



Janice K. Brewer  
Governor

Brian C. McNeil  
Director

## ARIZONA DEPARTMENT OF ADMINISTRATION

STATE PROCUREMENT OFFICE

100 NORTH FIFTEENTH AVENUE • SUITE 201  
PHOENIX, ARIZONA 85007

(602) 542-5511 (main) (602) 542-5508 (fax)  
<http://spo.az.gov>

### PUBLIC MEETING NOTICE

ARIZONA SET-ASIDE PROCUREMENT PROGRAM COMMITTEE  
WILL HOLD A PUBLIC MEETING ON  
**Wednesday, October 15, 2014 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. July 17, 2014 Committee meeting minutes
2. September 4, 2014 Supplementary Committee meeting minutes.
3. October 2, 2014 Subcommittee meeting minutes.

#### IV. DISCUSSION (Possible Action)

1. Status Report from Subcommittee for procedural decisions for Set Aside Program.
  - a. Recommendation to update the Application for Certification.
  - b. Recommendation to clarify the definitions of Fair Market Price, Value Added and Disability.
  - c. Discuss the Product Cost Analysis and Service Cost Analysis spreadsheets.

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

##### 1. Contract Extensions:

ACI Office Furniture

11/01/14 - 10/31/15

\*ACI to add additional vendor: Bay Products.

Nobody's Perfect Inc.      Recycling Used Printer Cartridges      11/01/14 - 10/31/15

Quality Connections      Remanufactured & OEM  
Printer Supplies      12/02/14 -12/01/15

\*Requesting amendment for price decrease.

2. New Contracts (Request for Mandatory)

The Centers for Habilitation      Records, Media & Hard Drive      12/01/14 -11/31/15  
(Previously ADSPO10-00000079)      Shredding and Destruction Services

\*See additional Items added.

The Beacon Group      Records, Media & Hard Drive      12/01/14 -11/31/15  
(Previously ADSPO10-00000078)      Shredding and Destruction Services

\*See additional Items added.

**VI. COMMITTEE COMMENTS AND SUGGESTIONS**

**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, January 14, 2015**

**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.



Barbara M. Corella  
State Procurement Administrator  
State Procurement Office