

Minutes for Meeting Book – January 2021

Sourcewell Regular Board of Directors Meeting

01/19/2021 | 06:00 PM – 08:20 PM

Sourcewell Conference Rooms 3 & 4/ ITV via Microsoft Teams

Attendees

Board Members: Mike Wilson, Scott Veronen, Sara Nagel, Ryan Thomas, Sharon Thiel, Linda Arts, and Chris Kircher were present. Board Member Greg Zylka was present via ITV. Ex-officios: Paul Brownlow, Verndale School District, Simone Bolin, Mid-State Education District, were present, and Janette Bower, City of Wadena, was present via ITV. Guests: Chad Coauette, Paul Drange, Marcus Miller, Jeremy Schwartz, Mike Carlson, Travis Bautz, Robb Reid, Dean Greising, Beth Decker, Maggie Velasco, Cassidy Rice, Kelli Draper, Katrina Wood, Tyler Jahnke, and Kristin Hansen were present.

Chair Wilson called the Sourcewell Regular Board meeting to order at 6:00 pm with the aforementioned members present.

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

Ms. Nagel moved, seconded by Mr. Kircher, to accept the Regular Board Meeting minutes on December 15, 2020. Roll call vote taken. Motion passed unanimously.

Mr. Carlson presented the Financial Reports.

Mr. Veronen moved, seconded by Ms. Nagel, to approve the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the batch reports dated January 14, 2021. Roll call vote taken. Motion passed unanimously.

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

- Updated Agency Agreements: Clients added December 1-31, 2020
- Resolution to approve solicitation of the following categories:
 - STEM Curriculum Solutions and Equipment with Related Accessories and Services
 - Job-Order or Indefinite Quantity Construction Contracting Program Management Services
- Resolution to approve Re-Solicitation of the following categories:
 - Electric Vehicle Supply Equipment and Related Services
 - State of Maryland- Indefinite Quantity Construction Contract
 - State of New Hampshire- Indefinite Quantity Construction Contract

Roll call vote taken. Motion passed unanimously.

Ms. Decker gave a day in the life of a Sourcewell employee presentation on her role as an Administrative Specialist.

Mr. Drange gave an update on Regional Programs.

Ms. Velasco gave a presentation on Tech Mobily delivery during the pandemic

Ms. Nanik 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 December, as noted in Appendix A.

Ms. Draper gave a presentation on IT Infrastructure.

Mr. Reid gave a presentation on the Cooperative Purchasing Report and a quarterly Deep Dive.

Ms. Nagel moved, seconded by Ms. Arts, 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.

Dr. Coauette gave an update on Organizational Strategy.

Mr. Zylka left the meeting at 7:20 pm.

Mr. Kircher moved, seconded by Mr. Veronen, to approve the Resolution Authorizing the FY20/21 budget amendment as presented. Motion passed unanimously.

Ms. Thiel moved, seconded by Ms. Nagel, to approve the implementation of the salary schedule effective January 1, 2021, as presented. Motion passed unanimously.

Mr. Thomas moved, seconded by Mr. Kircher, to approve the personnel recommendations as presented. Motion passed unanimously.

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

Mr. Kircher moved, seconded by Ms. Nagel, to adjourn the meeting at 8:20 pm. Motion passed unanimously.

APPENDIX A

**SOURCEWELL PROCUREMENT DEPARTMENT
BOARD ITEMS - January 2021**

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:

STEM Curriculum Solutions and Equipment with Related Accessories and Services
Job-Order or Indefinite Quantity Construction Contracting Program Management Services

Requesting Board permission to Re-Solicit the following categories:

Electric Vehicle Supply Equipment and Related Services
State of Maryland - Indefinite Quantity Construction Contract
State of New Hampshire - Indefinite Quantity Construction Contract

NEW CONTRACTS

Supplier Name	Contract Number	Solicitation Title
Elliott Auto Supply Co., Inc. dba Factory Motor Parts	101520-FMP	"OEM Automotive Parts and Supplies"
Ford Motor Company	101520-FMC	"OEM Automotive Parts and Supplies"
General Motors	101520-GNL	"OEM Automotive Parts and Supplies"
Navistar, Inc. dba Fleet Charge	101520-NVS	"OEM Automotive Parts and Supplies"
MANCON, LLC	110520-MAN	"Fleet and Facility Related Vendor Managed Inventory and Logistics Management Solutions"
Genuine Parts Company dba NAPA Integrated Business Solutions	110520-GPC	"Fleet and Facility Related Vendor Managed Inventory and Logistics Management Solutions"
American Ramp Company, Inc.	112420-ARC	"Skatepark, Bike Park, and Pump Track Solutions with Related Equipment, Accessories, and Services"
Artisan Skateparks	112420-ART	"Skatepark, Bike Park, and Pump Track Solutions with Related Equipment, Accessories, and Services"
California Skateparks	112420-CAS	"Skatepark, Bike Park, and Pump Track Solutions with Related Equipment, Accessories, and Services"
Spohn Ranch, Inc.	112420-SRI	"Skatepark, Bike Park, and Pump Track Solutions with Related Equipment, Accessories, and Services"
All-American Arena Products	120320-ALL	"Ice Rink and Arena Equipment with Related Supplies and Services"
American Arena, LLC	120320-AMR	"Ice Rink and Arena Equipment with Related Supplies and Services"
Athletica Sport Systems, Inc.	120320-ATH	"Ice Rink and Arena Equipment with Related Supplies and Services"
CIMCO Refrigeration	120320-CIM	"Ice Rink and Arena Equipment with Related Supplies and Services"
Zamboni Company USA, Inc.	120320-FZC	"Ice Rink and Arena Equipment with Related Supplies and Services"

CONTRACT EXTENSIONS

Supplier Name	Contract Number	Solicitation Title

NEW eziQC CONTRACTS

Company Name	Contract Number	State - Region - Type of Work
Cooper Building Services, LLC	VA-W-GC01-120920-CPR	Commonwealth of Virginia - Western Virginia Area - General Construction
F.H. Paschen	VA-W-GC02-120920-FHP	Commonwealth of Virginia - Western Virginia Area - General Construction
Johnson-Laux Construction	VA-W-GC03-120920-JLC	Commonwealth of Virginia - Western Virginia Area - General Construction
S-Works Construction Corporation	VA-W-GC04-120920-SWC	Commonwealth of Virginia - Western Virginia Area - General Construction
Centennial Contractors Enterprises	VA-W-GC05-120920-CCE	Commonwealth of Virginia - Western Virginia Area - General Construction
HITT Contracting	VA-W-GC06-120920-HCI	Commonwealth of Virginia - Western Virginia Area - General Construction
Johnson-Laux Construction	VA-WC-GC01-120920-JLC	Commonwealth of Virginia - West Central Virginia Area - General Construction
Cooper Building Services, LLC	VA-WC-GC02-120920-CPR	Commonwealth of Virginia - West Central Virginia Area - General Construction
F.H. Paschen	VA-WC-GC03-120920-FHP	Commonwealth of Virginia - West Central Virginia Area - General Construction
The Matthews Group, Inc.	VA-WC-GC04-120920-TMG	Commonwealth of Virginia - West Central Virginia Area - General Construction
S-Works Construction Corporation	VA-WC-GC05-120920-SWC	Commonwealth of Virginia - West Central Virginia Area - General Construction
Harrisonburg Construction Co.	VA-WC-GC06-120920-HAR	Commonwealth of Virginia - West Central Virginia Area - General Construction
Paige Industrial Services, Inc.	VA-N-GC01-120920-PAI	Commonwealth of Virginia - Northern Virginia Area - General Construction
The Matthews Group, Inc.	VA-N-GC02-120920-TMG	Commonwealth of Virginia - Northern Virginia Area - General Construction
Vigil Contracting, Inc.	VA-N-GC03-120920-VGL	Commonwealth of Virginia - Northern Virginia Area - General Construction
Centennial Contractors Enterprises	VA-N-GC04-120920-CCE	Commonwealth of Virginia - Northern Virginia Area - General Construction
S-Works Construction Corporation	VA-N-GC05-120920-SWC	Commonwealth of Virginia - Northern Virginia Area - General Construction

APPENDIX A Continued

Johnson-Laux Construction	VA-N-GC06-120920-JLC	Commonwealth of Virginia - Northern Virginia Area - General Construction
Vigil Contracting, Inc.	VA-N-MH01-120920-VGL	Commonwealth of Virginia - Northern Virginia Area - Mechanical HVAC
Adrian L. Merton Inc.	VA-N-MH02-120920-ALM	Commonwealth of Virginia - Northern Virginia Area - Mechanical HVAC
Centennial Contractors Enterprises	VA-EC-GC01-120920-CCE	Commonwealth of Virginia - East Central Virginia Area - General Construction
The Matthews Group, Inc.	VA-EC-GC02-120920-TMG	Commonwealth of Virginia - East Central Virginia Area - General Construction
S-Works Construction Corporation	VA-EC-GC03-120920-SWC	Commonwealth of Virginia - East Central Virginia Area - General Construction
Cooper Building Services, LLC	VA-EC-GC04-120920-CPR	Commonwealth of Virginia - East Central Virginia Area - General Construction
F.H. Paschen	VA-EC-GC05-120920-FHP	Commonwealth of Virginia - East Central Virginia Area - General Construction
HITT Contracting	VA-EC-GC06-120920-HCI	Commonwealth of Virginia - East Central Virginia Area - General Construction
Paige Industrial Services, Inc.	VA-EC-MH01-120920-PAI	Commonwealth of Virginia - East Central Virginia Area - Mechanical HVAC
Cooper Building Services, LLC	VA-E-GC01-120920-CPR	Commonwealth of Virginia - Eastern Virginia Area - General Construction
F.H. Paschen	VA-E-GC02-120920-FHP	Commonwealth of Virginia - Eastern Virginia Area - General Construction
Centennial Contractors Enterprises	VA-E-GC03-120920-CCE	Commonwealth of Virginia - Eastern Virginia Area - General Construction
The Matthews Group, Inc.	VA-E-GC04-120920-TMG	Commonwealth of Virginia - Eastern Virginia Area - General Construction
S-Works Construction Corporation	VA-E-GC05-120920-SWC	Commonwealth of Virginia - Eastern Virginia Area - General Construction
HITT Contracting	VA-E-GC06-120920-HCI	Commonwealth of Virginia - Eastern Virginia Area - General Construction
Paige Industrial Services, Inc.	VA-E-MH01-120920-PAI	Commonwealth of Virginia - Eastern Virginia Area - Mechanical HVAC
eziQC RENEWALS		
Company Name	Contract Number	
Advanced Roofing, Inc.	FL-SWA-R01-121918-ADR	
Advanced Roofing, Inc.	FL-ECA-R01-121918-ADR	
LEE Construction Group, Inc.	FL-ECA-GC02-121918-LCI	
LEE Construction Group, Inc.	FL-SWA-GC02-121918-LCI	
McKenzie Contracting, LLC	FL-ECA-UG1-121918-MCL	
Johnson-Laux Construction, LLC	FL-SWA-GC03-121918-JLC	
McKenzie Contracting, LLC	FL-SWA-UG1-121918-MCL	
Johnson-Laux Construction, LLC	FL-ECA-GC03-121918-JLC	
Astra Construction Services, LLC	FL-ECA-GC04-121918-ACS	
Shiff Construction & Development, Inc.	FL-SWA-GC01-121918-SCD	
Shiff Construction & Development, Inc.	FL-ECA-GC01-121918-SCD	