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Governor



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Director

## ARIZONA DEPARTMENT OF ADMINISTRATION

STATE PROCUREMENT OFFICE

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### PUBLIC MEETING NOTICE

12/30/15

ARIZONA SET-ASIDE PROCUREMENT PROGRAM COMMITTEE  
WILL HOLD A PUBLIC MEETING ON  
**Wednesday, January 13, 2016 at 1:30 PM**

Located at:  
THE ARIZONA DEPARTMENT OF ADMINISTRATION  
100 N. 15TH AVENUE  
ADOA\_300  
Phoenix, Arizona 85007

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### AGENDA

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF MINUTES:**

1. October 20, 2015 Committee meeting minutes
2. December 15, 2015 Subcommittee meeting minutes.

**IV. DISCUSSION (Possible Action)**

1. Status Report from Subcommittee for procedural decisions for Set Aside Program.

Before the implementation of the Assignment and Proposal process the Set Aside Committee has requested a review from the public. We invited any comments, questions, or concerns beginning October 20, 2015-November 20, 2015. We received one letter from Arizona Association of Providers for People with Disabilities (AAPPD). The sub-committee reviewed the letter and has the following response. Thank you AAPPD for your response.

2. PRESENTATION: Flow chart, instructions & explanation of the feasibility and proposal process.

**V. CONTRACT ITEMS (Possible Action)**

**1. Contract Extensions:**

ACI (ADSPO15-086672) Amendment #1	Signage; Decals, Plaques & Work Identification Products	2/9/16 – 2/8/17
ACI (ADSPO14-065140) Amendment #2	Engraved Products	2/11/16 – 2/10/17

**VI. COMMITTEE COMMENTS AND SUGGESTIONS**

1. The Set Aside meeting dates for year 2016 are January 13, April 13, July 13, and October 19<sup>th</sup>.

**VII. FUTURE AGENDA ITEMS**

**VIII. 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.

**IX. ADJOURNMENT**

**NEXT MEETING: Wednesday, April 13, 2016**

**FOR SPECIAL ACCOMMODATIONS**

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



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Barbara M. Corella, C.P.M., CPPB  
State Compliance Officer  
State Procurement Office