



# **Sustainable Purchasing:** **Landscape of Procurement Tools**

**Chris O'Brien, Director of Sustainability**

**National Academies of Science  
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# What Are Green Purchasing Tools?

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- ▶ Policies
- ▶ Standards & Certifications
- ▶ Labels
- ▶ Vendor Programs
- ▶ Tracking Systems
- ▶ Reports



# Three Big Ones in My World

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**STARS**  
Sustainability  
for Higher Ed

**LEED**  
Green  
Building

**ACUPCC**  
Carbon-  
Neutrality



# Tool Characteristics

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	STARS	LEED	ACUPCC
Stakeholder Consensus	x	x	x
Public Report	x		x
Self-Declared	x		x
Third-Party Certified		x	
Comparative	x		x
Financial	x	x	x
Adoption	297	9139	674



# Purchasing Policies

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	STARS	LEED	ACUPCC
EPEAT	x	/	
Cleaning	x	x	
Paper	x	/	
Historically Underutilized Businesses	x		
Local	x		
Consumables		x	
Durables		x	
Mercury in Lamps		x	
LEED			x
Carbon Offsets			x



# Procurement Credits

	STARS	LEED	ACUPCC
Food Purchasing	x	x	
Recycled Content Napkins	x	x	
Reusable To-Go Containers	x	/	
Renewable Energy	x	x	x
LED Lighting	x		
Snow and Ice Removal	x	x	
Computer Purchasing	x	x	
Cleaning Product Purchasing	x	x	
Office Paper Purchasing	x	x	x
Historically Underutilized Businesses	x		
Local	x	x	
Fleet	x	x	x
Waterless Urinals	x		
Trademark Licensing	x		
Recycled Content		x	
Rapidly Renewable Materials		x	
Office Supplies		x	
Office Equipment		x	
Energy Star rated	/	x	/
Furniture		x	



# Tracking Tools - STARS



A program of AASHE

sustainability@american.edu | American University | Help | Log Out

About

Get Involved

STARS Institutions

News & Events

Reporting Tool

STARS Institutions > American University > Jan. 31, 2011 > OP-10: Computer Purchasing



## American University OP-10: Computer Purchasing

Status	Score	Responsible Party
✓	2.00 / 2.00	<b>Emily Curley</b> Sustainability Coordinator Sustainability

Overall Rating	Gold
Overall Score	69.90
Submission Date	Jan. 31, 2011
President's Letter	<a href="#">Download</a>
Download	<a href="#">PDF</a>

### STARS v1.0

#### EDUCATION & RESEARCH

- ☐ Co-Curricular Education
- ☐ Curriculum
- ☐ Research

#### OPERATIONS

- ☐ Buildings
- ☐ Climate
- ☐ Dining Services
- ☐ Energy
- ☐ Grounds
- ☐ Purchasing

#### OP-10: Computer Purchasing

- OP-11: Cleaning Products Purchasing
- OP-12: Office Paper Purchasing
- OP-13: Vendor Code of Conduct

Home > Reports

### Reporting Fields

### Credit Info

"—" indicates that no data was submitted for this field

Does the institution have an institution-wide stated preference to purchase EPEAT Silver or higher computers and monitors? 🗨️

Yes

The website URL where the EPEAT policy, directive, or guidelines are posted 🗨️:

<https://www.american.edu/finance/sustainability/Purchasing.cfm>

A brief description of steps the institution has taken to ensure that the purchasing policy, directives, or guidelines are followed 🗨️:

AU maintains a sustainable purchasing policy to guide University procurement in ways that advance social responsibility and environmental sustainability.



# Tracking Tools - LEED

[illegible]



# Tracking Tools - ACUPCC

772-2011-inventorycalculator [Read-Only] - Microsoft Excel

**Spreadsheet Map**

Use the boxes below to hide or unhide the input sections.

- ☒ Institutional Data
  - ☒ Scope 1
    - ☐ Cogeneration
    - ☒ Other Stationary
    - ☒ Transportation
    - ☒ Refrigeration
    - ☒ Agriculture
  - ☒ Scope 2
    - ☒ Electricity
    - ☒ Steam / Water
  - ☒ Scope 3
    - ☒ Commuting
    - ☒ Travel
    - ☒ Solid Waste
    - ☒ Wastewater
    - ☒ Paper
    - ☒ Offsets

On this Worksheet: Enter data related to emissions. If a column does not apply or the data is unavailable, leave it blank.

**MODULE** Input

**WORKSHEET** Input: Enter emissions source activity and institutional data

**UNIVERSITY** American University

Fiscal Year	Budget - Click here to enter data			Population					Physical Size		Institutional Data				
	Operating Budget	Research Budget	Energy Budget	Full Time Students	Part-Time Students	Summer School Students	Faculty	Staff	Total Building Space	Total Research Building Space	Residual Oil (#5-6)	Distillate Oil (#1-4)	Natural Gas	LPG (Propane)	Coal
	\$ (2005)	\$ (2005)	\$ (2005)	#	#	#	#	#	Square feet	Square feet	Gallons	Gallons	MMBtu	Gallons	Short Tons
1990	\$ -	\$ -	\$ -												
1991	\$ -	\$ -	\$ -												
1992	\$ -	\$ -	\$ -												
1993	\$ -	\$ -	\$ -												
1994	\$ -	\$ -	\$ -												
1995	\$ -	\$ -	\$ -												
1996	\$ -	\$ -	\$ -												
1997	\$ -	\$ -	\$ -												
1998	\$ -	\$ -	\$ -												
1999	\$ -	\$ -	\$ -												
2000	\$ -	\$ -	\$ -												
2001	\$ -	\$ -	\$ -												
2002	\$ -	\$ -	\$ -												
2003	\$ -	\$ -	\$ -												
2004	\$ -	\$ -	\$ -												
2005	\$ -	\$ -	\$ -	8,960	3,002	3,989	694	1,671	3,009,254	21,310		47,725	121,510		
2006	\$ -	\$ -	\$ -	8,901	3,137	4,255	705	1,742	3,344,729	23,500		7,006	129,626		
2007	\$ -	\$ -	\$ -	8,845	3,038	4,168	708	1,764	3,344,729	23,500		-	129,553		
2008	\$ -	\$ -	\$ -	8,930	2,939	3,909	737	1,764	3,344,729	23,500		-	134,693		
2009	\$ -	\$ -	\$ -	9,239	2,944	3,936	890	1,790	3,348,813	23,500		-	147,077		
2010	\$ -	\$ -	\$ -	9,654	3,051	4,151	982	1,828	3,331,157	23,500		-	145,102		
2011	\$ -	\$ -	\$ -	9,911	3,136	4,148	1,019	1,859	3,542,614	23,500		-	145,687		

Note: Signatories of the ACUPCC should reference the Implementation Guide, as they have specified definitions for many data categories. You may gather data for the categories that differ in the [ACUPCC Reporting Worksheet](#). For guidance reference the [ACUPCC Implementation Guide \(pdf\)](#).

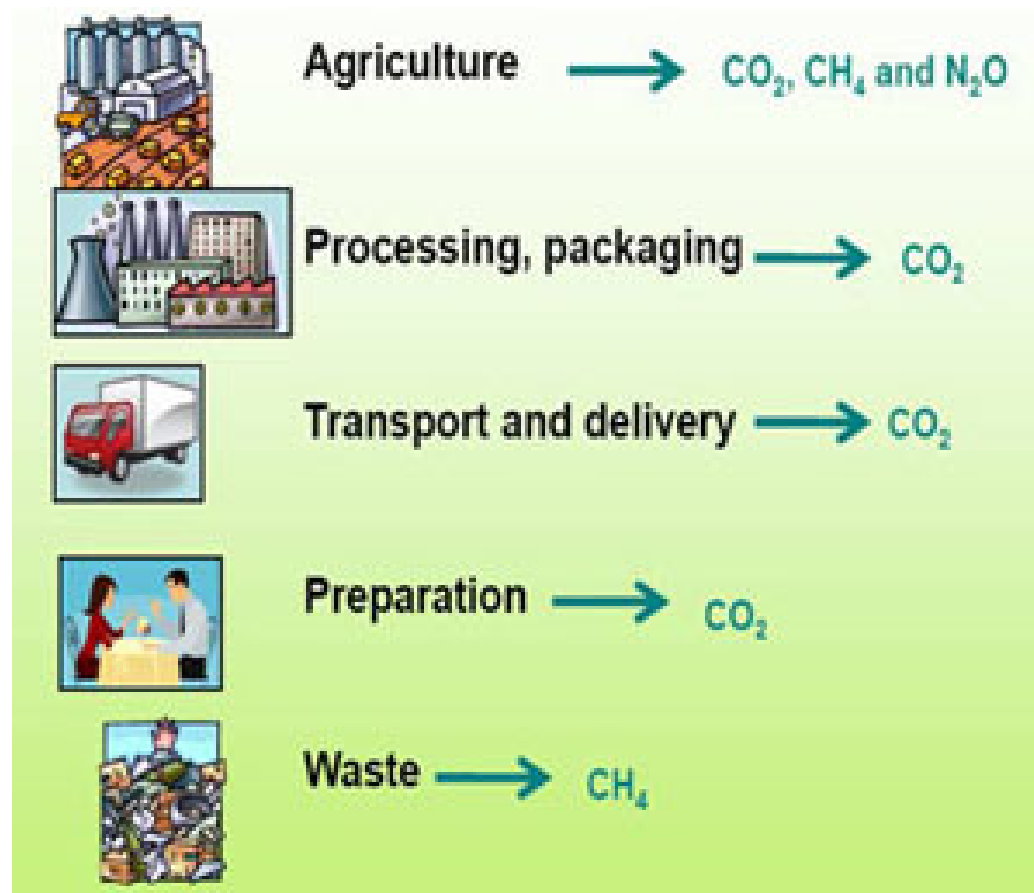
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User Agreement Introduction Spreadsheet Map **Input** Input Commuter S eCO2 Sum ACUPCC Reporting EF ElectricMap EF GWP



# New Tool On the Block: CHEFS

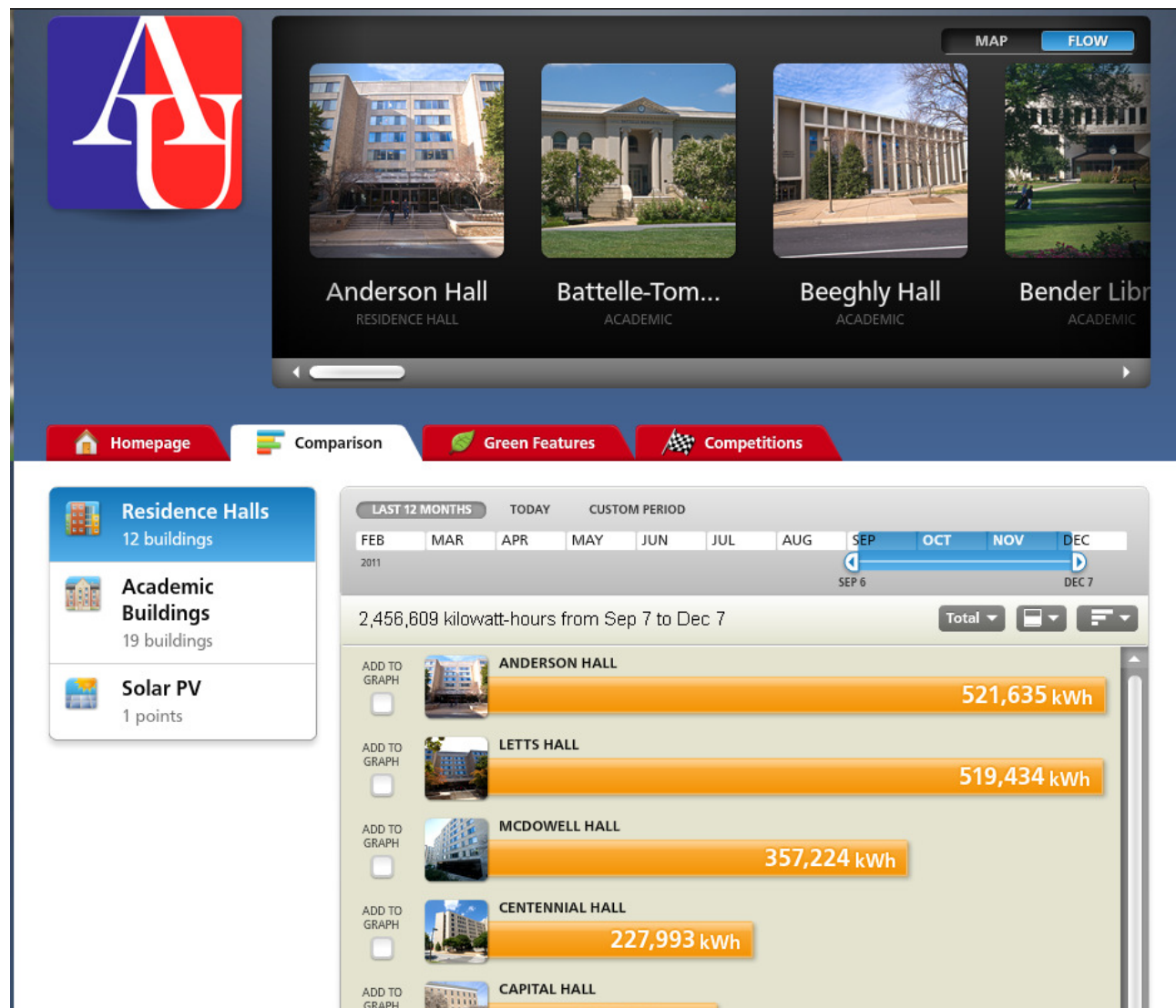
## CHarting Emissions from Food Services




# Dashboards: Off-the-Shelf



# Dashboards: Online, Public



# Dashboards: Office-Level



**GO Green Office**  
 Congratulations! Your office is greening the American dream by piloting AU's Green Office program. Complete the monthly worksheets and this scorecard will automatically calculate your score. Questions? Contact sustainability@american.edu.  
**Office of Sustainability**  
**Joshua Kaplan**  
**Green Eagle Student - N/A**

Score	Level
#DIV/0!	#DIV/0!

Credits	Possible Points	Points Earned
<b>Green Commute</b> 1 Total employees in office 2 Send Transportation email 3 Commuter Modes 4 Commuter Programs 5 Car Free DC Pledge	<b>10</b> Prerequisite Prerequisite 8 2 Bonus	<b>7</b>   5.3 0.8 0.6
<b>Green Supplies</b> 1 Copy paper is at least 30% pcw recycled 2 Printers are set to print double-sided by default 3 Paper margins are set to 3/4-inch on all sides by default 4 Copies are made double-sided and a reminder sign is posted 5 Scrap paper is collected and used 6 Purchased copy paper is 100% pcw recycled, PCF and FSC certified 7 All other office supplies are from Staples "Eco-Options" list 8 Ink cartridge refills or remanufactured cartridges are used 9 Documents are shifted toward electronic forms	<b>10</b> Prerequisite 2 1 1 1 3 1 1 Bonus	<b>10.8</b>  1.2 0.6 1.0 1.0 3.0 1.0 1.0 2.0
<b>Energy</b> 1 Appliance inventory is complete 2 New appliances are Energy Star rated 3 Apply light switch stickers 4 Set computers to energy-saving modes 5 Unplug personal electronics when not in use 6 Efficient task lighting is used 7 Complete the Campus Shutdown checklist on Dec. 22nd. 8 Only use networked printers 9 Remove unnecessary lamps/light bulbs 10 Charge your phone with solar power	<b>10</b> Prerequisite Prerequisite Prerequisite 3 2 2 1 2 Bonus Bonus	<b>#DIV/0!</b>   #DIV/0! #DIV/0! #DIV/0! 0.0 #DIV/0! 0.0 0.0

Scorecard / Office Profile / Inventory / **Sent! Green Commute** / Oct! Green Supplies / Nov! Dec! Energy / Innovation

# Better Sustainable Purchasing Tools

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- ▶ Integrated with Financial Systems
- ▶ Integrated with Green Systems
- ▶ Online & Optionally Public
- ▶ Aesthetically Beautiful -- to Motivate Behavior Change



# Thank you! Questions?

## AU Office of Sustainability



[sustainability@american.edu](mailto:sustainability@american.edu)



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