

Commonwealth of Massachusetts

**Environmentally
Preferable Products (EPP)
Procurement Program**



**Annual Report
Fiscal Year 2009**

July 1, 2008 – June 30, 2009

Compiled by:

Environmentally Preferable Products Procurement Program
Operational Services Division
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Commonwealth of Massachusetts
Environmentally Preferable Products (EPP) Procurement Program
Fiscal Year 2009 Report

Executive Summary

This report summarizes the achievements of the Commonwealth of Massachusetts' Environmentally Preferable Products (EPP) Procurement Program during Fiscal Year 2009 (FY2009) and the progress made in working with state and local government agencies and departments to implement EPP purchasing practices. Since the Program's inception in late 1994, thousands of EPPs have been incorporated into an estimated four dozen statewide contracts and the state's purchases of these goods and services have grown from \$5 million to over \$285 million per year.

In FY2009, EPP purchases significantly increased from \$196.6 million to over \$285 million. One agency in particular, the Mass Highway Department (MHD) was responsible for a large portion of the dollar volume increase due to their use of recycled materials in road maintenance applications.

The EPP Program also participates in interagency efforts such as the Leading by Example Council meetings to bring information on statewide contracts to agencies, authorities and others and encourage the use of EPPs to conserve energy and water, reduce CO2 emissions, minimize waste and perhaps, most importantly, realize the potential for significant cost savings. Tracking conducted by the EPP Program for FY2009 purchases revealed that such **savings amounted to over \$2.5 million**. (Details on all the accomplishments listed below appear in Section III of this report).

Key Accomplishments

Some of the key accomplishments achieved by the EPP Program in FY2009 include the following:

- A. Worked with state agencies and political subdivisions to increase the purchase of EPPs from \$196.6 million to over \$285 million in one year;

FY2009 and FY2008 EPP Purchase Comparison

Type of Purchases	State Agencies	Subdivisions	Mass Highway Dept. (MHD)*	FY2009 EPP Total	FY2008 EPP Total
EPPs and Services	\$66,688,992	\$22,892,962	0	\$89,581,953	\$85,567,171
Recycled Products	\$34,314,005	\$25,935,851	\$135,306,394	\$195,556,251	\$113,983,298
GRAND TOTAL	\$101,002,996	\$48,828,813	\$135,306,394	\$285,138,203	\$196,688,682

** As the MHD has very specific needs with respects to their road construction and maintenance operations, the agency uses a number of departmental (as opposed to statewide) contracts for their purchases. Thus, such items as recycled content road materials are not reflected in the vendor reports received by OSD and MHD's data is submitted separately.*

- B. Used tools created by the EPP Program to track **over \$2.5 million in cost savings** as well as environmental benefits realized through these purchases;
- C. Took the lead in researching and issuing a cutting edge multi-state contract for green cleaning products that requires the use of third-party certified products and includes five northeastern participating states and eighteen awarded vendors;

- D. Conducted the 14th Annual EPP Vendor Fair and Conference, which is a nationally recognized trade show and conference that registers close to 1200 purchasers and staff from numerous states across the country and features 175 exhibitors of EPPs and ten educational workshops;
- E. Played an active role in the research, specification writing and award of fourteen new statewide contracts that include EPPs for such applications as facility maintenance, office needs, vehicles, foodservice, hazardous materials collection and more;
- F. Participated in efforts to engage other states and organizations in green purchasing practices through involvement in webinars, training sessions and conferences on a national scale;
- G. Served on interagency teams to promote program goals and address recent Massachusetts' legislation on green initiatives; collaborated on interstate work groups to share experiences and knowledge and strengthen green purchasing alliances;
- H. Published bi-monthly on-line newsletter, the *EPP Buyer Update*, which has close to 2500 subscribers and continued to update and maintain a comprehensive website that provides information, reports and tools to purchasers and businesses alike on green procurement issues.



EEA Secretary Bowles (center) joins DEP Commissioner Laurie Burt (second from right) and OSD State Purchasing Agent Ellen Bickelman (far right) at the LBE / EPP Award ceremony at the State House to honor efforts to conserve energy and water and reduce waste.

Conclusion and Looking Ahead

In consideration of the fact that purchases of EPPs increased by over \$88 million, cost savings totaled over \$2.5 million while benefits to the environment and public health increased, over a dozen new statewide contracts were awarded that contain EPPs, and solid alliances focused on green purchasing were formed on a national level, the EPP Program is very satisfied with the accomplishments and significant progress made over the past year. The Program is the first to acknowledge, however, that crucial to achieving these successes has been the continued support received from the OSD senior staff and purchasing managers, as well as the collaborative cooperation of the agencies and programs mentioned above.

As the Program considers the areas in which to focus for FY2010, several initiatives take priority:

- Building a comprehensive program of education and training around the multi-state contract award for green cleaning products,
- Identifying additional opportunities for toxics use reduction,
- Working toward strengthening the Commonwealth's commitment to EPP purchasing at the highest level to amplify the impact of the Program's efforts,
- Growing the EPP Vendor Fair and Conference to reach new vendors and buyers, and
- Supporting the current national network of green purchasers to strengthen their commitment and help to facilitate their transition to responsible purchases and practices.

I. Program Overview

The EPP Program is based in the Operational Services Division (OSD), the central purchasing agency for the Commonwealth of Massachusetts, and conducts activities in partnership with the Executive Office of Energy and Environmental Affairs (EEA), Department of Energy Resources (DOER) and Department of Environmental Protection (MassDEP). The Program's primary goal is to leverage the Commonwealth's purchasing power to reduce the environmental and health impacts of the state government's activities and foster markets for recycled content products and other environmentally preferable goods and services.



Through collaboration with state agencies, departments, municipalities, public schools, higher education and other Commonwealth buyers, the EPP Program endeavors to green the purchasing practices of the state in recognition of the fact that procurement is an effective strategy for addressing environmental concerns and protecting public health. Currently in its fifteenth year, the EPP Program works to promote and track the purchase and use of EPPs among the purchasing groups mentioned above through researching information related to EPPs, providing assistance on drafting EPP specifications, educating purchasers on environmental issues and collaborating with national purchasing organizations. The Program also works with those buying groups as well as the state's manufacturers and suppliers to quantify and market the economic and environmental benefits associated with those purchases and identify emerging technologies that represent new opportunities for resource conservation and long-term cost savings.

Massachusetts defines EPPs as products and services that have a lesser or reduced effect on human health and the environment when compared to competing products and services that serve the same purpose. Examples include reduced-toxicity cleaners, recycled-content paper and plastic products, energy-efficient equipment and fixtures, compostable items, alternative-fuel vehicles and more. Along with their reduced environmental footprint, EPPs can help stimulate the US economy by working toward stabilizing the markets for recycled materials, supporting recycling businesses and programs and turning a significant portion of the solid waste stream otherwise headed for landfills into usable durable products. Throughout this report EPPs may also be referred to as "green" or "responsible" products.

Historical data on the growth of the EPP Program from its inception in late 1994, as well as information on current initiatives and events can be viewed on [the EPP Program's website](#).

II. Ongoing Program Activities

The overarching goal of the EPP Program is to bring about a greater incorporation of environmental considerations in the purchasing decisions of Commonwealth of Massachusetts state agencies, authorities, cities, towns, higher education, schools and other departmental staff. The Program provides the state personnel with information and technical assistance to help them identify economical, performance-based EPPs and works with the vendor community to ensure that such products are available. Through their unique positioning within the Operational Services Division (OSD), the state's central purchasing office, the EPP Program is able to work toward building open, trusting relationships between purchasing and environmental agencies and work with a broad range of purchasing teams to assist in researching and awarding EPP statewide contracts that offer a multitude of green purchasing opportunities.

Through its operations within OSD, the EPP Program serves on numerous contracting groups to research and develop specifications for green products, educate buyers on the benefits of EPPs and reach out to the business community to encourage their participation in this process. As a result, the EPP Program has been able to develop model contract language for dozens of statewide contracts and hundreds of products that save time and labor for many state and local governments seeking to make more responsible procurements. In addition, these efforts have created greater demand and lower pricing for many products and services and have fostered the establishment of credible standards and certifications for verifying green products in the marketplace that both suppliers and purchasers can understand and feel confident in supporting.



This year's EPP Vendor Fair featured 175 exhibitors of environmental products and services as well as 10 workshops.

The EPP Program continues to provide a central resource for state agencies and for jurisdictions and other organizations across the country. Some of the more prominent ongoing program initiatives include:

- Providing leadership on a national level by working with other state governments to institutionalize environmental purchasing and practices, influence manufacturers and suppliers and move markets in a sustainable direction on a national scale;
- Working within OSD to research EPPs in the marketplace, draft environmental and performance specifications and incorporate these products into statewide contracts wherever appropriate;
- Conducting a program of outreach and education, including an annual conference, to state agencies and political subdivisions regarding the issues surrounding EPP procurement;
- Developing and maintaining tools to track both the economic and environmental benefits of using EPPs and annually report on the Commonwealth's progress;
- Assisting the business community in understanding the benefits of offering EPPs to state buyers as a means of strengthening the local and regional economy;
- Serving on interagency teams to implement the green initiatives established by the current administration and promote the establishment of other environmental purchasing goals;
- Participating as a presenter at various national and state conferences across the country to assist other public and private sector organizations interested in implementing EPP programs.

III. Description: FY2009 Accomplishments

A. Increased the Purchase of EPPs from \$196.6 Million to Over \$285 Million

OSD offers hundreds of green products and services across an estimated four dozen statewide contracts. Through the efforts of the EPP Program, the agency includes flexible language in virtually all contracts to allow for the addition of new innovative environmental technologies as they may become available during the contract term, or at the time of renewal. In addition, most Requests for Response (RFRs), or contract bids, include EPP criteria in the contract evaluation process.

In FY2009, the EPP Program was instrumental in helping to renew multiple statewide contracts and issue as many as fourteen all-new contracts containing EPPs (details to follow later in this section). The table below breaks out purchases from state agencies and those from cities, towns, schools and other political subdivisions (subdivisions).

One agency in particular, the Mass Highway Department (MHD) was responsible for a large portion of the dollar volume increase due to their use of recycled materials in road maintenance applications. (A breakdown of the MHD purchases is provided in Figure 4 and again in Section IV of this report). EPP purchases by Massachusetts political subdivisions also realized a substantial increase.

Massachusetts FY2009 Sales of Environmentally Preferable Products and Services and Recycled Content Products*				
Type of Purchase	State Agencies	Subdivisions	Mass Highway Dept. (MHD)*	EPP Total
EPPs and Services	\$66,688,992	\$22,892,962	0	\$89,581,953
Recycled Products	\$34,314,005	\$25,935,851	\$135,306,394	\$195,556,251
GRAND TOTAL	\$101,002,996	\$48,828,813	\$135,306,394	\$285,138,203

* As the MHD has very specific needs with respects to their road construction and maintenance operations, the agency uses a number of departmental (as opposed to statewide) contracts for their purchases. Thus, such items as recycled content road materials are not reflected in the vendor reports received by OSD and MHD's data is submitted separately.

The EPP Program facilitated \$196.6 million in state purchases of EPPs by the end of FY2008.

Massachusetts FY2008 Sales of Environmentally Preferable Products and Services and Recycled Content Products			
Type of Purchase	State Agencies	Subdivisions	EPP Total
EPPs and Services	\$66,710,279	\$15,995,106	\$85,567,171
Recycled Products	\$92,093,976	\$21,889,322	\$113,983,298
GRAND TOTAL	\$158,804,255	\$37,884,428	\$196,688,682

NOTE: An alphabetical list of all recycled content and other EPP purchases along with the corresponding purchase (dollar) amount is provided in Section IV of this report.

B. Tracked over \$2.5 Million in Cost Savings as Well as Environmental Benefits

Cost Savings. Cost savings associated with the purchase of EPPs may occur at a number of stages: at the point of purchase, as part of the use or operation of the product, as a result of less required maintenance, or at the time of disposal. For purposes of this report, the estimates provided on cost savings are realized primarily from a lower purchase price and energy savings, and, in the case of CFLs, a reduction in labor.

In FY2009, the EPP Program looked at the cost savings derived from the purchase of compact fluorescent light bulbs and remanufactured cartridges. (Typically office equipment is also examined, but the data for those items was not sufficiently complete to allow for inclusion). However, even using just the two products targeted, the cost savings was still over \$2.5 million for the year.

FY2009 Summary: CFL and Remanufactured Toner Cartridge Purchases	
Cost Savings	
Energy cost savings from CFLs	\$1,356,298
Labor cost savings from CFLs	\$620,609
Cost savings from reman. cartridges	\$621,429
TOTAL COST SAVINGS	\$2,598,336

Readers should also know that Massachusetts issued Executive Order 484 in August, 2007 (FY2008) which mandated the purchase of CFLs to replace incandescent lights. The impact of the directive continued to be strong in FY2009 as supplies of incandescents expired and CFLs were purchased in their place.

Environmental Benefits. There are many environmental and public health benefits associated with the purchase of EPPs. To quantify these as accurately as possible, The EPP Program uses an electronic calculator developed by the Program staff known as EnviroCalc. This tool is designed to focus on two primary attributes: recycled content and energy efficiency. When resources permit, the EPP Program would like to extend this capability to toxics reduction as well. A Guidance Document on EnviroCalc is available for download from [the EPP Program's website](#).

For FY2009 purchases (to the extent that data was submitted), information was input into EnviroCalc for the recycled content products below, resulting in the benefits shown in the table:

- Paper products including office papers, janitorial paper goods and lottery tickets,
- Plastic products including plastic lumber, recycling containers and compost bins,
- Remanufactured toner cartridges,
- Recycled mulch (from tree stumps), and
- Remanufactured antifreeze.

FY2009 Summary: Recycled Content Products (indicated above)					
Environmental Benefit Estimate			Equivalent to...		
Weight of Material Recycled	32,530	tons	Annual solid waste generation of	15,275	households
Landfill space savings	100,209	cubic yards	Waste hauling reduction of	5,010	loaded garbage trucks
Wood saved	272,361	trees	Carbon sequestration benefit of	2,724	acres of wood plantation
Energy saved	198,320	million BTU	Energy content of	34,193	barrels of oil
Carbon dioxide emissions eliminated	82,233	tons	Annual tailpipe emissions of	16,148	cars

Illustrative Analysis of the FY2009 Purchasing Data. In the early years of the EPP Program from 1995 - 2000, it was primarily recycled content products that were being purchased by agencies and contract users. Starting in 2001, the Program started tracking other EPPs such as energy efficient equipment, less toxic items and water saving devices and began including some of the recycled content road materials used by MHD.

Figure 1 below indicates this “aggregate” or combination of recycled content products and other EPPs and illustrates the relatively steady increase in purchasing over the years.

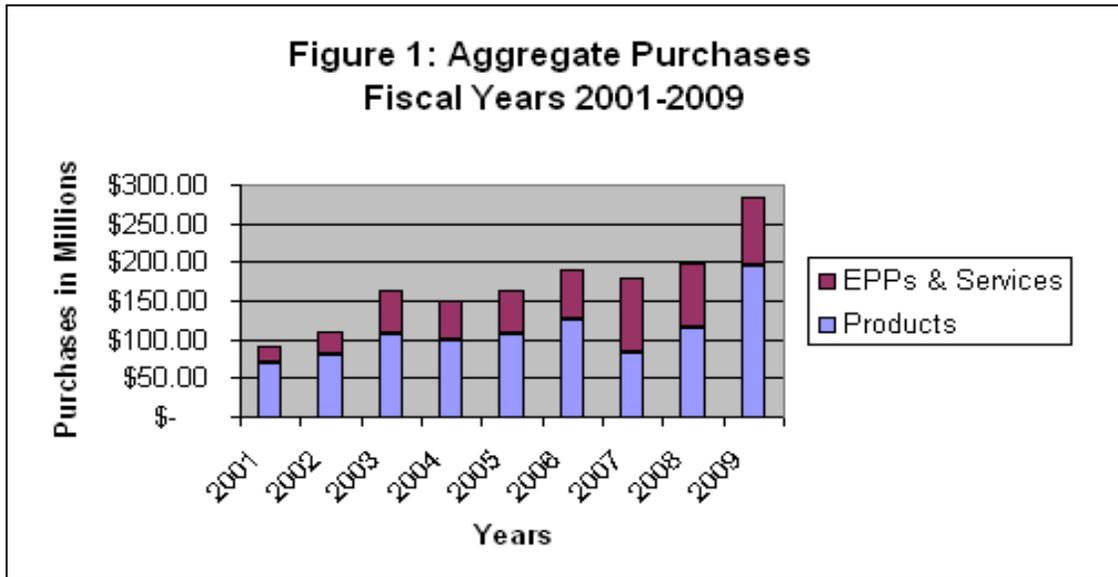


Figure 2, below, provides an estimated breakdown of the total recycled content, in tons, of products purchased by the Commonwealth. The recycled products shown below represent mixed paper, LDPE, recycled newspaper, empty toner cartridges, recycled office paper, HDPE, and recycled antifreeze and motor oil. (Product weight is one element used by EnviroCalc to quantify environmental benefits).

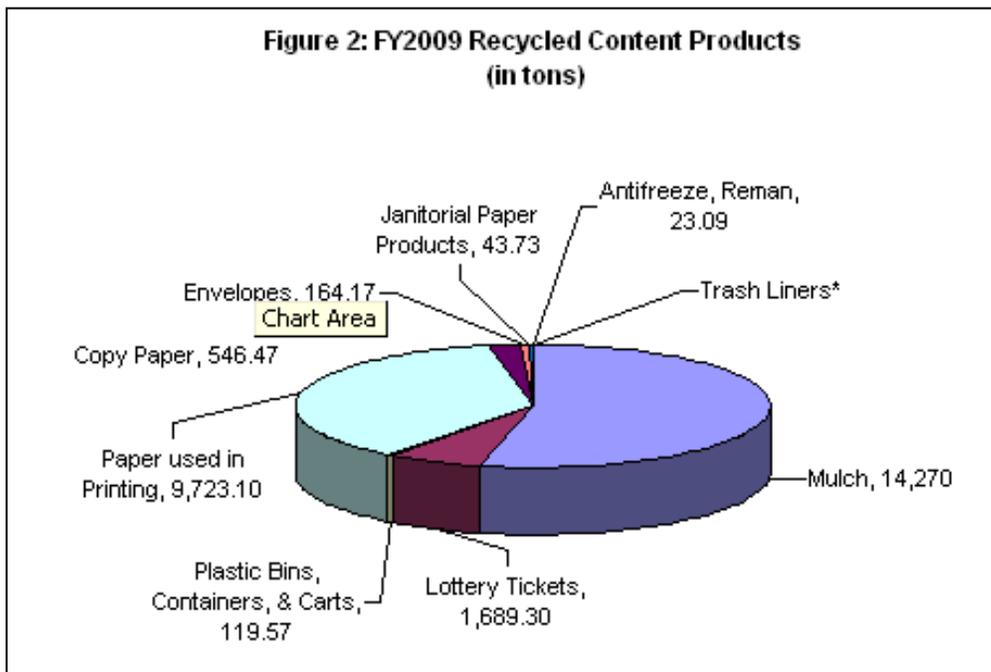


Figure 3, below, provides an estimated breakdown of the total types of recycled products purchased, excluding MHD purchases, by the state during Fiscal Year 2009.

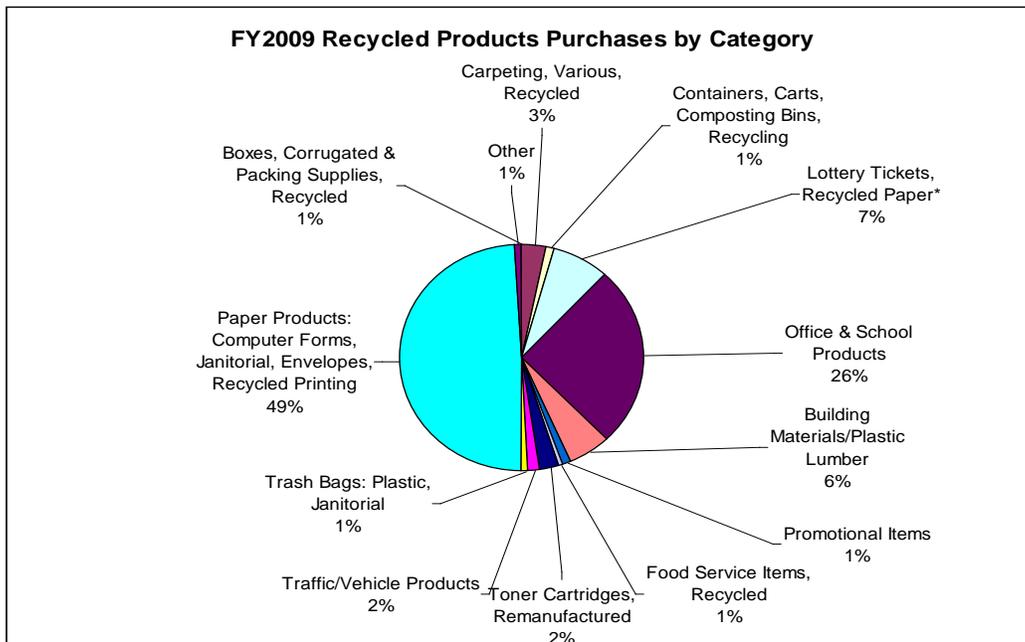
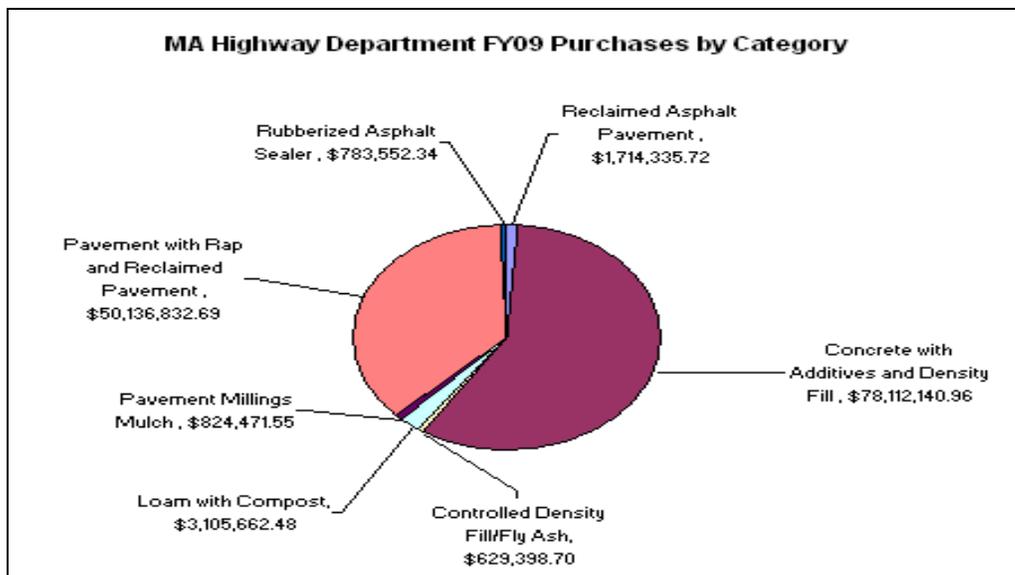


Figure 4, below, indicates the aggregate of Massachusetts Highway Department's recycled content product purchases, such as reclaimed asphalt pavement, concrete with additives and density fill, and loam with compost; representing approximately a \$74 million increase from FY2008.



C. Lead a Five-state Northeastern Regional Contract for Green Cleaning Products

Fiscal Year 2009 was marked by some difficult economic challenges within the private and public sectors, impacting budgets, staffing and other resources. As a result, many state and local governments were interested in engaging in procurement partnerships to maximize their effort. Seizing the opportunity for collaboration on a regional basis, the EPP Program offered to take the lead on a multi-state contract for green cleaning products, equipment, supplies, emerging cleaning technologies and a comprehensive program of training and tracking tools offered by the vendors.

The new multi-state contract for Green Cleaning Products and Programs, represents the largest public cooperative undertaking to date to expand the use of environmentally preferable cleaning products in public facilities across several New England states and provides growth opportunities for local businesses. This innovative contract developed by OSD's EPP Program offers competitive pricing by aggregating the purchasing volume from the participating states of Connecticut, New Hampshire, Vermont and New York, while reaching out to local distributors and manufacturers of all sizes throughout the region and enabling several states to comply with recent executive and legislative mandates.

Unlike multi-state procurements that focus on national corporations, this contract was awarded to eighteen businesses, mostly local suppliers, that have the ability to provide a wide variety of green third-party certified products. The ability to purchase cleaning products, equipment, and supplies from multiple manufacturers using one statewide contract also serves to consolidate deliveries, which in turn reduces packaging waste, material costs and lowers fuel emissions that contribute to green house gases. Equally important, awarding local companies creates an opportunity to strengthen local networks and enhance competition; both of which work toward increasing economic growth while lowering product cost.

Another very important component of the contract is that virtually all the chemicals offered under the contract are required to be third-party certified by either **Green Seal or EcoLogo**. This means that purchasers will not have to engage in the often costly and labor intensive process of analyzing these products to ensure they comply with the specifications of the contract. In addition, the certification ensures that the products perform to a high standard equal to traditional cleaning chemicals. This contract will also provide technical assistance to agencies, schools and other public purchasers to assist in their transition to green products by awarding to companies that offer sophisticated training programs and tools to effect and monitor these changes – most at no additional charge.



Using green cleaning products in the Massachusetts' State House.

A comprehensive contract on a broad scale was also prompted by existing legislation in certain New England states as well as proposed legislation in Massachusetts to use safer cleaning products in schools, day care centers, and public facilities. Providing purchasers throughout the region with a cost effective means of procuring certified green chemicals, equipment, supplies and other innovative technologies makes it easier for states to comply with mandates and make a smooth and educated transition to healthier, more responsible practices. (Further details on the specifics of this contract can be found in the Appendix of this report).

D. Conducted a Nationally Recognized Event Dedicated to Environmental Purchasing

The 14th Annual Environmentally Preferable Products (EPPs) Vendor Fair and Conference coordinated by OSD's EPP Program in concert with EEA's Leading by Example Program and MassDEP, was held at Worcester's DCU Center on October 7, 2008. For the 1300 registered attendees, comprised mostly of state and local government purchasers, the event provided an opportunity to visit with 175 exhibitors of EPPs and to participate in a full day of educational workshops. Featured areas included air quality, alternative fuel vehicles & equipment, green building materials, carpeting and flooring, energy efficient solutions, compostable and/or reusable items, recycled paper and shredding services, renewable energy services, water conservation, landscaping products and services, and much more. Attendees of the 2008 conference included an estimated: 47% from state agencies and authorities; 18% from municipal departments; 10% from colleges, universities, and public schools; and 25% from federal offices, and others.

This year's event specifically addressed renewable and alternative energy sources focusing on ways to save money through green purchasing. One dozen educational workshops also offered attendees the latest information on renewable energy technologies, services, and funding opportunities available for Massachusetts homes, businesses, and communities.



EEA Secretary Ian Bowles (right) speaks with local MA manufacturer F&M Tool and Plastics, Inc. at the 2008 EPP Vendor Fair.

The annual Leading by Example Innovation Awards which is co-sponsored by the EPP Program took place the week prior to the EPP Vendor Fair at the Massachusetts State House on October 2 to recognize outstanding efforts among Commonwealth agencies, public institutions of higher education, and municipalities that have established and implemented policies and programs resulting in significant and demonstrable environmental benefits.

Two Municipal Awards went to the Town of Shirley Public Schools for their efforts in electricity management that resulted in a 14.3% reduction at the elementary school and an 11.5% reduction at the middle school and the Town of Barnstable whose "Green Team Committee" was recognized for its efforts to reduce waste and energy consumption and to improve building efficiencies.

Massachusetts Port Authority and the Bureau of State Office Buildings (BSOB) both received Agency Awards. MassPort's Emissions Reduction Program was awarded for its four strategic goals; to reduce emissions from MassPort facilities and operations, offset airport-wide emissions, to reduce energy consumption, and to employ renewable energy resources. The BSOB was awarded for its significant role in the reduction of energy and cost savings in the State House, John W. McCormack Building, Charles F. Hurley Building, Eric Lindenmann Building, and in the Government Center Complex.

Two higher education awards were presented to Massachusetts College of Art and Design (MassArt) and to the University of Massachusetts at Dartmouth. MassArt has taken several actions to improve energy efficiency, to reduce greenhouse gas emissions, to advance water conservation, to reduce waste, and to promote "green" design and activities on campus. UMass-Dartmouth created an Office of Community Sustainability to coordinate a growing interest in campus wide environmental and energy issues.

Highlights on the EPP event can be found on the [EPP website](#) and a more detailed [annual report](#) Information on the LBE award recipients can be found on the [LBE website](#).

E. Played an Active Role in the Award of Fourteen New EPP Statewide Contracts

One of the most important responsibilities of the EPP Program is the assistance that the Program provides to the dozens of interagency procurement teams working to draft and award statewide contracts. In Massachusetts, statewide contracts establish terms, conditions and pricing for thousands of products and services and are awarded on the basis of “best value” (not low bid) to meet the needs of public purchasers. EPPs are one of several components that can represent best value in a procurement.

During FY2009, the EPP Program worked with virtually all the contract management groups at OSD to increase the number of EPPs on state contracts. To do this the Program conducts outreach to the vendor community to learn about new product developments and any emerging technologies that may represent energy or water conservation, reduced use of toxic substances, less waste, or other benefit to the environment or public health. The Program also reaches out to other state and municipal governments to learn about green purchasing activities and uses the results of this research to write contract specifications for the OSD procurement team that will enable the greatest number of high performing environmental products to be included under the state contract.

In order to secure a broad range of products, from a pool of both large and small businesses at competitive pricing, statewide contracts often reflect multiple product “categories.” Using this method also allows contract users to find most of what they need for a particular application under one comprehensive contract; which can save time as well as money.

Below is the list of fourteen new state contracts containing EPPs that were awarded in FY2009. The list includes the contract number and title as well as the general procurement area in which they fall. A sixty page illustrated guide to these statewide contracts can be accessed for downloading at the [EPP website](#).

1. Grocery and Food Service

- **BSB Café-09** – Cafeteria Services for the McCormack Building. In addition to securing a vendor to provide quality food to this 21-story state-owned building occupied by government agencies, this contract maximizes the recycling of the cafeteria waste, requires the use of compostable food service ware (cups, plates, trays, etc.), requires the use of locally grown and fairly traded food and beverage wherever possible and encourages the implementation of such initiatives as composting food waste, using recycled content paint and carpet, and more.
- **GRO22** – Foodservice and Janitorial Paper Products. This contract was awarded to four vendors that supply janitorial paper products that meet or exceed the minimum standards for post-consumer recycled content established by the EPA’s Comprehensive Procurement Guide (CPG); and all vendors offer at least one line of compostable foodservice items.
- **GRO18** – Water Filtration Systems. This contract was reopened to add a new category for water filtration systems that offer agencies an alternative to the large bottle coolers and the reverse osmosis process. The contract will be completely re-bid in one year to incorporate multiple options under one contract.



2. Facility and Operations Related Contracts

- **FAC53** – Hazardous, Medical and Hard-to-Manage Waste Collection and Disposal. This contract is intended to offer services for the safe and proper recycling and management of products that contain toxic substances such as mercury and difficult to manage waste such as electronics, paint, oil, sharps and more. The contract contains five categories for recycling of materials, one category for vendors able to conduct hazardous material events (for cities and towns) and one category that offers an innovative means of capturing and recycling automotive fluids.
- **FAC54** – Plastic Lumber Products. This contract is awarded to multiple vendors that can supply such items as playground equipment and surfaces, benches, tables, fencing, decking, dimensional lumber and other site amenities and related products that contain a high percentage of post-consumer recycled plastic. While the up-front cost of plastic lumber is generally higher than wood, qualities that render it impervious to organisms and virtually maintenance free make it a cost effective product when considering the product's life cycle.
- **FAC57** - Moving Contract. Preferences for vendors that operate trucks on biodiesel and use reusable packing and shipping supplies were included in the contract specifications. All awarded vendors must also consider a membership application to the Environmental Protection Agency's SmartWay Transport Shipper Partnership Program.
- **FAC58** – Plumbing and Heating Supplies. This contract includes Water Conservation Devices (e.g. low-flow faucets and appliances, waterless urinals) and Water Conservation Kits used by the MassDEP in municipal grant programs that encourage conservation through the use of EPA's WaterSense certified products.



3. Office

- **EOT OFF01** – Boxes, Recycled, Corrugated. This contract was issued by the Executive Office of Transportation as a multi-user contract. The EPP Program provided the EPA's CPG recycled content specifications to EOT for inclusion along with information for other EPP packaging materials and crates.
- **OFF27** - Document Solutions, Microfiche, Microfilm and Imaging Equipment, Software, Supplies and Services. Compliance with the most recent Energy Star criteria was required wherever it is applicable and consideration for end-of-life management practices.

4. Professional Services

- **PRF36** – Promotional Incentives and Acquisition Services. Selected promotional items were required to contain a percentage of post-consumer recycled content; preference was given to vendors that can supply the greatest number of recycled/EPP promo items. Such products may include recycled plastic award plaques to organic cotton clothing.

5. Vehicles

- **OVM03** - Re-Refined Motor Oil, Remanufactured Antifreeze, and Bio-Based and Other Lubricants. Products must meet all automotive and equipment manufacturers warranty standards and industry certifications. Purchasing of these products is aimed at strengthening markets, reducing dependence on imported petroleum, encouraging greater recycling of used oil and antifreeze and decreasing environmental pollution.

- **OVM05** – Hybrid and Other Alternative Fuel Vehicles. This contract was awarded to one vendor that can supply a selection of (gas/electric) hybrid (2WD and 4WD) vehicles, compressed natural gas and ethanol (E85) vehicles and cargo vans; (gasoline fuel vehicles are also included). Commonwealth agencies are directed to use the most fuel efficient option that meets their needs.
- **VEH83** – Tires and Tubes, Retread and New. Purchasers can save as much as 30-50% by using retread tires. The vendors on contract also provide a wide range of related services including training and tire management programs.
- **VEH86** – Alternative Snow and Ice Control Products. The products on this contract are required to appear on the qualified list of products accepted by the Pacific Northwest Snowfighters (PNS) or provide documentation to verify that they meet the specifications. Information can be found on the [PNS website](#).



F. EPP Program Participation in Webinars, Training and National Conferences

With the goal in mind of increasing the demand for green products among the largest audience possible, the EPP Program participates in several education and training venues during the course of the year to reach out to buyers and businesses. In FY2009, some of these events included:

- **Partners in Procurement Conference (Salem, Oregon), October, 2008** – Massachusetts was invited by Oregon’s State Purchasing Office to participate in two workshop sessions and other conference activities surrounding the “green purchasing” component of this conference. Working with individuals in the Oregon’s purchasing staff, as well as leaders in the national arena of green procurement, the EPP program helped to provide insight on the Commonwealth’s process and a few of the successes so that others may follow suit.
- **EPA Green Purchasing Webinar, August, 2008** - Participated as one of two speakers on a webinar hosted by the EPA on the topic of green purchasing. 1500 people from across the country registered for the web-based presentation.
- **Statewide Training and Resources Exposition (STAR), May, 2009** – Conducted a workshop and staffed a booth at OSD’s STAR event to educate buyers on environmental issues and promote the cost saving opportunities available from EPPs on state contract.
- **NASPO Eastern Region, Albany, NY, June, 2009** – Presented to the full regional audience on the rationale and process of the multi-state contract for green cleaning products. In light of the fact that several states have mandates (in force or pending) to use green chemicals in schools and other public facilities, there is significant interest among the NASPO members to issue similar contracts in their areas.
- **Massachusetts Pathways to Procurement** – The EPP Program presented at this in-state training event and offered assistance to vendors as needed in the days following the meeting.

G. Promote Green Purchasing through Interagency Teams and National Work Groups

The EPP Program serves on interagency committees within the state to identify and promote opportunities for energy efficiency, toxics use reduction and waste minimization. On a national scale, the Program collaborates with other state government purchasers and purchasing organizations to share information and experiences on green procurements as a means to strengthen alliances across state borders and reduce unnecessary duplication of effort with respects to contracting work. Some of the more notable networking efforts include the following:

Massachusetts' Initiatives

- **Green Legislation** – Governor Deval Patrick signed several pieces of legislation into law at the start of FY2009, including the Green Communities Act, Clean Energy Biofuels Act, Global Warming Solutions Act and the Green Jobs Act. (A brief description of each can be seen in the Appendix to this report). The EPP Program provided input on some of this legislation and now works with other state agencies to monitor the progress in certain areas.
- **Leading by Example (LBE) Program** – The LBE Program works to reduce the overall environmental impacts of state government operations, particularly climate and energy impacts. LBE also promotes sustainability activities within state government including waste reduction, water conservation, green buildings, alternatives fuels, efficient transportation, and recycling. The EPP Program Director represents OSD as a member of the LBE Council and collaborates with the membership agencies to implement EPP initiatives.
- **MassDEP Solid Waste Master Plan** – The EPP Program provided input on the 2009 Draft Solid Waste Master Plan and participated in a workgroup and forum hosted by MassDEP. The EPP Program and MassDEP have worked together over the years to “close the loop” between recycling and the procurement of recycled content products as a means to strengthen markets for these materials and create jobs associated with the manufacturing of recycled products.



National Collaboration

- **Responsible Purchasing Network (RPN)** – As a founding member of the organization and an active participant on the RPN steering committee, the EPP Program was involved in helping to forge a two-year alliance between the RPN and the National Association of State Procurement Officials (NASPO). The relationship should serve to bring consistent, well-researched information on green purchasing to a national purchasing membership. Information on the organization is available [here](#).
- **NASPO Green Purchasing Guide** – The EPP Program took the lead in working with a group of representatives from several states across the country to submit a twelve chapter Green Purchasing Guide (DRAFT edition) to NASPO for use by their members. The draft is currently posted on the NASPO website and an updating of the document is scheduled for FY2010.
- **NIGP Knowledge Community** – Through participation on monthly conference calls hosted by the National Institute for Government Purchasers (NIGP), the EPP Program is working to bridge the communication gap between organizations and promote cooperation with respects to green purchasing efforts.



H. Published Bi-monthly On-line Newsletter and Maintained an EPP Website

EPP Buyer Update

Six bi-monthly volumes of the *EPP Buyer Update* were published in FY2009 and distributed by e-mail to an estimated 2200 subscribers. Now in its 8th year, the *EPP Buyer Update* reaches subscribers in thirty four states, the District of Columbia, Canada, India, Italy, England, Jordan, Holland, the Netherlands, New Zealand and Mexico. Each issue contains valuable contract information, current events, procurement figures, product reviews, helpful environmental advice, and more. Some of the topics covered in FY09 included:

- o Decking it Out: Plastic Lumber
- o Leading by Example Awards @ the State House
- o A New Era of Sustainable Transportation: Plug-in Hybrid
- o 2009 Funding Opportunity: National Clean Diesel Emissions Campaign
- o Vendor Fair 14th Anniversary Highlights
- o Pests Under Control: FAC50 IPM

Current and past subscriptions of the EPP Buyer Update can be accessed on the [EPP website](#) under the bullet *Download Publications, Reports and Tools*.

EPP Website

The EPP Program's website is updated on an ongoing basis to provide current comprehensive information to agencies and others looking to implement environmental purchasing policies and guidance to suppliers and manufacturers interested in doing business with the state. Some of the topics covered on the site discuss how to access EPP state contracts in Massachusetts, where to find guidance documents and other resources featuring green purchasing issues, information on and registration forms for the Annual EPP Vendor Fair and Conference, reports on the Program's progress over the years, links to EPP resources across the country and more. Below are the primary links that appear of the home page of the site. As you click on each, there will be additional links in bullet form to more detailed information. The home page is located [here](#).



IV. Specific Tracking of FY2009 EPP Purchases

Below are two tables of information outlining the purchases of environmentally preferable products by state agencies and political subdivisions (cities, towns, schools and other eligible contract users). The table differentiates between recycled content products and other EPPs in an effort to identify areas of success as well as areas of opportunity in need of further development. Please see additional information concerning the basis of the reporting data on the next page below Figure 7.

Figure 5. Recycled Content Products FY2009 (Mass Highway items in blue)

Recycled Products	Purchases by State Agencies	Purchases by Subdivisions	FY09 EPP Total Purchases
Antifreeze, Remanufactured	\$184,315.41	\$0.00	\$184,315.41
Automotive Parts, Remanufactured (not submitted)	\$0.00	\$0.00	\$0.00
Boxes, Corrugated/ Packing Supplies, Recycled	\$59,329.00	\$0.00	\$59,329.00
Building Materials and Supplies	\$411,231.69	\$343,781.57	\$755,013.26
Carpeting, Various, Recycled	\$736,229.56	\$1,290,382.80	\$2,026,612.36
Compost and Mulch	\$89,992.50	\$11,102.50	\$101,095.00
Home Composting Bins, Recycled Plastic	\$0.00	\$247,442.00	\$247,442.00
Containers and Carts, Recycling Set-Out	\$219,036.00	\$170,277.73	\$389,313.73
Envelopes, Recycled	\$1,286,736.40	\$190,103.88	\$1,476,840.28
Glass Beads, Recycled	\$12,430.00	\$0.00	\$12,430.00
Janitorial Paper Products, Recycled	\$933,536.12	\$933,536.12	\$1,867,072.24
Trash Bags, Plastic, Janitorial, Recycled	\$277,352.00	\$0.00	\$277,352.00
Lottery Tickets, Recycled Paper	\$0.00	\$4,434,134.40	\$4,434,134.40
Motor Oil, Re-Refined	\$413.94	\$127.98	\$541.92
Office Furnishings, Recycled	\$360,392.36	\$0.00	\$360,392.36
Office, School and Library Furniture, Accessories and Installation	\$10,956,513.44	\$4,325,099.05	\$15,281,612.49
Paper/Computer Forms	\$1,554,364.01	\$1,659,225.53	\$3,213,589.54
Plastic Lumber, Furniture, Playground Equipment, Signs, etc.	\$274,031.00	\$2,324,552.72	\$2,598,583.72
Printing, Recycled	\$14,184,594.92	\$8,898,315.67	\$23,082,910.59
Promotional Items	\$639,775.50	\$3,051.00	\$642,826.50
Rain Barrels, Recycled	\$0.00	\$391,193.48	\$391,193.48
Food Service Items, Recycled	\$307,796.00	\$0.00	\$307,796.00
Toner Cartridges, Remanufactured	\$753,692.53	\$698,156.75	\$1,451,849.28
Safety Vests, Recycled Plastic	\$0.00	\$0.00	\$0.00
Tires, Retread	\$726,260.00	\$0.00	\$726,260.00
Traffic Cones/Safety Products, Recycled Total	\$68,630.61	\$15,368.19	\$83,998.80
Trash Bags, Plastic, Imprinted	\$277,352.00	0.00	\$277,352.00
Aluminum Sheeting, Recycled (MHD)	\$0.00	\$0.00	\$0.00
Concrete with Additives and Density Fill (MHD)			\$78,112,140.96
Controlled Density Fill/Fly Ash (MHD)			\$629,398.70
Loam with Compost (MHD)			\$3,105,662.48
Pavement Millings Mulch (MHD)			\$824,471.55
Pavement w/ Rap (Reclaimed Pavement) (MHD)			\$50,136,832.69
Reclaimed Pavement for Base & Sub-base			1,714,336.00
Rubberized Asphalt Sealer (MHD)			\$783,552.34
SUBTOTAL	\$34,314,004.24	\$25,935,851.37	\$195,556,251.08

Figure 6. EPPs (Other than recycled content products)

EPPs and Services	Purchases by State Agencies	Purchases by Subdivisions	FY09 EPP Total Purchases
Asbestos and Lead Paint Abatement Services	\$119,257.91	\$526,326.50	\$645,584.41
Art & Instructional School Supplies	\$100,211.00	\$961,857.83	\$1,062,068.83
Biodiesel Automotive Fuel	\$2,680,531.37	\$0.00	\$2,680,531.37
BioHeat (#2 heat fuel)	\$2,389,206.00	\$0.00	\$2,389,206.00
Chemicals, Water Treatment / Pool Ionization	\$829,257.00	\$0.00	\$829,257.00
Cleaning Products and Equipment, Environmentally Preferable	\$455,956.39	\$538,658.70	\$994,615.09
Composting Toilets	\$546,317.00	\$0.00	\$546,317.00
Electrical and Lighting Supplies and Equipment, Signs	\$1,261,243.00	\$201,160.07	\$1,462,403.07
Environmental Consulting Services	\$701,829.74	\$35,636.99	\$737,466.73
Copiers, Printers, Fax and Equipment, Energy Efficient	\$10,075,888.49	\$8,523,602.04	\$18,599,490.53
Document Solutions, Microfiche, Microfilm and Imaging Equipment, Software, Supplies & Services	\$260,286.47	\$358,416.01	\$618,702.48
Food Service Equipment, Energy Efficient	\$638,715.00	\$0.00	\$638,715.00
Fluorescent Lamp, Ballast and Computer Recycling	\$11,440.93	\$605,846.62	\$617,287.55
Hazardous Materials Collection Services	\$89,167.02	\$768,461.56	\$857,628.58
Industrial/Commercial Supplies, Energy Efficient	\$49,689.02	\$921,930.17	\$971,619.19
Integrated Pest Management	\$1,047,783.17	\$321,250.00	\$1,369,033.17
Lubricants, bio-based	\$11,655.48	\$5,297.37	\$16,952.85
PCs and Peripherals, Energy Efficient	\$40,639,798.28	\$5,420,214.76	\$46,060,013.04
Vehicles, Hybrid	\$645,830.00	\$1,328,750.00	\$1,974,580.00
Vehicles, CNG	\$1,569,118.00	\$1,154,870.00	\$2,723,988.00
Scrap Tire Disposal Services	\$44,628.00	\$0.00	\$44,628.00
Solid Waste and Recycling	\$2,326,294.10	\$1,220,682.96	\$3,546,977.06
Trash Compactors, Solar Powered (not submitted)	\$0.00	\$0.00	\$0.00
Ultra Low Sulfur Diesel	\$139,868.51	\$0.00	\$139,868.51
Water/Reverse Osmosis System	\$55,020.00	\$0.00	\$55,020.00
Diesel Emission Control Retrofits (not submitted)	\$0.00	\$0.00	\$0.00
SUBTOTAL	\$66,688,991.87	\$22,892,961.58	\$89,581,953.45
GRAND TOTAL	\$93,458,811.11	\$48,828,812.94	\$285,138,204.25

Basis for the Reporting Data. To track the purchases of environmentally preferable products, the EPP Program relies primarily on the reports obtained from contract vendors at the end of the Fiscal Year. Although these vendors are required by the terms of the contract to render this data on an annual basis, the process is not an exact science. While the majority of the vendors are reliable, some submit only partial data and others may not respond at all. OSD is currently taking stronger steps to address this issue, but in the meantime, the EPP Program uses a second source to obtain data; the intra-agency reports generated for each statewide contract by OSD's Management Information Systems (MIS) staff. In most cases, this secondary source serves to confirm and/or supplement the purchasing data submitted by the vendors.

V. Conclusion

While the fundamental goal of the EPP Program is to use the Commonwealth's purchasing power to reduce the environmental and public health impact of state government and foster markets for EPPs, in order to report on measurable achievements during the year, the Program collaborates with such agencies and programs as the EEA's Leading by Example Program, MassDEP, Department of Energy Resources, Mass Highway Department and others to establish short term goals on an annual basis. The primary goals established for the fiscal year (2009) featured in this report included the following:

- increasing the purchasing volume among state agencies and other contract users,
- growing the cost savings and environmental benefits derived from this increase in EPP purchases,
- expanding the number of EPP statewide contracts,
- continuing to track economic and environmental benefits of these goods and services, and
- fostering stronger national alliances for the purpose of strengthening the overall positive impact to public health and the environment.

In consideration of the fact that purchases of EPPs increased by over \$88 million, cost savings totaled over \$2.5 million while benefits to the environment and public health increased, fourteen new statewide contracts were awarded, and strong relationships focused on green purchasing were formed with national purchasing organizations, the EPP Program believes that their established goals have been met and even exceeded in certain key areas. The Program attributes a large portion of their success to the continued support over the years from the senior staff and contract managers of the Operational Services Division and the collaborative cooperation of the agencies and programs mentioned above.

VI. Considerations for Next Year

As the EPP Program looks ahead to Fiscal Year 2010, some of the anticipated upcoming activities include:

- Rolling out the new contract for green cleaning products through a comprehensive program of education and outreach and working with the participating states to ensure that their purchasers receive the same quality of information and training,
- Targeting additional opportunities for toxics use reduction across state agency, municipal, school and higher education procurements,
- Working toward strengthening the Commonwealth's commitment to implement green purchasing and related practices across a broader range of activities and operations and conducting outreach to agencies on including EPP language in departmental contracts,
- Growing the EPP Vendor Fair and Conference to feature new and innovative technologies and expand the audience to include new participants, and
- Continuing to network with green purchasers and organizations across the country to educate buyers on environmental issues and the ways in which green purchasing can cost-effectively provide solutions to some of those issues and problems.

APPENDIX

A. Snapshot: #FAC59, Green Cleaning Products

This is a multi state contract available to Connecticut, New Hampshire, New York, and Vermont in cooperation with the lead state of Massachusetts. (Rhode Island and Maine are also eligible to join).

A key element in the award of this contract is that virtually all the green chemicals included under this contract are required to be “Independently Third-Party Certified;” which means that the environmental claims as well as the product performance have been tested and certified by an established and legitimate, nationally-recognized certification program. This also means that contract users do not have to analyze technical data and they can be assured that the product will perform well. (The only chemicals without such certification are the disinfectants and various sanitizers, for which no certification is currently available).

In addition, by purchasing cleaning products through the use of a single contract, agencies, departments and others should be able to simplify and reduce the administrative cost of processing orders and rendering payments.

The contract consists of two (2) categories:

Category I contains:

- a broad range cleaning chemicals that are certified by Green Seal and/or EcoLogo,
- janitorial paper products that meet the federal standards for recycled content,
- trash liners that contain a minimum of 10% post-consumer recycled plastic, or are 100% biodegradable and compostable,
- energy efficient and ergonomically designed equipment,
- entryway mats that contain various percentages of post-consumer recycled content,
- a selection of disinfectants and hand and surface sanitizers that meet a list of environmental criteria for the purpose of reducing the impact to public health and the environment, and
- a host of other third-party certified products such as degreasers, odor control options, urinal blocks and more.

In addition, each Category I vendor is capable of providing a Green Cleaning Management Program designed to assist customers with the implementation of a comprehensive green cleaning program. Most of the services provided in this program are conducted at no additional fee.

Category II contains:

- a wide range of supplies such as microfiber cloths and mops, energy efficient hand dryers, non-chemical scrubbing pads, customized equipment and much more,
- new and innovative technologies that clean without the use of chemicals for a number of different cleaning applications. See the appropriate vendors for details.

Facility Assessments – Under the terms of the contract, all contractors awarded in Category I **must** offer and perform an initial facility assessment as a part of transitioning their customers to a green cleaning program. The contractors have also agreed to conduct an audit, or review twice per year in accordance with the APPA’s “Custodial Staffing Guidelines” to determine the appearance level of the facility. The facility should score a 2.5 or less. Other program guidelines considered equal for purposes of this requirement include the Green Seal Environmental Standard for Cleaning Services (GS42), or the International Sanitary Supply Association ([ISSA](#)) Cleaning Industry Management Standard (CIMS).

B. Massachusetts Green Legislation

At the onset of FY2009, Massachusetts' Governor Deval Patrick positioned the state in a leadership role in the fields of energy reform, environmental protection and green economy with four new pieces of legislation signed into law. A brief description of each is provided below:

Green Communities Act

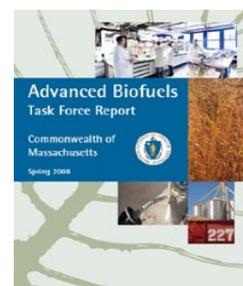
On July 2, 2008, Governor Deval Patrick signed the **Green Communities Act**, a comprehensive energy measure that dramatically alters the way the Commonwealth will address energy costs, consumption, and associated environmental impacts. The Green Communities Act:

- Requires utilities to fund energy efficiency programs when they cost less than new supply;
 - Promotes the development of new renewable energy through increasing statewide targets, allowing utility ownership of solar power, requiring long-term renewable contracts, and easing restrictions for on-site power;
 - Requires adoption of the International Energy Conservation Code (IECC) for all new residential and commercial construction;
 - Establishes a Green Communities Division to help municipalities reduce energy consumption and costs.
-

Clean Energy Biofuels Act

On July 28, 2008, Governor Patrick signed the **Clean Energy Biofuels Act**, legislation that will encourage the growth of an advanced biofuels industry as part of the growing clean energy technology sector in Massachusetts. The bill specifically:

- Provides for a gas tax exemption for cellulosic biofuel;
- Mandates a minimum percentage of biofuels that meet high greenhouse gas reduction standards in diesel fuel and home heating fuel;
- Requires development of a low carbon fuel standard.



Global Warming Solutions Act

On August 13, 2008, Governor Deval Patrick signed the **Global Warming Solutions Act**, which will make Massachusetts a national leader in climate protection. This Act:

- Requires an 80% reduction in greenhouse gases from 1990 levels by 2050, and a 10 to 25% reduction by 2020;
 - Requires the Secretary of Energy and Environmental Affairs to report of its findings and recommendations regarding strategies for adapting to climate change by 12/31/09.
-

Green Jobs Act

Also signed on August 13th, the **Green Jobs Act** will support development of the clean energy industry through grants and loans, workforce development, clean energy research, and assistance to higher education. Specifically, the Act:

- Establishes the Massachusetts Clean Energy Technology Center within the EOEEA;
- Allocates \$68 million over the next five years for industry assistance, workforce development grants and seed funding.

C. EPP Vendor Fair Workshops (October, 2008)

Computer Power Management – Reducing Energy Use

Hear the latest on new ITD Standards and Energy Star Management Software that will help you comply with EO#484 and save your money.

Innovative Technology & Product Vendor Panel

This workshop will feature several new innovative technologies to save energy, water, reduce toxics and more; some may already be on state contract.

Clean Transportation: Fleet Manager's Forum

With prices at the pump breaking all the records, the use of alternative fuels are more important than ever. The session will address the current market trends for the various fuel options, feature all the recent developments, preview what is on line for 2009, and provide guidance on many fronts: state fueling issues, EPA initiatives, impacts of biofuels for vehicles and heating applications, green fleet success in other states and more.

Energy Legislation in Massachusetts

On July 2, Governor Patrick signed a comprehensive energy bill which sets a new national standard in energy policy. The Governor said, "This legislation will reduce electric bills, promote the development of renewable energy, and stimulate the clean energy industry that is taking root here in the Commonwealth." Come to this session to hear more about the positive impacts of this legislation on your community.

Massachusetts Facility Managers Association Fall Semi-Annual Meeting

DCAM – Office of Facilities Maintenance (OFM) has established a network of state facilities managers (MAFMA) that meets periodically to discuss specific topics of interest with the aim toward increased information sharing and problem solving. The theme of this meeting will be funding and funding opportunities. The MAFMA Facility Manager of the Year Award will also be presented.

Renewable Thermal Energy

The Commonwealth has been very active in the past year researching and investigating new opportunities in renewable power generation. This session will highlight such initiatives as solar thermal and geothermal projects, municipal programs underway and updated guidance on purchasing renewable energy certificates.

Zero Energy Buildings

Would you like to receive some hands-on guidance on how to work toward achieving zero energy in your facility? Come hear about the current Task Force efforts and actual case studies of residential and commercial/institutional buildings.

Water Conservation in Buildings

Several agencies as well as municipalities have installed waterless and water conservation fixtures and are tracking their progress. Come hear which application may make sense for your facility as well as learn about the benefits of water audits and leak detection.

Navigating EPPs in Comm-PASS

If you are having trouble getting around the Commonwealth's purchasing website, or you would just like to learn some tips on easier ways to find what you want, this session is for you. Presenters will provide an overview on using and navigating Comm-Pass.com and highlight the many EPP contracts that are available as well as some other opportunities to save money that OSD makes available.

Energy Tracking and Benchmarking

As many of us are striving to reduce our energy usage and carbon footprint, the task becomes easier if we have the right tools. This workshop will feature the Energy Star Benchmarking Tool, the EPA Municipal Energy Challenge and the Energy Information System as mechanisms to assist purchasers and facility managers in making this process efficient and accurate.