



Katie Hobbs
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ARIZONA DEPARTMENT OF ADMINISTRATION

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PUBLIC MEETING NOTICE **Agenda**

ARIZONA SET-ASIDE COMMITTEE WILL HOLD A MEETING ON

Wednesday, April 26th, 2023 1:30pm-3:30pm
VIA GOOGLE MEET

Teleconference Information:
+1 413-728-2657 PIN: 409 940#
meet.google.com/ruh-vphz-rmw

Pursuant to Arizona Revised Statutes (A.R.S.) § 38-431.03(A)(3), the Arizona Set-Aside Committee (Committee) may vote to go into Executive Session for the purpose of obtaining legal advice from its attorney on any matter listed on the agenda. Any such Executive Session will not be open to the public.

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
Gail Fenkell – Arizona Correctional Industries
Monica Attridge - Hozhoni Foundation, Inc.

III. APPROVAL OF MINUTES

a. 01.25.2023

- 1) Entertain motion for approval, disapproval or tabling approval of minutes.

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) prior to the start of the meeting.

a) Report on contracts expiring in June – Yanneth Montes

CTR047045

Records Shredding and Destruction Services, Supplier The Beacon Group,

Expiration Date: 6/30/2023

Max End Date 6/30/2024

Disposition: Term Extension – No price increase

- 1) Committee Review and Discussion*
- 2) Entertain motion for approval, disapproval or tabling extension for 06/30/2024*

CTR047044

Records Shredding and Destruction Services, Supplier: The Centers for Habilitation/ASDD

Document Destruction,

Expiration Date: 6/30/2023

Max End Date 6/30/2024

Disposition: Term Extension – No price increase

- 1) Committee Review and Discussion*
- 2) Entertain motion for approval, disapproval or tabling extension for 06/30/2024*

V. REPORT ON 1% GOAL and Open Items

a. FY22 Q3 Report – Yanneth Montes

b. Open Items:

- 1) Sub-Committee on Marketing efforts**
 - a) Sub-Committee met on 2/21/23**
 - b) Ideas: Monthly or quarterly email blast – Highlight suppliers by industry, showcase a supplier’s profile, information on flexibility and time savings of SA contracts, agency training.**
 - c) Limitations: Consulting with ADOA communications team to find out what topics we can include in any emails.**
 - d) Legal team advice to engage ADOA communications team on any communications going out.**

c. Can usage report be sent as a word or excel spreadsheet?(David)

VI. FUTURE AGENDA ITEMS

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

discussion.

VII. 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.

VIII. ADJOURNMENT

IX. MATERIALS

A copy of the agenda and Committee packets (excluding materials exempt from public inspection) will be available at least 24 hours in advance of the meeting, at the State Procurement Office, located at 100 N 15th Ave #305, Phoenix, AZ 85007.

NEXT MEETING:

NEXT MEETING:

Set-Aside Committee Meeting

Wednesday, July 26 · 1:30 – 3:30pm

Google Meet joining info

Video call link: <https://meet.google.com/ruh-vphz-rmw>

Or dial: (US) +1 413-728-2657 PIN: 409 940#