

Invest in Our Planet: Green Procurement Strategies

Procurement Excellence Network Roundtable

April 19, 2023



HARVARD Kennedy School
Government Performance Lab

Icebreaker



In the chat:

Share your name, what government you represent, and one green procurement strategy you currently use or are interested in using.



Agenda

- *[10 min]* **Overview**
 - *[15 min]* **Tools for Green Procurement**
Guest Speakers:
Matthew Naud, Resource Recycling Systems
Rebecca Meuninck, Ecology Center
 - *[20 min]* **Practitioner Panel**
Guest Speakers:
Lisa McNeilly, Scottsdale, AZ
Sarah Church, Alameda County, CA
 - *[10 min]* **Group Discussion**
 - *[5 min]* **Additional Resources**
-

Overview

What is green procurement?

*“A process whereby public authorities seek to procure goods, services and works with a **reduced environmental impact throughout their life cycle** when compared to goods, services and works with the same primary function that would otherwise be procured.”*

(UN Environment Programme)

States and localities use sustainable (or “green”) purchasing practices to achieve goals such as:

Environmental Safety

- Reduce GHGs
- Prevent exposure to pollutants and toxic chemicals
- Divert materials from solid waste stream

Resident Wellbeing

- Decrease likelihood of disease and illness (asthma, cancer)
- Reduce disparities in health and quality of life

Economic Impacts

- Decrease short and long-term financial cost for jurisdiction
- Strengthen the market for sustainable products

Green Procurement Strategies

	SYSTEM <i>Enabling environments that facilitate sustainability initiatives</i>	PROCESS <i>Stage-specific interventions that embed sustainability efforts into procurement tasks</i>
Broad	<ul style="list-style-type: none"> • Sustainable purchasing programs/offices • Green purchasing specification guidelines and evaluation criteria • Sustainable purchasing best practices • Monitoring, compliance, and reporting 	<ul style="list-style-type: none"> • Prioritization of solicitations for environmental purchasing • Green building ordinance
Specific	<ul style="list-style-type: none"> • Ecolabels <div style="background-color: #d4f1d4; border-radius: 15px; padding: 10px; margin-top: 10px;"> <p>Criteria considered in selecting strategies for implementation:</p> <ul style="list-style-type: none"> • Impact • Ease of adoption • Scalability • Cost-efficacy </div>	<ul style="list-style-type: none"> • Lifecycle costing • Recycled content requirements • Reduce needs and purchases • Bid preferences • Increase purchasing agent flexibility to choose environmentally-preferable products when not lowest cost


Tools for Green Procurement



Matthew Naud
Senior Consultant
Resource Recycling Systems



Rebecca Meuninck
Deputy Director
Ecology Center



**Sustainable purchasing can help save
the world and your health!**

**Purchasing for a healthy, equitable, resilient,
and low-carbon circular economy**

Purpose

Municipalities and institutions are using their purchasing power to improve the health and resilience of their communities while meeting budgets

- Policy and environmental drivers are spurring sustainable purchasing
- Purchasing can threaten health and the environment, or make things better
- Affordable, high performing alternatives are available. Institutions are already using them and seeing the benefit.
- Start somewhere! Model policies and training are available (for free)!

Overview

- Who We Are
 - Ecology Center and partners
 - GLCAN Sustainable Purchasing Cohort
- Glimpse into Making the Compelling Case Deck
 - What we have done so far?
 - Roadmap - Model Policy
 - Roadmap - Staff Training (Did we mention it is FREE!)



Rebecca Meuninck, PhD

Ecology Center
Deputy Director



Tracey Easthope

Ecology Center
Senior Strategist



Tonya Summerlin

Ecology Center
Climate Change Specialist



Matthew Naud

Resource Recycling
Systems
Senior Consultant

Great Lakes Climate Adaptation Network



USDN

urban sustainability
directors network



We need a new way of thinking about purchasing



**How do you expect
me to protect
workers, kids, and
the planet when you
put toxic chemicals
in this?**

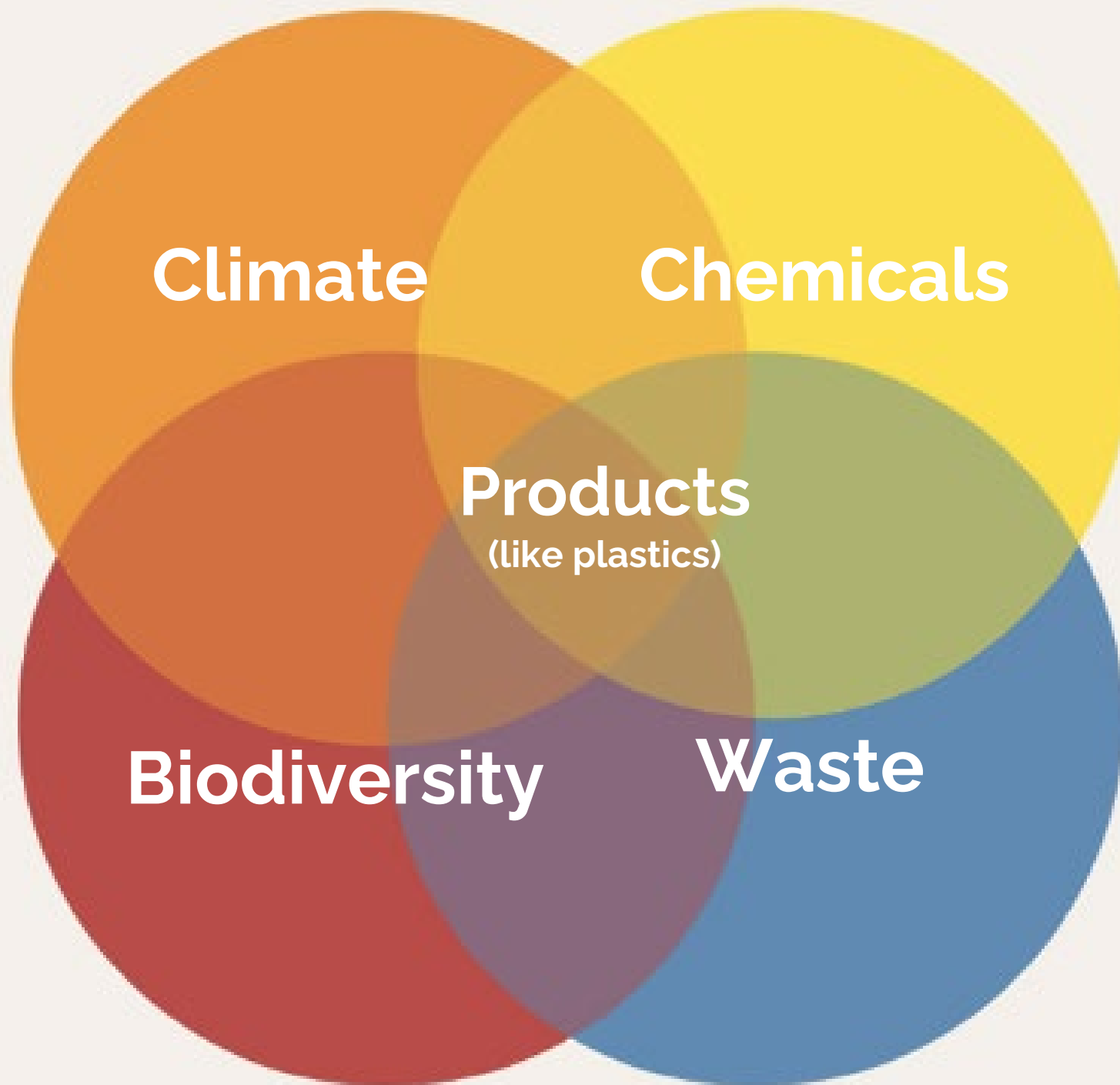


When governments and institutions buy things, the shopping bag is huge!





Municipalities and institutions are already using their purchasing power to make their communities safer and stronger



Climate

Chemicals

Products
(like plastics)

Biodiversity

Waste



Chemicals and procurement

Indoor air quality and procurement



A large-scale photograph of a forest fire. The bottom half of the image shows a dense forest of tall, dark green evergreen trees. A thick, dark plume of smoke and ash rises from the forest, filling the upper two-thirds of the frame. The smoke is a mix of dark grey and brown, with some lighter, white steam-like clouds interspersed. The overall scene is dramatic and illustrates the impact of climate change on natural environments.

Climate change and procurement

REDUCE



DIVERT



Waste and procurement

Plastics and procurement



Purchasing can make your community stronger and safer, or worsen the crises





Solve for multiple problems at once - don't make things worse!

Sustainable procurement can save money



Tools and resources



STEP 1. Foundation Building

Audience: Sustainability Professionals, Environmental Advocates, Community Members and Leaders



Increasing your understanding of public procurement

Public procurement is a distinct field of professional practice. A basic understanding of processes, terms, and organizations will increase your ability to successfully work with procurement professionals in your local or state government to help build a strong environmentally preferable procurement policy. In this section, we will provide you basic information on public procurement so that you can successfully engage with procurement professionals.

STEP 1 RESOURCES

Cooperative Purchasing Organizations

Cooperative purchasing organizations help develop and administer cooperative contracts used by state and local governments, public school districts and universities, special districts (e.g. fire, sewer, water), as well as nonprofits.

There are many benefits to cooperative contracting. Collectively, states are able to leverage their spending through a single solicitation that obtains best value pricing and superior contract terms. Cooperative purchasing organizations emphasize that they help governments get the best value from contractors considering price, quality, reliability, warranties, and service while protecting the government's interests with favorable terms and conditions.

The two most prominent cooperative purchasing organizations for the public sector are the National Association of State Procurement Officials (NASPO)

Foundation Building

Creating an Environmentally Preferable Purchasing Policy

Implementing an Environmentally Preferable Purchasing Policy

Training, Goal Setting, & Measuring Impact

Ecology Center Safer Chemicals & Healthy Environments

Resources Available

- Cooperative Purchasing Organizations
- Sustainable Purchasing Organizations & Networks
- Third Party Certifications
- Sustainable Purchasing 101

STEP 2. Creating an Environmentally Preferable Purchasing Policy

Audience: Procurement Professionals, Sustainability Professionals, Environmental Advocates, Community Members and Leaders

A robust sustainable procurement policy will serve as the foundation for state or local governments taking action on safer chemicals, climate change, social equity, etc. through their purchasing decisions. Having a statutory or administrative policy means that there is more accountability and resources available for implementation. Our focus is on safer chemicals and products, but a good sustainable procurement policy will address a comprehensive set of environmental, social, and governance topics.

Foundation Building

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STEP 2 RESOURCES

Model Sustainable Purchasing Guides and Toolkits

Resources Available

- Model Purchasing Guides and Toolkits for Policy creation
- Model City and State Policies
- Webinars on Model Policies

STEP 3. Implementing an Environmentally Preferable Purchasing Policy

Audience: Procurement Professionals, Sustainability Professionals, Environmental Advocates, Community Members and Leaders

Focus: Addressing priority products and chemicals of concern

Securing some near-term sustainable procurement wins will help create momentum and demonstrate value. There are a variety of options for low-hanging fruit related to safer chemicals and products. Our focus is on making it as easy as possible for procurement staff to address the issue by providing ready to use contract language and specifications. A number of these example specifications also cover issues related to recycled content, energy use reduction, and zero waste goal.

Procurement Guides & Specifications

Building Products, Flooring, and More

Healthy Building Network's HomeFree Database

HomeFree raises awareness of toxic building materials and their associated health hazards. The database can help you make informed decisions to procure less toxic building products.

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Resources Available

- Procurement Guides and Specifications
- Building Products, and flooring
- Childcare
- Cleaning Products
- Electronics
- Food Service
- Furniture
- Pest management
- Product Packaging
- Sources for multiple specs.



RESOURCE GUIDE TO LESS TOXIC PRODUCT PURCHASING

This collection of model criteria and specifications, as well as other resources such as purchasing guides and databases, can be used to help create or implement an environmentally preferable purchasing (EPP) policy. Each resource below is organized by product category and includes a brief description and a link for further information.

BUILDING MATERIALS

HomeFree: A database from Healthy Building Network that provides a color-coded ranking of building materials (not brands), ranking them in terms of how “green” they are. The site also provides construction teams with the tools to make informed purchasing decisions.

Healthier Buildings: A procurement guide for safer products for new construction and existing buildings from the Oregon Environmental Council.

Building Clean: A database for finding energy efficient products made with minimal toxicants in domestic manufacturing facilities developed by the Bluegreen Alliance Foundation.

CHILD CARE

Eco-Healthy Child Care Checklist: A checklist from the Children’s Environmental Health Network for child care providers to help avoid or eliminate common sources of toxic chemicals in the child care facility.

CLEANING CHEMICALS AND SERVICES

Guidance to Achieve Safer Chemicals Challenge for Green Cleaning: This purchasing guide from Practice Greenhealth provides criteria and model contract language for third-party certified cleaning products. This document prioritizes all purpose cleaners, bathroom cleaners, general/ floor cleaners, and carpet cleaners.

Janitorial Cleaning Products Bid: This request for quotation (RFQ) from Alameda County provides exemplar criteria and contract language for a janitorial cleaning products bids.



IN PARTNERSHIP FOR SAFER CHEMICALS

STEP 4. Training, Goal Setting, and Measuring Impact

Audience: Procurement Professionals, Sustainability Professionals, Environmental Advocates

Building organizational capacity for lasting change

Staff training and public reporting represent two key elements necessary for ensuring that the change we've worked hard to create lasts for the long term. Staff training is critical for building organizational capacity over time and expanding implementation more broadly. Public reporting is important for supporting transparency and accountability.

STEP 4 RESOURCES

Webinar-based training about sustainable procurement

A number of organizations offer excellent webinar-based training on developing and implementing sustainable procurement policies. Visit these organizations' websites for their webinars. Some organizations offer webinars at no cost to the public, while others provide an even wider selection to their members.

[Responsible Purchasing Network Webinars](#)

[Sustainable Purchasing Leadership Council Webinars](#)

[NASPO Green Purchasing Webinar YouTube Channel](#)

Measuring Impact

Foundation Building

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Resources Available

- Webinar Based Training Programs
- Tools for measuring impact and examples of evaluation from other cities and states

Online Training Module

- Available for free online.
- Audience: Anyone who can purchase in a city/ county/ state.
- Introduces key concepts about EPPs are and how to implement them.

<https://www.learngala.com/cases/epp-training-module/>



Environmentally Preferable Purchasing Training Module

How do I implement EPP in my organization?

Tonya Summerlin, Tracey Easthope, Rebecca Meuninck, Matt Naud, and Evan Fitzpatrick

This is a training module to help staff understand and implement their municipality's environmentally preferable purchasing (EPP) program.

This training module serves as an easy-to-use guide for staff within a municipality that has an established environmentally preferable purchasing (EPP) program. The training is designed to help staff navigate the vast amount of information about the implementation of an EPP program. It will make it easier for staff to participate in the EPP program regardless of their position within the organization. The purpose of the training is to give a basic understanding of EPP and its benefits; recommend strategies to assist with EPP implementation; and provide

[Read more](#)

Learning objectives

- Understand the key elements of an EPP policy;
- Know at least three reasons why EPP matters;
- Identify key EPP priority products and understand why they are targeted;
- Find tools, resources, and case studies available to assist with EPP implementation;
- Understand your role in your organization's EPP implementation; and

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- 6 Where Do I Start?
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- 13 Bonus: Turbo-charging Your EPP Policy
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Goals for Sustainable Purchasing

- Organized by product category
- Includes stretch goals, case studies, and best practices.

<https://www.ecocenter.org/our-work/purchasing-safer-cities/goals-sustainable-purchasing>



Goals for Sustainable Purchasing

Avoiding Toxic Chemicals and Protecting Health in Procurement

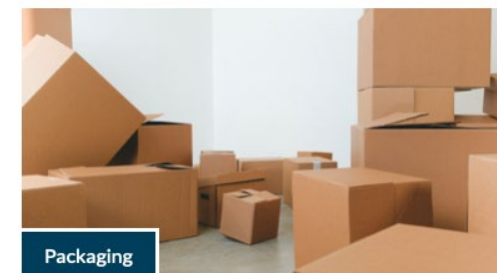
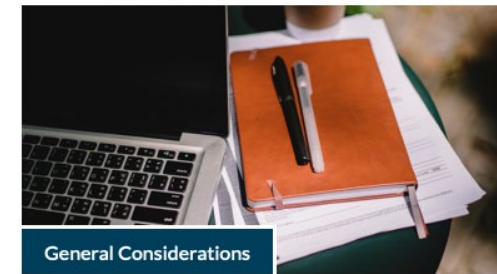
How to incorporate the reduction of chemicals of concern in municipal procurement.

This resource offers guidance in setting goals and metrics for a sustainable procurement program, with a specific focus on environmental health, and provides guidance on benchmarking progress. This resource is intended for local government leadership, procurement, and sustainability staff.

Working toward the reduction of chemicals of concern in products and services should receive more attention in sustainability initiatives. Chemical contamination represents a serious threat to people and the resources on which all life depends. A focus on chemical contamination is critical to protect health and the environment, save resources and reduce liability.

- Purchasing for Safer Cities
- Sustainable Procurement Roadmap
- 1. Foundation Building
- 2. Creating a Purchasing Policy
- 3. Implementing a Purchasing Policy
- 4. Training & Goal Setting
- Goals for Sustainable Purchasing

Procurement Product Categories



How We Can Help



- Technical assistance in policy development and implementation for local and state governments
 - On the ground help in several states
 - Email: Rebecca@ecocenter.org
- Sustainable Procurement Roadmap:
<https://www.ecocenter.org/sustainable-procurement-policies-roadmap>
- Online training module on implementing an EPP:
<https://www.learnkala.com/cases/epp-training-module/>
- Goals for Sustainable Purchasing
<https://www.ecocenter.org/our-work/purchasing-safer-cities/goals-sustainable-purchasing>

Practitioner Panel

Discussion Questions

- Tell us about your role and how you work with your government's procurement team.
- Tell us about how your government set up its sustainability program. What kinds of green purchasing practices have you included?
- What green purchasing practices have you found to be the most impactful? What about least impactful?
- What advice would you give a city/county/state that's just starting this work?

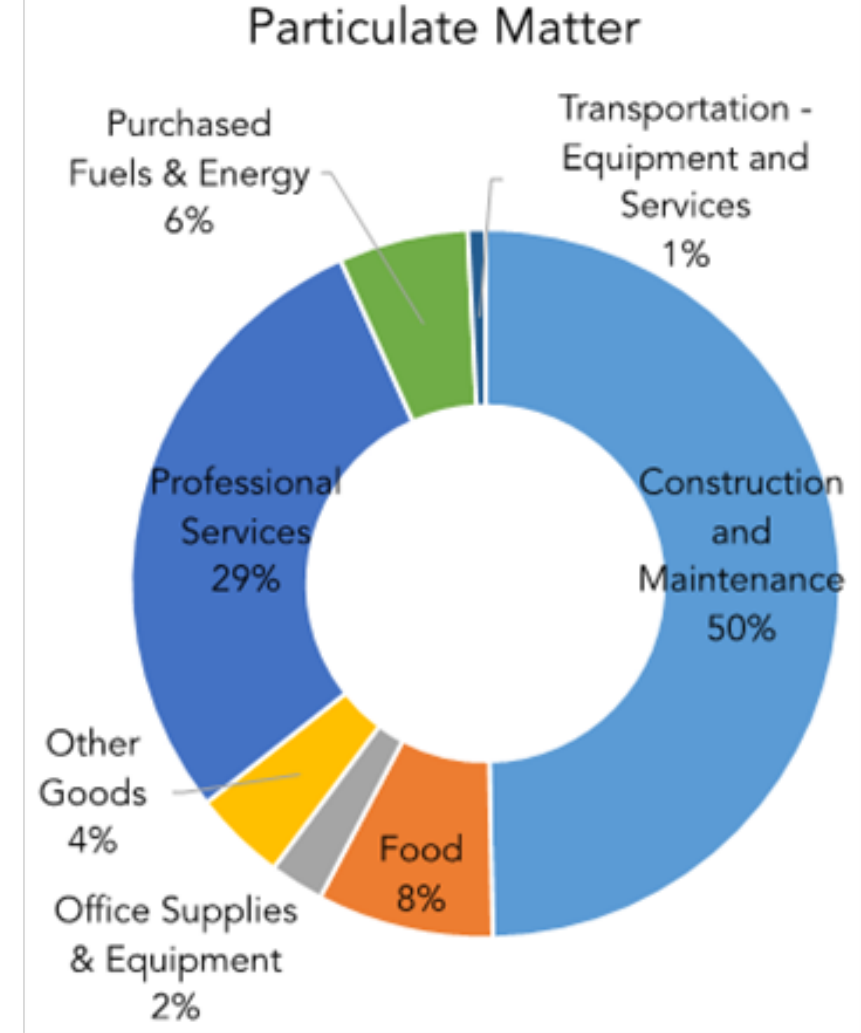
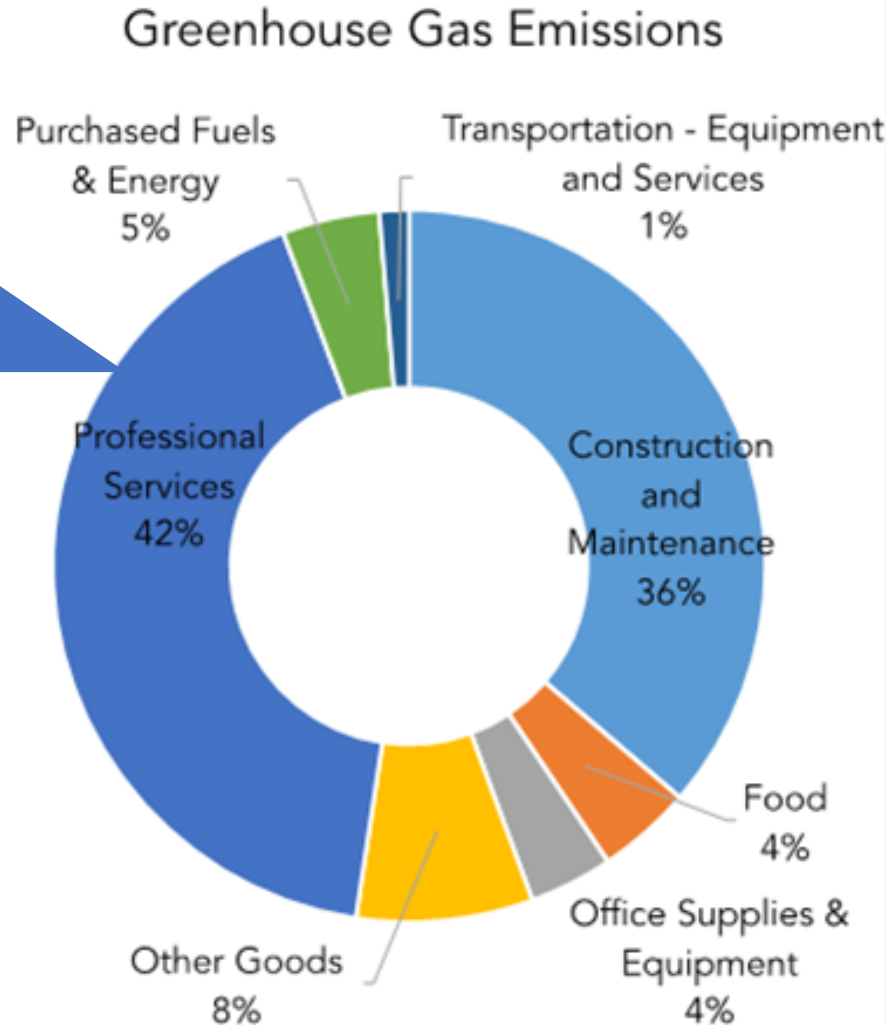
Lisa McNeilly
Sustainability Director
Scottsdale, AZ



Sarah Church
Sustainability Project
Manager
Alameda County, CA

Supply Chain Assessment

Professional Services include **health care**, **elder care**, **childcare** and **mental health services**



Analysis used EPA's [USEEIO](#) data model, accessed with [openLCA](#)

Pilot Resource: *Sustainability & Resilience Flyer for Childcare Centers*



RESOURCES FOR WHEN DISASTER STRIKES

FOR CHILDCARE CENTERS

Being prepared for an emergency or natural disaster is key to a business's ability to continue or resume operations. Don't be caught off guard - Plan ahead with these new tools!



Stay Informed

Sign up for Alameda County's emergency alert system, AC Alert, under the 'Alerts for Community Partners' subscription, to receive important notifications to share with your clients. You can also sign up for alerts from PG&E to be notified of public safety power shutoffs.

acgov.org/emergencysite/documents/AC-Alert-FAQ-Flier.pdf

prepareforpowerdown.com/

Know the Risks

Identify what environmental hazards, such as floods or fires, may affect your business by entering your address into this interactive mapping tool.

<https://thmp.acgov.org/mapsinfo.html>

Make a Plan

Roughly two-thirds of small businesses don't have a disaster recovery plan, making it difficult to resume operations after a shock. This toolkit will help you create a plan so that you can quickly recover after a disaster.

cchp.ucsf.edu/sites/g/files/tksral81/1/Step-by-Step-Guide-Emergency-Disaster.pdf

Always Have Reliable Power

Consider investing in a backup power source to ensure uninterrupted service during a power shutoff. Batteries can store electricity and keep critical appliances running, while diesel generators can pose various health and safety hazards.

ww2.arb.ca.gov/our-work/programs/public-safety-power-shutoff-pssp-events/emergency-backup-power-options

Go to www.storagealliance.org/resources and click 'Energy Storage for Resiliency'

Prepare an Emergency Kit

Learn what needs to be included in an emergency kit, and get tips on how to stay safe during an emergency.

childcareaware.org/wp-content/uploads/2018/06/Emergency-Supply-Kit.pdf

To access the online version, visit: acgov.org/sustain/you/business.htm
 Questions? Contact us at acsustain@acgov.org
 Draft for SPLC Summit, May 2020



SUSTAINABILITY RESOURCES

FOR CHILDCARE CENTERS

Switching to more sustainable business practices with these local programs can help you avoid waste, save money, and contribute to a healthy environment. Taking these actions can also help you be better prepared for potential climate emergencies.



Opt Up for Cleaner Energy

East Bay Community Energy (EBCE), our local electricity provider in Alameda County, offers three levels of cleaner and more sustainable energy, including a 100% carbon-free option! They also offer rebates and incentives to save energy.

ebce.org/opt-up

Reduce Food Waste

Did you know 40% of food is wasted in the US? This means all energy and water used to grow, process and transport it is also wasted, making food waste a top contributor to climate change. Check out these tips, tricks & tools on saving food!

savefood.com

Invest in Energy Savings

Implementing energy efficiency projects is a great way to make your center safer, healthier and more sustainable. GoGreen Financing provides flexible financing for projects, which help save money over time. When it's time to replace appliances, buy Energy Star products to earn rebates and save.

goGreenfinancing.com
energystar.gov/products

Small Steps, Big Difference

Small steps in reducing energy use can lead to big savings on your bills and for the environment. Actions like turning off your lights or unplugging unused devices are great ways to make an impact. Learn about various efficiency programs available and their benefits.

sba.gov/content/state-and-local-energy-efficiency-programs

Clean the Green & Healthy Way

Selecting effective cleaners that are healthier for you and the environment is easier than you think! For everyday cleaning needs, look for products with trusted ecolabels. For sanitizers or disinfectants, look for products with hydrogen-peroxide as its active ingredient.

cerch.berkeley.edu/sites/default/files/green_cleaning_toolkit.pdf

To access the online version, visit: acgov.org/sustain/you/business.htm
 Questions? Contact us at acsustain@acgov.org
 Draft for SPLC Summit, May 2020



Breakout Group Discussion

Discussion Questions

- What is your government currently doing in the sustainability and infrastructure space? Have you already tested/implemented any of the strategies discussed today in your own government?
- What barriers exist to testing/implementing any of these strategies? What challenges exist in sustaining the practice once implemented?
- What kind of help might you need in implementing these solutions?

Feedback Poll

Additional Resources

PEN Additional Resources

- Ask a question on our Community Conversations board or answer someone else's
- Contact someone on the Member Directory who lists Sustainable/Green Procurement as an area of expertise
- Sign up for office hours to discuss a challenge 1:1 with a GPL expert

Harvard Kennedy School
Government Performance Lab

Procurement Excellence Network

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Search By Jurisdiction

Sustainable/Green Procurement

Other
Process Efficiency
Procurement Codes, Ordinances, and Policies
Solicitation Planning, Writing, and Evaluation
Staff Training and Capacity-Building
Sustainable/Green Procurement
Technology Procurement
Vendor Diversity

Contact Us

If you work in state or local government, we want to hear from you! Please fill out the form below to reach out to us with any comments or questions.

Also, please let us know if you have any feedback on your PEN experience.

The Government Performance Lab (GPL) is always happy to schedule office hours (at no charge) to discuss a procurement challenge or a reform your government is working on. We are also happy to assist with using PEN resources, such as attending a meeting where you'll be delivering a PEN training or filling out one of our templates. Please indicate in the form below if you'd like to meet virtually one-on-one with a GPL expert.

* indicates required fields

First Name *
Last Name *
Job Title *
Organization *

Community Conversations

Welcome to the Community Conversations online discussion board! PEN aspires to be a space for high quality learning, engagement, and community around procurement and contracting topics that impact governments. Achieving this mission requires an environment of trust, mutual respect, and a commitment to truth. In accordance with our Terms of Service, you agree to follow our Community Values when posting to this message board:

- You will demonstrate respect, honesty, and integrity when interacting with other members.
- You will not directly mention colleagues, vendors, or agencies by name without their explicit permission.
- You will not provide any false, misleading, or inaccurate information.

Please note, our Community Conversations page does not let participants upload attachments. If you would like to include a document with your post, we suggest linking directly to a webpage. Alternately, if your file is a digital file but isn't uploaded anywhere, you can send it to us at gplpen@hks.harvard.edu and we will create a link for you.

Questions & Answers


ASK QUESTION

Search questions...

Upcoming Events

In this roundtable, we'll share tips to help state and local governments manage the performance of nonprofit grantees, including:

- Discussing common challenges related to managing contracts and grant agreements with nonprofits.
- Sharing how to identify barriers to success that grantees face and how training and technical assistance can best address those barriers.
- Reviewing best practices to monitor the activities of grantees to foster programmatic excellence and financial transparency.
- Highlighting examples of governments implementing effective grant management practices.



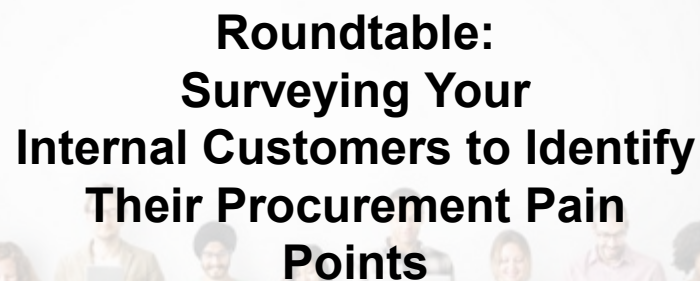
Roundtable: Strategies to Effectively Manage Grantees & Subrecipients Receiving Federal Funding

Wednesday,
April 26

2:00pm –
3:00pm ET

Thursday,
May 25

1:00pm –
2:00pm ET



Roundtable: Surveying Your Internal Customers to Identify Their Procurement Pain Points

This event will discuss and share practical ideas for governments to incorporate surveys into their best practices toolkit, including:

- Gaining buy-in for conducting the survey, bringing your team along, and aligning on roles
- Designing effective surveys that include actionable questions that will assess customer satisfaction and illuminate pain points
- Encouraging honest feedback from survey respondents and framing the importance of the survey to respondents
- Analyzing, sharing, and acting on the survey results