

**City of Seattle
Green Purchasing Accomplishment Report
2009**



Compiled by:

**Seattle Public Utilities
and
Department of Executive Administration, City Purchasing**

Executive Summary

The City of Seattle is committed to environmentally sustainable considerations in acquisition of City goods and services, including climate protection, toxin reduction, recycled-content, and other environmental best practices. For a list of policies related to green purchasing, see *Section 6: Green Purchasing Policy Directives*.

The City of Seattle is a leader in national municipal green programs, showing significant commitment through City policies and actual spend. The City Green Purchasing Program relies on multi-departmental coordination among staff, led by Purchasing and Seattle Public Utilities' waste prevention program staff.

The City remains a leader in testing and promoting green purchasing initiatives. The City was among the first in the country to implement mandatory green office supply contracts, integrated pest management services, and deconstruction services. The City continued aggressive pursuit of citizen benefit programs, including energy conservation services, energy audits and conservation products for citizens (e.g. compact fluorescent bulbs and showerhead aerators).

City Purchasing and the City Green Team (an Interdepartmental team hosted by City Purchasing) also adopted a new Green Purchasing policy for the City, which incorporated progressive and updated environmental policy objectives. This policy has become an example for other programs in the country through the NIGP Green Knowledge and Responsible Purchasing Network programs. Other Green Team and City Purchasing highlights in 2009 included:

- Networking with Green Purchasing staff from other local public agencies;
- Continued work on the NIGP Green Knowledge Community;
- List serve
- Revised website
- Reverse trade show at Seattle Center
- Paper Cuts
- US Communities Webinars
- GA Trade Show in Tacoma
- South Seattle show w/ Office Depot

Background on the City's Green Purchasing Program

The Mayor and City Council provide strong and continuous executive direction to all City Departments, including City Purchasing (Department of Finance and Administration), to pursue environmental purchasing. The City's commitment includes facilitating and promoting responsible environmental practices, and introducing bid specifications and inviting proposals that will:

- Increase use of recycled materials in product purchases;
- Reduce greenhouse gas emissions, energy consumption and other depletion of natural resources related to product purchases;

- Reduce hazardous materials throughout a product's lifecycle (especially persistent bio-accumulative toxins);
- Reduce land-filling or disposal particularly of hazardous elements of such products; and
- Promote community and business innovation and new product development.

Green Purchasing Policies and Directives

The City of Seattle has a series of ordinances, Executive Orders and policy directives committing to green purchasing.

The following **ordinances** govern the City's sustainable purchasing:

1. SMC 20.60.200 et.seq., Reusable Products, Recycled Content Products, and Recyclable Products Procurement Program.
2. Seattle Municipal Code 3.18.900 - 926 (Ordinance 116720 and 116726).

The Mayor and Seattle City Council provide additional **executive commitment and leadership** as follows:

1. US Mayor's Climate Protection Agreement
2. Mayor Nickels' Climate Action Plan
3. Mayor's Executive Order for Paper Use - #01-05
4. Resolution 27828, directing Solid Waste to develop policies and practices to encourage, increase, and require recycling, waste reduction, and the purchase of recycled products.
5. Resolution 28556, authorizing the Director of ESD to develop a "Recycled-content Procurement Plan."
6. Resolution 29949, implementing Copernicus and encouraging the City to act as a regional partner in environmental protection.
7. City Council Resolution #30487 aims to reduce and eliminate PBTs in purchasing decisions. The City also requires disclosure of products containing PBTs in purchasing decisions, such as PBDEs, mercury, lead and chlorinated plastics and dioxins.

The City has a series of related **policies** including:

1. City Pesticides Reduction rules
2. City Sustainable Building Action Plan
3. City Green Fleets Initiative
4. Seattle Green Ribbon Commission Report on Greenhouse Gases
5. The 1998 Solid Waste Management Comprehensive Plan, which identifies ways that purchasing, affects waste management. The 2004 update included a goal to expand local markets and increase purchases of recycled-content products (p. 1- 7)
6. A City Environmental Management System adopted in 1999 contained policies for Recycling and Waste Reduction and Sustainable Purchasing.
7. No idling policy. Purchasing has a general vehicle anti-idling requirement in all City contracts, requiring the City vendors and contractors to adopt anti-idling practices to reduce greenhouse gas emissions.
8. Green Purchasing Policy: City Purchasing also maintains a city-wide purchasing policy, first adopted by an Interdepartmental Environmental Team in 2003.

Women and Minority Business Engagement

City Purchasing connects opportunities for emerging environmentally-preferable product and services to women and minority owned businesses (WMBE) in the local community. The WMBE community has been responsive and innovative. During 2009, the City continued early links between the WMBE community and environmental opportunities. The City will continue with goals for furthering these connections during 2010.

2009 Green Purchasing Summary Table

<i>Commodity</i>	<i>Year</i>	<i>Dollars Spent (\$)</i>	<i>Quantity Purchased</i>	<i>Percent Green (of total spent within the product line)</i>
100% Recycled, Process Chlorine-Free Paper¹	2008	\$336,562	99,670 reams	100%
	2009	\$344,391	97,381 reams	100%

The City practices reuse and waste reduction with many items the departments can no longer use. Through City "Surplus", the items recycled and reused accounted for well over \$1 million in revenue to the City. Surplus scrap metal of various types including utility equipment make up most of the revenue-generating recycling, along with auctioning of other surplus products.

2009 Commodity Updates

100% Post-Consumer-Waste Recycled, Process-Chlorine-Free Paper

The City of Seattle continues with successful implementation of reduced paper consumption for printing and copying, using a very aggressive environmentally preferable paper product.

The City standard print and copy paper is Grays Harbor 100. The City requires outside printing vendors to double-side and use 100% post consumer recycled-content paper. Large format printers are also required to meet the City specification for double-sided printing and recycled-content paper. In addition, City Utility bills, bill inserts, and envelopes are 100% pcw-pcf paper, as are various other City publications.

For each 1% reduction in paper consumption, the City saves \$2,882, and achieves impressive environmental results; 62 fewer trees, 64,606 fewer gallons of water, 300 fewer lbs of water pollutants, 7,074 fewer lbs of solid waste, 20,500 fewer lbs of greenhouse gases and other air pollutants, and 123,662 fewer British Thermal Units (BTUs) of energy.

City Information Technologies established a double-sided printing policy, with the deployment of many multi-function devices (copiers, scanners, and printers) with the default setting to duplex.

The City also notes the synergy with Grays Harbor Paper, a locally-owned and operated mill in western Washington. The paper is also Green E and FSC certified, for renewable energy used in manufacturing and for sourcing recycled materials in compliance with the Forest Stewardship Council.

Recycled Content Janitorial Paper

The City of Seattle purchases recycled-content janitorial paper from the West Coast Paper Company. This is a piggy-back contract on King County. The contract specifies that items bought off this contract meet the Comprehensive Procurement Guidelines developed by EPA. The EPA recycled-content standards are:

Commercial Sanitary Tissue Products			
Item	Description	Post Consumer	Total Recycled Content
Bathroom Tissue	Used in rolls or sheets	20–60%	20–100%
Paper Towels	Used in rolls or sheets	40–60%	40–100%
Paper Napkins	Used in food service applications	30–60%	30–100%
Facial Tissue	Used for personal care	10–15%	10–100%
General-purpose Industrial Wipers	Used in cleaning and wiping applications	40%	40–100%

Source: 2007 Buy Recycled Series, Paper Products.
www.epa.gov/epawaste/conservation/tools/cpg/pdf/paper.pdf

Green Team Members

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