

OFFICIAL MINUTES

NEW MEXICO COUNCIL FOR PURCHASING FROM PERSONS WITH DISABILITIES

MEETING MINUTES

REGULAR MEETING

June 28, 2023 1:30 PM

New Mexico Commission for the Blind

AGENDA ITEM 1: CALL TO ORDER

Chair Kathleen Pinyan called the meeting to order at 1:34 p.m. MDT.

AGENDA ITEM 2: ROLL CALL

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

MEMBERS PRESENT

Kathleen Pinyan	Council Chair, Designee for Department of Finance and Administration (DFA) Secretary Propst
Pam Lillibridge	Council Vice Chair, Community Rehabilitation Program (CRP) Representative
Greg Trapp	Council Secretary, New Mexico Commission for the Blind Representative
Dorothy Mendonca	Council Member, State Purchasing Division (participating remotely via video; joined meeting at 2:07 p.m.)
Mike Kivitz	Council Member, Community Rehabilitation Program (CRP) Representative
Lisa Dignan	Council Member, New Mexico Commission for Deaf and Hard of Hearing Representative (participating remotely via video)
Roger Newall	Council Member, Disabled Veteran (participating remotely via video)
Antoinette Holmes	Council Member, Division of Vocational Rehabilitation

MEMBERS NOT PRESENT

Eli Fresquez	Council Member, Designee for New Mexico Children, Youth & Families Department (CYFD) Interim Secretary Casados
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With eight council members participating in person or 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 Pinyan asked all guests and staff members participating via telephone to introduce themselves at this time.

OTHER PARTICIPANTS

Matt Loehman	Horizons of New Mexico
Joseph Perez	Horizons of New Mexico
Amanda Ordell	Horizons of New Mexico
Kyle Radford	Horizons of New Mexico, participating remotely via video
Taylor McBride	Horizons of New Mexico, participating remotely via video

GUESTS

Jennifer Salazar	New Mexico Office of the Attorney General
Kelly Burma	New Mexico Commission for the Blind
Brian Ammerman	Adelante Development Center, participating remotely via video
Greg Block	Tresco, participating remotely via video
Therese Baca	Unlimited Office Management Systems
Brian Fitzgerald	State Purchasing Division
Dwanna Cooper	LifeROOTS
Kimberly Andreone	Clearly Clean Janitorial Services
Curt Harrison	Tobosa
Melissa Becerra	Crystal Clear Maintenance

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

There were no changes to the order of the agenda items at this time.

AGENDA ITEM 5: APPROVAL OF THE MINUTES OF June 14, 2023

Council member Lisa Dignan moved to approve the revised June 14, 2023 council meeting minutes, distributed to the Council prior to the beginning of the current meeting. Council member Roger Newall seconded the motion, Council members Antoinette Holmes and Pinyan abstained, and the Council voted to approve the minutes in a 5-0-2 (Approve – Deny – Abstain) roll call vote, with members Dignan, Mike Kivitz, Pam Lillibridge, Newall, and Trapp voting yes.

AGENDA ITEM 6: CHAIR UPDATE, KATHLEEN PINYAN

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) New Contracts \$5,000 and Under

1. *Eleventh Judicial District Attorney and member Adelante Development Center; Document Destruction Services, Farmington -- \$2,888.94*

Council member Lillibridge moved to approve contract A1. 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, Holmes, Lillibridge, Newall, Pinyan and Trapp voting yes.

b) New Contracts Over \$5,000

1. *New Mexico Department of Transportation and member Clearly Clean Janitorial Service; Janitorial Services, District 3, Albuquerque -- \$55,877.28*

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

2. *New Mexico Department of Health and member Marathon Janitorial; Janitorial Services, Northwest Valley Public Health Office, Albuquerque -- \$21,624.00*

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

3. *New Mexico Department of Health and member Marathon Janitorial; Janitorial Services, Southwest Valley Public Health Office, Albuquerque -- \$24,946.56*

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

4. *City of Las Cruces and member Tresco; Janitorial Services and Grounds Maintenance, Las Cruces International Airport -- \$78,901.20*

Council member Lillibridge moved to approve contract B4. Council member Kivitz seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Newall, Pinyan and Trapp voting yes.

c) FY 24 Renewal Contracts \$5,000 and Under

1. *New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$2,487.81, FY 24 -- \$2,647.68*
2. *New Mexico Department of Health and member Adelante Development Center; Document*

Destruction Services, Disability Determination Services, Multiple Locations: FY 23 -- \$13,794.34, FY 24 -- \$4,407.72

3. *New Mexico Worker's Compensation Administration and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$1,924.33, FY 24 -- \$2,596.32*

Council member Dignan moved to approve contracts C1 – C3. Council member Trapp seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contract in a 6-0-1 roll call vote, with members Dignan, Holmes, Lillibridge, Newall, Pinyan and Trapp voting yes.

4. *Mid-Region Council of Governments and member Crystal Clear Maintenance; Janitorial Services, Rio Metro, Albuquerque: FY 23 -- \$3,659.52, FY 24 -- \$3,765.12*
5. *New Mexico Department of Health and member My Bug Guyz; Pest Control Services, Scientific Laboratory Division, Albuquerque: FY 23 -- \$3,444.96, FY 24 -- \$4,163.76*
6. *New Mexico Department of Game and Fish and member Tresco; Grounds Maintenance, Las Cruces: FY 23 -- \$3,093.72, FY 24 -- \$3,978.24*

Council member Kivitz moved to approve contracts C4 – C6. Council member Holmes seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Newall, Pinyan and Trapp voting yes.

d) FY24 Renewal Contracts Over \$5,000

1. *City of Albuquerque and members Adelante Development, Crystal Clear Maintenance, and LifeROOTS; Janitorial Services, Citywide: FY 23 -- \$2,491,358.76, FY 24 -- \$2,356,406.76*

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

2. *Doña Ana County and member Adelante Development Center; Mailing Services, Doña County Treasurer: FY 23 -- \$30,938.48, FY 24 -- \$38,751.88*

Council member Dorothy Mendonca joined the call at this time, 2:07 p.m. MDT.

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 contracts in a 7-0-1 roll call vote, with members Dignan, Holmes, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

3. *Los Alamos Public Schools and member Adelante Development Center; Document Destruction Services, Los Alamos: FY 23 -- \$4,217.95, FY 24 -- \$5,430.36*

At this time, Council member Dignan moved to approve contracts D3, D9, D10, D11 and D12 as

a group. Council member Lillibridge seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contracts in a 7-0-1 roll call vote, with members Dignan, Holmes, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

4. *New Mexico Department of Cultural Affairs and member Adelante Development Center; Janitorial Services, Museum Resources Division, Santa Fe: FY 23 15,782.64, FY 24 -- \$18,170.40*

Council member Newall moved to approve contract D4. Council member Lillibridge seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contracts in a 7-0-1 roll call vote, with members Dignan, Holmes, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

5. *New Mexico Department of Game and Fish and member Adelante Development Center; Janitorial Services, Santa Fe: FY 23 -- \$86,256.72, FY 24 -- \$88,809.36*

Council member Trapp moved to approve contract D5. Council member Lillibridge seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contracts in a 7-0-1 roll call vote, with members Dignan, Holmes, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

6. *New Mexico Department of Transportation and member Adelante Development Center; Janitorial Services, General Office Complex, Santa Fe: FY 23 -- \$340,658.76, FY 24 -- \$340,956.00*
7. *New Mexico Department of Transportation and member Adelante Development Center; Rest Area Maintenance, District 5: FY 23 -- \$517,774.509, FY 24 -- \$536,135.88*

Council member Dignan moved to approve contract D6 and D7. Council member Newall seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contracts in a 7-0-1 roll call vote, with members Dignan, Holmes, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

8. *New Mexico Department of Veterans Services and Adelante Development Center; IT – Web Programmer, Albuquerque: FY 23 -- \$7,749.00, FY 24 -- \$8,505.00*

Council member Lillibridge moved to approve contract D8. Council member Dignan seconded the motion, Council members Kivitz and Trapp abstained, and the Council voted to approve the contracts in a 7-0-1 roll call vote, with members Dignan, Holmes, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

9. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Income Support Division, Bernalillo: FY 23 -- \$5,459.67, FY 24 -- \$5,536.00*
10. *New Mexico Law Offices of the Public Defender and member Adelante Development Center; Document Destruction Services, Multiple Locations: FY 23 -- \$13,944.39, FY 24 -- \$13,885.68*

11. *New Mexico Taxation and Revenue Department and member Adelante Development Center; Document Destruction Services, Multiple Locations: FY 23 -- \$15,891.32, FY 24 -- \$34,910.24*
12. *San Juan College and member Adelante Development Center; Document Destruction Services, Farmington: FY 23 -- \$6,127.32, FY 24 -- \$6,495.36*

Contracts D9 – D12 were approved with contract D3 earlier in the agenda.

13. *New Mexico Department of Health and member ARCA; Janitorial Services, Scientific Laboratory Division, Albuquerque: FY 23 -- \$333,240.36, FY 24 -- \$349,693.32*

Council member Kivitz moved to approve contract D13. Council member Lillibridge seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

14. *New Mexico Energy, Minerals, and Natural Resources Department and member CARC; Janitorial Services, Living Desert Museum, Carlsbad: FY 23 -- \$37,029.72, FY 24 -- \$39,973.20*

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

15. *Bernalillo County and member Clearly Clean Janitorial Service, Midtown Office, Albuquerque: FY 23 -- \$25,675.08, FY 24 -- \$27,323.28*

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

16. *City of Albuquerque and member Clearly Clean Janitorial Service; Janitorial Services, Gibson Health Hub: FY 23 -- \$64,159.85, FY 24 -- \$353,863.39*

Council member Newall moved to approve contract D16. Council member Kivitz seconded the motion, Council member Holmes abstained, and the Council voted to approve the contract in a 7-0-1 roll call vote, with members Dignan, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

17. *Mid-Region Council of Governments and member Clearly Clean Janitorial Service; Janitorial Services, Workforce Connection, Rio Rancho: FY 23 -- \$11,124.24, FY 24 -- \$11,711.64*

Council member Lillibridge moved to approve contract D17. Council member Holmes seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

18. *New Mexico Children, Youth, and Families Department and member Clearly Janitorial Service; Janitorial Services, Juvenile Justice Services, Albuquerque: FY 23 -- \$23,744.40, FY 24 -- \$25,024.20*

Council member Lillibridge moved to approve contract D18. Council member Kivitz seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

19. *New Mexico Department of Health and member Clearly Clean Janitorial Service; Janitorial Services, Northeast Heights Public Health Office: FY 23 -- \$16,920.36, FY 24 -- \$17,833.32*
20. *New Mexico Department of Health and member Clearly Clean Janitorial Service; Janitorial Services, Midtown Public Health Office, Albuquerque: FY 23 -- \$47,403.24, FY 24 -- \$53,092.56*

Council member Kivitz moved to approve contracts D19 and D20. Council member Newall seconded the motion and the Council voted to approve the contracts in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

21. *New Mexico Department of Homeland Security and Emergency Management and member Clearly Clean Janitorial Service; Janitorial Services, Santa Fe: FY 23 -- \$46,421.76, FY 24 -- \$52,164.72*

Contract D21 was tabled until the next council meeting.

22. *New Mexico Department of Public Safety and member Clearly Janitorial Service; Janitorial Services, New Mexico State Police, Edgewood: FY 23 -- \$9,203.76, FY 24 -- \$9,642.00*
23. *New Mexico Department of Public Safety and member Clearly Janitorial Service; Janitorial Services, New Mexico State Police, Los Lunas: FY 23 -- \$11,576.40, FY 24 -- \$12,201.72*
24. *New Mexico Department of Public Safety and member Clearly Janitorial Service; Janitorial Services, New Mexico State Police, Albuquerque: FY 23 -- \$22,697.64, FY 24 -- \$23,894.16*

Council member Kivitz moved to approve contracts D22 - D24. Council member Newall seconded the motion and the Council voted to approve the contracts in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

25. *Mid-Region Council of Governments and member Crystal Clear Maintenance; Janitorial Services, Albuquerque: FY 23 -- \$39,858.84, FY 24 -- \$41,009.04*

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

26. *New Mexico Department of Health and member Crystal Clear Maintenance; Janitorial Services, Southside WIC, Santa Fe: FY 23 -- \$23,251.30, FY 24 -- \$23,897.90*

Council member Holmes moved to approve contract D26. Council member Kivitz seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

27. *New Mexico Worker's Compensation Administration and member Crystal Clear Maintenance; Snow Removal, Albuquerque: FY 23 -- \$12,567.36, FY 24 -- \$12,930.00*
28. *New Mexico Worker's Compensation Administration and member Crystal Clear Maintenance; Grounds Maintenance, Albuquerque: FY 23 -- \$16,511.88, FY 24 -- \$22,344.96*
29. *New Mexico Worker's Compensation Administration and member Crystal Clear Maintenance; Janitorial Services, Albuquerque: FY 23 -- \$66,435.60, FY 24 -- \$68,353.84*

Council member Kivitz moved to approve contracts D27 - D29. Council member Trapp seconded the motion, Council member Lillibridge abstained and the Council voted to approve the contracts in a 7-0-1 roll call vote, with members Dignan, Holmes, Kivitz, Mendonca, Newall, Pinyan and Trapp voting yes.

30. *New Mexico Department of Health and member My Bug Guyz; Pest Control Services, Los Lunas Community Program, Los Lunas: FY 23 -- \$13,285.44, FY 24 -- \$13,668.96*

Council member Holmes moved to approve contract D30. Council member Lillibridge seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

31. *New Mexico Department of Game and Fish and member My Bug Guyz; Pest Control Services, Santa Fe: FY 23 -- \$9,647.76, FY 24 -- \$9,926.16*

Council member Kivitz moved to approve contract D31. Council member Trapp seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

32. *New Mexico General Services Department and member My Bug Guyz; Pest Control Services, Pinetree Complex, Albuquerque: FY 23 -- \$13,259.40, FY 24 -- \$13,244.76*

Council member Lillibridge moved to approve contract D32. Council member Dignan seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

33. *New Mexico Department of Transportation and member Tobosa; Rest Area Maintenance, District 2: FY 23 -- \$453,025.80, FY 24 -- \$510,188.88*

Council member Holmes moved to approve contract D33. Council member Lillibridge seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with

- members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.
34. *New Mexico Department of Cultural Affairs and member Tresco; Janitorial Services, New Mexico Space History Museum, Alamogordo: FY 23 -- \$53,838.12, FY 24 -- \$56,995.68*

Council member Kivitz moved to approve contract D34. Council member Dignan seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

35. *New Mexico Department of Health and member Tresco; Grounds Maintenance, Roswell: FY 23 -- \$6,699, FY 24 -- \$7,001.04*
36. *New Mexico Department of Health and member Tresco; Janitorial Services, Southwest Region Public Health Division, Multiple Locations: FY 23 -- \$101,561.50, FY 24 -- \$100,224.24*

Council member Newall moved to approve contracts D35 – D36. Council member Lillibridge seconded the motion and the Council voted to approve the contracts in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

37. *New Mexico Department of Public Safety and member Tresco; Janitorial Services, New Mexico State Police, Hobbs: FY 23 -- \$14,994.72, FY 24 -- \$16,981.56*
38. *New Mexico Department of Public Safety and member Tresco; Janitorial Services and Grounds Maintenance, New Mexico State Police, Roswell: FY 23 -- \$22,978.20, FY 24--\$24,728.16*
39. *New Mexico Department of Public Safety and member Tresco; Janitorial Services and Grounds Maintenance, New Mexico State Police, Carlsbad: FY 23 -- \$22,601.12, FY 24 -- \$24,912.24*
40. *New Mexico Department of Public Safety and member Tresco; Janitorial Services and Grounds Maintenance, New Mexico State Police, Deming: FY 23 -- \$19,810.32, FY 24--\$25,572.60*
41. *New Mexico Department of Public Safety and member Tresco; Janitorial Services and Grounds Maintenance, New Mexico State Police, Socorro: FY 23 -- \$24,346.80, FY 24--\$26,479.80*
42. *New Mexico Department of Public Safety and member Tresco; Janitorial Services and Grounds Maintenance, New Mexico State Police, Las Cruces: FY 23 -- \$63,679.08, FY 24 -- \$68,365.56*

Council member Kivitz moved to approve contracts D37 – D42. Council member Dignan seconded the motion and the Council voted to approve the contracts in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

43. *New Mexico Department of Transportation and member Tresco; Janitorial Services, Solano Complex, Las Cruces: FY 23 -- \$40,686.24, FY 24 -- \$42,861.84*

Council member Trapp moved to approve contract D43. Council member Dignan seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

44. *New Mexico Department of Transportation and member Tresco; Rest Area Maintenance, District 1: FY 23 -- \$2,914,573.84, FY 24 -- \$3,062,103.00*

Council member Kivitz moved to approve contract D44. Council member Lillibridge seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

45. *Mid-Region Council of Governments and member Unlimited Office Management Systems; Janitorial Services, Workforce Connections, Los Lunas: FY 23 -- \$8,459.68, FY 24 -- \$13,260.84*

Council member Lillibridge moved to approve contract D45. Council member Holmes seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

46. *New Mexico Department of Cultural Affairs and member Unlimited Office Management Systems; Janitorial Services, National Hispanic Cultural Center: FY 23 -- \$51,519.90, FY 24 -- \$113,868.60*

Council member Trapp moved to approve contract D46. Council member Lillibridge seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

47. *New Mexico Department of Military Affairs and member Unlimited Office Management Systems; Janitorial Services, Bataan Museum, Santa Fe: FY 23 -- \$15,129.36, FY 24 -- \$15,156.24*

48. *New Mexico Department of Military Affairs and member Unlimited Office Management Systems; Janitorial Services, Facility Maintenance Shops, Multiple Locations: FY 23 -- \$102,633.60, FY 24 -- \$105,514.08*

49. *New Mexico Department of Military Affairs and member Unlimited Office Management Systems; Janitorial Services, Santa Fe County: FY 23 -- \$169,654.00, FY 24 -- \$169,461.48*

Council member Newall moved to approve contracts D47 – D49. Council member Trapp seconded the motion and the Council voted to approve the contracts in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

50. *Public Employees Retirement Association of New Mexico and member Unlimited Office Management Systems; Janitorial Services, Santa Fe: FY 23 -- \$66,669.60, FY 24 -- \$77,389.92*

Council member Holmes moved to approve contract D50. Council member Dignan seconded the motion and the Council voted to approve the contract in a unanimous roll call vote, with members Dignan, Holmes, Kivitz, Lillibridge, Mendonca, Newall, Pinyan and Trapp voting yes.

e) Changes & Increases

1. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Public Health Division, Four Counties: Current -- \$2,382.36, New -- \$2,704.80*

Council member Lillibridge moved to approve contract E1. Council member Holmes seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contract in a 7-0-4 roll call vote, with members Dignan, Holmes, Lillibridge, Mendonca, Newall, Pinyan 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. *New Mexico Early Childhood Education and Care Department and Administration and member Adelante Development Center; Document Destruction Services, Santa Fe \$617.22*
2. *City of Albuquerque and member DigiPros; Printing Services, Department of Senior Affairs -- \$39.60*
3. *City of Albuquerque and member Greetings, Etc.!.; Printing Services, Planning Department -- \$281.30*
4. *City of Albuquerque and member Greetings, Etc.!.; Printing Services, Planning Department -- \$536.13*
5. *City of Albuquerque and member Greetings, Etc.!.; Printing Services, Planning Department -- \$1,792.38*

b) FY24 Renewal Service Contracts Directly Distributed Under CNA Authority

1. *Horizon County and member Adelante Development Center; Document Destruction Services, Behavioral Health, Albuquerque: FY 23 -- \$339.90, FY 24--\$353.88*
2. *City of Santa Fe and member Adelante Development Center; Document Destruction Services, Finance Department: FY 23 -- \$581.32, FY 24--\$651.84*
3. *Cien Aguas International School and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$312.69, FY 24--\$326.64*
4. *Eighth Judicial District Attorney and member Adelante Development Center; Document Destruction Services, Taos: FY 23 -- \$661.52, FY 24--\$732.32*
5. *Eighth Judicial District Court and member Adelante Development Center; Document Destruction Services, Taos: FY 23 -- \$1,248.67, FY 24--\$1,388.22*
6. *EMW Gas Association and member Adelante Development Center; Document Destruction Services, Estancia: FY 23 -- \$316.99, FY 24--\$330.96*
7. *El Camino Housing Authority and member Adelante Development Center; Document Destruction Services, Belen: FY 23 -- \$316.99, FY 24--\$349.20*
8. *First Judicial District Attorney and member Adelante Development Center; Document*

- Destruction Services, Santa Fe: FY 23 -- \$869.54, FY 24 -- \$992.88*
9. *Los Puentes Charter School and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$172.93, FY 24 -- \$172.52*
 10. *Mid-Region Council of Governments and member Adelante Development Center; Document Destruction Services, Workforce Connection, Los Lunas: FY 23 -- \$202.37, FY 24 -- \$216.36*
 11. *New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$202.37, FY 24 -- \$216.36*
 12. *New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services, Children's Behavioral Health, Santa Fe: FY 23 -- \$316.99, FY 24 -- \$330.96*
 13. *New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services, Information Technology Division, Albuquerque: FY 23 -- \$316.99, FY 24 -- \$330.96*
 14. *New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services, Protective Services Bureau, Albuquerque: FY 23 -- \$316.99, FY 24 -- \$330.96*
 15. *New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services, Human Resources: FY 23 -- \$627.11, FY 24 -- \$661.92*
 16. *New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services, Office of the Secretary, Santa Fe: FY 23 -- \$627.11, FY 24 -- \$661.92*
 17. *New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services, Protective Services, Santa Fe: FY 23 -- \$1,005.99, FY 24 -- \$1,061.64*
 18. *New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services, Santa Fe County, Santa Fe: FY 23 -- \$1,005.99, FY 24 -- \$1,061.64*
 19. *New Mexico Commission for Deaf and Hard of Hearing and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$316.99, FY 24 -- \$330.96*
 20. *New Mexico Corrections Department and member Adelante Development Center; Document Destruction Services, Re-Entry Division, Albuquerque: FY 23 -- \$333.90, FY 24 -- \$353.88*
 21. *New Mexico Department of Cultural Affairs and member Adelante Development Center; Document Destruction Services, National Hispanic Cultural Center, Albuquerque: FY 23 -- \$335.19, FY 24 -- \$349.20*
 22. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Administration Services Division, Santa Fe: FY 23 -- \$316.77, FY 24 -- \$330.96*
 23. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Family Planning, Santa Fe: FY 23 -- \$339.90, FY 24 -- \$353.88*
 24. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Public Health Office, Socorro: FY 23 -- \$316.79, FY 24 -- \$357.83*

25. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Pharmacy, Santa Fe: FY 23 -- \$333.90, FY 24 -- \$432.72*
26. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Office of the General Counsel: FY 23 -- \$627.11, FY 24 -- \$661.92*
27. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Turquoise Lodge Hospital, Albuquerque: FY 23 -- \$741.03, FY 24 -- \$775.88*
28. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Director's Office, Santa Fe: FY 23 -- \$1,268.95, FY 24 -- \$1,303.68*
29. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Medical Cannabis Program: FY 23 -- \$971.99, FY 24 -- \$1,323.84*
30. *New Mexico Department of Higher Education and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$524.60, FY 24 -- \$580.32*
31. *New Mexico Department of Homeland Security and Emergency Management and member Adelante Development Center; Document Destruction Services, Socorro: FY 23 -- \$432.72, FY 24 -- \$503.88*
32. *New Mexico Department of Public Safety and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$926.49, FY 24 -- \$961.26*
33. *New Mexico Department of Veterans Services and member Adelante Development Center; Document Destruction Services, Albuquerque: FY 23 -- \$557.62, FY 24 -- \$661.92*
34. *New Mexico Department of Workforce Solutions and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$316.99, FY 24 -- \$326.64*
35. *New Mexico Early Childhood Care and Education Department and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$397.87, FY 24 -- \$432.72*
36. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Human Resources, Santa Fe: FY 23 -- \$316.99, FY 24 -- \$330.96*
37. *New Mexico Human Services Department and member Adelante Development Center; Document Destruction Services, Behavioral Health, Santa Fe: FY 23 -- \$352.02, FY 24 -- \$386.88*
38. *New Mexico Medical Board and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$864.16, FY 24 -- \$895.92*
39. *New Mexico Office of the Superintendent of Insurance and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$316.99, FY 24 -- \$661.92*
40. *New Mexico Tech and member Adelante Development Center; Document Destruction Services, Information Technology Department, Socorro: FY 23 -- \$559.48, FY 24 -- \$573.48*
41. *Mesalands Community College and member Adelante Development Center; Document Destruction Services, Tucumcari: FY 23 -- \$864.13, FY 24 -- \$992.88*
42. *San Miguel County and member Adelante Development Center; Document Destruction Services, Sheriff's Office, Las Vegas: FY 23 -- \$559.48, FY 24 -- \$573.48*
43. *San Miguel County and member Adelante Development Center; Document Destruction Services, Detention Center, Las Vegas: FY 23 -- \$559.48, FY 24 -- \$895.92*
44. *Sierra County and member Adelante Development Center; Document Destruction Services, Truth or Consequences: FY 23 -- \$664.32, FY 24 -- \$817.43*

45. *Torrance County and member Adelante Development Center; Document Destruction Services, Assessor's Office, Estancia: FY 23 -- \$316.99, FY 24 -- \$330.96*
46. *Torrance County and member Adelante Development Center; Document Destruction Services, Finance Department, Estancia: FY 23 -- \$316.99, FY 24 -- \$330.96*
47. *Torrance County and member Adelante Development Center; Document Destruction Services, Treasurer's Office, Estancia: FY 23 -- \$316.99, FY 24 -- \$330.96*
48. *Torrance County and member Adelante Development Center; Document Destruction Services, Clerk's Office, Estancia: FY 23 -- \$559.48, FY 24 -- \$661.92*
49. *Torrance County and member Adelante Development Center; Document Destruction Services, Sheriff's Office, Estancia: FY 23 -- \$627.11, FY 24 -- \$661.92*
50. *Turquoise Trail Charter School and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 23 -- \$627.11, FY 24 -- \$707.76*
51. *Valencia County and member Adelante Development Center; Document Destruction Services, Older American Program, Belen: FY 23 -- \$202.63, FY 24 -- \$216.36*
52. *New Mexico Human Services Department and member My Bug Guyz; Pest Control Services, Income Support Division, Bernalillo: FY 23 -- \$1,775.04, FY 24 -- \$1,826.28*

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

(None)

AGENDA ITEM 10: DISCUSSION OF ADDING TEMPORARY STAFFING SERVICES AS A SUITABLE OR PERMISSIBLE SERVICE

Chair Pinyan informed that a meeting would be scheduled between the State Purchasing Division (SPD) and the Council to discuss what would entail an equitable manner for SPD to take on temporary staffing services and include them alongside the current services they offer. She added that the result of that meeting would be brought back to the Council for discussion after it took place.

AGENDA ITEM 11: REPORT TO COUNCIL OF STATE PURCHASING DIVISION DETERMINATIONS OF SIGNIFICANT ADVERSE IMPACT

- New Mexico Department of Transportation

Mr. Matt Loehman, Horizons of New Mexico (Horizons), announced that three contracts with the New Mexico Department of Transportation (NMDOT) that had adverse impact statements submitted against them had since been resolved and would be completed by a member business within the State Use Program.

- New Mexico Children, Youth, and Families Department

The Council decided that discussion and input from procuring agencies about adverse impact determinations should continue to take place during future council meetings.

AGENDA ITEM 12: DISCUSSION AND APPROVAL OF CHANGES TO THE COUNCIL'S ADVERSE IMPACT PROCEDURE

After council discussion, it was decided that a committee consisting of Council members Trapp, Kivitz and Mendonca – with advice and input from Jennifer Salazar, Office of the Attorney General – would review the current adverse impact procedure and develop possible updates to that procedure.

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

Council member Trapp noted the need for a public comment agenda item prior to contract approvals on future agendas so that members of the public would have the ability to make comment earlier in the council meetings.

AGENDA ITEM 16: SUGGESTED AGENDA ITEMS FOR FUTURE MEETINGS

Discussion about a price threshold for when document destruction contracts can be approved as a group, grouping contracts for approval when they are procured by the same purchasing entity and performed by the same member business, and an action item about the direct distribution process in cases of urgent and immediate need, or in cases of state or national emergency, were included as suggested future agenda items.

AGENDA ITEM 17: DATE AND LOCATION OF NEXT MEETING

The date of the next council meetings was scheduled for Wednesday, July 12, 2023, to take place at 1:30 p.m. MDT at the New Mexico Commission for the Blind, and also remotely via Zoom.

AGENDA ITEM 18: ADJOURN

With no further business, the meeting was adjourned at 3:32 p.m.

Kathleen Pinyan

Kathleen Pinyan, Chair

8/8/2023

Date