

OFFICIAL MINUTES

NEW MEXICO COUNCIL FOR PURCHASING FROM PERSONS WITH DISABILITIES

MINUTES REGULAR MEETING

June 29, 2020, 9:00 AM

Video Conference Call

AGENDA ITEM 1: CALL TO ORDER

Chair Lisa Dignan called the meeting to order at 9:09 a.m. MDT.

AGENDA ITEM 2: ROLL CALL

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

MEMBERS PRESENT

Lisa Dignan	Council Chair, New Mexico Commission for Deaf and Hard of Hearing Representative (participating remotely via video)
Greg Trapp	Council Secretary, New Mexico Commission for the Blind Representative (participating remotely via video)
Mark Hayden	Council Vice-Chair, State Purchasing Director (participating remotely via video)
Roger Newall	Council Member, Disabled Veteran (participating remotely via video)
Antoinette Holmes	Council Member, Division of Vocational Rehabilitation Representative (participating remotely via video)
Mike Kivitz	Council Member, Community Rehabilitation Program (CRP) Representative (participating remotely via video)
Pam Lillibridge	Council Member, Community Rehabilitation Program (CRP) Representative (participating remotely via video)

With seven council members participating remotely via telephone or video, a quorum was established.

AGENDA ITEM 3: INTRODUCTION OF GUESTS AND STAFF

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

OTHER PARTICIPANTS

Matt Loehman	Horizons of New Mexico, participating remotely via video
Arturo Soliz	Horizons of New Mexico, participating remotely via telephone

Kyle Radford Horizons of New Mexico, participating remotely via video
Marie Richter Horizons of New Mexico, participating remotely via video
Taylor McBride Horizons of New Mexico, participating remotely via video

GUESTS

Karla Solaria New Mexico Office of the Attorney General, participating remotely via video
Kelly Burma New Mexico Commission for the Blind, participating remotely via video
Brian Ammerman Adelante Development Center, participating remotely via video
Greg Block Tresco, participating remotely via video

AGENDA ITEM 4: APPROVAL OF AGENDA

Council member Greg Trapp moved to approve the agenda for the June 29, 2020 regular council meeting. Council member Mark Hayden seconded the motion and the Council voted unanimously to approve the agenda in a roll call vote, with members Dignan, Hayden, Antoinette Holmes, Mike Kivitz, Pam Lillibridge, Roger Newall, and Trapp voting yes.

AGENDA ITEM 5: APPROVAL OF THE MINUTES OF JUNE 10, 2020

Council member Lillibridge moved to approve the June 10, 2020 meeting minutes. Council member Holmes seconded the motion and the Council voted unanimously to approve the minutes in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

AGENDA ITEM 6: CHAIR UPDATE, LISA DIGNAN

Chair Dignan informed the board that she was still working with the Governor's office to fill the vacancies on the Council previously held by the Secretary of the Department of Finance and Administration (DFA) and the Secretary of the Department of Information Technology (DoIT).

Chair Dignan thanked Horizons of New Mexico (Horizons) and the Council for their efforts in ensuring that individuals with disabilities continued to have access to employment opportunities, even with the employment uncertainty brought on by the introduction of the Coronavirus.

AGENDA ITEM 7: CENTRAL NONPROFIT AGENCY, MATT LOEHMAN

Mr. Matt Loehman, Horizons, announced that none of the State Use Program contracts listed for Council approval during the meeting had been affected by the New Mexico special legislative session, and that all contracts would be able to be considered for approval later during the meeting.

AGENDA ITEM 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 contracts listed on the agenda.

a) New Contracts \$5,000 and Under

1. *New Mexico Department of Transportation and member Tresco; Grounds Maintenance -- \$3,884.88*

Council member Newall moved to approve contract A1. Council member Lillibridge seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

b) New Contracts Over \$5,000

1. *New Mexico Department of Transportation and member Tresco; Janitorial -- \$9,038.88*

Council member Hayden moved to approve contract B1. Council member Kivitz seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

2. *New Mexico Department of Transportation and member Tresco; Janitorial -- \$14,685.96*

Council member Hayden moved to approve contract B2. Council member Trapp seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

3. *New Mexico Department of Transportation and member Tresco; Janitorial -- \$31,401.48*

Council member Lillibridge moved to approve contract B3. Council member Holmes seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

c) FY21 Renewal Contracts \$5,000 and Under

1. *New Mexico Department of Transportation and member Adelante Development Center; Janitorial Services: FY 20 -- \$3,150.00, FY 21 -- \$3,277.68*
2. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services: FY 20 -- \$2,577.00, FY 21 -- \$2,691.77*
3. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services: FY 20 -- \$3,318.18, FY 21 -- \$3,453*
4. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services: FY 20 -- \$4,334.26, FY 21 -- \$4,504.06*
5. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services: FY 20 -- \$4,720.68, FY 21 -- \$4,879.39*
6. *New Mexico Retiree Health Care Authority and member Adelante Development Center; Document Destruction Services: FY 20 -- \$4,270.08, FY 21 -- \$4,396.78*

Council member Newall moved to approve contracts C1 – C6. Council member Lillibridge seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contracts in a 6-0-1 (approved-denied-abstained) roll call vote, with members Dignan,

Hayden, Holmes, Lillibridge, Newall and Trapp voting yes.

7. *New Mexico Department of Health and member My Bug Guyz; Pest Control Services: FY 20 -- \$3,348.36, FY 21 – same*
8. *Early Childhood Education and Care Department and member LifeROOTS; Landscaping: FY 20 -- \$4,130.28, FY 21 -- \$4,452.24*
9. *New Mexico Department of Public Safety and member Tresco; Grounds Maintenance: FY 20 -- \$2,724.40, FY 21 -- \$3,891.24*

Council member Kivitz moved to approve contracts C7 – C9. Council member Lillibridge seconded the motion and the Council voted unanimously to approve the contracts in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

d) FY21 Renewal Contracts Over \$5,000

1. *City of Albuquerque and members Adelante Development Center, Crystal Clear Maintenance and LifeROOTS; Janitorial Services: FY 20 -- \$845,015.40, FY 21 -- \$1,212,882.18*

Council member Newall moved to approve contract D1. Council member Trapp seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contract in a 6-0-1 (approved-denied-abstained) roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall and Trapp voting yes.

2. *Law Office of the Public Defender and member Adelante Development Center; Document Destruction Services: FY 20 -- \$9,679.24, FY 21 -- \$9,545.40*

Council member Lillibridge moved to approve contract D2. Council member Holmes seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contract in a 6-0-1 (approved-denied-abstained) roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall and Trapp voting yes.

3. *New Mexico Department of Transportation and Adelante Development Center; Janitorial Services: FY 20 -- \$41,011.08, FY 21 -- \$41,512.56*

Council member Hayden moved to approve contract D3. Council member Lillibridge seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contract in a 6-0-1 (approved-denied-abstained) roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall and Trapp voting yes.

4. *New Mexico Department of Transportation and Adelante Development Center; Janitorial Services: FY 20 -- \$234,791.04, FY 21 -- \$44,437.20*

Council member Hayden moved to approve contract D4. Council member Newall seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contract in a 6-0-1 (approved-denied-abstained) roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall and Trapp voting yes.

5. *New Mexico Department of Transportation and Adelante Development Center; Janitorial Services: FY 20 -- \$294,857.76, FY 21 -- \$300,851.76*

Council member Hayden moved to approve contract D5. Council member Newall seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contract in a 6-0-1 (approved-denied-abstained) roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall and Trapp voting yes.

6. *New Mexico Department of Transportation and Adelante Development Center; Janitorial Services: FY 20 -- \$471,857.76, FY 21 -- \$465,140.04*

After discussion, Council member Hayden requested that, for future contract approvals, Horizons include a more detailed breakdown of the travel costs listed on the contract authorization checklist and also requested that insurance costs and benefits be reflected separately on that checklist. Council member Hayden requested that Horizons send the additional information to the Executive Committee for review.

Council member Lillibridge moved to approve contract D6. Council member Newall seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contract in a 6-0-1 (approved-denied-abstained) roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall and Trapp voting yes.

7. *Albuquerque Housing Authority and Clearly Clean Janitorial Service; Janitorial Services: FY 20 -- \$73,134.40, FY 21 -- \$88,539.96*

Council member Hayden moved to approve contract D7. Council member Newall seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

8. *Mid-Region Council of Governments and member Clearly Janitorial Service; Janitorial Services: FY 20 -- \$4,582.65, FY 21 -- \$9,552.96*

Council member Hayden moved to approve contract D8. Council member Holmes seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

9. *New Mexico Human Services Department and Clearly Clean Janitorial Service; Janitorial Services: FY 20 -- \$5,676.36, FY 21 -- \$8,446.92*

Council member Hayden moved to approve contract D9. Council member Kivitz seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

10. *New Mexico Department of Transportation and member Crystal Clear Maintenance; Janitorial Services: FY 20 -- \$9,324.00, FY 21 -- \$6,531.48*

Council member Hayden moved to approve contract D10. Council member Lillibridge seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

11. *New Mexico Department of Transportation and member Crystal Clear Maintenance; Janitorial Services: FY 20 -- \$41,970.91, FY 21 -- \$41,873.52*

Council member Hayden moved to approve contract D11. Council member Holmes seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

12. *New Mexico Department of Transportation and member ENMRSH; Janitorial Services: FY 20 -- \$1,464,687.72, FY 21 -- \$1,498,596.40*

After discussion, Council member Trapp requested that further clarifying information pertaining to the contract be submitted to the Executive Committee for review.

Council member Kivitz moved to approve contract D12. Council member Trapp seconded the motion, Council member Hayden abstained, and the Council voted to approve the contract in a 6-0-1 (approved-denied-abstained) roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

13. *New Mexico Department of Game and Fish and member LifeROOTS; Janitorial Services: FY 20 -- \$58,984.20, FY 21 -- \$61,596.48*

After discussion, Council member Hayden requested the further clarifying information pertaining to the contract be submitted to the Executive Committee for review.

Council member Lillibridge moved to approve contract D13. Council member Newall seconded the motion, Council member Hayden abstained, and the Council voted to approve the contract in a 6-0-1 (approved-denied-abstained) roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

14. *New Mexico Department of Game and Fish and member My Bug Guyz; Pest Control Services: FY 20 -- \$8,418.24, FY 21 – same*

Council member Hayden moved to approve contract D14. Council member Holmes seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

15. *New Mexico Department of Health and member My Bug Guyz; Pest Control Services: FY 20 -- \$11,622.48, FY 21 – same*

Council member Hayden moved to approve contract D15. Council member Lillibridge seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

16. *New Mexico Department of Information Technology and member Tobosa; Janitorial Services: FY 20 -- \$4,675.61, FY 21 -- \$5,143.80*

Council member Kivitz moved to approve contract D16. Council member Newall seconded the motion, Council members Hayden and Trapp abstained, and the Council voted to approve the contract in a 5-0-2 (approved-denied-abstained) roll call vote, with members Dignan, Holmes,

Kivitz, Lillibridge, and Newall voting yes.

17. *New Mexico Department of Technology and member Tobosa; Janitorial Services: FY 20 -- \$8,015.80; FY 21 -- \$9,765.72*

Contract D17 was tabled, to be acted on at the next council meeting, due to the fact that the agenda incorrectly listed the procuring agency as the Department of Technology, and should have read Department of Transportation.

18. *New Mexico Department of Transportation and member Tobosa; Janitorial Services: FY 20 -- \$318,900.00, FY 21 -- \$337,075.20*

After discussion, Council member Trapp requested that further clarifying information pertaining to the contract be submitted to the Executive Committee for review and also asked if Horizons would list the locations where services were being provided on future meeting agendas.

Council member Lillibridge moved to approve contract D18. Council member Kivitz seconded the motion, Council member Hayden abstained, and the Council voted to approve the contract in a 6-0-1 (approved-denied-abstained) roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

19. *Dona Ana County and member Tresco; Janitorial Services: FY 20 -- \$44,553.36, FY 21 -- \$51,239.76*

After discussion, Council member Trapp requested that further clarifying information pertaining to the contract be submitted to the Executive Committee for review

Council member Kivitz moved to approve contract D19. Council member Newall seconded the motion, Council members Hayden and Trapp abstained, and the Council voted to approve the contract in a 5-0-2 (approved-denied-abstained) roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, and Newall voting yes.

20. *New Mexico Department of Public Safety and member Tresco; Janitorial Services: FY 20 -- \$34,681.30, FY 21 -- \$44,925.96*

Council member Hayden moved to approve contract D20. Council member Kivitz seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

21. *New Mexico Department of Transportation and member Tresco; Janitorial Services: FY 20 -- \$7,305.48, FY 21 -- \$12,492.07*

Council member Hayden moved to approve contract D21. Council member Kivitz seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

22. *New Mexico Department of Transportation and member Tresco; Janitorial Services: FY 20 -- \$32,800.48, FY 21 -- \$34,021.92*

Council member Kivitz moved to approve contract D22. Council member Holmes seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

23. *New Mexico Department of Transportation and member Tresco; Janitorial Services: FY 20 -- \$2,095,937.05, FY 21 -- \$2,197,142.64*

After discussion, Council member Trapp requested that further clarifying information pertaining to the contract be submitted to the Executive Committee for review.

Council member Lillibridge moved to approve contract D23. Council member Kivitz seconded the motion, Council members Hayden and Trapp abstained, and the Council voted to approve the contract in a 5-0-2 (approved-denied-abstained) roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, and Newall voting yes.

24. *New Mexico Department of Health and member Unlimited Office Management Systems: FY 20 -- \$25,568.62, FY 21 -- \$27,982.20*

Council member Hayden moved to approve contract D24. Council member Newall seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

25. *New Mexico Department of Military Affairs and member Unlimited Office Management Systems: FY 20 -- \$157,739.28, FY 21 -- \$158,243.88*

Council member Newall moved to approve contract D25. Council member Hayden seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

AGENDA ITEM 9: SERVICE CONTRACTS DIRECTLY DISTRIBUTED UNDER CENTRAL NONPROFIT AGENCY AUTHORITY

a) New Service Contracts Directly Distributed Under CNA Authority

1. *San Juan College and member Buddy Check II; Printing Services----- \$685.85*
2. *City of Albuquerque and member Crystal Clear Maintenance; Janitorial Services -- \$1,620.78*

b) FY21 Renewal Service Contracts Directly Distributed Under CNA Authority

1. *Bernalillo County and member Adelante Development Center; Document Destruction Services: FY 20 -- \$174.84, FY 21 -- \$185.99*
2. *Bernalillo County and member Adelante Development Center; Document Destruction Services: FY 20 -- \$189.41, FY 21-- \$194.48*
3. *Bernalillo County and member Adelante Development Center; Document Destruction Services: FY 20 -- \$189.41, FY 21 -- \$200.95*
4. *City of Portales and member Adelante Development Center; Document Destruction Services: FY 20 -- \$1,178.28, FY 21 -- \$1,229.73*
5. *Mid-Region Council of Governments and member Adelante Development Center; Document Destruction Services: FY 20 -- \$757.64, FY 21 -- \$784.39*

6. *Mid-Region Council of Governments and member Adelante Development Center; Document Destruction Services: FY 20 -- \$1,107.32, FY 21 --\$1,582.31*
7. *New Mexico Children, Youth & Families Department and member Adelante Development Center; Document Destruction Services: FY 20-- \$72.82, FY 21 -- \$245.83*
8. *New Mexico Children, Youth & Families Department and member Adelante Development Center; Document Destruction Services: FY 20-- \$233.12, FY21 -- \$252.30*
9. *New Mexico Children, Youth & Families Department and member Adelante Development Center; Document Destruction Services: FY 20-- \$349.68, FY 21 -- \$371.98*
10. *New Mexico Children, Youth & Families Department and member Adelante Development Center; Document Destruction Services: FY 20-- \$425.49, FY 21 -- \$443.53*
11. *New Mexico Children, Youth & Families Department and member Adelante Development Center; Document Destruction Services: FY 20-- \$1,223.88, FY 21 -- \$1,263.11*
12. *New Mexico Department of Finance and Administration and member Adelante Development Center; Document Destruction Services: FY 20-- \$1,972.62, FY 21 -- \$2,025.59*
13. *New Mexico Department of Game and Fish and member Adelante Development Center; Document Destruction Services: FY 20-- \$1,136.46, FY 21 -- 1,166.88*
14. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$174.84, FY 21 -- \$179.52*
15. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$174.84, FY 21 -- 185.99*
16. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$189.20, FY 21 -- \$200.79*
17. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$189.41, FY 21 -- \$200.95*
18. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$189.41, FY 21 -- \$200.95*
19. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$349.68, FY 21 -- \$365.51*
20. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$437.10, FY 21 -- \$365.51*
21. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$378.82, FY 21 -- \$395.43*
22. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$378.82, FY 21 -- \$395.43*
23. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$435.50, FY 21 -- \$453.67*
24. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$757.64, FY 21 -- \$784.39*
25. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$917.28, FY 21 -- \$948.47*
26. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$1,136.46, FY 21 -- \$1,173.35*
27. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$1,704.06, FY 21 -- \$1,307.51*
28. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services: FY 20 -- \$2,316.00, FY 21 -- \$2,384.63*
29. *New Mexico Department of Public Safety and member Adelante Development Center; Document Destruction Services: FY 20 --\$360.03, FY 21 -- \$443.53*
30. *New Mexico Department of Public Safety and member Adelante Development Center; Document*

Destruction Services: FY 20 --\$392.76, FY 21 -- \$409.92

31. *New Mexico Department of Public Safety and member Adelante Development Center; Document Destruction Services: FY 20 --\$392.76, FY 21 -- \$409.92*
32. *New Mexico Department of Public Safety and member Adelante Development Center; Document Destruction Services: FY 20 --\$567.60, FY 21 -- \$589.43*
33. *New Mexico Department of Public Safety and member Adelante Development Center; Document Destruction Services: FY 20 --\$567.60, FY 21 -- \$589.43*
34. *New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services: FY 20 -- \$145.60, FY 21 -- \$179.40*
35. *New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services: FY 20 -- \$291.40, FY 21 -- \$206.80*
36. *New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services: FY 20 -- \$349.68, FY 21 -- \$365.27*
37. *New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services: FY 20 -- \$349.68, FY 21 -- \$365.27*
38. *New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services: FY 20 -- \$378.82, FY 21 -- \$395.17*
39. *New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services: FY 20 -- \$229.11, FY 21 -- \$409.79*
40. *New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services: FY 20 -- \$229.11, FY 21 -- \$409.79*
41. *New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services: FY 20 -- \$229.11, FY 21 -- \$409.79*
42. *New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services: FY 20 -- \$392.76, FY 21 -- \$409.79*
43. *New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services: FY 20 -- \$392.76, FY 21 -- \$409.79*
44. *New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services: FY 20 -- \$757.64, FY 21 -- \$783.95*
45. *New Mexico Division of Vocational Rehabilitation and member Adelante Development Center; Document Destruction Services: FY 20 --\$1,136.46, FY 21 -- \$1,172.83*
46. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services: FY 20 --\$174.84, FY 21 -- \$185.99*
47. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services: FY 20 --\$189.41, FY 21 -- \$185.99*
48. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services: FY 20 --\$392.76, FY 21 -- \$409.91*
49. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services: FY 20 --\$567.60, FY 21 -- \$589.43*
50. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services: FY 20 --\$568.23, FY 21 -- \$589.91*
51. *New Mexico Office of the Attorney General and member Adelante Development Center; Document Destruction Services: FY 20-- \$2,272.92, FY 21 -- \$2,340.23*
52. *New Mexico Office of the State Auditor and member Adelante Development Center; Document Destruction Services: FY 20 --\$742.44, FY 21 -- \$832.49*
53. *New Mexico Secretary of State and member Adelante Development Center; Document Destruction Services: FY 20 -- \$349.68, FY 21 -- \$724.55*

54. *New Mexico State Land Office and member Adelante Development Center; Document Destruction Services: FY 20 -- \$1,398.72, FY 21 -- \$1,442.63*
55. *New Mexico Tech and member Adelante Development Center; Document Destruction Services: FY 20 -- \$130.92, FY 21 -- \$140.95*
56. *New Mexico Tech and member Adelante Development Center; Document Destruction Services: FY 20 -- \$1,974.66, FY 21 -- \$1,800.95*
57. *New Mexico Workers Compensation Administration and member Adelante Development Center; Document Destruction Services: FY 20-- \$1,049.04, FY 21 -- \$1,083.59*
58. *San Miguel County and member Adelante Development Center; Document Destruction Services: FY 20 -- \$392.76, FY 21 -- \$185.99*
59. *San Miguel County and member Adelante Development Center; Document Destruction Services: FY 20 -- \$520.19, FY 21 -- \$589.4*
60. *The ASK Academy Charter School and member Adelante Development Center; Document Destruction Services: FY 20 -- \$291.40, FY 21 -- \$589.91*
61. *Valencia County and member Adelante Development Center; Document Destruction Services: FY 20 -- \$349.68, FY 21 -- \$365.51*

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

1. *City of Albuquerque and member DigiPros; Printing Services -- \$9,744.51*
2. *New Mexico Department of Homeland Security and Emergency Management and member Unlimited Office Management Systems; Janitorial Services -- \$10,654.67*

AGENDA ITEM 10: DISCUSSION OF PROPOSED DECLARATION AFFIRMING COMPLIANCE WITH STATUTORY REQUIREMENTS FOR MEMBERS

There was no update at this time.

AGENDA ITEM 11: APPROVAL OF SUITABLE SERVICES, CONSIDERING FOR APPROVAL AS A "SUITABLE" SERVICE EACH OF THE FOLLOWING THAT ARE CURRENTLY EXCLUDED

Chair Dignan informed that each of the following services had been omitted as suitable for offering by the State Use Program for a variety of reasons, some of them legal, and some due to the fact that they did not seem suitable to be offered by a program that is mandatory in nature.

- a) Construction Managers
- b) Construction Services
- c) Demolition
- d) Engineers
- e) Lawyers
- f) Management and Systems Analysts
- g) Medical Arts Practitioners
- h) Planners

- i) Psychologists
- j) Remediation – Wall Repair
- k) Researchers
- l) Roof Repair and Maintenance
- m) Scientists
- n) Stair Replacement

After discussion, Council member Kivitz moved to remove Management and Systems Analysts, Medical Arts Practitioners, Planners, Psychologists, Researchers and Scientists from the list of services considered suitable for offer by the State Use Program. Council member Newall seconded the motion, and the services were removed in a unanimous roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

Council member Kivitz moved to keep the following services as excluded and remove them from the Horizons website: Construction Managers, Construction Services, Demolition, Engineers, Remediation – Wall Repair, Roof Repair and Maintenance, and Stair Replacement. Council member Hayden seconded the motion and the services were excluded and removed in a unanimous roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

Council member Kivitz moved to continue to exclude Lawyers from the list of suitable services for offer under the State Use Program and remove it from the Horizons website. Council member Hayden seconded the motion and the service was excluded and removed in a unanimous roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall and Trapp voting yes.

The Council decided that a note should be added to the Horizons of New Mexico website informing any members or potential members that if they do not see a service on the list that they are interested in providing, they should contact Horizons. Horizons would then be able to bring the service before the Council for review.

AGENDA ITEM 12: SUBCOMMITTEE UPDATES

There were no subcommittee updates at this time.

AGENDA ITEM 13: OPEN PUBLIC FORUM AND PUBLIC COMMENT

There was no public comment 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

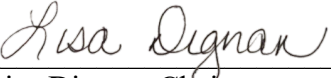
Council member Trapp noted that he would like to see greater involvement from member businesses whose contracts are submitted for approval during council meetings, and asked that Horizons begin to invite these organizations to participate in the meetings. He also noted that the Council should begin thinking about any legislative proposals it might want introduced during the next legislative session, and also that the Open Meetings Act Resolution would need to be reviewed and approved for the upcoming fiscal year.

AGENDA ITEM 16: DATE AND LOCATION OF NEXT MEETING

The date of the next council meeting was scheduled for Wednesday, July 15, 2020, at 1:30 p.m. MDT, to take place remotely via video conference.

AGENDA ITEM 17: ADJOURN

With no further business, the meeting was adjourned at 12:15 p.m.



Lisa Dignan, Chair

25 August 2020

Date