
SUSTAINABLE PROCUREMENT



Clean Air Council

Overview

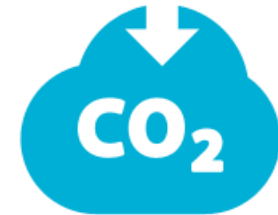
- Existing Green Procurement Policies
 - Purchasing Documents
 - Corporate Green Building Standard
 - Green Office Supplies Purchasing
 - Training & Engagement
- Challenges and Opportunities
- Next Steps

Green Procurement 101

What is it?

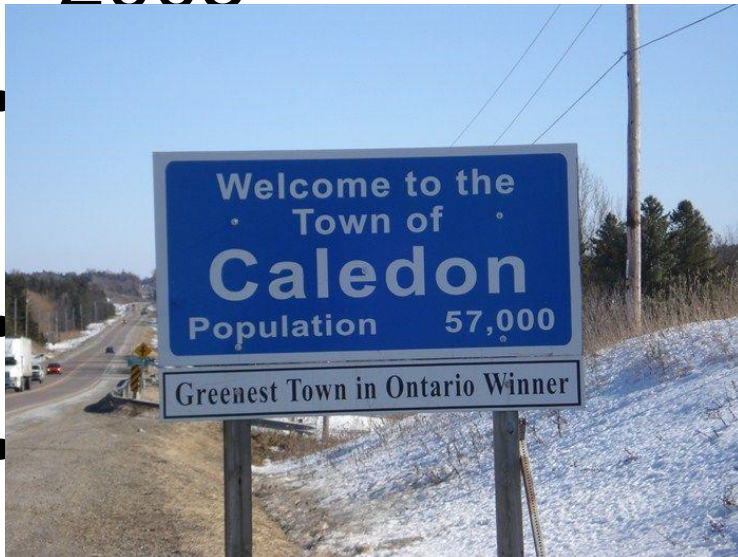
- Purchase of goods and services that **minimize environmental impact** while providing the **best value** and perform efficiently and effectively.
 - Services: corporate commitment;
 - Products and Goods: min. environmental impact in their development and operation.

Why is it important?



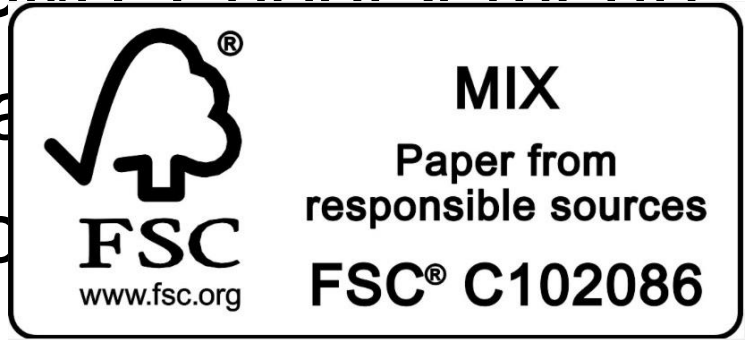
Green Purchasing: Backgrounder

- Town had green purchasing policy in 2005



- Commercial (Council Approved)
- Paper (SMT Endorsement)
- Research

- By Law Update (Council)



Green Purchasing Processes

Corporate Green

Energy and
consult

alternative item(s) bid. The Town shall be the

Bidders may be required to provide evidence of compliance with regulations regarding the manufacture, processing, and distribution of goods and services.

Request for Proposals

Section 6: Environmental Leadership

Environmental Leadership Evaluation Chart

Each factor is worth 1 point with maximum available points shown within each category. Check mark each factor that applies to your organization and provide comments and details for the applicable factors.

Category	Factors	Points	Comments & Details
Company Focus	<ul style="list-style-type: none"> <input type="checkbox"/> We have a documented Environmental or Sustainability Policy. <input type="checkbox"/> We operate in a third party verified green buildings and have developed a plan to meet third party verified standards (such as LEED, BREEAM, etc.) in as many of our buildings as possible. <input type="checkbox"/> We conduct regular audits to measure the total amount of solid waste generated by our buildings and have a waste reduction strategy. <input type="checkbox"/> We primarily use electronic invoices and keep only electronic file records. <input type="checkbox"/> We have set a target for the use of renewable or alternative forms of energy and developed a strategy to reach this target. 	1	
Office Programs	<ul style="list-style-type: none"> <input type="checkbox"/> We work with our suppliers to minimize packaging, in order to reduce waste generated used in our buildings. <input type="checkbox"/> We work with our suppliers to minimize packaging, in order to reduce our net water use. <input type="checkbox"/> We take back used products and packaging from customers and ensure it is recycled or reused as often as possible. <input type="checkbox"/> We have an alternative transportation program for employees (e.g. public transit subsidy, cycling facilities, carpooling program) <input type="checkbox"/> We have an effective company recycling program that includes office paper, beverage containers, batteries, print cartridges, or other materials. <input type="checkbox"/> We have eliminated disposable water bottles from our company buildings. <input type="checkbox"/> We have retrofitted our facilities, our fleet and/or made process improvements to decrease greenhouse gas emissions and energy use. <input type="checkbox"/> We have installed water efficient or waterless technologies. 	3	
Products/ Services	<ul style="list-style-type: none"> <input type="checkbox"/> We sell/install/promote use of Energy Star certified environmental products or other equipment. <input type="checkbox"/> We develop and sell our own green products. <input type="checkbox"/> All of our office electronic equipment, where applicable, is Energy Star certified. <input type="checkbox"/> We recycle/dispose of all old equipment in an environmentally responsible manner. <input type="checkbox"/> We offer all of our services electronically to reduce our paper use <input type="checkbox"/> We promote and use virtual meetings. 	1	

Green Office Supplies & Equipment



Corporate **Green** Building Standard

What? All new buildings over 10,000 sq ft must achieve LEED Silver.

How? Council approval, incorporated into Purchasing By law.

When? 2011



SILVER



Staff Training and Education



Challenge	Potential Solution
Monitoring and Tracking	Develop KPI's that are easy to track within existing processes
Staff Confusion on RFP Scoring Process	Training for all staff who make purchases-understand the need, benefit and process.
Staff Buy In	
Budget	Sometimes green can be perceived as more expensive-educate on lifecycle costing. Opportunity in group purchasing
Capacity	Align with third party practices and standards

Thank You

Katelyn McFadyen BA, MSc

Manager, Energy and Environment
Finance and Infrastructure Services

Office: 905.584.2272 x 4169

Cell: 416.606.3037

Email: Katelyn.McFadyen@caledon.ca