

# The Basics of EO4 and Environmentally Preferable Purchasing

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**Andrew M. Cuomo**  
Governor  
State of New York

**RoAnn M. Destito**  
Commissioner  
Office of General Services

# The Basics of EO4 and Environmentally Preferable Purchasing

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Environmental Facilities Corporation (EFC)



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# Environmentally Preferable Purchasing or Green Procurement

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Purchasing commodities, services and technology that have a reduced negative impact or increased positive impact on the environment and human health compared to traditional products.

***Green Procurement***

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***Environmentally Preferable Purchasing (EPP)***



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# Green Procurement

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- Reduces health and environmental risks
- Reduces toxic substances and pollutants
- Maximizes recycled content
- Maximizes sustainably managed renewable resources.



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# Criteria for Green Procurement

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Performance and price

Raw materials, manufacturing, packaging, distribution, reuse, O&M, or disposal

- Toxin Avoidance – See Statement on Consideration of Chemicals on OGS site <http://www.ogs.state.ny.us/EO/4/docs/chemFINAL.pdf>
- Pollution Prevention – emissions
- Content - made from a sustainable resource or recycled material
- Energy Efficiency and Water Conservation
- End of Life Provisions – take-backs, recycling
- 3<sup>rd</sup> party certification, manufacturer disclosures, innovative packaging, encouragements



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# Green Procurement Policies and Requirements

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- NYS Finance Law, State Purchasing
  - Cost Evaluation Methods incl. life cycle
  - Recycled commodities, separation of paper, maximum recovery and reuse of secondary materials
  - Surplus computer equipment to NYSED
  - NYS Green Cleaning Law
  - Requires elementary and secondary schools to procure and use environmentally sensitive cleaning and maintenance products



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# Green Procurement Policies and Requirements

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## Executive Order No. 4 – Greening State Agencies

Directly addresses green procurement

### Additional EO's Related to Sustainability

- 18 – Bottled Water
- 88 – Build Smart NY
- 142 - Waste Reduction and Recycling
- 142 – Biofuels in State Buildings and Vehicles



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# Green Purchasing By the Numbers

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## ➤ POWER OF PURCHASING

- Commodities, services and technology

**\$8 billion annually**



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# Green Purchasing By the Numbers

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## Energy and State Owned Buildings

- ~3,000 GWh annually,
- 5% of the energy consumed by *all* buildings in NYS



- 16,000 facilities
- 224 million square feet of real estate
- Utility bill \$600 M



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# Green Purchasing By the Numbers

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## State Owned Vehicles

➤ ~16,500 state owned vehicles



➤ More than 90% of state's light-duty fleet purchased in FY 07-08 were alternative fuel

➤ DEC reduced one million vehicle miles traveled

➤ \$1.3 million savings



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# Green Purchasing By the Numbers

## Waste Generation, Recycling, Paper Use

➤ **EO4 Goal = 10% annual reduction in waste generation and paper use**

- 520,000 tons of waste disposal
- 331,000 tons recycled or composted
- 64% diverted!
- 36% reduction from previous year
- Baseline = 351 pounds per FTE
- Paper purchasing ↓ 12%



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# Green Purchasing By the Numbers

## Reduction of Toxics and Pollutants

- 83% use green cleaning products all or most of the time
- 70% use Integrated Pest Management (IPM) for indoor pest control
- 43% use non-chemical pest control for turf and ornamentals



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# Green Purchasing By the Numbers

## Conservation of Water and Natural Resources



- Sustainable landscaping and forest management
- Green Infrastructure  
Stormwater Management
- Water saving fixtures and practices



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# Collaborate and Coordinate

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## ➤ Within Your Agency

- Designated Sustainability Coordinator, Purchasing Agents, Energy Management and Operations , IT

## ➤ With Other NYS Agencies

- With Interagency Committee and Partners
- OGS *website* – *specs, green contracts*
- EO4 Partners = DEC, NYSERDA, EFC, etc.
- Webinars and Green EO4 list

## ➤ National Partners

- Federal Initiatives - GreenGov
- NASPO



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## EO 4 Procurement Directive

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- Interagency Committee identifies Specifications to be used for the issuance of new contracts and new solicitations and for procurement under existing contracts UNLESS an exception applies.
- All copy paper, janitorial paper and other paper supplies shall be composed of 100% post-consumer recycled.
- All copy and janitorial paper shall be process chlorine-free.
- All publications shall be printed on 100% post-consumer recycled content paper.



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# EO-4 Specifications

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## Approved Categories and Product Specifications

### Category I - Office and Building Operations

- Compact Fluorescent Lamps
- Copy and Janitorial Paper
- Drinking Fountains
- Hand Soap/Cleaner
- Industrial/Institutional Cleaning Products
- Ink
- Outdoor Furniture and Playground Structures
- Pest Management
- Printing
- Recycling Services
- Turf and Ornamental Management
- Vacuum Cleaners



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## EO-4 Specifications continued

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### Category II - Food Service

- Single Use Food Containers
- Single Use Food Service Utensils

### Category III - Transportation

- Engine Block Heaters
- Pavement Marking Paint
- Hydraulic Oil
- Traffic Message Boards
- Motor Oil
- Traffic Safety Products
- Passenger Vehicles
- Treated Road Salt



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## EO-4 Specifications continued

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### Category IV - Electronics/appliances

- Commercial Dishwashers
- Commercial Clothes Washers
- Desktop and Laptop Computers
- Domestic Dishwashers
- Domestic Refrigerators
- Room Air Conditioners
- Domestic Clothes Washers

Specifications for these items can be found on the OGS website at:  
<http://www.ogs.ny.gov/EO/4/ApprovedSpecs.asp>



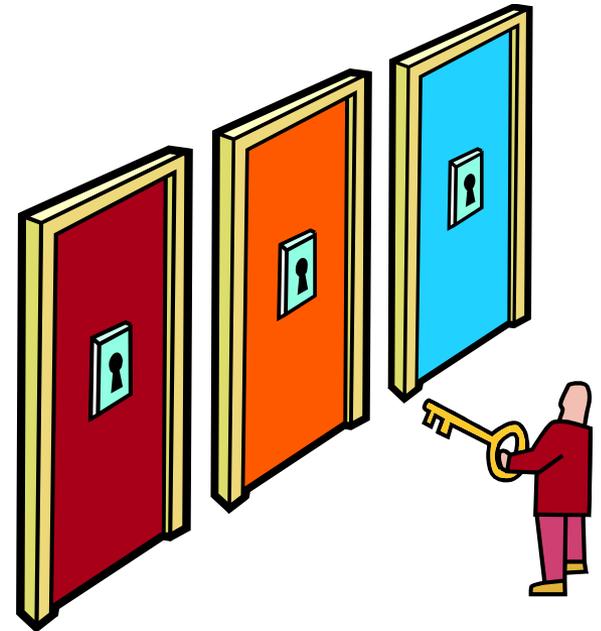
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# “Green” ALL Purchases

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Choose EO4 compliant products or most environmentally preferable alternative from

1. Preferred Source
2. OGS State Contracts
3. Agency Contracts/Open Market



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# Examples of “Green” Preferred Source Offerings

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- Fleet Maintenance
- Janitorial/Housekeeping Supplies
- Office Supplies
- Food Service



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# Coding Environmentally Preferable NYSPRO Contracts

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- E\* - EPA Energy Star Award; Use when awarded product (s) is approved under the US Environmental Protection Agency's Energy Star Program.
- EE - Energy Efficient Award; Commodity contracts which fall into this category include, but are not limited to, those which use Life Cycle or Energy Efficient Costing in the bid evaluation or those which are Energy Efficient by their very nature, such as ballasts or rechargeable batteries.
- ES - Environmentally Sensitive Award; indicates an award such as integrated pest management.
- GR - "Green" Contract Award; containing environmentally friendly products or services.
- RA - Recycled Award; Use when awarded product (s) is Recycled but the award does not fit into either of the above categories (i.e. recycled product (s) is Low Bid Meeting Specifications) or when a combination of circumstances exists.



## Coding Environmentally Preferable NYSPRO Contracts

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- RM – Remanufactured Award: Use when awarded product contains Remanufactured Components.
- RP - Recycled Preference Applied; Use when Price Preference is applied in awarding the contract to a Recycled product. RS - Recycled Specified; Use when the specification for a particular bid solicitation limits competition to Recycled products.
- SW - Solid Waste Impact Award: Use when awarded product (s) is not Recycled or Remanufactured but has an impact on solid waste management or the environment. Examples are Returnable Drums or items that reduce the Landfill or Encourage Recycling.





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### State Contract Award Notices - Commodities

## 100% Recycled Copy Paper Processed Chlorine Free (Truckload Lots) (Statewide)

<a href="#">Award Document</a>  <small>{Updated / Revised}</small>	<b>Contract Period:</b> July 01, 2012 to June 30, 2017
<a href="#">Contract Updates</a> 	<b>Group:</b> 50213 <b>Award:</b> 22446-GR,RS (Replaces 21427-GR,RS)
	<b>Use of Contracts:</b> All State Agencies and Political Subdivisions



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### State Contract Award Notices - Commodities

## Industrial and Commercial Supplies and Equipment (Statewide)

<a href="#">Award Document</a>	<b>Contract Period:</b> October 01, 2007 - September 30, 2013
<a href="#">Contract Updates</a>	<b>Group:</b> 39000 <b>Award:</b> 20304-E*-RA-RM (Replaces 4513, 4513A)
<a href="#">History Details</a>	<b>Use of Contracts:</b> All State Agencies and Political Subdivisions
<a href="#">Recall Notices</a>	<b>Contact Person:</b> Ruth Quezada <b>Telephone:</b> (518) 474-5120 <b>Fax:</b> (518) 474-1160
<a href="#">Customer Service</a>	<b>Contract Issued:</b> October 01, 2007

# Thank you!

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