

Purchasing from People with Disabilities Advisory Board

Notice Date & Time: 4/3/23 1:00 PM - 4/3/23 1:30 PM

Meeting Minutes

1. Welcome & Roll Call of all Attendees:

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

- **Board Attendees:** Stacey Cummings - Office of Rehabilitation, Windy Aphayrath – Utah Division of Purchasing.
- **Other Attendees:** Cherilyn Hess, Tara Eutsler, Glenna Nelson – Utah Division of Purchasing; Gavin Hutchinson, Utah Works; Doug Hunt, Amanda Watson, Anthony Soto - EnableUtah; Joanna Reese, Jillian Rafferty – DFCM; Brian Swan – Utah Attorney General Office;

2. Review and approval of Meeting Minutes from February 28, 2023 and March 21, 2023

Stacey noted that there were some grammatical errors to the meeting minutes and that “Parks” is actually “PARC” for the Pioneer Adult Rehab Center.

Windy moved to approve the meeting minutes from February 28, 2023 & March 21, 2023 with changes noted by Stacey. Stacey seconded the motion, and the motion passed with both board members in favor.

3. Discussion & Approval for New Contracts

PA2835 Collection and Shredding of Office Wastepaper – EnableUtah

Amanda discussed the proposed fee schedule and EnableUtah’s plan to remove Rich County as a serviced area from this contract until needed. This change will remove the \$75 travel charge. Stacey and Windy asked EnableUtah to clarify the fee schedule before presenting a contract for review at an upcoming meeting.

Stacey moved to accept the bid from EnableUtah for GN23-17 to provide services in the state counties, minus Rich, and to move forward with drafting a contract with a more defined pricing structure to review at an upcoming meeting. Windy seconded the motion, and the motion passed with both board members in favor.

2274027 Archives Warehouse Freeport Center C-6

Doug presented EnableUtah’s bid response to GN23-16 to the board. The total cost without administrative fees is \$130,165 for five years. Joanna noted that this is double the current contract and not in line with the DCFM’s budget. Board members agreed to review the active contract and take into consideration the budget constraints before moving forward with accepting or rejecting this bid. In the interim, Joanna will continue using the agency that has been providing these temporary services. No action was taken at this time.

4. Update on Contracts – Utah Works and DFCM

1870356 Brigham City Regional Center serviced by Pioneer Adult Rehab Center

A new solicitation is planned for this contract and will be posted to U3P for interested community rehabilitation programs (CRP), including the current contract holder, to review.

5. Other Discussions

No additional items discussed

Stacey moved to adjourn, and Windy seconded the motion. The motion passed with both in favor.