

Douglas A. Ducey  
Governor



Andy Tobin  
Director

## ARIZONA DEPARTMENT OF ADMINISTRATION

STATE PROCUREMENT OFFICE

100 NORTH FIFTEENTH AVENUE • SUITE 402  
PHOENIX, ARIZONA 85007

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

### PUBLIC MEETING NOTICE

#### Agenda

ARIZONA SET-ASIDE COMMITTEE WILL HOLD A MEETING ON

**Wednesday, January 26th, 2022 1:30pm-3:30pm  
VIA GOOGLE MEET**

**Teleconference Information:  
+1 413-728-2657 PIN: 409 940#  
[meet.google.com/ruh-vphz-rmw](https://meet.google.com/ruh-vphz-rmw)**

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### AGENDA

I. **CALL TO ORDER**

II. **ROLL CALL**

Yanneth Montes – Co-Chair, State Procurement Office  
Ken Sanchez – Co-Chair, State Procurement Office  
Greg Natvig – Beacon Group, Inc.  
David Steinmetz – Arizona Industries for the Blind  
Chris Gustafson – Arizona State Retirement System  
Kristen Mackey – Department of Economic Security  
Valarie Erwin – Department of Transportation  
Gail Fenkell – Arizona Correctional Industries  
Monica Attridge - Hozhoni Foundation, Inc.

III. **APPROVAL OF MINUTES**

- a. 10.27.21 Meeting
- b. Special Meeting 11/02/2021

IV. **CONTRACT EXTENSION, PROPOSAL, AND AMENDMENT REVIEWS:**

*If you are a member of the public or an interested party and would like to speak on any of the below items, please send the Chair an email ([yanneth.montes@azdoa.gov](mailto:yanneth.montes@azdoa.gov)) prior to the start of the meeting.*

a) *Report on contracts expiring in April – Yanneth Montes*

*CTR049459*

*Linens, Supplier ACI, Expiration Date: 4/30/2022*

*Disposition: Term Extension*

*CTR044241*

*Bedding Products, Supplier: ACI, Expiration Date: 4/30/2022*

*Disposition: Term Extension*

*CTR044240*

*Outdoor Furniture, Supplier: ACI, Expiration Date: 4/30/2022*

*Disposition: Term Extension*

*ADSP017-168122*

*Engraved Products, Supplier: ACI, Expiration Date 4/28/2022*

*Disposition: Re-Solicit*

*ADSP017-168208*

*Signage: Decals, Plaques and Work Identification Products, Supplier: ACI, Expiration Date: 4/18/2022*

*Disposition: Re-Solicit*

V. **Set Aside Meeting for FY2022 Third Quarter**

Change meeting date from third week of the month to a new date – Yanneth Montes

1) Committee Review and Discussion

2) Entertain motion for approval, disapproval or tabling for a new meeting date.

VI. **Set Aside Training**

FY2022 - Set Aside Training - Kelly Wagner

VII. **REPORT ON 1% GOAL and Open Items**

a. FY21 Annual Report – Yanneth Montes

b. FY22 Q2 Report – Yanneth Montes

c. Open Items:

Further clarification on questions from previous meeting. Yanneth Montes

1) *Any definition as to what has been excluded to the touchable spend from each department?*

2) *What constitutes as touchable spend,–*

3) *What is the timeframe of the 1%,*

- 4) *Where are the numbers coming from and how we can validate these numbers?*
- 5) *Where can information be found on spend:*

**VIII. FUTURE AGENDA ITEMS**

- a. Chair will hear requests from members of the committee on issues for future consideration and discussion.

**IX. CALL TO THE PUBLIC**

- a. 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.

**X. ADJOURNMENT**

**NEXT MEETING: TBD**