

NEW MEXICO COUNCIL FOR PURCHASING
FROM PERSONS WITH DISABILITIES

AGENDA

REGULAR MEETING

May 13, 2020, 1:30 PM

To Participate by Phone, Council Members and Members of the Public May Call:
1-877-853-5257 and use Meeting ID 83244479998

To Participate by Video Conference, Council Members and Members of the Public May Go To:
<https://us02web.zoom.us/j/83244479998> and use Meeting ID 83244479998

If you require meeting materials or encounter any difficulties participating,
please contact Sandra Lucero at 505-345-1540 or slucero@horizonsofnewmexico.org

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 April 15, 2020
6. Chair Update, Lisa Dignan
7. Central Nonprofit Agency Update, Matt Loehman
8. Report on How Member Businesses are Following Best Practices about COVID-19,
Matt Loehman
9. Approval of Proposed Increase for Member Document Destruction Rates
10. Approval of Temporary Reduction of the Requirement that 75% Persons with Disabilities
be Employed in Direct Labor for the Provision of Services Due to the Coronavirus
Emergency, Allowing for Authorization of Contracts that will Employ Less than 75% of
Persons with Disabilities Employed in Direct Labor
11. 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

(none)

b) New Contracts Over \$5,000

(none)

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

(none)

d) FY21 Renewal Contracts Over \$5,000

1. New Mexico Human Services Department and member Adelante Development Center; Printing Services – FY17 – \$3,600,000 (\$14,400,000 – 48 months), FY21 – same
2. New Mexico Children, Youth & Families Department and member Clearly Clean Janitorial Service; Janitorial Services – FY 20 – \$29,978.16, FY 21 – \$33,297.36
3. New Mexico Department of Information Technology and member Crystal Clean Maintenance; Janitorial Services – FY 20 – \$5,580.60, FY 21 – same

e) Changes & Increases

1. New Mexico Health Insurance Exchange and member DigiPros; Printing and Mailing Services – Current – \$300,000.00, Revised – \$430,000.00

12. Service Contracts Directly Distributed Under Central Nonprofit Agency Authority

a) New Service Contracts Directly Distributed Under CNA Authority

1. New Mexico Law Offices of the Public Defender and member Adelante Development Center; Document Destruction Services – \$557.10
2. New Mexico Supreme Court and member Adelante Development Center; Document Destruction Services – \$185.82
3. Torrance County and member Adelante Development Center; Document Destruction Services – \$29.12
4. San Juan College and member Buddy Check II; Printing Services – \$354.90
5. New Mexico Energy, Minerals and Natural Resources Department and member Crystal Clear Maintenance; Janitorial Services – \$1,738.28
6. City of Albuquerque and member Greetings, Etc.; Printing Services – \$435.14
7. City of Albuquerque and member Greetings, Etc.; Printing Services – \$1,975.31
8. San Juan College and member Greetings, Etc.; Printing Services – \$388.50
9. City of Albuquerque and member LifeROOTS; Janitorial Services – \$711.40

- b) FY21 Renewal Service Contracts Directly Distributed Under CNA Authority
 - 1. New Mexico Department of Workforce Solutions and member Adelante Development Center; Document Destruction Services – FY 20 – \$1,796.34, FY 21 – \$2,372.76
 - 2. New Mexico Workers' Compensation Administration and member Crystal Clear Maintenance; Snow Removal – FY 20 – \$755.70, FY 21 – same
 - 3. New Mexico Department of Information of Technology and member Tresco; Janitorial Services – FY 20 – \$1,436.16, FY 21 – \$1,689.12

- c) Contracts Directly Distributed Under CNA Authority in Cases of Urgent and Immediate Need, or in Cases of State or National Emergency
 - 1. New Mexico Department of Military Affairs and Unlimited Office Management Systems; Janitorial Services – \$10,654.67
 - 2. New Mexico Department of Military Affairs and Unlimited Office Management Systems; Janitorial Services – \$21,417.73
 - 3. New Mexico Department of Military Affairs and Unlimited Office Management Systems; Janitorial Services – \$28,750.40

13. Discussion of Proposed Declaration Affirming Compliance with Statutory Requirements for Members

14. Approval of Suitable Services, Considering for Approval as a “Suitable” Service Each of the Following Services that are Currently Excluded

- a) Administrative Reports
- b) Architects
- c) Archeologists
- d) Certified Public Accountants
- e) Construction Managers
- f) Construction Services
- g) Demolition
- h) Engineers
- i) IT – Enterprise Applications
- j) IT – IV & V
- k) IT – Project Management
- l) Landscape Architects
- m) Lawyers
- n) Management and Systems Analysts
- o) Medical Arts Practitioners
- p) Planners
- q) Psychologists
- r) Registered Public Accountants
- s) Remediation – Wall Repair
- t) Researchers
- u) Roof Repair and Maintenance
- v) Marketing

- w) Scientists
- x) Stair Replacement
- y) Survey Services
- z) Surveyors

15. Subcommittee Updates

16. Open Public Forum and Public Comments

17. Council Discussion

18. Suggested Agenda Items for Future Meetings

19. Date and Location of Next Meeting

20. Adjourn