



# Climate Friendly Purchasing Strategies for Professional Services Contracts

[www.westcoastclimateforum.com](http://www.westcoastclimateforum.com)

Tuesday, December 20, 2016



**West Coast Climate**  
& Materials Management Forum

# West Coast Climate and Materials Management Forum

The West Coast Climate and Materials Management Forum is an EPA-convened collaboration of state, local, and tribal government

- ▣ Develop ways to institutionalize sustainable materials management practices.
- ▣ Develop tools to help jurisdictions reduce the GHGs associated with materials



# Check out the Forum's Resources

- [Original Report Connecting Matls/Climate](#)
- [Research Summaries](#)
- [Turnkey Materials Management Presentation](#)
- [Climate Action Toolkit](#)
- [Food Too Good to Waste Toolkit](#)
- [Climate Friendly Purchasing Toolkit](#)
- [www.westcoastclimateforum.com](http://www.westcoastclimateforum.com)



# West Coast Climate Forum

## Webinar Series Disclaimer

This webinar is being provided as part of the West Coast Climate and Materials Management Forum Webinar Series. The Forum is convened by EPA Regions 9 and 10 and operates under statutory authority in the Pollution Prevention Act, the Resource Conservation and Recovery Act (RCRA), and the Clean Air Act. We invite guest speakers to share their views on climate change topics to get participants thinking and talking about new strategies for achieving our environmental goals. Mention of trade names or commercial products does not constitute endorsement or recommendation for use.

**Please note the opinions, ideas, or data presented by non-EPA speakers in this series do not represent EPA policy or constitute endorsement by EPA.**



# Climate Friendly Purchasing Strategies for Professional Services Contracts

Presenter:



Karen Cook  
Alameda County

With Case Studies from:



Sarah Church  
Alameda County



Stacey Foreman  
City of Portland



Shawn Postera  
Jill Panches  
Multnomah Co

Moderator:



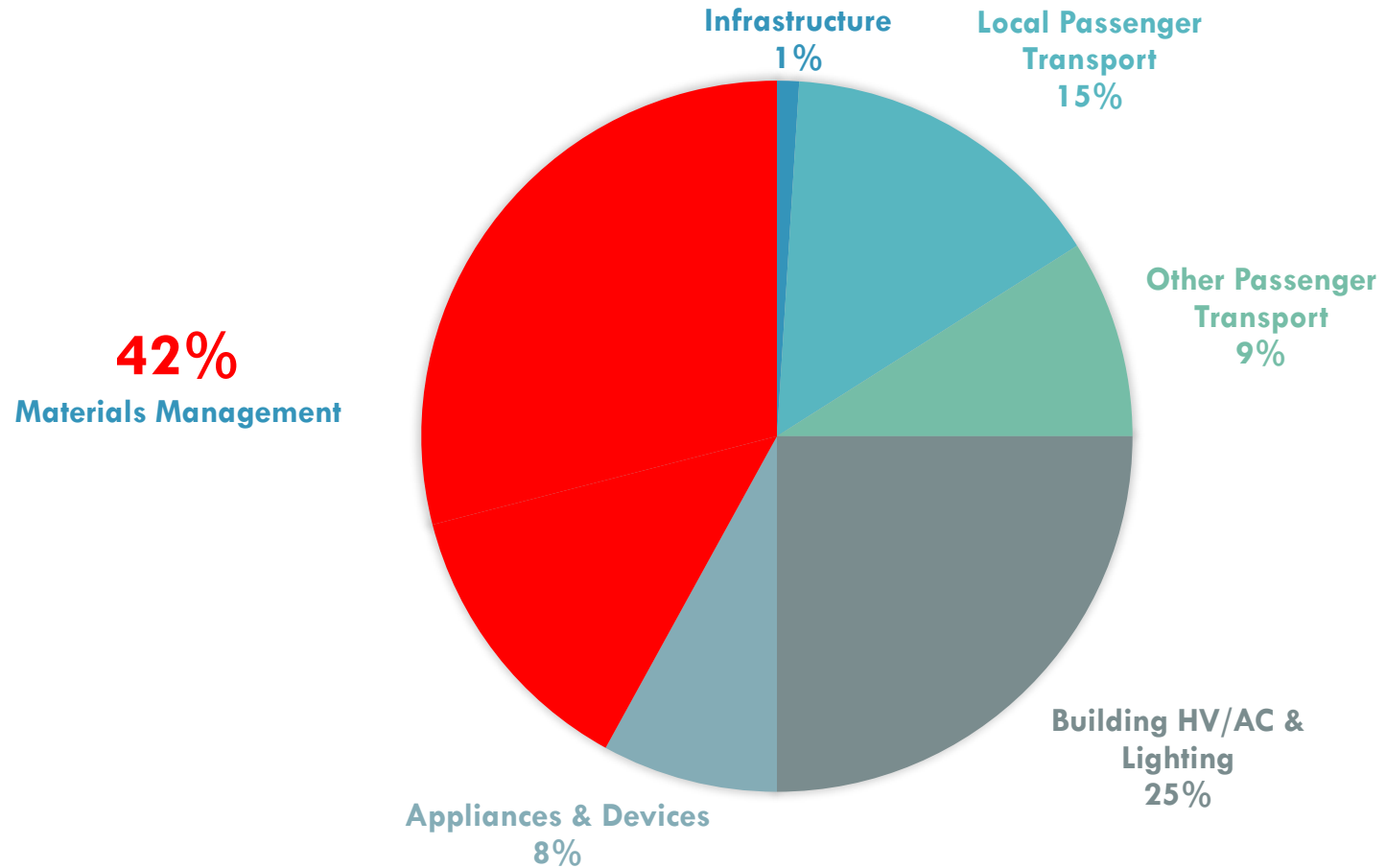
Shannon Davis  
EPA Region 9



**West Coast Climate**  
& Materials Management Forum



# Systems Based GHG Emissions



# Life Cycle of Products and Services (materials)



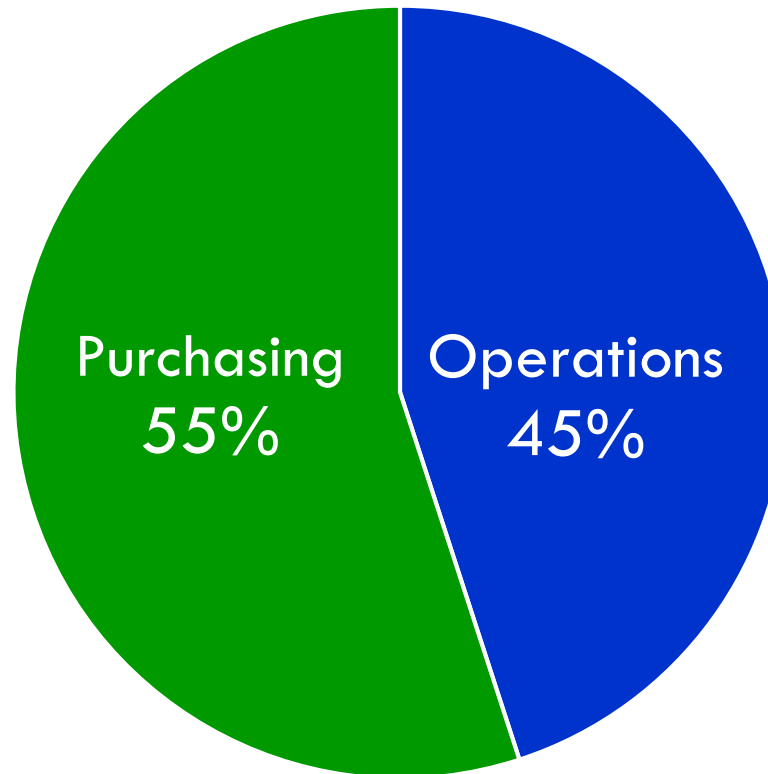
# Public Institution Purchasing Power

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Governments, collectively, spend  
over ***1.6 trillion dollars year***



# GHG Emissions from Public Institutions



# Climate Friendly Purchasing Toolkit: Collaboration & Team work



# Scope & Goals of Toolkit

## Scope

- Cities, counties, public utilities, higher education
- Carbon lens

## Goals

- Reduce carbon footprint from purchases
- Identify the most carbon-intensive products and services
- Provide how-to guide for purchasing professionals





# Climate Friendly Purchasing Toolkit



Construction



Asphalt



Concrete



Flooring



Food



Fuels



Information &  
Communications Technology



Professional Services



# Targeting Tools

## Targeting Tools

To help government target their efforts on the most significant GHG emissions in the supply chain.



### *How to complete a supply chain GHG inventory*

This detailed primer shows how to combine purchasing data and available LCA tools to get a complete picture of the GHG emissions in your organization's specific supply chain.



### *Trends Analysis*

Instructions are provided on how to use the data from trends analysis to target GHG reductions. It is a compilation of more than 40 supply chain GHG inventories, sortable by organization type, size, and total supply chain budget.



# Guidelines

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- Why the category matters
- Demand reduction
- Key purchasing strategies
- How to measure reductions
- Case studies and resources

Introduction

Strategies

Procurement Planning and Contract Specifications

Measurement, Resources & Case Studies

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& Materials Management Forum

# THANK YOU

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Please fill out the survey you receive after the webinar

[www.westcoastclimateforum.com](http://www.westcoastclimateforum.com)

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**West Coast Climate**  
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# Climate Friendly Purchasing Strategies for Professional Services

<http://westcoastclimateforum.com/cfpt>

Karen Cook | Alameda County GSA | [www.acsustain.org](http://www.acsustain.org)  
West Coast Climate Forum Webinar | December 20, 2016



**West Coast Climate**  
& Materials Management Forum



Alameda County  
**SUSTAINABILITY**  
*Local Action, Global Impact.*

# Alameda County

- Serving 1.5M people over 739 sq miles
- 9,500 employees
- 22 agencies/departments
- \$2.74B operating budget (FY2016)



## Success Stories in Purchasing

[Carpet](#)

[Food Service](#)

[Green Lease](#)

[Janitorial Cleaning Products](#)

[Janitorial Paper Products](#)

[Level 3 Diesel Particulate Filters](#)

[Lighting](#)

[Multi-Function Device](#)

[Office Paper](#)

[Office Supplies](#)

[Print Services](#)

[Sustainable Building Design](#)

You are here: [Home](#) » [What We Work On](#) » [Purchasing](#) » [Success Stories in Purchasing](#) » Multi-functional Devices

## Multi-functional Devices

Multi-function devices (MFDs) are a key business tool for effective and efficient document management. They function as a combined printer/fax/scan/copier machine, which can help agencies reduce their paper use and move to electronic records storage, two key [sustainability initiatives](#) adopted by our Board of Supervisors in 2012. The County has contracted with Toshiba and Konica Minolta to lease MFD equipment.

### How We Did It:

- We identified the new MFD contract as an opportunity to institutionalize paper use reduction and energy conservation, both of which are priorities for our County.
- We reached out to key stakeholders in each department to let them know what to expect when their new equipment was installed.
- We engaged our vendors in developing strategies for ensuring consistent implementation of equipment settings and comprehensive training for staff.



By defaulting to double-sided, we remove a barrier to taking action to reduce paper use.

### Challenges:

- In departments where duplexing was new, it can take time for staff to get used to the change. We provided training sheets to remind them of how to use the various paper saving functions.
- With two vendors, it was important to ensure consistency of the new equipment set-up to meet sustainability goals. We developed a checklist for vendors to complete and submit as an installation report.

### Benefits:

- We saved staff time and reduced our environmental footprint by institutionalizing sustainability policies like paper use reduction and energy conservation through this contract.
- We promoted a healthy workplace by ensuring new equipment meets strict indoor air quality requirements.

### Documents

- [Multi-Function Device Bid Excerpt](#) (PDF - 158kb) \*
- [Piggybacking for Green Purchasing Resource](#) (PDF - 297kb) \*

### Related Links

- [EPEAT® certified equipment](#)
- [EcoLogo® certified equipment](#)

# Climate Friendly Purchasing for Professional Services





# Climate Friendly Purchasing Toolkit

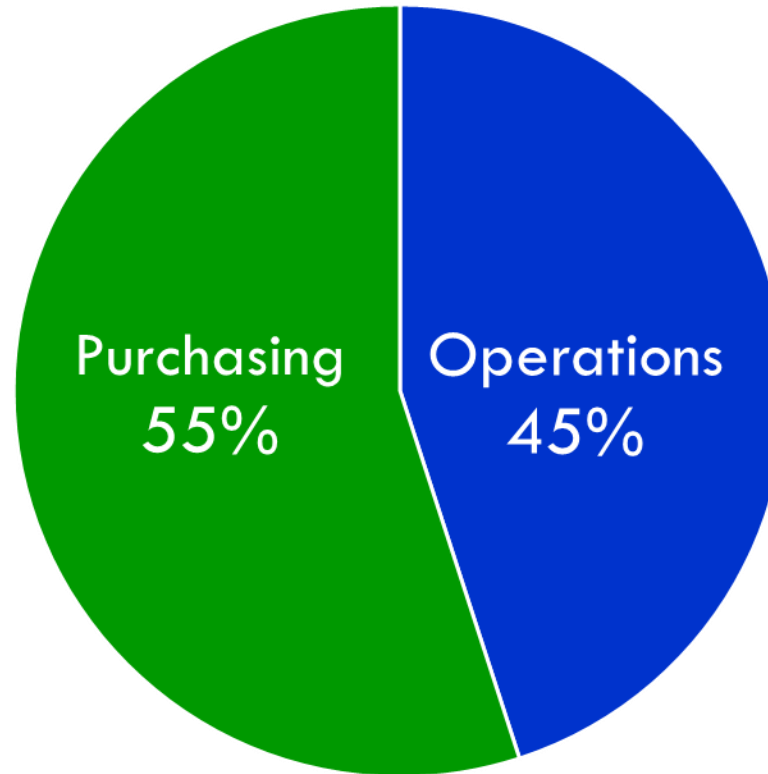
## Presentation Overview

- Why professional services
- Emission sources in the supply chain
- 6 contracting strategies to address this sector



<http://westcoastclimateforum.com/cfpt>

# Significant Opportunity For GHG Emissions Reduction



# Trends Analysis Report

- 86 GHG emissions inventories from 36 institutions
- Identify trends in sources of emissions by organizational type

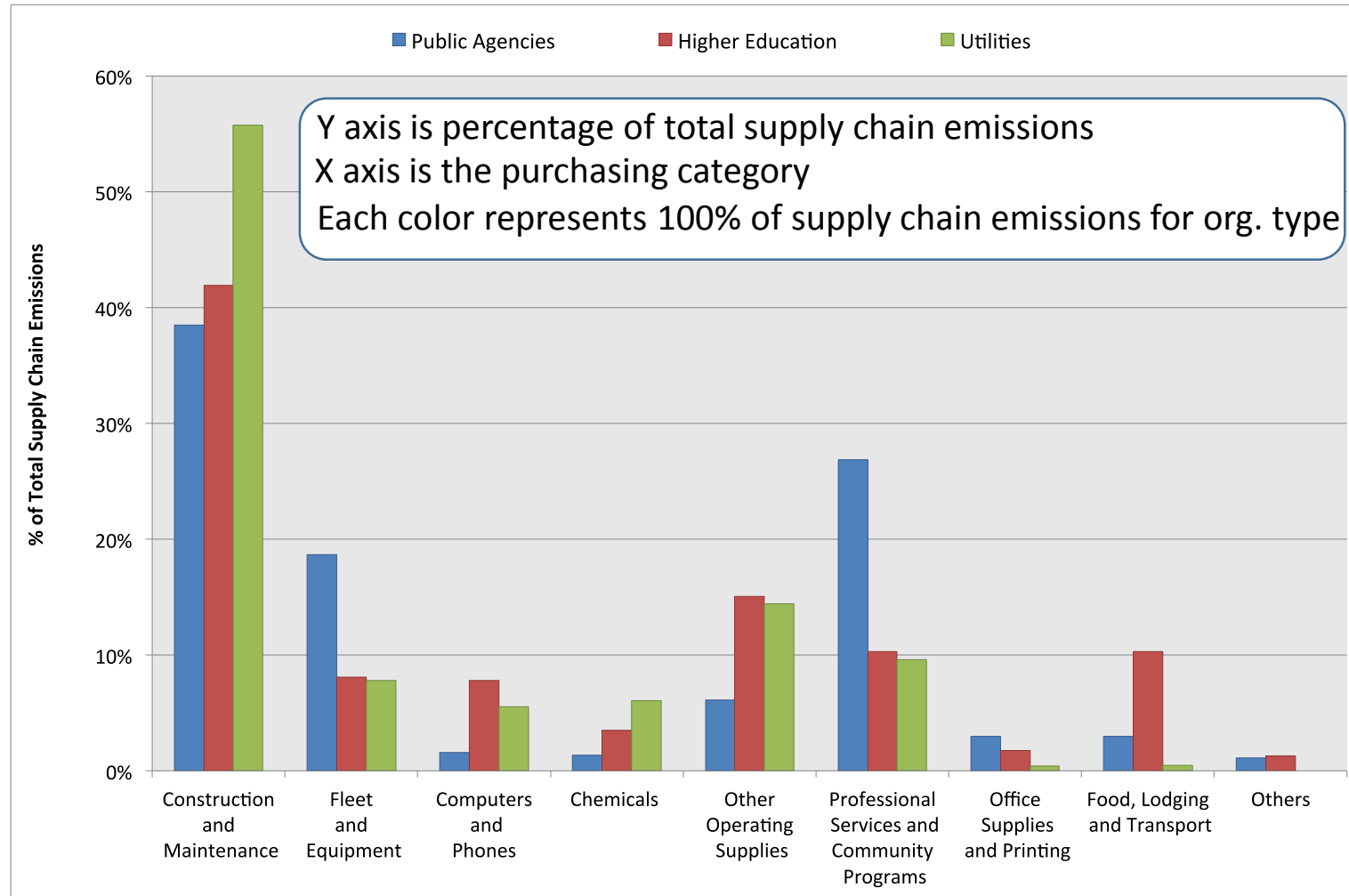
[http://westcoastclimateforum.com/sites/westcoastclimateforum/files/related\\_documents/TA%20Final.pdf](http://westcoastclimateforum.com/sites/westcoastclimateforum/files/related_documents/TA%20Final.pdf)



# Why Professional Services



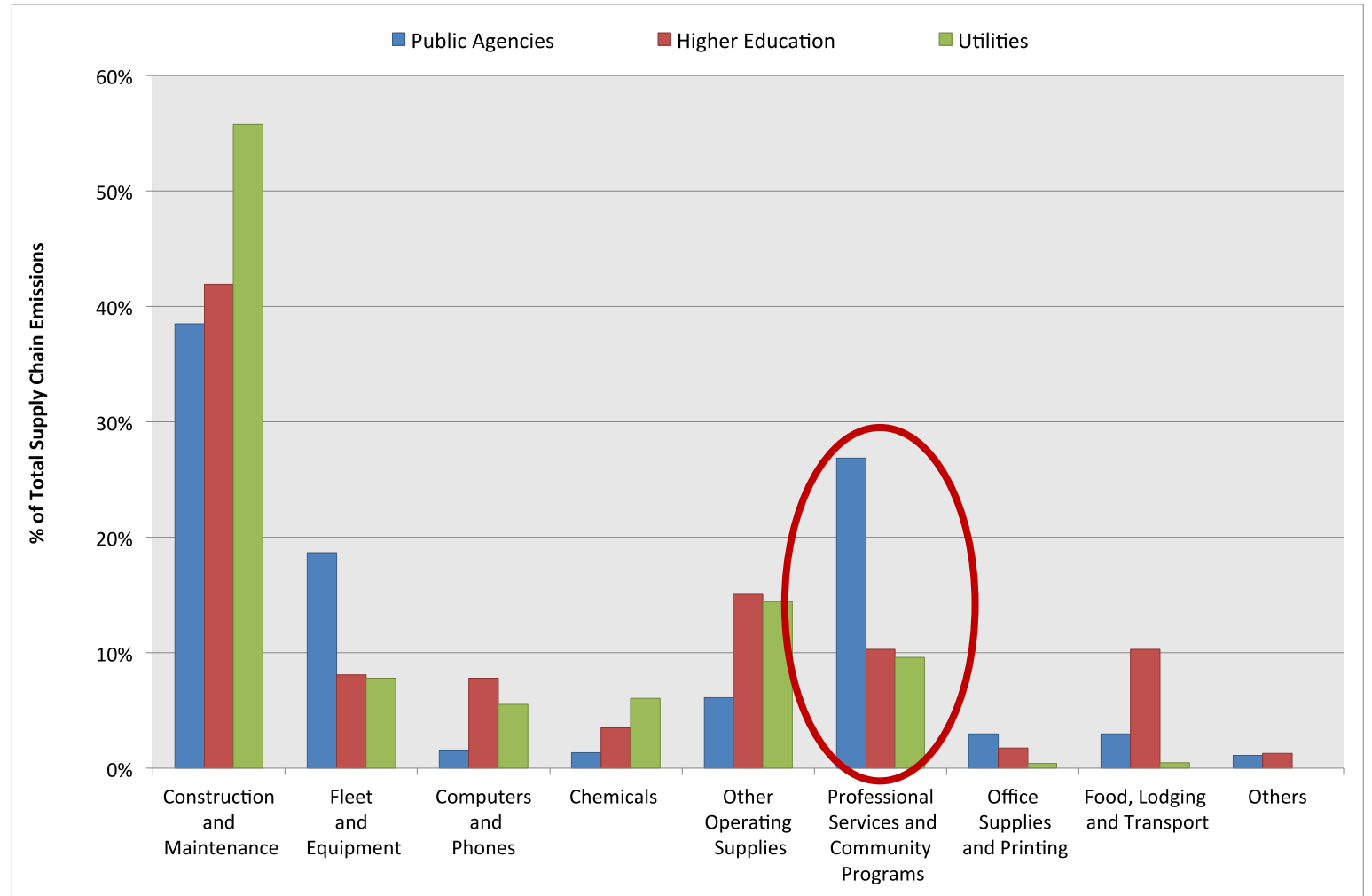
# Significant Purchasing Categories in Supply Chain GHG Inventories



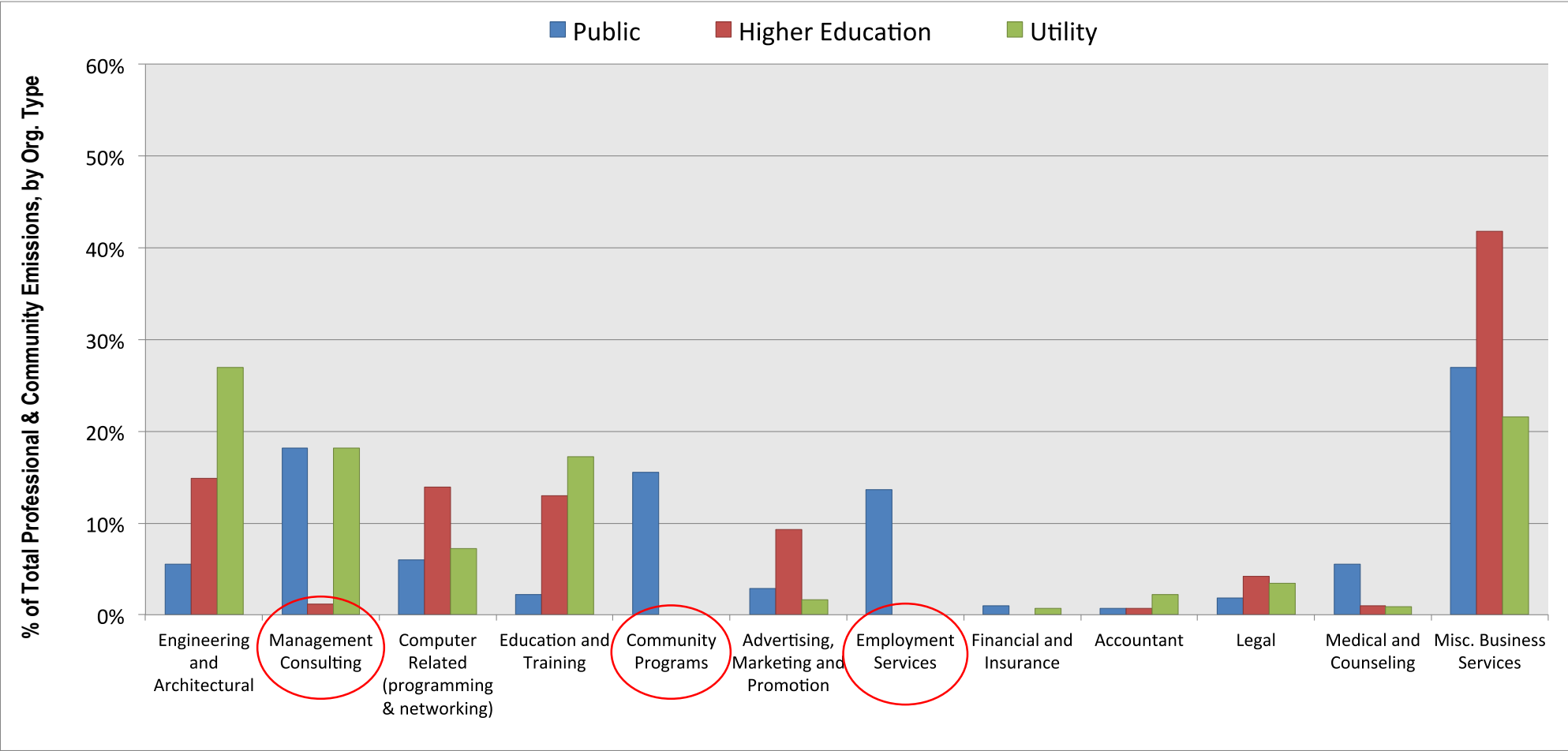
Source (next 4 slides): Good Company on behalf of StopWaste (2015). *Supply Chain Greenhouse Gas Inventory Meta-Analysis*  
[http://westcoastclimateforum.com/sites/westcoastclimateforum/files/related\\_documents/TA%20Final.pdf](http://westcoastclimateforum.com/sites/westcoastclimateforum/files/related_documents/TA%20Final.pdf)

# Professional Services are Significant

- ~27% of total supply chain GHG emissions
- Sector has low emissions intensity (GHG/\$ spent)
- Emissions due to high dollar spend

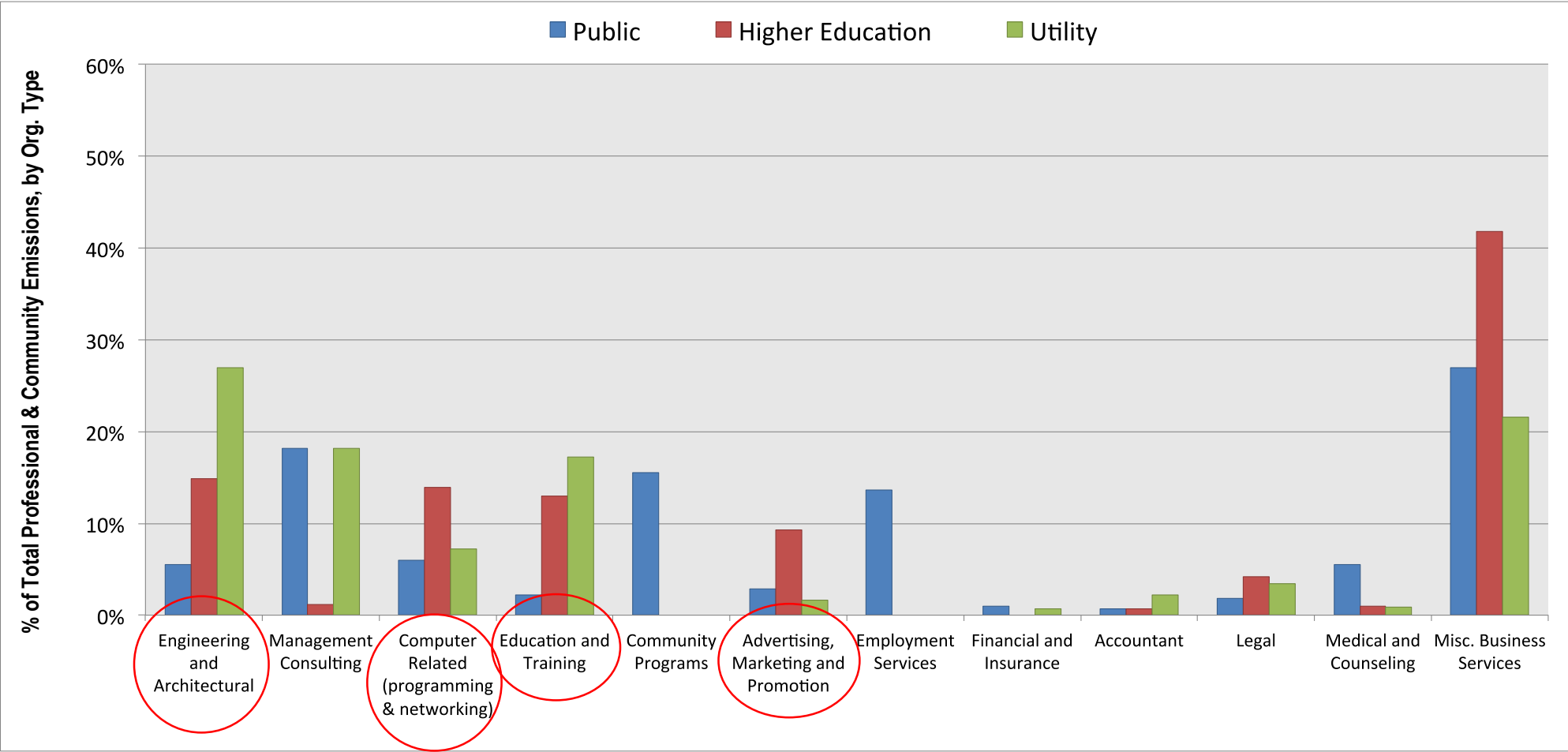


# Types of Services Commonly Procured Public Agencies



# Types of Services Commonly Procured

## Higher Education

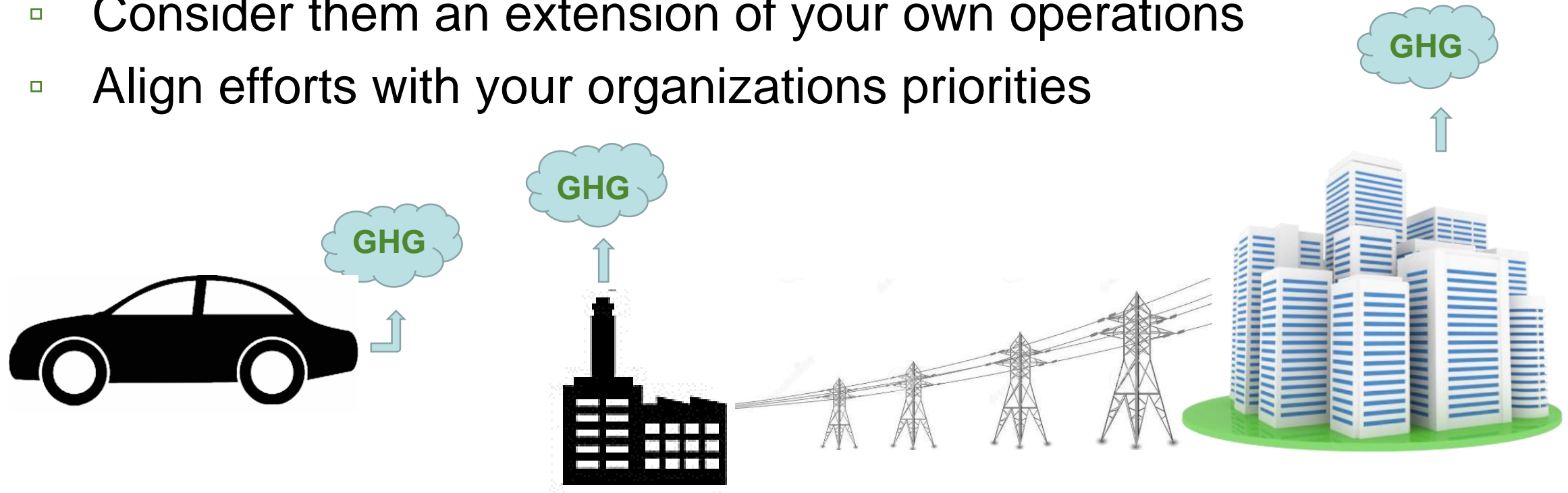


# Emission Sources In the Supply Chain

# Emission Sources

## 1. Vendor Operational Emissions

- Largest source of supply chain emissions
- Consider them an extension of your own operations
- Align efforts with your organizations priorities



# Emission Sources

## (As Applicable to Contract)

### 2. Business Travel

- Particularly non-local vendors



### 3. Paper, Packaging and Transport of Project Deliverables

- Reports, plans, packaging, etc.
- Shipping



### 4. Food

- Hunger relief services
- Events serving food



# Don't Forget Life-Cycle Emissions!

*How will your vendor's final deliverable affect emissions over the long term for your agency?*

Examples:

- Design services (buildings, landscapes, infrastructure)
- IT Services/hosting
- Strategic/business consulting



# Contracting Strategies

## *And Case Studies*

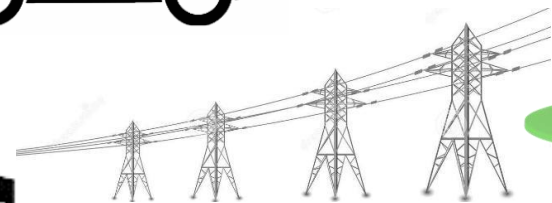
# Strategies Overview

1. Reduce demand
2. Reduce business travel
3. Paper, packaging & shipping;  
food; other goods
4. Certification of sustainable  
business operations
5. Sustainability plan
6. Sustainability questionnaire



# Strategies Overview ↔ Emission Sources

1. Reduce demand
2. Reduce business travel
3. Paper, packaging & shipping; food; other goods
4. Certification of sustainable business operations
5. Sustainability plan
6. Sustainability questionnaire



# Strategy 1: Reduce Demand for Services

- Internalize work to take advantage of operational GHG reductions
- Consolidate work tasks
- Collaborate or piggyback

[https://www.sustainablepurchasing.org/public/SPLC\\_Worksheet\\_2014002\\_Solutions.pdf](https://www.sustainablepurchasing.org/public/SPLC_Worksheet_2014002_Solutions.pdf)



**SUSTAINABLE PURCHASING LEADERSHIP COUNCIL**

SPLC Worksheet Series  
Title: Solution Strategies for Sustainable Purchasing  
No: 2014-002  
Rev: Dec 29 2014  
Pages: 1  
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### Solution Strategies for Sustainable Purchasing

Leadership organizations employ a range of solution strategies for addressing challenges to leadership in sustainable purchasing. This list is intended to spark ideas for discussion internally and with stakeholders. Not all strategies will be relevant to all challenges, organizations, or purchasing categories, nor is the list exhaustive. For more information about how to think about environmental, social, and economic (ESE) impacts, please refer to the *Principles for Leadership in Sustainable Purchasing v1.0*, available on the SPLC website.

Strategy	Description	Example
<b>Efficiency</b>	Reduced impact through reduced use	Implementing a procure-to-pay IT system reduces impacts associated with printing and transporting paper documents.
<b>Process change</b>	"Design the impact out" of a process	Air pollution from medical waste incineration is reduced by switching to reusable surgical tools that are steam sterilized.
<b>Behavior change</b>	Implement programs to shift attitudes and practices	Voluntary "green office" competitions reduce energy and material consumption, while increasing recycling.
<b>Combining Actions</b>	Combine multiple actions into a single positive ROI project	An energy efficiency project is combined with a solar project. Energy savings offset the solar costs for a good overall ROI.
<b>Supplier engagement &amp; accountability</b>	Engage and hold accountable suppliers with regard to a specific impact	Some universities require apparel manufacturers to permit independent audits of factory conditions and provide retribution-free grievance and remedy processes.
<b>Product substitution</b>	Choose a different product with lower ESE impacts	Chemical costs and workers compensation insurance premiums reduced by switching to green cleaning products.
<b>Supplier substitution</b>	Choose a supplier with lower ESE impacts	Making evidence of bribery or extortion automatic grounds for suspension of business with a supplier.
<b>Servicizing</b>	Convert a product acquisition to a long-term service relationship	Instead of owning copiers, establish a pay-per-copy service relationship so that the price of each copy reflects the true cost.
<b>In-source</b>	In-source a function to better reduce impacts	Hiring LEED expertise in-house to optimize and streamline green building across all of org's construction and renovations.

# Strategy 2: Reduce Business Travel

## Purchasers role:

- Invest in technologies and infrastructure for virtual meetings
- Train staff to use technologies effectively

## Bid Strategy:

- Require virtual meeting capabilities
- Disclose corporate travel policies
- Require tracking and reporting on business travel (miles & mode) and green lodging choices



# Strategy 3: Reduce Demand or Carbon Intensity of Contract Deliverables

## *Paper, Packaging and Shipping*

### Purchasers role:

- Invest in digital capabilities to accept deliverables online
- Train staff on using digital technologies

### Bid strategy:

- Require vendors to submit deliverables digitally
- If paper required, print double-sided on recycled content paper



# Strategy 3: Reduce Demand or Carbon Intensity of Contract Deliverables *Food or Other Goods*

- Food

- Require vendors to minimize and track food waste
- Serve low-carbon foods, e.g. vegetable proteins in place of meat

*See Toolkit Food Module For More Information:*

<http://westcoastclimateforum.com/cfpt/food/introduction>

- Consider other high carbon-intensive goods directly related to your contract deliverables

# Case Study

# City of Portland, OR

Stacey Foreman



# Reducing the Carbon Intensity of Professional Services Contracts

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EXAMPLES FROM THE CITY OF PORTLAND, OREGON

CLIMATE FRIENDLY PURCHASING TOOLKIT: PROFESSIONAL SERVICES



# Background

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- Solicitations for Professional Services: RFPs (not low-bid)
- Address carbon intensity through:
  - Deliverables/Technical Requirements
  - Evaluative Criteria



# Example: Standard Deliverable Language

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- ...Unless otherwise specified by the City, the successful Proposer shall prioritize submitting applicable deliverables electronically, and any paper-based deliverables shall be printed double-sided and in bindings or report covers that are fully recyclable, preferably using materials containing post-consumer waste (PCW) recycled content....



# Example: Standard Evaluation Questions

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## ■ Corporate Responsibility

- List the top three actions/ongoing practices your firm has implemented to reduce the environmental impacts of your operations (e.g., energy efficiency, use of recycled content or non-toxic products, use of public transit or alternative fuel vehicles, waste prevention and recycling, water conservation, green building practices, etc.). Reference implementation dates, timelines, and any performance metrics that characterize your achievements.
- Does your firm hold any third-party certifications related to sustainable business operations (e.g. [Sustainability at Work](#), [B-Corp certification](#), etc.)? If so, reference the name of the certification, a link to the certification requirements and who administers the certification.



# Example: Data Center-Supported Deliverables

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- Questions vary a bit by who owns the data center
- Ask about the data center's:
  - Energy efficiency
    - Power Usage Effectiveness (PUE) metric
    - Energy efficient equipment, strategies
  - Power source mix and Carbon Usage Effectiveness (CUE) metric
  - Water efficiency
    - Water Usage Effectiveness (WUE) metric
    - Water efficient strategies
  - Green building certification
  - Electronic waste practices
- Example language at: [www.portlandoregon.gov/buygreen](http://www.portlandoregon.gov/buygreen)



# More Examples

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City of Portland Sustainable Procurement Program Website

[www.portlandoregon.gov/buygreen](http://www.portlandoregon.gov/buygreen)



# Strategy 4: Certification of Sustainable Business Operations

- Require as part of minimum requirements
- Provide bid preference during evaluation
- Incentivize uptake within contract period for successful vendor

*Certification Programs and Self-Assessment Tools \**

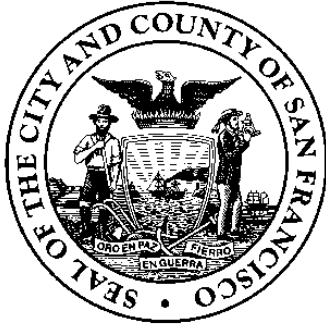
B-Corp	<a href="http://www.bcorporation.net">www.bcorporation.net</a>
Green Business Program (where available):	<a href="http://www.gbenn.org/">www.gbenn.org/</a>
American Legal Industry Sustainability Standard (ALISS)	<a href="http://www.lfsnetwork.org/">www.lfsnetwork.org/</a>
B Impact Assessment	<a href="http://www.bimpactassessment.net">www.bimpactassessment.net</a>

*Note:* At the time of publication, a standard (NSF 391.1) is in development that, when complete, may also be considered for use as a certification. For guidance on Professional Services see ISO 20400.

# Strategy 4: Sustainable Operations

## Case Study: San Francisco B-Corp Legislation

- Allows preference via bid discount or rating bonus
- Competitively-solicited City contract



### LEGISLATIVE DIGEST

[Administrative Code – Benefit Corporation Discount]

**Ordinance amending the San Francisco Administrative Code by adding Chapter 14C, Sections 14C.1 through 14C.3, to provide for a downward adjustment in price or upward adjustment in rating of a proposal or bid from a California Benefit Corporation for a competitively-solicited City contract.**

<http://sfbos.org/sites/default/files/FileCenter/Documents/41406->

[BOS Approves Incentives for Socially Responsible Businesses 4-17-2012.pdf](http://sfbos.org/sites/default/files/FileCenter/Documents/41406-BOS Approves Incentives for Socially Responsible Businesses 4-17-2012.pdf)

<http://sfbos.org/sites/default/files/FileCenter/Documents/41408-Benefit Corp Ordinance 4-17-12.pdf>



# Strategy 5: Sustainability Plans

- Bid clearly defines requirements, timelines and scope of plan
- Vendor develops plan after contract award; updates as required
- Plan becomes part of contract deliverables

## Benefits

- Flexible to account for complexity or lack of knowledge
- Allows for multiple stakeholders

## Challenges

- Limited leverage to set goals
- Time intensive to ensure vendor progress

# Case Study

# Alameda County, CA

Sarah Church

# Tailored Accountability: A Jail Food Service Case Study



**Sarah Church, Sustainability Project Manager**



Alameda County  
**SUSTAINABILITY**  
*Local Action, Global Impact.*


# Alameda County's Santa Rita Jail

- 5th largest in nation
- Groundbreaking solar (2002) and SmartGrid (2012)
- Landscaping: recycled water & grazing goats





# Climate Goals



**ALAMEDA COUNTY CLIMATE ACTION PLAN**  
FOR GOVERNMENT SERVICES AND OPERATIONS THROUGH 2020

EXECUTIVE SUMMARY  
2010

	Standard lease agreement
BE-16	<p>Continue to implement green building practices at Santa Rita Jail</p> <ul style="list-style-type: none"><li>a. Implement comprehensive landscaping water conservation at Santa Rita Jail</li><li>b. Develop a strategy and timeline for the jail to become net zero emissions</li></ul>

# Why a Sustainability Plan?



- Complexity of food service category (food procurement + operations)
- Context with multiple owners – GSA, Sheriff, Aramark
- Multiple goals – GHGs, water, waste, energy, toxics, local food, human rights, etc.
- Complexity of correctional environment

# Ambitious But Open Parameters

## Sustainable Initiatives

Alameda County is vitally interested in address the social and environmental impacts of our supply chain. It is ACSO's objective for the food service contractor to support this mission by developing a Sustainable Food Service Action Plan (the Plan) that identifies strategies, goals and metrics that will measurably reduce the impacts associated with all aspects of this contract.

- Due 60 days after contract start
- Develop in consultation with Sheriff's Office and General Services
- Vendor to report quarterly
- Update plan annually

# Identified Priority Impacts

...Examples of efforts the contractor shall address [in the Plan] include, but are not limited to:

1. Packaging waste minimization
2. Food waste minimization
3. Other waste minimization
4. Surplus food diversion
5. Recycling and composting
6. Food sourcing to minimize GHGs
7. Food sourcing to assure no human rights abuses
8. Conservation of energy & water
9. Additional practices



*Summarized. See RFP for full language*

<http://www.acgov.org/sustain/what/purchasing/success/foodservice.htm>



# Sustainability Plan

For each resource...

Resource	Metrics	Baseline Rates	Goals	Strategies	Timeline
Food Waste	Lbs/wk	Average 1000 lbs/wk	2.6% Reduction	Staff training, using trim waste, etc.	Within Year 1
Electricity	kW	Establish following site survey and metering	From metering	Food Service Technology Center site survey, adopt recommendations; fill out equipment assessment	Site survey in first 30 days; set later goals for recommendations
Packaging	Cases	Existing disposables	Elimination of EPS foam	Convert all disposables from foam to certified commercially compostable or recyclable products	Within first 30 days

# Early Results (Year 1)

- **EPS foam** eliminated
- Began recipe testing of **vegetarian protein** to replace casserole meat
- **Energy audit** completed
- Began metering water to **dish machines** and compiling maintenance lists of equipment
- Switched to **green cleaning chemicals**



# Sustainability Plan Benefits Summary



- Useful for complex contexts or multiple sustainability aims
- Useful when no one party has all necessary expertise
- More time intensive than other approaches
- Can accomplish gains unattainable through pre-contract strategies

# Strategy 6: Questionnaires

1. Require use of supply chain disclosure programs

*Figure 7: Assessing supplier sustainability through centralized repositories<sup>10</sup>*

Organization	Website
Global Reporting Initiative	<a href="http://www.globalreporting.org">www.globalreporting.org</a>
CDP	<a href="http://www.cdp.net">www.cdp.net</a>
Ceres	<a href="http://www.ceres.org">www.ceres.org</a>
Supply Shift	<a href="http://www.supplyshift.net">www.supplyshift.net</a>
EcoVadis	<a href="http://www.ecovadis.com">www.ecovadis.com</a>

# Strategy 6: Questionnaire

## Case Study: City of Cleveland

- Allows preference via bid discount or rating bonus for suppliers using approved programs
- Competitively-solicited City contracts

[http://www.city.cleveland.oh.us/sites/default/files/forms\\_publications/LocalSustPurchasingBrochure-OEO-2013.pdf](http://www.city.cleveland.oh.us/sites/default/files/forms_publications/LocalSustPurchasingBrochure-OEO-2013.pdf)

**Be Green, Buy Local, Grow Local**

**PROGRAM INFORMATION**

Chapter 187A was created with input from The Cleveland Cuyahoga County Food Policy Coalition, Cleveland City Council, the Office of Equal Opportunity and the Office of Sustainability.

The purpose of this ordinance is to generate a "self-help" regional economy by providing incentives in the form of:

- Bid discounts on competitively bid contracts; or
- Evaluation credits on professional service contracts

3 possible incentives: local producer, sustainable business and local food purchaser.

Company A	Company B
Bid Amount: \$97	Bid Amount: \$100
Headquartered in New York	Certified Local Producer (LPE)
Not Certified Sustainable	Certified Sustainable (SUBE)
Bid Discount = 0	Bid Discount = 4%
Total Bid: \$97	Total Bid: \$96
Not Awarded Contract	Awarded Contract
	Award Amount \$100

**\*Approved programs for SUBE Sustainable Business Certification:**

Option #1 **Global Reporting Initiative™**  
Global Reporting Initiative  
www.globalreporting.org

Option #2 **CDP**  
DRIVING SUSTAINABLE ECONOMIES  
Carbon Disclosure Project  
(Performance band of A, B or C)  
www.cdproject.net  
(212) 378-2086

Option #3 **GREEN PLUS**  
PEOPLE. PLANET. PERFORMANCE.  
Institute for Sustainable Development  
Green Plus Program  
www.gogreenplus.org  
(919) 408-7556

# Strategy 6: Questionnaires

1. Require use of supply chain disclosure programs

*Figure 7: Assessing supplier sustainability through centralized repositories<sup>10</sup>*

Organization	Website
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Ceres	<a href="http://www.ceres.org">www.ceres.org</a>
Supply Shift	<a href="http://www.supplyshift.net">www.supplyshift.net</a>
EcoVadis	<a href="http://www.ecovadis.com">www.ecovadis.com</a>

2. Score questionnaire responses as part of bid evaluation
3. Utilize questionnaire to understand market and plan for post-award vendor engagement

# Case Study

# Multnomah County, OR

Shawn Postera and Jill Punches

# Climate Friendly Purchasing for Professional Services

Shawn Postera, Sustainable Purchasing Coordinator &  
Jill Punches, Procurement Analyst

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# Sustainable Purchasing Policy



**At least 25% of the Evaluation Points for Sustainability Criteria!**

**GreenHouse Gas (GHG) emissions is called out in the policy**

**Sustainability Checklists Required**

**Definitions for Sustainability, triple bottom line:environment, equity, economic impacts**

**[Click here for our Sustainable Purchasing Policy.](#)**

## Multnomah County Defines Sustainability:

“Focus on the long-term environmental and economic well being of the community.”



Triple Bottom Line:

Environment	Social Equity	Economic Impacts
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<https://multco.us/purchasing/responsible-business-practices-vendors>

# Procurement Process

Phase	Tools	Actions
Planning	Sustainability Checklists (Multiple checklists based on goods and services)	Conduct market research to identify industry standards that address sustainability impacts.
Development	On-going Technical Support	<ol style="list-style-type: none"><li>1. Create questions that allow all sized businesses to respond to impacts.</li><li>2. Create evaluation criteria that is easy to score.</li></ol>
Evaluation	Evaluation Guide	Ensure sustainability is explained in guide.
Contract Administration	Reports	Check reports.



# Environmental Impact Example Human Services



## **3.2.6 SUSTAINABILITY PRACTICES**

**5 TOTAL POINTS**

Multnomah County places a premium on environmental protection and awareness. What is your experience in incorporating environmentally positive solutions into your work practices? How will your organization introduce environmentally sound practices that lower GHG emissions in the supply chain in the delivery of services in the SUN Service System?

***Evaluation criteria (Answer the above question with 1, 2 or 3 evaluation criteria)***

- 1. Proposer describes prior experience incorporating environmentally positive solutions into the organization's work practices.*
- 2. If the organization has not had experience incorporating environmentally positive solutions into its work practices it describes the challenges or barriers to doing so.*
- 3. Proposer describes considerations and practices to incorporate environmental protection and awareness into the delivery of services in the SUN Service System.*

<https://multco.us/sun>

Contact [shawn.postera@multco.us](mailto:shawn.postera@multco.us) for a complete summary of the sustainability criteria.

**SUN-Schools Uniting Neighborhoods**

# Laundry Services Environmental Impacts Goods and Services



## **Example banned Chemical of Concern:**

Nonylphenol Ethoxylates (NPEs) Prohibition Contract items shall not be laundered using Nonylphenol Ethoxylates (NPEs). To demonstrate compliance with this requirement, the Contractor shall submit Material Safety Data Sheets (MSDS) for all cleaning products that would be used to clean items under the resulting contract, such as, but not limited to: laundry detergents, surfactants, builders, colorants, solvents, softeners, optical brighteners, pH neutralizers, colorants, bleaches, disinfectants, spot/stain removers, dry-cleaning chemicals, and dryer treatments.

## **Example of reduced and proper use of a Chemical of Concern:**

The Contractor shall use non-chlorine chemicals/products to launder contract items to the maximum extent possible while meeting cleanliness and appearance requirements. Chlorinated chemicals shall only be used when a non-chlorine alternative is not available, and then only in minimal amounts. To demonstrate compliance with this requirement, the Contractor shall submit Material Safety Data Sheets for all brightener and bleach products that would be used to clean items under the resulting contract.

Click here to be directed to [Laundry Services ITB](#) and to see how the reporting supports all of the Sustainability Criteria.

## ITB: 4000004065 Laundry Services (2016)



- [City of Portland and Multnomah County's Toxic Reduction Strategy \(2006\)](#)
- [City of Portland and Multnomah County's Healthy Purchasing Initiative \(2012\)](#)
- [State of Oregon's Green Chemistry in Procurement Guidelines](#)
- Chemical of Concern found in Red Lists: [Chemhat.org](#), [EPA](#), & [State of Oregon](#)

Click here to be directed to [Laundry Services ITB](#) and to see how the reporting supports all of the Sustainability Criteria.

# Social Equity

**Social Equity: The pursuit to create full and equal access to opportunities for all people that enable them to attain their full potential.**

**Social Equity impacts ensure that everyone in the supply chain is treated fairly, disparities are not created, but alleviated, and provide the resources for success.**

## Impacts:

- **Small and medium sized vendors** provide the needed resources to participate in our solicitations.
  - Locally owned
  - Woman owned
  - Minority owned
  - Aboriginal/Indigenous owned
  - Veteran owned
  - LGBT owned
  - Service-disabled veteran owned



## Impacts continued:

- **Culturally Responsive and Specific Services** that provide resources for our community to overcome barriers and succeed.
- community engagement, diversity/equal opportunity, and accessibility to equal remuneration, grievance & remedy processes, and occupational health & safety, to name a few.
- **Fair Trade**
  - Remedies to access education, training
  - Living wage
  - Human and Indigenous rights
  - Right to collective bargaining
  - Anti-corruption and bribery
  - Fair working hours and compensation
  - Right of freedom of association
  - No child/ forced /bonded labor



# Social Equity Boilerplate Language

**Value Statement:** The Agency seeks to extend contracting opportunities to Disadvantaged Business Enterprises. In order to promote economic growth, the Agency seeks to maximize the participation of DBEs throughout all phases of the Project.

*A. Workforce Diversity Development: Provide a narrative description of Proposer's current workforce Diversity plan. Describe how: 1. Opportunities are provided to develop a diverse workforce within your organization. 2. On-the-Job training and apprenticeships are used within your organization to address*

*B. Proposer shall perform the Work according to the means and methods described in their diversity plan as proposed (which shall be part of the Contract), unless changes are requested or approved in writing in advance by the Agency or are required by applicable laws, ordinances, codes, regulations, rules, standards or Agency specifications.*

*EVALUATION CRITERIA: Degree to which the Proposal demonstrates that the Proposer meets or exceeds Agency objectives. Agency objectives include contracting with a Proposer who a) has demonstrated previous and future commitment to diversity in its workforce and subcontracting; and b) who has a measurable plan to maximize diverse participation on this Project.*

**Yes, we give our proposers our evaluation criteria...It is like an open book test.**

**To read more about Multnomah County's Social Equity go to: <https://multco.us/purchasing/social-equity>.**



# Economic

**Economy:** The system through which a society answers the two (2) economic questions:

- How wealth is created
- How wealth is distributed.

[www.nigp.org](http://www.nigp.org)

We want our procurement of good and services to be an empowering impact on communities who face the most inequities. Outcomes will demonstrate how individuals are able to contribute and fully participate in our communities.

## Impacts:

- Fair Dealings
- No patent misuse
- No corruption (bribery, extortion)
- Transparency of information
- Use of local suppliers
- Investment in research for innovation
- No Monopoly (seller collusion)
- No Monopsony (buyer collusion)
- Product tying
- Price fixing
- Open competition
- No Conflicts of Interest
- Determining whether to set the procurement aside for small business concerns.
- [www.sustainablepurchasing.org](http://www.sustainablepurchasing.org)



# Economic Impact Guidance on our Sustainability Checklist



Proposer delivers service in a sustainable manner by providing positive economic impacts for the community it is serving?

*Evaluation Criteria: We are looking to support business that has positive economic impacts for a community by providing meaningful work or job training, but also assisting in building a business community where services are being delivered.*

For more on our Sustainability Checklist: <https://multco.us/purchasing/sustainable-purchasing>

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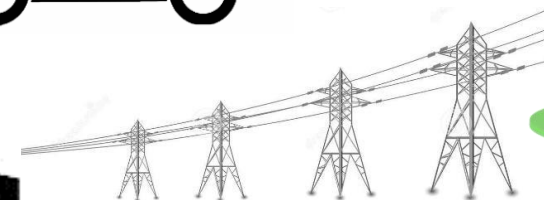
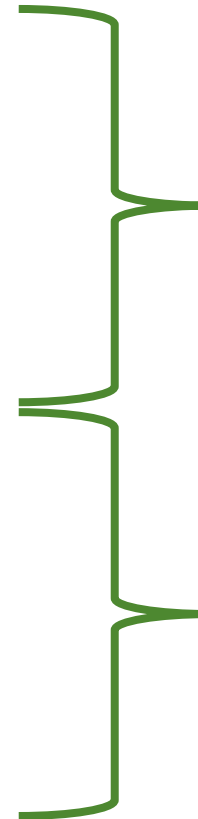
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# Strategies Overview ↔ Emissions Sources

1. Reduce Demand
2. Business Travel
3. Paper, packaging & shipping; food; other goods
4. Certification of sustainable business ops
5. Sustainability Plan
6. Sustainability Questionnaire



# Find Out More!

## Targeting Tools

To help government target their efforts on the most significant GHG emissions in the supply chain.



### *How to complete a supply chain GHG inventory*

This detailed primer shows how to combine purchasing data and available LCA tools to get a complete picture of the GHG emissions in your organization's specific supply chain.



### *Trends Analysis*

Instructions are provided on how to use the data from trends analysis to target GHG reductions. It is a compilation of more than 40 supply chain GHG inventories, sortable by organization type, size, and total supply chain budget.

## Sector-specific strategies

Each module includes background on how the sector contributes to GHG emissions, and guidance on specific purchasing strategies to reduce GHG emissions.



Flooring



Diesel Fuels



Information and Communication Technology (ICT)



Construction:  
Asphalt, Concrete,  
and More



Food



Professional Services

<http://westcoastclimateforum.com/cfpt>

# Thank You!



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Climate Friendly Purchasing Toolkit | <http://westcoastclimateforum.com/cfpt>