

NEW MEXICO COUNCIL FOR PURCHASING
FROM PERSONS WITH DISABILITIES

TENTATIVE AGENDA

REGULAR MEETING

November 26, 2019, 1:30 PM

New Mexico Commission for Deaf and Hard of Hearing
505 Marquette Ave NW, Suite 1550
Albuquerque, NM 87102

1. Call to Order
2. Roll Call
3. Introduction of Guests and Staff
4. Approval of Agenda
5. Approval of the Minutes of the Regular Meeting of September 26, 2019
6. Chair Update, Lisa Dignan
7. Central Nonprofit Agency Update, Matt Loehman
8. Approval of Service Contracts

* Note: Contracts may have minor adjustments up or down from the dollar amounts listed.

* Note: Please Contact Horizons of New Mexico for additional information about any contract listed on the agenda.

a) New Contracts \$5,000 and Under

1. New Mexico Department of Public Safety and member Tresco; Grounds Maintenance - \$2,724.40

b) New Contracts Over \$5,000

1. New Mexico Department of Game & Fish and member LifeROOTS; Janitorial Services - \$225,473.13
2. New Mexico Department of Game & Fish and member Tresco; Janitorial Services - \$88,681.68
3. New Mexico Department of Health and member Tresco; Grounds Maintenance -- \$10,412.59

c) FY20 Renewal Contracts \$5,000 and Under

(none)

d) FY20 Renewal Contracts Over \$5,000

(none)

9. Service Contracts Directly Distributed Under Central Nonprofit Agency Authority

a) New Service Contracts Directly Distributed Under CNA Authority

1. First Judicial District Attorney and Adelante Development Center; Document Destruction Services - \$1,395.10
2. First Judicial District Attorney and Adelante Development Center; Document Destruction Services - \$1,632.72
3. Los Puentes Charter School and Adelante Development Center; Document Destruction Services - \$47.30
4. New Mexico Aging & Long-Term Services Department and Adelante Development Center; Document Destruction Services - \$1,079.19
5. New Mexico Human Services Department and Adelante Development Center; Printing Services - \$976.50
6. New Mexico Office of the Superintendent of Insurance and Adelante Development Center; Document Destruction Services - \$235.80
7. Tenth Judicial District Court and Adelante Development Center; Document Destruction Services - \$78.66
8. City of Albuquerque and member DigiPros; Printing Services - \$931.07
9. City of Albuquerque and member DigiPros; Printing Services - \$1,072.31
10. City of Portales and member DigiPros; Printing Services - \$225.73
11. Taos County and member DigiPros; Printing Services - \$1,953.17
12. City of Albuquerque and member Greetings, Etc.!.; Printing Services - \$297.99
13. City of Albuquerque and member Greetings, Etc.!.; Printing Services - \$253.97
14. City of Albuquerque and member Greetings, Etc.!.; Printing Services - \$1,967.29
15. City of Albuquerque and member Greetings, Etc.!.; Printing Services - \$1,093.83
16. City of Albuquerque and member Greetings, Etc.!.; Printing Services - \$72.18
17. City of Albuquerque and member Greetings, Etc.!.; Printing Services - \$33.31
18. New Mexico Department of Game & Fish and member Greetings, Etc.!.; Mailing Services - \$302.50
19. New Mexico Department of Homeland Security and member LifeROOTS; Landscape Irrigation - \$544.08
20. New Mexico Division of Vocational Rehabilitation and member Top Tier Movers; Moving Services - \$541.80
21. New Mexico Department of Health and member Unlimited Office Management Systems - \$665.39

b) FY20 Renewal Service Contracts Directly Distributed Under CNA Authority

(none)

- c) Contracts Directly Distributed Under CNA Authority in Cases of Urgent and Immediate Need
 - 1. City of Albuquerque and member Crystal Clear Maintenance; Janitorial Services - \$3,725.44
 - 2. New Mexico Department of Public Safety and member Crystal Clear Maintenance; Janitorial Services - \$4,640.13
 - 3. New Mexico Department of Public Safety and member Tresco; Grounds Maintenance - \$5,730.84
 - 4. New Mexico Department of Public Safety and member Tresco; Grounds Maintenance - \$5,940.60
 - 5. New Mexico Department of Public Safety and member Tresco; Grounds Maintenance - \$2,724.40

- 10. Central Nonprofit Agency Quarterly Report, Matt Loehman

- 11. Discussion of Pilot Program Allowing Member Business Access to Statewide Pricing

- 12. Discussion of Establishing a Procedure to require Horizons Members to Provide the Council a Copy of their Annual Audits, or to Agree to be Audited Should the Member Currently not be Subject to an Audit Requirement

- 13. Report on Status of Letter Regarding Consistent Handling of Contract Acceptance Forms by Purchasing Agencies

- 14. Discussion of Establishing a Threshold for the Amount of Administrative Charges that would Require Provision of Detailed Costs when contracts are Presented for Council Approval

- 15. Discussion of Changing the Percentage of Disability Determination from the VA for Participation in State Use

- 16. Discussion of Possible Legislative Recommendations

- 17. Approval of Added and Removed Suitable Services
 - a. Graphic Design

- 18. Approval of 2019 New Mexico Council for Purchasing from Persons with Disabilities Annual Report

- 19. Subcommittee Updates

- 20. Open Public Forum and Public Comments

- 21. Council Discussion

- 22. Suggested Agenda Items for Future Meetings

23. Scheduled meeting dates for 2020

January 8

February 12

March 11

April 8

May 13

June 10

June 24

July 8

August 12

September 9

October 14

November 11 (this is Veterans Day so it will need to change)

December 9

24. Date and Location of Next Meeting

25. Adjourn