

## Excerpt from Specifications and Technical Requirements

### 5. SWEATSHOP FREE REQUIREMENTS

#### 5.1 City of Portland Sweatshop Free Procurement Policy and Code of Conduct for Apparel Contractors:

5.1.1 The successful proposer must provide textile products in accordance with the City's Sweatshop Free Procurement Policy, Code of Conduct for Apparel Contractors, and related Administrative Rules. Copies of these documents are available online at <http://www.portlandonline.com/omf/index.cfm?c=50342&>, and the City's Code of Conduct for Apparel Contractors is attached as Attachment D. **The City's Sweatshop Free Procurement Policy and Code of Conduct are applicable to the Contractor and all subcontractors and suppliers down to the cut and sew (point-of-assembly) level of the manufacturing process** for the products provided under the resulting price agreement. Proposer must acknowledge receipt of the Code of Conduct and Code of Conduct compliance in the Proposer's response cover letter.

5.1.2 Prior to contract award, the highest-scored proposer must demonstrate compliance with the City's Code of Conduct for Apparel Contractors by completing and submitting the City of Portland Sweatshop Free Procurement Policy Prime Contractor Full Compliance & Declaration Form and the Point-of-Assembly Factory Location Form (available for download at: <http://www.portlandonline.com/omf/index.cfm?c=50342&>). **Note that the Policy and the forms apply to all of the textile products that will be supplied to the City and applies to all subcontractors/suppliers down to the cut and sew (point-of-assembly) level of the manufacturing process. Prior to contract award, the highest-scored proposer must disclose factory locations (down to point-of-assembly) for those contract items provided to the City.** Delayed Compliance may be requested by the successful proposer, if necessary, by completing the Delayed Compliance Authorization Request Form posted on the above website.

5.1.3 The City reserves the right to investigate all evidence reasonably necessary to determine whether the successful proposer is in full compliance with the City's Code of Conduct for Apparel Contractors, including on-site audits by City-approved independent third-party monitors of manufacturing facilities producing contract items.

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## Excerpt from Evaluative Criteria Section

### DEMONSTRATED ABILITY TO MEET OR EXCEED ENVIRONMENTAL AND SUSTAINABILITY REQUIREMENTS

Please provide a written response to the following questions. Copies of website pages or selections from corporate reports are not considered a complete response.

1. List the top five actions/ongoing practices your firm has implemented to reduce your firm's environmental impact of doing business. Include references to specific timelines, performance metrics, and any third-party awards/recognition.
2. Describe how your firm has minimized the environmental impact of submitting this proposal as requested in Part II, Section B.2

3. Does your firm offer end-of-life product take-back and recycling services for the proposed uniform products? If so, provide a description of the program including: a) how end-of-life products are recycled (e.g. are they recycled into other products?) and b) whether or not the tack-back program is provided at no cost to the City.
4. a. What chemical/treatment process is used to create the water and stain repellant features of the proposed uniform products? Include CAS Numbers, as applicable.  
  
b. Are the proposed uniform products available with a perfluorochemical-free water/stain repellant treatment? If so, please describe the perfulorchemical-free treatment that is available and whether there is a cost difference from the standard treatment.
5. Describe the delivery packaging, and the recyclability thereof, that will be used for the proposed products. Specifically address:
  - a. Packaging materials used (cardboard, plastic film, hangers (metal or plastic), etc.)
  - b. Recycled content of packaging materials
  - c. Recyclability of packaging at City facilities (NOTE: the City does not have the capability to readily recycle Styrofoam®, molded plastics, or plastic film)
  - d. Whether packaging is taken-back by your firm (as part of delivery services) for reuse or recycling
  - e. Your firm's efforts to minimize packaging without compromising product quality and integrity.
6. Where is your firm located? Does your firm utilize any suppliers from Oregon or Southwest Washington for the proposed products? If so, include the name of the supplier, their location (City/State), and the type of product they supply.