

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

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	
Gronidin 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	