

Official Draft

**NEW MEXICO COUNCIL FOR PURCHASING
FROM PERSONS WITH DISABILITIES
Regular Meeting**

June 13, 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

Vice-Chair Lisa Dignan called the meeting to order at 1:36 p.m. MDT.

AGENDA ITEM 2: ROLL CALL

Vice-Chair Dignan asked Council member Greg Trapp to perform a roll call.

MEMBERS PRESENT

Lisa Dignan	Council member, New Mexico Commission for Deaf and Hard of Hearing Representative
Gregg Trapp	Council member, New Mexico Commission for the Blind Representative
Roger Newall	Council Member
Paul Kippert	Designee, Council member Secretary Rodriguez (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 (Late arrival at 1:44 p.m.)
Mike Kivitz	Council member, Community Rehabilitation Program (CRP) Representative (Late arrival at 1:44 p.m.)

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

AGENDA ITEM 3: INTRODUCTION OF GUESTS AND STAFF

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

OTHER PARTICIPANTS

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

GUESTS

Robin Johnson Adelante Development Center

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, Council member Mike Kivitz moved to approve the agenda for the June 13, 2018 council meeting. Council member Roger Newall seconded the motion, and the agenda was approved in a unanimous vote by the Council.

AGENDA ITEM 5: APPROVAL OF COUNCIL MINUTES OF May 9, 2018

The approval of the May 9, 2018 council meeting minutes was delayed until a quorum could be reached.

At the time when a quorum was established, Council member Pam Lillibridge moved to approve the May 9, 2018 regular meeting minutes. Council member Kivitz seconded the motion and the minutes were approved in a unanimous vote by the Council.

AGENDA ITEM 6: CHAIR UPDATE, LARRY MAXWELL

There was no chair update at this time.

AGENDA ITEM 7: CENTRAL NONPROFIT AGENCY UPDATE, MATTHEW LOEHMAN

Mr. Matthew Loehman, Horizons of New Mexico (Horizons), introduced himself as the new Executive Director of Horizons. He stated that since his May 1st start date, he had been busy getting acclimated with work and learning the rules of the State Use Program, as well as helping Mr. Arturo Soliz, Horizons, with FY2019 contract renewals. Mr. Loehman also informed the board that he met with a marketing consultant to discuss ways to expand Horizons' outreach and presence within New Mexico.

Mr. Loehman announced that Horizons would be moving into a new office space, located at 6121 Indian School Road NE, 1 Towne Centre, Ste. 120, Albuquerque, New Mexico 87110.

Council members Pam Lillibridge and Mike Kivitz joined the meeting at this time (1:44 p.m. MDT), establishing a quorum, and the Council moved to act on previous agenda action items that were skipped due to a lack of quorum.

AGENDA ITEM 8: ACCEPTANCE OF CENTRAL NONPROFIT AGENCY ANNUAL AUDIT, MATTHEW LOEHMAN

Mr. Scott DeVetter, Horizons, reviewed the annual audit submitted to the Council for acceptance. He noted that decreased expenses and increased sales contributed to Horizons' ability to produce positive earnings for the first time in the organization's history as the State Use Program's Central Nonprofit Agency (CNA).

Council member Trapp asked what portion of generated revenues are reinvested into the New Mexico State Use Program. Mr. DeVetter responded that 100% of those funds are reinvested into the Program in an effort to fund and pay member programs as quickly and efficiently as possible.

After completing agenda item 11, Council member Trapp moved to accept the annual audit as presented to the Council. Council member Kivitz seconded the motion and the audit was accepted in a unanimous vote by the Council.

AGENDA ITEM 9: APPROVAL OF PROPOSED INCREASE FOR MEMBER HIGH SECURITY DOCUMENT DESTRUCTION RATES

Chair Dignan reminded the Council that new rates for regular document destruction contracts had been approved at the May 9, 2018 council meeting. She added that high security document destruction services were similar to regular document destruction services, but completed with different requirements due to increased security needs, and that the proposed rates for high security document destruction contracts were based on the increases previously approved by the Council.

Council member Newall moved to approve the proposed increase for high security document destruction rates. Council member Lillibridge seconded the motion, Council members Kivitz and Kippert abstained, and the rate increase was approved in a 5-0-2 (Approve – Deny – Abstain) vote by the Council.

AGENDA ITEM 10: APPROVAL OF SERVICE CONTRACTS

a) New FY18 Contracts \$5,000 and Under

1. *Public Employees Retirement Association of New Mexico and member Adelante Development Center; Document Destruction Services - \$3,543.65*

Council member Lillibridge moved to approve contract A1. Council member Newall seconded the motion, Council member Kivitz abstained, and the contract was approved in a 6-0-1 vote by the Council.

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

Council member Kivitz moved to approve contracts A2 and A3. Council member Newall seconded the motion and the contracts were approved in a unanimous vote by the Council.

b) New FY18 Contracts Over \$5,000

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

Council member Lillibridge moved to approve contract B1. Council member Kivitz seconded the motion and the contract was approved in a unanimous vote by the Council.

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*

Council member Trapp moved to approve contracts C1 thru C10, as a group. Council member Lillibridge seconded the motion, Council member Kivitz abstained, and the contracts were approved in a 6-0-1 vote by the Council.

Council member Kivitz moved to approve contract C11 and C12, as a group. Council member Newall seconded the motion and the contracts were approved in a unanimous vote by the Council.

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*

Council member Newall moved to approve contract D1. Council member Lillibridge seconded the motion, Council member Kivitz abstained, and the contract was approved in a 6-0-1 vote by the Council.

- 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*

Council member Lillibridge moved to approve contract D2. Council member Newall seconded the motion, Council member Kivitz abstained, and the contract was approved in a 6-0-1 vote by the Council.

- 3. New Mexico Workers Compensation Administration and member Adelante Development Center, Janitorial Services; FY18 - \$41,914.92, FY19 - \$44,483.28*

Council member Newall moved to approve contract D3. Council member Lillibridge seconded the motion, Council member Kivitz abstained, and the contract was approved in a 6-0-1 vote by the Council.

- 4. New Mexico Department of Health and member ARCA Business Enterprises, Janitorial Services; FY18 – \$290,635.92, FY19 – Same*

Council member Trapp moved to approve contract D4. Council member Kivitz seconded the motion and the contract was approved in a unanimous vote by the Council.

5. *New Mexico Department of Health and member ARCA Business Enterprises, Janitorial Services; FY18 - \$7,751.52, FY19 - \$7,898.52*

Council member Kivitz moved to approve contract D5. Council member Lujan seconded the motion, Council member Kippert opposed, and the contract was approved in a 6-1-0 vote by the Council.

6. *New Mexico Energy, Minerals, and Natural Resources Department and member CARC, Inc., Janitorial Services; FY18 - \$25,487.04, FY19 - \$28,461.60*

Council member Lillibridge moved to approve contract D6. Council member Newall seconded the motion and the contract was approved in a unanimous vote by the Council.

7. *Mid Region Council of Governments and member Crystal Clear Maintenance, On-Call Janitorial Services; FY18 - \$13,500.00, FY19 - \$13,545.00*

Council member Kivitz moved to approve contract D7. Council member Lillibridge seconded the motion and the contract was approved in a unanimous vote by the Council.

8. *New Mexico Department of Health and member Crystal Clear Maintenance, Janitorial Services; FY18 - \$37,462.56, FY19 - \$37,587.36*

Council member Lillibridge moved to approve contract D8. Council member Newall seconded the motion and the contract was approved in a unanimous vote by the Council.

9. *Southern Sandoval County and member LifeROOTS, Janitorial Services; FY18 - \$14,159.40, FY19 - \$16,053.48*

Council member Lillibridge moved to approve contract D9. Council member Lujan seconded the motion and the contract was approved in a unanimous vote by the Council.

10. *New Mexico Department of Veterans Services and member RA House & Co., Website Maintenance; FY18 - \$7,512.96, FY19 - Same*

Council member Newall moved to approve contract D10. Council member Lujan seconded the motion and the contract was approved in a unanimous vote by the Council.

11. *New Mexico Department of Transportation and member Tobosa Development Services, Rest Area Maintenance; FY18 - \$318,900.00, FY19 – Same*

Council member Kivitz moved to approve contract D11. Council member Lillibridge seconded the motion and the contract was approved in a unanimous vote by the Council.

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

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*

The Council asked that, moving forward, Horizons attach the listing of contracts directly distributed under CNA authority as an addendum at the end of the council agenda.

At this time, under the advisement of Council member Trapp, the Council moved back to agenda item 8 in order to accept the annual audit that was reviewed earlier in the meeting.

AGENDA ITEM 12: APPROVAL OF ADDED AND REMOVED SUITABLE SERVICES

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

AGENDA ITEM 13: SUBCOMMITTEE UPDATES

There were no subcommittee updates at this time.

AGENDA ITEM 14: DISCUSSION OF PROCESS FOR APPROVING JANITORIAL CONTRACTS

Council member Lillibridge requested a review of the process for the approval of janitorial contracts to assist the Council when determining if contracts represent the best value for state customers. The Council discussed the possible addition of percentage requirements related to how contract monies are allocated and integrating national janitorial pricing standards into contract reviews. They also discussed possible changes related to the contract authorization form for all contracts submitted for approval.

Chair Dignan suggested Council member Lillibridge work with Horizons staff and members on developing new requirements and present the suggested process to the Council at a later date. It was decided no changes would be made at this time.

AGENDA ITEM 15: DISCUSSION OF CENTRAL NONPROFIT AGENCY CONTRACT TERM

Chair Dignan stated that the Council was not ready at this time to discuss possible changes to the CNA's contract term relating to statutory changes allowing for longer professional contracts. It was referred to the subcommittee for further discussion.

AGENDA ITEM 16: OPEN PUBLIC FORUM AND PUBLIC COMMENTS

There were no public comments at this time.

AGENDA ITEM 17: COUNCIL DISCUSSION

There was no council discussion at this time.

AGENDA ITEM 18: 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

A special Council meeting was scheduled for Wednesday, June 27, 2018 at 1:30 p.m. MDT, at the New Mexico Commission for Deaf and Hard of Hearing, to continue the FY2019 contract renewal approval process.

The next regular Council meeting was scheduled for Wednesday, July 11, 2018 at 1:30 p.m. MDT, at the New Mexico Commission for Deaf and Hard of Hearing. Chair Dignan informed the Council that she would be absent from that meeting and that Council member Maxwell was unsure on whether or not he would be in attendance. She added that Council member Trapp had been informed he would possibly have to chair that meeting.

AGENDA ITEM 17: ADJOURN

With no further business, the meeting was adjourned at 3:20 p.m. MDT.



Larry Maxwell, Chairman

6/27/2018

Date