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ARIZONA DEPARTMENT OF ADMINISTRATION

STATE PROCUREMENT OFFICE

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PUBLIC MEETING NOTICE

ARIZONA SET-ASIDE PROCUREMENT PROGRAM COMMITTEE
WILL HOLD A PUBLIC MEETING ON
Thursday, July 18 2013 at 1:30 PM
Located at:

THE ARIZONA DEPARTMENT OF ADMINISTRATION
100 N. 15TH AVENUE
Conference Room 300
Phoenix, Arizona 85007

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. ANNOUNCEMENTS/DISCUSSIONS

1. New Executive Staff Assistant at SPO- Danielle Webster.
2. Contract renewal for STARS- Sponges, Scrubbing & Scouring (expires 7/31/13). Arizona Industries for the Blind- Media Sanitization/Destruction Services (expires 8/29/13), Nobody's Perfect- Recycling Used Printer Cartridges (10/31/13), ACI- Office Furniture (10/13/13), Beacon Group- Records Shredding & Destruction Services (11/30/13) and Centers for Habilitation- Records Shredding & Destruction Services (11/30/13) are in process.
3. Replacement contract for Gompers Habilitation Center- Document Imaging Services due to 5 year end date of 11/9/13.
4. Brainstorming of procedure decisions for Set Aside Program.
5. Set-Aside vendors and contractors are encouraged to keep their website information current. Email information updates to Holly Howe or Danielle Webster.

IV. APPROVAL OF MINUTES: April 25, 2012 Minutes.

V. CONTRACT ITEMS (Possible Action)

1. Manuel Salazar from The Centers for Habilitation would like to add Southeastern Arizona to their current Records Shredding & Destruction Services Contract No. ADSPO10-0000079 making it a Statewide contract.

VII. FUTURE AGENDA ITEMS

1. Possible contract renewals for the next meeting will be Nobody's Perfect-Recycling Used Printer Cartridges (10/31/13),
2. Replacement contract for Gompers Habilitation Center- Document Imaging Services due to 5 year end date of 11/9/13.

VIII. COMMITTEE COMMENTS AND SUGGESTIONS

IX. 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.

For inclusion on the next regular agenda, contact Holly Howe (602) 364-0102.

X. ADJOURNMENT

NEXT MEETING: Wednesday October 9, 2013

FOR SPECIAL ACCOMMODATIONS

Please contact Holly Howe at (602) 364-0102 at least three working days prior to the meeting if you require special accommodations or if you cannot attend.

POSTED:



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