

Regular Meeting Minutes of the
NATIONAL JOINT POWERS ALLIANCE®
Board of Directors
Tuesday, May 16, 2017
Conference Room 3
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, Mary Freeman, Scott Veronen, Greg Zylka, Ryan Thomas, and Mike Wilson. Also present were Jon Radermacher, City of Little Falls and Chris Lindholm, Pequot Lakes School District, Ex-Officios; Chad Coauette, Susan Nanik, Misty Myers, Paul Drange, Jeremy Schwartz, Mike Carlson, Jamie Loken, Jim Kane, Bev Hoemberg, Michelle Barrett, and Deb Cervantez, NJPA staff.

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

Mr. Thomas moved, seconded by Ms. Neprud to accept the minutes of the Annual Board Retreat and Regular Board Meeting held on April 12-13, 2017. Motion carried.

Mr. Carlson presented the monthly Financial Reports and budget update.

Ms. Freeman moved, seconded by Ms. Neprud to approve the check register and Treasurer's Report of Cash, Revenues, and Expenditures and to pay all vendor disbursements #93110 to #93387. Motion carried.

Ms. Freeman moved, seconded by Mr. Gerbi to approve all Wire Transfers #233 to #247. Motion carried.

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

- Updated Membership Agreements Members added April 1-30, 2017
- Permission to solicit Group Basic and Voluntary Employee Benefit Products with Related Services

Motion carried.

Mr. Kane gave a day in the life of an NJPA employee presentation on his role as Business Development Administrator.

Mr. Drange gave an update on Regional Programs.

Ms. Nanik gave an update on the Facilities, Human Resources, and Marketing Departments.

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

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

Ms. Myers gave an update on the Legal and Government Relations Departments.

Mr. Schwartz gave an update on the Cooperative Contract Purchasing and Procurement Departments.

Mr. Schwartz gave an update on the following new contracts awarded in April as noted in Appendix A.

Dr. Coauette presented the proposed revised Computer and Communication Use Policy for review.

Ms. Neprud moved, seconded by Mr. Zylka to approve the SFY2017 Application for Special Education Funds Statement of Assurances. Motion carried.

Mr. Zylka moved, seconded by Mr. Gerbi to approve hiring:

- Chris Robinson, Procurement Manager, effective May 8, 2017
- Ben Plante, Collaborative Service Worker, effective May 16, 2017
- Kelli Draper, IT Business Systems Analyst, effective May 30, 2017

Motion carried.

Ms. Neprud moved, seconded by Mr. Thomas to open:

- Contract Administrator II
- Senior Education Consultant
- Lead Procurement Analyst

Motion carried.

Mr. Zylka moved, seconded by Mr. Gerbi to approve the following position descriptions and open positions:

- Manager of Government Relations
- Director of Marketing
- Network Engineer III
- Marketing and Public Relations Lead

Motion carried.

Mr. Thomas moved, seconded by Ms. Neprud to approve 30 additional contract days for FY16-17 for Nan Records, Regional Low Incidence Facilitator. Motion carried.

Ms. Nanik gave the staffing update.

Dr. Coauette gave an update on the Strategic Reinvestment Committee.

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

Mr. Gerbi moved, seconded by Mr. Zylka to adjourn the meeting at 7:54 p.m. Motion carried.

Appendix A

NJPA CONTRACTS & COMPLIANCE DEPARTMENT BOARD ITEMS - May 2017

Requesting Board permission to Solicit the following categories:

Group Basic and Voluntary Employee Benefit Products with Related Services

Requesting Board permission to Re-Solicit the following categories:

NEW CONTRACT

American Ramp Products	030117-ARC	Recreation and Playground Equipment, Accessories and Supplies:
Becker Arena Products, Inc.	030117-BAP	Recreation and Playground Equipment, Accessories and Supplies:
Clearspan Fabric Structures Int'l.	030117-CSS	Recreation and Playground Equipment, Accessories and Supplies:
Frank J. Zamboni & Co., Inc.	030117-FZC	Recreation and Playground Equipment, Accessories and Supplies:
Landscape Structures Inc.	030117-LSI	Recreation and Playground Equipment, Accessories and Supplies:
North West Rubber	030117-NWR	Recreation and Playground Equipment, Accessories and Supplies:
Playpower, Inc.	030117-LTS	Recreation and Playground Equipment, Accessories and Supplies:
Poligon by PorterCorp	030117-PPC	Recreation and Playground Equipment, Accessories and Supplies:
Rain Drop Products, LLC	030117-RDP	Recreation and Playground Equipment, Accessories and Supplies:
RubbeRecycle, LLC	030117-RBR	Recreation and Playground Equipment, Accessories and Supplies:
SofSurfaces, Inc.	030117-SFS	Recreation and Playground Equipment, Accessories and Supplies:
Spohn Ranch, Inc.	030117-SRI	Recreation and Playground Equipment, Accessories and Supplies:
Carrier Corporation	030817-CAR	HVAC Systems, Installation, and Service with Related Products and Supplies:
Johnson Controls, Inc.	030817-JHN	HVAC Systems, Installation, and Service with Related Products and Supplies:
Siemens Industry Inc.	030817-SIE	HVAC Systems, Installation, and Service with Related Products and Supplies:

New ezIQC Contracts

State of Maryland		
HITT Contracting, Inc.	MD05GC01-031417-HCI	
State of Michigan		
PeIGC	MI01W-041117-PGC	
State of Minnesota - Northeast/Iron Range (General Construction)		
Kaski, Inc.	MN01IR-042517-KAS	
Kraus-Anderson Construction Company	MN02IR-042517-KRU	
The Jamar Company	MN03IR-042517-JMR	

5th YEAR RENEWALS

Altec Industries, Inc.	031014-ALT	"Public Utility Equipment with Related Accessories and Supplies"
FuelEducation	101713-KVS	"Curriculum and Educational Equipment, Related Supplies, Accessories and Services"
Jacobsen, a Division of Textron	070313-JCS	"Grounds Maintenance with Related Equipment, Accessories and Supplies"

ezIQC RENEWALS

FHP Tectonics Corp.	FL01GC1-051716-FTC	
FHP Tectonics Corp.	FL04GC3-051716-FTC	
K-Con, Inc.	FL01GC3-051716-KCI	
K-Con, Inc.	FL02GC2-051716-KCI	
K-Con, Inc.	FL03GC1-051716-KCI	
K-Con, Inc.	FL05GC1-051716-KCI	

Member Neprud moved the adoption of the following Resolution:

RESOLUTION TO RATIFY COOPERATIVE CONTRACTING AWARDS

Resolution No. 2019-30

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: Greg Zylka, Ryan Thomas, Mark Gerbi, Sharon Thiel, Scott Veronen, Barb Neprud, 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 - December 2019

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:

Individual Coverage Health Reimbursement Arrangement and Private Insurance Exchange

Requesting Board permission to Re-Solicit the following categories:

Uniforms and Uniform Related Products and Services

All 50 states in the United States – ezIQ

NEW CONTRACTS

Curbtender, Inc.	091219-CRB	"Mobile Refuse Collection Vehicles"
Labrie Environmental Group	091219-LEG	"Mobile Refuse Collection Vehicles"
McNeilus Truck & Manufacturing	091219-MCN	"Mobile Refuse Collection Vehicles"
Scranton Manufacturing Company	091219-NMY	"Mobile Refuse Collection Vehicles"
The Heil Co.	091219-THC	"Mobile Refuse Collection Vehicles"
Dant Clayton Corp.	091719-DCT	"Event Seating and Staging Solutions"
Hussey Seating	091719-HSC	"Event Seating and Staging Solutions"
Colonial Life & Accident Insurance Company	100319-CLA	"Group Employee Benefits and Related Services"
Lincoln Financial Group	100319-LFG	"Group Employee Benefits and Related Services"
Sun Life Assurance Company	100319-SUN	"Group Employee Benefits and Related Services"

5th YEAR RENEWALS (CONTRACT EXTENSIONS)

Konica Minolta Business Solutions	083116-KON	"Multi-Function Copiers and Printers"
RISO	083116-RSO	"Multi-Function Copiers and Printers"
Xerox Corporation	083116-XOX	"Multi-Function Copiers and Printers"
NAPA (Genuine Parts)	061015-GPC	"Fleet-Related Maintenance Equipment"
Milliken Carpet	121715-MAC	"Flooring with Related Equipment"

NEW ezIQ CONTRACTS

Contractor Name	Contract Number	Contract Description
Panhandle Texas Area		
Core Construction Services of Texas	TX-PH-APC-101619-CCT	Asphalt/Paving Construction
Core Construction Services of Texas	TX-PH-F-101619-CCT	Flooring Construction
Core Construction Services of Texas	TX-PH-GC-101619-CCT	General Construction
F.H. Paschen	TX-PH-GC-101619-FHP	General Construction
Henthorn Commercial Construction, LLC	TX-PH-GC-101619-HCL	General Construction
JR Tri-State General Contracting Group, Inc	TX-PH-GC-101619-JRT	General Construction
SDB, Inc.	TX-PH-GC-101619-SDB	General Construction
Allen Teinert Construction Co., Inc.	TX-PH-GC-101619-TCB	General Construction
WR Construction Inc.	TX-PH-GC-101619-WRC	General Construction
Core Construction Services of Texas	TX-PH-P-101619-CCT	Painting
North Texas Area		
Core Construction Services of Texas	TX-NT-APC-101619-CCT	Asphalt/Paving Construction
Dallas Harmony Construction, LLC.	TX-NT-APC-101619-DHC	Asphalt/Paving Construction
GG Contractors LLC	TX-NT-APC-101619-GGC	Asphalt/Paving Construction
Lee Construction and Maintenance Company	TX-NT-EC-101619-LCM	Electrical Construction
Core Construction Services of Texas	TX-NT-F-101619-CCT	Flooring Construction
Dallas Harmony Construction, LLC.	TX-NT-F-101619-DHC	Flooring Construction
Gomez Floor Covering, Inc. dba GFC Contracting	TX-NT-F-101619-GFC	Flooring Construction
Lee Construction and Maintenance Company	TX-NT-F-101619-LCM	Flooring Construction
Centennial Contractors Enterprises	TX-NT-GC-101619-CCE	General Construction
Core Construction Services of Texas	TX-NT-GC-101619-CCT	General Construction
Dallas Harmony Construction, LLC.	TX-NT-GC-101619-DHC	General Construction
F.H. Paschen	TX-NT-GC-101619-FHP	General Construction
Freedom Construction- a series of tFg Companies LLC	TX-NT-GC-101619-FRC	General Construction
GG Contractors LLC	TX-NT-GC-101619-GGC	General Construction
Henthorn Commercial Construction, LLC	TX-NT-GC-101619-HCL	General Construction
Lee Construction and Maintenance Company	TX-NT-GC-101619-LCM	General Construction
Nouveau Construction and Technology Services, LP	TX-NT-GC-101619-NCT	General Construction
SDB, Inc.	TX-NT-GC-101619-SDB	General Construction
Allen Teinert Construction Co., Inc.	TX-NT-GC-101619-TCB	General Construction
Core Construction Services of Texas	TX-NT-P-101619-CCT	Painting

APPENDIX A Continued

Dallas Harmony Construction, LLC.	TX-NT-P-101619-DHC	Painting
Gomez Floor Covering, Inc. dba GFC Contracting	TX-NT-P-101619-GFC	Painting
GG Contractors LLC	TX-NT-P-101619-GGC	Painting
Lee Construction and Maintenance Company	TX-NT-P-101619-LCM	Painting
GG Contractors LLC	TX-NT-RC-101619-GGC	Roofing Construction
GG Contractors LLC	TX-NT-W-101619-GGC	Waterproofing
State of Kansas - Western Area		
BKM Construction, LLC.	KS-W-GC01-111319-BKM	General Construction
Platinum Roofing, LLC	KS-W-R01-111319-PLR	Roofing Construction
RoofConnect Logistics, Inc.	KS-W-R02-111319-RCL	Roofing Construction
State of Kansas - Eastern Area		
Straub Constuction Company, Inc.	KS-E-GC01-111319-STC	General Construction
BKM Constuction LLC	KS-E-GC02-111319-BKM	General Construction
MTS Contracting Inc.	KS-E-GC03-111319-MTS	General Construction
Platinum Roofing, LLC	KS-E-R01-111319-PLR	Roofing Construction
RoofConnect Logistics, Inc.	KS-E-R02-111319-RCL	Roofing Construction
Missouri - Greater Kansas City Area		
Julius Kaaz Construction Company, Inc.	MO-KC-GC01-111319-JKC	General Construction
BKM Construction LLC	MO-KC-GC02-111319-BKM	General Construction
MTS Contracting, Inc.	MO-KC-GC03-111319-MTS	General Construction
Straub Constuction Company, Inc.	MO-KC-GC04-111319-STC	General Construction
Julius Kaaz Construction Company, Inc.	MO-KC-P01-111319-JKC	Paving Construction
Platinum Roofing LLC	MO-KC-R01-111319-PLR	Roofing Construction
RoofConnect Logistics, Inc.	MO-KC-R02-111319-RCL	Roofing Construction
ezIQc ANNUAL RENEWALS		
Innovative Builders of Alexandria, Inc	MN-NCM-GC01-120518-IBA	
Minnesota Exteriors, Inc.	MN-TMA-R01-120518-MEI	
Kraus-Anderson Construction Company	MN-SEA-GC03-120518-KRU	
Kraus-Anderson Construction Company	MN-SWA-GC02-120518-KRU	
Kraus-Anderson Construction Company	MN-NCM-GC04-120518-KRU	
Innovative Builders of Alexandria, Inc	MN-RRV-GC01-120518-IBA	
McDowall Company	MN-RRV-R02-120518-MDC	
Kraus-Anderson Construction Company	MN-IRA-GC02-120518-KRU	
Solid Rock Construction	MN-CMA-GC03-120518-SRC	
Kraus-Anderson Construction Company	MN-TMA-GC05-120518-KRU	
Nor-Son, Inc.	MN-IRA-GC01-120518-NSI	
Nor-Son, Inc.	MN-SEA-GC01-120518-NSI	
Nor-Son, Inc.	MN-TMA-GC02-120518-NSI	
RAK Construction Inc.	MN-TMA-GC01-120518-RAK	
Solid Rock Construction	MN-TMA-GC03-120518-SRC	
RAK Construction Inc.	MN-CMA-GC01-120518-RAK	
Nor-Son, Inc.	MN-NCM-GC02-120518-NSI	
Nor-Son, Inc.	MN-CMA-GC02-120518-NSI	
Nor-Son, Inc.	MN-RRV-GC02-120518-NSI	
Nor-Son, Inc.	MN-SWA-GC01-120518-NSI	
Bituminous Roadways Inc	MN-TMA-P01-120518-BRI	
McDowall Company	MN-TMA-R02-120518-MDC	
Minnesota Exteriors, Inc.	MN-SEA-R01-120518-MEI	
McDowall Company	MN-IRA-R02-120518-MDC	
Solid Rock Construction	MN-NCM-GC03-120518-SRC	
Minnesota Exteriors, Inc.	MN-CMA-R01-120518-MEI	
McDowall Company	MN-NCM-R02-120518-MDC	
Kraus-Anderson Construction Company	MN-RRV-GC03-120518-KRU	
L.S. Black Constructors, Inc.	MN-TMA-GC04-120518-LSB	
McDowall Company	MN-CMA-R02-120518-MDC	
McDowall Company	MN-SWA-R02-120518-MDC	
Mid-Minnesota Hot Mix	MN-CMA-P01-120518-MHM	
Minnesota Exteriors, Inc.	MN-NCM-R01-120518-MEI	
Minnesota Exteriors, Inc.	MN-RRV-R01-120518-MEI	
Solid Rock Construction	MN-SEA-GC02-120518-SRC	
Anderson Brothers	MN-NCM-P01-120518-ABC	
Hy-Tec Construction	MN-NCM-GC05-120518-HTC	
Minnesota Exteriors, Inc.	MN-SWA-R01-120518-MEI	
Kraus-Anderson Construction Company	MN-CMA-GC04-120518-KRU	
Minnesota Exteriors, Inc.	MN-IRA-R01-120518-MEI	