

REGULAR MEETING MINUTES OF THE SOURCEWELL BOARD OF DIRECTORS

Tuesday, February 18, 2020

Conference Room 3 & 4

202 12th St. NE, Staples, MN 56479

Chair Wilson called the Regular Board meeting to order at 6:16p.m. with the following members present: Greg Zylka, Scott Veronen, Ryan Thomas, Sharon Thiel, Mark Gerbi, Sara Nagel, Linda Arts and Mike Wilson. Also present were Paul Brownlow, Verndale Public Schools, and Simoine Bolin, Mid-State Education District, Ex-Officios; Chad Coauette, Mike Carlson, Susan Nanik, Marcus Miller, Paul Drange, Jeremy Schwartz, Travis Bautz, Jamie Loken, Ali O'Day, Chris Klein, and Danielle Wadsworth, Sourcewell staff; Dan Domenech, American Association of School Administrators, Guest.

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

Mr. Zylka moved, seconded by Ms. Thiel to accept the minutes of the Regular Board Meeting held on January 21, 2020. Motion carried.

Mr. Carlson presented the monthly Financial Reports.

Ms. Thiel moved, seconded by Mr. Thomas to approve the Resolution of Signed Authority. Motion carried.

Mr. Veronen moved, seconded by Mr. Zylka to approve the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the batch reports dated February 12, 2020. Motion carried.

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

- Updated Membership Agreements Members added January 1-31, 2019
- Resolution to approve permission to solicit the following category:
 - a. Fuel and Fluid Storage Systems, Equipment and Technology
- Resolution to approve permission to re-solicit the following categories:
 - a. Public Sector Administrative-Related Software Solutions
 - b. Rental Equipment
- Higher Education Procurement Internship Program Agreement for Illinois Institutions
- Interlocal Cooperative Agreement with Becker County
- Interlocal Agreement with Douglas County

Motion carried.

Ms. O'Day gave a day in the life of a Sourcewell employee presentation on her role as a Marketing Project Coordinator.

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

Mr. Zylka moved, seconded by Ms. Thiel to approve the Resolution to Approve Ratification of Cooperative Contracting Awards. Motion carried.

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. 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. Veronen moved, seconded by Ms. Nagel to approve the Personnel Recommendations. Motion carried.

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

Mr. Zylka moved, seconded by Mr. Thomas to adjourn the meeting at 8:16 p.m. Motion carried.

APPENDIX A

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

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:
Fee Management and Online Payment Portal Software Solutions
Fuel and Fluid Storage Systems, Equipment and Technology

Requesting Board permission to Re-Solicit the following categories:
Public Sector Administrative-Related Software Solutions
Rental Equipment

NEW CONTRACTS

PPG Architectural Finishes	121219-PPG	"Paint with Related Supplies, Equipment, and Services"
The Sherwin-Williams Company	121219-SHW	"Paint with Related Supplies, Equipment, and Services"
5th YEAR RENEWALS (CONTRACT EXTENSIONS)		
Bentley Mills	121715-BPS	"Flooring with Related Equipment"
Interface Americas	121715-IFA	"Flooring with Related Equipment"
Mannington Mills, Inc.	121715-MMI	"Flooring with Related Equipment"
Masland Contract	121715-MAS	"Flooring with Related Equipment"
Mohawk Carpet Distribution	121715-MCD	"Flooring with Related Equipment"
Shaw Industries	121715-SII	"Flooring with Related Equipment"
Tarkett USA, Inc.	121715-TFU	"Flooring with Related Equipment"
Acro Service Corporation	020817-ACR	"Managed Service Provider for I.T."
GPS Insight, LLC	022217-GPI	"Fleet Management and Related Technology"

NEW eziQC CONTRACTS

State of New York - Long Island

Volmar Construction, Inc.	LI01-GC-012920-VOL	General Construction
Polaris Electrical Construction Corp.	LI01-E-012920-PEC	Electrical Construction

State of New York - New York City

Gryphon Construction Inc.	NYC01-GC-012920-GCI	General Construction
Polaris Electrical Construction Corp.	NYC01-E-012920-PEC	Electrical Construction
Pro Con Group, Inc.	NYC02-GC-012920-PCG	General Construction
Wade Electric Incorporated	NYC02-E-012920-WEI	Electrical Construction

State of Texas - Central Texas Area

JAMCO Ventures, LLC	TX-CT-GC-121819-JAM	General Construction
Centennial Contractors Enterprises	TX-CT-GC-121819-CCE	General Construction
F.H. Paschen	TX-CT-GC-121819-FHP	General Construction
TMG Contracting, LLC	TX-CT-GC-121819-TCL	General Construction
Amstar, Inc.	TX-CT-GC-121819-AMS	General Construction
Veliz Company, LLC	TX-CT-GC-121819-VCL	General Construction
Doyle Electric, LLC	TX-CT-GC-121819-DEL	General Construction
The Pounds Group, LLC	TX-CT-GC-121819-SUL	General Construction
Core Construction Services of Texas	TX-CT-GC-121819-CCT	General Construction
Platinum Roofing, LLC	TX-CT-R-121819-PLR	Roofing
JAMCO Ventures, LLC	TX-CT-RC-121819-JAM	Roofing
RoofConnect Logistics, Inc.	TX-CT-R-121819-RCL	Roofing
JAMCO Ventures, LLC	TX-CT-APC-121819-JAM	Asphalt/Paving/Concrete
Doyle Electric, LLC	TX-CT-E-121819-DEL	Electrical
JAMCO Ventures, LLC	TX-CT-P-121819-JAM	Painting
JAMCO Ventures, LLC	TX-CT-F-121819-JAM	Flooring
JAMCO Ventures, LLC	TX-CT-W-121819-JAM	Waterproofing

State of Texas - West Texas Area

Veliz Company, LLC	TX-WT-GC-121819-VCL	General Construction
F.H. Paschen	TX-WT-GC-121819-FHP	General Construction
Amstar, Inc.	TX-WT-GC-121819-AMS	General Construction
Core Construction Services of Texas	TX-WT-GC-121819-CCT	General Construction
RoofConnect Logistics, Inc.	TX-WT-R-121819-RCL	Roofing

State of Texas - Permian Basin Area

Veliz Company, LLC	TX-PB-GC-121819-VCL	General Construction
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APPENDIX A Continued

F.H. Paschen	TX-PB-GC-121819-FHP	<i>General Construction</i>
Tommy Klein Construction	TX-PB-GC-121819-TKL	<i>General Construction</i>
Amstar, Inc.	TX-PB-GC-121819-AMS	<i>General Construction</i>
Core Construction Services of Texas	TX-PB-GC-121819-CCT	<i>General Construction</i>
eziQC RENEWALS		
Astra Construction Services, LLC	FL-SWA-GC04-121918-ACS	<i>General Construction</i>
Advanced Roofing, Inc.	FL-SWA-R01-121918-ADR	<i>Roofing Construction</i>
Advanced Roofing, Inc.	FL-ECA-R01-121918-ADR	<i>Roofing Construction</i>
LEE Construction Group, Inc.	FL-ECA-GC02-121918-LCI	<i>General Construction</i>
LEE Construction Group, Inc.	FL-SWA-GC02-121918-LCI	<i>General Construction</i>
McKenzie Contracting, LLC	FL-ECA-UG1-121918-MCL	<i>Underground Construction</i>
Johnson-Laux Construction, LLC	FL-SWA-GC03-121918-JLC	<i>General Construction</i>
McKenzie Contracting, LLC	FL-SWA-UG1-121918-MCL	<i>Underground Construction</i>
Johnson-Laux Construction, LLC	FL-ECA-GC03-121918-JLC	<i>General Construction</i>
Astra Construction Services, LLC	FL-ECA-GC04-121918-ACS	<i>General Construction</i>
Shiff Construction & Development, Inc.	FL-SWA-GC01-121918-SCD	<i>General Construction</i>
Shiff Construction & Development, Inc.	FL-ECA-GC01-121918-SCD	<i>General Construction</i>
Whalen Electric, LLC	OHGCDAEOMB-013018-WHE	<i>Electrical Construction</i>
The Lusk Group	OHGCDAGCOMA-013018-LUS	<i>General Construction</i>
F.H. Paschen, S.N. Nielsen & Associates, LLC	OHGCDAGCOMB-013018-FHP	<i>General Construction</i>
The Lusk Group	OHGCDAEOMA-013018-LUS	<i>Electrical Construction</i>
The Lusk Group	OHGCDAHVOMA-013018-LUS	<i>HVAC Construction</i>
The Lusk Group	OHGCDAROMA-013018-LUS	<i>Roofing Construction</i>
The Lusk Group	OHGCDACOMA-013018-LUS	<i>Concrete Construction</i>
Perkins / Carmack Construction, LLC	OHGCDAGCOMC-013018-PCC	<i>General Construction</i>
Perkins / Carmack Construction, LLC	OHGCDACOMB-013018-PCC	<i>Concrete Construction</i>
Custom Controls Group	OHGCDAGCOMD-013018-CCG	<i>General Construction</i>
Custom Controls Group	OHGCDAROMB-013018-CCG	<i>Roofing Construction</i>
Custom Controls Group	OHGCDAHVOMB-013018-CCG	<i>HVAC Construction</i>
Westside Paving & Excavating, Inc.	OHGCDAAPOMA-013018-WPE	<i>Asphalt Paving Construction</i>
Westside Paving & Excavating, Inc.	OHGCDAWUIOMA-013018-WPE	<i>Water Sewer Underground Infrastructure</i>
Universal Contracting Corporation	OHGCDAGCOME-013018-UCC	<i>General Construction</i>

**SOURCEWELL
STATE OF MINNESOTA**



Member Sharon Thiel moved the adoption of the following Resolution:

RESOLUTION TO RATIFY COOPERATIVE CONTRACTING AWARDS

Resolution No. 2020-32

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 Greg Zylka and the following voted in favor: (list names here)

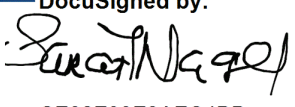
Wilson, Zylka, Veronen, Nagel, Thomas, Thiel, Arts and Kircher

and the following voted against: (list names here or “NONE”)

NONE

whereupon said resolution was declared duly passed and adopted.

ATTEST:

DocuSigned by:

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Clerk to the Board of Directors

APPENDIX A

SOURCEWELL PROCUREMENT DEPARTMENT
BOARD ITEMS -December 2020
CONSENT AGENDA ITEMS
Requesting Board permission to Solicit the following categories:

Plastic Refuse and Recycling Container Solutions and Related Equipment, Supplies and Accessories
Tree and Vegetation Management Equipment, Attachments, and Accessories
Facilities Maintenance Services
Special Education Teletherapy Services

Requesting Board permission to Re-Solicit the following categories:

Auction Services with Related Solutions (published 12/08/20)
Bulk Solid Waste and Recycling Equipment with Related Services, Accessories and Supplies
Grounds Maintenance Equipment, Attachments, and Accessories

NEW CONTRACTS

Supplier Name	Contract Number	Solicitation Title
MSC Industrial Supply	101320-MSI	"Janitorial Supplies and Equipment with Related Services"
Staples Contract & Commercial, LLC	101320-SCC	"Janitorial Supplies and Equipment with Related Services"
W.W. Grainger, Inc.	101320-WWG	"Janitorial Supplies and Equipment with Related Services"
Dover Fueling Solutions, Inc.	092920-DVR	"Aboveground Fuel and Fluid Storage with Related Hardware, Software, and Services"
E.J. Ward, Inc.	092920-EJW	"Aboveground Fuel and Fluid Storage with Related Hardware, Software, and Services"
Gilbarco, Inc.	092920-GVR	"Aboveground Fuel and Fluid Storage with Related Hardware, Software, and Services"
Graco, Inc.	092920-GRC	"Aboveground Fuel and Fluid Storage with Related Hardware, Software, and Services"
JF Petroleum Group	092920-JFA	"Aboveground Fuel and Fluid Storage with Related Hardware, Software, and Services"
Multiforce Systems Corp.	092920-MTF	"Aboveground Fuel and Fluid Storage with Related Hardware, Software, and Services"
Syn-Tech Systems, Inc.	092920-SYS	"Aboveground Fuel and Fluid Storage with Related Hardware, Software, and Services"
Titan Chemical Transfer Solutions, LLC	092920-TAN	"Aboveground Fuel and Fluid Storage with Related Hardware, Software, and Services"
Western Global	092920-WST	"Aboveground Fuel and Fluid Storage with Related Hardware, Software, and Services"

CONTRACT EXTENSIONS

Supplier Name	Contract Number	Solicitation Title
Gilbarco Veeder-Root	022217-GVR	"Fleet Management and Related Technology Solutions"
Synovia Solutions	022217-SSL	"Fleet Management and Related Technology Solutions"
Pitney Bowes	041917-PIT	"Mailing and Postage Equipment with Related Software, Accessories, Services and Supplies"
National Auto Fleet Group	081716-NAF	"Class 6, 7, and 8 Chassis with Related Equipment"
Falcon Road Maintenance	052417-FRM	"Roadway Maintenance Equipment"
Audio Enhancement, Inc.	111616-AEI	"Classroom Audio Technology Equipment with Related Accessories, Services and Supplies"

NEW eziQC CONTRACTS

Company Name	Contract Number	State - Region - Type of Work

eziQC RENEWALS

Company Name	Contract Number	
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	