

NEW MEXICO COUNCIL FOR PURCHASING
FROM PERSONS WITH DISABILITIES

TENTATIVE AGENDA

REGULAR MEETING

July 24 2019, 12:30 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 June 26, 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) Tentative Chair Approval Granted June 24, 2019

1. New Mexico Department of Health and member Crystal Clear Maintenance;
Janitorial Services - \$6,306.90

b) New Contracts \$5,000 and Under

1. New Mexico Department of Finance & Administration and member Adelante
Development Center; Document Destruction Services - \$1,972.62
2. New Mexico Homeland Security & Emergency Management and member
Adelante Development Center; Document Destruction Services - \$2,366.26
3. City of Albuquerque and member Crystal Clear Maintenance; Janitorial Services -
\$4,346.26

c) New Contracts Over \$5,000

1. Bernalillo County and member Adelante Development Center; Document Destruction Services - \$16,782.41
2. New Mexico Department of Cultural Affairs and member Tresco; Janitorial Services - \$39,876.00
3. New Mexico Workforce Connection and Tresco; Janitorial Services - \$11,103.74
4. New Mexico Energy, Minerals, & Natural Resources Department and member Top Tier Movers, LLC.; Moving Services - \$5,309.64
5. New Mexico Department of Military Affairs and member Unlimited Office Management Systems; Janitorial Services - \$109,432.80

d) FY20 Renewal Contracts \$5,000 and Under

1. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services – FY 19 - \$1,230.84, FY 20 - \$1,704.06
2. New Mexico Department of Workforce Solutions and member Adelante Development Center; Document Destruction Services – FY 19 - \$4,095.00, FY 20 - \$4,095.00
3. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services – FY 19 - \$2,589.86, FY 20 - \$2,651.74
4. Mid-Region Council of Governments and member Crystal Clear Janitorial Services; Janitorial Services – FY 19 - \$5,000, FY 20 – same

e) FY20 Renewal Contracts Over \$5,000

1. Governor's Commission on Disability and member Adelante Development Center; Computer Refurbishing– FY 19 - \$40,897.50, FY 20 - \$42,750.00
2. New Mexico Department of Cultural Affairs and member Adelante Development Center; Janitorial Services – FY 19 - \$30,961.32, FY 20 - \$20,722.08
3. New Mexico Law Office of the Public Defenders and member Adelante Development Center; Document Destruction Services – FY 19 - \$7,834.83, FY 20 - \$8,698.03
4. New Mexico Department of Health and member Clearly Clean Janitorial Service; Janitorial Services – FY 19 - \$7,898.52, FY 20 - \$12,976.11
5. San Juan College and member Discount Printing & Mail; Printing Services – FY 19 - \$18,322.50, FY 20 - same
6. Albuquerque Bernalillo County Water Utility Authority and member LifeROOTS; Janitorial Services – FY 19 - \$21,402.36, FY 20 - \$29,751.36
7. 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. Jicarilla Apache Housing Authority and member Adelante Development Center; Document Destruction Services - \$184.45
2. New Mexico Aging & Long-Term Services Department and member Adelante Development Center; Document Destruction Services - \$34.43
3. New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services - \$181.06
4. New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services - \$589.10
5. New Mexico Department of Cultural Affairs and member Adelante Development Center; Document Destruction Services - \$305.60
6. New Mexico Department of Game & Fish and member Discount Printing & Mail; Printing Services - \$903.00
7. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services - \$559.02
8. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services - \$735.60
9. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services - \$485.10
10. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services - \$567.60
11. New Mexico Public Education Department and member Adelante Development Center; Document Destruction Services - \$267.93
12. San Juan College and member Adelante Development Center; Document Destruction Services - \$145.64

b) FY20 Renewal Service Contracts Directly Distributed Under CNA Authority

1. New Mexico Children, Youth & Families Department and member Adelante Development Center; Document Destruction Services – FY 19 - \$170.76, FY 20 - \$174.84
2. New Mexico Children, Youth & Families Department and member Adelante Development Center; Document Destruction Services – FY 19 - \$170.76, FY 20 - \$174.84
3. New Mexico Children, Youth & Families Department and member Adelante Development Center; Document Destruction Services – FY 19 - \$413.49, FY 20 - \$425.49
4. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services – FY 19 - \$369.82, FY 20 - \$378.82
5. New Mexico Department of Health and member Adelante Development Center; Document Destruction Services – FY 19 - \$1,379.52, FY 20 - \$1,420.26
6. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services – FY 19 - \$367.90, FY 20 - \$174.84
7. New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services – FY 19 - \$1,103.70, FY 20 - \$1,136.46

8. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services – FY 19 - \$413.72, FY 20 - \$567.60
 9. New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services – FY 19 - \$413.72, FY 20 - \$567.60
 10. New Mexico Law Office of the Public Defenders and member Adelante Development Center; Document Destruction Services – FY 19 - \$652.90, FY 20 - \$738.74
 11. New Mexico Tech and member Adelante Development Center; Document Destruction Services – FY 19 - \$381.84, FY 20 - \$392.76
- c) Contracts Directly Distributed Under CNA Authority in Cases of Urgent and Immediate Need
1. New Mexico Energy, Minerals and Natural Resources Department and member Top Tier Movers, LLC.; Moving Services - \$1,648.55
10. Central Nonprofit Agency Quarterly Report, Matt Loehman
 11. Follow up on discussion of allowing or requiring State Use Program Member Businesses and CRPs to purchase janitorial supplies under Statewide Price Agreements.
 12. Discussion on an electronic delivery system for meeting packets
 13. Increase thresholds for Direct Distribution of contracts
 14. Require CRPs to provide the CNA a copy of their annual audits
 15. Adoption of definition of Administrative Costs
 16. Approval of added and removed Suitable Services
 17. Subcommittee Updates
 18. Open Public Forum and Public Comments
 19. Council Discussion
 20. Suggested Agenda Items for Future Meetings
 21. Date and Location of Next Meeting
 22. Adjourn