

NEW MEXICO COUNCIL FOR PURCHASING
FROM PERSONS WITH DISABILITIES

TENTATIVE AGENDA

REGULAR MEETING

June 13, 2018, 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 Council Minutes of May 9, 2018
6. Chair Update, Larry Maxwell
7. Central Nonprofit Agency Update, Matthew Loehman
8. Acceptance of Central Nonprofit Agency Annual Audit, Matthew Loehman
9. Approval of Proposed Increase for Member High Security Document Destruction Rates
10. Approval of Service Contracts

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

a) New Contracts \$5,000 and Under

1. Public Employees Retirement Association of New Mexico and member Adelante Development Center; Document Destruction Services - \$3,543.65
2. Town of Taos and member Greetings, Etc.!.; Printing Services - \$2,049.45
3. Mid Region Council of Governments and member Unlimited Office Management Systems; Janitorial Services - \$4,555.15

b) New Contracts Over \$5,000

1. Town of Taos and member Greetings, Etc.!: Printing Services - \$5,926.29

c) FY19 Renewal Contracts \$5,000 and Under

1. 13th Judicial District Court and member Adelante Development Center, Document Destruction Services; FY18 - \$1,537.20, FY19 - \$1,567.44
2. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$3,185.70, FY19 - \$3,252.48
3. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$2,047.50, FY19 - \$2,089.44
4. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 - \$1,880.55, FY19 - \$1,918.68
5. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 - \$3,710.70, FY19 - \$3,781.58
6. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 - \$2,646.00, FY19 - \$2,672.46
7. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 - \$4,507.65, FY19 - \$4,610.52
8. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 - \$2,893.80, FY19 - \$2,959.84
9. Office of the Attorney General and member Adelante Development Center, Document Destruction Services; FY18 - \$2,170.35, FY19 - \$2,218.49
10. San Juan College and member Adelante Development Center, Document Destruction Services; FY18 - \$3,411.45, FY19 - \$3,044.01
11. New Mexico Human Services Department and member My Bug Guy, Pest Control Services; FY18 - 1,518.76, FY19 - \$1,523.82
12. New Mexico Department of Game and Fish and member Tresco, Inc., Grounds Maintenance; FY18 - \$2,136.45, FY19 - \$2,378.52

d) FY19 Renewal Contracts Over \$5,000

1. New Mexico Department of Workforce Solutions and member Adelante Development Center, Janitorial Services; FY18 - \$99,580.56, FY19 - \$93,476.40
2. New Mexico Human Services Department and member Adelante Development Center, Printing and Mailing Services; FY18 - \$2,738,338.01, FY19 - \$3,600,000.64

3. New Mexico Workers Compensation Administration and member Adelante Development Center, Janitorial Services; FY18 - \$41,914.92, FY19 - \$44,483.28
4. New Mexico Department of Health and member ARCA Business Enterprises, Janitorial Services; FY18 – \$290,635.92, FY19 – Same
5. New Mexico Department of Health and member ARCA Business Enterprises, Janitorial Services; FY18 - \$7,751.52, FY19 - \$7,898.52
6. New Mexico Energy, Minerals, and Natural Resources Department and member CARC, Inc., Janitorial Services; FY18 - \$25,487.04, FY19 - \$28,461.60
7. Mid Region Council of Governments and member Crystal Clear Maintenance, On-Call Janitorial Services; FY18 - \$13,500.00, FY19 - \$13,545.00
8. New Mexico Department of Health and member Crystal Clear Maintenance, Janitorial Services; FY18 - \$37,462.56, FY19 - \$37,587.36
9. Southern Sandoval County and member LifeROOTS, Janitorial Services; FY18 - \$14,159.40, FY19 - \$16,053.48
10. New Mexico Department of Veterans Services and member RA House & Co., Website Maintenance; FY18 - \$7,512.96, FY19 – Same
11. New Mexico Department of Transportation and member TOBOSA Development Services, Rest Area Maintenance; FY18 - \$318,900.00, FY19 - Same

11. Service Contracts Directly Distributed Under Central Nonprofit Agency Authority

a) New Service Contracts Directly Distributed Under CNA Authority

1. Bernalillo County and member Adelante Development Center; Document Destruction Services - \$875.70
2. EMW Gas Association and member Adelante Development Center; Document Destruction Services - \$105.00
3. New Mexico Adult Parole Board and member Adelante Development Center; Document Destruction Services - \$341.52
4. New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services - \$837.90
5. New Mexico Corrections Department and member Adelante Development Center; Document Destruction Services - \$429.66
6. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services - \$333.90
7. New Mexico Department of Transportation and member Adelante Development Center; Document Destruction Services - \$735.00
8. New Mexico Public School Facilities Authority and member Adelante Development Center; Document Destruction Services - \$28.67
9. New Mexico Taxation and Revenue Department and member Adelante Development Center; Document Destruction Services - \$136.50

10. Santa Fe County and member Adelante Development Center; Document Destruction Services - \$682.50
11. Taos Pueblo Housing Authority and member Adelante Development Center; Document Destruction Services - \$552.62
12. San Juan College and member Greetings, Etc.!.; Printing Services - \$430.50
13. New Mexico Military Affairs Department and member Unlimited Office Management Systems; Janitorial Services - \$1,033.41

b) FY19 Renewal Service Contracts Directly Distributed Under CNA Authority

1. Bernalillo County and member Adelante Development Center, Document Destruction Services; FY18 - \$166.95, FY19 - \$170.76
2. Bernalillo County and member Adelante Development Center, Document Destruction Services; FY18 - \$125.21, FY19 - \$170.76
3. Bernalillo County and member Adelante Development Center, Document Destruction Services; FY18 - \$180.86, FY19 - \$184.99
4. Bernalillo County and member Adelante Development Center, Document Destruction Services; FY18 - \$180.86, FY19 - \$184.99
5. Cien Aguas International School and member Adelante Development Center, Document Destruction Services; FY18 - \$153.04, FY19 - \$170.76
6. City of Portales and member Adelante Development Center, Document Destruction Services; FY18 - \$1,134.00, FY19 - \$1,145.34
7. El Camino Real Housing Authority and member Adelante Development Center, Document Destruction; FY18 - \$111.28, FY19 - \$170.76
8. EMW Gas Association and member Adelante Development Center, Document Destruction Services; FY18 - \$166.95, FY19 - \$170.76
9. First Judicial District Attorney and member Adelante Development Center, Document Destruction Services; FY18 - \$139.10, FY19 - \$341.52
10. Horizon Academy West and member Adelante Development Center, Document Destruction Services; FY18 - \$180.86, FY19 - \$184.99
11. La Resolana Leadership Academy and member Adelante Development Center, Document Destruction Services; FY18 - \$111.28, FY19 - \$184.99
12. McKinley County Detention Center and member Adelante Development Center, Document Destruction Services; FY18 - \$166.95, FY19 - \$170.76
13. Mid Regional Council of Governments and member Adelante Development Center, Document Destruction Services; FY18 - \$1,446.90, FY19 - \$1,479.92
14. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$378.00, FY19 - \$413.66
15. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$333.90, FY19 - \$341.52

16. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$333.90, FY19 - \$341.52
17. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$139.13, FY19 - \$170.76
18. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$695.63, FY19 - \$853.80
19. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$333.90, FY19 - \$341.52
20. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$1,168.65, FY19 - \$1,195.32
21. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$166.95, FY19 - \$170.76
22. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$111.28, FY19 - \$341.52
23. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$378.00, FY19 - \$381.84
24. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$499.54, FY19 - \$522.60
25. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$139.13, FY19 - \$170.76
26. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$333.90, FY19 - \$341.52
27. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$41.74, FY19 - \$170.76
28. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$333.90, FY19 - \$341.52
29. New Mexico Children, Youth, and Families Department and member Adelante Development Center, Document Destruction Services; FY18 - \$333.90, FY19 - \$341.16

30. New Mexico Commission for the Deaf and Hard of Hearing and member Adelante Development Center, Document Destruction Services; FY18 - \$166.95, FY19 - \$170.76
31. New Mexico Department of Game and Fish and member Adelante Development Center, Document Destruction Services; FY18 - \$97.39, FY19 - \$99.61
32. New Mexico Department of Game and Fish and member Adelante Development Center, Document Destruction Services; FY18 - \$1,085.18, FY19 - \$1,109.94
33. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$667.80, FY19 - \$739.96
34. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$180.86, FY19 - \$184.99
35. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$333.90, FY19 - \$512.28
36. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$125.21, FY19 - \$170.76
37. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$934.50, FY19 - \$950.88
38. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$333.90, FY19 - \$369.98
39. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$361.73, FY19 - \$369.98
40. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$417.38, FY19 - \$426.90
41. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$416.33, FY19 - \$424.58
42. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$723.45, FY19 - \$739.96
43. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$711.90, FY19 - \$723.36
44. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$139.13, FY19 - \$170.76
45. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$361.98, FY19 - \$369.89
46. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$180.86, FY19 - \$184.99
47. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$1,274.18, FY19 - \$1,300.86
48. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$1,274.18, FY19 - \$1,300.86
49. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$333.90, FY19 - \$341.52

50. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$189.00, FY19 - \$190.92
51. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$626.06, FY19 - \$853.80
52. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$166.95, FY19 - \$170.76
53. New Mexico Department of Health and member Adelante Development Center, Document Destruction Services; FY18 - \$958.65, FY19 - \$1,064.88
54. New Mexico Department of Public Safety and member Adelante Development Center, Document Destruction Services; FY18 - \$315.00, FY19 - \$381.84
55. New Mexico Department of Public Safety and member Adelante Development Center, Document Destruction Services; FY18 - \$315.00, FY19 - \$381.84
56. New Mexico Department of Public Safety and member Adelante Development Center, Document Destruction Services; FY18 - \$315.00, FY19 - \$381.84
57. New Mexico Department of Public Safety and member Adelante Development Center, Document Destruction Services; FY18 - \$315.00, FY19 - \$381.84
58. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center, Document Destruction Services; FY18 – \$222.56, FY19 - \$227.68
59. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center, Document Destruction Services; FY18 – \$83.48, FY19 - \$85.38
60. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center, Document Destruction Services; FY18 – \$333.84, FY19 - \$341.52
61. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center, Document Destruction Services; FY18 – \$41.74, FY19 - \$170.73
62. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center, Document Destruction Services; FY18 – \$153.04, FY19 - \$170.73
63. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center, Document Destruction Services; FY18 – \$41.74, FY19 - \$42.69
64. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center, Document Destruction Services; FY18 – \$125.21, FY19 - \$128.07
65. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center, Document Destruction Services; FY18 – \$354.00, FY19 - \$381.84

66. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center, Document Destruction Services; FY18 – \$97.37, FY19 - \$170.76
67. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center, Document Destruction Services; FY18 – \$1,001.52, FY19 - \$1,366.08
68. New Mexico Firefighters Training Academy and member Adelante Development Center, Document Destruction Services; FY18 – \$166.95, FY19 - \$170.76
69. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 – \$166.95, FY19 - \$170.76
70. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 – \$361.73, FY19 - \$369.98
71. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 – \$139.13, FY19 - \$184.99
72. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 – \$711.90, FY19 - \$723.36
73. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 – \$387.00, FY19 - \$381.84
74. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 – \$166.95, FY19 - \$170.76
75. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 – \$189.00, FY19 - \$190.92
76. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 – \$166.95, FY19 - \$170.76
77. New Mexico Human Services Department and member Adelante Development Center, Document Destruction Services; FY18 – \$378.00, FY19 - \$381.84
78. New Mexico Secretary of State and member Adelante Development Center, Document Destruction Services; FY18 – \$333.90, FY19 - \$341.52
79. New Mexico State Land Office and member Adelante Development Center, Document Destruction Services; FY18 – \$1,335.60, FY19 - \$1,366.08
80. New Mexico Taxation and Revenue Department and member Adelante Development Center, Document Destruction Services; FY18 – \$333.90, FY19 - \$341.16

81. New Mexico Tech and member Adelante Development Center, Document Destruction Services; FY18 – \$55.65, FY19 - \$56.92
82. New Mexico Tech and member Adelante Development Center, Document Destruction Services; FY18 – \$166.95, FY19 - \$170.76
83. New Mexico Workers Compensation Administration and member Adelante Development Center, Document Destruction Services; FY18 – \$1,001.70, FY19 - \$1,024.56
84. Office of Superintendent of Insurance and member Adelante Development Center, Document Destruction Services; FY18 – \$139.13, FY19 - \$170.76
85. Office of the State Auditor and member Adelante Development Center, Document Destruction Services; FY18 – \$590.36, FY19 - \$598.55
86. San Miguel County Detention Center and member Adelante Development Center, Document Destruction Services; FY18 – \$378.00, FY19 - \$381.84
87. The Ask Company Charter School and member Adelante Development Center, Document Destruction Services; FY18 – \$250.43, FY19 - \$256.14
88. Torrance County and member Adelante Development Center, Document Destruction Services; FY18 – \$166.95, FY19 - \$170.76
89. Valencia County and member Adelante Development Center, Document Destruction Services; FY18 – \$55.65, FY19 - \$56.92
90. Valencia County and member Adelante Development Center, Document Destruction Services; FY18 – \$250.43, FY19 - \$256.14
91. Valencia County and member Adelante Development Center, Document Destruction Services; FY18 – \$55.65, FY19 - \$56.92
92. New Mexico Commission of Public Records and member My Bug Guy, Pest Control Services; FY18 - \$405.00, FY19 - \$406.38
93. New Mexico Department of Health and member My Bug Guy, Pest Control Services; FY18 - \$675.00, FY19 - \$677.28

c) Contracts Directly Distributed Under CNA Authority in Cases of Urgent and Immediate Need

(None)

12. Approval of added and removed Suitable Services

13. Subcommittee Updates

14. Discussion of Process for Approving Janitorial Contracts

15. Discussion of Central Nonprofit Agency Contract Term

16. Open Public Forum and Public Comments

17. Council Discussion

18. Suggested Agenda Items for Future Meetings

19. Date and Location of Next Meeting

20. Adjourn