

CRO Set Aside Committee Meeting

Thursday, September 10, 2009

10:00 a.m.

Peckham, Inc.

Lansing, Michigan

Meeting Minutes

Committee member Kristi Thompson called the meeting to order. I would like to thank Mitch for welcoming us to this beautiful room and wonderful buffet.

Committee Members Present: Kristi Thompson, Butch Ellis, Cheryl Mattson, and Cheryl Liss

Guests Present: Mitch Tomlinson, Darlene Roller and Noah Belanger, Peckham; Kurtis Fraaza, MRC Industries; Tony Des Chenes and Mary Lewis, DMB/Purchasing; Todd Culver, MARO Employment and Training Association

Recording Secretary – Karen Stevens, MARO Employment and Training Association

Review of June 11, 2009 minutes

MOTION To approve the June 11, 2009 minutes as presented.

Carried

Purchasing Update, Kristi Thompson

Kristi will be out of the office from 10/08/09 – 01/04/10. Tony will be taking her place. Also, Elise Lancaster has left and is being replaced by Sergio Paneque.

RFI (Request for Information) was sent out. The responses were disappointing. What information we could use will be included in the new RFP's. New schedule for bids will go out late in the fall. We are going back to the old system of open bids. The open bidding will establish fair market price. CRO's will get the first look if they fall within the range of fair market price. All the rules are not established yet, but lowest bid will not be the only factor. The FMP range will be set after all bids are received. Mitch asked for consideration of employee benefits in the new bid process. Fair Market Price is off the table as a discussion item for this committee. Keep your eyes on the website for the schedule of bids. Metro will be the first region open bid to come up.

Cheryl Liss from MRS is replacing Bill Leavell on the committee. All appointments will be approved within the next week. They will be retroactive to September 1, 2009.

Set Aside Requests

There are two pending requests, both for the same building. Both MRC Industries and Goodwill Industries of Southwestern Michigan have submitted requests for the Training Center for the Blind in Kalamazoo. The requests will be on hold, and there will be no decision until the new bids go out.

Public Comment

How is the percentage of allowable set aside contracts in a region established? The memorandum of understanding gives purchasing the responsibility of granting set aside requests. To establish the percentage, we consider all relevant interested parties. The general percentage is between 33 and 35%. We can however increase that percentage if it is appropriate.

Old Business

Fair market price is part of the RFI. Once those results are compiled, we can move forward with a fair market price solution.

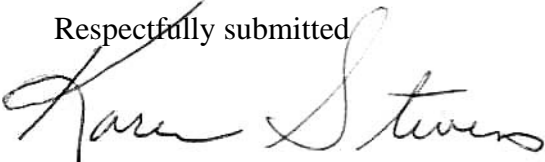
New Business

None.

Next meeting is scheduled for Thursday, December 10, 2009, 10:00 am, to be held at the Purchasing Operations Library, Michigan Department of Management and Budget.

Adjourned.

Respectfully submitted

A handwritten signature in cursive script that reads "Karen Stevens". The signature is written in black ink and is positioned to the left of the typed name.

Karen Stevens
Recording Secretary