

TOWN OF BLADENSBURG

' GREEN PURCHASING AND SUSTAINABLE PROCUREMENT POLICY

UPDATED Policy: April 11, 2016

The Town of Bladensburg is committed to the stewardship of the environment and to reducing the Town's dependence on non-renewable energy. These Green Purchasing Policies and Procedures support the Town's commitment to sustainability.

The goal of this policy is to reduce the adverse environmental impact of our purchasing decisions by buying goods and services from manufactures and vendors who share our commitment to the environment. Green purchasing is the method wherein environmental and social considerations are taken with equal weight to the price, availability and performance criteria that local governments and municipalities use to make purchasing decisions.

Green Purchasing is also known as "environmentally preferred purchasing (EPP), green procurement, affirmative procurement, eco-procurement, and environmentally responsible purchasing," particularly within the U.S. Federal government agencies.

Green Purchasing minimizes negative environmental and social effects through the use of environmentally friendly products.

Green Purchasing attempts to identify and reduce environmental impact and to maximize resource efficiency.

Employees are directed to comply with this policy and it accordant procurement procedures and ordinances at all times.

1. ENERGY

Policy: All desktop computers, notebooks, and monitors purchased must meet minimum, environmental criteria designated as "required" as contained in the IEEE 1680 thru 1680.4 Standard for the Environmental Assessment of Personal Computer Products

Policy: Copiers and printers purchased shall be compatible with the use of recycled content and remanufactured products.

Policy: Remanufactured toner cartridges are preferable and should be obtained and used in all copiers and printers whenever feasible.

Policy: All electrical products purchased by the Town of Bladensburg shall meet the U.S. EPA Energy Star certification when available and practicable. When Energy Star labels are not available, energy products that are in the upper 25% of energy efficiency, as designated by the Federal Energy Management Program, shall be used.

Policy: Suppliers of electronic equipment, including but not limited to computers, monitors, printers and copiers shall be required to take back equipment for reuse or environmentally safe recycling whenever possible and requested by the Town of Bladensburg.

Policy: When acquiring vehicles, the Town will purchase less polluting alternatives to gasoline or diesel fuel such as compressed natural gas, bio-based fuels, hybrids, electric batteries and fuel cells, if fiscally practicable, available and suitable for the use intended.

Policy: When practicable, the Town shall replace inefficient interior and exterior lighting with energy efficient equipment.

2. WATER

Policy: The Town shall purchase only water efficient appliances when available. This includes, but is not limited to; high performance fixtures such as toilets, low-flow faucets, aerators and includes upgraded irrigation systems.

3. TOXINS AND POLLUTIONS

Policy: Cleaning solvents shall be biodegradable, phosphate free and citrus based where their use will not compromise quality of service.

Policy: Industrial and institutional cleaning products that meet Green Seal certification standards or environmental preferability and performance shall be purchased and/or be required to be supplied by janitorial contractors.

Policy: All surfactants and detergents used shall be readily biodegradable and shall not contain phosphates.

Policy: Custodial organizations employed by the Town are to use the identified environmentally safe or bio-degradable solvents as identified in this policy as may be amended from time-to-time.

Policy: Whenever possible, products and equipment shall not contain lead or mercury. For products that contain lead or mercury, preference should be given to those products with lower quantities of these metals and to vendors with established lead and mercury recovery programs.

Policy: When maintaining buildings and landscapes, the Town shall manage pest problems through prevention and physical, mechanical and the use of environmentally friendly products. They may either adopt and implement an organic pest management policy and practices or adopt and implement an Integrated Pest Management (IPM) policy and practices using the least toxic pest control as a last resort.

4. BIO-BASED PRODUCTS

Policy: Bio-based plastic products that are biodegradable and compostable, such as bags, film, food and beverage containers, and cutlery, shall be acquired by the Town and/or used by our contractors whenever practicable.

Policy: Compostable plastic products purchased shall meet the American Society for Testing and Materials (ASTM) standards as found in ASTM D6400-12. Bio-degradable plastics used as coatings on paper and other compostable substrates shall meet ASTM D6868-11 standards.

Policy: Vehicle fuels made from non-wood, plant based contents such as vegetable oils are encouraged whenever practicable, appropriate, and available for use in Town vehicles.

Policy: Paper, paper products and construction products made from non-wood, plant based contents (re-cycled) such as agricultural crops and residues are encouraged whenever practicable.

5. RECYCLING AND RECYCLED MATERIALS

Policy: All materials that can be recycled are to be recycled through the Town's / Prince George's County recycling program. This includes, but is not limited to; paper, newspaper and cardboard.

Policy: The use of reclaimed stone and brick and the use of secondary or recycled aggregates will be specified whenever practicable.

Policy: Transportation products, including signs, cones, parking stops, delineators, channelizers and barricades shall contain the highest post-consumer content practicable.

Policy: All documents (the Town and Suppliers) shall be electronically kept, forwarded and/or maintained where legally possible. Documents, if required to be printed, are to be printed and copied on both sides to reduce the use and purchase of paper, whenever practicable and/or the equipment supports this operation.

Policy: Packaging that is reusable, recyclable or compostable shall be specified when available and suitable for use. Packaging shall be eliminated or minimized to the greatest extent practicable.

6. GREEN BUILDING

Policy: The Town shall prefer for all Town Buildings that all solicitations for new construction, renovation and remodeling shall include Green Building standards and materials as described in the LEED Rating System, where appropriate, with said standards and materials integrated into architectural designs.

Policy: Products and materials acquired or used to maintain buildings such as paint, carpeting, adhesives, furniture and casework shall have the lowest amount of volatile organic compounds (VOC's), highest recycled content, and low or no formaldehyde.

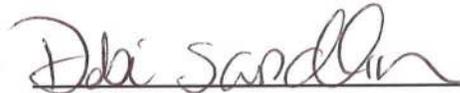
7. LANDSCAPING

Policy: All landscape renovations, construction and maintenance performed by internal staff members or contractors providing landscaping services shall employ sustainable landscape management techniques for design, construction and maintenance whenever possible. This includes but is not limited to, integrated pest management, drip irrigation, composting and the use of mulch and compost that give preference to those produced from regionally generated plant debris and/or food waste program.

Policy: Landscaped structures constructed of recycled content materials shall be specified and acquired when practicable for the intended use. Imperious surfaces in the landscape shall be limited whenever practicable. Permeable substitutes, such as permeable asphalt or pavers (such as pavedrain systems), shall be specified for walkways, patios and driveways, whenever practicable.

Policy: Plants should be selected to minimize waste by choosing species for purchase that are appropriate to the microclimate. Native and drought-tolerant plants that require no or minimal watering once established should be a priority and purchased whenever practicable.

Authorized by:


Debi Sandlin, Town Administrator

Date: April 11, 2016

Accompanying documents: **Purchasing Ordinance 9-2012**
Resolution 3-2011 Support for SMC Certification Program
Resolution 5-2012 Support for Sustainable Communities DHCD
2012 TOB Green Purchasing Policy
ASTM D6400-12 – Abstract
ASTM D6868-11 - Abstract