

Attendance:**Members Present:**

Jean A. Clark, Chair, DOA Rebecca O'Brien, DHS
Ed House for Delia Walters, DES
James Apperson, DES
Richard Monaco, DES

Members Absent:

Mark Thompson, The Centers for Habilitation

State Procurement Office Staff Present:

Elmer Garcia Jan Hart Aynesley Wilson

Others Present:

Nicholas Angel, ACI Greg Natvig, Beacon Group
Jennifer Baier, Valley Life Brian Radecki, ACI
Lisa G. Bentley, SDB D. Williamson, Nobody's Perfect
Thomas Brown, ACI
Dale Kasel, TCH

Minutes:

- I. **CALL TO ORDER:** Jean Clark
- II. **ROLL CALL:** Jean Clark asked all attendees to give their name in roll call.
- III. **APPROVAL OF MINUTES:** The minutes for the July 13, 2011 meeting were presented for approval.

MOTION: A motion to accept the minutes as presented was made by Rebecca O'Brien.

SECOND: The motion was seconded by Delia Walters.

DISCUSSION: None

VOTE: The motion was unanimously approved.

IV. CONTRACT ITEMS / AGENDA ITEMS:

1. **Application for replacement of ACI Set-Aside Furniture Contract, EPS060133, which expires on November 30, 2011.**

MOTION: A motion to replace the expiring ACI furniture contract was made by Richard Monaco.

SECOND: The motion was seconded by Rebecca O'Brien.

DISCUSSION: It was affirmed that ACI will be continuing its manufacturer-based Set-Aside contracts rather than product-specific requirements, allowing for flexibility. The following product groups, already contained in EPS060133-1-A5, will continue to be offered and all pricing will remain the same.

1. James Edward Office Furniture Product Line

2. ACI Product Line
3. Dauphin Human Design (seating line)
4. AIS – A02 modular systems line
5. ACI Institutional furniture line

VOTE: The motion was approved unanimously.

2. Application for mandatory set-aside use of on-site drug testing kits by Beacon Group.

MOTION: A motion to hear a presentation by Greg Natvig was made by Rebecca O'Brien.

SECOND: The motion was seconded by Delia Walters.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

PRESENTATION / Q & A:

Greg Natvig presented the committee with two examples of the four rapid screen drug testing kits to be provided by Beacon Group, in conjunction with NPACT America, a Florida-based non-profit. The kits each include a cup with built-in test strips of either a six or eight-panel drug screen. The number of strips provided in the cups can be customized to meet the customers' needs. Currently, ADOC purchases similar test kits using the MMCAP (Minnesota Multistate Contracting Alliance for Pharmacy) contract.

Rebecca O'Brien was curious if Beacon Group's proposal was competitive with the MMCAP contract. Mr. Natvig assured her that the pricing was competitive and the performance of the kits was comparable and proven to be more accurate. Jean Clark, however, was not convinced that the kits were comparable. Her observation was that there were visual differences in size as well as the number and types of testing strips present in the cups. She was also concerned that other agencies, in addition to ADOC, who use similar products would not have their needs met by the examples shown. Other concerns expressed were whether the accuracy of the panels would meet current standards, what FDA requirements should be considered, the packaging and distribution methods, manufacturer liability, and shelf-life of the kits. Richard Monaco asked the other committee members if the mandatory status of the proposal was also an issue. Jean Clark stated that it was and Mr. Natvig verbally retracted the need to have mandatory status included.

Jean Clark directed Elmer Garcia to send out a survey to all agencies to assess what items are currently being used, the volumes they are using, and what the specific needs are of each agency. Beacon Group was requested to provide information on the shelf-life of the products, statistics of the validity of their product testing, proof of their ability to meet the demand for the volume of products ordered, and whether they can provide other products. Jean Clark suggested that the committee take no action until more information is available.

MOTION: A motion to table the application for mandatory set-aside use of on-site drug testing kits by Beacon Group was made by Delia Walters.

SECOND: The motion was seconded by Richard Monaco.

DISCUSSION: None.

VOTE: The motion was approved unanimously.

3. Application for replacement of the expired contract no. EPS070016-1ADSP0000058, recycling of used, OEM inkjet and laser-jet printer cartridges.

MOTION: A motion to approve a replacement of the expired contract for OEM inkjet and laser-jet printer cartridges was made by Richard Monaco.

SECOND: The motion was seconded by Rebecca O'Brien.

DISCUSSION: None.

VOTE: The motion was approved.

V. FUTURE AGENDA ITEMS

There were no items suggested.

VI. COMMITTEE COMMENTS AND SUGGESTIONS

Elmer Garcia mentioned new committee members would be appointed for 2012. Suggestions are needed for appointments of new committee members to replace those that have retired or otherwise ended their service. Please email suggestions to the State Procurement Office. Jean Clark advised Dale Kasel of TCH to submit his inquiry to her about the necessary steps to take on making a recommendation for replacing the position of TCH's CEO on the committee.

VII. CALL TO THE PUBLIC

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. There were no comments from the public.

For inclusion on the next regular agenda, contact Elmer Garcia at (602) 542-9142.

VIII. ADJOURNMENT – The meeting was adjourned at 2:11 p.m.

NEXT MEETING: January 11, 2012 at 1:30 p.m. With prior notice to Jean Clark, committee members can appoint a proxy if they are unable to attend the meeting.

FOR SPECIAL ACCOMMODATIONS: If you require special accommodations, Please contact Jan Hart at (602) 542-9146 at least three working days prior to the meeting.



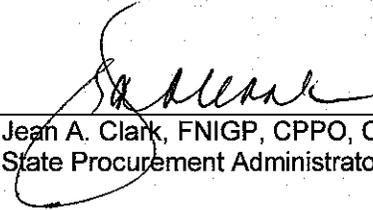
Jean A. Clark, FNIGP, CPPO, C.P.M., CPPB, CPM
State Procurement Administrator

10-26-11
Date

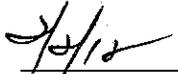
Submitted by:
Aynesley Wilson
Procurement Associate
State Procurement Office

APPROVED BY THE COMMITTEE:

01-30-2012



Jean A. Clark, FNIGP, CPPO, C.P.M., CPPB, CPM
State Procurement Administrator



Date

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