

Regular Meeting & Retreat Minutes of the
NATIONAL JOINT POWERS ALLIANCE®
Board of Directors
Thursday, April 12, 2018
Madden's Resort, Wilson Bay Lodge Meeting Room
11266 Pine Beach Road, Brainerd, MN 56401

Chair Wilson called the retreat to order at 8:05am with the following members present: Mike Wilson, Sharon Thiel, Barb Neprud, Scott Veronen, Greg Zylka, Mark Gerbi, Ryan Thomas, and Sara Nagel. Also present were Chris Lindholm, Pequot Lakes School District and Jon Radermacher, City of Little Falls, Ex-Officios; Chad Coauette, Susan Nanik, Paul Drange, Jamie Loken, Jeremy Schwartz, Mike Carlson, Marcus Miller, Rebecca Cromwell, Dean Greising, Liz DeRuyck, Tom Perttula, Sarah Speer, Chris Robinson, Kassidy Rice, Ryan Donovan, Michael Brandt, Anna Gruber, and Danielle Wadsworth, NJPA staff.

Mr. Wilson gave a welcome.

Carl Anderson, Sandie Rentz, and Nancy Bruns shared regional impact stories.

Dr. Coauette presented the year in review to include the year to date metrics.

Dr. Coauette presented the organizational framework.

Mr. Carlson, Mr. Perttula, and Mr. Schwartz presented the cooperative purchasing deep dive and trending of contracts.

Mr. Schwartz and Mr. Carlson presented sales and revenue projections.

Dr. Coauette and other Senior Leaders presented on Integrated Management Systems, Capability Model, Balanced Score Card, and Current FY and FY 20/21 Departmental Goals.

Mr. Miller presented upcoming plans for Legal and Government Relations.

Ms. Nanik presented upcoming plans for General Administration and Facility Departments.

Ms. Cromwell presented upcoming plans for Human Resources Department.

Mr. Bautz presented upcoming plans for the Marketing and Membership Departments.

Mr. Loken presented upcoming plans for Information & Communication Technology.

Mr. Schwartz presented upcoming plans for Operations & Procurement Departments.

Mr. Perttula presented upcoming plans for Contract Administration

Lunch was served.

Mr. Carlson presented upcoming plans for Finance.

Mr. Donovan presented upcoming plans for Risk Management.

Mr. Drange presented upcoming plans for Regional Programs.

Ms. Rice presented upcoming plans for Educational Solutions.

Ms. Gruber presented upcoming plans for City, County, & Other Government Agencies.

Dr. Coauette presented Strategic Reinvestment Projects.

Mr. Loken presented Organizational Projects.

Mr. Carlson presented the FY2018-2019 draft budget for review.

Chair Wilson called the Regular Board meeting to order at 2:40 p.m. with the following members present: Mike Wilson, Barb Neprud, Sharon Thiel, Scott Veronen, Greg Zylka, Mark Gerbi, Ryan Thomas, and Sara Nagel. Also present were Chris Lindholm, Pequot Lakes, and Jon Radermacher, City of Little Falls, Ex-Officios; Chad Coauette, Susan Nanik, Paul Drange, Jamie Loken, Jeremy Schwartz, Marcus Miller, Mike Carlson, Travis Bautz, Rebecca Cromwell, Dean Greising and Danielle Wadsworth, NJPA staff.

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

Ms. Neprud moved, seconded by Mr. Thomas to accept the minutes of the Regular Board Meeting held on March 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 #90045 to #90373. Motion carried.

Ms. Neprud moved, seconded by Ms. Thiel to approve all Wire Transfers #223 to #246. Motion carried.

Ms. Neprud moved, seconded by Mr. Zylka to approve all Wire Transfers- Employee Expense reimbursements #712 to #829. Motion carried.

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

- Updated Membership Agreements Members added March 1-31, 2018
- Approve Authorization to Solicit the following categories:
 - Electronic Scoreboards, Signage, and Video Displays with Related Accessories and Services
 - Sports Lighting with Related Accessories and Services
 - Sports Equipment with Related Accessories and Services
 - Wireless Technology Consulting Services

Motion carried.

Mr. Schwartz presented the new and renewed contracts in March as noted in Appendix A.

Ms. Nagel moved, seconded by Ms. Neprud to approve hiring:

- Kayla Voelker, Regional Transition Specialist; effective April 23, 2018
- Kristin Asche, Associate General Counsel; effective April 23, 2018
- Heather Pickett, Associate General Counsel; effective May 2, 2018
- Jody Rakow-Worcester, ACP Education Consultant, effective July 1, 2018
- Jen McLachlan, ACP Education Consultant, effective July 1, 2018

Motion carried.

Mr. Zylka moved, seconded by Mr. Gerbi to approve opening the following positions:

- Contract Administrator I
- Finance & Business Analyst III

Motion carried.

Ms. Thiel moved, seconded by Ms. Neprud to approve the position descriptions and open the following positions:

- Graphic Design Specialist II
- Education Solutions Administrative Supervisor

Motion carried.

Ms. Nagel moved, seconded by Mr. Gerbi to approve retiring the following Job Description:

- Multimedia Specialist

Motion carried.

Dr. Coauette gave an update on National Cooperative Procurement Partners and Minnesota Service Cooperatives.

Dr. Coauette led the board on an open discussion on general feedback of the board retreat. Feedback consensus was positive about the clear and concise presentations from Senior Leadership and Management.

Mr. Zylka moved, seconded by Mr. Gerbi to adjourn the meeting at 3:00 p.m. Motion carried.

APPENDIX A

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

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:

Electronic Scoreboards, Signage, and Video Displays with Related Accessories and Services
Sports Lighting with Related Accessories and Services
 Sports Equipment with Related Accessories and Services
 Wireless Technology Consulting Services

Requesting Board permission to Re-Solicit the following categories:

NEW CONTRACT

Altec Industries, Inc.	012418-ALT	"Public Utility Equipment with Related Accessories and Supplies"
Elliott Equipment Company	012418-EEC	"Public Utility Equipment with Related Accessories and Supplies"
Terex Utilities Inc.	012418-TER	"Public Utility Equipment with Related Accessories and Supplies"
The Charles Machine Works	012418-CMW	"Public Utility Equipment with Related Accessories and Supplies"
Thompson Pump and Manufacturing Co., Inc.	012418-TPM	"Public Utility Equipment with Related Accessories and Supplies"
Time Manufacturing Company	012418-TIM	"Public Utility Equipment with Related Accessories and Supplies"
Vermeer Corporation	012418-VRM	"Public Utility Equipment with Related Accessories and Supplies"
Braun Industries, Inc.	022118-BRN	"Ambulance and Emergency Medical Transport Vehicles, with Related Equipment, Accessories and Supplies"
P.L. Custom Body and Equipment Co., Inc.	022118-PLC	"Ambulance and Emergency Medical Transport Vehicles, with Related Equipment, Accessories and Supplies"
REV Ambulance Group Orlando, Inc. dba Road Rescue Emergency Vehicles	022118-REV	"Ambulance and Emergency Medical Transport Vehicles, with Related Equipment, Accessories and Supplies"

New ezIQ Contracts

State of Ohio - Columbus

F.H. Paschen, S.N. Nielsen & Associates LLC	OHGCOAGCOMA-022718-FHP	
Armcorp Construction, Inc.	OHGCOAGCOMB-022718-ACI	
Foti Contracting	OHGCOAGCOMC-022718-FCL	
Custom Controls Group LLC	OHGCOAGCOMD-022718-CCG	
Johnson-Laux Construction	OHGCOAGCOME-022718-JLC	
Armcorp Construction, Inc.	OHGCOAEOMA-022718-ACI	
Whalen Electric	OHGCOAEOMB-022718-WHE	
The K Company, Inc	OHGCOAHVOMA-022718-KCO	
Custom Controls Group LLC	OHGCOAHVOMB-022718-CCG	
Custom Controls Group LLC	OHGCOAROMA-022718-CCG	
K&W Roofing, Inc	OHGCOAROMB-022718-KWR	
Armcorp Construction, Inc.	OHGCOACOMA-022718-ACI	
McDaniel's Construction Corp., Inc	OHGCOAGCMBA-022718-MCC	
Price Builders and Developers	OHGCOAGCMBB-022718-PBD	

State of California - Region 3 - North Central Valley		
Staples Construction Company, Inc.	CA-03-NCV-B-A-030618-STA	
Acco Engineered Systems	CA-03-NCV-CM-A-030618-AES	
State of California - Region 4 - Bay Area		
Mark Scott Construction	CA-04-BA-A-A-030618-MS	
Mark Scott Construction	CA-04-BA-B-A-030618-MS	
AAGK, LLC	CA-04-BA-B-B-030618-AAG	
ACCO Engineered Systems	CA-04-BA-CM-A-030618-AES	
State of California - Region 5 - Central Valley		
Mark Scott Constuction	CA-05-CV-A-A-030618-MS	
Durham Constuction Company	CA-05-CV-A-B-030618-DCC	
Durham Constuction Company	CA-05-CV-B-A-030618-DCC	
Haus Construction, Inc.	CA-05-CV-B-B-030618-HCI	
ACCO Engineered Systems, Inc	CA-05-CV-CM-A-030618-AES	
Strategic Mechanical Inc	CA-05-CV-CM-B-030618-SMI	
State of California - Region 7 - Central Coast		
Newton Construction and Management	CA-07-CC-A-A-030618-NCM	
Newton Construction and Management	CA-07-CC-B-A-030618-NCM	
William A. Thayer Construction	CA-07-CC-B-B-030618-WTC	
ACCO Engineered Systems, Inc.	CA-07-CC-CM-A-030618-AES	
EMCOR Services, Mesa Energy Systems, Inc.	CA-07-CC-CM-B-030618-ES	
State of California - Region 8 - Southland		
Horizons Construction Company International, Inc	CA-08-SL-A-A-030618-HCC	
Angeles Contractor, Inc	CA-08-SL-A-B-030618-ACI	
MDJ Management, Inc.	CA-08-SL-B-A-030618-MDJ	
Vincor Construction Incorporated	CA-08-SL-B-B-030618-VCI	
Horizons Construction Co.. Int'l, Inc.	CA-08-SL-B-C-030618-HCC	
Angeles Contractor, Inc.	CA-08-SL-B-D-030618-ACI	
Harry H. Joh Construction	CA-08-SL-B-E-030618-HJC	
Grondin Construction, Inc.	CA-08-SL-B-F-030618-GCI	
Angeles Contractor, Inc	CA-08-SL-CE-A-030618-ACI	
ABM Electrical and Lighting Solutions, Inc	CA-08-SL-CE-B-030618-ABM	
ACCO Engineered Systems, Inc.	CA-08-SL-CM-A-030618-AES	
MTM Construction, Inc	CA-08-SL-CM-B-030618-MTM	
Angeles Contractor, Inc	CA-08-SL-CR-A-030618-ACI	
Good-Men Roofing and Construction, Inc	CA-08-SL-CR-B-030618-GMR	
State of California - Region 9 - San Diego Imperial		
Angeles Contractor, Inc.	CA-09-SI-A-A-030618-ACI	
Vet-Force Engineering & Construction	CA-09-SI-A-B-030618-VET	
Vincor Construction Incorporated	CA-09-SI-B-A-030618-VCI	
Grondin Construction Inc	CA-09-SI-B-B-030618-GCI	
Harry H. Joh Construction Inc	CA-09-SI-B-C-030618-HJC	
Pacific Building Group	CA-09-SI-B-D-030618-PBG	
Angeles Contractor, Inc.	CA-09-SI-B-E-030618-ACI	
All Source Coatings, Inc.	CA-09-SI-B-F-030618-ASC	
ACCO Engineering Systems Inc.	CA-09-SI-CM-A-030618-AES	
Harry H. Joh Construction Inc	CA-09-SI-CM-B-030618-HJC	
Pacific Contractors Group Inc.	CA-09-SI-CP-A-030618-PCG	
Angeles Contractor, Inc.	CA-09-SI-CR-A-030618-ACI	
Good-Men Inc Roofing and Construction	CA-09-SI-CR-B-030618-GMR	
ezIQ RENEWALS		
Centennial Contractors Enterprises, Inc.	MD03GC02-031417-CCE	
Centennial Contractors Enterprises, Inc.	MD02GC01-0314174-CCE	
Centennial Contractors Enterprises, Inc.	MD05GC02-031417-CCE	
The Matthews Group, Inc.	MD03GC01-031417-TMG	
HITT Contracting, Inc.	MD05GC01-031417-HCI	

Member Gerbi moved the adoption of the following Resolution:

RESOLUTION TO RATIFY COOPERATIVE CONTRACTING AWARDS

Resolution No. 2019-22

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: Barb Neprud, Sara Nagel, Ryan Thomas, Scott Veronen, Greg Zylka, and Mark Gerbi.

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 2019**

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:

Requesting Board permission to Re-Solicit the following categories:

Furniture with Related Accessories & Services
Industrial & Workplace Storage Systems with Related Accessories
Public Sector & Education Leasing and Financing Solutions

NEW CONTRACTS

Sunrise Banks	060519-SUN	"Employee Loans and Related Financial Services"
CHM Industries, Inc.	071619-CHM	"Sports Lighting with Related Supplies and Services"
Musco Sports Lighting, LLC	071619-MSL	"Sports Lighting with Related Supplies and Services"
Cooper Lighting/Eaton Industrial Corp.	071619-CPL	"Sports Lighting with Related Supplies and Services"

5th YEAR RENEWALS (CONTRACT EXTENSIONS)

Staples Contract & Commercial, LLC	110415-SCC	"Janitorial Supplies and Related Custodial Products"
FIS	110515-FIS	"Public Sector Administrative-Related Software Solutions & Technology"
Peach State Freightliner, LLC	102115-PSF	"School Buses with Related Parts and Services"
Sightlines, LLC	071415-GGI	"Quantity Construction Contracting Systems and Related Services"

NEW ezIQC CONTRACTS

Contractor Name	Contract Number	Contract Description
Charles E. Thomas	CA03-NCV-GB01-080719-CET	General Builders
Enovity, Inc.	CA03-NCV-GB02-080719-ENO	General Builders
PRIDE Industries One, Inc.	CA03-NCV-GB03-080719-PIO	General Builders
Staples Construction	CA03-NCV-GB04-080719-STA	General Builders
PRIDE Industries One, Inc.	CA03-NCV-GEP01-080719-PIO	General Engineering-Paving
PRIDE Industries One, Inc.	CA03-NCV-E01-080719-PIO	Electrical
Enovity, Inc.	CA03-NCV-E02-080719-ENO	Electrical
PRIDE Industries One, Inc.	CA03-NCV-M01-080719-PIO	Mechanical
ACCO Engineered Systems, Inc	CA03-NCV-M02-080719-AES	Mechanical
AMERICAN CHILLER SERVICE, INC.	CA03-NCV-M03-080719-ACH	Mechanical
Enovity, Inc.	CA04-NCC-GB01-080719-ENO	General Builders
Mark Scott Construction, Inc.	CA04-NCC-GB02-080719-MSC	General Builders
PRIDE Industries One, Inc.	CA04-NCC-GB03-080719-PIO	General Builders
Aztec Consultants	CA04-NCC-GB04-080719-AZC	General Builders
Ausonio Inc.	CA04-NCC-GB05-080719-AUS	General Builders
PRIDE Industries One, Inc.	CA04-NCC-GEP01-080719-PIO	General Engineering-Paving
Enovity, Inc.	CA04-NCC-E01-080719-ENO	Electrical
PRIDE Industries One, Inc.	CA04-NCC-E02-080719-PIO	Electrical
PUB Construction, Inc.	CA08-SCI-GB01-080719-PUB	General Builders
Vincor Construction, Inc.	CA08-SCI-GB02-080719-VCI	General Builders
Horizons Construction Company Int'l Inc.	CA08-SCI-GB03-080719-HCC	General Builders
Harry H Joh Construction Inc	CA08-SCI-GB04-080719-HJC	General Builders
Angeles Contractor, Inc.	CA08-SCI-GB05-080719-ACI	General Builders
gkkworks Construction Services	CA08-SCI-GB06-080719-GKK	General Builders
Enovity, Inc.	CA08-SCI-GB07-080719-ENO	General Builders

APPENDIX A Continued

RenewAge Energy Solutions	CA08-SCI-GB08-080719-RAE	General Builders
MTM Construction, Inc.	CA08-SCI-GB09-080719-MTM	General Builders
PRIDE Industries One, Inc.	CA08-SCI-GB010-080719-PIO	General Builders
Horizons Construction Company Int'l Inc.	CA08-SCI-GE01-080719-HCC	General Engineering-Paving
Sol Construction, Inc.	CA08-SCI-GE02-080719-SOL	General Engineering-Paving
J & H Engineering General Contractors, Inc.	CA08-SCI-GE03-080719-JHE	General Engineering-Paving
PUB Construction, Inc.	CA08-SCI-F01-080719-PUB	Flooring
Angeles Contractor, Inc.	CA08-SCI-F02-080719-ACI	Flooring
Horizons Construction Company Int'l Inc.	CA08-SCI-DA01-080719-HCC	Demolition-Abatement
PUB Construction, Inc.	CA08-SCI-P01-080719-PUB	Painting
Harry H Joh Construction Inc	CA08-SCI-P02-080719-HJC	Painting
Rite-Way Roof Corporation	CA08-SCI-R01-080719-RWR	Roofing
G Team Landscape Construction, Inc.	CA08-SCI-L01-080719-GTL	Landscaping
Facility Solutions Group	CA08-SCI-E01-080719-FSG	Electrical
Harry H Joh Construction Inc	CA08-SCI-E02-080719-HJC	Electrical
PUB Construction, Inc.	CA09-SDI-GB01-080719-PUB	General Builders CA09-SDI-GB01-080719
Vincor Construction, Inc.	CA09-SDI-GB02-080719-VCI	General Builders
All Source Coatings Inc.	CA09-SDI-GB03-080719-ASC	General Builders
LDCo., Inc	CA09-SDI-GB04-080719-LDC	General Builders
Harry H Joh Construction Inc	CA09-SDI-GB05-080719-HJC	General Builders
Angeles Contractor, Inc.	CA09-SDI-GB06-080719-ACI	General Builders
Sylvester Roofing	CA09-SDI-R01-080719-SRC	Roofing
PUB Construction, Inc.	CA09-SDI-F01-080719-PUB	Flooring
All Source Tile Inc.	CA09-SDI-F02-080719-AST	Flooring
Angeles Contractor, Inc.	CA09-SDI-F02-080719-ACI	Flooring
PUB Construction, Inc.	CA09-SDI-P01-080719-PUB	Painting
All Source Coatings Inc.	CA09-SDI-P02-080719-ASC	Painting
US National Corp	CA09-SDI-P03-080719-USN	General Builders
ezIQ ANNUAL RENEWALS		
Good-Men Roofing & Construction, Inc.	CA-SD01GCB-090616-GMR	
Angeles Contractors, Inc.	CA-SD02GCB-090616-ACI	
Nexgen Building Group, Inc.	CA-SD03GCB-090616-NBG	
Angeles Contractors, Inc.	CA-SD01F-090616-ACI	
Angeles Contractors, Inc.	CA-SD01PA-090616-ACI	
GPS Plumbing	CA-SD01PL-090616-GPS	
Vet-Force Engineering and Construction, Inc.	CA-SD02PL-090616-VET	
Collier Construction Company	TX04G-101116-CCC	
Teinert Commercial Building Services	TX04G-101116-TCB	
G2 General Contractors	TX01G-101116-GGC	
G2 General Contractors	TX01W-101116-GGC	
BC Commercial	TX01G-101116-BCI	
Henthorn Commercial Construction, LLC	TX04G-101116-HCL	