

NEW MEXICO COUNCIL FOR PURCHASING
FROM PERSONS WITH DISABILITIES

TENTATIVE AGENDA

REGULAR MEETING

August 14, 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 July 24, 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 Compilation Commission and member Adelante Development Center; Document Destruction Services - \$2,545.77
2. New Mexico Department of Public Safety and member Tresco; Grounds Maintenance - \$1,503.00

b) New Contracts Over \$5,000

1. City of Albuquerque and Crystal Clear Maintenance; Janitorial Services - \$6,764.88
2. Albuquerque Bernalillo County Water Utility Authority and LifeROOTS; Grounds Maintenance - \$98,032.07
3. New Mexico General Services and member My Bug Guyz; Pest Control Services - \$12,156.66

4. New Mexico Department of Transportation and member Tobosa; Janitorial Services - \$9,618.96
 5. New Mexico Department of Game & Fish and member Tresco; Janitorial Services - \$13,820.16
 6. New Mexico State Police and member Tresco; Janitorial Services - \$7,305.48
 7. New Mexico Department of Health and member Unlimited Office Management Systems; Janitorial Services - \$25,568.62
- c) FY20 Renewal Contracts \$5,000 and Under
1. New Mexico Department of Public Safety and Adelante Development Center; Document Destruction – FY19 - \$1,023.13, FY 20 - \$2,284.00
- d) FY20 Renewal Contracts Over \$5,000
1. New Mexico Energy, Minerals, and Natural Resources Department and member CARC; Janitorial Services – FY 19 - \$39,730.56, FY 20 - \$26,401.44
 2. Albuquerque Housing Authority and member Clearly Clean Janitorial; Janitorial Services – FY 19 - \$45,668.33, FY 20 - \$80,418.03
 3. New Mexico Department of Health and member My Bug Guyz; Pest Control Services – FY 19 - \$11,174.64, FY 20 - \$11,622.48
 4. New Mexico Department of Military Affairs and member Unlimited Office Management Systems; Janitorial Services – FY 19 - \$11,340.36; FY 20 - \$15,120.48
 5. New Mexico Department of Military Affairs and member Unlimited Office Management Systems; Janitorial Services – FY 19 - \$103,436.46, FY 20 - \$157,739.28
9. Service Contracts Directly Distributed Under Central Nonprofit Agency Authority
- a) New Service Contracts Directly Distributed Under CNA Authority
1. Los Alamos High School and member Adelante Development Center; Document Destruction Services - \$216.74
 2. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services - \$14.56
 3. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services - \$164.40
 4. New Mexico Department of Public Safety and member Adelante Development Center; Document Destruction Services - \$360.03
 5. New Mexico Department of Transportation and member Adelante Development Center; Document Destruction Services - \$650.80
 6. New Mexico Public Education Department and member Adelante Development Center; Document Destruction Services - \$43.71
 7. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services - \$355.98
 8. San Juan College and member Adelante Development Center; Document Destruction Services - \$1,419.60

9. San Juan College and member Adelante Development Center; Document Destruction Services - \$1,419.60
 10. San Juan College and member Adelante Development Center; Document Destruction Services - \$1,419.60
 11. New Mexico Workers' Compensation Administration and member LifeROOTS; Landscape Irrigation – \$329.36
 12. New Mexico State Police and member My Bug Guyz; Pest Control Services - \$1,083.60
- b) FY20 Renewal Service Contracts Directly Distributed Under CNA Authority
1. New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services – FY 19 - \$341.52, FY 20 - \$174.84
 2. New Mexico Crime Victims Reparation Commission and member Adelante Development Center; Document Destruction Services – FY 19 - \$120.25, FY 20 - \$399.06
 3. The ASK Academy Charter School and member Adelante Development Center; Document Destruction Services – FY 19 - \$256.14, FY 20 - \$291.40
- 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 - \$3,709.07
 2. Albuquerque Housing Authority and member LifeROOTS; Janitorial Services - \$4,151.70
 3. New Mexico Department of Public Safety and member Tresco; Grounds Maintenance - \$1,815.88
10. Discussion of Piloting member business access to statewide pricing.
 11. Discussion of Adverse Impact Procedure – roles and responsibilities
 12. Approval of Revised Procedure For Central Nonprofit Agency Direct Distribution of Small Contracts, Authorizing CNA Direct Distribution of Regular Contracts that are \$2,500 and Under, and Direct Distribution for Urgent or Immediate Need Contracts that are \$7,500 and Under
 13. 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
 14. Discussion of Consistent Handling of Contract Acceptance Forms
 15. Approval of added and removed Suitable Services
 16. Subcommittee Updates

17. Open Public Forum and Public Comments
18. Council Discussion
19. Suggested Agenda Items for Future Meetings
20. Date and Location of Next Meeting
21. Adjourn