KANSAS STATE USE COMMITTEE MEETING

Thursday, April 6, 2017, 1:30 p.m.

TARC INC – Topeka, Kansas

Committee Attendees: Shelby Fry (Chair), Norm Wilks (Vice Chair), Darren Muci, Michael Montana, Tracy Diel and Pat Terick

**Call to Order –**

The meeting was called to order at 1:30 p.m.

**Roll Taken –**

Quorum met

**Approval of Minutes –**

Motion to approve minutes as presented from February 2, 2017 by Darren Muci, 2d by Norm Wilks

Motion Approved.

**Addition to Agenda –**

Notification received from Barry Swanson that he will be leaving University of Kansas and will no longer be serving on the Kansas State Use Law Committee as a representative of the Board of Regents. The Board of Regents will need to assign committee representation. KU will send alternate representative until official announcement is made by the Board of Regents. SUL Committee members wished Barry well.

**Old Business –**

Continued discussion of Kansas Braille Transcription Institute (KBTI) qualified vendor application. KBTI contacted Tracy Diel requesting to be included in vendor catalog. Application is still under consideration, due to site visit being canceled.

Chairperson Fry suggested Tracy Diel email back with a general response directing them to reschedule site visit. Must have visit scheduled prior to June meeting.

Tracy Diel will follow up detailing the process required to become a qualified vendor.

Outreach to Unified School Districts

KETCH has had success with McPherson, Leavenworth and Springhill districts. A semi-annual reminder will be sent to all districts from Dale Bennis.

**New Business –**

FY 2018 State Use Catalog submissions and presentations (7/1/2017 – 6/30/2018)

* CPRF – No changes to previous years’ submission. Motion to approve by Muci, Wilks -2d

Motion carried.

* BTCO – No changes to previous years’ submission. Motion to approve by Wilks, Muci – 2d

Motion carried.

* Center Industries – No changes to previous years’ submission. Motion to approve by Wilks, Montana – 2d. Motion carried.
* TARC Industries – No changes to previous years’ submission. Motion to approve by Terick, Muci -2nd. Motion carried.
* Envision – Have reduced pricing in 81 current catalog items. Can liner business, 69 are constant, 7 have price increase and 7 brand new products. 164 products total. Motion to approve by Muci, Wilks – 2d. Motion carried.
* KETCH – changes include discontinuation of stationary line. No changes in safety glasses offered. Due to an 11% increase in cotton products, used in manufacturing of air filters, are requesting a 5% across the board increase in air filter products. Motion to approve by Montana, Terick – 2d. Motion carried.
* OCCK – Provide janitorial in Saline, Cloud and Republic counties, ice bags and promotional items. Motion to approve by Norm Wilkes. Pat Terick – 2d. Motion carried.
* Cartridge King – 230 items being removed as obsolete and limited demand. Have added 212 new items. Motion to approve by Terick, Montana – 2d. Motion carried.

**Other Business:**

* Discussion of State Use legislation.
* June Meeting reapplication process for BTCO, Center Industries, CPRF, Goodwill and Cottonwood.

**Stake Holder Feedback**

Liz Karp with BTCO wanted to clarify concerns noted by KDOT regarding an open RFP and their bid to complete service. She asked that bids and concerns be aligned closely with the tasks required by bidders.

It was decided to tour Cottonwood prior to June meeting which will be held in Lawrence.

**With no other business, Michael Montana moved to adjourn, Norm Wilks 2d. Motion carried.**

Motion adjourned at 3:00 pm.