

REGULAR MEETING MINUTES OF THE SOURCEWELL BOARD OF DIRECTORS

Tuesday, April 21, 2020

Conference Room 3 & 4

202 12th St. NE, Staples, MN 56479

Chair Wilson called the Regular Board meeting to order at 5:05p.m. with the following members present; Greg Zylka, Scott Veronen, Ryan Thomas, Sharon Thiel, Chris Kircher, Sara Nagel, Linda Arts, and Mike Wilson via ITV. Also present were Janette Bower, City of Wadena, and Simoine Bolin, Mid-State Education District, Ex-Officios; Chad Coquette, Mike Carlson, Susan Nanik, Marcus Miller, Paul Drange, Jeremy Schwartz, Travis Bautz, Jamie Loken, Tom Perttula, Dean Greising, Chris Robinson, Mike Domin, Jed Klein, Chris Klein, Beverly Hoemberg, and Danielle Wadsworth, Sourcewell staff.

Mr. Zylka moved, seconded by Ms. Arts to accept the agenda as presented. Roll call vote taken. Motion passed unanimously.

Ms. Nagel moved, seconded by Mr. Kircher to accept the minutes of the Regular Board Meeting held on March 17, 2020. Roll call vote taken. Motion passed unanimously.

Dr. Coquette presented a COVID-19 Business Update.

Mr. Carlson presented the monthly Financial Reports.

Mr. Veronen moved, seconded by Mr. Kircher to approve the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the batch reports dated April 14th, 2020. Roll call vote taken. Motion passed unanimously.

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

- Updated Membership Agreements Members added March 1-31, 2020
- Resolution to approve permission to solicit the following category:
 - a. Facility Assessment, Planning, and Benchmarking with Related Services
- Resolution to approve permission to re-solicit the following categories:
 - a. Elevators, Escalators, and Moving Walks with Related Equipment, Services, and Supplies

Roll call vote taken. Motion passed unanimously.

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

Mr. Perttula presented the Quarterly Cooperative Purchasing Deep Dive.

Mr. Zylka moved, seconded by Mr. Veronen to approve the Resolution to Approve Ratification of Cooperative Contracting Awards. Roll call vote taken. Resolution passed unanimously.

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. Zylka moved, seconded by Mr. Thomas to approve the Resolution to Authorize the Executive Director to Enter into Mutual Aid Agreements. Roll call vote taken. Resolution passed unanimously.

Ms. Nagel moved, seconded by Ms. Sharon to approve the Resolution Supporting COVID-19 Relief Partnerships for Region Five. Roll call vote taken. Resolution passed unanimously.

Mr. Kircher moved, seconded by Ms. Arts to approve the Personnel Recommendations. Roll call vote taken. Motion passed unanimously.

Dr. Coquette gave an update on State/National Associations and Partnerships, Annual Board Retreat, and Minnesota Service Cooperative Conference.

Ms. Nagel moved, seconded by Mr. Zylka to adjourn the meeting at 7:10 p.m. Roll call vote taken. Motion passed unanimously.

APPENDIX A

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

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:
 Facility Assessment, Planning, and Benchmarking with Related Services

Requesting Board permission to Re-Solicit the following categories:
 Elevators, Escalators, and Moving Walks with Related Equipment, Services, and Supplies

NEW CONTRACTS

Lease Servicing Center, dba National Cooperative Leasing	011620-NCL	"Tax-Exempt Municipal Leasing with Related Services"
DeBourgh Mfg. Co.	010920-DBM	"Industrial & Workplace Storage Systems"
Kardex Remstar	010920-KRS	"Industrial & Workplace Storage Systems"
Spacesaver Corporation	010920-SPC	"Industrial & Workplace Storage Systems"

5th YEAR RENEWALS (CONTRACT EXTENSIONS)

CNH Industrial	021815-CNH	"Ag Tractors with Related Equipment"
John Deere Construction	021815-JDC	"Ag Tractors with Related Equipment"
Krueger International	031715-KII	"Furniture with Related Accessories"

NEW eziQC CONTRACTS

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eziQC ANNUAL RENEWALS

Paige Industrial Services, Inc.	MD05GC03-031417-PAI	
Centennial Contractors Enterprises, Inc.	MD05GC02-031417-CCE	
Paige Industrial Services, Inc.	MD03EL01-031417-PAI	
Adrian L. Merton, Inc.	MD03ME01-031417-ALM	
Paige Industrial Services, Inc.	MD03GC03-031417-PAI	
Centennial Contractors Enterprises, Inc.	MD03GC02-031417-CCE	
The Matthews Group	MD03GC01-031417-TMG	
I.B. Abel, Inc.	MD02EL01-031417-IBA	
Centennial Contractors Enterprises, Inc.	MD02GC01-031417-CCE	
F.H. Paschen, S.N. Nielsen & Associates, LLC	IL-NA-GC02-030619-FHP	
AGAE / A-1 Roofing Joint Venture, LLC	IL-NA-R01-030619-A1R	
AGAE Contractors, Inc.	IL-NA-GC04-030619-AGA	
Pacific Construction Services	IL-NA-GC01-030619-PCS	
R.L. Vollintine Construction	IL-WCA-GC02-030619-RLV	
Anchor Mechanical	IL-ECA-GC01-030619-AMI	
Anchor Mechanical	IL-NA-GC03-030619-AMI	
Angeles Contractor, Inc.	CA-09-SI-B-E-030618-ACI	
ACCO Engineered Systems, Inc.	CA-08-SL-CM-A-030618-AES	
ABM Electrical & Lighting Solutions, Inc.	CA-08-SL-CE-B-030618-ABM	
Grondin Construction, Inc.	CA-08-SL-B-F-030618-GCI	
Harry H. Joh Construction, Inc.	CA-08-SL-CR-B-030618-HJC	
Harry H. Joh Construction, Inc.	CA-08-SL-B-E-030618-HJC	
Vincor Construction, Inc.	CA-08-SL-B-B-030618-VCI	
MDJ Management, LLC	CA-08-SL-B-A-030618-MDJ	
Angeles Contractor, Inc.	CA-08-SL-CR-A-030618-ACI	
Angeles Contractor, Inc.	CA-08-SL-CE-A-030618-ACI	
Angeles Contractor, Inc.	CA-08-SL-B-D-030618-ACI	
Angeles Contractor, Inc.	CA-08-SL-A-B-030618-ACI	
Horizons Construction Co. Int'l, Inc	CA-08-SL-B-C-030618-HCC	
Horizons Construction Co. Int'l, Inc	CA-08-SL-A-A-030618-HCC	
Strategic Mechanical, Inc.	CA-05-CV-CM-B-030618-SMI	
ACCO Engineered Systems, Inc.	CA-05-CV-CM-A-030618-AES	
Haus Construction, Inc.	CA-05-CV-B-B-030618-HCI	
Durham Construction Company, Inc.	CA-05-CV-B-A-030618-DCC	
Durham Construction Company, Inc.	CA-05-CV-A-B-030618-DCC	

APPENDIX A Continued

ACCO Engineered Systems, Inc.	CA-03-NCV-CM-A-030618-AES	
Pacific Building Group	CA-09-SI-B-D-030618-PBG	
Pacific Contractors Group Inc.	CA-09-SI-CP-A-030618-PCG	
Staples Construction Company	CA-03-NCV-B-A-030618-STA	
Good-Men Roofing & Construction, Inc.	CA-09-SI-CR-B-030618-GMR	
ACCO Engineered Systems, Inc.	CA-09-SI-CM-A-030618-AES	
All Source Coatings, Inc.	CA-09-SI-B-F-030618-ASC	
Harry H. Joh Construction, Inc.	CA-09-SI-CM-B-030618-HJC	
Harry H. Joh Construction, Inc.	CA-09-SI-B-C-030618-HJC	
Grondin Construction, Inc.	CA-09-SI-B-B-030618-GCI	
Vincor Construction, Inc.	CA-09-SI-B-A-030618-VCI	
Vet-Force Engineering and Construction, Inc.	CA-09-SI-A-B-030618-VET	
Angeles Contractor, Inc.	CA-09-SI-CR-A-030618-ACI	
Angeles Contractor, Inc.	CA-09-SI-A-A-030618-ACI	
Mesa Energy Systems	CA-07-CC-CM-B-030618-ES	
ACCO Engineered Systems, Inc.	CA-07-CC-CM-A-030618-AES	
Mark Scott Construction	CA-05-CV-A-A-030618-MSC	
Mark Scott Construction	CA-04-BA-B-A-030618-MSC	
William A. Thayer Construction, Inc.	CA-07-CC-B-B-030618-WTC	
Newton Construction & Management, Inc.	CA-07-CC-B-A-030618-NCM	
Newton Construction & Management, Inc.	CA-07-CC-A-A-030618-NCM	
ACCO Engineered Systems, Inc.	CA-04-BA-CM-A-030618-AES	
Mark Scott Construction	CA-04-BA-A-A-030618-MSC	
The Jamar Company	MN03IR-042517-JMR	
Kaski, Inc.	MN01IR-042517-KAS	



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"
Schindler Elevator Corp.	080420-SCH	"Elevators, Escalators, and Moving Walks with Related Equipment, Services and Supplies"
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	