## RPN New Member Orientation &

## **Environmental Products That Save Money**



RPN Webinar September 19, 2012







### **Questions?**

Submit questions by typing them into the Questions box in your GoToWebinar application.

We will compile and answer them during the Q&A at the end of the webinar.









## **Agenda**

- 1. Welcome and Introduction
- 2. "Green" Products that Save Money
- 3. RPN Resources
- 4. Membership Administration
- 5. Q&A





### **Poll Question #1**

How long have you been an RPN member?

**VOTE NOW** 





### Who is RPN?

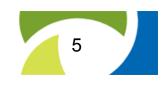
### **International Network**



- State and local governments
- Federal agencies
- Colleges and universities
- School districts
- Businesses
- Nonprofit organizations
- Faith-based organizations









### **RPN Resources**

- Responsible Purchasing Guides for 15 product categories
- Webinars on "green" procurement issues
- Quarterly newsletter highlighting "green" purchasing activities and resources
- Model Responsible Purchasing Report:

  Template Document
- Sustainable purchasing policies and specifications
- Model Responsible Purchasing Report
- Calculators and other tools





## RPN's Multi-Regional Green Purchasing Initiative

#### **PROJECTS MAY INCLUDE:**

- Creating "green" purchasing policies and bid specifications
- Reviewing bid responses
- Facilitating cooperative contracting opportunities for "green" products or services
- Other "green" purchasing initiatives with measurable results

2012-2013 US EPA Grant Covers Projects in EPA Regions 1, 4, 7, 9







## Why Buy Green Products?





- Reduce air and water pollution
- Meet energy efficiency and "zero waste" goals
- Minimize toxic chemical releases and exposures
- Create "green" jobs
- Earn green building credits (LEED)
- SAVE MONEY





## **Environmental Claims Increasing**

- Eco-safe
- Environmentally friendly
- Earth friendly
- Earth smart
- Environmentally safe
- Environm to vere
- Essentially
- Practically non-toxic

- Made with non-toxic ingredients
- Degradable

Natural

• Environ h

FC 1 to

I friendly

Recyclable

Original Source: Kirsten Ritche, Gensler





## Require Vendors to Verify Green Claims

Vendors shall **CERTIFY** that the sustainable attributes claimed in bids are accurate.

"Third party certification of products and services through reputable and nationally or internationally accepted certification programs is preferred..."









Miami-Dade County Buy Green Purchasing Guide, 1/21/2011





### **Green Seal-Certified Products**



Household Products (GS-8)



Construction Materials & Equipment (GS-13, GS-31)



Paints & Coatings (GS-11, GS-43)



Printing & Writing Paper (GS-7, GS-10, GS-15)



Paper Towels, Napkins & Tissue Paper (GS-1, GS-9)



Food Packaging (GS-18, GS-35)



Institutional Cleaning Products (GS-34, GS-37, GS-40)



Hand Soaps & Cleaners (GS-41)



Commercial Cleaning Services (GS-42)



Hotels and Lodging Properties (GS-33)



www.greenseal.org





## **Questions? Comments?**



Kelly Panciera
Communications Manager

**Responsible Purchasing Network** 

**Direct: 503-208-3786** 

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kelly@responsiblepurchasing.org





## **Environmental Products That Save Money**



Alicia Culver
Executive Director
Responsible Purchasing Network

RPN Webinar • Sept 19, 2012





## What is Green Purchasing?

Procurement of products and services that have a green alternative, which meets performance requirements at a competitive value











## How Green Products Can Save Money





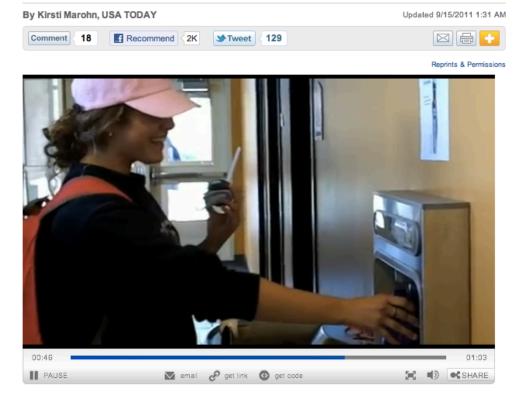
- Lower upfront costs
- Conserve energy or water
- Reduce paper or fuel use
- Lower maintenance costs
- Reduce replacement costs
- Avoid disposal/cleanup costs
- Support the local/regional economy
- Offset environmental and health program costs





### **Can Bottled Water**

#### Colleges moving away from plastic water bottles



See RPN's free Responsible Guide to Bottled Water Alternatives











## Lifecycle Cost Assessment Favors Efficient Products

Considers overall (lifecycle) costs of ownership

- Initial price
- Utility costs (energy, water)
- Maintenance costs (labor and replacement)
- End-of-life costs (disposal and recycling)









## Hand Dryers vs. Paper Towels

Cost of Hand Dryers vs Paper Towels

#### CALCULATE YOUR SAVINGS

Did you know that converting from paper towels to Hand Dryers could represe COST SAVINGS? No more repetitive paper towel purchases or labor costs to re towel dispenser. No more cleaning up the towel mess or servicing the paper to

Fill in the shaded boxes and click "Calculate" to analyze the impact on 'operation.

(\*If the form is not working properly click the <u>printable version</u> and print the imanually\*)

#### PAPER TOWEL COSTS

Number of Cases of Paper Towels Used Annually

Cost per Case Delivered (Include Freight and tax)

(typically \$15.00 - \$25.00/case)

#### Number of Towels per Case

#### For example:

- 2,400/case for C-fold towels
- 4,000/case for Multi-fold towels
- 4,800 linear ft/case for Roll Towels

#### Your KWH Rate

(typically \$.10 per KWH)

Total Paper Towel Costs per Year

Handling Cost (50% of item 3 - Includes the cost of generating requisitions and purchase orders, receiving, storing, servicing towel dispensers, collecting and disposing of used towels.)

TOTAL COST OF USING PAPER TOWELS PER YEAR





#### HAND DRYER COSTS

- Number of paper towels used annually (Item 1 multiplied by total sheets per case)
- Number of Hand Dryings annually (Item 6 divided by 2.5 towels per hand dry)
- 8. Hours of hand dryer usage
- (Item 7 divided by 120 hand dries per hour) (Use 240 hand dries per hour for XLERATOR®)
- 9. Cost of electricity per hour
- (2.2 KW multiplied by your KWH rate) (Use 1.5 KW for XLERATOR®)
- 10. TOTAL ANNUAL HAND DRYER COSTS (Line 8 multiplied by Line 9)
- 11. YOUR ANNUAL SAVINGS (Item 5 minus Item 10)
- COMPUTE YOUR % SAVINGS (Item 11 divided
- by Item 5)

#### CALCULATE YOUR PAYBACK

#### Cost of Each Dryer

Installation Cost

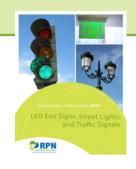
(Typically \$50 - \$125/dryer)

#### Number of Hand Dryers Purchased

(See Note Below)







## ENERGY STAR-rated LED Lamps

- Energy-efficient
   (75% less than incandescent)
- Long life (≥25,000 hours rated life =15X longer than incandescent;
   3X longer than CFLs)
- Mercury-free

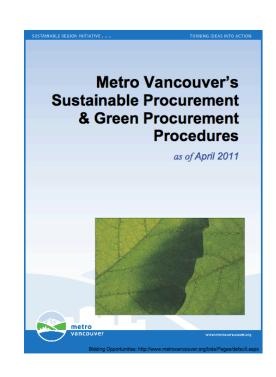
Qualified list: www.energystar.gov





## Adopt "Best Value" Procurement Policy

"The Purchasing Division is responsible for attaining value for money, following transparent, non-discriminatory procedures [and] supporting Metro Vancouver's commitment to sustainability..."







### **Poll Question #2**

Does your organization have a policy that allows for lifecycle assessment or best value awards?

**VOTE NOW** 





## King County EPP Cost Savings

### \$60 million EPP purchases; \$1.5 million cost savings

Commodity	2011 Savings
Toner Cartridges	\$544,964
Recycled Aggregates	\$300,000
Green Cleaners	\$161,496
Tire Retreading	\$136,320
Paper Reduction	\$118,265
<b>Electronics Recycling</b>	\$97,875
EPEAT Computers	\$91,294
Re-refined Motor Oil & Used Oil Recycling	\$67,716
Antifreeze Recycling	\$23,283
Total Dollars:	\$1,541,213





## **Toner and Ink Cartridges**

- Evaluate toner/ink costs BEFORE purchasing imaging equipment
- Remanufactured toner and ink cartridges cost 30-60% less per copy than "virgin" cartridges
  - **✓** Need strict performance standards
  - ✓ Can support local jobs
- Require vendors to take-back empties to reduce disposal costs (ask for rebates)
- XL toner and ink cartridges reduce replacement costs









## **Green Cleaners Save Money**



An Environmental Services employee cleans the floor with a microfiber mop at HCMC.

CASE STUDY: Hennepin County, MN medical center switched to green cleaners, non-corrosive (peroxide) disinfectant, and microfiber mops

- 7% reduction in cost of cleaners
- 17% reduction in volume of cleaners
- 80% reduction in chemical injuries

Pilot test financed by Hennepin County Leading by Example Fund







## **Hand Soap**





- Foaming hand soap reduces soap and water usage up to 40% compared to liquid hand soap
- Green-certified hand soap is less expensive than antibacterial hand soap and as effective



Push-operated hand soap dispensers eliminate battery purchase, installation and disposal costs associated with hands-free dispensers





## **Energy-Efficient Equipment**

### **CASE STUDY**

Chicago, IL public housing authority cut its annual electricity bill \$500,000 by purchasing 10,000 ENERGY STAR-rated refrigerators











## **Energy-Efficient Purchasing**

Topeka, Kansas' built and renovated affordable housing units to meet ENERGY STAR building standards.

The City found "the Energy Star housing units achieved a 57 percent reduction in power consumption compared to the non-ENERGY STAR units."



Topeka receiving the 2008 Energy Star Affordable Housing Award.





## Negotiate Low Prices for EPPs 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





## How to Offset High Initial Cost of Some Green Products

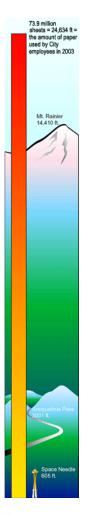
- Utility rebates
- Energy conservation service agreements
- Product leasing
- Revolving loans
- Grants
- Reduce consumption







## **Cut Paper Consumption**

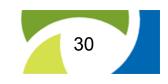


### Seattle's Paper Cuts Program

- Set 30% paper reduction goal (vs. 2004)
- Established duplex printing standard
- Copy paper spec = 100% post-consumer recycled content/processed chlorine-free
- 2009 => 28% reduction; cost savings = <\$80,000







## Save Time by Requiring Suppliers to...

- Periodically report \$ amount and % of compliant products sold on your contract ("green" spend) as well as cost savings
- Calculate environmental benefits of purchasing their green products

Conduct training and outreach

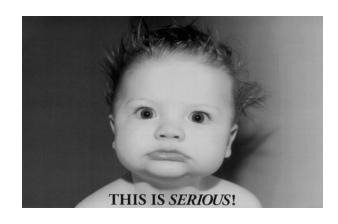






### **Prioritize**

- Largest potential impact
- Ability to meet environmental/health goals
- Opportunities for change (contracts re-bid)
- Ease of implementation (use existing specs and certifications)



Potential to save money/create local jobs







## **Purchase Cooperatively**

### Collaboration among public agencies can:

SAVE TIME by not reinventing the wheel by sharing research, specifications, bid solicitation documents, and vendor lists to create new green contracts

**SAVE MONEY** by aggregating demand from multiple entities









## Piggy-Back on Other Jurisdictions' Contracts

Santa Clara County, CA is saving ~\$40,000 annually by procuring re-refined motor oil using a contract issued by the nearby City



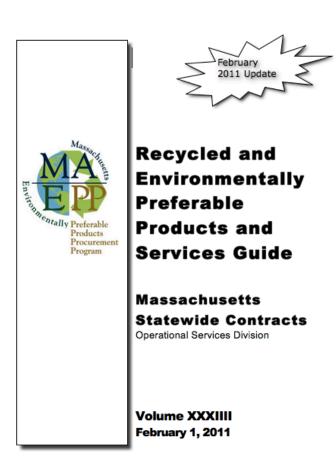








## Find Green Products on State Contracts









# Look for Green Products on Cooperative Purchasing Agreements









# **Poll Question #3**

Does your organization track and report the cost savings and environmental benefits of your green purchasing decisions?

**VOTE NOW** 





# Track and Report Cost Savings

Meet reporting requirements

### Measure success!

- Determine quantity of "sustainable" goods & services used by your facilities
  - Document progress for LEED, policy goals
  - Identify challenges and opportunities
  - Plan for future efforts
- Identify cost impacts
  - Measure cost savings and increases
  - Demonstrate the financial case for a Responsible Purchasing Program











# **Questions? Comments?**





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# RPN Resources & Membership Info









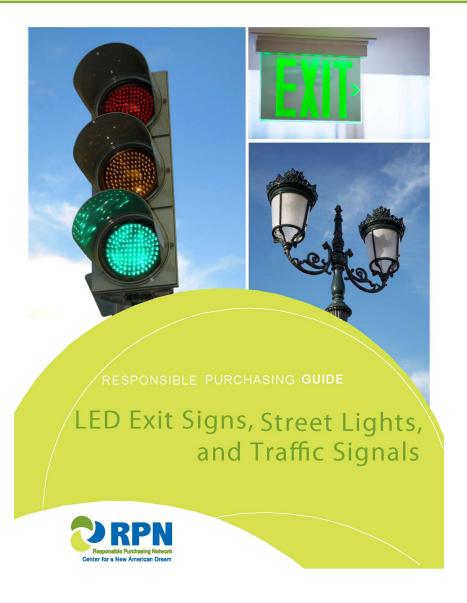


# Kelly Panciera Communications Manager Responsible Purchasing Network

RPN Webinar • Sept 19, 2012



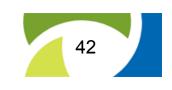




### **Product Categories:**

- Bottled Water
- Carbon Offsets
- Cleaners
- Computers
- Copy Paper
- Fleet Vehicles
- Fluorescent Lights
- Food Services
- Graffiti Remover
- Green Power
- LEDs
- Office Electronics
- Paint
- Tires & Wheel Weights
- Toner Cartridges







 Resources • Events • News • Sustainability 101 **Purchasing Guides** 

About • Membership

Overview

Social & Environmental A

Best Practices A

Cost, Quality, & Supply 6

Policies @

Specifications @

Standards @

Products A

Calculator

**Handy Facts** 

Definitions

Credits & Endnotes

Webinars a



#### Feedback on this Guide

Please contact us with corrections, additions, policies, or questions. Submit Feedback
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Personal Links

Logged in as: **KELLY PANCIERA** 

#### Office Electronics: Overview

Welcome to the Responsible Purchasing Guide for Office Electronics. This Guide provides information and recommendations on responsible use, purchasing, and disposal of printers, copiers, fax machines, scanners, and multifunction devices

Below we provide an overview of each section of the Guide: Social & Environmental Issues; Best Practices; Cost, Quality & Supply; Policies; Specifications; Standards; Products; Handy Facts: Definitions: and Credits & Endnotes.

Creating and exchanging documents is a function shared by all businesses, government agencies, and other organizations of all sizes and geographic locations. Document technologies have changed, but office electronics (printers, copiers, fax machines, scanners, multi-function devices, mailing machines, power adapters and others) will continue to be a significant part of any office for the foreseeable future.

Over the past decade, there have been significant shifts in the practices and technologies used by organizations to create and exchange documents:

- The costs of printing and document management are staggering. These costs account for up to 10% of an organization's annual revenues (Hawkins, 2007) even though, according to some industry estimates, office paper use nationwide has been on a slight decline in recent years (Ringquist, 2006). Some organizations still project increases in office paper use. For example, the Federal Government expects continued growth in paper consumption through 2020 (The Federal Network for Sustainability, 2007).
- Document imaging technologies are changing. Analog copying has been replaced by digital technology, which produces not only higher-quality prints but also enables copiers to be connected to computer networks and serve as printers, scanners, fax machines, and even e-mail stations. With the rise of these multi-function devices (MFDs), the boundary between copying and printing equipment is

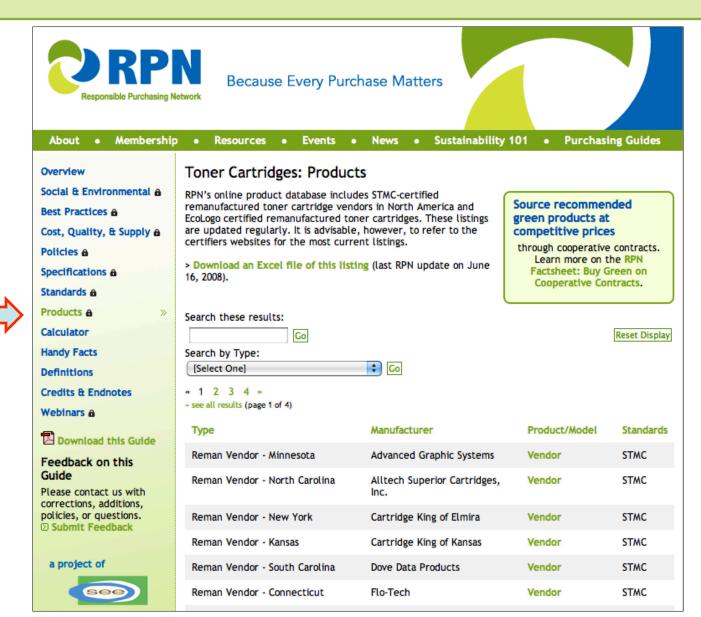
**Download Office Electronics Case Studies** 

RPN has created two case studies concerning office electronics, that provides realworld experiences on how green procurement can save your institution money and environmental resources. They feature a private law firm in Michigan that successfully reduced paper and energy consumption through responsible purchasing and a government office in Illinois that lowered printing costs by 15% through the use of multifunctional devices (MFD).

Click the links below to download:

 WN&J Law Firm
 Imple Street 
 WN&L Law Firm
 WN DCFS Government Office













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**Handy Facts** 

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#### Office Electronics: Calculator

These calculators were developed by the US EPA and DOE and are provided for estimating the cost savings of ENERGY STAR qualified office machines compared with non-ENERGY STAR machines. Actual energy savings may vary based on use and other factors.

Copiers: Life Cycle Cost Estimate for ENERGY STAR Copiers

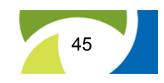
Printers: Life Cycle Cost Estimate for ENERGY STAR Printers

Multifunction Devices: Life Cycle Cost Estimate for ENERGY STAR MFDs

Scanners: Life Cycle Cost Estimate for ENERGY STAR Scanners

Electronics Environmental Benefits Calculator: The Electronics Environmental Benefits Calculator is intended to assist institutional purchasers, including Federal Electronic Challenge (FEC) program participants, in quantifying the benefits of environmentally sound management of electronic equipment. The Calculator estimates the environmental and economic benefits of purchasing EPEAT-registered products, in addition to improvements in equipment operation and end-of-life management practices. Currently this tool is designed to evaluate EPEAT-registered desktop (with a CRT or LCD) and notebook computers.





# **Other Publications**



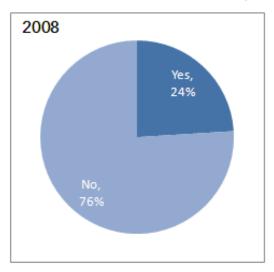


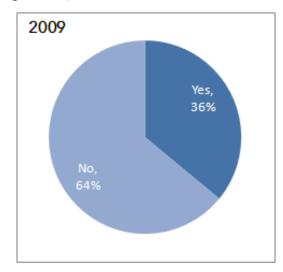


# Model Responsible Purchasing Report

Does your organization publish a report on your green purchasing initiatives?

Answers shown in percentages of respondents.













#### Responsible Purchasing Resources:

For Public Agencies and Institutions

Eco-Labels			
	Biodegradable Products Institute is an organization which certifies that plastic products with "biodegradable" claims will safely break down in a typical commercial composting facility. www.bpiworld.org		
	Chlorine-free Products Association is a nonprofit organization that certifies chlorine-free products such as copy paper, envelopes and tissue products. www.chlorinefreeproducts.org		
EcoLogo.	EcoLogo is Canada's environmental product certification program. It has issued standards for over 300 product categories (such as flooring, paint, electricity, cleaners, office equipment, and paper products), many of which are sold in the United States. www.ecologo.org/en/		
GOLD	Electronic Products Environmental Assessment Tool (EPEAT) is an independent program that certifies "green" electronic equipment such as computers, monitors and laptops. www.epeat.net		
ENERGY STAR	ENERGY STAR is a joint program of the US Department of Energy and US Environmental Protection Agency that allows its label to be used on energy-efficient products (such as light fixtures, CFLs, LEDs, appliances and office equipment). www.energystar.gov		
e-Stewards	E-Stewards is a program that certifies recyclers of electronic equipment that adhere to the highest standard of environmental responsibility and worker protection. The e-Stewards Standard for Responsible Recycling and Reuse of Electronic Equipment® can be found at http://e-stewards.org/certificationoverview/		
FSC	Forest Stewardship Council certifies lumber and other building products made with sustainably harvested wood or that reduce wood consumption. www.fscus.org		
<b>*</b>	Green-e is a labeling program established by the nonprofit organization, Center for Resource Solutions, which verifies that electricity has been generated using renewable sources such as solar and wind. www.green-e.org		
GREENGUARD*	Greenguard is a nonprofit organization which certifies products that improve indoor air quality. Find products (such as flooring, paints, furniture, and cleaning products) with low VOCs and other emissions. Some are certified for use near children. www.greenguard.org		
GERTINIA	Green Seal is a nonprofit organization that sets standards for products (such as janitorial cleaners, floor strippers, and paints) and certifies products that meet those standards. www.greenseal.org		





# **EPPNet**



State Information
 Projects
 Topic Areas
 Policy Positions
 Tools
 Membership

#### **EPPnet**

SUBSCRIBE TO NERC'S ENVIRONMENTALLY PREFERABLE PRODUCTS PROCUREMENT LISTSERV (EPPnet)

The EPPnet listserv was established by the Northeast Recycling Council, Inc. (NERC) in 1998. EPPnet links federal, state, and local environmental officials; and private procurement specialists charged with purchasing green products and services and developing policies for the procurement of these products. EPPnet is intended to provide subscribers with quick access to information, such as: availability of

nerc.org/eppnet

- Product specifications
- Vendors of green products
- Pricing information
- Strategies to meet green procurement goals

Not available for private vendors





# New Green Purchasing Toolkit for Counties

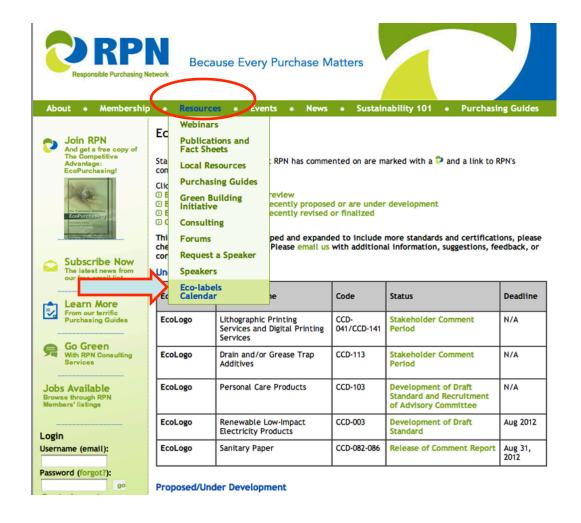


http://www.uscounties.org/GreenPurchasing/index.html





# **Eco-Labels Calendar**







# **Webinars**

## **Previous:**

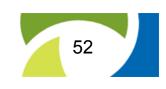
- Purchasing for Climate Protection
- Cutting-Edge Eco-Labels
- Green Purchasing Tools for Federal, State, and Local Governments
- Compostable Food Service Ware

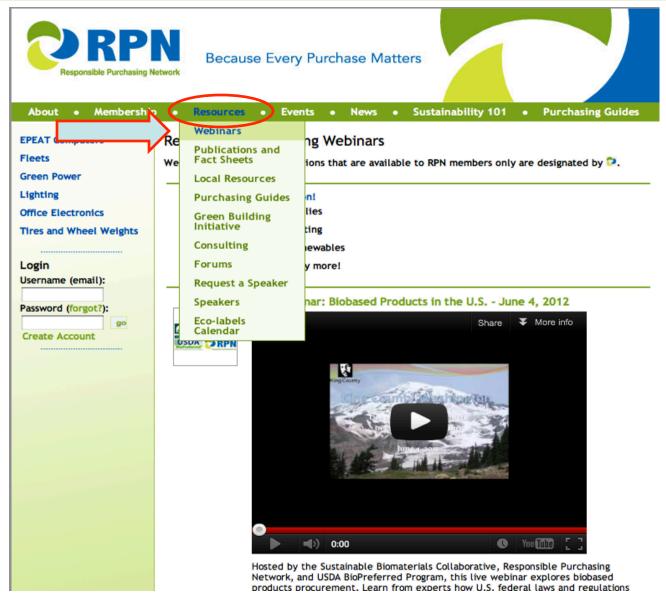


### In the works:

- Office Supplies Roundtable
- Green Lighting
- Green Carpeting
- Recycled and Low-VOC Paint
- Janitorial Tissue Products
- ... and many more!

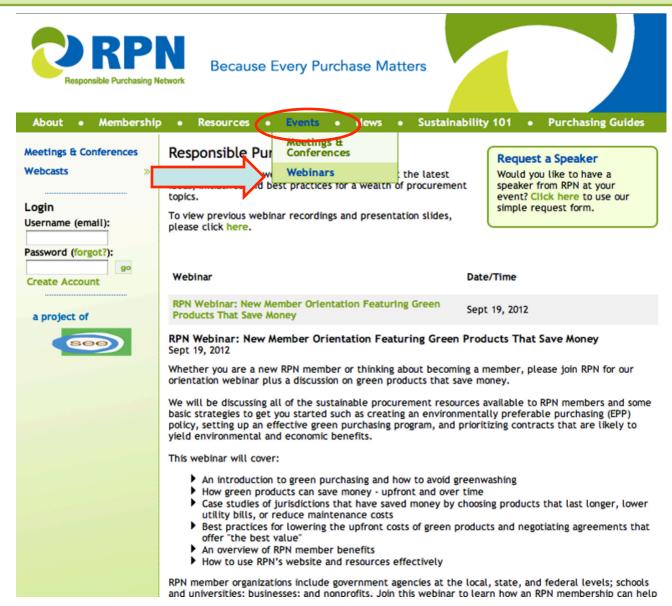
















# **Technical Assistance**

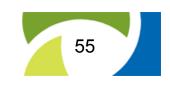
 One free hour of consultation with our staff experts



Member discounts on RPN consulting services







# **Information Sharing**

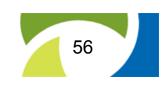


• Live discussions about high-priority sustainable purchasing topics

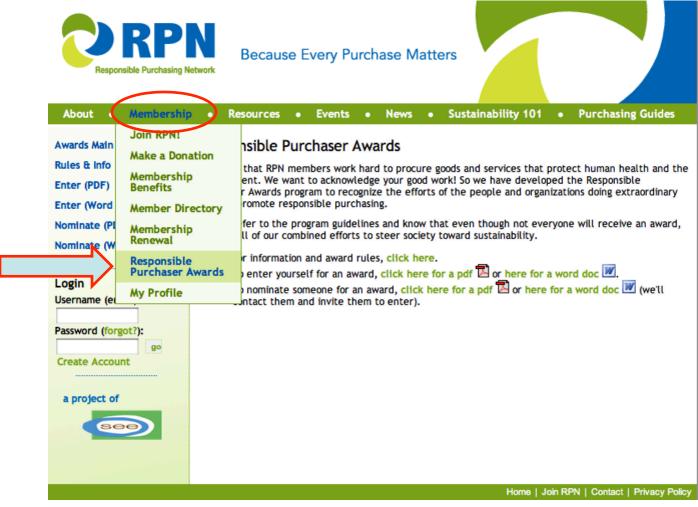


• Online discussion forums to share information about green products, purchasing policies, and more





## **RPN Awards**







# E-Newsletter & Announcements

Responsible Purchasing Updates:
 RPN's quarterly e-newsletter



Responsible Purchasing
 Announcements: periodic emails about webinars, events, other resources





# **Other Member Benefits**

 Job/event postings (email info@responsiblepurchasing.org)



- Member news
- RPN member logo
- Member certificate and "Eco-Purchasing" book







# **Poll Question #4**

# What additional web resources would you most be interested in?

## **VOTE NOW**





# **Member Profile**

# Allows for interaction and communication between RPN members via Member Directory











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Jobs Available **Browse through RPN** Members' listings

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Responsible Purchasing Network (RPN) is an international network of buyers dedicated to socially responsible and environmentally sustainable purchasing. Our membership program and consulting services provide institutional purchasers with cutting edge procurement tools and resources designed to save money, conserve resources, reduce

waste, and improve efficiency.

To learn about membership benefits and consulting services, please click here.

Please subsribe to our email lists by clicking "Subscribe Now" on the left to stay in touch with RPN news and new responsible purchasing resources.

Become an RPN member to have access to cutting-edge green procurement resources.

You can also make a donation to support our work.

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Look Who's Joined RPN

City Of Palo Alto - Public

Charter School Institute

If you are experiencing technical difficulties with our website's navigation bar, please click below to access RPN's main resources pages while we fix the problem:

- Resources
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- Webinars

#### **RPN Highlights**



Join RPN for New Member Orientation Webinar Featuring Green Products That Save Money on Sept 19

Please join RPN for our orientation webinar plus a discussion on green products that save money. D More

Sign Up for Safer Santizers and Disinfectants Webinar on Sept 24

This webinar discusses the health and environmental impacts of these ingredients and will discuss how San

Francisco evaluated alternative disinfectant chemicals. 

More



State Of Maine View All Members

Works















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More



Sign Up for Safer Santizers and Disinfectants Webinar on Sept 24

This webinar discusses the health and environmental impacts of these ingredients and will discuss how San Francisco evaluated alternative disinfectant chemicals. 

More

Look Who's Joined RPN State Of Ohio

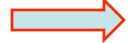
Commonwealth Of Pennsylvania

State Of Rhode Island

View All Members



Recording Now Available for RPN's Webinar: "Cutting-Edge Eco-Labels: Green-e" Learn about an innovative program developed by Green-e that certifies products manufactured with 100% renewable energy such as solar or wind power 12 More









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	My RPN Member Profile		
Personal Links	Your member profile helps you network with other RPN members. Share your interests and		
Logged in as: KELLY PANCIERA	expertise by completing your profile and then browse the Member Directory to find others with common interests.		
Profile	See our Privacy Policy		
Contact Preferences	see our rivacy rolley		
Edit Login	Contact Information		
Member Status: Non-Member		Check/Uncheck all share boxes:	
Log out	First Name:	KELLY	
Join RPN And get a free copy of	Last Name:	PANCIERA	
The Competitive Advantage: EcoPurchasing!	Email:	kelly@responsiblepurc	
	Website:	www.responsiblepurcl Share?	
EcoPurchasing	Phone Number:	(503 ) 208 - 3786	
	Fax Number:	( ) -	
	Username/Password:	Edit My Username/Password	
Subscribe Now The latest news from our free email list	Add My Picture (jpg, gif files): (to overwrite your current picture, simply upload a new one)	3!4	
From our terrific Purchasing Guides		No Picture	
		(5) 50 61	

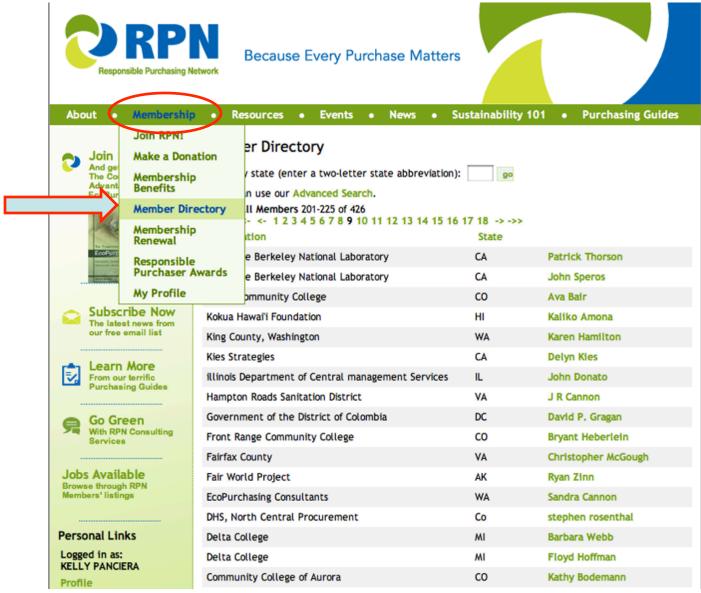


# **Membership Directory**

- Allows you to connect with other RPN members interesting in green procurement
- Accessible ONLY by RPN members
- Advanced search



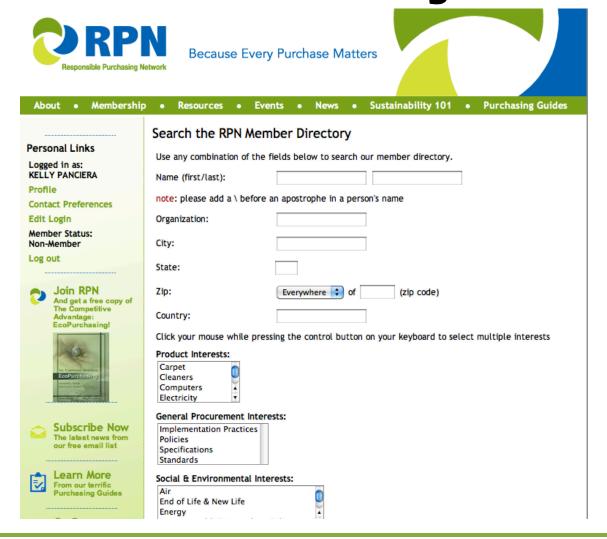








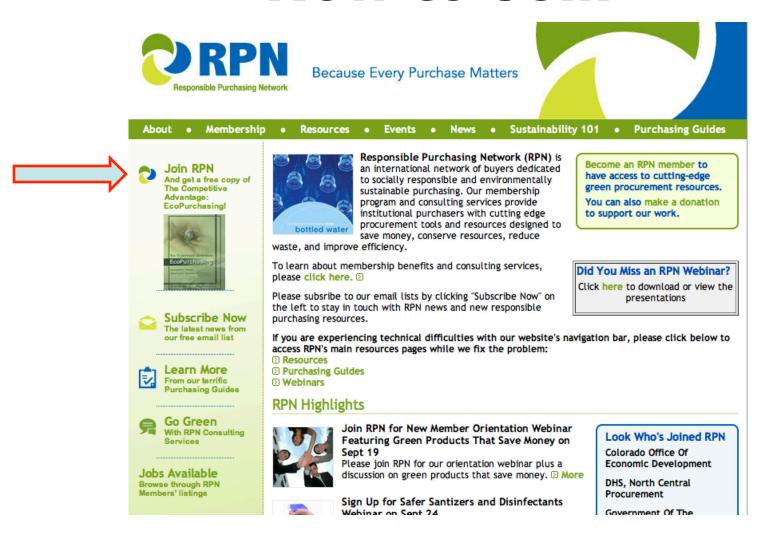
# **Member Directory Search**







# **How to Join**







# **Affiliate Memberships**

- Everyone in your organization has access to your RPN membership!
- To set up affiliate memberships, contact Marci Yellin, RPN's Administrative and Membership Coordinator, at

marci@responsiblepurchasing.org





# **Questions? Comments?**



Kelly Panciera

Communications Manager

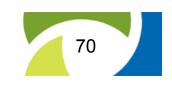
**Responsible Purchasing Network** 

**Direct: 503-208-3786** 

**RPN Main Office: 510-547-5475** 

kelly@responsiblepurchasing.org





# Join RPN Because Every Purchase Matters.

#### Membership Benefits:

- Model policies and specifications
- Green purchasing webinars
- Certified green products database
- Expert sustainability speakers
- Responsible Purchasing Awards

#### Consulting Services:

- Custom green specifications
- Green purchasing policies
- ▶ Life Cycle Analyses
- Green office audits
- Cost-saving green practices



