

# Purchasing from People with Disabilities Advisory Board

Notice Date & Time: 10/07/2025 3:00 PM

Meeting Minutes

## 1. Welcome & Roll Call of all Attendees:

Windy opened the meeting by inviting all attendees to give a brief introduction. The attendees of the meetings were as follows:

- **Board Attendees:** Windy Aphayrath – Utah Division of Purchasing, Alana Parslow – Taffy Town
- **Other Attendees:** Cherilyn Hess & Glenna Nelson – Utah Division of Purchasing; Jason Bennington – Utah State Office of Rehabilitation; Paul Tonks – Attorney General Office; Jayson Ilada – Utah National Guard; Kate McConaughy & Phil Shumway – Utah Works; Dylan McDonnell – Columbus Community Center; Robert Ferris – Advantage Services

## 2. Review and Approval of Meeting Minutes of June 17, 2025

Windy asked if Alana had an opportunity to review the meeting minutes from June 17, 2025 with one minor change to the date.

*Alana moved to approve the meeting minutes from June 17, 2025, as written. Windy seconded the motion and the meeting minutes were approved with all present board members in favor.*

## 3. Review and Acceptance of Bid Response for Janitorial Services at Building 9000 at Camp Williams. (GN26-5).

Kate introduced the third agenda item by explaining that this solicitation is replacing a contract that was previously part of the set-aside program. Columbus Community Center responded with a bid amount of \$103,037.86 for the life of the contract (five years). Jayson Ilada noted that the Utah National Guard has reviewed this bid.

*Alana moved to accept the bid response for Janitorial Services at Building 9000 at Camp Williams (GN26-5) as submitted by Columbus Community Center. Windy seconded the motion and the bid was accepted with Alana and Windy in favor.*

## 4. Review and Acceptance of Bid Response for Janitorial Services at Various Buildings at Camp Williams (GN26-6).

Kate introduced the fourth agenda item and explained that this solicitation also is replacing a contract that was previously part of the set-aside program. As with the previous solicitation, Columbus Community Center responded. The submitted bid was \$472,256.98 for the life of the contract (five years). Jayson Ilada noted that the Utah National Guard also reviewed this bid.

*Alana moved to accept the bid response for Janitorial Services at Various Buildings at Camp Williams (GN26-5) as submitted by Columbus Community Center. Windy seconded the motion and the bid was accepted with Alana and Windy in favor.*

**5. Review, Discussion, and Possible Acceptance of Advantage Services, Inc's response to Temporary Employment Services (LD25-12).**

Utah Works presented its concerns regarding Advantage Services, Inc's response to solicitation LD25-12, which was a Multiple Award Request for Proposal (RFP) for Temporary Employment Services. This solicitation is part of the State's Cooperative Contract program. Utah Works informed the board of the CRP's intent to respond during the June 2025 meeting.

During the standard solicitation process Advantage Services, Inc received a Notice of Non-Award. Utah Works noted that the CRP has held this contract for 10 years. Windy discussed various concerns on awarding a contract as per 63G-6a-805 to this type of program. Her concerns were order of mandatory use and the potential conflicts for agencies. Paul Tonks agreed there are conflicts and will review this in more detail. The board will revisit this topic at the upcoming meeting later in October.

**6. Other Discussions**

Kate asked if the board would consider inviting different CRPs to attend each meeting to introduce themselves. The board will review the request and will provide guidance and structure before agreeing to move forward.

**7. Adjourn**

Windy called for a motion to adjourn.

*Alana moved to adjourn the meeting at 3:29 PM. Windy seconded the motion, and the motion passed with all present board members in favor.*

*Next meeting schedule October 27, 2025.*