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| Douglas A. Ducey **Governor** |  | **Andy Tobin**  **Director** |
|  | ARIZONA DEPARTMENT OF ADMINISTRATION STATE PROCUREMENT OFFICE  100 NORTH FIFTEENTH AVENUE • SUITE 402  PHOENIX, ARIZONA 85007  (602) 542-5511 (main) (602) 542-5508 (fax)  <http://spo.az.gov> |  |

**PUBLIC MEETING NOTICE**

**Agenda**

ARIZONA SET-ASIDE COMMITTEE WILL HOLD A MEETING ON

**Wednesday, October 23, 2019 from 1:00-3:30 PM**

100 N. 15th Ave., Phoenix, AZ 85007

**1st Floor Room 100**– Conference Room

**Teleconference Information**

‎(‪US‬)‪+1 818-960-3360‬

PIN: ‪659 217#‬

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**AGENDA**

1. **CALL TO ORDER**
2. **ROLL CALL**

Nick Perrera – Chair, State Procurement Office

Ed Jimenez - State Procurement Office

Mark Botterbusch – Gompers Employment Services

David Steinmetz – Arizona Industries for the Blind

Chris Gustafson – Arizona State Retirement System

Kristen Mackey – Department of Economic Security

Valarie Erwin – Department of Transportation

Michael Zinn – Arizona Correctional Industries

Armando Bernasconi - Quality Connections

1. **APPROVAL OF MINUTES**
   1. 7.24.19 Meeting
2. **PRESENTATION ON COMMITTEE CONDUCT**
   1. Jessica Klein, Assistant Attorney General
3. **EXECUTIVE SESSION**
   1. Reserved for legal advice that may be needed to answer questions from presentation, set-aside manual, and set-aside goal.
4. **CONTRACT EXTENSION & CONTRACT PROPOSAL REVIEWS:**

* 1. CTR040794
     1. The Centers for Habilitation - AZ Parent Kits   
        *Exp. 10/30/19*
        1. Consideration of any public comment.
        2. Committee review and discussion.
        3. Entertain motion for approval, disapproval, or tabling extension of term through 10/30/20.
  2. ADSPO15-080052
     1. The Centers for Habilitation – Record Shredding and Destruction Services
        1. Consideration of any public comment.
        2. Committee review and discussion.
        3. Entertain motion for approval, disapproval, or tabling replacement contract proposal with initial term through 11/30/20. Effective 12/1/19.
  3. ADSPO15-080125
     1. Beacon Group - Record Shredding and Destruction Services
        1. Consideration of any public comment.
        2. Committee review and discussion.
        3. Entertain motion for approval, disapproval, or tabling replacement contract proposal with initial term through 11/30/20. Effective 12/1/19.
  4. Office Supplies Including Printer Supplies

Quality Connections has requested the following two contracts be consolidated into a new, single contract:

ADSPO15-084186Office Supplies

ADSPO15-090497 Remanufactured & Non-HP OEM Printer Supplies

* + 1. Consideration of any public comment.
    2. Review and discuss information.
    3. Entertain motion for approval, disapproval, or tabling replacement contract proposal with initial term through 10/30/20. Effective date will be date of SPO and QC execution.

1. **FEASIBILITY APPLICATIONS**
   1. Quality Connections
      1. Feasibility review for HP OEM Printer Supplies
         1. Review and discuss information.
         2. Entertain motion for approval, disapproval, or tabling.
2. **REPORT ON 1% GOAL**
   1. FY20Q1 Report - Nick Perrera
3. **FUTURE AGENDA ITEMS** 
   1. Chair will hear requests from members of the committee on issues for future consideration and discussion.
4. **CALL TO THE PUBLIC** 
   1. At this time, the committee will hear comments from the public. Members of the committee may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter or scheduling the matter for future consideration and decision at a later date.
5. **ADJOURNMENT**

**NEXT MEETING:** Wednesday, January 22nd, 2020 1pm-3:30pm

100 N. 15th Ave, Phoenix, AZ 85007

1st Floor Conference Room.