
Maryland Environmentally Preferable Specifications and Reporting



Maryland Green Purchasing Committee

Outline

- Overview of the Maryland Green Purchasing Committee
- Relevant Legislation
- Maryland Green Purchasing Committee Specifications
- Contract Modifications
- Reporting Strategy



Maryland Green Purchasing Committee

Overview of the Maryland Green Purchasing Committee

The Maryland Green Purchasing Committee (GPC) was created by the Green Maryland Act of 2010.

The Committee was charged with promoting green purchasing and developing a strategy to increase environmentally preferable purchasing. That strategy could include best practices, guidelines, policies and regulations.



Maryland Green Purchasing Committee

Relevant Legislation

2010Senate Bill 693

Green Maryland Act of 2010

Chapter 593

2012House Bill 448

Purchasing and Recycling Electronic Products

Chapter 372

2014House Bill 629

Environmentally Preferable Procurement

- *Chapter 604*



Maryland Green Purchasing Committee

2010 Senate Bill 693

Green Purchasing Committee Statutory Members:

- Department of General Services
- Department of Budget and Management
- Department of Natural Resources
- Department of Environment
- Department of Health and Mental Hygiene
- Department of Business and Economic Development
- Department of Transportation
- Department of Public Safety and Correctional Services
- University System of Maryland



Maryland Green Purchasing Committee

2014 House Bill 629 (Effective October 1, 2014)

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- Department of General Services
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- Department of Transportation
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- University System of Maryland



Added Statutory Members:

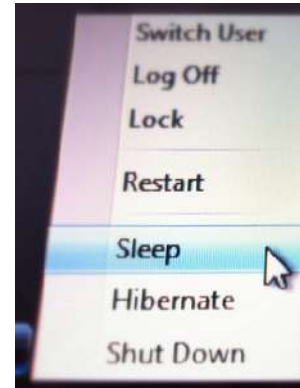
- ***Department of Information Technology***
- ***Treasurer***
- ***Department of Education***



Maryland Green Purchasing Committee

Maryland Environmentally Preferable Purchasing (EPP) Guidelines

- Enabling Power-Saving Settings
- Data Center Energy Management
- Drinking Water
- Packaging
- Printing



Maryland Green Purchasing Committee

Maryland Environmentally Preferable Purchasing (EPP) Specifications

Commodities

- Appliances and Heating & Cooling Equipment
- Janitorial Supplies
- Lighting Products
- Food Service Supplies
- Paper and Office Supplies
- Shell Eggs
- Paint
- Snow Control Products (Deicers)



Maryland Green Purchasing Committee

Maryland Environmentally Preferable Purchasing (EPP) Specifications

Services

- Electronic Product Disposal
- Organics Recycling
- Janitorial Services (Coming Soon)

Information Technology

- Electronic and IT Products



Maryland Green Purchasing Committee

Quarterly Newsletter

IN THIS ISSUE

Lamp Purchasing Considerations

- Light Source and Application
- Light Output (lumens)
- Lamp Life (hours per use)
- Color Temperature (CCT)
- Color Rendering (CRI)
- Hazardous Substances
- Certification
- Energy Star
- DAW
- NOMA Premium

lamps, ballasts, light fixtures, and other electrical supplies can be purchased using a materials contract with [BrightSource](#).

IN THIS ISSUE

Lighting Systems

The contract terms encourage state buyers to purchase ENERGY STAR qualified lamps, ballasts and fixtures and prohibits purchase of:

- Incandescent light bulbs
- Standard incandescent lamps
- Mercury vapor T10 lamps
- Mercury vapor ballasts
- Certain metal-halide profile-dish ballasts
- Mercury T12 and T8 circular ballasts
- 2-pin magnetic ballasts
- Instant magnetic ballasts

Fall 2013 Product Focus: Interior Lighting

The Importance of Lighting

In addition to providing visibility and contributing to safety, security and productivity, lighting is the largest cost component of a commercial building's electricity use and total energy bill.



Lighting systems produce large amounts of heat when the building requires heating. Energy-efficient lighting that minimizes energy required for heating.

A successful lighting design requires an understanding of a space. Architects do become increasingly aware of workplace paper-based to computer-based tasks, distribution, and visual tasks, include:

- **Light Output and Appearance:** A successful lighting design requires an understanding of a space. Architects do become increasingly aware of workplace paper-based to computer-based tasks, distribution, and visual tasks, include:

Light Output
Visible light emitted by a source, expressed in lumens. A lamp with lower lumen output is dimmer.

Lighting Fixture
Incandescent light fixture illuminating a surface (a foot candle).

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Spring 2014 Product Focus: Toner and Ink Cartridges

The Environmental Impact of Toner and Ink

For many years, millions of empty toner and ink cartridges and ink printers and copiers have been thrown away, destined for landfills and incinerators. The cartridges, made primarily of plastic and metal, can take centuries to decompose and, with the paper they often go to, contribute to the potential for considerable waste.

Because they are nearly 100% recyclable and easily remanufactured, toner and ink cartridges have had a secondary market value for more than a decade. In 1998, market analysis in *Recycling Magazine* estimated there were 4,000 remanufacturers in the US. There recently, many large manufacturers, office supply companies and managed print service providers have made it even easier for consumers to recycle their empty cartridges, by providing collection containers, postage-paid return packaging and rebate programs.

Remanufacturing toner and ink cartridges saves money and natural resources and purchasing remanufactured cartridges can save from 10% to 50% less than new cartridges. Because remanufactured cartridges are filled to capacity (new cartridges often aren't), they can save even more on cost per page basis.

Cartridge Types:
Toner, used with laser devices, is a dry carbon powder transferred from the cartridge to the paper by an electrostatically charged drum unit and fused to the paper by heated rollers.

Ink, used with inkjet devices, is either dye-based or pigment-based. Dye-based ink is absorbed by the paper's fibers. Pigment-based ink is made of small-particle inks that sit on top of the paper instead of being absorbed.

The cartridges holding ink or toner are replaceable (or consumable) in print devices. How long they last depends on the type of print device and the cartridge's page yield, which varies depending on the manufacturer and such factors as page coverage, image type and job size.

Printer manufacturers use a similar business model for both low- and mid-cost laser and inkjet printers: selling the printer at or below production cost, while monetarily marking up the price of "proprietary" replacement parts - toner cartridges and drum units - so that they sometimes exceed the cost of the printer. This effectively makes the printer a consumable as well, since people often dispose of the printer when it is out of ink or toner and replace the entire machine - an incredible waste of resources, given that new machines generally come with toners that are only half full.

In addition, some printer manufacturers use microchips to monitor usage and impose "expiration dates" (expiration cartridges to be empty (or out of date) and disabling the printer, even if the ink or toner is not depleted). A 2007 survey of ink cartridges found that as much as 90% of the ink contained in a typical inkjet cartridge is wasted when printers declare partially full cartridges empty and that on average, inkjet printers provide an ink efficiency of just 0% when used for printing documents. This problem is further compounded in the case of multi-use cartridges, which store three to five colors in a single cartridge and can be rendered empty when only one color runs low. The "expiry" status can be overridden or reset in some models, but sometimes only with a service code.

Original Equipment Manufacturers (OEMs)

Also known as "genuine," these are manufactured by printer manufacturers, who offer certain guarantees when you use genuine brand name in your printer and may make threats if you don't (see [Warranty-free](#) [Warranty-free](#) [Warranty-free](#)). Genuine cartridges are more expensive than refills, remanufactured or remanufactured cartridges.



According to the [National Waste & Recycling Institute](#), it takes a gallon of oil to manufacture one ink cartridge and every year, more than 300 million used, empty ink cartridges enter the waste stream. Most cartridges can be recycled multiple times and remanufactured cartridges give excellent printing results while costing less than those sold by original equipment manufacturers (OEMs).

IN THIS ISSUE

Janitorial Supplies

- Toxicity
- Volatile Organic Compounds (VOCs)
- Airborne
- Skin, Eye and Respiratory Irritation
- Skin Sensitization
- Irritation
- Concentration and Duration
- Required Controls
- Certification
- Green Seal
- UL ECOLOGO
- EPA Design for the Environment

Janitorial supplies, including paper products, can be purchased using a materials contract with [BrightSource](#).

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Winter 2014 Product Focus: Janitorial Supplies

The Importance of Green Cleaning

Janitorial supplies help owners and managers maintain clean, healthy, safe and functional buildings. But these products may also present negative health and environmental risks. They can contain chemicals associated with skin, eye or respiratory irritation, toxins harmful to aquatic species or allergens that compromise the health of workers and occupants. Concentrated forms of some products are classified as hazardous, creating handling, storage.

Other environmental impacts come from paper products and the waste generated by paper and plastic waste. Janitorial is.

Product Performance

All janitorial products - chemical cleaners, disinfectants, and trash can liners - should meet standards such as LEED standards for other standards for cleaning efficiency, and/or other.

Environmental, Health and Safety

Many janitorial products, such as floor buffers, are solvent based. Solvent-based products can be purchased using a materials contract with [BrightSource](#).

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Summer 2014 Focus: Janitorial Services

Why Require Green Janitorial Services?

In addition to using green janitorial supplies and equipment, green janitorial services provided by certified staff play a large part in preventing harm to the environment and human health.

Traditional housekeeping services use a number of hazardous materials and building occupants as well as potential damage to the building itself.

The human health risks include exposure to harmful chemical ingredients that may cause skin, eye or respiratory irritation, as well as diminished indoor air quality resulting from volatile organic compounds (VOCs) released when cleaning products are used.

Damage to building materials and finishes can result from the use of harsh cleaning chemicals and the improper handling of solvents - as well as improper selection, use or maintenance of equipment.

A burden on communities and the environment is often created by product disposal, packaging waste and transportation costs when services are not conducted or provided in a sustainable manner. According to the [Environmental Protection Agency \(EPA\)](#), much time and expense may be required to properly handle and dispose of products with hazardous or regulated ingredients.

The [Building Owners and Managers Association \(BOMA\)](#) indicates that a growing concern of managers is whether their housekeeping service provider is capable of providing safe, sustainable cleaning. These risks and concerns can be mitigated through the use of green janitorial services.

What Makes Janitorial Services Green?

The EPA suggests that "green cleaning" is commonly understood to be high-quality janitorial or housekeeping services with a reduced or eliminated risk to human health and the environment. With this focus on reducing risk for people and the planet, Environmental Preferable Janitorial Services Specifications will soon be added to the Maryland Green Purchasing Committee website.

The Winter 2014 Maryland Green Purchasing Committee newsletter discussed the benefits of using green cleaning supplies, but there are additional factors involved when considering janitorial services and service providers.



BuyGreen
Maryland Green Purchasing Committee

Maryland Green Purchasing Committee

Implementing the Specifications and Modifying Contracts

- Janitorial Supplies
- Food Service Supplies
- Office Supplies
- Paint



BLANKET PURCHASE ORDER
STATE OF MARYLAND

***** STATE OF MARYLAND *****
BPO NO: 001B5400052 PRINT DATE: 06/30/14 PAGE: 01

SHIP TO: AS SPECIFIED ON INDIVIDUAL ORDERS	
VENDOR ID: 1521614963 AJ STATIONERS INC 6675 BUSINESS PKWY STE D ELKBRIDGE, MD 21075-6349 (410) 360-4900	REFER QUESTIONS TO: STACEY HILL (410) 767-4032 STACEY.HILL@MARYLAND.GOV
ITB:	EXPR DATE: 06/30/15 POST DATE: 06/27/14
DISCOUNT TERMS: NET 30 DAY CONTRACT AMOUNT: .00	

TERMS:
ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE NUMBER 3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION NUMBER 52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX.

VENDOR TELEPHONE NUMBER: (410) 360-4900

VENDOR TO SUPPLY OFFICE SUPPLIES ACCORDING TO THE WASHINGTON SUBURBAN SANITARY COMMISSION (WSSC) OFFICE SUPPLIES CONTRACT NO. 6200.

CONTRACT PERIOD: JULY 1, 2014 THRU JUNE 30, 2015
WITH THREE (2) ONE (1) YEAR RENEWAL OPTIONS.

CONTRACT RESTRICTIONS: VENDOR MAY NOT PROVIDE ANY PRODUCTS THAT ARE ALREADY BEING SUPPLIED UNDER A CURRENT BLANKET CONTRACT WITH THE DEPARTMENT OF GENERAL SERVICES. ONCE THOSE CONTRACTS EXPIRE INCLUDING ANY RENEWAL OPTIONS, AJ STATIONERS MAY THEN SUPPLY THESE PRODUCTS AT THE DISCOUNTED PRICES AS INDICATED UNDER THIS AGREEMENT.

WSSC CONTRACT DISCOUNT PRODUCT CATEGORY: THIS IS A PARTIAL LISTING OF CATEGORIES SUPPLIED UNDER THIS AGREEMENT. FOR EXACT PRICING LOG ON TO WWW.AJSTATIONERS.COM

THIS CONTRACT IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS FOR COMMODITY CONTRACTS OVER \$25,000.

CHANGES

A. THE STATE AND AJ STATIONERS HAVE AGREED TO INCORPORATE THE

*** CONTINUED, NEXT PAGE ***

FMS 1 (4/95)



Maryland Green Purchasing Committee

Maryland Environmentally Preferable Purchasing (EPP) Reporting

For FY 2015, spend in five categories will be reported to DGS by state cabinet departments. Reports for 4 out of the 5 categories will be based on new NIGP codes used to clearly define environmentally preferable products.

1. Janitorial Supplies - including purchases by Janitorial Service Providers

- equipment and dispensers will be excluded from the calculation

2. Disposable Food Service Products

3. Paper and Office Supplies - equipment will be excluded from the calculation

4. Paint - equipment will be excluded from the calculation

5. Electronic & IT Products - will use EPEAT certification instead of NIGP codes



Maryland Green Purchasing Committee

Maryland Environmentally Preferable Purchasing (EPP) Reporting

NIGP uses a five digit number to indicate a category and classification.

For example:

485 JANITORIAL SUPPLIES, GENERAL LINE

485-13 Cleaner, Hand and Skin

486 JANITORIAL SUPPLIES, GENERAL LINE, ENVIRONMENTALLY CERTIFIED BY AN AGENCY ACCEPTED CERTIFICATION ENTITY

486-13 Cleaner, Hand and Skin, Environmentally Certified Products

Only certain product categories have matching environmentally certified codes at this time.



Maryland Green Purchasing Committee

Maryland Environmentally Preferable Purchasing (EPP) Reporting

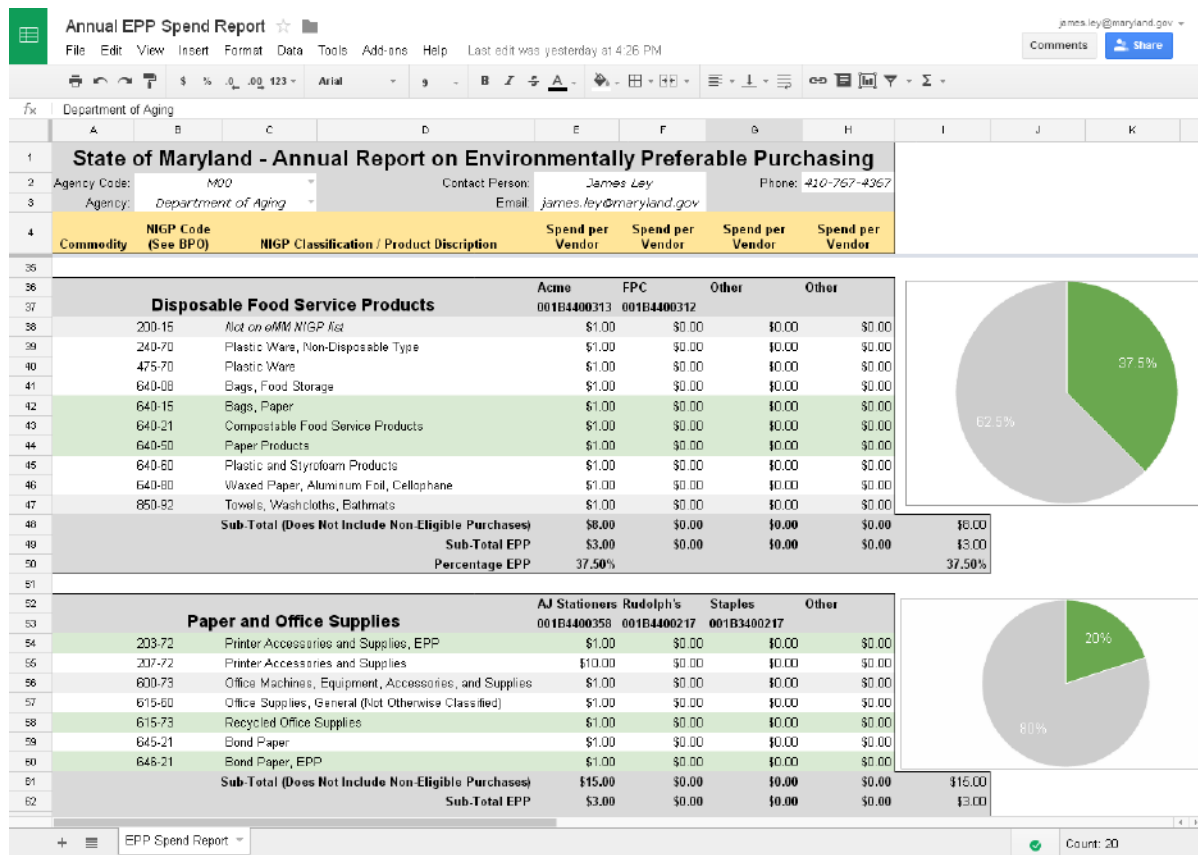
1. DGS will ask each cabinet department to designate an EPP report coordinator.
2. DGS will contact each designee with reporting information.
3. Vendors will provide usage information to DGS for each of the 20 cabinet level departments.
4. DGS will provide departments with a draft Google document report indicating EPP spend in the five categories by August 1, 2015.
5. The departments will approve or modify the provided Google document and submit to DGS by September 1, 2015.

Department of Aging
Department of Agriculture
Department of Budget and Management
Department of Business & Economic Development
Department of Disabilities
Department of Education
Department of Health & Mental Hygiene
Department of Housing & Community
Department of Human Resources
Department of Information Technology
Department of Juvenile Services
Department of Labor Licensing & Regulation
Department of Natural Resources
Department of Planning
Department of Public Safety and Corrections
Department of the Environment
Department of Transportation
General Services
State Police
Veterans Affairs



Maryland Green Purchasing Committee

Maryland Environmentally Preferable Purchasing (EPP) Reporting



Totals and graphics automatically generated

Reporting categories and calculations are protected.

Departments not yet on Google will be provided an Excel report to approve or modify.

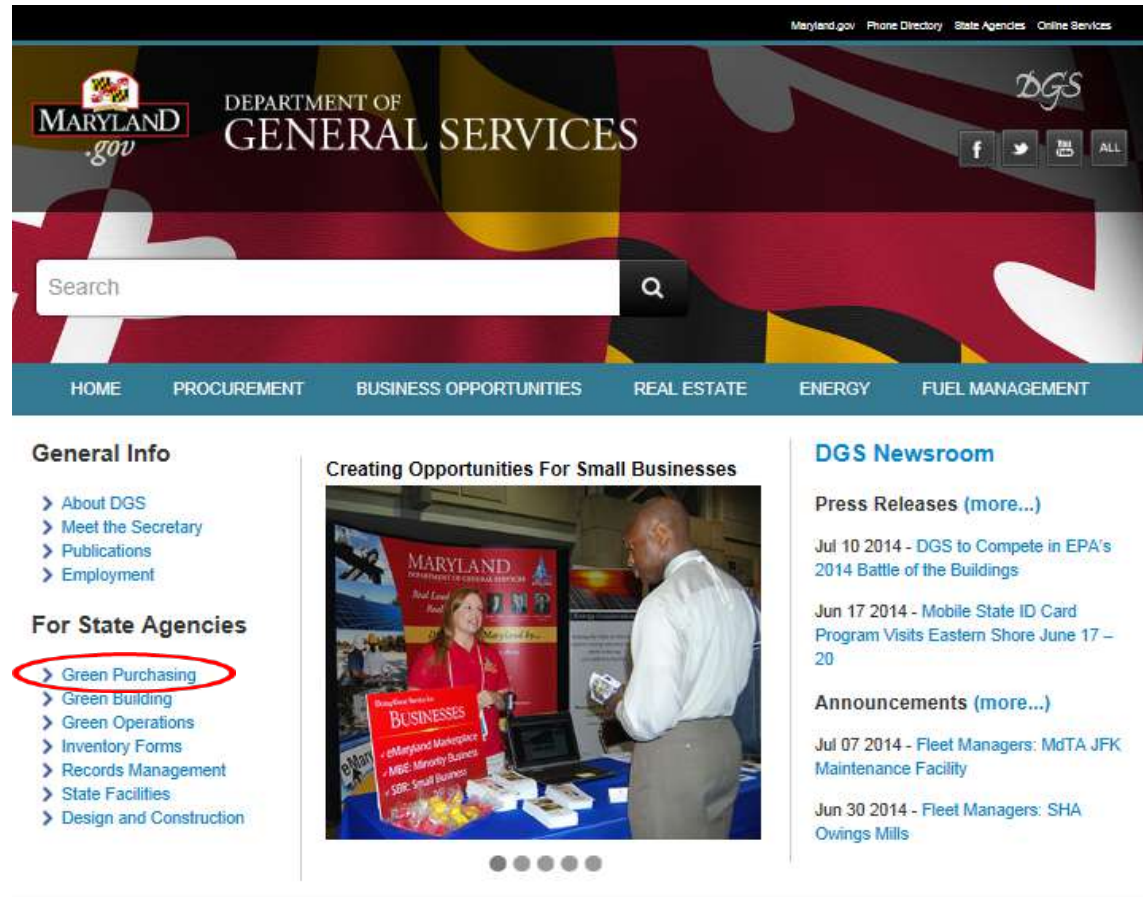
Each report is shared only with relevant parties.



Maryland Green Purchasing Committee

More Information

Green Purchasing Committee **information and resources** can be found on the DGS website under the "Green Purchasing" link.



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MARYLAND .gov DEPARTMENT OF GENERAL SERVICES

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- > Green Operations
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- > Records Management
- > State Facilities
- > Design and Construction

Creating Opportunities For Small Businesses

DGS Newsroom

Press Releases (more...)

- Jul 10 2014 - DGS to Compete in EPA's 2014 Battle of the Buildings
- Jun 17 2014 - Mobile State ID Card Program Visits Eastern Shore June 17 – 20

Announcements (more...)

- Jul 07 2014 - Fleet Managers: MdTA JFK Maintenance Facility
- Jun 30 2014 - Fleet Managers: SHA Owings Mills

