



# Green Purchasing & Sustainable Practices for Purchasing

**Heather McCall**

Program Director Sustainable Jersey for Schools



# Agenda

- Welcome and Introductions
- Sustainable Jersey- Why Green Purchasing
- Green Purchasing Focus Areas
- State Contract Green Purchasing Options
- Case Studies in Green Purchasing
- Q&A



# Sustainable Jersey for Schools





# Sustainable Jersey for Schools

- Modeled off of the municipal program
- Free and voluntary
- NJ based and consensus driven
- School level certifications but requires School Board and district level support



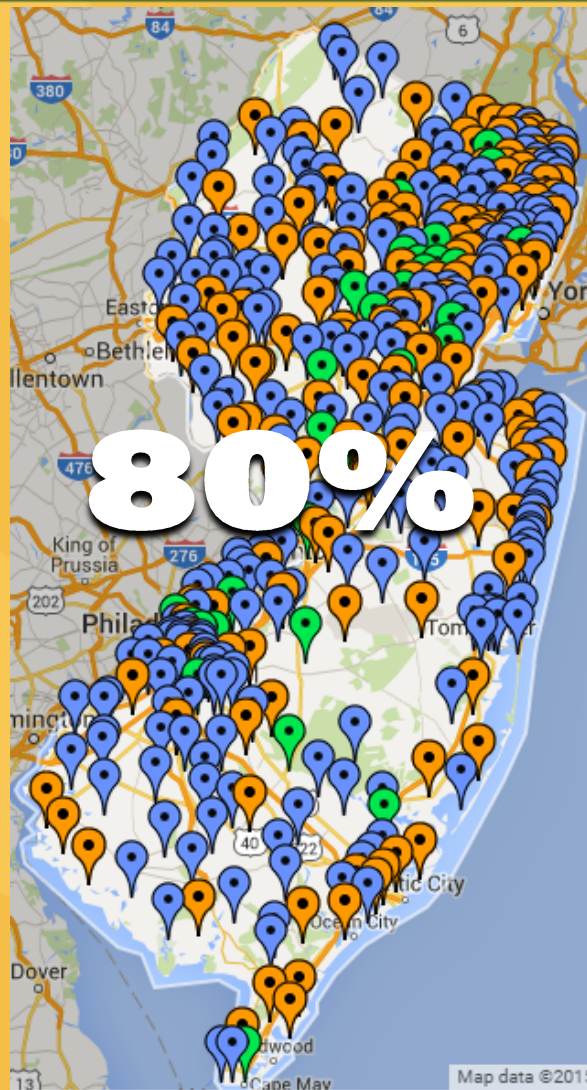
# Why Participate?

- Framework for action
- Positive impact on school community
- Move towards a sustainable future
- Recognize and reinforce progress





# Municipal Schools



## Sustainable Jersey Program Participants



DISTRICTS



SCHOOLS

SUSTAINABLE JERSEY CERTIFIED SCHOOLS

243

CURRENTLY CERTIFIED

228

BRONZE

15

SILVER

BECOME CERTIFIED →



450 towns, 210 certified

# Grants for Schools



## \$1.8 Million Dollars



# EDF Climate Corps Fellowship Program

**Shrewsbury Borough SD**

**Matawan Aberdeen Regional SD**

**Long Branch SD**

**Twp of Ocean SD**

**Manasquan SD**

**Howell SD**

**Atlantic Highlands SD**

**Brielle Borough SD**

**Rumson Borough SD**

**Sea Girt Borough SD**

**Shore Regional HS**





# Powersave Schools Program

Brielle SD

Deal SD

Howell Twp SD

Long Branch SD

Manasquan SD

Sea Girt SD



# MoCo Districts w/ Certified Schools

**Atlantic Highlands School District**

**Deal Borough School District**

**Hazlet Township School District**

**Highlands Borough School District**

**Howell Township Public School District**

**Long Branch School District\***

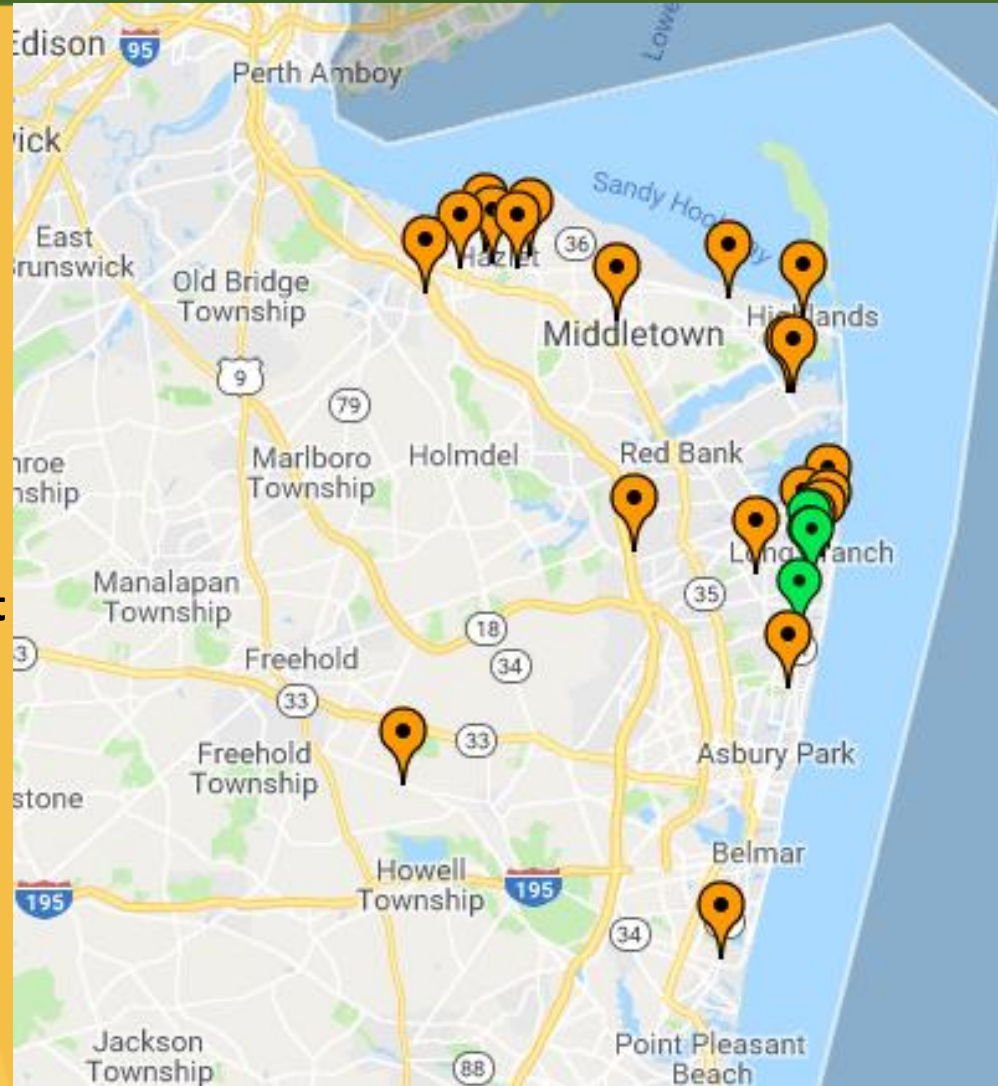
**Middletown Township Public School District**

**Monmouth Regional High School District**

**Rumson Borough School District**

**Sea Girt Borough School District**

**Shore Regional High School District**





# MoCo Districts Registered, not certified yet

Asbury Park School District  
Brielle Borough School District  
Colts Neck Township School District  
Farmingdale Public School District  
Freehold Borough School District  
Henry Hudson Regional School District  
Hope Academy Charter School  
Keansburg School District  
Keyport School District  
Manasquan School District  
Marlboro Township School District  
Matawan-Aberdeen Regional School District  
Monmouth County Vocational School District  
Neptune City School District  
Roosevelt Public School District  
Rumson-Fairhaven Regional High School District  
Shrewsbury Borough School District  
Spring Lake Heights School District  
Township of Ocean School District  
West Long Branch School District



## 58% of MoCo Districts Participating!



# Five Certification Steps

1

- School district adopts resolution of participation and registers. Superintendent invites district's school principals to participate

2

- School principals register their school with letter of participation signed by principal and superintendent

3

- Green Team created at district or school level

4

- District/School completes certification actions totaling at least 150 points.

5

- Green Team uploads documentation and submits application.





# Green Team

- Mandatory Action
- No need to create a new team
- District and/or school level
  - Diverse membership recommended
  - Must have at least two representatives appointed by the union leadership
  - District Green Teams must have school representation
- Successful School Green Teams Webinar available on website



# Program Actions

PEOPLE	STUDENT & COMMUNITY OUTREACH	PROSPERITY	PLANET	POINTS
	<b>Green Team**</b>	<b>ENERGY EFFICIENCY</b>	<b>CLIMATE MITIGATION &amp; RENEWABLE ENERGY</b>	
	<b>Community Education &amp; Outreach*</b>	<b>Energy Audit*</b>	<b>School Carbon Footprint*</b>	10
	Green Fair	<b>Building Efficiency Measures*</b>	On-site Renewable Generation System-Solar	(5-40)
	"Green" Your Green Fair or School Event	Energy Tracking & Management	On-site Renewable Generation System-Geothermal	10
	Green Challenges	Sustainable Energy Transition Plan	Buy Renewable Electricity	10
	Civic & Stewardship Volunteer Initiatives	<b>LEADERSHIP &amp; PLANNING</b>	Collaborate with Municipality on Government Energy Aggregation Program	10
	Enrichment Programs through Partnership	<b>Professional Development for Sustainability*</b>	<b>SCHOOL GROUNDS</b>	
	<b>DIVERSITY &amp; EQUITY</b>	School Community Asset Mapping	Biodiversity Audit & Management Plan	10
	Breakfast After The Bell	Green Facilities Management Checklist	Biodiversity Project	10
	Accessible Communications	Green Enhancement of District Strategic Plans	Green Infrastructure Assessment & Plan	10
	Diversity on District Task Forces & Committees	Strategic Plan Implementation of Green Initiatives	Green Infrastructure Installation	10
	<b>FOOD &amp; NUTRITION</b>	District Sustainability Policy	Sustainable Landscape Design	10
	Healthy Food Choices	School District Foundation	<b>GREEN DESIGN</b>	
	School Gardens	<b>STUDENT LEARNING*</b> (only one action in this category will be counted toward priority requirements)	<b>Green Building Policy*</b>	10
	Promote Locally Grown Foods	<b>Education for Sustainability K-3*</b>	Green Building Training	10
	<b>STUDENT SAFETY</b>	<b>Education for Sustainability Grades 4-12 Science*</b>	Green Building Survey	10
	Safe Routes to School District Policy	<b>Education for Sustainability Grades 4-12 Math*</b>	Bid New Construction & Major Renovations using Green Standard	10
	School Travel Plan for walking & biking	<b>Education for Sustainability Grades 4-12 ELA*</b>	Build New/Renovated Project that meets Green Standard	20
	Pedestrian and Bicycle Safety & Promotion Initiatives	<b>Education for Sustainability Grades 4-12 Social Studies*</b>	Commissioning Approval for New/Existing Building that meets Green Standard	20
	Safe Driving Awareness Programs for High School Students	<b>Education for Sustainability Grades 4-12 Creativity/Arts*</b>	<b>GREEN PURCHASING</b>	
	<b>STUDENT &amp; STAFF WELLNESS</b>	<b>Education for Sustainability Grades 4-12 Health*</b>	<b>Green Purchasing Policy*</b>	10
	<b>School Wellness Council*</b>			
	School Health Assessment			
	Policies to Promote Physical Activity			





Sign in or sign up.



# A BRIGHTER FUTURE

**FOR SCHOOLS**  
**SUSTAINABLE  
JERSEY**

• CERTIFIED •

# one school at a time

ABOUT

ACTIONS &  
CERTIFICATION

EVENTS &  
TRAININGS

GRANTS &  
RESOURCES

MEDIA &  
COMMUNICATIONS

SUPPORT US

**REGISTER**



**REGISTER YOUR SCHOOL DISTRICT OR SCHOOL**

Start the certification process by registering with Sustainable Jersey for Schools.



## HEADLINES



**Sustainable Jersey for  
Schools Announces 2015  
Champion and Leadership  
Awards**

OCT 20, 2015



**Sustainable Jersey for  
Schools Announces the  
First 59 Schools to Achieve  
Sustainability Certification**

SEP 28, 2015

## ABOUT SUSTAINABLE JERSEY FOR SCHOOLS

Sustainable Jersey for Schools is a certification program for New Jersey public schools that want to go green, conserve resources and take steps to create a brighter future, one school at a time. [Learn More](#) →

## PARTICIPATING DISTRICTS & SCHOOLS



DISTRICTS



SCHOOLS



**REGISTER NOW** →

## UPCOMING EVENTS



**New Jersey School Boards  
Association Workshop  
2015**

Atlantic City Convention  
Center

OCT 27, 2015 - 08:00 AM TO  
OCT 29, 2015 - 05:00 PM

## Breakfast After the Bell 20 Points

Breakfast After the Bell (20 Points)

Why is it important?

Who should lead and be involved with this action?

Timeframe

Project costs and resource needs

What to do, and how to do it ("How to")

What to submit to earn points for this action

Spotlight: What New Jersey Schools are Doing

Resources



Print Action Description



Download PDF Version

### Breakfast After the Bell (20 Points)

The Federal School Breakfast Program offers children a nutritious breakfast at school so they can start their day right. Children from families with incomes at or below 130% of the poverty level are eligible for free meals. Those with incomes between 130% and 185% of the poverty level are eligible for reduced-price meals. The goal of the New Jersey Food for Thought School Breakfast Campaign as well as the Breakfast After the Bell action is to increase the number of children eating a healthy breakfast on school days by improving the effectiveness of school breakfast programs. The majority of school breakfast programs in New Jersey offer free or reduced-price breakfast to students before the start of school; many eligible students, however, do not arrive at school early enough to receive breakfast. Breakfast After the Bell is a way for any school district or individual schools to re-imagine the school breakfast program by offering a time during which a greater percentage of students will benefit: in the classroom after the bell has rung. In order to earn points for this action, school districts or individual schools must have a robust Breakfast After the Bell program.

### Why is it important?

Research consistently shows that a healthy breakfast can help students focus in class, score higher on standardized tests, avoid trips to the nurse, and minimize classroom disturbances. When children are hungry, they may struggle to focus on the reading

### ACTION TOTALS

Mandatory	0/1
Priority	0/10
Total	0/1015
Categories	0/16
Actions	0/84



# What is Green Purchasing?



Green Purchasing is the coordinated purchasing of goods and services that minimize impact on human health and the natural environment.

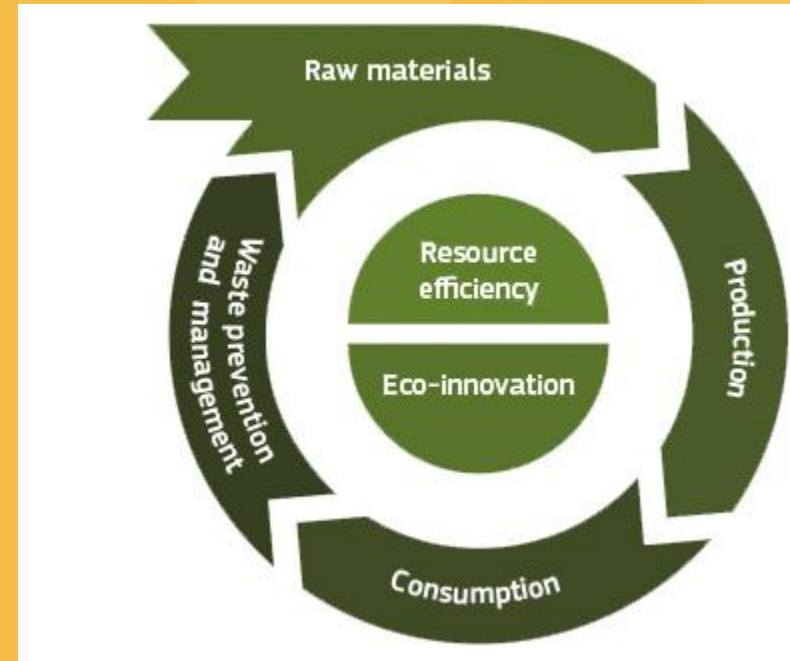




# What is Green Purchasing?

Green Purchasing takes into account:

- **Raw materials**, including energy & water, used to manufacture the product.
- **Production** process itself.
- **Packaging** and distribution method.
- **Source** of reduction and reuse.
- Distance of **transport**/proximity of production.



# Why Create A Green Purchasing Program?

Green Purchasing is an easy and cost-effective way to become more environmentally friendly.

**It's about making a CHOICE.**



# Why Create A Green Purchasing Program?

- **Protect the Environment** - Green products eliminate waste, reduce hazardous toxins in landfills, and use more efficient manufacturing processes.
- **Save your Organization Money** - Reducing and reusing products means less purchasing.
- **Protect Human Health** - Green products eliminate exposure to corrosive or irritating materials containing toxic compounds.





# Look at Performance & Cost

- Look at long-term benefits of Green Product Purchasing
  - reduce overall costs
  - improve the workplace environment
  - strengthen markets for recyclable materials
  - promote the use of less toxic products to protect the health and safety of workers while minimizing potentially harmful emissions to air and water
- Reduce energy costs by promoting the purchase of energy-conserving appliances, equipment, and fixtures.



# Common Recycled Product Terms

- **"Recycled commodity"** any commodity that has been manufactured from secondary materials.
- **"Remanufactured"** any commodity that has been restored to its original performance standards
- **"Recyclable"** any commodity that can be collected, separated, or otherwise recovered from the solid waste stream for reuse
- **"Secondary materials"** material recovered from or otherwise destined for the waste stream, including but not limited to, post-consumer material, industrial scrap material and overstock or obsolete inventories from distributors, wholesalers and others.



# What Products Can Be Upgraded?

Nearly every product used by your district has a green alternative including:

- Office machinery, paper, and ink
- Cleaning products and paint
- Carpet
- Lumber and landscaping products
- Motor oil and other machinery components
- Pest control chemicals





# Where Do We Start?

- Collect baseline information on current procurement practices and identify products to eliminate or substitute.
- Create a Green Purchasing Team to manage the process.
- Adopt goals and gather support.



# Conduct a Purchasing Audit

PRODUCT TYPE (eg. printer paper)	WHAT WE BUY (eg. brand, weight/volume)	COST \$	GREEN PURCHASING OPTION (eg. brand, weight/volume)	COST \$	WHY MAKE THE SWITCH

# Where Do We Start?

- Create procedure apply environmental criteria to purchases.
- Train appropriate staff and disseminate information through relevant departments.



# Where Do We Start?

- Integrate environmental aspects into purchasing documents
- Communicate green purchasing needs to vendors and identify new vendors.



# Purchasing Mechanisms

- Energy Audits & Alternative Energy Study (State Contract)
- LED Light Bulbs & Energy Efficient Lighting (State/National)
- Low Flow Plumbing Fixtures (State/National Contracts)
- Energy Efficient Windows & Doorways (National Contracts)
- Install High Efficient Heating Units & HVAC Systems



# Purchasing Mechanisms

- Green Cleaning Products (State/County/National Contracts)
- Compost Vegetative Waste (MUA's & Municipal)
- Invest in Renewable Energy Applications (Solar & Wind)
- Energy Star Appliances & Office Equipment (Various Contracts)
- Energy Star Copiers (GSA/National Contracts)





# Purchasing Mechanisms

- Recycled Printer Toners & Cartridges (State & County Contracts)
- Post-Consumer Paper Products (State/Regional/National)
- Stationary & Office Supplies (State/Regional/National Contracts)
- Recycled Post-Consumer Plastic Products (State Contracts)



# Purchasing Mechanisms

- Ecosoils & Ecomulch (State Contract & local MUA's)
- Biodiesel Fuel (State/County Contracts)
- Hybrid & Electric Vehicles (State/National Contracts)



# Incorporating Environmental Attributes into Purchasing Documents

- **Bidding process-** Specify the desired environmental attributes in products or services to be purchased.
- **Standard specifications-** Specifications meant to be used repeatedly that would constrain environmentally preferable purchasing options.
- **Lifecycle costs-** The total cost of ownership (including operation and maintenance





# Incorporating Environmental Attributes into Purchasing Documents

- **Award Additional Points-** suppliers offering EPPs receive an advantage toward winning the contract.
- **Requests for Proposals (RFPs)-** may request bidders to submit information to identify any and all environmental attributes of the product or service being procured



# Incorporating Environmental Attributes into Purchasing Documents

- **Indicate that an EPP product will be considered best value-** even when the price is greater than that of a non-EPP product (recommended not to exceed 10 percent).

Points may be awarded to bidders who use environmentally preferable products, services, or engage in environmentally preferable practices as part of conducting their business.



# Thinking about Price Preference


## Some examples:

- The cost premium associated with a commodity which has recycled content **does not exceed ten percent above the cost of a commodity made without recycled content**
- The cost of a recycled commodity that **contains at least fifty percent secondary materials generated from the waste stream and does not exceed a cost premium of fifteen percent above the cost of a comparable commodity.**





# Green Cleaning Supply Standards- Readington SD



Identify the Green Cleaning standards that will be used to purchase Green Cleaning equipment, non-mechanical equipment, and Green Cleaning custodial supplies. Possible standards include, but are not limited to:

- a. Carpet and Rug Institute, Green Vacuum Cleaner Standards.
- b. ISSA, Construction Industry Management Standard for Green Buildings that supports Leadership in Energy and Environmental Design (LEED) certification.
- c. EcoLogo Certified products, services and packaging are certified for reduced environmental impact. ECOLOGO Certifications are voluntary, multi-attribute, lifecycle based environmental certifications that indicate a product has undergone rigorous scientific testing, exhaustive auditing, or both, to prove its compliance with stringent, third-party, environmental performance standards.
- d. Environmental Protection Agency's (EPA's) Safer Choice label helps consumers, businesses, and institutional buyers identify cleaning products and others that perform well and are safer for human health and the environment.
- e. Green Seal standard provides sustainability standards for products, services, and companies based on life-cycle research. Green Seal standards provide criteria and guidelines for manufacturers, service providers, and companies to work toward sustainability. Green Seal has 31 issued standards that cover over 375 product and service categories. Examples of Cleaning Products and Services include the GS-42 Commercial and Institutional Cleaning Services, GS-34 Cleaning and



# Waste Reduction- Readington SD

Sometimes the greenest purchase  
is not purchasing at all!

## Waste Reduction Policy

It shall be the policy of the district to identify activities that generate unnecessary waste, to evaluate practices which will result in waste reduction and implement those that do not interfere with the educational and operational mission of the district.

As examples, paper usage and waste can be reduced by: relying upon electronic communications; limiting printing of those communications; default double-sided printing of documents; printing short memos or documents twice on one sheet to be cut and distributed as a ½ sheet; limiting the use of envelopes and binders for non-confidential communications.

Vendors may be required to deliver bulk items in returnable packaging or, in the case of furniture, moving blankets.



# Green Purchasing Actions

## Green Purchasing Actions

- Green Purchasing Policy
- Recycled Paper Purchase
- Energy Efficient Appliance or Equipment Purchase

## Green Cleaning

- Green Cleaning Policy
- Green Cleaning Supplies
- Green Cleaning Equipment
- Green Cleaning Training & Education Programs





# Green Purchasing Actions

## Other Green Purchasing Related Actions

- Integrated Pest Mgmt-Education/Organic Lawn Care
- Classroom Chemical Purchase, Storage & Disposal Policy
- Green Design Suite -Policy, Design, Build and Commission
- Energy Suite
  - Behavior-Based Energy Conservation Programs
  - Energy Audit
  - Energy Tracking & Management
  - Building Efficiency Measures
  - Buy Renewable Electricity
  - Solar & Geothermal



# Green Purchasing Action

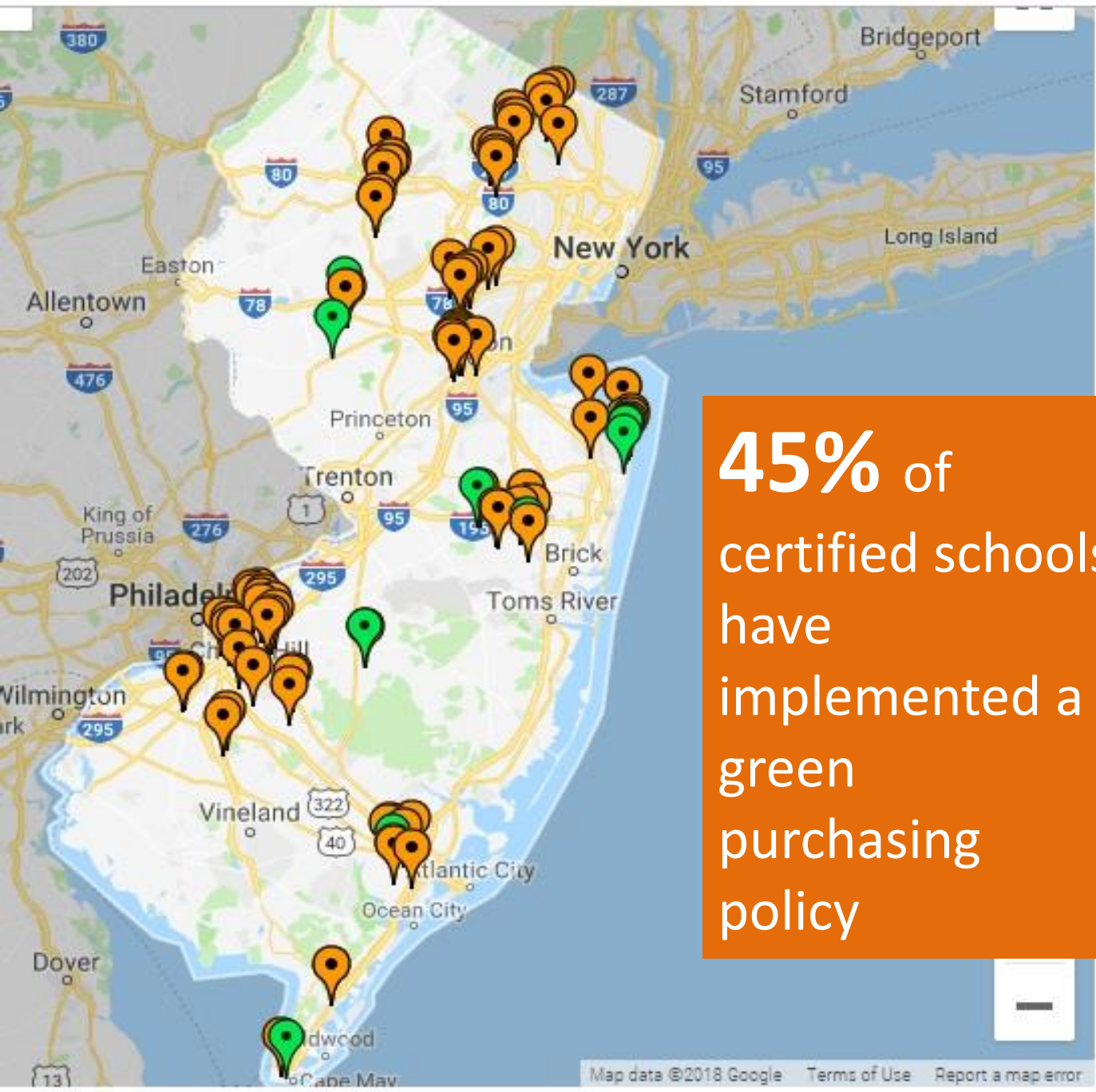
- **Green Purchasing Policy should address the following criteria:**
  - Purpose, goals and objectives.
  - Identify a process to research, evaluate, and select environmentally preferable products based on environmental criteria.
  - Address product specifications or standards for source reduction, recycled content products, energy and water conservation, forest certified products, toxics reduction, green building materials, low input landscaping, and bio-based products.
  - Program implementation, evaluation and reporting responsibilities.
- **Adopt the policy**
- **Distribute the newly adopted policy**
- **Implement the policy.**



# What are the Challenges?

- Additional time needed to research products
  - “Greenwashing” claims such as “earth-friendly”, etc.
  - Determining life-cycle costs of products
  - Sorting through conflicting and confusing information about quality and performance
- Lack of commitment from board leadership or end users
- Balancing the potentially conflicting priorities of price and performance, and environmental considerations





45% of  
certified schools  
have  
implemented a  
green  
purchasing  
policy

● All

### BY STATUS

- ☐ Registered
- ☐ Bronze Certified
- ☐ Silver Certified
- ☒ Any Certified
- ☐ Any

### BY CERTIFIED ACTION

SEE INSTRUCTIONS BELOW

Green Design

#### Green Purchasing

- ☒ Green Purchasing Policy
- ☐ Recycled Paper Purchase
- ☐ Energy Efficient Appliances or Equipment

Healthy School  
Environments



# Tabernacle School District

- Green Purchasing Policy

Comprehensive

Department Focused

Evaluated in consultation with Green Team



**Tabernacle**  
SCHOOL DISTRICT  
Educating For a Lifetime!

- Green Cleaning Policy

Led by Facilities Department “Green Cleaning Team”

VERY Specific Criteria

- Chemical Inventory

Part of Green Cleaning Policy

Custodial supply sustainability metric utilized  
as part of annual evaluation



# Medford School District

## Sustainability Policy

- Curriculum
- Waste Reduction
- Collaboration
- O&M Practices

## Environmentally Preferred Purchasing Policy

- Individual Responsibility to Seek & Request
- B.A. Leads Effort
  - Shares resources
  - Includes EPP product specs in bid documents/contracts
  - Evaluates and reports regularly to board on progress



# Cherry Hill School District

- Green Purchasing Policy
  - Annual Product Monitoring, Oversight & Evaluation



# Questions to Ask


*Long Branch, Rumson, Middletown, Monmouth Regional*

- How did the ideal Green Purchasing originate in your district?
- How you enforce your policies?
- How do you communicate to staff about Green Purchasing practices?
- What obstacles have you encountered?
- What group purchasing options do you utilize?









# Boulder Valley School District

**Boulder Valley School District**  
*Excellence and Equity*

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Greening BVSD

Awards and Grants

BVSD Green Policy

Energy Challenge

Green Buildings in BVSD

Green Resources

**Sustainability Management System**

Teaching Sustainability

Zero Waste and Green Star Schools

Alternative Transportation (leaves greenBVSD)

greenBVSD News

2014 Eco Champions

## Sustainability Management System


The Boulder Valley School District is building on 20 plus years of environmental stewardship and further embracing environmental sustainability. The district hired a Sustainability Coordinator in the summer of 2008 and launched its first version of the Sustainability Management System in 2009. The SMS is a comprehensive approach for identifying and coordinating existing efforts, establishing baselines, defining sustainability for BVSD, and creating plans to integrate sustainability into our operations and curriculum. The SMS is used as a roadmap for future years and is reviewed annually. The SMS also has an annual public reporting measure which leads to accountable actions and future goal setting.

In 2015, BVSD released the updated Sustainability Management System to reflect new 5-year goals and updated visions.

**2015 Sustainability Management System - Updated**


**2012 Sustainability Management System Progress Report**

**2009 Sustainability Management System**




BVSD is striving toward net zero energy\* buildings with 100 percent reuse of indoor water and no potable water used for irrigation.

- New Sustainable Energy Plan
- 2012 SMS Report on 5-year goals related to buildings (page 3)
- Green building in BVSD
- Check out the [green features and live data](#) for LEED Platinum Casey Middle School!




BVSD is striving for non-toxic environments at all school and building sites and properties. Long-term, BVSD would also like all purchases to follow best green practices and zero waste at all sites. BVSD is striving to provide healthy foods for all BVSD students.

- 2012 SMS Report on 5-year goals related to materials flows (page 8)
- Zero waste and Green Star schools
- [Green Purchasing Guide](#)



Long-term visions in the area of transportation include having all students busing, walking, biking or carpooling to school and lowering the emissions of BVSD's fleet through the use of hybrid buses and alternative fuels and efficient busing schedules.



greenBVSD

Office of Sustainability  
Phone: 720-561-5181  
[ghita.carroll@bvsd.org](mailto:ghita.carroll@bvsd.org)

<http://www.bvsd.org/green/Pages/sms.aspx>



# Boulder Valley School District Green Purchasing Guide

## Best Practices

- Look through the Warehouse Surplus webpage for available small furniture items (<http://www.bvsd.org/businessservices/staff/surplus/Pages/default.aspx>).
- Look for items made with sustainably harvested wood when purchasing new.
- Contact the Warehouse when disposing of furniture so it can be properly recycled or reused.

## Events & Food

### Introduction

Whether it's a faculty function or classroom event, consider some of the following easy steps to reduce your waste and look for healthy alternatives.

### Components

Food, drinks, tableware (plates, bowls, and cups) and utensils, and paper products for events.

### Green Attributes

Local and organic foods, avoid Styrofoam (polystyrene) products, reusable utensils and tableware (if reusables are not available use recycled or biodegradable), and recyclable or compostable utensils and paper

products.

### Questions to Ask

Can Food Services adequately provide what I need? Is this food locally or organically grown? Am I using reusable products where possible? If reusables are not available, am I using utensils and paper products made from material that can be recycled or composted? Have I checked with Eco Cycle about their Zero Waste products?

### Best Practices

- Contact Food Services at 720-561-5042 to check catering options.
- Look to minimize packaging by ordering bulk food items, or finger foods, that have large serving trays or boxes.
- Check with Eco-Cycle about their Zero Waste products.
- Bring pitchers to serve drinks rather than using individually bottled drinks and ask participants to bring their own water bottle.
- Consider offering healthy alternatives such as fruit and water or juice instead of cookies and soda and baked vs. fried items.
- Limit paper waste by posting event details and inviting electronically.

## Paper Products

### Introduction

Many of our industrial paper production processes abuse our forests, increase landfills, and leave byproducts in the environment. Buying green paper products is an easy way to decrease our environmental impact.

### Components

Printing, copy, and fax paper, notebooks, folders, envelopes, calendars, and disposables (napkins, toilet paper, tissue paper, paper towels, etc.).

### Green Attributes

High **post-consumer recycled content\***, **compostable**, **Forest Stewardship Council (FSC) certified**, **Total Chlorine Free (TCF)** or **Environmental Chlorine Free (ECF)** bleaching processes, and avoid deeply dyed paper.

### Questions to Ask

Does the Warehouse have these paper products available? What paper products are made with high **post-consumer content**? What paper

products are **Green Seal** or **FSC** certified? What paper products are produced with environmentally friendly processes, for example Environmental Chlorine Free bleaching?

### Best Practices

- Contact the Warehouse to check availability of desired paper products (Warehouse Helpdesk at 720-561-5020).
- Use electronic communication instead of printing.
- Make copies and prints double-sided.
- Do not print on neon or deeply-dyed paper, which cannot be recycled but can be composted.
- Buy in bulk or check Warehouse for paper products before buying in inefficient quantities.


\*NOTE: "Recycled" does not always mean that a product contains 100% recovered content or that the content is post-consumer materials. Therefore, it is important to specify that you would like products with high post-consumer (preferably 100%) recycled content. See Definitions & Information on page 10.






# NJ Dept of Treasury Resources


← → ↻ [www.state.nj.us/treasury/purchase/green-purchasing.shtml](http://www.state.nj.us/treasury/purchase/green-purchasing.shtml) ☆ 📌 📧 📄



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Green Purchasing



Vehicle & Surplus

## GREEN PURCHASING



Buying and using environmentally preferable products (EPPs) has become an integral part of public procurement in recent years because it has become clear that this practice benefits the environment, improves efficiency and, often saves money.

Green Purchasing, also known as environmentally preferable purchasing (EPP), is the coordinated purchasing of goods and services to minimize impacts on human health and the natural environment. Alternatives exist for almost every product used that are less hazardous, save energy and water, and reduce waste. A simple first step is to purchase products made from recycled content that are themselves recyclable.

EPP may consider raw materials acquisition, production, manufacturing, packaging, distribution, reuse, operation, maintenance or disposal of the product or service.

**EXECUTIVE ORDER:**  
Executive Order 76 (EO 76) Issued January 2006  
<http://www.state.nj.us/infobank/circular/eoc76.htm>  
Directs State Agencies to purchase environmentally preferable cleaning products that minimize potential impacts to human health and the environment, can use up existing inventories, encourages non-state agencies to do the same. Most importantly, green purchasing attempts to identify and reduce the environmental impact of an organization's activities and maximize resource efficiency.

**WHY IS IT IMPORTANT TO BUY GREEN?**

- It is important to keep in mind that the purchasing decisions we make affect our local environment and the health of our citizens and workers as well as the global community.
- Green purchasing can also help departments gain competitive advantage when applying for grant and other funding opportunities.
- Many times are less expensive than their conventional counterparts that serve the same purpose. For example, remanufactured toner cartridges cost on average 30-60% less than those produced by original equipment manufacturers, retread tires can save as much as 50% off the cost of a new tire;
- Other EPPs are equal in cost (e.g. carpet, cleaning products, janitorial paper products, energy efficient lighting) and offer the added value of reduced toxic use and waste reduction through the use of recycled materials.

**STATE CONTRACTS WITH GREEN PRODUCTS/SERVICES:**  
<http://www.state.nj.us/treasury/purchase/greencontracts.shtml>



# NJ Dept of Treasury Resources

← → C www.state.nj.us/treasury/purchase/greencontracts.shtml

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Department of the Treasury

Division of Purchase and Property

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**NJSTART**  
INTRODUCTORY VIDEO  
ENROLL NOW  
VENDOR SUPPORT

**Storm Recovery**  
Hurricane Sandy Contracts

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**Doing Business**  
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**Electronic Services**  
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**Vendor Forms**  
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**STATE GREEN CONTRACTS**

The following contracts include some or all "green" products/services. However, not all products/services listed in the contract may be considered "green." It is the using agency's responsibility to read the Notice of Awards in its entirety in order to identify A "green" products/services.

S2541 14-X-22990	SUPPLEMENTAL OFF-ROAD DIESEL RETROFIT DEVICE AND INSTALLATION	EQUIPMENT, MATERIAL & SUPPLIES
T0120 14-X-23061	ICE AND SNOW REMOVAL LIQUIDS/ CHEMICALS FOR DOT AND THE AUTHORITIES	EQUIPMENT, MATERIAL & SUPPLIES
T0164 12-X-22403	DISHWASHING COMPOUNDS-AUTO.MACH. DETERGEW/DISPENS.& MAINT SVS.	EQUIPMENT, MATERIAL & SUPPLIES
T0632 13-X-22682	CHEMICALS, JANITORIAL DSS	EQUIPMENT, MATERIAL & SUPPLIES
T2075 13-X-34559	GSA/FSS REPROGRAPHICS SCHEDULE USE	EQUIPMENT, MATERIAL & SUPPLIES
T2432 14-X-23075	DSS RECYCLED PAPER NAPKINS,TOWELS,TOILETTISSUES & SEAT COVERS WITH DISPENSERS	EQUIPMENT, MATERIAL & SUPPLIES
T437A 06-X-37720	COPIERS - COST PER COPY	EQUIPMENT, MATERIAL & SUPPLIES
T437C 07-X-37986	DIGITAL COLOR COPIERS AND COLOR COPIER/PRINTERS - COST PER COPY	EQUIPMENT, MATERIAL & SUPPLIES
T0013 11-X-21773	FOODS; COOKIES, CRACKERS, & DRY SNACKS, STATEWIDE MULTIYEAR - TIED TO PPI	FOOD VARIOUS
T0032 15-X-23749	BAGS & LINERS, GARBAGE, PLASTIC - DSS	FOOD VARIOUS
T0194 16-X-21782	LAUNDRY CHEMICALS - STATEWIDE	FOOD VARIOUS
T0641 12-X-21945	FOODS: MEATS AND POULTRY, AGR1 INDUSTRIES PROCESSING	FOOD VARIOUS
T1353 12-X-22317	FOODS; FRESH FRUITS & VEGETABLES NORTH, CENTRAL, SOUTH & SOUTH WOODS PROCESSING	FOOD VARIOUS
T2523 15-X-23752	FOOD THICKENER & THICKENED BEVERAGES - DSS	FOOD VARIOUS
T0052 15-X-23609	OFFICE SUPPLIES & RECYCLED COPY PAPER STATEWIDE	FURNITURE & OFFICE SUPPLIES
T1480 11-X-39256	JANITORIAL SERVICES STATEWIDE	GENERAL SERVICES
T1628 08-X-39078	ENHANCED MOTOR VEHICLE INSPECTION/ MAINTENANCE SYSTEM	GENERAL SERVICES
T0893 12-X-22071	GENETIC PARENTAGE TESTING SERVICE (DNA):DHS, DFD	HEALTH SERVICES
M0463 08-R-39975	WSCA COMPUTER CONTRACT	IT HARDWARE AND SOFTWARE
T0002 14-X-22935	BOTTLED WATER/COOLER RENTAL	OTHER
T0200 09-X-20783	MAILROOM EQUIPMENT AND MAINTENANCE VARIOUS STATE AGENCIES	OTHER
T1186 13-X-22608	PRINTS: ARCHITECT PRINTS AND SPEC'S (DPMC) AND	OTHER

<http://www.state.nj.us/treasury/purchase/greencontracts.shtml>





# New Jersey State Green Contracts



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State of New Jersey  
The Department of the Treasury

Division of Purchase and Property

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### State Green Contracts

The following contracts include some or all "green" products/services. However, not all products/services listed in the contract may be considered "green." It is the using agency's responsibility to read the Notice of Awards in its entirety in order to identify A "green" products/services.

50184	DISHWASHING COMPOUNDS-REBID PREMEASURED POWDERED WATER SOLUBLE POT/PAN DET.PKTS	EQUIPMENT, MATERIAL & SUPPLIES
52513	ENVIRONMENTALLY PREFERABLE CLEANING PRODUCTS-1A	EQUIPMENT, MATERIAL & SUPPLIES
70022	BAGS & LINERS, GARBAGE, PLASTIC, - DSS	EQUIPMENT, MATERIAL & SUPPLIES
70062	AERIAL SPRAYING SERVICES & SKETCH MAPPING FOR GYPSY MOTH PROGRAM	EQUIPMENT, MATERIAL & SUPPLIES
70103	PARK AND PLAYGROUND EQUIPMENT & PARTS	EQUIPMENT, MATERIAL & SUPPLIES
70115	SCIENTIFIC EQUIPMENT/INSTRUMENTS COMPONENTS, ACCESSORIES & OPERATING SUP	EQUIPMENT, MATERIAL & SUPPLIES
70182	LAMPS, VARIOUS TYPES, STATEWIDE	EQUIPMENT, MATERIAL & SUPPLIES
70184	LAUNDRY CHEMICALS - STATEWIDE	EQUIPMENT, MATERIAL & SUPPLIES
70200	MAILROOM EQUIPMENT AND MAINTENANCE VARIOUS STATE AGENCIES	EQUIPMENT, MATERIAL & SUPPLIES
70201	OFFICE EQUIPMENT MAINTENANCE VARIOUS USING AGENCIES	EQUIPMENT, MATERIAL & SUPPLIES
70207	PLUMBING AND HEATING EQUIPMENT/SUPPLIES	EQUIPMENT, MATERIAL & SUPPLIES
70210	SHEETING - REFLECTIVE	EQUIPMENT, MATERIAL & SUPPLIES
70302	RECYCLING CONTAINERS: DESK SIDE, GENERALAREA,	EQUIPMENT, MATERIAL & SUPPLIES
71003	TRAFFIC CONES, FLEXIBLE DELINEATOR POSTS& CHANNELIZER DRUMS (JOINT PROCUREMENT)	EQUIPMENT, MATERIAL & SUPPLIES
71119	REFLECTIVE SHEETING LICENSE PLATE	EQUIPMENT, MATERIAL & SUPPLIES
71213	CONVERSION COATED ALUMINUM LICENSE PLATE STOCK	EQUIPMENT, MATERIAL & SUPPLIES
71820	APPLIANCES: MAJOR HOUSEHOLD AND WINDOW AIR CONDITIONERS	EQUIPMENT, MATERIAL & SUPPLIES
72055	DYNAMIC MESSAGE SIGNS (DMS) FOR THE DEPARTMENT OF TRANSPORTATION	EQUIPMENT, MATERIAL & SUPPLIES
72075	GSA/FSS REPROGRAPHICS SCHEDULE USE	EQUIPMENT, MATERIAL & SUPPLIES
72430	PAPER GOODS, RECYCLED; DISPOSABLE; NAPKINS, TOILET TISSUE & PAPER TOWELS	EQUIPMENT, MATERIAL & SUPPLIES
72513	ENVIRONMENTALLY PREFERABLE CLEANING PRODUCTS I	EQUIPMENT, MATERIAL & SUPPLIES
72548	VAPOR RECOVERY SYSTEMS ON GASOLINE TANKS: TESTING & REPAIRS- (STATEWIDE)	EQUIPMENT, MATERIAL & SUPPLIES
72842	QUATERNARY AMMONIUM DISINFECTANTS	EQUIPMENT, MATERIAL & SUPPLIES
74374	COPIERS - COST PER COPY	EQUIPMENT, MATERIAL & SUPPLIES
75013	COOKIES, CRACKERS & DRY SNACKS (STATEWIDE/MULTI) YEAR- TIED TO PRODUCER PRICE INDEX	FOOD VARIOUS
75741	FOODS: ENTREES, FROZEN- KOSHER VEGETARIAN	FOOD VARIOUS
71844	BIODIESEL FUEL REBID OF 07-X-37716	FUEL, ALL TYPES
70038	PAPER-BOND, COPY, & STOCK CONTINUOUS FORMS; PAPER MERCHANT DISTRIBUTION	FURNITURE & OFFICE SUPPLIES
70002	STATIONERY AND OFFICE SUPPLIES, VARIOUS STATE AGENCIES (REVISED)	FURNITURE & OFFICE SUPPLIES
70147	CARPET & PADDOING SUPPLIES & INSTALLATION	FURNITURE & OFFICE SUPPLIES
70620	FURNITURE: DORMITORY & RESIDENTIAL	FURNITURE & OFFICE SUPPLIES
71386	TRASH REMOVAL SERVICES - DEPTCOR BUREAU OF STATE USE INDUSTRIES	GENERAL SERVICES
71408	ENHANCED MOTOR VEHICLE INSPECTION/ MAINTENANCE SYSTEM	GENERAL SERVICES
72304	LAUNDRY RENTAL SERVICE-DIAPERS & UNDER-PADS, DMVA	GENERAL SERVICES
72879	COOL CITIES COMMUNITY BASED TREE PLANTING (DEP BUREAU OF FORESTRY)	GENERAL SERVICES
80480	WSCA COMPUTER CONTRACT	IT HARDWARE AND SOFTWARE
71186	MICROCOMPUTERS: RUGGED COMPUTERS, OPTIONS AND SERVICES	IT HARDWARE AND SOFTWARE
70295	PEST CONTROL NONRESIDENTIAL SERVICES OPNC & VARIOUS OTHER STATE AGENCIES	OTHER
70354	PEST CONTROL SERVICES RESIDENTIAL FAC, DHS,CORRECTIONS,VETERAN AFFAIRS T-0354	OTHER
70423	TRASH REMOVAL SERVICES GREEN BROOK HUNTERDON HAGEDORN EDNA MAHAN	OTHER



# NJ Dept of Environmental Protection

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STATE OF NEW JERSEY  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
DIVISION OF SOLID AND HAZARDOUS WASTE



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[Attributes of Recycled Products](#)

[Did You Know](#)

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[Helpful Buy Recycled Links](#)

[Key Definitions](#)

[New Jersey WasteWise Business Network](#)

[Recycling in New Jersey Home Page](#)

[Recycled Products Fun Facts](#)

[Types of Recycled Products](#)

**Recycled Products...**  
**The Smart Choice for Consumers and the Environment!**  
Thank you for visiting the Buy Recycled website of the New Jersey Department of Environmental Protection, Bureau of Recycling and Planning! We appreciate your interest in recycling and recycled products. We hope the information provided on this website is helpful to you in your efforts to Buy Recycled. The recycled product categories found below will lead you to the websites of manufacturers and distributors of various recycled products.

  
[Apparel](#)

  
[Building Products](#)

  
[General Information](#)

  
[Interior Design and Furnishings](#)

  
[Miscellaneous Products Websites](#)

  
[Paper and Paper Products](#)

  
[Plastic Lumber](#)

  
[Promotional Items](#)

[http://www.nj.gov/dep/dshw/recycling/buy\\_recy/](http://www.nj.gov/dep/dshw/recycling/buy_recy/)

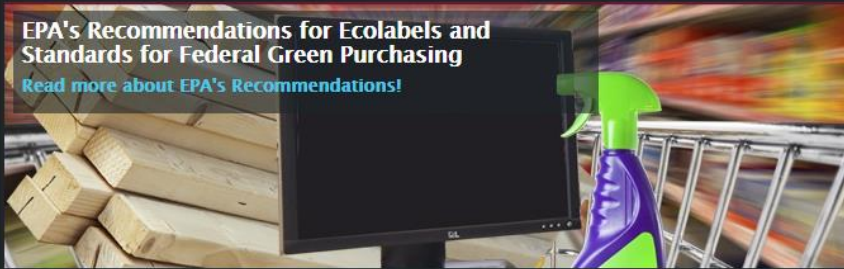


# EPA Resources

## Sustainable Marketplace: Greener Products and Services

Contact Us Share

**EPA's Recommendations for Ecolabels and Standards for Federal Green Purchasing**  
[Read more about EPA's Recommendations!](#)



You can improve human health and the environment by buying greener products and services!

This site will help you find the information you need to get started.



### Consumers

Purchase products that use [safer chemicals](#) and conserve [energy](#), [water](#) and [materials](#).

- [Identify greener cleaners, carpet, electronics and more](#)
- [Make sense of ecolabels and marketing claims](#)
- [Understand the benefits of buying green](#)



### Institutional Purchasers

By purchasing greener products and



### Federal Purchasers

Learn how agencies are using their buying power to drive environmental improvement.

- [EPA recommendations for standards and ecolabels for feds](#)
- [Greening e-procurement systems](#)
- [EPEAT for greener electronics](#)
- [Executive Order 13693](#) and [Implementing Instructions](#)



### Manufacturers

By designing and making greener

### Learn More About

- [Why buy greener products?](#)
- [What makes a product "greener"?](#)
- [How can I identify greener products?](#)
- [How do I sell greener products and services to the federal government?](#)

### Highlights

EPA has released interim recommendations for standards and ecolabels for federal agencies to use in identifying and procuring environmentally preferable products.

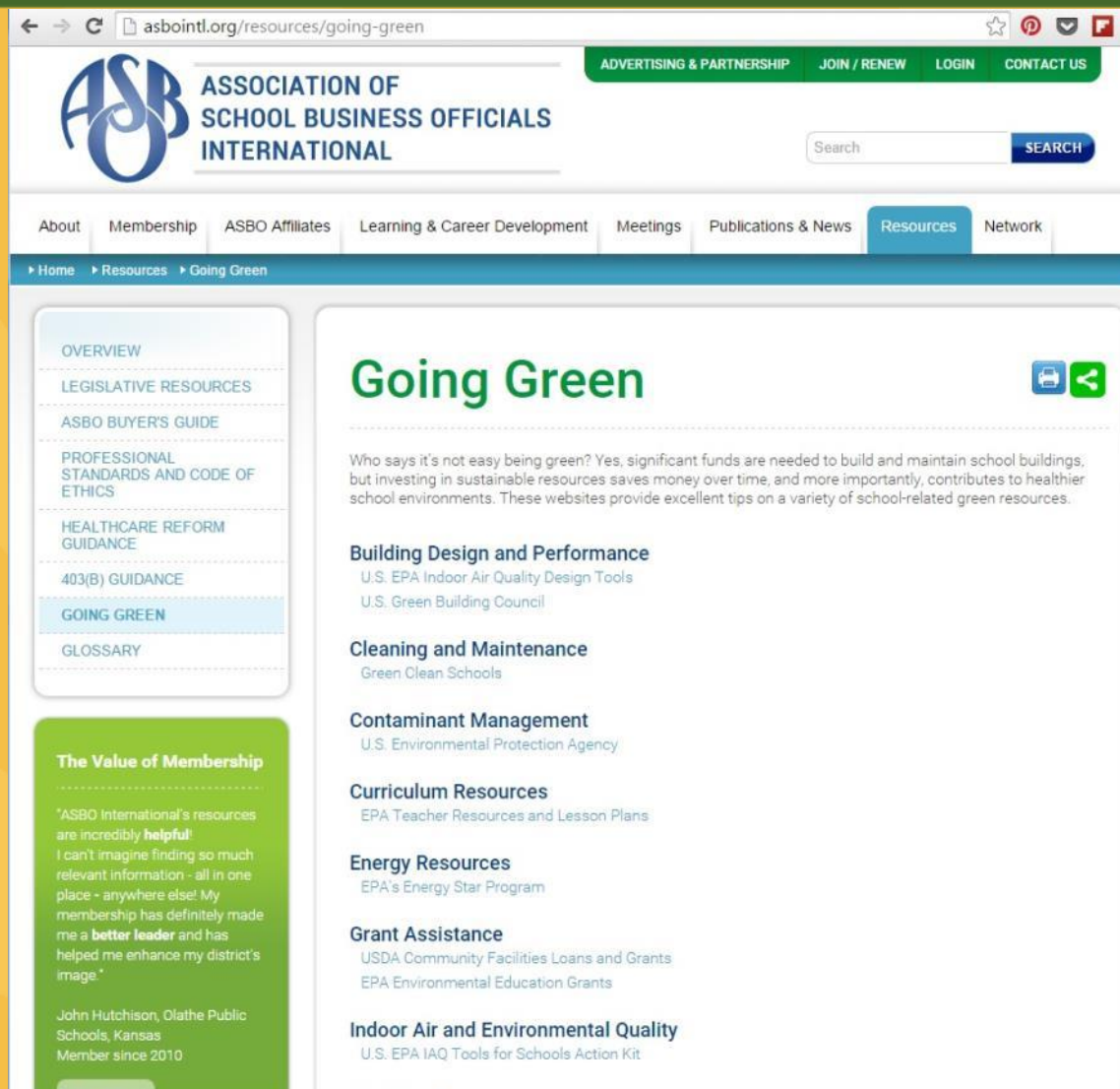
- [Read more about the interim recommendations.](#)
- [Read the Federal Register Notice.](#)

<https://www.epa.gov/greenerproducts>





# International ASBO Resources



The screenshot shows the ASBO International website at the URL [asbointl.org/resources/going-green](http://asbointl.org/resources/going-green). The page features a navigation bar with links for Advertising & Partnership, Join / Renew, Login, and Contact Us. The main navigation menu includes About, Membership, ASBO Affiliates, Learning & Career Development, Meetings, Publications & News, Resources (selected), and Network. A breadcrumb trail shows the path: Home > Resources > Going Green.

**OVERVIEW**

- LEGISLATIVE RESOURCES
- ASBO BUYER'S GUIDE
- PROFESSIONAL STANDARDS AND CODE OF ETHICS
- HEALTHCARE REFORM GUIDANCE
- 403(B) GUIDANCE
- GOING GREEN**
- GLOSSARY

**The Value of Membership**

"ASBO International's resources are incredibly **helpful**! I can't imagine finding so much relevant information - all in one place - anywhere else! My membership has definitely made me a **better leader** and has helped me enhance my district's image."

John Hutchison, Olathe Public Schools, Kansas  
Member since 2010

## Going Green

Who says it's not easy being green? Yes, significant funds are needed to build and maintain school buildings, but investing in sustainable resources saves money over time, and more importantly, contributes to healthier school environments. These websites provide excellent tips on a variety of school-related green resources.

- Building Design and Performance**
  - U.S. EPA Indoor Air Quality Design Tools
  - U.S. Green Building Council
- Cleaning and Maintenance**
  - Green Clean Schools
- Contaminant Management**
  - U.S. Environmental Protection Agency
- Curriculum Resources**
  - EPA Teacher Resources and Lesson Plans
- Energy Resources**
  - EPA's Energy Star Program
- Grant Assistance**
  - USDA Community Facilities Loans and Grants
  - EPA Environmental Education Grants
- Indoor Air and Environmental Quality**
  - U.S. EPA IAQ Tools for Schools Action Kit





# Sustainable Jersey Resources

## Green Purchasing Policy

10 Points

Bronze Priority

Silver Priority

District

Why is it important?

Who should lead and be involved with this action?

Timeframe

Project costs and resource needs

What to do, and how to do it ("How to")

What to submit to earn points for this action

Spotlight: What NJ Schools are doing

Resources

Print Action Description

Download PDF Version

### Resources

The following resources may be helpful in completing this action.

#### SAMPLE Policies

**Comprehensive Green Purchasing Policy Sample** can be found [here](#)

- Township of Bernards Green Purchasing Policy is modeled after the Comprehensive Green Purchasing Policy Sample

**Simple Green Purchasing Policy Sample** can be found [here](#)

- The simple policy is modeled after the Santa Cruz City School Board Environmental Preferable Purchasing Policy. The Santa Cruz City School Board passed a landmark EPP policy to encourage the use of environmentally-preferable products and services, thereby reducing its environmental footprint. Download the PDF of the policy [here](#).

#### Green Standards and Purchasing

**Carpet and Rug Institute**, Green Vacuum Cleaner standards <http://www.carpet-rug.org/CRI-Testing-Programs/CRI-Seal-of-Approval-Program/Vacuums/Certified-Vacuums.aspx>

**EcoLogo** Certified products, services, and packaging are certified for reduced environmental impact. EcoLogo certifications are voluntary, multi-attribute, lifecycle-based environmental certifications that indicate a product has undergone rigorous scientific

# Sustainable Jersey Resources

165 Registered Districts

429 Registered Schools

60 Schools Certified

Map view

List view

Map

Satellite

**TAUNTON FORGE ELEMENTARY SCHOOL**  
BURLINGTON COUNTY

Certification Level: **Bronze**

Certified On: September 23, 2015

Total Points: 150

Certification Report: [View Report](#)

Applicant Profile: [View Profile](#)

Map data ©2016 Google

Terms of Use

Report a map error

**SEARCH FEATURES**

Participating Districts and Schools: To see the municipalities participating in the program, their

**FILTER THIS MAP**

**BY TYPE**

☐ District

☐ School

☒ All

**BY STATUS**

☐ Registered

☐ Bronze Certified

☐ Silver Certified

☒ Any Certified

☐ Any

**BY CERTIFIED ACTION**

SEE INSTRUCTIONS BELOW

Food & Nutrition

Green Cleaning

Green Design

**Green Purchasing**

☒ Green Purchasing Policy

☒ Recycled Paper Purchase

☒ Energy Efficient Appliances or Equipment


Healthy School Environments

Innovation Projects

Learning Environment

# Sustainable Jersey Resources

## Sustainable Jersey for Schools Community Certification Report

 [Download PDF Version](#)

This is the Sustainable Jersey for Schools Certification Report of Horace Mann Elementary School (Camden), a Sustainable Jersey for Schools bronze certified applicant.

Horace Mann Elementary School (Camden) was certified on September 22, 2015 with 200 points. Listed below is information regarding Horace Mann Elementary School (Camden)'s Sustainable Jersey for Schools efforts and materials associated with the applicant's certified actions.

### Contact Information

The designated Sustainable Jersey for Schools contact for Horace Mann Elementary School (Camden) is:

Name:	Sarah Boone
Title/Position:	Teacher / Primary
Address:	150 Walt Whitman Blvd Cherry Hill, NJ 08003
Phone:	8564281144

### Sustainability Actions Implemented

Each approved action and supporting documentation for which Horace Mann Elementary School (Camden) was approved for in 2015 appears below. Note: Standards for the actions below may have changed and the documentation listed may no longer satisfy requirements for that action. Additionally, points associated with actions prior to 2013 certifications may not be accurate.

#### ENERGY EFFICIENCY

Building Efficiency Measures **20 Points** **Bronze Priority** **Silver Priority**

##### Program Summary:

The district approved Concord Engineering to conduct energy audits for each of its 19 schools. They were completed in 2 waves, with the first wave completed in October 2010 and the second wave completed in October 2011. From the audits the district chose several efficiency measures

#### ACTIONS & CERTIFICATION

[Program Benefits](#)

[Register](#)

[Certification Overview](#)

[Actions](#)


[District and School Dashboards](#)

[Review](#)

**[Participating Districts and Schools](#)**

# Sustainable Jersey Resources

purchased over \$650,000 in new computers. Specifically we purchased: 350 – Dell Latitude 3000 series 132 – Dell Desktops OptiPlex 3020 series 555 – Chromebook 11 series I have attached the documentation for the Energy Star Status of the computers. The Chromebook 11 computers are fairly new and they are in the process of receiving Energy Star certification. The district is in the process of approving an environmentally preferable purchasing policy, which is expected to be formally passed by the BOE by the end of July 2015.


 [Letter from Business Administrator](#)


 [Energy Efficient Appliances or Equipment Documentation](#)

## Green Purchasing Policy 10 Points Bronze Priority Silver Priority

### Program Summary:

The Cherry Hill Public Schools Board of Education is supportive of a Green Purchasing or Environmentally Preferable Purchasing Policy (EPP) for our district. The Policy/Legislation Committee of the BOE met on 6/2/15 to discuss the policy. They were presented with the NJ ASBO EPP by our purchasing department and business administrator for consideration. The committee, upon examining the policy, determined that the bulk of the policy in question, appeared to more "procedural" in nature and recommended truncating it to it's EPP "principles". This recommendation was presented to the full board at the BOE meeting on 6/9/15 during its monthly work session and was adopted formally on July 28, 2015. The policy was circulated to the Superintendent's Council on July 29, 2015 (made up of district administrative leaders). Further education about this policy will be ongoing during the 2015-16 school year. The policy has been posted to our District web site at <http://www.chclc.org/our-district/policies-and-procedures>. Attached are: 1. The approved policy from 7/28 BOE meeting 2. The agenda page from the 6/9 BOE work session 3. The agenda from the 6/2 BOE Policy/Leg committee meeting 4. A copy of the 7/29 email to Superintendent's Council with new EPP for circulation.

 [Agenda Page from 6/9 BOE Meeting](#)

 [Agenda from 6/2 BOE Policy Committee Meeting](#)

 [Green Purchasing Policy Documentation](#)

 [Green Purchasing Policy Documentation](#)

## HEALTHY SCHOOL ENVIRONMENTS

### Anti-Idling Education & Enforcement 10 Points

#### Program Summary:

The Cherry Hill Public Schools' No Idling efforts were first implemented in 2009, with the No Idling



# For More Information

- Visit us at  
[www.sustainablejerseyschools.com](http://www.sustainablejerseyschools.com)
- Email  
[schools@sustainablejersey.com](mailto:schools@sustainablejersey.com)
- Call Sustainable Jersey Staff
  - Heather McCall 609-771-2469
  - Veronique Lambert 609-771-3427

