with Related Accessories and Services"
Steelcase, Inc.	031715-STI	"Furniture with Related Accessories and Services"
Teknion LLC	031715-TKN	"Furniture with Related Accessories and Services"
School Specialty, Inc.	031715-SSI	"Furniture with Related Accessories and Services"
Mining Rock Excavation and Construction LLC	032515-ACC	"Heavy Construction Equipment with Related Accessories, Attachments and Supplies"
Mohawk Resources	061015-MRL	"Fleet-Related Maintenance Equipment, Supplies, Services and Inventory Management Solutions"
Unifirst Corporation	062415-UFC	"Uniforms and Uniform Related Products and Services"
Labrie Enviroquip Group	112014-LEG	"Mobile Refuse Collection Vehicles with Related Equipment, Accessories and Services"
Scranton Manufacturing	112014-NMY	"Mobile Refuse Collection Vehicles with Related Equipment, Accessories and Services"
ezIQC RENEWALS		
JOC Construction	NC01-121515-LRI	
JOC Construction	NC02-121515-LRI	
Astra Construction Services, LLC	NC03-121515-ACS	
Centennial Contractors Enterprises, Inc.	NC03-121515-CCE	
Astra Construction Services, LLC	NC04-121515-ACS	
Johnson-Laux Construction, LLC	NC04-121515-JLC	
Integrity Builders LLC	NC06-121515-IBL	



Member Thiel moved the adoption of the following Resolution:

RESOLUTION TO RATIFY COOPERATIVE CONTRACTING AWARDS

Resolution No. 2020-24

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 Nagel and the following voted in favor: Mike Wilson, Greg Zylka, Scott Veronen, Sharon Thiel, Ryan Thomas, and Sara Nagel.

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 -September 2020**

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:

Requesting Board permission to Re-Solicit the following categories:

Utility, Transportation, Golf and Recreation Vehicles, with Related Accessories, Equipment, and Services

NEW CONTRACTS

Altec Industries	062320-ALT	"Equipment Rental with Related Services"
Caterpillar, Inc.	062320-CAT	"Equipment Rental with Related Services"
Sunbelt Rentals	062320-SNB	"Equipment Rental with Related Services"
United Rentals	062320-URI	"Equipment Rental with Related Services"
Blue Bird Body Company	063020-BBB	"School Buses with Related Accessories, Supplies, Parts and Services"
IC Bus LLC	063020-ICB	"School Buses with Related Accessories, Supplies, Parts and Services"
The Lion Electric Company	063020-LON	"School Buses with Related Accessories, Supplies, Parts and Services"
Thomas Built Buses	063020-TBB	"School Buses with Related Accessories, Supplies, Parts and Services"
	080420-SCH	"Elevators, Escalators, and Moving Walks with Related Equipment, Services and Supplies"
Schindler Elevator Corp.		
thyssenkrupp Elevator	080420-TKE	"Elevators, Escalators, and Moving Walks with Related Equipment, Services and Supplies"

5th YEAR RENEWALS (CONTRACT EXTENSIONS)

NEW ezIQc CONTRACTS

Company Name	Contract Number	Type of Work and Region

ezIQc RENEWALS

LDCo., Inc.	CA09-SDI-GB04-080719-LDC	
Harry H. Joh Construction, Inc.	CA08-SCI-P02-080719-HJC	
PUB Construction, Inc.	CA09-SDI-P01-080919-PUB	
PUB Construction, Inc.	CA08-SCI-F01-080719-PUB	
RenewAge Construction	CA08-SCI-GB08-080719-RAE	
Harry H. Joh Construction, Inc.	CA08-SCI-GB04-080719-HJC	
Angeles Contractor, Inc.	CA09-SDI-F03-080719-ACI	
Harry H. Joh Construction, Inc.	CA09-SDI-GB05-080719-HJC	
PUB Construction, Inc.	CA09-SDI-GB01-080719-PUB	
Angeles Contractor, Inc.	CA09-SDI-GB06-080719-ACI	
PUB Construction, Inc.	CA08-SCI-P01-080719-PUB	
Horizons Construction Co. Int'l, Inc.	CA08-SCI-GEP01-080719-HCC	
Angeles Contractor, Inc.	CA08-SCI-GB05-080719-ACI	
Facility Solutions Group	CA08-SCI-E01-080719-FSG	
J & H Engineering General Contracts, Inc.	CA08-SCI-GEP03-080719-JHE	
gkkworks Construction Services	CA08-SCI-GB06-080719-GKK	
Harry H. Joh Construction, Inc.	CA08-SCI-E02-080719-HJC	
US National Corp dba Jimenez Painting Co.	CA09-SDI-P03-080719-USN	
All Source Coatings, Inc.	CA09-SDI-GB03-080719-ASC	
Angeles Contractor, Inc.	CA08-SCI-F02-080719-ACI	
Horizons Construction Co. Int'l, Inc.	CA08-SCI-GB03-080719-HCC	
Ausonio, Inc.	CA04-NCC-GB05-080719-AUS	
All Source Coatings, Inc.	CA09-SDI-P02-080719-ASC	
PRIDE Industries One, Inc.	CA04-NCC-GEP01-080719-PIO	

APPENDIX A Continued

PRIDE Industries One, Inc.	CA08-SCI-GB10-080719-PIO	
Sol Construction	CA08-SCI-GEP02-080719-SOL	
Horizons Construction Co. Int'l, Inc.	CA08-SCI-DA01-080719-HCC	
G Team Landscape Construction, Inc.	CA08-SCI-L01-080719-GTL	
PUB Construction, Inc.	CA09-SDI-F01-080919-PUB	
All Source Tile, Inc.	CA09-SDI-F02-080719-AST	
Sylvester Roofing Co., Inc.	CA09-SDI-R01-080719-SRC	
Vincor Construction, Inc.	CA09-SDI-GB02-080719-VCI	
PRIDE Industries One, Inc.	CA04-NCC-E02-080719-PIO	
Aztec Consultants	CA04-NCC-GB04-080719-AZC	
Rite-Way Roof Corporation	CA08-SCI-R01-080719-RWR	
PRIDE Industries One, Inc.	CA03-NCV-M01-080719-PIO	
ACCO Engineered Systems, Inc.	CA03-NCV-M02-080719-AES	
Mark Scott Construction	CA04-NCC-GB02-080719-MSC	
Vincor Construction, Inc.	CA08-SCI-GB02-080719-VCI	
PRIDE Industries One, Inc.	CA03-NCV-GEP01-080719-PIO	
PRIDE Industries One, Inc.	CA03-NCV-GB03-080719-PIO	
PUB Construction, Inc.	CA08-SCI-GB01-080719-PUB	
Staples Construction Company	CA03-NCV-GB04-080719-STA	
American Chiller Service, Inc.	CA03-NCV-M03-080719-ACH	
PRIDE Industries One, Inc.	CA03-NCV-E01-080719-PIO	
PRIDE Industries One, Inc.	CA04-NCC-GB03-080719-PIO	
Vincor Construction, Inc.	CA08-SCI-GB02-080719-VCI	
PRIDE Industries One, Inc.	CA03-NCV-GEP01-080719-PIO	