

2021

ANNUAL REPORT





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Albuquerque, New Mexico 87110

January 1, 2022

New Mexico Legislative Council Service

Suite 411 State Capitol
490 Old Santa Fe Trail
Santa Fe, NM 87501

TO: New Mexico Legislative Council Service

FROM: Lisa Dignan, Chair, New Mexico Council for Purchasing from Persons with Disabilities

SUBJECT: FY 2021 Annual Report

Enclosed is the Fiscal Year 2021 Annual Report for the State Use Act. The Purpose of the State Use Act [13-1C-1 NMSA 1978] is to increase opportunities for persons with disabilities to achieve maximum personal independence through useful and productive employment. This is achieved by creating an expanded and reliable market for services delivered by persons with disabilities, thereby enhancing their dignity and capacity for self-support and minimizing their dependence on state and federal public assistance programs.

ABOUT THE COUNCIL

The New Mexico State Use Act, 13-1C-1 NMSA 1978, is an outgrowth of the state's continuing efforts to expand opportunities for its residents with disabilities. The Act opens state service contracts to businesses owned by persons with disabilities and Community Rehabilitation Programs (CRPs) employing persons with disabilities, so long as the services are provided at fair market pricing.

In addition to offering fair pricing, a convenient and efficient procurement method, and outstanding customer service, every transaction made helps support employment opportunities for New Mexicans with disabilities. The Council contracts with a Central Non-Profit Agency (CNA), currently Horizons of New Mexico, to administer the day-to-day operations of the Program.

FUNCTIONS & RESPONSIBILITIES Paraphrasing 13-1C-2 NMSA 1978

The purpose of the State Use Act (and Council) is to encourage and assist persons with disabilities to achieve maximum personal independence through useful and productive employment by ensuring an expanded and constant market for services delivered by persons with disabilities...

APPOINTMENT PROCESS 13-1C-4 NMSA 1978

The Council shall be composed of the following nine members:

- (1) The state purchasing agent or the agent's designee;
- (2) two persons, appointed by the governor who represent state agencies that purchase significant amounts of goods and services from the private sector, or their designees;
- (3) a person, appointed by the governor, who is a state-employed vocational rehabilitation counselor and who is familiar with employment needs of persons with disabilities and with current pricing and marketing of goods and services, and
- (4) two persons with disabilities, a person who is familiar with employment needs of persons with disabilities and with current pricing and marketing of goods and services, and two persons who represent community rehabilitation programs that provide employment services to persons with disabilities, all selected by mutual agreement of the persons appointed in Paragraphs (1), (2), and (3) of this subsection.

TERMS OF SERVICE 13-1C-4 NMSA 1978

Council members shall be appointed for three-year terms. Vacancies shall be filled in the same manner as for original appointments. A member appointed to fill a vacancy shall serve for the remainder of the term for that vacancy. Council members shall continue to serve beyond the expiration of their terms until new members are appointed.



PROVIDING VALUABLE JOBS AND QUALITY SERVICES

Cornelius Smith is a service-disabled veteran who spent six years as a Special Agent with the Air Force Office of Special Investigations. Mr. Smith's last duty station was at Kirtland Air Force Base in Albuquerque. Following the end of his service in the Air Force, Mr. Smith settled in the Albuquerque Metropolitan Area.

After leaving the Air Force, Cornelius Smith founded Clearly Clean Janitorial Services in 2014. Horizons of New Mexico connected with Mr. Smith in the spring of 2019 when they were researching registered service-disabled owned businesses to expand the Program's services. Soon after making the connection, Mr. Smith's Rio Rancho-based firm became a State Use member business.

Mr. Smith said that "being able to incorporate State Use in our daily operations has been a lifelong dream. My mother was a special education teacher for 29 years, and I understand the importance of no person left behind. Clearly Clean Janitorial Services is elated to provide employment to those with disabilities other employers may have over looked."

"...the relationship with Horizons has changed how we run our business."



Clearly Clean Janitorial Services owner, Cornelius Smith

Clearly Clean Janitorial Services now employs 22 individuals with disabilities through their State Use contracts. Their customers include the New Mexico Children, Youth, and Families Department, the City of Albuquerque, the New Mexico Department of Health, and the New Mexico State Police, among others.

Like with many employers, finding workers over the past year has been more challenging than usual for Clearly Clean Janitorial Services. However, their strong partnerships with the New Mexico Department of Vocational Rehabilitation, Goodwill Industries of New Mexico, and New Mexico Workforce Connection have allowed them to continue to find individuals with disabilities who are looking for employment.

Additionally, since becoming a State Use member, Clearly Clean Janitorial Services went a step further and incorporated individuals with disabilities on their commercial accounts. Clearly Clean Janitorial Services continuously strives for excellence by requiring their managers to take training to ensure they understand how people's backgrounds, values, experiences, and work styles may differ. "The training also allows us to make better business decisions as a company. We feel that the relationship with Horizons has changed how we run our business," said Mr. Smith.

As Cornelius Smith put it, "we have reliable and punctual employees that are loyal and represent the company well. We feel this partnership not only helps the company, but we now have people that feel they are active parts of the community. Their quality of life and income is enhanced, an expanded social network and increased self-confidence. We recognize the value and talent people with disabilities bring to our company and we are very proud to be a very diverse company."

COUNCIL MEMBERSHIP

COUNCIL MEMBERS	TERM	APPOINTED BY
<p>Lisa Dignan, Chair NM Commission for Deaf and Hard of Hearing Lisa.Dignan@state.nm.us</p>	10/1/2018 - 10/1/2021	Appointed by Council
<p>Mark R. Hayden, Vice-Chair State Purchasing Agent, State Purchasing Division Mark.Hayden@state.nm.us</p>	No Term Limits, Membership includes State Purchasing Agent or designee	Required by State Use Act
<p>Greg Trapp, Secretary NM Commission for the Blind Greg.Trapp@state.nm.us</p>	10/1/2018 - 10/1/2021	Appointed by Council
<p>Secretary Debbie Romero - Mackie Romero, Designee NM Department of Finance & Administration Mackie.Romero@state.nm.us</p>	3/1/2019 - 2/28/2022	Governor Appointed
<p>Secretary Brian Blalock - Eli Fresquez, Designee NM Children, Youth, and Families Department Eli.Fresquez@state.nm.us</p>	3/1/2019 - 2/28/2022	Governor Appointed
<p>Antoinette Holmes NM Division of Vocational Rehabilitation AntoinetteF.Holmes@state.nm.us</p>	No Term Limits, Membership includes Vocational Rehabilitation Representative	Governor Appointed Required by State Use Act
<p>Pam Lillibridge CRP Representative Pam3717@comcast.net</p>	10/1/2018 - 10/1/2021	Appointed by Council Required by State Use Act
<p>Roger Newall Disabled Veteran nmrefsch@msn.com</p>	10/1/2018 - 10/1/2021	Appointed by Council
<p>Mike Kivitz CRP Representative MiKivitz@gmail.com</p>	10/1/2018 - 10/1/2021	Appointed by Council Required by State Use Act

APPROVED, EXCLUDED, & PERMISSIVE SERVICES

As part of its statutory responsibility, the Council continued to review and define all approved, excluded, and permissible services under the State Use Act in FY21. (Services listed below.)

<p>APPROVED SERVICES</p> <ul style="list-style-type: none"> • ADA Accessibility Consulting Services • Auctioneering Services • Bulk Mailing and Sorting • Botanical Services • Call Center Services • Car Washing • Clerical Data Entry • Computer Refurbishing • Courier Services • Debris Removal • Decontamination, Sanitation and Sterilization Services • Dishwashing Services • Document Imaging • Document Shredding • Envelope Stuffing • Event Planning • General Labor • Greeting Services • Hard Drive Destruction • Janitorial and Housekeeping Services - Including COVID-19 Disinfecting and other Disinfecting Services • Kit Assembling • Landscape Irrigation • Landscaping • Lobby Attendant • Mailing Services 	<ul style="list-style-type: none"> • Management of an Assistive Technology Reuse and Recycling Program • Moving Services • Meeting Minute Preparation Services • Pest Control and Extermination Services • Plant Rental Services • Printing Services • Receptionist, Filing and Clerical Services • Recycling Services • Rest Area Maintenance • Screen Printing • Shelf Stocking and Restocking • Snow Removal • Transcription Services • Transportation • Wildlife Services Management • Yard, Grounds, and Lawn Maintenance 	<p>PERMISSIVE SERVICES</p> <ul style="list-style-type: none"> • Administrative Reports • Archeologists • Certified Public Accountants • Corporate and Personal Background Checks • General Accounting • Graphic Design • Graphic Design - Logo Design • IT - Enterprise Application • IT - IV & V • IT Network and Database Management • IT - Project Management • IT Security Services • IT Support • IT - Web Design • IT - Web Programmer • Marketing • Private Investigation Services • Public Relations • Training Services
<p>EXCLUDED SERVICES</p> <ul style="list-style-type: none"> • Architects • Employment Support Services • Landscape Architects • Lawyer Services • Remediation - Wall Repair • Survey Services • Surveyors 		



COUNCIL ACTIVITY

- During its September 9, 2020 meeting, the Council reviewed and adopted its Open Meetings Act Annual Resolution.
- During its October 14, 2020 meeting, the Council voted to amend its Bylaws to allow for members attending meetings via telephone or video webcast in accordance with the Open Meetings Act during times of state emergency declared by the Governor.
- During its October 14, 2020 and December 9, 2020 meetings, the Council received training from the New Mexico Office of the Attorney General on the Open Meetings Act and Inspection of Public Records Act.
- During its March 3, 2021 meeting, the Council reviewed and adopted its Governmental Conduct Act Resolution.
- During its April 7, 2021 meeting, the Council reviewed its policy regarding direct distribution by the Central Nonprofit Agency (CNA). The Council approved a change to the Direct Distribution Policy that would allow the CNA to directly distribute contracts with bid timelines that do not permit the Council to consider the contract at a regular meeting up to a contract value of \$20,000.

Council documents can be found at horizonsofnewmexico.org/docs

COUNCIL MEMBER ROGER NEWALL NAMED VETERAN OF THE YEAR

The New Mexico Business Coalition honored Council member Roger Newall by presenting him with the 2020 Veteran of the Year Award at the Rio Rancho Veterans Day Celebration on November 11, 2020. Larry Sonntag, Chief of Staff for the Coalition, explained that the Veteran of the Year is nominated by their peers and fellow citizens.

During his time in the United States Air Force, Mr. Newall served as a Special Operator. He later went on to earn both a Bachelor's and Master's degree in Physical Education, specializing in individuals with disabilities. Throughout his career, Mr. Newall has been a strong advocate for both veterans and individuals with disabilities. For six years, Mr. Newall served as the City of Albuquerque's Veteran's Liaison and has served on the New Mexico Council for Purchasing from Persons with Disabilities since 2014.

Mr. Newall thanked the Coalition and City of Rio Rancho and reflected on what his time in service to the Country taught him. "If you think a job should be done," Mr. Newall said, "raise your hand and do it."

At the Veterans Day Celebration, Rio Rancho Mayor, Gregg Hull, also presented Mr. Newall with a Certificate of Recognition and City of Rio Rancho coin. Mayor Hull thanked Mr. Newall for his "selfless service and sacrifice".

Due to COVID-related restrictions, the award was presented at a virtual ceremony held outdoors instead of the New Mexico Business Coalition's annual Hero's Banquet.



STATE USE SUCCESS



\$2.4 MILLION
Wages Paid to Individuals with Disabilities

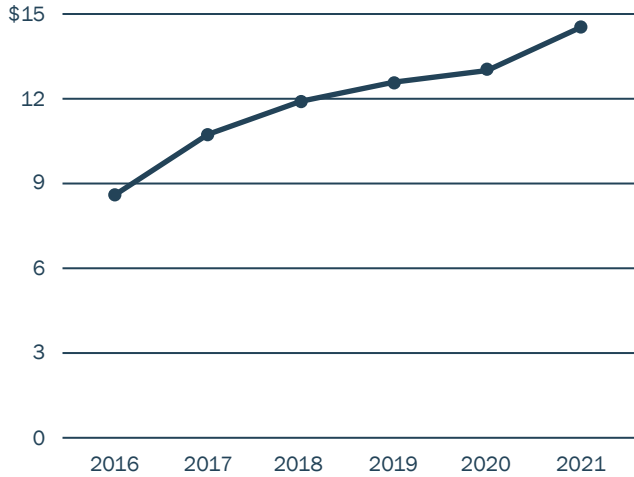


214,632
Hours Worked by Individuals with Disabilities

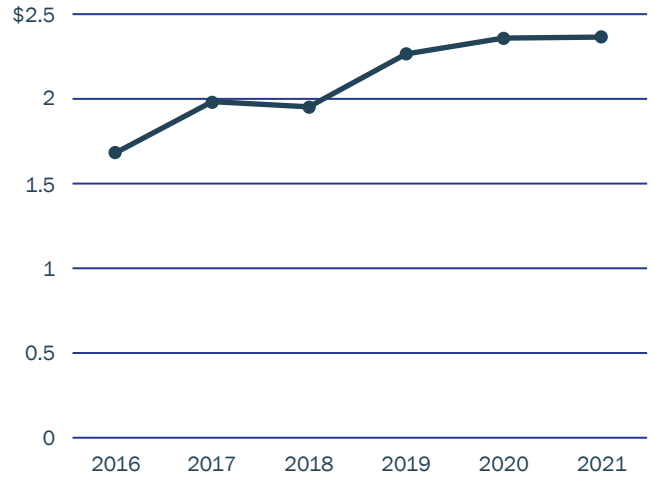


205
Individuals with Disabilities Employed

SALES GROWTH
IN MILLIONS

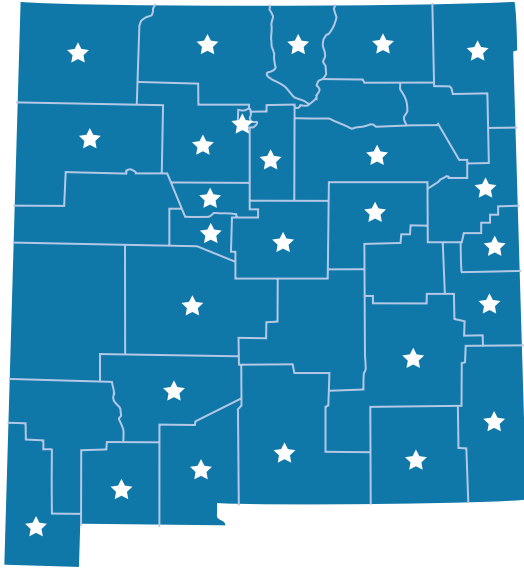


WAGES GROWTH
IN MILLIONS



TOP 10 CUSTOMERS

1. NM Human Services Department
2. NM Department of Transportation
3. City of Albuquerque
4. NM Department of Health
5. Albuquerque Bernalillo County Water Utility Authority
6. NM Military Affairs Department
7. NM Game and Fish Department
8. NM Department of Public Safety
9. Doña Ana County
10. NM Department of Homeland Security and Emergency Management



*Counties with State Use contract(s)

In fiscal year 2021, the State Use Program continued to successfully promote independence and self-sufficiency for New Mexicans with disabilities through employment. The New Mexico Council for Purchasing from Persons with Disabilities approved 181 contracts across 26 counties. These important contracts created employment opportunities for 205 New Mexicans with disabilities working at 17 CRPs and member businesses.

Through meaningful employment opportunities like these, New Mexicans with disabilities are empowered to become productive, tax-paying citizens which positively impacts the state of New Mexico and its local communities. Employment through these contracts provided over \$2.4 million in wages for New Mexicans with disabilities.

The State Use Program continues to be a catalyst for success as both wages paid to individuals with disabilities and total Program sales increased year-over-year. Program stakeholders will strive to expand opportunities further in 2022 and create additional meaningful avenues to employment.

\$15,781,515

Contracts Approved by the New Mexico Council for Purchasing from Persons with Disabilities *includes multi-year contracts

\$147,961

Contracts Directly Distributed Under CNA Authority

\$229,596

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

FY21 COUNCIL MEETING ACTIVITY

MEETING DATE	CONTRACTS APPROVED	CONTRACTS DIRECTLY DISTRIBUTED
July 15, 2020	14	18
August 19, 2020	19	21
September 9, 2020	6	10
October 14, 2020	10	12
December 9, 2020	5	36
January 6, 2021	5	22
March 3, 2021	4	45
April 7, 2021	3	8
June 2, 2021	49	40
June 23, 2021	31	16

