



City of Madison

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

Wednesday, August 10, 2011

5:30 PM

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

CALL TO ORDER / ROLL CALL

Chair Bracewell called the meeting to order at 5:40 pm.

Present: 3 -

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

Daniel Cox was present at the meeting, although his member status was in transition from being the student representative of the Labor Licensing Policy Committee to the alternate position.

APPROVAL OF MINUTES

A motion was made by Rosenblum, seconded by Rhodes-Conway to approve the 8-10-11 CSP minutes The motion passed by voice vote/other.

PUBLIC COMMENT

None

DISCLOSURES AND RECUSALS

None

ITEMS CONSIDERED

1. [21508](#) Standing update on sweatfree and purchasing activities- Purchasing
 - a. McGuire discussed and distributed copies of the various forms, processes and guidelines that the Sweatfree Purchasing Consortium (SPC) Program and Compliance Committee is working on. (See attachments.) She presented the Factory Registration Process Flowchart that was recently approved by SPC at their last August Board meeting. (See Consortium Vendor and Factory Registration Process)
 - Overall concept appears acceptable to the committee
 - Need to verify if this process would be in conflict with the City's local preference policy.
 - What is the cost to the City – for annual membership, database access fee, etc.?
 - What is the cost to proactively investigate each factory and follow complaints?
 - Do we want all bidders to access the database, pay the fee as an incentive to use a factory that is already there?
 - Information on database would help determine sweatfree compliant vendors, manufacturers, brands and make it easier to specify requirements.
 - City could make vendors enter the required information into the database (including City's required wage information) as a bid requirement, then City can check for compliance based on the presence or absence of information submitted.
 - How would SPC's factory registration process interact with the City's sliding scale of compliance?
 - Discuss at the next agenda how the City's process fits with the SPC's process.

2. [22534](#) "Sliding Scale" Method of Compliance
 - a. Add to next agenda: approval of ordinance amendment amending sections 4.25(5)(b) and (6)(d) of the Madison General Ordinances and include correct Legistar number.
 - b. How many points should be assigned to sweatfree?
 - c. Can a committee member participate in the evaluation and post mortem analysis of the bid/rfp process?
 - d. Get legal opinion about the committee's role and participation in the bid evaluation process and in influencing the award decision.

3. [23183](#) Bidder Disclosure Statement Form
 - a. Who signs? (Bidder, Manufacturer, Brand, Factory owner, etc.)

4. [22537](#) Vendor Education

Defer to next meeting. Look at opportunities and approach to conduct vendor education. Review uniform bids to be let in the next 6 months.

5. [22946](#) Review of Workplan Progress

Keep as recurring agenda item. See Exhibit A-1

6. [20016](#) Dates and agenda for future meetings

Next meeting is September 22nd.

7. [19185](#) Announcements

None.

ADJOURNMENT

A motion was made by Rhodes Conway, seconded by Bracewell to adjourn at 6:34 p.m. The motion passed by voice vote/other.