

Minutes for Meeting Book - December 2020 Sourcewell Regular Board of Directors Meeting

12/15/2020 | 07:00 PM – 08:33 PM

Sourcewell Conference Rooms 3 & 4/ ITV via Microsoft Teams

Attendees

Board Members: Mike Wilson, Greg Zylka, Scott Veronen, Sara Nagel, Ryan Thomas, Sharon Thiel, Linda Arts, and Chris Kircher were present via ITV. Ex-officio: Paul Brownlow, Verndale School District, was present via ITV. Guests: Chad Coauette, Paul Drange, Jamie Loken, Marcus Miller, Jeremy Schwartz, Mike Carlson, Travis Bautz, Robb Reid, Rebecca Grunig, Kerry Bollman, Danielle Wadsworth, Katrina Wood, and Josh Meech were present.

Chair Wilson called the Sourcewell Regular Board meeting to order at 7:00 pm with the aforementioned members present.

Ms. Nagel moved, seconded by Mr. Zylka, to accept the agenda as presented. Roll call vote taken. Motion passed unanimously.

Ms. Nagel moved, seconded by Ms. Arts, to accept the Regular Board Meeting minutes on November 17, 2020. Roll call vote taken. Motion passed unanimously.

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 December 9, 2020. Roll call vote taken. Motion passed unanimously.

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

- Updated Agency Agreements: Clients added November 1-30, 2020
- Resolution to approve solicitation of 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
- Resolution to approve Re-Solicitation of the following categories:
 - Auction Services with Related Solutions (published 12/08/2020)
 - Bulk Solid Waste and Recycling Equipment with Related Services, Accessories, and Supplies
 - Grounds Maintenance Equipment, Attachments, and Accessories

Roll call vote taken. Motion passed unanimously.

Ms. Bollman gave a day in the life of a Sourcewell Technology employee presentation on her role as a Product Manager.

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

Mr. Carlson gave an update on the Finance Department.

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

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

Ms. Thiel moved, seconded by Mr. Zylka, to approve the Resolution to Approve Ratification of Cooperative Contracting Awards. Roll call vote taken. The resolution passed unanimously.

Mr. Bautz gave an update on the Marketing Department.

Mr. Drange gave an update on Regional Programs.

Mr. Zylka moved, seconded by Mr. Kircher, to approve the personnel recommendations as presented. Roll call vote taken. Motion passed unanimously.

Dr. Coauette gave a business update on Covid-19 and State/National Associations and Partnerships.

Ms. Nagel moved, seconded by Mr. Kircher, to adjourn the meeting at 8:33 pm. Roll call vote taken. Motion passed unanimously.

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

APPENDIX A Continued

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	