

Douglas A. Ducey  
Governor



Kathy Peckardt  
Interim Director

## ARIZONA DEPARTMENT OF ADMINISTRATION

STATE PROCUREMENT OFFICE

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### PUBLIC MEETING NOTICE

ARIZONA SET-ASIDE PROCUREMENT PROGRAM SUBCOMMITTEE  
WILL HOLD A PUBLIC MEETING ON  
**Tuesday, March 24, 2015 at 2:00 PM**

Located at:  
THE ARIZONA DEPARTMENT OF ADMINISTRATION  
100 N. 15TH AVENUE  
ADOA\_303  
Phoenix, Arizona 85007

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### AGENDA

#### I. CALL TO ORDER

#### II. ROLL CALL

#### III. DISCUSSION (Possible Action)

1. Introduction of Tom Colombo as the new Set-Aside Subcommittee Chair.
2. Procedural decisions and guidelines for the Set-Aside Subcommittee to review.
  - Define the "Purpose" of the Set-Aside Committee
  - Timeline of submission of documents and proposals.
  - What if there is already a current statewide contract in place?
  - Process for pricing updates.
3. Request sent to ASET to allow the procurement officer to update the Set-Aside website. (Update)
4. What procedures should be used to ensure that vendors meet the requirement, 60% of direct labor must be performed by individuals with disabilities?

**IV. FUTURE AGENDA ITEMS (Possible Action)**

**V. COMMITTEE COMMENTS AND SUGGESTIONS**

**VI. 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 Betty Austin at (602) 364-0102 or [Betty.Austin@azdoa.gov](mailto:Betty.Austin@azdoa.gov).

**VII. ADJOURNMENT**

**NEXT SUBCOMMITTEE MEETING: TBA**

**FOR SPECIAL ACCOMMODATIONS**

Please contact Matthew Miles at (602) 364-0134 at least three working days prior to the meeting if you require special accommodations or if you cannot attend.

**POSTED:**

  
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Barbara M. Corella, C.P.M., CPPB  
State Procurement Administrator  
State Procurement Office