



**Katie Hobbs**  
Governor

**Elizabeth  
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Director

## **ARIZONA DEPARTMENT OF ADMINISTRATION**

STATE PROCUREMENT OFFICE

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### **PUBLIC MEETING NOTICE** **Agenda**

ARIZONA SET-ASIDE COMMITTEE WILL HOLD A MEETING ON

**Wednesday, July 26th, 2023 1:30pm-3:30pm VIA  
GOOGLE MEET**

**Teleconference Information:  
+1 413-728-2657 PIN: 409 940#  
[meet.google.com/ruh-vphz-rmw](https://meet.google.com/ruh-vphz-rmw)**

Pursuant to Arizona Revised Statutes (A.R.S.) § 38-431.03(A)(3), the Arizona Set-Aside Committee (Committee) may vote to go into Executive Session for the purpose of obtaining legal advice from its attorney on any matter listed on the agenda. Any such Executive Session will not be open to the public.

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## **AGENDA**

### **I. CALL TO ORDER**

### **II. ROLL CALL**

Yanneth Montes – Co-Chair, State Procurement Office  
Ken Sanchez – Co-Chair, State Procurement Office  
Greg Natvig – Beacon Group, Inc.  
David Steinmetz – Arizona Industries for the Blind  
Athena Elliston – Arizona State Retirement System  
Kristen Mackey – Department of Economic Security  
Mario Diaz – Arizona Correctional Industries  
Monica Attridge - Hozhoni Foundation, Inc.  
Pamela Veal – Department of Transportation

### **III. APPROVAL OF MINUTES**

a. 04/26/.2023

1) Entertain motion for approval, disapproval or tabling approval of minutes.

- IV. **Review of Public Meeting Laws, welcome of new Committee Appointees. (30 min.)**  
a) Welcome to new Committee Appointees  
b) Review of Public Meeting Laws by SPO Legal Counsel, Kelly Wagner.

V. **CONTRACT EXTENSION, PROPOSAL, AND AMENDMENT REVIEWS:**

*If you are a member of the public or an interested party and would like to speak on any of the below items, please send the Chair an email ([yanneth.montes@azdoa.gov](mailto:yanneth.montes@azdoa.gov)) prior to the start of the meeting.*

- a) *Report on upcoming contract extensions and re-solicitations– Yanneth Montes*

*Request to ACI committee member to reclude from voting/participation by muting their sound.*

*CTR052414*

*Printing Services, Supplier ACI,*

*Expiration Date: 10/31/2023*

*Max End Date 10/31/2025*

*Disposition: Term Extension – No price increase*

- 1) Committee Review and Discussion*
- 2) Entertain motion for approval, disapproval or tabling extension for 10/31/2024*

*CTR057836*

*Furniture Product and Services, Supplier ACI,*

*Expiration Date: 10/31/2023*

*Max End Date 10/31/2025*

*Disposition: Term Extension – With price increase*

- 1) Committee Review and Discussion*
- 2) Entertain motion for approval, disapproval or tabling extension for 10/31/2024*

*Request ACI Committee Member to return to meeting.*

*CTR040794*

*Arizona Parenting Kit Package, Storage and Distribution: The Centers for Habilitation/ASDD Document Destruction,*

*Expiration Date: 10/30/2023*

*Max End Date 10/30/2023*

*Disposition: Re-Solicit Proposal–*

- 1) Committee Review and Discussion*
- 2) Entertain motion for approval, disapproval or tabling approval of new contract for a max term expiring on 10/30/2028.*

- VI. **REPORT ON 1% GOAL and Open Items**  
a. FY22 Q4 Report – Yanneth Montes

b. Open Items:

- 1) Sub-Committee on Marketing efforts
  - a) Sub-Committee lost a member and will like to open the invitation to all members to volunteer to participate in the Sub-Committee.

**VII. FUTURE AGENDA ITEMS**

- a. Chair will hear requests from members of the committee on issues for future consideration and discussion.

**VIII. CALL TO THE PUBLIC**

- a. At this time, the committee will hear comments from the public. Members of the committee may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter or scheduling the matter for future consideration and decision at a later date.

**IX. ADJOURNMENT**

**X. MATERIALS**

A copy of the agenda and Committee packets (excluding materials exempt from public inspection) will be available at least 24 hours in advance of the meeting, at the State Procurement Office, located at 100 N 15th Ave #305, Phoenix, AZ 85007.

**NEXT MEETING:**

**NEXT MEETING:**

Set-Aside Committee Meeting

Wednesday, October 25, 2023 at 1:30 – 3:30pm

Google Meet joining info

Video call link: <https://meet.google.com/ruh-vphz-rmw>

Or dial: (US) +1 413-728-2657 PIN: 409 940#