

RESOLUTION 2016-093

**A RESOLUTION ADOPTING AN ADDENDUM TO THE CITY PURCHASING POLICY
- ENVIRONMENTAL SUSTAINABILITY**

WHEREAS, the City of Isanti is participating in the Green Steps Program; and


WHEREAS, a program supports and encourages purchasing of goods that reflect the City's commitment to environmental sustainability; and

WHEREAS, an Addendum to City Purchasing Policy has been prepared that provides guidelines to follow in purchasing as practicable to meet Green Step Program initiatives. The policy has been developed and reviewed with City Department Heads; and

WHEREAS, the proposed policy has been reviewed by the Finance Committee and is being recommended for adoption by the City Council;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL of the City of Isanti, Minnesota, hereby approves the Addendum to the City Purchasing Policy as amended and attached as 'Exhibit A'.

This Resolution is hereby approved by the Isanti City Council this 15th day of March 2016.



Mayor George A. Wimmer

ATTEST:



Karissa A. Henning
Human Resources/City Clerk

'Exhibit A'

Addendum to City Purchasing Policy
Environmental Sustainability

- I. PURPOSE AND NEED FOR POLICY The goal of this policy is to encourage and increase purchasing that reflects the City's commitment to sustainability. This Policy promotes:
- Conserving natural resources
 - Minimizing environmental impacts, such as pollution
 - Supporting strong recycling markets
 - Increasing the use and availability of environmentally preferable products that protect the environment
 - Rewarding manufacturers and vendors that reduce environmental impacts in their production and distribution systems
 - Creating a model for successfully purchasing environmentally preferable products that encourages other purchasers in our community to adopt similar goals
 - Lowering overall costs by addressing full cost accounting (purchase, maintenance, disposal, staff time, and labor)
 - Leveraging buying power
- II. POLICY The following guidelines are to be followed as practicable by the City of Isanti:
1. Recycled Paper Products and Recycled-Content Products. Per Minnesota Statute 16B.122 and per the Federal Environmental Protection Agency's (EPA) requirements, the City of Isanti will endeavor to purchase paper products containing the highest postconsumer content practicable, but no less than 30% recycled-content for copy paper (which is the minimum recycled content standard established by the EPA Comprehensive Procurement Guidelines: www.epa.gov). The City should purchase other products made with recycled material whenever possible and economically feasible.
 2. Waste Minimization. The City should buy in bulk whenever practicable to reduce packaging. Packaging that is reusable, recyclable or compostable is preferred, when suitable uses and programs exist.
 3. Energy Saving Products. All appliances and products purchased by the City, for which the US EPA Energy Star certification is available, will meet Energy Star certification, provided such products are available and financially feasible (www.energystar.gov). This would include lighting systems, exhaust fans, water heaters, computers, exit signs, and appliances, such as refrigerators, dishwashers, and microwave ovens.
 4. Water Saving Products. Water saving products purchased by the City will meet the WaterSense certification when such products are available and financially feasible (www.epa.gov). This includes, but is not limited to, high-performing fixtures, such as toilets, waterless urinals, low-flow faucets and aerators, and upgraded irrigation systems.

5. Cleaning Products. Cleaning products purchased by the City will meet Green Seal, EcoLogo, and/or U.S. EPA Design for the Environment cleaning product standards, if such products are practicable, available, and perform to an acceptable standard.
6. Lighting. The City should purchase and install LED lighting on any new construction, retrofits, remodels or replacement projects, including street lighting.

III. PROCEDURE When purchasing products and services for the City, staff will:

- Ensure that specifications support the use of reusable, recycled, or environmentally preferable products by following these guidelines.
- Evaluate environmentally preferable products to determine the extent to which they may be used by the department and its contractors.
- Facilitate data collection on purchases of designated environmentally preferable products by the department in order to determine the effectiveness of the products and services.
- Use a standard of accepting a 10% increased cost for these items. Financial incentives should be taken into consideration in cost comparisons. Authorization from the Finance Committee is required if the additional cost to buy the environmentally preferable product is greater than \$1,000. (It is recognized that these costs may be more expensive in the near term, but usage will contribute to a lowering of costs over time for environmentally sustainable products and services).

IV. RESPONSIBILITY All City departments are responsible for implementation of this policy and to ensure their respective employees are fully aware and supportive of the City's policy to purchase environmentally preferable goods and services. City staff will implement these guidelines in conjunction with the city's normal purchasing procedure and with consideration of the above price differential