



## Minutes for Meeting Book - Tuesday, October 21, 2025 Board of Directors Meeting

Tuesday, October 21, 2025 | 5:15 PM - (GMT-06:00) Central Time (US & Canada)

Sourcewell Headquarters

### Attendees:

Greg Zylka, Sharon Thiel, Sara Nagel, Chris Kircher, Julia Kicker, and Steven Barrows

### 1. Call to Order by Chair Zylka

- 1.1 Determination of Quorum
- 1.2 Welcome Ex-Officio's
- 1.3 Gratitude Reflection

### 2. Acceptance of the Agenda

- 2.1 Additions/Corrections to the agenda  
Recommendation: Approve the agenda as presented/corrected.

*Moved by:* Steven Barrows

*Seconded by:* Chris Kircher

**Carried**

### 3. Action on the Minutes of Clerk/Treasurer Nagel

- 3.1 Review and Approval of the minutes of the regular board meeting held on September 16, 2025.

[Board of Directors - Sep 16 2025 - Minutes - Html](#) 


Recommendation: approve the minutes as presented

*Moved by:* Sara Nagel

*Seconded by:* Julia Kicker

**Carried**

**4. Status of #924 Fund by Clerk/Treasurer Nagel & Mike Carlson, Chief Financial Officer**

- 4.1 Financial Report of Cash, Revenues, and Expenses [October 2025.pdf](#) 

**5. Consideration of Claims**

- 5.1 Review by Nagel and presenting for approval the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the enclosed batch reports.

Recommendation: approve the batch reports as presented

*Moved by:* Sara Nagel

*Seconded by:* Sharon Thiel

**Carried**

**6. Consent Agenda**

Recommendation: approve the consent agenda as presented

*Moved by:* Sharon Thiel

*Seconded by:* Chris Kircher

- 6.1 Resolution to Approve Solicitation and/or Re-Solicitation of Categories

[Resolution Approve Solicitation 30.docx](#) 

- 6.2 Resolution to Ratify Cooperative Contracting Awards

[Resolution Ratify cooperative purchasing awards 31.docx](#) 

- 6.3 [Procurement-Appendix A-October 21, 2025.pdf](#) 

Appendix A

- 6.4 [Sourcewell Norman signed Interlocal Cooperative](#)

[Agreement 9-25.pdf](#) 

[Licensing Agreement Sourcewell 2026.pdf](#) 

[SKM\\_550i25091614101.pdf](#) 

6.5 [Continuing Education Membership Roster 2025-2026 \(1\).pdf](#) 

6.6 [2025\\_October\\_Personnel\\_Recommendations.pdf](#) 

## **7. Empowering Smartwork - Focused Program Update**

7.1 A Day in the Life of a Sourcewell Employee Jeff Ganim

7.2 AI Updates

- Data strategy
- Use cases
- Policy and guiding principles

7.3 Strategic Framework Review

- Q2 rocks

7.4 Initiative Progress Updates

- Performance-based goal setting
- Onboarding experience
- Legal and Gov Relations optimization

7.5 [Leadership Continuity Plan.docx](#) 

7.6 [Enterprise Data Management Policy\\_DRAFT\\_.docx](#) 

- 1st reading

## **8. Old Business**

## **9. New Business**

9.1 Call for the annual election of Board members in Sub Regions I & IV and suggest the appointment of Katrina Wood and Jill Park as election judges.

Recommendation: Appoint Katrina Wood and Jill Park as election judges.

*Moved by:* Chris Kircher  
*Seconded by:* Sara Nagel

**Carried**

**10. Chief Executive Officer Update- Dr. Chad Coauette**

10.1 State/National Associations and Partnerships

10.2 MSC Conference 2027 - summer or fall preference

**11. Reports**

11.1 Individual Board Member Reports

**12. Adjournment**

Recommendation: to adjourn at 7:15 p.m.

*Moved by:* Steven Barrows  
*Seconded by:* Sara Nagel

**Carried**

**APPENDIX A**

SOURCEWELL PROCUREMENT DEPARTMENT BOARD ITEMS - October 21, 2025		
CONSENT AGENDA ITEMS	<b>Requesting Board permission to Solicit the following categories:</b>	
	Permanent, Fixed-Message Signage with Related Products and Services	
	Transportation Services Payment Solutions	
	Airsides Ground Support Services and Equipment with Related Solutions	
	<b>Requesting Board permission to Re-Solicit the following categories:</b>	
CONSENT AGENDA ITEMS	JOC or IDIQ Program Management Consulting Services	
	IT Managed Workforce and Staff Augmentation Solutions	
	<b>NEW CONTRACTS</b>	
	<b>Supplier Name</b>	<b>Contract Number</b>
	<b>Solicitation Title</b>	
	Beam Global	021825-BML
	Electric Vehicle Supply Equipment with Related Services	
	Blink Network, LLC	021825-BLN
	Electric Vehicle Supply Equipment with Related Services	
	Blue Whale EV, LLC	021825-BWL
	Electric Vehicle Supply Equipment with Related Services	
	ChargePoint, Inc.	021825-CPI
	Electric Vehicle Supply Equipment with Related Services	
	ChargerCrew Canada, Inc.	021825-CCW
	Electric Vehicle Supply Equipment with Related Services	
	DD DANNAR, Inc.	021825-DDD
	Electric Vehicle Supply Equipment with Related Services	
	District Fleet, LLC dba District Fleet e-Mobility	021825-DSF
	Electric Vehicle Supply Equipment with Related Services	
	FLO Services USA, Inc.	021825-FLO
	Electric Vehicle Supply Equipment with Related Services	
	ForeFront Power, LLC	021825-FFP
	Electric Vehicle Supply Equipment with Related Services	
	Gilbarco, Inc. dba Gilbarco Veeder-Root, Konect	021825-GVR
	Electric Vehicle Supply Equipment with Related Services	
	Highland Electric Fleets, Inc.	021825-HEF
	Electric Vehicle Supply Equipment with Related Services	
	InCharge Energy, Inc.	021825-INC
	Electric Vehicle Supply Equipment with Related Services	
	INF Associates, LLC	021825-INA
	Electric Vehicle Supply Equipment with Related Services	
	Livingston Energy Group, LLC dba Lynkwel	021825-LIV
	Electric Vehicle Supply Equipment with Related Services	
	National Car Charging, LLC	021825-NCC
	Electric Vehicle Supply Equipment with Related Services	
	Nuvve Holdings	021825-NUV
	Electric Vehicle Supply Equipment with Related Services	
	Siemens Industry, Inc.	021825-SIE
	Electric Vehicle Supply Equipment with Related Services	
	The Mobility House, LLC	021825-MBH
	Electric Vehicle Supply Equipment with Related Services	
	Verdek, LLC	021825-VRK
	Electric Vehicle Supply Equipment with Related Services	
	AMN Allied Services, LLC	072225-AMN
	Virtual Behavioral Health Therapy and Related Services	
	Edgewood Health Network Inc. dba EHN Canada	072225-EHN
	Virtual Behavioral Health Therapy and Related Services	
	eLuma, LLC	072225-ELA
	Virtual Behavioral Health Therapy and Related Services	
	LifeWorks (US) Ltd. dba TELUS Health (US) Ltd.	072225-LFW
	Virtual Behavioral Health Therapy and Related Services	
	Lighthouse Therapy, LLC	072225-LGT
	Virtual Behavioral Health Therapy and Related Services	
	PresenceLearning, Inc.	072225-PSL
	Virtual Behavioral Health Therapy and Related Services	
	Protocall Services, Inc.	072225-PLL
	Virtual Behavioral Health Therapy and Related Services	
	T&T Squared LLC, dba First Responders Resilience	072225-FRR
	Virtual Behavioral Health Therapy and Related Services	
	Talkspace, Inc.	072225-TKS
	Virtual Behavioral Health Therapy and Related Services	
	Azuria Water Solutions, Inc.	040825-AZU
	Water Collection and Control Products for Community	
	Cascade Engineering, Inc.	040825-CEI
	Water Collection and Control Products for Community	
	Core and Main, LP	040825-CAM
	Water Collection and Control Products for Community	
	Garrison Flood Control Systems, LLC	040825-GAR
	Water Collection and Control Products for Community	
	All-American Ice, LLC dba All-American Arena Products	081425-ALL
	Ice Rink and Arena Equipment with Related Supplies and Services	
	Becker Arena Products, Inc.	081425-BAP
	Ice Rink and Arena Equipment with Related Supplies and Services	
	CIMCO Refrigeration, a Division of Toromont Industries	081425-CIM
	Ice Rink and Arena Equipment with Related Supplies and Services	
	Clauger Canada, Inc.	081425-CLU
	Ice Rink and Arena Equipment with Related Supplies and Services	
	Frank J. Zamboni & Co., Zamboni Company USA, Inc.	081425-FZC
	Ice Rink and Arena Equipment with Related Supplies and Services	
	Modern Mechanical Ice System, LLC	081425-AMR
	Ice Rink and Arena Equipment with Related Supplies and Services	
	Sport Rescue Group, Inc.	081425-SRG
	Ice Rink and Arena Equipment with Related Supplies and Services	
	<b>CONTRACT EXTENSIONS</b>	
	<b>Supplier Name</b>	<b>Contract Number</b>
	<b>Solicitation Title</b>	
	Redwood Toxicology	011222-RTL
	Lab Services and Testing with Related Products and Supplies	
	Ben E. Keith	040522-BEK
	Food Products and Distribution (other than School Food Authorities) with Related Supplies, Technology and Services	
	Sysco Corp.	040522-SYC
	Food Products and Distribution (other than School Food Authorities) with Related Supplies, Technology and Services	
	US Foods	040522-USF
	Food Products and Distribution (other than School Food Authorities) with Related Supplies, Technology and Services	
	Fastenal Company	091422-FAS
	Facility MRO, Industrial, and Building-Related Supplies and Equipment	
	Sherwin Ind.	110122-SWN
	Airport Runway Materials with Related Supplies and Services	
	<b>NEW IDIQ CONTRACTS</b>	
	<b>Company Name</b>	<b>Contract Number</b>
	<b>Region - Type of Work</b>	
	None	

IDIQ CONTRACT EXTENSIONS		
Company Name	Contract Number	
Brown & Root	GA-A01-040820-KBR	
Albion General Contractors, Inc.	GA-A06-040820-ALB	
Albion General Contractors, Inc.	GA-B05-040820-ALB	
Albion General Contractors, Inc.	GA-C03-040820-ALB	
Albion General Contractors, Inc.	GA-D05-040820-ALB	
Bayne Development Group	GA-ST04-040820-BDG	
Centennial Contractors Enterprises, Inc.	GA-B06-040820-CCE	
Centennial Contractors Enterprises, Inc.	GA-C06-040820-CCE	
Centennial Contractors Enterprises, Inc.	GA-D08-040820-CCE	
Crown Retail Services, Inc	GA-A05-040820-CRS	
Crown Retail Services, Inc	GA-B03-040820-CRS	
Darsey Construction, LLC	GA-B07-040820-DAR	
Darsey Construction, LLC	GA-C01-040820-DAR	
Darsey Construction, LLC	GA-D02-040820-DAR	
Engineering Design Technologies, Inc.	GA-C07-040820-EDT	
Engineering Design Technologies, Inc.	GA-D09-040820-EDT	
F.H. Paschen, S.N. Nielsen & Associates, LLC	GA-ST01-040820-FHP	
Greene & Burdette Property Management, LLC	GA-A02-040820-GBP	
Greene & Burdette Property Management, LLC	GA-C02-040820-GBP	
Greene & Burdette Property Management, LLC	GA-B02-040820-GBP	
Greene & Burdette Property Management, LLC	GA-D03-040820-GBP	
HCR Construction, Inc.	GA-A08-040820-HCR	
HITT Contracting, Inc.	GA-A03-040820-HCI	
HITT Contracting, Inc.	GA-B04-040820-HCI	
HITT Contracting, Inc.	GA-C04-040820-HCI	
HITT Contracting, Inc.	GA-D06-040820-HCI	
Jewel of the South	GA-C10-040820-JOS	
JOC Construction	GA-ST03-040820-LRI	
Johnson-Laux Construction, LLC	GA-ST07-040820-JLC	
Lichty Commercial Construction, Inc.	GA-A09-040820-LIY	
Lynn Construction Contracting, Inc.	GA-D04-040820-LYN	
Osprey Management, LLC	GA-ST08-040820-OML	
Paryani Construction	GA-A07-040820-PAR	
Place Services, Inc.	GA-A10-040820-PLA	
Place Services, Inc.	GA-B08-040820-PLA	
Place Services, Inc.	GA-C05-040820-PLA	
Place Services, Inc.	GA-D07-040820-PLA	
Prime Contractors, Inc.	GA-ST02-040820-PCI	
Rubio and Son Interiors, Inc.	GA-ST10-040820-RSI	
Ujamaa Construction	GA-B10-040820-UJA	
Ujamaa Construction	GA-D10-040820-UJA	
Ujamaa Construction	GA-C08-040820-UJA	
Ward Humphrey, Inc.	GA-ST06-040820-WHI	
Armstrong Mechanical Services, Inc.	NC-R3-PLUM-090524-ARM	
Armstrong Mechanical Services, Inc.	NC-R2-PLUM-090524-ARM	
Armstrong Mechanical Services, Inc.	NC-R2-HVAC-090524-ARM	
Armstrong Mechanical Services, Inc.	NC-R3-HVAC-090524-ARM	
The Motz Group	NC-R1-CC-090524-MOTZ	
The Motz Group	NC-R2-CC-090524-MOTZ	
The Motz Group	NC-R3-CC-090524-MOTZ	
The Motz Group	NC-R4-CC-090524-MOTZ	
The Motz Group	NC-R5-CC-090524-MOTZ	
The Motz Group	NC-R6-CC-090524-MOTZ	
Brown & Root	NC-R5-GC-090524-KBR	
F.H. Paschen, S.N. Nielsen & Associates, LLC	NC-R4-GC-090524-FHP	
F.H. Paschen, S.N. Nielsen & Associates, LLC	NC-R5-GC-090524-FHP	
F.H. Paschen, S.N. Nielsen & Associates, LLC	NC-R6-GC-090524-FHP	
F.H. Paschen, S.N. Nielsen & Associates, LLC	NC-R1-GC-090524-FHP	
F.H. Paschen, S.N. Nielsen & Associates, LLC	NC-R2-GC-090524-FHP	
F.H. Paschen, S.N. Nielsen & Associates, LLC	NC-R3-GC-090524-FHP	
Johnson-Laux Construction, LLC	NC-R4-GC-090524-JLC	
Johnson-Laux Construction, LLC	NC-R6-GC-090524-JLC	
Johnson-Laux Construction, LLC	NC-R1-GC-090524-JLC	
Johnson-Laux Construction, LLC	NC-R2-GC-090524-JLC	
Johnson-Laux Construction, LLC	NC-R3-GC-090524-JLC	

APPENDIX A Continued

The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R3-E-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R3-PLUM-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R4-E-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R4-PLUM-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R5-E-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R5-PLUM-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R6-E-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R6-PLUM-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R1-E-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R1-PLUM-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R2-E-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R2-PLUM-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R4-HVAC-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R4-CC-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R5-HVAC-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R5-CC-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R6-HVAC-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R6-CC-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R1-HVAC-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R1-CC-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R2-HVAC-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R2-CC-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R3-HVAC-090524-QAM	
The Plumbing Shop, Inc, DBA Quick Action Management Group, Inc.	NC-R3-CC-090524-QAM	
Eastern Corporation	NC-R5-GC-090524-EAST	
Eastern Corporation	NC-R5-RW-090524-EAST	
Eastern Corporation	NC-R6-GC-090524-EAST	
Eastern Corporation	NC-R6-RW-090524-EAST	
Eastern Corporation	NC-R1-RW-090524-EAST	
Eastern Corporation	NC-R2-GC-090524-EAST	
Eastern Corporation	NC-R2-RW-090524-EAST	
Eastern Corporation	NC-R3-GC-090524-EAST	
Eastern Corporation	NC-R3-RW-090524-EAST	
Eastern Corporation	NC-R4-GC-090524-EAST	
Eastern Corporation	NC-R4-RW-090524-EAST	
Eastern Corporation	NC-R1-GC-090524-EAST	