



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Approved COMMITTEE ON SWEATFREE PURCHASES

Thursday, June 23, 2011

5:30 PM

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

CALL TO ORDER / ROLL CALL

Chair Bracewell called to meeting to order at 5:44 pm.

Present: 4 -

Satya V. Rhodes-Conway; Jonathan D. Rosenblum; Marianna Smirnova
and Carol Bracewell

Rosenblum left at 6:44 before Item #4

APPROVAL OF MINUTES

Smirnova – motion; Rhodes-Conway – second to accept Minutes of 5/19/11 as amended to clarify that the signatory referenced in item 22534 is important for attesting to the accuracy of the information submitted

PUBLIC COMMENT

None

DISCLOSURES AND RECUSALS

None

ITEMS TO BE DISCUSSED

1. [21508](#) Standing update on sweatfree and purchasing activities- Purchasing

McGuire summarized the 5/31/11 annual meeting of the Sweatfree Purchasing Consortium that included election of Directors, report on the Consortium's activities during the past year, committee reports, presentation of labor compliance in uniform factories by representatives from Bangladesh Center for Worker Solidarity and Worker Rights Consortium and a discussion of preemption threats to sweatfree procurement policies by the Harrison Institute for Public Law at Georgetown Law School.

2. [22534](#)

“Sliding Scale” Method of Compliance

a) **Bracewell presented results of the test of sliding scale method of evaluation on the 2009 Metro Transit uniform bid. The scores for the 3 vendors for whom information was available are as follows: Monogram = 14%; Red, The Uniform Tailors = 27%; Schenk-Huegel = 82%. See Exhibit M-1 6-23-11.**

b) **Observations about bidders’ compliance with submission of bidder disclosure forms:**

1. **Bidder Schenk Huegel took care in submitting the required information.**
2. **Edwards brand submitted all the information but not on the right bidder disclosure form.**
3. **Many of the forms did not include wage information.**
4. **Manufacturer’s code of conduct was submitted in lieu of the bidder disclosure form.**
5. **Some factory addresses were vague.**
6. **Bidder disclosure form should provide space to identify the specific item on the bid for which the information is submitted.**

c) **Would the sliding scale approach have changed the award?**

d) **How many points should be assigned for sweatfree compliance in relation to other criteria being evaluated?**

e) **Should the committee play a greater role in the evaluation of bids for compliance and verification of sweatfree information submitted, etc.?**

f) **Request Asst. City Attorney Mainella to draft language to amend ordinance to allow latitude and flexibility for the committee to develop, implement and/or amend as necessary, a more realistic and competitive evaluation of sweatfree compliance that may include sliding scale approach**

3. [22537](#) Vendor Education

Discuss RFP Signature Affidavit and Bidder Disclosure Statement format, including 2 signature model for manufacturers/brands and bidders, for possible distribution to vendors.

Additional comments and questions from the evaluation of the Metro Transit uniform bid:

- g) These compliance issues confirm the need for a new form and vendor education to improve compliance.
- h) Look at the opportunity to introduce the form and include vendor education in the next uniform bid. What's the best method for doing this?
- i) Should there be follow-up with vendors who didn't fill out the form correctly?
- j) Who should fill out the form – bidder, brand/manufacturer or both?
- k) Bidder signature on the bid legally binds the bidder to the bid submitted, including bid terms, conditions, information submitted on the bidder disclosure statement, etc. The signature on the affidavit is still required for those purchases made without a bid.

Rosenblum left at 6:44 pm

- Present: 3 -
Satya V. Rhodes-Conway; Marianna Smirnova and Carol Bracewell
- Excused: 1 -
Jonathan D. Rosenblum

4. [22946](#) Review of Workplan Progress

- a) Keep as an agenda item.
- b) Discuss bidder disclosure form and required signature(s) at next meeting

5. [20016](#) Dates and agenda for future meetings

- a) Next meeting will be July 13th.
- b) Agenda items to include:
 - Review uniform bids to be let in the next 6 months.
 - Review draft language for ordinance change
 - Discuss required signature(s) on bidder disclosure forms.

6. [19185](#) Announcements

None

ADJOURNMENT