

1.2 Implement Sustainable Purchasing

10 Points

20 Points

30 Points

Action Updates

This action has been revised for the **2019 certification cycle**. A version of this action from the prior program year is [available for comparison](#). Edits are highlighted in yellow.

Objective

As a municipality, commit to purchasing sustainable goods and services.

Complementary action:

- [Provide Resources and Support to Local Businesses](#)

What to Do

The more you do, the more points you earn.

1. By municipal resolution or ordinance, adopt a sustainable purchasing policy, distribute the newly adopted policy to relevant department or division heads and publish the policy to the municipal website. At a minimum, the policy should address at least four of the following areas:
 - a. Promotion of purchasing cooperatives,
 - b. Recycled content products,
 - c. Less harmful and non-toxic materials and processes,
 - d. Energy and water-efficient products and processes,
 - e. Natural resource and landscaping management,
 - f. Renewable products,
 - g. Disposal and pollution reduction, and
 - h. Sustainable building construction materials

Sustainable purchasing policies may include any other topics your municipality deems appropriate. **(20 points)**

Submit: The sustainable purchasing policy that the governing body adopted by resolution or ordinance, as well as evidence that you distributed the adopted policy to relevant municipal departments (either via email, an in-person meeting, a staff newsletter or other channels). Please also describe specifically where your policy addresses each of the areas listed above.

2. Develop and maintain an up-to-date vendor list to use for requests for quotations, small purchases where no quotes are required, requests for proposals, and other purchasing opportunities. Your list

must incorporate special designations, which may include those for locally-owned businesses, sustainable, or eco-friendly businesses, minority and women-owned businesses, and alternative corporate structures, such as B Corps and cooperatively owned businesses. You may choose to collaborate with representatives from other communities to develop a regional vendor list. **(10 points)**

Submit: The vendor list, including an explanation of the special designations incorporated into the list. For regional vendor lists, each participating municipality will receive points.

Credit for Past Action

- The sustainable purchasing policy must have been adopted or updated within 5 years prior to application submission and still be in place.
- Vendor lists must have been created or updated within 1 year prior to application submission.

Potential Municipal and Community Collaborators

Municipal collaborators include staff from purchasing, operations, administration, building, maintenance and economic development. As you implement this Action, also include business associations, chambers of commerce and other business alliances, individual businesses and community groups.

Funding

For a complete listing of potential funding opportunities to assist with implementing Sustainable CT Actions, please visit the [Sustainable CT Grants Portal](#), which is searchable by Action. Please also visit the [Sustainable CT Resources for Certification](#) page for opportunities for technical assistance and other supports.

- [Urban Act Grant Program](#)
- [Municipal Grant Program \(MGP\)](#)
- [CHEJ Small Grants Program](#)

Resources

Toolkits, Calculators, Guidance Documents

- [City of Ann Harbor, Michigan, Environmentally Preferable Procurement](#)
- [City of Portland, Oregon Sustainable Purchasing Policy](#)
- [City of Sacramento, California Sustainable Purchasing Policy](#)
- [CT Green Purchasing State Profile](#)

Organizations and Relevant Programs

- [Sustainable Purchasing Leadership Council \(SPLC\)](#)
- [Responsible Purchasing Network \(RPN\)](#)
- [Business Alliance for Local Living Economies](#)
- [Connecticut Department of Energy and Environmental Protection \(DEEP\) Environmental Preferable Products Internet Resources](#)
- [DEEP How to Buy Green Products at Your Agency](#)
- [U.S. Environmental Protection Agency Environmentally Preferable Purchasing Program](#)
- [Capitol Regional Purchasing Council](#)

Benefits

Committing to sustainable purchasing will lessen adverse environmental impacts by reducing waste generally and hazardous materials specifically. It can also lessen transportation, resulting in lower costs and greenhouse gas emissions.

CT Success Stories

- [2018 Glastonbury - Purchasing Policy](#)