



# **SUSTAINABLE PROCUREMENT PROGRAM PARKS & RECREATION AND PLAYGROUND EQUIPMENT, INSTALLATIONS AND RELATED GOODS & SERVICES**

## **RFP S-10700-00001200 – Parks & Recreation and Playground Equipment, Installations and Related Goods & Services**

### **Language for the RFP around Sustainability, Green Products, and Environmental attributes:**

#### **1. Experience and Capabilities**

##### **1.1. Experience in performance of comparable engagements/References;**

###### **1.1.1. ESB/MBE/WBE/DV & DBE Programs;**

###### **1.1.2. Growth Incentives;**

###### **1.1.3. The quality and availability of recycling or other sustainability programs, including products or services offered;**

###### **1.1.4. The quality and availability of recycling or other sustainability environmental conservation programs, including products and/or services offered;**

###### **1.1.5. The number of available green environmentally preferable products that meet the Solicitation's specifications available, showing a robust supply of green/sustainable products**

#### **1.4. Demonstrated Competence;**

##### **1.4.1 Reporting Capabilities Disaster Recovery Plan;**

##### **1.4.2 Web based ordering System;**

##### **1.4.3 The number of available green environmentally preferable products that meet the solicitations specifications available, showing a robust supply of green products.**

#### **5.3.3 Does your contract management include customer training? Please provide a detailed narrative including, at a minimum, the following:**

**(1) Sustainable Products (e.g., energy efficient, water efficient, low toxicity, recycled content, etc.);**

**(2) Review of environmentally preferable products with third party certifications (see section 4.3.6 above for a list of some of the 3rd party certifications).**

**(3) New products;**

**(4) Equipment and operation- Manufacturer/certified set up and training; and**

**(5) Seminars and other learning opportunities.**

**On-line Catalogs available? \_\_Yes \_\_ No**

**4.3.2 Provide a descriptive narrative for the type of internet catalog offered, and a URL link.**

**4.3.3 Offeror must designate market basket items in their on-line catalogs for ease of ordering. What symbol or marking will you use to identify market basket items?**

4.3.4 Offeror shall designate all environmentally preferable products (EPP) in their on-line catalogs. Describe the designation (symbol) that you will use to identify these EPP products.

4.3.5 Offeror shall provide accurate and meaningful labeling of environmentally preferable products offered in the on-line catalog when applicable.

4.3.6 Offeror shall explain or describe what they do to clearly identify in their online catalogs and on their shelves how they designate all environmentally preferable products (EPP) that have received any of the following appropriate 3d-party designation certifications:

(1) Biodegradable Products Institute (example: compostable bags, food service ware);

(2) Consortium for Energy Efficiency (example: lamps);

(3) Cradle to Cradle (example: building materials, construction adhesives, etc.);

(4) Design Lights Consortium (example: LED lighting equipment);

(5) ENERGY STAR (example: HVAC and lighting equipment);

(6) Forest Stewardship Council (example: wood and paper products);

(7) Master Painters Institute (MPI) Green Performance Standard (example: paints and coatings);

(8) Scientific Certification Systems (SCS) Indoor Advantage Gold (example: building materials, furniture);

(9) Scientific Certification Systems (SCS) FloorScore (example: flooring, flooring adhesives, underlayment, etc.);

(10) UL GREENGUARD (example: adhesives, flooring, insulation, sealants, etc.);

(20) What are you doing to ensure that your EPP products are properly identified and labeled in your Catalogs?

(21) Offeror is able to highlight EPP products either through prioritizing the EPP products in the online catalog, or by offering to substitute conventional with greener products?

### **Sustainability/Environmental Practices**

Sustainability and sound environmental practices are important to many of the Participating States. Thoroughly describe your sustainability and environmental practices that you currently have in place. This description should include the following:

#### **5.8.1 Sustainability Program**

a. Does your company have a corporate-wide sustainability policy? If yes, attach or provide a link to your sustainability policy as well as any related policy initiatives such as a Climate Action Plan, a Zero Waste Policy, a Toxics Reduction Strategy, or a Green Fleet Policy. Also, please summarize what your corporate sustainability policy directs your company to do.

b. Describe the key elements of your company's sustainability program including sustainability staff positions, qualifications and training.

c. Describe Offeror's environmental practices that are applicable to items that Offeror market. Provide links to your published statements, policies and reports and summarize key accomplishments.

#### **5.8.2 Product Take Back/End of Life:**

a. Provide a list of products for which you provide end of life take-back and recycling (e.g. fluorescent lamps, batteries, solvents, metals, etc.). List subcontractors if any you use for

these services. List any fees or conditions for these services. Certificates of Disposal must be provided for hazardous waste. This is an EPA requirement.

b. Offeror is to minimize or eliminate the use of disposable containers that are made from recycled content or other bio-based fibers; easily recyclable; contains a minimum of 25% by weight of post-consumer materials; and/or meets or exceeds the minimum post-consumer content level for respective packaging in the U.S. Environmental Protection Agency Comprehensive Procurement Guidelines.

c. Offeror is to provide packaging that does not contain inks, dyes, pigments, adhesives, stabilizers, or any other additives to which any lead, cadmium, mercury or hexavalent chromium has been included as an element during manufacture or distribution in such a way that the sum of the concentration's levels of such lead, cadmium, mercury or hexavalent chromium exceed the following concentration level: 100 parts per million by weight (0.01%).

#### 5.8.3 Product Choice:

a. Offeror's green claims are consistent with the Federal Trade Commission's Green Guides. (for more information visit: <https://www.ftc.gov/news-events/media-resources/truth-advertising/green-guides>)

Yes \_\_\_ No\_\_\_

#### 5.8.4 Other Sustainability Practices:

b. Offeror may provide additional information explaining their company's sustainability policies, practices and/or achievements. Attach appropriate documentation to substantiate claim.

5.9. Emerging Small Business, Minority Business Enterprise, Women Business Enterprise, And Disabled Veteran Owned Business. (Offeror's response to Section 5.9 will be provided to potential Participating Entities but will not be scored.)

5.9.1 Some Participating States, may desire to purchase products and services from ESB/MBE/WBE/DV & DBE companies. Some Participating States may or may not have an ESB/MBE/WBE/DV & DBE program and therefore each state will integrate this desirable into its Participating Addendum, if applicable. In some Participating States, to qualify as an ESB/MBE/WBE/DV & DBE supplier the listed companies must be registered with either the government or a recognized certifying entity and provide a certification type and number. Registered ESB/MBE/WBE/DV & DBE companies must be operating from a legitimate commercial site, carry all applicable insurance policies, required business licenses, and have operated continuously for at least two years. Please explain how the Offeror will provide opportunity for, ESB/MBE/WBE/DV & DBE companies.

5.9.2 At a minimum, the following policies and practices must be described in detail:

5.9.3 Describe in detail how the Offeror will work with the registered companies to determine what products can be a part of the Master Agreement.

5.9.4 Describe in detail how the Offeror will track all ESB/MBE/WBE/DV & DBE Products and services, including ordering, delivery, and invoicing.

5.9.5 Provide a list of Products that may be available to be purchased from ESB/MBE/WBE/DV & DBE companies under the proposed Master Agreement.

5.9.6 Describe how Offeror will make best efforts to increase the number of Products available to Purchasing Entities under the Master Agreement acquired from ESB/MBE/WBE/DV & DBE businesses.

5.9.7 Describe what other products or services the Offeror can offer within a category that supports ESB/MBE/WBE/DV & DBE suppliers.

5.10. Community Rehabilitation Program (CRP) / Qualified Rehabilitative Facilities (QRF): (Offeror's response to Section 5.10 will be provided to potential Participating Entities but will not be scored.)

Describe how the Offeror supports the use of products and/or services sourced from QRF and the CRP programs.