

MINUTES FOR MEETING BOOK - SEPTEMBER 2020 SOURCEWELL REGULAR BOARD OF DIRECTORS MEETING

09/15/2020 | 01:00 PM - 03:00 PM

Sourcewell Headquarters Conference Rooms 3 & 4/ITV WebEx

Attendees

Board Members: Mike Wilson; Greg Zylka; Sharon Thiel; Ryan Thomas; Scott Veronen; Sara Nagel were present. Ex-officios: Janette Bower, City of Wadena, was present. Simoine Bolin, Mid-state Public School; Paul Brownlow, Verndale Schools, were present via ITV. Guests: Chad Coauette; Travis Bautz; Mike Carlson; Paul Drange; Susan Nanik; Jeremy Schwartz; Robb Reid; Josh Meech; Tyler Jahnke; Danielle Wadsworth were present. Guests: Jamie Loken; Marcus Miller; and Sourcewell staff were present via ITV.

Chair Wilson called the Sourcewell Regular Board meeting to order at 1:00pm with the aforementioned members present.

Ms. Thiel moved, seconded by Ms. Nagel to accept the agenda as adjusted. Motion carried.

Ms. Nagel moved, seconded by Mr. Veronen to accept the minutes of the Regular Board Meeting held on August 18, 2020. Motion carried.

Mr. Carlson presented the Financial Reports.

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 September 10, 2020. Motion carried.

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

- Updated Agency Agreements: Clients added August 1-30, 2020
- Resolution to approve permission to re-solicit the following category:
 - Utility, Transportation, Golf and Recreation Vehicles, with Related Accessories, Equipment, and Services

Motion carried.

Mr. Munoz gave a day in the life of a Sourcewell employee presentation on his role as a Procurement Analyst.

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

Mr. Reid presented on his role as a Director of Enterprise Solutions.

Ms. Thiel moved, seconded by Ms. Nagel 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 Education Solutions and Community Solutions Departments

Ms. Nanik gave an update on the Facilities and Human Resource Departments.

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

- Employee Handbook
- Culture Plan
- Education Assistance Benefit
- Career Ladder Program

Motion carried.

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

Ms. Nagel moved, seconded by Mr. Thomas to approve Resolution to move to Full Accrual Accounting basis commencing FY 20-21. Motion carried.

Ms. Thiel moved, seconded by Mr. Zylka to approved revised Budget Policy. Motion carried.

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

Mr. Veronen moved, seconded by Mr. Thomas to approve the incentive bonus as recommended by the Metrics Committee based on the 2019-2020 Organizational Metric Goals. Motion carried.

Mr. Schwartz presented a recap on FY 20/21 Organizational Metric Goals.

Ms. Nagel moved, seconded by Ms. Thiel to approve the FY 20-21 Department of Education Low Incidence Funding:

- Formula 421-IDEA Part B Section 611 Regional Low Incidence Discretionary \$56,4626.43
- Formula 430- IDEA part B Section 619 Centers of Excellence Discretionary CSPD \$105,000.00
- Formula 432- IDEA Part B Section 611 Regional Low Incidence CSPD Discretionary \$132,395.00
- Formula 446- IDEA Part C Regional Centers of Excellence CSPD Intergovernmental Agreement \$105,000.00

Motion carried.

Mr. Zylka moved, seconded by Mr. Thomas to approve the personnel recommendations as presented. Motion carried.

Dr. Coquette gave a business update on Covid-19, Sourcewell Technology, and State/National Associations and Partnerships.

Mr. Thomas moved, seconded by Ms. Nagel to adjourn the meeting at 2:50 p.m. Motion carried.

APPENDIX A

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

CONSENT AGENDA ITEMS	Requesting Board permission to Solicit the following categories:
Requesting Board permission to Re-Solicit the following categories:	
Utility, Transportation, Golf and Recreation Vehicles, with Related Accessories, Equipment, and Services	

NEW CONTRACTS		
Altec Industries	062320-ALT	"Equipment Rental with Related Services"
Caterpillar, Inc.	062320-CAT	"Equipment Rental with Related Services"
Sunbelt Rentals	062320-SNB	"Equipment Rental with Related Services"
United Rentals	062320-URI	"Equipment Rental with Related Services"
Blue Bird Body Company	063020-BBB	"School Buses with Related Accessories, Supplies, Parts and Services"
IC Bus LLC	063020-ICB	"School Buses with Related Accessories, Supplies, Parts and Services"
The Lion Electric Company	063020-LON	"School Buses with Related Accessories, Supplies, Parts and Services"
Thomas Built Buses	063020-TBB	"School Buses with Related Accessories, Supplies, Parts and Services"
	080420-SCH	"Elevators, Escalators, and Moving Walks with Related Equipment, Services and Supplies"
Schindler Elevator Corp.		
	080420-TKE	"Elevators, Escalators, and Moving Walks with Related Equipment, Services and Supplies"
thyssenkrupp Elevator		
5th YEAR RENEWALS (CONTRACT EXTENSIONS)		

NEW ezIQc CONTRACTS		
Company Name	Contract Number	Type of Work and Region
ezIQc RENEWALS		
LDCo., Inc.	CA09-SDI-GB04-080719-LDC	
Harry H. Joh Construction, Inc.	CA08-SCI-P02-080719-HJC	
PUB Construction, Inc.	CA09-SDI-P01-080919-PUB	
PUB Construction, Inc.	CA08-SCI-F01-080719-PUB	
RenewAge Construction	CA08-SCI-GB08-080719-RAE	
Harry H. Joh Construction, Inc.	CA08-SCI-GB04-080719-HJC	
Angeles Contractor, Inc.	CA09-SDI-F03-080719-ACI	
Harry H. Joh Construction, Inc.	CA09-SDI-GB05-080719-HJC	
PUB Construction, Inc.	CA09-SDI-GB01-080719-PUB	
Angeles Contractor, Inc.	CA09-SDI-GB06-080719-ACI	
PUB Construction, Inc.	CA08-SCI-P01-080719-PUB	
Horizons Construction Co. Int'l, Inc.	CA08-SCI-GEP01-080719-HCC	
Angeles Contractor, Inc.	CA08-SCI-GB05-080719-ACI	
Facility Solutions Group	CA08-SCI-E01-080719-FSG	
J & H Engineering General Contracts, Inc.	CA08-SCI-GEP03-080719-JHE	
gkkworks Construction Services	CA08-SCI-GB06-080719-GKK	
Harry H. Joh Construction, Inc.	CA08-SCI-E02-080719-HJC	
US National Corp dba Jimenez Painting Co.	CA09-SDI-P03-080719-USN	
All Source Coatings, Inc.	CA09-SDI-GB03-080719-ASC	
Angeles Contractor, Inc.	CA08-SCI-F02-080719-ACI	
Horizons Construction Co. Int'l, Inc.	CA08-SCI-GB03-080719-HCC	
Ausonio, Inc.	CA04-NCC-GB05-080719-AUS	
All Source Coatings, Inc.	CA09-SDI-P02-080719-ASC	
PRIDE Industries One, Inc.	CA04-NCC-GEP01-080719-PIO	

APPENDIX A Continued

PRIDE Industries One, Inc.	CA08-SCI-GB10-080719-PIO	
Sol Construction	CA08-SCI-GEP02-080719-SOL	
Horizons Construction Co. Int'l, Inc.	CA08-SCI-DA01-080719-HCC	
G Team Landscape Construction, Inc.	CA08-SCI-L01-080719-GTL	
PUB Construction, Inc.	CA09-SDI-F01-080919-PUB	
All Source Tile, Inc.	CA09-SDI-F02-080719-AST	
Sylvester Roofing Co., Inc.	CA09-SDI-R01-080719-SRC	
Vincor Construction, Inc.	CA09-SDI-GB02-080719-VCI	
PRIDE Industries One, Inc.	CA04-NCC-E02-080719-PIO	
Aztec Consultants	CA04-NCC-GB04-080719-AZC	
Rite-Way Roof Corporation	CA08-SCI-R01-080719-RWR	
PRIDE Industries One, Inc.	CA03-NCV-M01-080719-PIO	
ACCO Engineered Systems, Inc.	CA03-NCV-M02-080719-AES	
Mark Scott Construction	CA04-NCC-GB02-080719-MSC	
Vincor Construction, Inc.	CA08-SCI-GB02-080719-VCI	
PRIDE Industries One, Inc.	CA03-NCV-GEP01-080719-PIO	
PRIDE Industries One, Inc.	CA03-NCV-GB03-080719-PIO	
PUB Construction, Inc.	CA08-SCI-GB01-080719-PUB	
Staples Construction Company	CA03-NCV-GB04-080719-STA	
American Chiller Service, Inc.	CA03-NCV-M03-080719-ACH	
PRIDE Industries One, Inc.	CA03-NCV-E01-080719-PIO	
PRIDE Industries One, Inc.	CA04-NCC-GB03-080719-PIO	
Vincor Construction, Inc.	CA08-SCI-GB02-080719-VCI	
PRIDE Industries One, Inc.	CA03-NCV-GEP01-080719-PIO	