

Making it Easier to Purchase Green Items

July 24, 2014 Webinar

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Background & Selecting 3 Products

- Received grant to write model specifications on three products purchasers find difficult to purchase “green” versions of , and to promote EPP.
- Selected Products
 - copy and multipurpose paper
 - monochrome toner cartridges
 - office supplies



Developed Spec Writing Teams

- Purchasers and environmentalists interested in or experts on the different products.



Strategies Used

- Depended on the expertise of the spec writing teams
- Referred to USEPA's CPGs
- Used new and existing research
- Conducted research
 - Spoke to retailers
 - Searched the Internet
 - Conducted survey



Intended Use of Specs & Purchasing Guidelines

- To provide purchasers with product specs based on current market availability, and in the case of the preferred office supplies specs, to push the markets for greater levels of environmental criteria.
- To provide language in the purchasing guidelines that may be used in bids and contracts.

Draft Specs on NERC's Website

<http://nerc.org/model-epp-specifications>

Lessons Learned in Paper

- 100% Post Consumer Recycled Content paper is becoming increasingly difficult for US and Canadian paper manufacturers to produce economically (8 companies making private label RC papers)
 - Single stream recycling creates dirty feedstock
 - Damages equipment
 - Increases production costs; requires more paper
 - Requires more bleach to make bright

Draft Paper Specs

- **Priority 1:** 100% Recycled Content (RC) with a minimum of 50% post-consumer fiber, Processed Chlorine Free (PCF), and Forest Stewardship Council (FSC) certified
- **Priority 2:** 50% Post-consumer Recycled Content (PCRC), FSC certified, and with a preference for PCF
- **Priority 3:** 30% PCRC, FSC certified, and with a preference for PCF

Purchasing Guidelines

Recommended Vendor Requirements

- Definition of EPP products
- EPP product listings in catalog and on website
- Annual purchasing reports (segregating out EPP purchases)
- Minimal packaging and only use easily recyclable shipping and packaging material
- Consolidate deliveries
- No idling of delivery trucks

Additional Vendor Preferences

- Participate in vendor fairs
- Additional online catalog features
- Paper - Certifying manufacturing using green power sources
- Offer certification of manufacturing paper supply chain



Lessons Learned in Office Supplies

- Minimum and preferred EPP specs for list of highest expenditures and quantity purchases.
- Purchasing Guidelines
 - Use of Market Basket List (**Powerful tool**)
 - Allow for list changes beyond volume/spend patterns
- Recommended Vendor Requirements

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How to Create a Green Office Supplies Market Basket List

Alicia Culver
Responsible Purchasing Network



NERC Office Supplies Webinar
July 24, 2014



alicia@responsiblepurchasing.org

Best Practice

Green Your Market Basket List

Add “green” products to your core/market basket lists so they become eligible for vendor’s deepest discounts



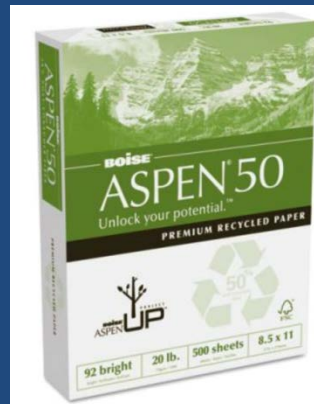
Remove non-green products from core/market basket list (or contract) to get better price breaks on green products



White Copy Paper





- Often the highest spend category
- 30-100% post-consumer recycled content (PCRC) and FSC-certified
- Restrict non-compliant products from contract to increase estimated usage



A	B	C	D	E	F
ITEM LETTER	GENERAL PRODUCT DESCRIPTION [Environmental Specification]	UOM	SAMPLE PART #	SAMPLE BRAND	ESTIMATED ANNUAL USAGE
A-EPP	Copy Paper, White, 8.5" x 11", 20 lb., 92 Brightness, 500 Sheets/REAM [Minimum 30% Post-Consumer Recycled Content (PCRC)]	REAM	054901	Boise (Aspen)	156,386
B-EPP	Copy Paper, White, 8.5" x 11", 20 lb., 92 Brightness, 500 Sheets/REAM [Minimum 100% Post-Consumer Recycled Content (PCRC) AND FSC-Certified]	REAM	054922	Boise (Aspen)	46,302
C-EPP	Copy Paper, White, 8.5" x 11", 20 lb., 92 Brightness, 5000 Sheets/CARTON [Minimum 30% Post-Consumer Recycled Content (PCRC)]	CARTON	054901	Boise (Aspen)	60,205
D-EPP	Copy Paper, White, 8.5" x 11", 20 lb., 92 Brightness, 5000 Sheets/CARTON [Minimum 100% Post-Consumer Recycled Content (PCRC) AND FSC-Certified]	CARTON	054922	Boise (Aspen)	13,193
E-EPP	Copy Paper, White, 11" x 17", 20 lb., 92 Brightness, 20 lb., 2500 Sheets/CARTON [Minimum 30% Post-Consumer Recycled Content (PCRC)]	CARTON	054907	Boise (Aspen)	993
F-EPP	Copy Paper, White, 8.5" x 11", 20 lb., 92 Brightness, 200,000 Sheets/PALLET [Minimum 30% Post-Consumer Recycled Content (PCRC)]	PALLET	054901	Boise (Aspen)	287
G-EPP	Copy Paper, White, 8.5" x 11", 20 lb., 92 Brightness, 200,000 Sheets/PALLET [Minimum 100% Post-Consumer Recycled Content (PCRC) AND FSC-Certified]	PALLET	054922	Boise (Aspen)	37
H-EPP	Copy Paper, White, 11" x 17", 20 lb., 92 Brightness, 100,000 Sheets/PALLET [Minimum 30% Post-Consumer Recycled Content (PCRC)]	PALLET	054907	Boise (Aspen)	19

RISI INDEXED PAPER EVALUATION


[RISI Paper-EPP](#)
[Toner](#)
[Vendor Specific Catalog](#)
[Wholesaler Catalog](#)
[Market Basket](#)


Lessons Learned in Toner Cartridges

Importance of understanding available products, their impact on the market, and current status of remanufacturing industry

Definitions

- **Remanufactured**
- **OEM**
- **Compatible Toner Cartridges or Clones**
- **Cartridges Compatible with** – remanufacturers may refer to their toner cartridges as “compatible with” certain OEM printers and copiers. This is different than compatible toner cartridges.

Draft Toner Cartridge Specs

- **Priority 1:** Remanufactured High-yield Cartridges
- **Priority 2:** High-yield Original Equipment Manufacturer (OEM) Cartridges
- **Priority 3:** Remanufactured Standard Cartridges

Toner Cartridge Purchasing Guidelines

- Product Quality Requirements
- Bidder and Contract Vendor Requirements
- Bidder and Vendor Requirements on Remanufacturer



Thank You to Spec Writing Teams

- **Paper:** California: Karl Bruskotter, City of Santa Monica; New York: Bob Lazarra, New York State Department of Environmental Conservation; Oregon: Becky Wheeler, Eugene Oregon Purchasing Office; and Responsible Purchasing Network: Susan Kinsella.
- **Toner Cartridges:** New York: Beth Meer, Commissioner's Policy Office, New York State Department of Environmental Conservation; Vermont: Brian Berini, Buildings and General Services; Washington: Shirli Axelrod, Seattle Public Utilities and Jason Edens, City of Seattle; Responsible Purchasing Network: Alicia Culver and Susan Kinsella; Rochester Institute of Technology: Robert Matesic.
- **Office Supplies:** California: Karl Bruskotter, City of Santa Monica; New Jersey: AnnMarie Weidemann, Division of Purchase and Property, New Jersey Department of Treasury; and Oregon: Stacey Foreman, City of Portland.

Next Steps

- Finalize the specs and post on NERC's website
- Develop fact sheets on specs and distribute
- Request meetings with purchasing officials in 10 Northeast states to promote EPP and the use of the new specs

Contact Information

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