

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 SPECIAL MEETING ON  
**Tuesday, November 2, 2021 from 3:30-4:00 PM**  
VIA GOOGLE MEET

#### Teleconference Information

##### Phone Number

+ 1 417-986-2901 PIN 899 418 882#  
[meet.google.com/bxa-xicf-ocm](https://meet.google.com/bxa-xicf-ocm)

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### AGENDA

#### I. CALL TO ORDER

Yanneth Montes Co-Chair called the meeting to order at 3:36 p.m.

#### II. ROLL CALL

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

**III. ACTION ON RATIFICATION OF PRIOR ACTION BY COMMITTEE TO APPROVE CONTRACT EXTENSION, PROPOSAL, AND AMENDMENT REVIEWS APPROVED AT OCTOBER 27, 2021 MEETING:**

Yanneth Montes, Co-chair, entertained a motion for approval, disapproval or tabling the ratification of prior action by committee to approve contract extension, proposal and amendment reviews approved at October 27, 2021 meeting. Motion to approve ratification by David Steinmetz,

2<sup>nd</sup>. To motion Chris Gustafson

In Favor 4 Against 0 Abstain

Motion carries in favor to approve ratification.

*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. Members of the public may obtain a written description of the actions to be ratified by sending an email to Yanneth Montes at [yanneth.montes@azdoa.gov](mailto:yanneth.montes@azdoa.gov) or calling 602-542-7165 or contracting the State Procurement Office at 100 North Fifteenth Avenue, Suite 402, Phoenix, AZ 85007.*

*Contracts expiring 10/30/2021 due for one year term extension:*

*a) CTR052414*

*Expiration date: 10/30/2021*

*Printing Services, Supplier: ACI*

*1) Committee Review and discussion*

*2) Entertain motion for approval, disapproval or tabling extension for 10/30/2022*

*b) CTR047046*

*Expiration date: 10/30/2021*

*Office Supplies including Printer Supplies, Supplier: Quality Connections*

*1) Committee Review and discussion*

*2) Entertain motion for approval, disapproval or tabling extension for 10/30/2022*

*c) CTR040794*

*Expiration date: 10/30/2021*

*Center for Habilitation AZ Parent Kit Packing, Storage and Distribution, Supplier: ASDD  
Document Destruction*

*1) Committee Review and discussion*

*2) Entertain motion for approval, disapproval or tabling extension for 10/30/2022*

*d) Previous contract ADSPO17-155057*

*Contract expiring 10/31/2021 requiring new Proposals:*

*Furniture, Products and Services, Supplier: ACI*

*1) Committee Review and discussion*

*2) Entertain motion for approval, disapproval or tabling contract to award for initial term  
10/31/2022.*

Set-Aside Committee Public Meeting Notice  
Meeting Date: November 2, 2021

*Questions about what was being reviewed at this meeting were presented by Greg Natvig and Chris Gustafson. Kelly Warner provided an explanation of the ratification process.*

IV. **ADJOURNMENT Co-Chair Yanneth Montes adjourned the meeting at 3:45 pm.**

**NEXT MEETING:** Wednesday, January 26th, 2022 1:30pm-3:30pm

VIA GOOGLE MEET

**Teleconference Information:**

+1 413-728-2657 PIN: 409 940#

APPROVAL OF MINUTES ON THIS 2<sup>ND</sup>. DAY OF NOVEMBER 2021

BY: Yanneth Montes, Co-Chair Set Aside Program