



Minutes for Meeting Book - October 2022 Sourcewell Regular Board of Directors Meeting

10/18/2022 | 06:00 PM - 07:33 PM - (GMT-06:00) Central Time (US & Canada)

Sourcewell Headquarters

Attendees (19)

Steven Barrows; Travis Bautz; Vern Capelle; Mike Carlson; Chad Coauette; Paul Drange; Chris Kircher; Susan Nanik; Chris Pelzer; Robb Reid; Jeremy Schwartz; Sharon Thiel; Ryan Thomas; Scott Veronen; Katrina Wood; Greg Zylka; Lee Westrum; Kristin Hanson; Michelle Steele

Call to Order by Chair Zylka

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

Thiel moved, seconded by Thomas, to accept the agenda as corrected. Motion carried.

Action on the Minutes of Clerk Nagel

On behalf of Clerk Nagel, Treasurer Thiel moved, seconded by Kircher, to accept the Regular Board Minutes on September 20, 2022. Motion carried.

Status of #924 Fund by Treasurer Thiel & Mike Carlson, Director of Finance

Mike Carlson presented the Financial reports.

Consideration of Claims

Thiel moved, seconded by Thomas, to approve the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the batch reports dated October 7, 2022. Motion carried.

Consent Agenda

Veronen moved, seconded by Barrows, to accept the Consent Agenda as follows:

- Updated Agency Agreements: Clients added September 1-30, 2022.
- Resolution to approve Solicitation and/or Re-Solicitation of the following categories:

- Unmanned and Remotely-Operated Vehicle Systems with Related Technology and Services
- Indefinite Delivery Indefinite Quantity Construction-Illinois
- Heavy Construction Equipment with Related Attachments and Technology
- Approve FY22/23 Membership Roster for Continuing Education/Relicensure

Motion carried.

Program/Department Updates

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

Dr. Paul Drange gave an update on Regional Programs.

Michelle Steele presented a day in the life of a Sourcewell employee.

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

Thiel moved, seconded by Thomas, to approve the Information and Security Policy. Motion carried.

Kircher moved, seconded by Barrows, to approve the Resolution to Approve Ratification of Cooperative Contracting Awards. Motion carried.

Dan Listug gave an update on the Government Relations/Legal Department.

Mike Carlson gave an update on the Finance Department.

Robb Reid gave an update on Enterprise Solutions.

Travis Bautz gave an update on the Marketing Department.

Old Business

New Business

Thomas moved, seconded by Kircher, to approve the removal of the Computer and Communication System Use Policy. Motion carried.

Thiel moved, seconded by Barrows, to appoint Katrina Wood and Nikki Werk as Election Judges. Motion carried.

Personnel- Susan Nanik, Director of Administration

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

Executive Director Update- Dr. Chad Coauette, Executive Director

Dr. Chad Coauette gave a business update on State/National Associations and partnerships.

Reports

Greg Zylka gave an update on a grant partnership between the City of Little Falls and the Little Falls School District.

Adjournment

Kircher moved, seconded by Thomas, to adjourn the meeting at 7:33 pm. Motion carried.

APPENDIX A

**SOURCEWELL PROCUREMENT DEPARTMENT
BOARD ITEMS - October 2022**

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:

Unmanned and Remotely-Operated Vehicle Systems with Related Technology and Services

Requesting Board permission to Re-Solicit the following categories:

Indefinite Delivery Indefinite Quantity Construction - Illinois

Heavy Construction Equipment with Related Attachments and Technology

CONSENT AGENDA ITEMS

NEW CONTRACTS

Supplier Name	Contract Number	Solicitation Title
CenturyLink Communications dba Lumen Technologies Group	072822-LUM	"Communications Technology Consulting Services"
Ross & Baruzzini, Inc.	072822-RBZ	"Communications Technology Consulting Services"
Ten4 Mobility, LLC dba OpDecision	072822-TN4	"Communications Technology Consulting Services"
Safeware, Inc.	080922-SAF	"Public Safety and Emergency Management Equipment, Tool, and Supply Catalog Solutions"
W.W. Grainger, Inc.	080922-WWG	"Public Safety and Emergency Management Equipment, Tool, and Supply Catalog Solutions"

CONTRACT EXTENSIONS

Supplier Name	Contract Number	Solicitation Title
Ennis Flint, Inc.	062817-EPI	"Airport Consumable Products with Related Supplies and Services"
Hi-Lite Airfield Serices, LLC	062817-HLA	"Airport Consumable Products with Related Supplies and Services"
New Deal Deicing	062817-NDD	"Airport Consumable Products with Related Supplies and Services"
Epoke North America, Inc.	080818-EPK	"Snow and Ice Handling Equipment, Supplies and Accessories"

NEW IDIQ CONTRACTS

Company Name	Contract Number	State - Region - Type of Work
NONE		

IDIQ Contract Extensions

Company Name	Contract Number	
Happel & Associates, Inc.	CO-NE-GC03-090920-HAI	
RoofConnect Logistics, Inc.	CO-SE-RW01-090920-RCL	
RoofConnect Logistics, Inc.	CO-SW-RW01-090920-RCL	
Happel & Associates, Inc.	CO-NW-GC02-090920-HAI	
Happel & Associates, Inc.	CO-SE-GC02-090920-HAI	
Sunland Asphalt, Inc.	CO-SW-PAV02-090920-SAC	
Facilities Contracting, Inc.	CO-NE-GC04-090920-FCI	
Sunland Asphalt, Inc.	CO-NE-PAV01-090920-SAC	
ATI Restoration, LLC	CO-NE-GC05-090920-ATI	
RoofConnect Logistics, Inc.	CO-NE-RW01-090920-RCL	
Z-Craft, Ltd.	CO-SE-RW02-090920-ZCR	
PaveConnect Logistics, LLC	CO-SW-PAV01-090920-PCL	
PaveConnect Logistics, LLC	CO-NE-PAV02-090920-PCL	
PaveConnect Logistics, LLC	CO-SE-PAV01-090920-PCL	
JOC Construction	CO-SE-GC01-090920-LRI	
Happel & Associates, Inc.	CO-SW-GC02-090920-HAI	
Sunland Asphalt, Inc.	CO-SE-PAV02-090920-SAC	
PaveConnect Logistics, LLC	CO-NW-PAV01-090920-PCL	
Z-Craft, Ltd.	CO-SW-RW02-090920-ZCR	
JOC Construction	CO-SW-GC01-090920-LRI	
JOC Construction	CO-NW-GC01-090920-LRI	
RoofConnect Logistics, Inc.	CO-NW-RW01-090920-RCL	
JOC Construction	CO-NE-GC01-090920-LRI	
Sunland Asphalt, Inc.	CO-NW-PAV02-090920-SAC	