



Internal Sustainable Procurement

Minnesota Solid Waste Administrators
Association Meeting

March 4, 2021

Sustainable Procurement Framework

Goal: Reduce environmental and human health impacts in procurement process

- County Procurement Policy: includes EPP
 - Comply with Minn. Stat. 16C.073
 - Apply environmental factors:
 - Durable
 - Reduce waste and toxicity
 - Support recycling markets
- Collaboration between Procurement, Facilities Management and Environmental Resources Departments

Implemented Efforts

1. Established lists of preferred products
 - “Greener” office supplies
2. Standards for copy paper
3. Housekeeping vendor requirements to use:
 - Lower toxicity cleaning chemicals
 - Recycled-content products

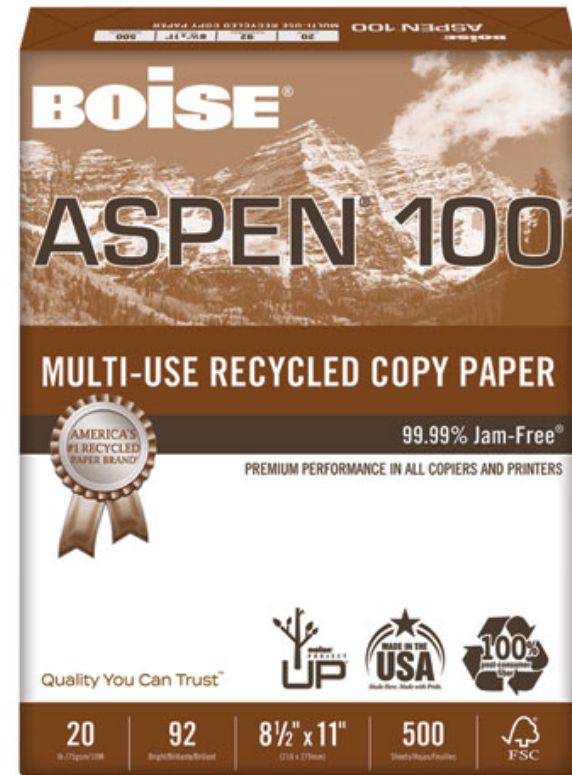
Project 1: Recycled Content Paper

- State law requires public entities purchase recycled content copy paper
 - At least 10% recycled content (1989)
 - At least 30% recycled content (2015)
- Benefits
 - Contributes to circular economy
 - Builds demand for recycled-content paper
- Purchase 1,250 cartons of copy paper annually



Pilot to Test Higher Content Recycled Paper

- Test 100% copy paper
- Examine “myths”
 - Availability
 - Performance
 - Cost



It's a Secret



Pilot Findings

- Availability:
 - Common sizes, weights
 - Multiple state contractors
- Performance: No printer or copier performance or paper quality issues (standard machines):
 - No increase in mis-feeds
 - No increase in service calls
 - No employee complaints

- Costs of Commonly Used Paper (Innovative Office Solutions, 2021)

Type	Cost Per Carton
Letter 8.5 x 11, 20#	5,000 sheets \$39.25 (30%) \$47.51 (100%)
Ledger 11 x 17, 20#	2,500 sheets \$50.78 (30%) \$120.60 (100%)
Legal 8.5 x 14, 20#	5,000 sheets \$56.67 (30%) \$146.47 (\$100%)

Internal Recycled Copy Paper Standard

Implementation

1. Adopted a “targeted” higher standard
 - 100% PC: 8.5 x 11, 20# (90%+ of paper usage)
 - 30% PC: other copy paper
2. Use State Contract: Innovative Office Solutions (IOS)
 - Phase 1: Develop preferred list (“right” paper options)
 - Phase 2: Block paper that doesn’t meet standards

Product Listing

Favorite list: Dakota County - Recycled Content Copy Paper **6 results**

Brand	Sheet/Roll Size	Paper Basis Weight (lb)	Brightness Rating (US)	Paper/Media Color(s)	Brightness Rating (International)	Paper Finish	Machine Compatibility
HAMB6704	8.5 x 14	20	92	White	92	Standard	Compatible
HAMB6750	8.5 x 11	20	92	White	92	Standard	Compatible
CAS054022	8.5 x 11	20	92	White	92	Standard	Compatible
MOV54301	8.5 x 11	20	92	White	92	Standard	Compatible
CAS054907	8.5 x 11	20	92	White	92	Standard	Compatible
CAS054904	8.5 x 14	20	92	White	92	Standard	Compatible

Product Details:

- HAMB6704:** Great White 30 Recycled Print Paper, 50 Sheets/Ream, 500/Ream. Price: \$7⁰⁰/RM.
- HAMB6750:** Great White 30 Recycled Print Paper, 50 Bright, 20#, 11 x 17, White, 500/Ream. Price: \$11⁰⁰/RM.
- CAS054022:** ASPEN 100 Multi-Use Recycled Copy Paper, 50 Bright, 20#, 8.5 x 11, White, 500 Sheets/Ream, 10 Reams/Carton. Price: \$47⁰⁰/CT.
- MOV54301:** Color Copy Recycled Paper, 50 Bright, 20#, 8.5 x 11, PC White, 500/Ream. Price: \$9⁰⁰/RM.
- CAS054907:** ASPEN 30 Multi-Use Recycled Paper, 50 Bright, 20#, 11 x 17, White, 500 Sheets/Ream, 5 Reams/Carton. Price: \$50⁰⁰/CT.
- CAS054904:** ASPEN 30 Multi-Use Recycled Paper, 50 Bright, 20#, 8.5 x 14, White, 500 Sheets/Ream, 10 Reams/Carton. Price: \$56⁰⁰/CT.

Project 2: Housekeeping Contract

- Vendor for housekeeping services in County buildings. Contractor supplies:
 - Cleaning chemicals
 - Paper products (bathrooms, breakrooms)
 - Container liners
- Request for proposals
 - Include EPP elements
 - Used MPCA sample language



MPCA Language: Products and Supplies

1. Cleaning Products

- 3rd party “certified”



2. Paper products

- No antimicrobials
- 100% recycled content (20% PC)

OR

3rd party certified



MPCA Language: Liners

3. Container liners

- 25% recycled content



Housekeeping Vendor Contract

Implementation

- Vendor submits annual verification form
- Feedback

Employees:

- Not clean enough (areas skipped)

Contractor:

- No product availability issues
- Stable product costs
- No product performance issues

**2020 DAKOTA COUNTY HOUSEKEEPING SERVICES
VENDOR SUPPLIES AND PRODUCTS**

Instructions: Dakota County's Housekeeping Services contract requires that the County approve certain Contractor supplied supplies and products prior to use. Please complete this form to add the County in reviewing your proposed supplies and products for use in County buildings. If more space is needed to list products, please attach required information on a separate piece of paper.

Contractor Name: ServiceMaster Premiere Cleaning Services Inc

Identify the Service Region (i.e., East, West, North or South): South

A. PAPER TOWELS. The County requires paper towels be:

1. Multifold - 9-1/2 x 9-1/8", Roll towels - natural Tork SCA290088 equivalent,
2. Contain no antimicrobial ingredients, and
3. Be one or more of the following:
 - Certified by Green Seal under GS-01 (2013), Sanitary Paper Products, or
 - Certified by UL/Ecologo under UL 175 (2013), Standard for Sustainability for Sanitary Paper Products, or
 - Have verification of 100% recycled content with minimum 20% postconsumer content.

Instructions: Complete the below table for your proposed type of paper towel(s) for use in County buildings:

Model Number and Description	Contain Antimicrobial Ingredients? (yes, no)	List the Certification Standard (Green Seal, Ecologo), if applicable	List the % of Recycled Content, if applicable (list total % recycled content and also the % recycled that is post-consumer)
Mik S20 A		Green Seal GS-01	100% Recycled
TORV universal Multifold	NO	Ecologo	50% Post Consumer
26301 Emission		Green Seal GS-01	100% Recycled
Pacific Blue	NO	Ecologo	50% Post Consumer
GP 26301		Green Seal GS-01	100% Recycled
Emission Roll Towel	NO	Ecologo	50% Post Consumer

Lessons Learned

- Use state contracts
 - Customize to meet needs
 - Supply data
- Use MPCA sample language
 - Even some is better than none
- Build “partnership” with vendors for success

What is Next?

- Housekeeping RFP (Fall 2021)
- Post-COVID: Re-educating employees on cleaning vs. sanitizing
 - Expanding list of employee preferred cleaning products
- Potential indoor air quality policy



Thank You

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