

City of Roseville Environmentally Preferable Purchasing Policy

February 2019

1.0 Purpose and Scope

Environmentally preferable products and services, according to definitions from the United States Environmental Protection Agency, have less or reduced impact on human health and the environment than other products and services that serve the same purpose. Adopting this policy demonstrates the City of Roseville's continued commitment to sustainability, as well as its recognition of the many benefits of following these guidelines. These benefits include:

- Supporting and rewarding businesses that provide environmentally preferable products and services
- Support for recycling markets and practices
- Setting an example of sustainability for residents and local businesses
- Lower overall costs by utilizing full-cost accounting and choosing products that are durable, long-lasting, reusable, refillable, and recyclable
- Minimizing negative environmental impacts such as pollution, resource depletion, water usage, and energy waste

2.0 Policy

2.1 Recycled-Content Products

As per Minnesota Statute 16B.122 and per the Federal Environmental Protection Agency's (EPA) requirements, the City will purchase paper products containing the highest post-consumer recycled content practicable, but no less than 30% recycled content for copy paper, the minimum standard established by the EPA Comprehensive Procurement Guidelines (www.epa.gov). The City will purchase other products made with recycled material when available, practicable, and cost-effective.

2.2 Energy Saving Products

All appliances and products purchased by the City will meet US EPA Energy Star certification, provided that such products are available and financially feasible (www.energystar.gov). Such products typically include lighting systems, exhaust fans, water heaters, computers, exit signs, and appliances such as refrigerators, dishwashers, and microwave ovens. When Energy Star certified products are not available, products in the upper 25% of energy efficiency as designated by the Federal Energy Management Program shall have preferred consideration for purchase.

2.3 Water Saving Products

Water-saving products purchased by the City will meet 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, urinals, low-slow faucets and aerators, and upgraded irrigation systems.

2.4 Cleaning Products

Cleaning products purchased by the City will meet Green Seal, EcoLogo, and/or EPA Design for the Environment standards whenever such products are available, practicable, and perform to an acceptable standard.

2.5 Waste Minimization

The City's purchasing practices shall reflect an attempt to reduce packaging and other unnecessary waste. Such practices may include buying items in bulk whenever practicable and preferring reusable, recyclable, and compostable products and packaging when suitable products are available.

3.0 Implementation

3.1 This policy shall not be construed as requiring any department, buyer, or contractor to purchase products that do not perform adequately for their intended use, exclude adequate competition, or are not available at a reasonable price in a reasonable period of time.

3.2 City staff will ensure that specifications support the use of reusable, recycled, or environmentally preferable products by following these guidelines.

3.3 All city departments are responsible for implementation of this policy and ensuring their respective employees are fully aware and supportive of the City's policy to purchase environmentally preferable goods and services.

3.4 The City shall accept up to a 10% increased cost for purchasing environmentally preferable products indicated in this policy, a standard that is widely used around the state. Authorization is required from the City Manager if the additional cost is greater than \$1,000.

3.5 These guidelines are subject to the requirements and preferences in the Municipal Contracting Law (MN Statute 471.345) and all other applicable laws and ordinances.