

Regular Meeting Minutes of the
NATIONAL JOINT POWERS ALLIANCE®
Board of Directors
Tuesday, May 15, 2018
Conference Room 3 & 4
202 12th St. NE, Staples, MN 56479

Chair Wilson called the Regular Board meeting to order at 5:45p.m. with the following members present: Barb Neprud, Mark Gerbi, Sharon Thiel, Scott Veronen, Sara Nagel, Greg Zylka, Ryan Thomas, and Mike Wilson. Simoine Bolin, Mid State Education District, was present. Also present were Jon Radermacher, City of Little Falls and Chris Lindholm, Pequot Lakes School District, Ex-Officios; Chad Coauette, Susan Nanik, Marcus Miller, Paul Drange, Mike Carlson, Jamie Loken, Travis Bautz, Sarah Speer, BreAnne Tollefson, and Danielle Wadsworth, NJPA staff.

Mr. Gerbi moved, seconded by Mr. Thomas to accept the agenda as amended. Motion carried.

Ms. Nagel moved, seconded by Mr. Zylka to accept the minutes of the Annual Board Retreat and Regular Board Meeting held on April 11-12, 2018. Motion carried.

Mr. Carlson presented the monthly Financial Reports.

Ms. Bolin presented on the Setting IV Special Education Facility for Mid State Education District.

Ms. Neprud moved, seconded by Ms. Thiel to approve the check register and Treasurer's Report of Cash, Revenues, and Expenditures and to pay all vendor disbursements #90374 to #90683. Motion carried.

Ms. Neprud moved, seconded by Mr. Veronen to approve all Wire Transfers #247 to #268. Motion carried.

Ms. Neprud moved, seconded by Mr. Zylka to approve all Wire Transfers-Employee Expense reimbursements #830 to #920. Motion carried.

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

- Updated Membership Agreements Members added April 1-30, 2018
- Permission to solicit the following categories:
 - Recycling & Repurposing Systems, Equipment and Accessories with Related Parts and Services
 - Wireless Technology Infrastructure Consultative Services

Motion carried.

Ms. Tollefson gave a day in the life of an NJPA employee presentation on her role as an Administrative Specialist for the Education Solutions Department.

Mr. Drange gave an update on Regional Programs including the status of the Children's Museum.

Ms. Nanik gave an update on the Facilities and HR Departments.

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

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

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

Dr. Coauette on behalf of Mr. Schwartz gave an update on the Operations and Procurement Departments and an update on the contracts awarded in April as noted in Appendix A.

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

- Ms. Speer presented a branding update

Ms. Thiel moved, seconded by Mr. Zylka to approve the following Board Policies:

- Long-Term Financial Planning Policy
- Enterprise Cooperative Purchasing Fund Reserve Policy

Motion carried.

Ms. Neprud moved, seconded by Mr. Veronen to approve the Joint Powers Construction Grant and Services Agreement. Motion carried.

Ms. Neprud moved, seconded by Mr. Thomas to approve the SFY2019 Application for Special Education Funds Statement of Assurances. Motion carried.

Mr. Zylka moved, seconded by Ms. Thiel to ratify the Region Five Service Cooperative By-Laws Eleventh Amendment. Motion carried.

Mr. Veronen moved, seconded by Ms. Nagel to approve the Minutes of the Organizational Meeting held February 20th, 2018. Motion carried.

Ms. Nagel moved, seconded by Mr. Gerbi to approve name change to Sourcewell on all accounts and documents with First International Bank & Trust. Motion carried.

Ms. Nagel moved, seconded by Mr. Veronen to close the meeting pursuant to Minnesota Statutes § 13D.05 Subd. 3 (c) for the purpose of developing an offer for the purchase of real estate. Motion carried.

Mr. Zylka moved, seconded by Ms. Neprud to re-open the Regular Meeting. Motion carried.

Ms. Nagel moved, seconded by Mr. Gerbi to authorize staff to acquire identified lots. Motion carried unanimously.

Ms. Neprud moved, seconded by Ms. Nagel to accept the following resignations:

- Benjamin Plante, Collaborative Service Worker, effective June 1, 2018
- Rynell Schock, Senior Education Consultant, effective June 30, 2018

Motion carried.

Mr. Thomas moved, seconded by Mr. Zylka to open the following positions:

- Collaborative Service Worker
- Contract Administrative Specialist

Motion carried.

Ms. Thiel moved, seconded by Mr. Gerbi to approve the job descriptions and open positions for the following:

- Marketing Multimedia and Presentation Specialist
- Marketing Multimedia Production Coordinator
- Contract Administration Supervisor

Ms. Neprud moved, seconded by Mr. Zylka to approve additional contract days for current FY 17-18 for the following:

- Tami Bennett, Education Consultant, 14 additional days
- Kevin Lund, O&M Consultant, 6 additional days

Motion carried.

Ms. Nagel moved, seconded by Mr. Thomas to approve hiring:

- Scott Saehr, Regional Solutions Specialist, effective May 28, 2018
- Jolene Ross, Marketing Campaign Specialist, effective May 29, 2018
- Alissa Erdrich, Regional Licensing Specialist, effective May 29, 2018
- Tami Martin, College & Career Readiness Supervisor, effective July 1, 2018
- Kevin Votaw, Metier Education Consultant, effective July 1, 2018
- Jordan Herman, Metier Education Consultant, effective July 1, 2018

Motion carried.

Ms. Nanik gave the staffing update.

Dr. Coauette gave an update on TIES, MSC, and National Cooperative Procurement Partners.

Mr. Zylka moved, seconded by Ms. Thiel to adjourn the meeting at 8:17 p.m. Motion carried.

APPENDIX A

**NJPA PROCUREMENT DEPARTMENT
BOARD ITEMS - May 2018**

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:

Recycling & Repurposing Systems, Equipment and Accessories with Related Parts and Services

Wireless Technology Infrastructure Consultative Services

Requesting Board permission to Re-Solicit the following categories:

NEW CONTRACT

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|--|------------|--|
| VT Hackney, Inc. | 022818-VTH | "Firefighting Apparatus, with Related Equipment, Accessories and Supplies" |
| E-ONE, Inc. | 022818-EOI | "Firefighting Apparatus, with Related Equipment, Accessories and Supplies" |
| Maxi-Metal, Inc. | 022818-MAX | "Firefighting Apparatus, with Related Equipment, Accessories and Supplies" |
| P.L. Custom Body and Equipment Co., Inc. | 022818-PLC | "Firefighting Apparatus, with Related Equipment, Accessories and Supplies" |
| Pierce Manufacturing Inc. | 022818-PMI | "Firefighting Apparatus, with Related Equipment, Accessories and Supplies" |
| Rosenbauer America, LLC | 022818-RSB | "Firefighting Apparatus, with Related Equipment, Accessories and Supplies" |
| Spartan Motors, Inc. | 022818-SPR | "Firefighting Apparatus, with Related Equipment, Accessories and Supplies" |
| Sutphen Corporation | 022818-SUT | "Firefighting Apparatus, with Related Equipment, Accessories and Supplies" |
| Toyne Inc. | 022818-TOY | "Firefighting Apparatus, with Related Equipment, Accessories and Supplies" |
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New ezIQC Contracts

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CONTRACT EXTENSIONS

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5th YEAR RENEWALS

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| M-B Companies, Inc. | 080114-MBC | "Snow and Ice Handling Equipment with Related Accessories, Services and Supplies" |
| EnviroWaste Services Group, Inc. | FL-MDCNG01-052014-EWS | |
| EnviroWaste Services Group, Inc. | FL-MDCSG02-052014-EWS | |

ezIQC RENEWALS

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|-------------------------------------|--------------------|--|
| Grondin Construction | CA-SD02-031814-GCI | |
| Kaski, Inc. | MN01IR-042517-KAS | |
| Kraus-Anderson Construction Company | MN02IR-042517-KRU | |
| The Jamar Company | MN03IR-042517-JMR | |

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Member Gerbi moved the adoption of the following Resolution:

RESOLUTION TO RATIFY COOPERATIVE CONTRACTING AWARDS

Resolution No. 2019-17

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 Veronen and the following voted in favor: Mike Wilson, Greg Zylka, Barb Neprud, Scott Veronen, Mark Gerbi, and Ryan Thomas.

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 - July 2019

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:

Public Safety Surveillance Equipment with Related Supplies and Services

Requesting Board permission to Re-Solicit the following categories:

Group Employee Benefits & Related Services

NEW CONTRACTS

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|---|------------|---|
| Atlas Copco Power Technique North America, LLC | 041719-ACC | "Portable Construction Equipment with Related Accessories and Attachments" |
| Clark Equipment Company dba Doosan Portable Power | 041719-CEC | "Portable Construction Equipment with Related Accessories and Attachments" |
| Generac Mobile Products, LLC | 041719-GEN | "Portable Construction Equipment with Related Accessories and Attachments" |
| Multiquip, Inc. | 041719-MTQ | "Portable Construction Equipment with Related Accessories and Attachments" |
| Terex USA, LLC | 041719-TER | "Portable Construction Equipment with Related Accessories and Attachments" |
| Wacker Neuson | 041719-WAC | "Portable Construction Equipment with Related Accessories and Attachments" |
| Daktronics, Inc. | 050819-DAK | "Scoreboards, Digital Displays, and Video Boards with Related Design Build Technology Integration, Installation, Supplies and Services" |
| Nevco Sports, LLC | 050819-NVC | "Scoreboards, Digital Displays, and Video Boards with Related Design Build Technology Integration, Installation, Supplies and Services" |
| Bandit Industries, Inc. | 050119-BAN | "Recycling and Repurposing Equipment with Related Accessories, Supplies and Services" |
| Komptech Americas, LLC | 050119-KMP | "Recycling and Repurposing Equipment with Related Accessories, Supplies and Services" |
| Morbark, LLC | 050119-MBI | "Recycling and Repurposing Equipment with Related Accessories, Supplies and Services" |
| Vermeer Corporation | 050119-VRM | "Recycling and Repurposing Equipment with Related Accessories, Supplies and Services" |
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5th YEAR RENEWALS (CONTRACT EXTENSIONS)

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| The Toro Company | 042815-TTC | "Medium Duty and Compact Construction and Maintenance Equipment with Related Attachments, Accessories and Supplies" |
| Ford Motor Company | 061015-FMC | "Fleet-Related Maintenance Equipment, Supplies, Services and Inventory Management Solutions" |
| Life Fitness a Division of Brunswick Corp. | 120215-LFF | "Exercise, Fitness, and Rehabilitation Equipment with Related Accessories, Services, Installation and Supplies" |
| Precor Incorporated | 120215-PCR | "Exercise, Fitness, and Rehabilitation Equipment with Related Accessories, Services, Installation and Supplies" |
| GovDeals, Inc. | 041316-GDI | "Surplus Auction Services with Related Solutions" |
| Ritchie Bros. Auctioneers, Inc. | 041316-RBA | "Surplus Auction Services with Related Solutions" |
| Wex, Inc. | 042016-WEX | "Fuel Card with Related Vehicle Fuel Management, Transaction and Payment Settlement/Processing Services" |
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NEW eziQC CONTRACTS

| Contractor Name | Contract Number | Contract Description |
|---------------------|--------------------|----------------------|
| Happel & Associates | CO-GC01-050219-HAI | |
| Jordy & Company | CO-GC02-050219-JOR | |
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APPENDIX A Continued

| ezIQ ANNUAL RENEWALS | | |
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| Express Energy Services, Inc. | CAREN-SCR-GL01-062718-EES | |
| ACCO Engineered Systems, Inc. | CA-REN-SIR-M01-062718-AES | |
| RETRO-TEK ENERGY SERVICES | CAREN-SIR-GL02-062718-RTE | |
| Express Energy Services, Inc. | CAREN-SIR-GL01-062718-EES | |
| ACCO Engineered Systems, Inc. | CA-REN-CIR-M01-062718-AES | |
| Vincor Construction, Inc. | CA-CR-GB02-062718-VC | |
| RETRO-TEK ENERGY SERVICES | CAREN-CIR-GL01-062718-RTE | |
| ACCO Engineered Systems, Inc. | CA-REN-SCR-M01-062718-AES | |
| Horizons Construction Co. Int'l, Inc | CA-CR-GB01-062718-HCC | |
| Enterprise Electric Datacom | CA-CR-E01-062718-EED | |
| RETRO-TEK ENERGY SERVICES | CAREN-SCR-GL02-062718-RTE | |
| ACCO Engineered Systems, Inc. | CA-CR-M01-062718-AES | |
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| Brown & Root | GA-072115-KBR | Contract Extension |
| F.H. Paschen, S.N. Nielsen & Associates, LLC | GA-072115-FHP | Contract Extension |
| JOC Construction | GA-072115-LRI | Contract Extension |
| Centennial Contractors Enterprises, Inc. | GA-072115-CCE | Contract Extension |
| Prime Contractors, Inc. | GA02-1-072115-PCI | Contract Extension |
| Astra Construction Services, LLC | GA02-2-072115-ACS | Contract Extension |
| Johnson-Laux Construction, LLC | GA03-1-072115-JLC | Contract Extension |
| Osprey Management, LLC | GA03-2-072115-OML | Contract Extension |
| HCR Construction, Inc. | GA03-3-072115-HCR | Contract Extension |
| Engineering Design Technologies, Inc. | GA04-1-072115-EDT | Contract Extension |
| Red Cloud Services, LLC | GA05-1-072115-RCS | Contract Extension |
| Rubio and Son Interiors, Inc. | GA07-1-072115-RSI | Contract Extension |
| Greene & Burdette Property Management, LLC | GA07-2-072115-GBP | Contract Extension |
| J.J. Morley Enterprises, Inc. | GA10-1-072115-JME | Contract Extension |
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| Brown & Root | MO01A-071117-BRI | |
| Vazquez Commercial Contracting, LLC | MO01B-071117-VCC | |
| The Wilson Group | MO01C-071117-TWG | |
| Reasbeck Construction, Inc. | MO02A-071117-RCI | |
| Brown & Root | MO02B-071117-BRI | |
| The Wilson Group | MO02C-071117-TWG | |
| Brown & Root | MO03B-071117-BRI | |
| Vazquez Commercial Contracting, LLC | MO03C-071117-VCC | |