

Douglas A. Ducey
Governor



Andy Tobin
Director

ARIZONA DEPARTMENT OF ADMINISTRATION

STATE PROCUREMENT OFFICE

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PUBLIC MEETING NOTICE

Agenda

ARIZONA SET-ASIDE COMMITTEE WILL HOLD A MEETING ON

Tuesday, April 5th, 2022 1:30pm-3:30pm
VIA GOOGLE MEET

<https://meet.google.com/ruh-vphz-rmw>

Teleconference Information:
+1 413-728-2657 PIN: 409 940#

Pursuant to Arizona Revised Statutes (A.R.S.) § 38-431.03(A)(3), the Arizona Set-Aside Committee (Committee) may vote to go into Executive Session for the purpose of obtaining legal advice from its attorney on any matter listed on the agenda. Any such Executive Session will not be open to the public.

AGENDA

I. **CALL TO ORDER 1:34 pm**

II. **ROLL CALL**

Yanneth Montes – Co-Chair, State Procurement Office I
Ken Sanchez – Co-Chair, State Procurement Office I
Greg Natvig – Beacon Group, Inc. I
David Steinmetz – Arizona Industries for the Blind X
Chris Gustafson – Arizona State Retirement System I
Kristen Mackey – Department of Economic Security I
Valarie Erwin – Department of Transportation X
Gail Fenkell – Arizona Correctional Industries I
Monica Attridge - Hozhoni Foundation, Inc. I

III. **APPROVAL OF MINUTES**

a. 1.26.22 Meeting All approve (8)

IV. CONTRACT EXTENSION, PROPOSAL, AND AMENDMENT REVIEWS:

If you are a member of the public or an interested party and would like to speak on any of the below items, please send the Chair an email (yanneth.montes@azdoa.gov) prior to the start of the meeting.

1. *Contracts expiring in April due for one year term extension:*
 - a) *CTR049459 Thomas (price adjustment)*
Services: Linens, Supplier: ACI
Expiration Date: 4/30/2022
 - 1) *Committee Review and Discussion*
 - 2) *Entertain motion for approval, disapproval or tabling extension for 4/30/2023***Majority Vote Approve**
 - b) *CTR044241 Thomas (price adjustment for foam)*
Services: Bedding Products, Supplier: ACI
Expiration Date: 4/30/2022
 - 1) *Committee Review and Discussion*
 - 2) *Entertain motion for approval, disapproval or tabling extension for 4/30/2023***Majority Vote Approve** 1st: Greg 2nd: Chris
 - c) *CTR044240 Thomas (price adjustment due to metal price)*
Services: Outdoor Furniture, Supplier: ACI
Expiration Date: 4/30/2022
 - 1) *Committee Review and Discussion*
 - 2) *Entertain motion for approval, disapproval or tabling extension for 4/30/2023***Majority Vote Approve** 1st: Chris 2nd: Monica
2. *Re-Solicitation of Contracts expiring in April 2022*
 - a) *ADSP017-168122 Thomas (Usage rate back to normal after Covid)*
Services: Engraved Products, Supplier: ACI
Expiration Date 4/28/2022
 - 1) *Committee Review and Discussion*
 - 2) *Entertain motion for approval, disapproval or tabling contract to award for initial term 4/28/2023***Majority Vote Approve** 1st: Kristen 2nd: Chris
 - b) *ADSP017-168208 Thomas (Little to no price adjustments)*
Services: Signage: Decals, Plaques and Work Identification Products, Supplier: ACI
Expiration Date: 4/18/2022
 - 1) *Committee Review and Discussion*
 - 2) *Entertain motion for approval, disapproval or tabling contract to award for initial term 4/18/2023***Majority Vote Approve** 1st: Chris 2nd: Greg

V. REPORT ON 1% GOAL and Open Items

- a. FY22 Report – Yanneth Montes
1.19% Goal with 7 Agencies reaching goal in November

VI. FUTURE AGENDA ITEMS

- a. Chair will hear requests from members of the committee on issues for future consideration and discussion.

No items

VII. CALL TO THE PUBLIC

- a. 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.

No Public Members

VIII. ADJOURNMENT 2:02 pm

IX. MATERIALS

- a. A copy of the agenda and Committee packets (excluding materials exempt from public inspection) will be available at least 24 hours in advance of the meeting, at the State Procurement Office, located at 100 N 15th Ave #305, Phoenix, AZ 85007.

NEXT MEETING:

Set-Aside Committee Meeting

Wednesday, July 27, 2022 · 1:30 – 3:30pm


Google Meet joining info

Video call link: <https://meet.google.com/ruh-vphz-rmw>

Or dial: (US) +1 413-728-2657 PIN: 409 940#

APPROVAL OF DRAFT MINUTES:

DATE: 04/06/2022


By: Yanneth Montes