

NEW MEXICO COUNCIL FOR PURCHASING
FROM PERSONS WITH DISABILITIES
Regular Meeting

July 11, 2018, 1:30 p.m.

New Mexico Commission for Deaf and Hard of Hearing
505 Marquette Ave NW, Suite 1550
Albuquerque, NM 87102

AGENDA ITEM 1: CALL TO ORDER

Council member Greg Trapp, acting as Chair, called the meeting to order at 1:39 p.m. MDT.

AGENDA ITEM 2: ROLL CALL

Chair Trapp performed a roll call.

MEMBERS PRESENT

Larry Maxwell	Council Chair, State Purchasing Director (participated remotely via telephone)
Gregg Trapp	Council member, New Mexico Commission for the Blind Representative
Paul Kippert	Designee, Council member Secretary Rodrigues (DFA) (participated remotely via telephone)
Estevan Lujan	Designee, Council member Darry Ackley, Department of Information Technology (DoIT) Representative (participated remotely via telephone)
Pam Lillibridge	Council member, Community Rehabilitation Program (CRP) Representative (participated remotely via telephone)
Mike Kivitz	Council member, Community Rehabilitation Program (CRP) Representative (participated remotely via telephone)
Antoinette Holmes	Council member, Division of Vocational Rehabilitation Representative (Late arrive at 1:46 p.m.)
Roger Newall	Council Member (Late arrival at 2:02 p.m.)

With six council members present or participating via telephone at the time of the roll call, a full quorum was not established and the Council moved to discuss non-action agenda items until a quorum could be established.

AGENDA ITEM 3: INTRODUCTION OF GUESTS AND STAFF

Chair Trapp asked all guests and staff members present at the meeting and participating via telephone to introduce themselves at this time.

OTHER PARTICIPANTS

Matthew Loehman	Horizons of New Mexico
Kyle Radford	Horizons of New Mexico
Arturo Soliz	Horizons of New Mexico
Marie Richter	Horizons of New Mexico (participated remotely via telephone)
Scott DeVetter	Horizons of New Mexico (participated remotely via telephone)
Taylor McBride	Horizons of New Mexico (participated remotely via telephone)

GUESTS

Brian Ammerman	Adelante Development Center
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AGENDA ITEM 4: APPROVAL OF AGENDA

The approval of the agenda was delayed until a quorum could be reached.

At the time when a quorum was established, Mr. Matt Loehman, Horizons of New Mexico (Horizons), noted that the contract numbering on agenda item 9d should be amended to reflect the correct sequential order.

Council member Larry Maxwell moved to approve the agenda for the July 11, 2018 council meeting, as amended. Council member Mike Kivitz seconded the motion, and the agenda was approved in a unanimous vote by the Council.

AGENDA ITEM 5: APPROVAL OF COUNCIL MINUTES OF JUNE 27, 2018

The approval of the June 27, 2018 meeting minutes was delayed until a quorum could be reached.

Council member Pam Lillibridge moved to approve the June 27, 2018 regular meeting minutes. Council member Maxwell seconded the motion, Council members Paul Kippert and Antoinette Holmes abstained, and the minutes were approved in a 6-0-1 (Approve – Deny – Abstain) vote by the Council.

AGENDA ITEM 6: CHAIR UPDATE, LARRY MAXWELL

Council member Maxwell informed the Council that two adverse impact cases had been resolved since the last council meeting. He commended the vendor involved with both submissions, Adelante Development Center, as well as the two agencies involved, the New Mexico Department of Transportation and the New Mexico Retiree Healthcare Authority, for resolving the issues and determining that no adverse impact was present in either case.

Council member Antoinette Holmes joined the meeting at this time (1:46 p.m. MDT), establishing a quorum, and the Council moved to act on all action agenda items that had previously been delayed.

AGENDA ITEM 7: CENTRAL NONPROFIT AGENCY UPDATE, MATTHEW LOEHMAN

Mr. Loehman thanked Council member Maxwell for his guidance while resolving the two adverse impact cases he previously outlined during agenda item 6.

Mr. Loehman added that, since the last council meeting, Horizons had been busy processing purchase orders for the contract renewals the Council had approved, as well as researching ways to grow the Horizons member base through increased marketing efforts.

AGENDA ITEM 8: CENTRAL NONPROFIT AGENCY QUARTERLY REPORT, MATTHEW LOEHMAN

Mr. Loehman summarized the Central Nonprofit Agency (CNA) quarterly report for the Council. He stated that during the fourth quarter of fiscal year 2018, the Council had approved 61 contracts, employing 288 individuals with disabilities, for over \$8 million. He added that 35 new contracts, provided by six member programs, totaling more than \$16,000.00 had been directly distributed under CNA authority; 97 renewal contracts, performed by three member programs, totaling more than \$42,000 had been directly distributed under CNA authority; and two contracts, performed by two member programs, totaling more than \$3,000.00 had been directly distributed under CNA authority in cases of urgent or immediate need.

AGENDA ITEM 9: APPROVAL OF SERVICE CONTRACTS

a) New Contracts \$5,000 and Under

(None)

b) New Contracts Over \$5,000

(None)

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

1. *Department of Health and member My Bug Guy; General Pest Management Services – FY18 - \$2,700.00, FY19 - \$2,709.00*

Council member Kivitz moved to approve contract C1. Council member Maxwell seconded the motion, and the contract was approved in a unanimous vote by the Council.

Council member Roger Newall joined the meeting at this time (2:02 p.m. MDT).

d) FY19 Renewal Contracts over \$5,000

1. *Governor's Commission on Disability and member Adelante Development Center; Back In Use Services – FY18 - \$40,180.86, FY19 - \$40,180.86*

Council member Lillibridge moved to approve contract D1. Council member Newall seconded the motion, Council member Kivitz abstained, and the contract was approved in a 7-0-1 vote by the Council.

2. *New Mexico Energy, Minerals, and Natural Resources Department and member CARC; Janitorial Services – FY19 (original) - \$28,435.08, FY 19 (revised) - \$33,391.68*

Council member Newall moved to approve contract D2. Council member Esteban Lujan seconded the motion and the contract was approved in a unanimous vote by the Council.

AGENDA ITEM 10: SERVICE CONTRACTS DIRECTLY DISTRIBUTED UNDER CENTRAL NONPROFIT AGENCY AUTHORITY

a) New Service Contracts Directly Distributed Under CNA Authority

1. *Los Alamos Public Schools and member Adelante Development Center; Document Destruction – FY 19 - \$324.49*
2. *New Mexico Secretary of State and member Adelante Development Center; Document Destruction Services – FY 19 - \$314.40*
3. *San Juan College and member Adelante Development Center; Document Destruction – FY 19 - \$197.01*
4. *Valencia County Detention Center and member Adelante Development Center; Document Destruction – FY 19 - \$169.80*

b) FY19 Renewal Service Contracts Directly Distributed Under CNA Authority

1. *New Mexico Department of Health and member Adelante Development Center; Document Destruction – FY 18 - \$180.86, FY 19 – \$183.95*
2. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction – FY 18 – \$166.95, FY – \$169.80*
3. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction – FY 18 - \$139.13, FY 19 - \$551.85*

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

(None)

Mr. Loehman reviewed contract A1 through A4 and contracts B1 through B3, which had been directly distributed under CNA authority, with the Council.

AGENDA ITEM 11: APPROVAL OF ADDED AND REMOVED SUITABLE SERVICES

There were no suitable services to approve or remove at this time.

AGENDA ITEM 12: SUBCOMMITTEE UPDATES

There were no subcommittee updates at this time.

AGENDA ITEM 13: OPEN PUBLIC FORUM AND PUBLIC COMMENTS

There were no public comments at this time.

AGENDA ITEM 14: COUNCIL DISCUSSION

There was no council discussion at this time.

AGENDA ITEM 15: SUGGESTED AGENDA ITEMS FOR FUTURE MEETINGS

There were no suggested agenda items for future meetings at this time.

AGENDA ITEM 16: DATE AND LOCATION OF NEXT MEETING


The next regular Council meeting was scheduled for Wednesday, August 8, 2018 at 1:30 p.m. MDT, at the New Mexico Commission for Deaf and Hard of Hearing.

AGENDA ITEM 16: ADJOURN

With no further business, the meeting was adjourned at 2:14 p.m. MDT.



Larry Maxwell, Chairman



Date