

**Arizona Set Aside Procurement Program
Committee Meeting Minutes
April 8, 2009**

Attendance**Members Present:**

Clark, Jean A.	King, Steven	O'Brien, Rebecca
Ingram, Karen	Monaco, Richard	Beatty, Dale (proxy for Bill Branson)

Members Absent:

Bernasconi, Amando	Carrillo, Jordann
Branson, Bill	Webster, Kevin

State Procurement Office Staff Present:

John RedHorse	Jean Clark
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Others Present:

Duncan, Michael	Pope, Bill
Falbo, Mary	Siegel, Fred
McKinnon, Mike	Stover, Dennis
Piatt, Elise	Williamson, D

Minutes:

I. CALL TO ORDER: Jean Clark

II. ROLL CALL

III. ANNOUNCEMENTS / DISCUSSIONS:

1. Tabled Item: Quality Connections, Re-manufactured Cartridges (HP only): John Red Horse stated that Armando Bernasconi of Quality Connections is withdrawing his proposal to make the purchase of all HP remanufactured cartridges from Quality Connections mandatory. Mike McKinnon of HP, stated their support of the Set Aside program as it's in the best interest of the state to save money and recycle products. HP wants to help in any way they can. Jean Clark responded that the State is open to their suggestions.
2. STARS – EPS070014 Price Increase Analysis: John Red Horse said as he was conducting the analysis, he found more questions than answers. The price increase was already approved by Kelli Gordeaux of Veteran's Services. It is a carve-in or a pass-through? The numbers show they are in line with a price increase. The item was tabled again for further analysis.

IV. APPROVAL OF MINUTES: January 14, 2009

Motion to Approve: Richard Monaco

Second: Steven King

Discussion: None

Vote: Motion Passed Unanimously

V. CONTRACT ITEMS

1. New Contract Request – ACI, Bedding

The request will add new mattresses as there was only one before. That one is B2514, a petroleum-based foam mattress that meets the fire code. The price is going up due to oil prices. They want to add "green" mattresses from a company that recycles discarded clothing to produce a mattress that meets the fire code. There will be one with springs and one without.

Motion to Approve: Steven King
Second: Richard Monaco

Discussion: None

Vote: Motion Passed Unanimously

2. New Contract Request – ACI, Outdoor Furniture

The former contract which included picnic tables; it was not renewed due to the price of steel. ACI is now ready to for a new contract and add bicycle racks.

Motion to Approve: Rebecca O'Brien
Second: Richard Monaco

Discussion: Richard Monaco asked if the prices matched between the new contract request and the previous contract. John said there were no specs in the previous contract, so it was hard to tell if the products/pricing were the same. Dale Beatty stated there have been no changes in the specs or pricing.

Vote: Motion Passed Unanimously

VI. FUTURE AGENDA ITEMS

1. Fred Siegel of GOMPERS informed the committee that they are not ready to proceed with the microfilming contract. They need to invest in equipment and are waiting for the budget to determine if that is feasible.
2. HP is presenting a cost-savings plan to John Red Horse- a way to save money without spending money.

VII. COMMITTEE COMMENTS AND SUGGESTIONS

Steven King mentioned that the State Use Programs Association (SUPRA) was meeting in Phoenix in January 2010. Information about the meeting can be found at <http://www.supra.cc/>.

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.

There were no comments from the public.

