

OFFICIAL MINUTES

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

MEETING MINUTES

REGULAR MEETING

July 6, 2022 1:30 PM

Conference Call

AGENDA ITEM 1: CALL TO ORDER

Chair Antoinette Holmes called the meeting to order at 1:32 p.m. MDT.

AGENDA ITEM 2: ROLL CALL

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

MEMBERS PRESENT

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

MEMBERS NOT PRESENT

Eli Fresquez	Council Member, Designee for New Mexico Children, Youth & Families Department (CYFD) Secretary Blalock
Mike Kivitz	Council Member, Community Rehabilitation Program (CRP) Representative

With seven council members participating remotely via telephone or video at the time of the roll call a quorum was established.

AGENDA ITEM 3: INTRODUCTION OF GUESTS AND STAFF

Chair Holmes 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
Joseph Perez	Horizons of New Mexico, participating remotely via video
Kyle Radford	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
Rebecca Sanford	Adelante Development Center, participating remotely via video
Brian Ammerman	Adelante Development Center, participating remotely via video
Kelly Burma	New Mexico Commission for the Blind, participating remotely via video
Greg Block	Tresco, participating remotely via video

AGENDA ITEM 4: APPROVAL OF POSSIBLE CHANGES TO THE ORDER OF THE AGENDA AND DELETION OF AGENDA ITEMS

There were no changes to or deletions from the agenda at this time, and the meeting continued as outlined on the published agenda.

AGENDA ITEM 5: APPROVAL OF THE MINUTES OF JUNE 22, 2022

Council member Pam Lillibridge moved to approve the June 22, 2022 council meeting minutes. Council member Kathleen Pinyan seconded the motion, Council member Mark Hayden abstained, and the minutes were approved in a 6-0-1 (Approved – Denied – Abstained) roll call vote, with members Lisa Dignan, Mark Hayden Holmes, Lillibridge, Roger Newall, Pinyan and Trapp voting yes.

AGENDA ITEM 6: CHAIR UPDATE, ANTOINETTE HOLMES

There was no chair update at this time.

AGENDA ITEM 7: CENTRAL NONPROFIT AGENCY, MATT LOEHMAN

There was no central nonprofit agency update at this time.

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) Tentative Chair Approval Granted June 30, 2022

1. *New Mexico Department of Transportation and member Adelante Development Center; Rest Area Maintenance, District 5: FY 22 -- \$461,680.44, FY 23 -- \$252,061.74*
Council member Dignan noted that temporary chair approval was granted to contract A1 in order to avoid the disruption of services.

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

2. *New Mexico Department of Transportation and member Tresco; Rest Area Maintenance, District 1: FY 22 -- \$2,257,461.24, Contract amendment through August 3, 2022 -- \$2,463,788.34*

Council member Newall moved to ratify the approval of contract A1. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

b) New Contracts \$5,000 and Under

(None)

c) New Contracts Over \$5,000

1. *New Mexico Department of Public Safety and member Clearly Clean Janitorial Service; Janitorial Services, New Mexico State Police Off-Site Facility, Albuquerque -- \$10,134.00*

Council member Pinyan moved to approve contract C1. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

2. *New Mexico Department of Public Safety and member Clearly Clean Janitorial Service; New State Police, Albuquerque -- \$25,585.20*

Council member Lillibridge moved to approve contract C2. Council member Pinyan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes.

3. *Village of Ruidoso and member Greetings, Etc.!.; Printing Services, Ruidoso -- \$21,215.84*

Council member Pinyan moved to approve contract C3. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

4. *New Mexico Department of Public Safety and member Tresco; New Mexico State Police Deming Office -- \$19,810.32*

Council member Dignan moved to approve contract C4. Council member Pinyan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes.

5. *New Mexico Department of Cultural Affairs and member Unlimited Office Management Systems, Janitorial Services, National Hispanic Cultural Center, Albuquerque -- \$121,215.84*

Council member Dignan moved to approve contract C5. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

d) FY23 Renewal Contracts \$5,000 and Under

1. *Eleventh Judicial District Court and member Adelante Development Center; Document Destruction Services, Multiple Locations: FY 22 -- \$1,723.58, FY 23 -- \$4,338.29*
2. *Los Alamos Public Schools and member Adelante Development Center; Document Destruction Services, Los Alamos: FY 22 -- \$1,512.00, FY 23 -- \$4,217.95*
3. *Mid-Region Council of Governments and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 22 -- \$1,143.28, FY 23 -- \$2,513.04*
4. *New Mexico Corrections Department and member Adelante Development Center; Document Destruction Services, Penitentiary of New Mexico, Santa Fe: FY 22 -- \$2,934.23, FY 23 -- \$3,418.17*
5. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Rehabilitation Center, Roswell: FY 22 -- \$3,297.71, FY 23 -- \$3,877.84*

Council member Lillibridge moved to approve contracts D1-D5. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

6. *New Mexico Department of Finance and Administration and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 22 -- \$2,025.29, FY 23 -- \$3,274.50*

Council member Trapp moved to approve contract D6. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes

7. *New Mexico Department of Public Safety and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 22 -- \$3,096.24, FY 23 -- \$3,578.74*
8. *New Mexico Department of Workforce Solutions and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 22 -- \$3,008.62, FY 23 -- \$3,349.00*
9. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 22 -- \$3,226.27, FY 23 -- \$3,755.73*
10. *New Mexico Public Employees Retirement Association and member Adelante Development*

- Center; Document Destruction Services, Albuquerque: FY 22 -- \$4,165.02, FY 23 -- \$4,853.27*
11. *Thirteenth Judicial Court and member Adelante Development Center; Document Destruction Services, Multiple Locations: FY 22 -- \$3,830.92, FY 23 -- \$4,399.46*
 12. *Mid-Region Council of Governments and member Crystal Clear Maintenance; Janitorial Services, Rio Metro Facility, Albuquerque: FY 22 -- \$2,720.52, FY 23 -- \$3,659.52*
 13. *New Mexico Department of Health and member My Bug Guyz; Pest Control Services: FY 22 -- 3,448.80, FY 23 -- \$3,444.96*

Council member Lillibridge moved to approve contract D7-D13. Council member Pinyan seconded the motion and the Council voted unanimously to approve the contracts in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes

e) FY23 Renewal Contracts Over \$5,000

1. *Dona Ana County Treasurer's Office and member Adelante Development Center; Printing and Mailing Services, Las Cruces: FY 22 -- \$21,217.92, FY 23 -- \$30,938.48*

Council member Pinyan moved to approve contract E1. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

2. *Law Offices of the Public Defender of New Mexico and member Adelante Development Center; Document Destruction Services, Multiple Locations: FY 22 -- \$12,215.94, FY 23 -- \$13,944.93*

Council member Lillibridge moved to approve contract E2. Council member Dignan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes.

3. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Behavioral Health Institute, Las Vegas: FY 22 -- \$9,449.62, FY 23 -- \$10,722.38*

Council member Pinyan moved to approve contract E3. Council member Dignan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes.

4. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Disability Determination Services Division, Roswell: FY 22 -- \$4,754.23, FY 23 -- \$5,537.56*

Council member Lillibridge moved to approve contract E4. Council member Dignan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes

5. *New Mexico Public Education Department and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 22 -- \$5,075.67, FY 23 -- \$5,686.26*

Council member Newall moved to approve contract E5. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

6. *New Mexico Tourism Department and member Adelante Development Center; Mailing Services, Santa Fe: FY 22 -- \$52,953.26, FY 23 -- \$55,755.26*

Council member Trapp moved to approve contract E6. Council member Dignan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes.

7. *New Mexico Department of Veterans Services and member Adelante Development Center; Website Maintenance, Veterans Business Outreach Center: FY 22 -- \$8,261.40, FY 23 -- \$7,749.00*

Council member Newall moved to approve contract E7. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

8. *New Mexico Energy, Minerals, and Natural Resources Department and member CARC; Janitorial Services, Living Desert Museum, Carlsbad: FY 22 -- \$34,329.54, FY 23 -- \$37,029.72*

Council member Lillibridge moved to approve contract E8. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

9. *New Mexico Children, Youth, and Families Department and member Clearly Clean Janitorial Service; Juvenile Justice Services, Albuquerque: FY 22 -- \$33,543.96, FY 23 -- \$24,051.00*

Council member Dignan moved to approve contract E9. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

10. *New Mexico Human Services Department and member Clearly Clean Janitorial Service; Janitorial Services, Albuquerque: FY 22 -- \$9,148.00, FY 23 -- \$8,266.80*

Council member Lillibridge moved to approve contract E10. Council member Pinyan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes.

11. *New Mexico Department of Information Technology and member Crystal Clear Maintenance; Janitorial Services, Albuquerque: FY 22 -- \$5,748.00, FY 23 -- \$7,844.04*

Council member Trapp moved to approve contract E11. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

12. *Mid-Region Council of Governments and member Crystal Clear Maintenance; Rio Metro Transit Facility, Rio Rancho: FY 22 -- \$3,141.12, FY 23 -- \$6,958.08*

Council member Pinyan moved to approve contract E12. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

13. *Mid-Region Council of Government and member Crystal Clear Maintenance; New Mexico Workforce Connection, Albuquerque: FY 22 -- \$29,297.88, FY 23 -- \$39,858.84*

Council member Pinyan moved to approve contract E13. Council member Dignan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes.

14. *New Mexico Workers Compensation Administration and member Crystal Clear Maintenance; Grounds Maintenance, Albuquerque: FY 22 -- \$16,115.88, FY 23 -- \$21,718.20*

Council member Lillibridge moved to approve contract E14. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

15. *New Mexico Department of Veteran Services and member Disabled American Veterans; Transportation Services: FY 22 -- \$42,000.00, FY 23 -- \$30,000.00*

Council member Hayden moved to approve contract E15. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

16. *New Mexico Department of Health and member My Bug Guyz; Pest Control Services, Los Lunas Community Program: FY 22 -- \$11,970.96, FY 23 -- \$13,285.44*

Council member Lillibridge moved to approve contract E16. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

17. *New Mexico Department of Game and Fish and member My Bug Guyz; Pest Control Services, Santa Fe: FY 22 -- \$8,839.08, FY 23 -- \$9,647.76*

Council member Dignan moved to approve contract E17. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

18. *New Mexico General Services Department and member My Bug Guyz; Pest Control Services, Pine Tree Complex, Albuquerque: FY 22 -- \$13,274.16, FY 23 -- \$13,259.40*

Council member Pinyan moved to approve contract E18. Council member Dignan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes.

19. *New Mexico Department of Information Technology and member Tobosa; Janitorial Services, Roswell: FY 22 -- \$5,164.44, FY 23 -- \$5,980.20*

Council member Pinyan moved to approve contract E19. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

20. *New Mexico Department of Cultural Affairs and member Tresco; Janitorial Services, Farm and Ranch History Museum, Las Cruces: FY 22 -- \$19,691.00, FY 23 -- \$14,372.10*

Council member Lillibridge moved to approve contract E20. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

21. *New Mexico Department of Cultural Affairs and member Tresco; Janitorial Services, New Mexico Space History Museum, Alamogordo: FY 22 -- \$42,861.24, FY 23 -- \$53,838.12*

Council member Dignan moved to approve contract E21. Council member Pinyan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes.

22. *New Mexico Department of Health and member Tresco; Grounds Maintenance, Rehabilitation Center, Roswell: FY 22 -- \$6,231.84, FY 23 -- \$6,699.48*

Council member Newall moved to approve contract E22. Council member Pinyan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes.

23. *New Mexico Department of Public Safety and member Tresco; Grounds Maintenance, New Mexico State Police Quemado Office: FY 22 -- \$5,554.92, FY 23 -- \$7,462.08*

Council member Newall moved to approve contract E23. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

24. *New Mexico Department of Public Safety and member Tresco; Grounds Maintenance, New Mexico State Police Socorro Office: FY 22 -- 4,952.76, FY 23 -- \$5,684.88*

Council member Pinyan moved to approve contract E24. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

25. *New Mexico Department of Public Safety and member Tresco; Janitorial Services, New Mexico State Police Socorro Office: FY 22 -- \$15,489.36, FY 23 -- \$18,661.92*

Council member Lillibridge moved to approve contract E25. Council member Pinyan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan, and Trapp voting yes.

26. *New Mexico Energy, Minerals, and Natural Resources Department and member Tresco; Grounds Maintenance, Hobbs: FY 22 -- \$6,990.84, FY 23 -- \$7,305.12*

Council member Dignan moved to approve contract E26. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

27. *New Mexico Energy, Minerals, and Natural Resources Department and member Tresco; Janitorial Services, Hobbs: FY 22 -- \$8,726.52, FY 23 -- \$9,580.44*

Council member Dignan moved to approve contract E27. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

f) Changes & Increases

1. *New Mexico Department of Workforce Solutions and member Adelante Development Center; Janitorial Services, Albuquerque: Current -- \$103,088.64, New -- \$143,747.16*

Council member Lillibridge moved to approve contract F1. 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, Lillibridge, Newall, Pinyan, and Trapp voting yes.

AGENDA ITEM 19: SERVICE CONTRACTS DIRECTLY DISTRIBUTED UNDER CENTRAL NONPROFIT AGENCY AUTHORITY

a) New Service Contracts Directly Distributed Under CNA Authority

1. *Del Norte High School and member Adelante Development Center; Document Destruction Services, Carlsbad -- \$136.08*
2. *City of Albuquerque and member Greetings, Etc.!.; Printing Services, Department of Senior Affairs -- \$169.73*

b) FY23 Renewal Service Contracts Directly Distributed Under CNA Authority

(None)

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 member Unlimited Office Management Systems; Decontamination, Sanitation and Sterilization Services, Albuquerque -- \$12,896.46*

AGENDA ITEM 10: APPROVAL OF ADDED AND REMOVED SUITABLE SERVICES

There were no added or removed services to approve at this time.

AGENDA ITEM 11: DISCUSSION OF RESPONSIBILITIES OF THE COUNCIL FOR PURCHASING FROM PERSONS WITH DISABILITIES TO CALCULATE FAIR MARKET VALUE, INCLUDING FORMULAS AND METHODS

Council members Hayden and Lillibridge left the meeting at this time, causing a loss of quorum, and agenda item 11 was moved to the next meeting agenda.

AGENDA ITEM 12: DISCUSSION OF THE APPLICATION OF THE STATE USE ACT TO ELECTRIC VEHICLE CHARGING STATIONS

Agenda item 12 was moved to the next meeting agenda, due to the loss of quorum.

AGENDA ITEM 13: SUBCOMMITTEE UPDATES

There were no subcommittee updates at this time.

AGENDA ITEM 14: OPEN PUBLIC FORUM AND PUBLIC COMMENTS

There was no public comment at this time.

AGENDA ITEM 15: COUNCIL DISCUSSION

There was no council discussion at this time

AGENDA ITEM 16: SUGGESTED AGENDA ITEMS FOR FUTURE MEETINGS

In addition to agenda items 11 and 12, the review of the adverse impact procedure was suggested as an agenda item for a future meeting.

AGENDA ITEM 17: DATE AND LOCATION OF NEXT MEETING

The dates of the next council meetings were scheduled for Wednesday, August 3, 2022, to take place at 1:30 p.m. MDT, remotely via video conference.

AGENDA ITEM 18: ADJOURN

With no further business, the meeting was adjourned at 3:33 p.m.

Antoinette Holmes

Antoinette Holmes, Chair

9/27/2022

Date