

Vice Mayor Davis expressed concern that the DNC may not be too concerned with helping Cambridge businesses. Councillor Simmons stated that she would contact Julie Burns at the Boston office of the DNC. Ms. Johnson stated that it is important for businesses to be certified for the DNC.

The draft program for the BCI was also used as a programming format for the DNC. A discussion ensued about the DNC workshop. Ms. Williams informed the committee that October would be too late to conduct the DNC workshop. She suggested working around any date that Julie Burns is available to speak at the DNC workshop. Ms. Griffin suggested that Mayor Sullivan contact Boston Mayor Menino to inform him that Cambridge businesses needed an opportunity to join the DNC. Councillor Simmons stated that Cambridge wants to do a DNC workshop so that Cambridge vendors can qualify for the DNC in 2004. Ms. Johnson asked if the DNC should be a breakfast meeting. Ms. Williams responded in the affirmative. The format for the workshop would be registration, program and certification. Numerous rooms would be needed for the breakout groups so that the information can be heard. The locations discussed for the DNC workshop were University Park hotel, the Senior Center or City Hall. Vice Mayor Davis commented that the businesses would be happier if the workshop were held at University Park. She urged coordination with the Chamber of Commerce to enlist the cooperation of the business community. Councillor Simmons stated that she would contact Julie Burns at the DNC and the Chamber of Commerce. Ms. Johnson and Ms. Williams will refine the program for the DNC and the BCI. She would discuss with the City Manager the advertising of the DNC workshop and the BCI.

The discussion now focused on the BCI. Councillor Simmons stated that she needed a commitment from Mr. Parravano. It was agreed that the BCI would be conducted between the hours of 4-7 p.m. Ms. Williams informed the committee about a 2003 Small Business Conference. Councillor Simmons listed the upcoming project for the city as the school, library and police station. Ms. Glazer suggested a "SAVE THE DATE FOR THE BCI" be put on the flyer for the DNC.

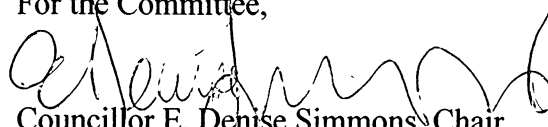
Councillor Simmons stated that it is imperative that a date for the DNC be confirmed. She also commented that upcoming opportunities should be placed at the end of the program in an effort to keep the audience at the DNC and BCI. Harvard University, M.I.T. and the Cambridge Health Alliance should be asked what are the opportunities where businesses could conduct businesses with these entities.

The committee discussed the brochure previously prepared by CDD. Ms. Johnson asked when does this brochure need to be updated. Councillor Simmons replied by October.

Councillor Simmons thanked those present for their attendance. She scheduled the next meeting of the committee for Wednesday, June 25, 2003 at 3:00 p.m. to continue the discussions on the DNC and BCI.

The meeting was adjourned at four o'clock and thirty-five minutes p.m.

For the Committee,



Councillor E. Denise Simmons, Chair

“BUY CAMBRIDGE INITIATIVE”

ADVERTISING	FOOD-BAKERY
ARCHITECTS	FOOD SERVICE
AUTOMOBILE CAR WASHERS	FURNITURE & FIXTURES
AUTOMOTIVE REPAIR&AUTOBODY	HARDWARE STORES
BAKERY EQUIPMENT	HOTELS
BANKING SERVICES	LANDSCAPERS
BINDERY SERVICES	LEASING & RENTALS
BEAUTY SALONS & BARBER SHOPS	LEGAL BUSINESSES
BIOTECHNOLOGY	LIQUID DISTRIBUTORS
CLEANING COMPANIES	MACHINES/EQUIPMENT
COMMUNICATIONS	MARKET/CONVENIENCE STORE
COMMUNITY SERVICES	MISCELLANEOUS
COMPUTERS/PRINTERS/SUPPLIES	MUSIC BUSINESS
CONSTRUCTION BUSINESS	OFFICE MACHINERY
COPY COMPANIES	PACKAGING
DRY CLEANERS & LAUNDROMATS	PAPER – PAPER STOCK
DATA/WORD PROCESSING SUPPLIES	PAVING COMPANY
EDUCATIONAL SERVICES	PHOTOGRAPHERS
ELECTRONIC REPAIR	PLUMBING & HEATING
ENGINEERING	PRINTERS & BINDERS
FAST FOOD	REPAIR SERVICES

RESTAURANT

RETAIL

SERVICE & GAS STATIONS

SOFTWARE COMPANY

SPORTS & EXERCISE

TEMP AGENCIES

TRAVEL AGENTS

UTILITIES

VENDING MACHINES

WHOLESALE

WOODWORKING EQUIPMENT

**DO YOU OFFER ENVIRONMENTALLY PREFERABLE PRODUCTS OR
SERVICES. PLEASE DESCRIBE**

Memorandum

To: Economic Development, Training and Employment Committee

From: Cynthia H. Griffin, Purchasing Agent

Date: May 22, 2002

Re: Commodities/Services Purchased

The Purchasing Department has reviewed this past year's purchases and, excluding construction and designer services contracts, find that the following are the goods and services purchased in the greatest volume.

Office Products

Paper

Fleet Vehicle Parts and Labor

Food and Refreshments

School Supplies

Towing

Reprographics

Hardware and Paint

Taxi Service

Arts and Crafts

Computers

Bottled Water

Construction Materials

Toner Cartridges

City of Cambridge

**ECONOMIC DEVELOPMENT, TRAINING
AND EMPLOYMENT COMMITTEE MEMBERS**

*Councillor E. Denise Simmons, Chair
Vice Mayor Henrietta Davis
Councillor Kenneth E. Reeves*

In City Council June 16, 2003

The Economic Development, Training and Employment Committee held a public meeting on Tuesday, June 3, 2003, at three o'clock and forty minutes P.M. in the Ackermann Room.

The purpose of the meeting was to continue discussing the "Buy Cambridge Initiative" (BCI) and any other matters that come before the committee.

Present at the meeting were Councillor E. Denise Simmons, Chair of the Committee, Vice Mayor Henrietta Davis, Susan Glazer, Deputy Director, Community Development Department (CDD), Estella Johnson, Economic Development Director, CDD, Cynthia Griffin, Purchasing Agent, Joan Dillon, Assistant Purchasing Agent, Nancy McLeod, Manager, Construction Procurement, Purchasing Department, James Monagle, City Auditor, Duane Brown, Affirmative Action Officer, Susan Mintz, Office of Workforce Development, Human Service Department, Ini Tomeu, Public Information Officer and Donna P. Lopez, Deputy City Clerk. Also present was Nicola Williams, 8 Brewer Street, Cambridge.

Councillor Simmons opened the meeting and stated the purpose. At the last meeting it was decided that the Purchasing Department would compile a list of the categories of the most frequently purchased supplies. The list is attached (**ATTACHMENT A**). Councillor Simmons commented that outreach for the BCI has not been decided by the committee. The list is a good start, now who will be invited must be decided. M.I.T., she said, has offered space for the BCI, but a date has not been scheduled. Parking will be an issue.

Ms. Tomeu asked who is the target audience for the BCI. She stated that the general public would use the Web Page.

Councillor Simmons stated that she would like a flyer for the BCI. Ms. Johnson and Ms. Williams drafted a program for the BCI. This program was altered at this meeting and a more concrete program would be made available at the next meeting of this committee.

At this time the discussions shifted from the BCI to the Democratic National Convention workshop (DNC).

S-217

Committee Report #1

A communication was received from Donna P. Lopez, Deputy City Clerk, transmitting a report from Councillor E. Denise Simmons, Chair of the Economic Development, Training and Employment Committee, for a meeting held on June 3, 2003 to continue discussing the "Buy Cambridge Initiative" (BCI) and any other matter that come before this committee.

In City Council June 16, 2003

**REPORT ACCEPTED.
PLACED ON FILE.**