



## **Minutes for Meeting Book - May 2023 Board of Directors Meeting**

05/16/2023 | 05:35 PM - 07:20 PM - (GMT-06:00) Central Time (US & Canada)

Sourcewell Headquarters

### **Attendees (21)**

Steven Barrows; Travis Bautz; Vern Capelle; Mike Carlson; Chad Coauette; Paul Drange; Julia Kicker; Chris Kircher; Marcus Miller; Sara Nagel; Susan Nanik; Chris Pelzer; Robb Reid; Jeremy Schwartz; Sharon Thiel; Nikki Werk; Lee Westrum; Katrina Wood; Greg Zylka; Clint Andera; Chris Schultz

### **Call to Order by Chair Zylka**

Chair Zylka called the Sourcewell Regular Board meeting to order at 5:35 pm with the aforementioned members present.

Barrows moved, seconded by Kircher, to accept the agenda as presented. Motion carried.

### **Action on the Minutes of Clerk Arts**

On behalf of Clerk Arts, Thiel moved, seconded by Nagel, to accept the Regular Board Minutes on April 20, 2023. Motion carried.

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

Mike Carlson presented the Financial reports.

### **Consideration of Claims**

Nagel moved, seconded by Thiel, to approve the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the batch reports dated May 10, 2023. Motion carried.

### **Consent Agenda**

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

- Resolution to approve Solicitation and/or Re-Solicitation of the following categories:
  - Event Seating and Staging Solutions with Related Accessories and Services

- Indefinite Delivery-Indefinite Quantity Construction- Virginia

Motion carried.

## **Program/Department Updates**

Clint Andera presented a day in the life of a Sourcewell employee.

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

Jeremy Schwartz, Marcus Miller, Mike Carlson, Chris Schultz, and Susan Nanik provided an update on the following Empowering Smart Work topics:

- Email data retention
- Wellness Policy
- Gift Policy
- Sourcewell branded apparel
- Food and Beverage Policy
- Out-of-State employees
- Comp Study
- Workday
- Salesforce
- Brightspace/D2L

## **Old Business**

### **New Business**

Susan Nanik presented the Wellness policy for a first reading.

### **Personnel- Susan Nanik, Director of Administration**

Nagel moved, seconded by Thiel, 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, partnerships, and the upcoming H2O event.

## **Reports**

Barrows thanked the staff that planned and executed the recent Board Retreat.

### **Adjournment**

Barrows moved, seconded by Kicker, to adjourn the meeting at 7:20 pm. Motion carried.

**APPENDIX A**

**SOURCEWELL PROCUREMENT DEPARTMENT  
BOARD ITEMS - May 2023**

<b>CONSENT AGENDA ITEMS</b>	<b>Requesting Board permission to Solicit the following categories:</b>		
	None		
<b>CONSENT AGENDA ITEMS</b>	<b>Requesting Board permission to Re-Solicit the following categories:</b>		
	Event Seating and Staging Solutions with Related Accessories and Services		
	Indefinite Delivery-Indefinite Quantity Construction - Virginia		
<b>CONSENT AGENDA ITEMS</b>	<b>NEW CONTRACTS</b>		
	<b>Supplier Name</b>	<b>Contract Number</b>	<b>Solicitation Title</b>
	Clark Equipment Company	020923-CEC	"Portable Construction Equipment with Related Accessories and Attachments"
	Federal Contracts Corp.	020923-FCC	"Portable Construction Equipment with Related Accessories and Attachments"
	Generac Power Systems	020923-GNR	"Portable Construction Equipment with Related Accessories and Attachments"
	JCB, Inc.	020923-JCB	"Portable Construction Equipment with Related Accessories and Attachments"
	Multiquip, Inc.	020923-MTQ	"Portable Construction Equipment with Related Accessories and Attachments"
	Power Technique North America	020923-PWT	"Portable Construction Equipment with Related Accessories and Attachments"
	Progress Solar Solutions	020923-PGS	"Portable Construction Equipment with Related Accessories and Attachments"
	Skyjack, Inc.	020923-SKJ	"Portable Construction Equipment with Related Accessories and Attachments"
<b>CONSENT AGENDA ITEMS</b>	Terex USA	020923-TER	"Portable Construction Equipment with Related Accessories and Attachments"
	Ecoverse, LLC	030923-ECV	"Recycling and Repurposing Equipment with Related Accessories, Supplies, Technology and Services"
	EDGE Innovate	030923-EDG	"Recycling and Repurposing Equipment with Related Accessories, Supplies, Technology and Services"
	Komptech Americas	030923-KMP	"Recycling and Repurposing Equipment with Related Accessories, Supplies, Technology and Services"
	Morbark, LLC	030923-MBI	"Recycling and Repurposing Equipment with Related Accessories, Supplies, Technology and Services"
	Rotochopper, Inc.	030923-RTO	"Recycling and Repurposing Equipment with Related Accessories, Supplies, Technology and Services"
	Terex USA	030923-TER	"Recycling and Repurposing Equipment with Related Accessories, Supplies, Technology and Services"
	Vermeer Corp.	030923-VRM	"Recycling and Repurposing Equipment with Related Accessories, Supplies, Technology and Services"
<b>CONSENT AGENDA ITEMS</b>	<b>CONTRACT EXTENSIONS</b>		
	<b>Supplier Name</b>	<b>Contract Number</b>	<b>Solicitation Title</b>
	Bandit Industries, Inc.	050119-BAN	"Recycling and Repurposing Equipment with Related Accessories, Supplies and Services"
	OFS Brands, Inc.	121919-OFS	"Furniture Solutions with Related Accessories and Services"
<b>CONSENT AGENDA ITEMS</b>	<b>NEW IDIQ CONTRACTS</b>		
	<b>Company Name</b>	<b>Contract Number</b>	<b>State - Region - Type of Work</b>
<b>CONSENT AGENDA ITEMS</b>	<b>IDIQ Contract Extensions</b>		
	<b>Company Name</b>	<b>Contract Number</b>	
	HCR Construction, Inc.	GA-A08-040820-HCR	
	HITT Contracting, Inc.	GA-A03-040820-HCI	
	F.H. Paschen, S.N. Nielsen & Associates, LLC	GA-ST01-040820-FHP	
	Prime Contractors, Inc.	GA-ST02-040820-PCI	
	Greene & Burdette Property Management, LLC	GA-D03-040820-GBP	

## APPENDIX A Continued

Albion General Contractors, Inc.	GA-D05-040820-ALB	
Bayne Development Group	GA-ST04-040820-BDG	
Greene & Burdette Property Management, LLC	GA-A02-040820-GBP	
JOC Construction	GA-ST03-040820-LRI	
Lichty Commercial Construction, Inc.	GA-A09-040820-LIY	
Crown Retail Services, Inc	GA-A05-040820-CRS	
Darsey Construction LLC	GA-C01-040820-DAR	
Ward Humphrey, Inc.	GA-ST06-040820-WHI	
Paryani Construction	GA-A07-040820-PAR	
HITT Contracting, Inc.	GA-D06-040820-HCI	
Centennial Contractors Enterprises, Inc.	GA-D08-040820-CCE	
Albion General Contractors, Inc.	GA-A06-040820-ALB	
Brown & Root	GA-A01-040820-KBR	
Darsey Construction LLC	GA-B07-040820-DAR	
Place Services, Inc.	GA-A10-040820-PLA	
Albion General Contractors, Inc.	GA-C03-040820-ALB	
Darsey Construction LLC	GA-D02-040820-DAR	
Greene & Burdette Property Management, LLC	GA-B02-040820-GBP	
HITT Contracting, Inc.	GA-B04-040820-HCI	
Johnson-Laux Construction, LLC	GA-ST07-040820-JLC	
Place Services, Inc.	GA-B08-040820-PLA	
Ujamaa Construction	GA-B10-040820-UJA	
HITT Contracting, Inc.	GA-C04-040820-HCI	
Ujamaa Construction	GA-C08-040820-UJA	
Osprey Management, LLC	GA-ST08-040820-OML	
Rubio and Son Interiors, Inc.	GA-ST10-040820-RSI	
Centennial Contractors Enterprises, Inc.	GA-B06-040820-CCE	
Greene & Burdette Property Management, LLC	GA-C02-040820-GBP	
Crown Retail Services, Inc	GA-B03-040820-CRS	
Albion General Contractors, Inc.	GA-B05-040820-ALB	
Lynn Construction Contracting, Inc.	GA-D04-040820-LYN	
Place Services, Inc.	GA-D07-040820-PLA	
Ujamaa Construction	GA-D10-040820-UJA	
Jewel of the South	GA-C10-040820-JOS	
Place Services, Inc.	GA-C05-040820-PLA	
Engineering Design Technologies, Inc.	GA-D09-040820-EDT	
Centennial Contractors Enterprises, Inc.	GA-C06-040820-CCE	
Engineering Design Technologies, Inc.	GA-C07-040820-EDT	
The Wilson Group	MO-R4-GC02-051222-TWG	
Vazquez Commercial Contracting, LLC	MO-R3-GC02-051222-VCC	
The Wilson Group	MO-R5-GC02-051222-TWG	
The Wilson Group	MO-R6-GC02-051222-TWG	
Straub Construction Company, Inc.	MO-R3-GC07-051222-STC	
J.E. Novack Construction Company	MO-R5-GC03-051222-JNC	
The Wilson Group	MO-R3-GC03-051222-TWG	
The Wilson Group	MO-R7-GC02-051222-TWG	
Brown & Root	MO-R5-GC01-051222-BRI	
Brown & Root	MO-R6-GC01-051222-BRI	
Brown & Root	MO-R7-GC01-051222-BRI	
MTS Contracting, Inc	MO-R1-GC02-051222-MTS	
MTS Contracting, Inc	MO-R7-GC03-051222-MTS	
MTS Contracting, Inc	MO-R4-GC03-051222-MTS	
MTS Contracting, Inc	MO-R6-GC03-051222-MTS	
Reynolds Construction Co Inc	MO-R1-GC03-051222-RCC	
MTS Contracting, Inc	MO-R3-GC04-051222-MTS	
MTS Contracting, Inc	MO-R2-GC02-051222-MTS	
Brown & Root	MO-R1-GC01-051222-BRI	
Brown & Root	MO-R2-GC01-051222-BRI	
Brown & Root	MO-R3-GC01-051222-BRI	
Brown & Root	MO-R4-GC01-051222-BRI	
Reynolds Construction Co Inc	MO-R1-R01-051222-RCC	
Julius Kaaz Construction Company, Inc.	MO-R1-P01-051222-JKC	
Reynolds Construction Co Inc	MO-R6-GC04-051222-RCC	
Reynolds Construction Co Inc	MO-R5-R01-051222-RCC	
Julius Kaaz Construction Company, Inc.	MO-R5-GC05-051222-JKC	
Julius Kaaz Construction Company, Inc.	MO-R7-GC05-051222-JKC	

## APPENDIX A Continued

Julius Kaaz Construction Company, Inc.	MO-R2-P01-051222-JKC	
Vazquez Commercial Contracting, LLC	MO-R3-HVAC01-051222-VCC	
Julius Kaaz Construction Company, Inc.	MO-R5-P01-051222-JKC	
Reynolds Construction Co Inc	MO-R6-R01-051222-RCC	
Julius Kaaz Construction Company, Inc.	MO-R2-GC04-051222-JKC	
Julius Kaaz Construction Company, Inc.	MO-R4-GC05-051222-JKC	
Julius Kaaz Construction Company, Inc.	MO-R1-GC04-051222-JKC	
Reynolds Construction Co Inc	MO-R2-R01-051222-RCC	
Julius Kaaz Construction Company, Inc.	MO-R3-GC05-051222-JKC	
Reynolds Construction Co Inc	MO-R3-GC06-051222-RCC	
Queen City Roofing & Contracting Co	MO-R6-R02-051222-QCR	
Julius Kaaz Construction Company, Inc.	MO-R4-P01-051222-JKC	
Julius Kaaz Construction Company, Inc.	MO-R7-P01-051222-JKC	
Queen City Roofing & Contracting Co	MO-R7-R02-051222-QCR	
Reynolds Construction Co Inc	MO-R2-GC03-051222-RCC	
Julius Kaaz Construction Company, Inc.	MO-R6-P01-051222-JKC	
Reynolds Construction Co Inc	MO-R4-GC04-051222-RCC	
Reynolds Construction Co Inc	MO-R5-GC04-051222-RCC	
Reynolds Construction Co Inc	MO-R7-GC04-051222-RCC	
Julius Kaaz Construction Company, Inc.	MO-R6-GC05-051222-JKC	
Reynolds Construction Co Inc	MO-R4-R01-051222-RCC	
Julius Kaaz Construction Company, Inc.	MO-R3-P01-051222-JKC	
Reynolds Construction Co Inc	MO-R3-R01-051222-RCC	
Reynolds Construction Co Inc	MO-R7-R01-051222-RCC	