Sustainable Purchasing
Best Practices

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www.ResponsiblePurchasing.org
RPN

Nonprofit network

• States
• Local governments
• Federal agencies
• Colleges & universities
• School districts
• Businesses
• Non-profit partners

RPN Mission

“Promote and practice responsible purchasing by identifying best practices, developing effective purchasing tools, educating the market, and using our collective purchasing power to maximize environmental stewardship, protect human health, and support local and global sustainability.”
Why is Public Procurement Important?

Public agencies have massive buying power

✓ 20% GNP -- ~$1.5 Trillion annually for goods & services

Federal specifications often replicated by municipalities, school districts, universities, colleges, etc.)

✓ Manufacturers design products to meet government “specs” (e.g., recycled paper, cars with airbags)
Sustainable Procurement Policy Goals

“...minimize negative impacts on human health and environment while supporting a diverse, equitable, and vibrant community and economy...”

City of Tacoma, WA Resolution No. 38248
Unsustainable Products

- Hazardous ingredients
- Poor energy, fuel or water efficiency
- Wasteful (rapidly disposable, little or no recycled content, difficult to recycle)
- Unsustainable production, use, transportation, and disposal impacts
Products & Packaging Cause Significant Climate Impacts

US Greenhouse Gas Emissions (a systems-based view)
Product Policy Institute (2009)
Why **Sustainable Procurement** is an Important Strategy

- “Leading by Example”
- “Proving Ground” for sustainable products
- Strengthening markets
- Rewards product redesign
  - market transformation
- Cleans up the supply chain
Sustainable Purchasing
Benefits

Progress towards:

• Climate action commitments
• Solid waste reduction goals
• Reduction of water and air pollution
• Minimization of toxic chemical releases and exposures
• Creation of “green” jobs
• Earning green building credits
• Life-cycle cost savings

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Manufacturer-created Eco-Labels
Retailer-created Ecolabels
Best Practice
Require Claims to be Verified

“Suppliers citing environmentally preferred product claims shall provide proper certification or detailed information on environmental benefits, durability and recyclable properties.”

Source: University of California Policy on Sustainable Practices
Multi-Attribute Certifications

Our Standards


» Click here to view our criteria...
Single Attribute Certifications

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Product Rating Systems

- US DOE/EPA ENERGY STAR Program (energy-efficient appliances, office and lighting equipment)
- EPEAT ("green" computer equipment)
- US EPA Design for the Environment (DfE) Program (low-toxicity cleaners)
• Get top level support
• Assess your internal resources
• Assemble a “Green Team”
• Create a process for working together
• Adopt EPP policy with goals and reporting requirements
• Establish communication and outreach strategies
Best Practice

Centralize

• Lowers prices by aggregating demand
• Easier to control/monitor purchases
• Simplifies education process
• Saves time on ordering, book-keeping
Best Practice

Prioritize Opportunities

• Largest potential impact
• Ability to meet environmental/health goals
• Opportunities for change (contracts re-bid)
• Ease of implementation (use existing specs)
• Potential to save money
Best Practice
Focus on Products that Save Money

- Lower upfront costs
- Conserve energy or water
- Reduce paper or fuel use
- Lower maintenance costs
- Reduce replacement costs
- Avoid disposal/cleanup costs
- Support the local/regional economy
- Offset environmental and health program costs
Toner and Ink Cartridges

- Evaluate toner/ink costs BEFORE purchasing imaging equipment
- Remanufactured toner and ink cartridges cost 30-60% less per copy than “virgin” cartridges
  - Need strict performance standards
  - Can support local jobs
- Require vendors to take-back empties to reduce disposal costs (ask for rebates)
- XL toner and ink cartridges reduce replacement costs
“Best Value” Procurement Favors Efficient Products

Considers overall (life-cycle) costs of ownership:

- Initial price
- Utility costs (energy, water)
- Maintenance costs (labor and replacement)
- End-of-life costs (disposal and recycling)
ENERGY STAR-rated LED Lamps

- Energy-efficient (75% more efficient than incandescents)
- Long life (15X longer than incandescent; >25,000 hours rated life)
- Mercury-free (unlike CFLs)

Qualified list: www.energystar.gov

US DOE: LEDs can save enough electricity to replace ~24 large power plants by 2030
# Best Practice

## Race to the Top

### Products Recognized as ENERGY STAR Most Efficient in 2011

<table>
<thead>
<tr>
<th>Category</th>
<th>Image</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clothes Washers</td>
<td><img src="image1.png" alt="Image" /></td>
</tr>
<tr>
<td>Refrigerators</td>
<td><img src="image2.png" alt="Image" /></td>
</tr>
<tr>
<td>Televisions</td>
<td><img src="image3.png" alt="Image" /></td>
</tr>
<tr>
<td>Heating &amp; Cooling</td>
<td><img src="image4.png" alt="Image" /></td>
</tr>
</tbody>
</table>

**ENERGY STAR Most Efficient Designation Graphic**

![Energy Star Most Efficient 2011](image5.png)

[www.energystar.gov](http://www.energystar.gov)
Best Practice

Aim for the Bottom

Seattle’s Paper Cuts Program

- Set 30% paper reduction goal (vs. 2004)

- Established duplex printing standard

- Copy paper spec = 100% post-consumer recycled content/processed chlorine-free

- 2009 => 28% reduction; cost savings = <$80,000
Best Practice Performance Test

- Engage end-users early
- Set performance criteria
  - Should be no trade-off
- Request product samples
- Conduct pilot tests
  - Try innovative products
- Approve only what works

www.ResponsiblePurchasing.org
Best Practice

Green Your Market Basket List

• Add “green” products to your core/market basket lists so they become eligible for vendor’s deepest discounts (or spec green only)

• Remove non-green products from core/market basket list (or contract) to get better price breaks on green products
Best Practice
Direct Suppliers to...

• Clearly label products that meet YOUR EPP criteria (using data from eco-labeling organizations)

• Require “greenest” products to be listed first via online searches

• Substitute (or suggest) EPPs when conventional items ordered

• Periodically report $ amount of compliant/non-compliant purchases sold on your contract
Best Practice
Reduce Transportation Costs

• Avoid overnight shipping, whenever possible

• Ask vendors to offer incentives for reducing the frequency of deliveries

• Factor in transportation costs, impacts
Best Practice
Reduce Packaging Costs

• Encourage vendors to offer reusable and recyclable packaging

• Purchase “concentrated” products
Best Practice
Require Vendors to Recycle

• Saves time/money by shifting responsibility for recycling to manufacturers and distributors

• Creates infrastructure for efficient recycling

• Encourages manufacturers to redesign their products to be safer, more durable and more easily recyclable
Best Practice
Publicize Sustainable Products on Contracts

Recycled and Environmentally Preferable Products and Services Guide
Massachusetts Statewide Contracts
Operational Services Division

Volume XXXIII
February 1, 2011

Beyond Waste
BEYOND WASTE HOME
Why Beyond Waste
News and Trends
Progress Report
Contact Us
How To & Examples
Organic Resource Recycling
Green Building
Environmentally Preferable Purchasing

How To Buy Products
EPP Resource Guides
Product Attributes
Laws & Directives
Standards & Certifications
Toxics Reduction
Local Solid Waste
Hazardous Waste Plans

Electronic Products
This product fact sheet provides information on purchasing desktop computers, notebooks, and monitors based on their environmental attributes.

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Best Practice
Track and Report

Meet reporting requirements
Measure success!

• Determine quantity of “sustainable” goods & services used by your facilities
  ✓ Document progress for LEED, policy goals
  ✓ Identify challenges and opportunities
  ✓ Plan for future efforts

• Identify cost impacts
  ✓ Measure cost savings and increases
  ✓ Demonstrate the financial case for a Responsible Purchasing Program
Best Practice
Use Existing Calculators

Lifecycle Environmental Impact
The following is a breakdown of the environmental impact of your choices for different grades of paper.

<table>
<thead>
<tr>
<th>Measure</th>
<th>Baseline Paper</th>
<th>100% Recycled Paper</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper</td>
<td>Uncoated Freesheet</td>
<td>Uncoated Freesheet</td>
</tr>
<tr>
<td>Quantity per year</td>
<td>1000 Pounds</td>
<td>1000 Pounds</td>
</tr>
<tr>
<td>% Postconsumer</td>
<td>0</td>
<td>100</td>
</tr>
<tr>
<td>Wood Use</td>
<td>2 tons</td>
<td>0 tons, 2 tons less</td>
</tr>
<tr>
<td>Net Energy</td>
<td>15 million BTU's</td>
<td>11 million BTU's, 4 million BTU's less</td>
</tr>
<tr>
<td>Greenhouse Gases</td>
<td>2,941 lbs CO₂ equiv.</td>
<td>1,711 lbs CO₂ equiv.</td>
</tr>
<tr>
<td>Wastewater</td>
<td>11,109 gallons</td>
<td>5,186 gallons, 5,924 gallons less</td>
</tr>
<tr>
<td>Solid Waste</td>
<td>954 pounds</td>
<td>595 pounds, 360 pounds less</td>
</tr>
</tbody>
</table>

Kaiser's Environmental Benefits from EPEAT

- Energy use reduced: 55,185,675 kWh - The electricity needed to power 4,866 households per year
- Greenhouse gases avoided: 4,332 MTCE - removing 3,438 cars from the road/year
- Hazardous waste reduced: 169.4 metric tons
- Toxic material use avoided: 10,398 pounds
- Money saved: $4,784,598

Green Electronics Made Easy: www.epeat.net

www.ResponsiblePurchasing.org
Best Practice

**Collaborate**

Don’t try to do it on your own!

Use specifications developed by other public agencies

- EPPNet List-serve

“Recycle” outreach materials

- State-level EPP websites
- Case studies from other sectors (e.g. higher education, health care, etc.)

Purchase cooperatively, if practical
RPN Resources

- *Responsible Purchasing Guides* for 15 product categories
- Webinars on “green” procurement issues
- Quarterly newsletter highlighting “green” purchasing activities and resources
- Sustainable purchasing policies and specifications
- *Model Responsible Purchasing Report*
- Calculators and other tools

www.ResponsiblePurchasing.org
RPN-EPA
Green Building Webinars

- Water Efficiency (posted)
- “Green” Lighting
- Collaborative Solar Procurement
- “Green” Cleaning
- Purchasing for LEED

http://www.responsiblepurchasing.org/buildings/
Thank You!

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