



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Amended COMMITTEE ON SWEATFREE PURCHASES

Thursday, May 19, 2011

5:30 PM

210 Martin Luther King Jr Blvd
Room 406 (City-County Building)

CALL TO ORDER / ROLL CALL

Present: 3 -
Satya V. Rhodes-Conway; Marianna Smirnova and Carol Bracewell

Absent: 2 -
Daniel Cox and Jonathan D. Rosenblum

APPROVAL OF MINUTES

A motion was made by Smirnova, seconded by Rhodes-Conway, to Approve the Minutes. The motion passed by voice vote/other.

PUBLIC COMMENT

None

DISCLOSURES AND RECUSALS

None

1. [22532](#) Council acceptance of Ordinance clarifying \$5,000 threshold and Committee Report
Council approved ordinance amendment and accepted 2010 Committee Report
2. [21508](#) Standing update on sweatfree and purchasing activities- Purchasing
No Purchasing update

3. [22534](#) **“SLIDING SCALE” Method of Compliance** - Bracewell
Results of applied test of sliding scale on one previous City bid.
City Attorney opinion on applying scale to one future bid only as a test process
- Bracewell presented results of test of sliding scale method of evaluation on the 2010 Fire Department bid for uniform apparel. The compliance scores for the 3 vendors are as follows: Lark Uniforms = 45% (did not meet threshold); Red, The Uniform Tailors = 64%; Schenk-Huegel = 92%.
- The test did not include the evaluation of the accuracy of information submitted. What is important is that there is a signatory, even 2 levels of signature by the brand and the bidder to attest to the accuracy of the information submitted. How much weight should be given to the signature portion? Also important is to have the capacity to perform investigations; consider utilizing Sweatfree Purchasing Consortium database.
- Committee to consider an amendment to the ordinance for Council to delegate to the Committee, the task of establishing a policy for determining standards for compliance, e.g. if forms are being filled out correctly, etc.
- Committee reviewed email from Asst. City Atty. Lara Mainella about testing the sliding scale method of compliance on a live bid. (See Exhibit B – Email from Asst. City Atty. Lara Mainella re: Testing Sliding Scale of Compliance Evaluation on a Live Bid.) Committee to request attendance of Mainella at the next meeting.
4. [22535](#) **Approval of Revised Workplan. See Exhibit A-1**
- A motion was made by Bracewell, seconded by Rhodes-Conway, to Return to Lead with the Recommendation for Approval. The motion passed by voice vote/other.
5. [22537](#) **Vendor Education**
- Defer to the next meeting
6. [20016](#) Dates and agenda for future meetings
- Staff to send a Doodle schedule if there will not be quorum on June 16.
- Future agenda items to include discussion of RFP Form A, Signature Affidavit and 2 signature model for Sweatfree Bidder Disclosure Statement.
7. [19185](#) Announcements
- None

ADJOURNMENT

A motion was made by Bracewell, seconded by Rhodes-Conway to adjourn at 6:51 p.m. The motion passed by voice vote.