

NEW MEXICO COUNCIL FOR PURCHASING
FROM PERSONS WITH DISABILITIES

AGENDA REGULAR MEETING

June 14, 2023, 1:30 PM

New Mexico Commission for the Blind
Skills Center
2200 Yale Blvd SE
Albuquerque, NM 87106

To Participate by Phone, Members of the Public May Call: 1-877-853-5257 and use Meeting ID 88295350131
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If you require meeting materials or encounter any difficulties participating, please contact Sandra Lucero at
505-345-1540 or slucero@horizonsofnewmexico.org

1. Call to Order
2. Roll Call
3. Introduction of Guests and Staff
4. Approval of Possible Changes to the Order of the Agenda and Possible Tabling of Agenda Items
5. Approval of the Minutes of the Regular Meeting of May 10, 2023
6. Chair Update, Kathleen Pinyan
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 meeting materials or additional information about any contracts listed on the agenda.

a) New Contracts \$5,000 and Under

1. New Mexico Taxation and Revenue Department and member Adelante Development Center; Document Destruction Services, Santa Fe -- \$3,731.42

b) New Contracts Over \$5,000

1. New Mexico Commission on the Status of Women and Adelante Development Center; IT Web Programmer, Marketing and Mailing Services, Albuquerque -- \$65,936.88
2. New Mexico Corrections Department and member Adelante Development Center; Document Destruction Services, Penitentiary of New Mexico, Santa Fe -- \$5,802.11
3. New Mexico Department of Transportation and member Adelante Development Center; Document Imaging Services, Santa Fe -- \$27,988.88
4. New Mexico Department of Health and member Tresco; Janitorial Services, Public Health Division, Deming -- \$14,626.32
5. New Mexico Department of Health and member Tresco; Janitorial Services, Public Health Division, Las Cruces -- \$75,075.00
6. New Mexico Department of Workforce Solutions and Tresco; Janitorial Services and Grounds Maintenance, Artesia -- \$18,914.04

c) FY 24 Renewal Contracts \$5,000 and Under

1. Mid-Region Council of Governments and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$2,531.04, FY 24 -- \$2,607.36
2. New Mexico Corrections Department and member Adelante Development Center; Document Destruction Services, Penitentiary of New Mexico, Santa Fe: FY 23 -- \$3,418.17, FY 24 -- \$3,640.56
3. New Mexico Department of Finance and Administration and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$3,274.50, FY 24 -- \$3,475.44
4. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$3,089.42, FY 24 -- 3,650.28
5. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Rehabilitation Center of New Mexico, Roswell: FY 23 -- \$3,879.84, FY 24 -- \$4,120.32
6. New Mexico Department of Transportation and member Adelante Development Center; Janitorial Services, Aviation Division, Albuquerque: FY 23 -- \$3,590.52, FY 24 -- \$3,821.04
7. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$2,177.70, FY 24 -- \$4,562.88
8. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$3,104.80, FY 24 -- \$2,720.46
9. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Socorro: FY 23 -- \$3,024.25, FY 24 -- \$3,107.94
10. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$2,978.47, FY 24 -- \$3,173.97
11. New Mexico Office of the Attorney General and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$3,793.12, FY 24 -- \$3,911.04
12. New Mexico Retiree Health Care Authority and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$4,094.94, FY 24 -- \$4,290.96

13. New Mexico State Land Office and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$2,487.81, FY 24 -- \$2,647.68
14. New Mexico Tech and member Adelante Development Center; Document Destruction Services, Energetic Materials Research and Testing Center, Socorro: FY 23 -- \$1,902.70, FY 24 -- \$2,956.80
15. Thirteenth Judicial District Court and member Adelante Development Center; Document Destruction Services, Multiple Locations: FY 23 -- \$4,399.46, FY 24 -- \$4,743.50
16. New Mexico Department of Information Technology and member Tresco; Janitorial Services: FY 23 -- \$2,208.96, FY 24 -- \$2,600.88
17. New Mexico Department of Transportation and member Tresco; Grounds Maintenance, Hobbs Port of Entry: FY 23 -- \$4,872.48, FY 24 -- \$4,568.40

d) FY 24 Renewal Contracts Over \$5,000

1. Eleventh Judicial Court and member Adelante Development Center; Document Destruction Services, Multiple Locations: FY 23 -- \$5,730.78, FY 24 -- \$6,222.84
2. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$5,553.98, FY 24 -- \$5,861.88
3. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$5,377.81, FY 24 -- \$5,531.94
4. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Disability Determination Services Division, Multiple Locations: FY 23 -- \$13,794.34, FY 24 -- \$9,398.76
5. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Behavioral Health Institute, Las Vegas: FY 23 -- \$10,722.30, FY 24 -- \$10,820.16
6. New Mexico Department of Tourism and Adelante Development Center; Mailing Services, Santa Fe: FY 23 -- \$14,653.97, FY 24 -- \$15,143.92
7. New Mexico Department of Transportation and Adelante Development Center; Rest Area Maintenance, District 6, Milan: FY 23 -- \$275,628.60, FY 24 -- \$291,370.08
8. New Mexico Department of Workforce Solutions and Adelante Development Center; Janitorial Services, Albuquerque: FY 23 -- \$143,747.16, FY 24 -- \$163,122.24
9. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$4,996.20, FY 24 -- \$5,295.36
10. New Mexico Public Education Department and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$5,686.26, FY 24 -- 5,866.56
11. New Mexico Department of Information Technology and member Crystal Clear Maintenance; Janitorial Services, Albuquerque: FY 23 -- \$7,844.00, FY 24 -- \$8,070.48
12. New Mexico Department of Transportation and member Crystal Clear Maintenance; Janitorial Services, Research Bureau, Albuquerque: FY 23 -- 8,754.24, FY 24 -- \$9,006.96
13. New Mexico Department of Transportation and member Crystal Clear Maintenance; Janitorial Services, Milan Complex, Milan: FY 23 -- \$57,204.84, FY 24 -- \$58,855.68
14. New Mexico Human Services Department and member Crystal Clear Maintenance; Janitorial Services and Grounds Maintenance, Income Support Division, Bernalillo: FY 23 -- \$34,764.24, FY 24 -- \$35,767.20
15. New Mexico Department of Transportation and member ENMRSH; Janitorial Services, Texico Port of Entry: FY 23 -- \$7,108.56, FY 24 -- \$7,440.96

16. New Mexico Department of Transportation and member ENMRSH; Rest Area Maintenance, District 4: FY 23 -- \$1,632,554.88, FY 24 -- \$1,706,994.48
17. New Mexico Department of Information Technology and member Tobosa; Janitorial Services and Grounds Maintenance, Roswell: FY 23 -- \$5,980.20, FY 24 -- same
18. New Mexico Department of Transportation and member Tobosa; Janitorial Services, Training Academy, Roswell: FY 23 -- \$11,809.56, FY 24 -- 7,963.56
19. Doña Ana County and member Tresco; Janitorial Services, Health and Human Services, Multiple Locations: FY 23 -- \$65,382.48, FY 24 -- \$80,638.08
20. New Mexico Children, Youth, and Families Department and member Tresco; Janitorial Services, John Paul Taylor Center, Las Cruces: FY 23 -- \$29,764.56, FY 24 -- \$31,859.16
21. New Mexico Department of Transportation and member Tresco; Grounds Maintenance, Anthony Port of Entry: FY 23 -- \$3,311.28, FY 24 -- \$5,964.36
22. New Mexico Department of Transportation and member Tresco; Grounds Maintenance, Santa Teresa Port of Entry: FY 23 -- \$4,344.72, FY 24 -- \$6,293.04
23. New Mexico Department of Transportation and member Tresco; Grounds Maintenance, Oro Grande Port of Entry: FY 23 -- \$4,572.96, FY 24 -- \$8,173.80
24. New Mexico Department of Transportation and member Tresco; Grounds Maintenance, Carlsbad Port of Entry: FY 23 -- \$4,500.96, FY 24 -- \$8,698.44
25. New Mexico Department of Transportation and member Tresco; Janitorial Services, Carlsbad Port of Entry: FY 23 -- \$8,674.56, FY 24 -- \$9,110.04
26. New Mexico Department of Transportation and member Tresco; Janitorial Services, Hobbs Port of Entry: FY 23 -- \$11,127.84, FY 24 -- \$11,859.00
27. New Mexico Department of Transportation and member Tresco; Janitorial Services, Oro Grande Port of Entry: FY 23 -- \$13,841.28, FY 24 -- \$14,632.44
28. New Mexico Department of Transportation and member Tresco; Janitorial Services, Anthony Port of Entry: FY 23 -- \$40,049.76, FY 24 -- \$43,249.80
29. New Mexico Department of Transportation and member Tresco; Janitorial Services, Santa Teresa Port of Entry: FY 23 -- \$42,241.20, FY 24 -- \$44,981.52

e) Changes & Increases

(none)

9. Service Contracts Directly Distributed Under Central Nonprofit Agency Authority

a) New Service Contracts Directly Distributed Under CNA Authority

1. New Mexico Department of Finance and Administration and member Adelante Development Center; Document Destruction Services, Santa Fe -- \$363.33
2. New Mexico Department of Veteran Services and member Adelante Development Center; Document Destruction Services, Santa Fe -- \$285.41
3. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Los Lunas -- \$227.34
4. San Miguel County and member Adelante Development Center; Document Destruction Services, Las Vegas -- \$824.28
5. Mid-Region Council of Governments and member Adelante Development Center; Document Destruction Services, Albuquerque -- \$197.51

6. City of Albuquerque and member DigiPros; Printing Services, Department of Senior Affairs -- \$36.08
7. City of Albuquerque and member Greetings, Etc.!.; Printing Services -- \$124.87
8. City of Albuquerque and member Greetings, Etc.!.; Printing Services, Department of Senior Affairs -- \$620.13
9. City of Albuquerque and LifeROOTS; Janitorial Services, Albuquerque Police Department -- \$470.56

b) FY 24 Renewal Service Contracts Directly Distributed Under CNA Authority

1. Horizon Academy West and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$380.32, FY 24 -- \$394.32
2. Mid-Region Council of Governments and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$1,268.95, FY 24 -- \$1,303.68
3. New Mexico Aging and Long-Term Services Department and member Adelante Development Center; Document Destruction Services, Elder Rights, Santa Fe: FY 23 -- \$1,162.81, FY 24 -- \$1,218.36
4. New Mexico Aging and Long-Term Services Department and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$1,810.26, FY 24 -- \$2,298.68
5. New Mexico Corrections Department and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$2,388.78, FY 24 -- \$2,444.06
6. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$1,957.38, FY 24 -- \$2,083.08
7. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Santa Fe, Information Technology: FY 23 -- \$316.99, FY 24 -- \$330.96
8. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$672.94, FY 24 -- \$330.96
9. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Human Resources, Santa Fe: FY 23 -- \$627.11, FY 24 -- \$661.92
10. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$632.00, FY -- \$707.76
11. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Sequoyah Adolescent Treatment, Albuquerque: FY 23 -- \$1,275.38, FY 24 --\$1,303.68
12. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Bureau of Vital Records, Santa Fe: FY 23 -- \$1,464.49, FY 24 -- \$1,540.80
13. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Infectious Disease, Santa Fe: FY 23 -- \$1,672.07, FY 24 -- \$1,769.40
14. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$1,776.04, FY 24 -- \$1,810.68
15. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Public Health Division, Santa Fe: FY 23 -- \$2,305.51, FY 24 -- \$2,382.36
16. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$316.99, FY 24 -- \$330.96
17. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Gallup: FY 23 -- \$316.99, FY 24 -- \$330.96
18. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$316.99, FY 24 -- \$330.96

19. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$316.99, FY 24 -- \$330.96
20. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Rio Rancho: FY 23 -- \$316.99, FY 24 -- \$330.96
21. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Carlsbad: FY 23 -- \$552.62, FY 24 -- \$573.48
22. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Clovis: FY 23 -- \$552.62, FY 24 -- \$573.48
23. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Española: FY 23 -- \$552.62, FY 24 -- \$573.48
24. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Farmington: FY 23 -- \$552.62, FY 24 -- \$573.48
25. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Hobbs: FY 23 -- \$552.62, FY 24 -- \$573.48
26. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Roswell: FY 23 -- \$552.62, FY 24 -- \$573.48
27. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Administrative Services, Santa Fe: FY 23 -- \$627.11, FY 24 -- \$661.92
28. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$666.08, FY 24 -- \$707.76
29. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Fair Hearings Bureau, Albuquerque: FY 23 -- \$316.99, FY 24 -- \$330.96
30. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Fair Hearings Bureau, Santa Fe: FY 23 -- \$316.99, FY 24 -- \$330.96
31. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Child Support Enforcement Division, Santa Fe: FY 23 -- \$573.48, FY 24 -- \$457.72
32. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Child Support Enforcement Division, Clovis: FY 23 -- \$861.14, FY 24 -- \$895.92
33. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Child Support Enforcement Division, Farmington: FY 23 -- \$861.14, FY 24 -- \$895.92
34. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Child Support Enforcement Division, Las Vegas: FY 23 -- \$861.14, FY 24 -- \$895.92
35. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Child Support Enforcement Division, Los Lunas: FY 23 -- \$861.14, FY 24 -- \$895.92
36. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Child Support Enforcement Division, Rio Rancho: FY 23 -- \$861.14, FY 24 -- \$895.92
37. New Mexico Office of the State Auditor and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$1,247.34, FY 24 -- \$1,323.84
38. New Mexico Office of the Secretary of State and member Adelante Development Center; Document Destruction Services, FY 23 -- \$1,247.34, FY 24 -- \$1,323.84

39. New Mexico Department of Public Safety and member Adelante Development Center; Document Destruction Services, New Mexico State Police, Hobbs: FY 23 -- \$559.48, FY 24 -- \$573.48
40. New Mexico Department of Public Safety and member Adelante Development Center; Document Destruction Services, New Mexico State Police, Clovis: FY 23 -- \$861.14, FY 24 -- \$895.92
41. New Mexico Department of Public Safety and member Adelante Development Center; Document Destruction Services, New Mexico State Police, Roswell: FY 23 -- \$861.14, FY 24 -- \$895.92
42. San Miguel County and member Adelante Development Center; Document Destruction Services, Finance Department: FY 23 -- \$469.04, FY 24 -- \$503.88
43. The Ask Academy and member Adelante Development Center; Document Destruction Services, Rio Rancho: FY 23 -- \$1,005.99, FY 24 -- \$1,061.64
44. New Mexico Department of Health and member My Bug Guyz; Pest Control Services, Albuquerque: FY 23 -- \$744.12, FY 24 -- \$765.60
45. New Mexico Human Services Department and member My Bug Guyz; Pest Control Services, Income Support Division, Bernalillo: FY 23 -- \$1,775.04, FY 24 -- \$1,826.28
46. New Mexico Homeland Security and Emergency Management and member My Bug Guyz; Pest Control Services, Santa Fe: FY 23 -- \$1,970.20, FY 24 -- \$2,028.08
47. New Mexico Department of Public Safety and member My Bug Guyz; Pest Control Services, Albuquerque: FY 23 -- \$1,190.64, FY 24 -- \$1,189.32

- c) Contracts Directly Distributed Under CNA Authority in Cases of Urgent and Immediate Need, or in Cases of State or National Emergency

(none)

10. Discussion of Adding Temporary Staffing Services as a Suitable or Permissible Service
11. Approval of Recommended Changes to Central Non-Profit Agency Membership Agreement, Addressing Federal Fiscal Requirements
12. Review of Council's Procedure for Determining and Responding to Significant Adverse Impact and Verification of Fair Market Price
13. Report to Council of State Purchasing Division Determinations of Significant Adverse Impact
 - * New Mexico Department of Transportation
 - * New Mexico Children Youth, and Families Department
14. Subcommittee Updates
15. Open Public Forum and Public Comments
16. Council Discussion

17. Suggested Agenda Items for Future Meetings

18. Date and Location of Next Meeting

19. Adjourn