

INTER-OFFICE MEMORANDUM

To: All DEPARTMENT HEADS
FROM: Joseph Scarpa, Adm.
DATE: May 28, 2020
SUBJECT: Borough of Bogota 2020 Green Purchasing Policy (Resolution 20-090)

On May 21, 2020 the Mayor and Council passed resolution in support of purchasing products and services to create a sustainable community. The purpose of this resolution is to minimize negative impacts on human health and the environment for municipal operations, yet not conflicting with the purchasing statutes of the state, or becoming cost prohibitive.

When purchasing products or services, the Borough needs to commit to the EPA's Environmentally Preferable Purchasing Products (EPP). This was defined by Presidential Executive order 13101. Which means, "products and services that have a lesser or reduced effect on human health and the environment when compared to competing products and services that serve the same purpose. This applies to raw material acquisition, as well as product manufacturing, distribution, use maintenance and disposal."

Listed below are the following goals:

- Cleaning and disinfectants meet Green Seal standards
- Purchase products that include recycling content
- To reuse materials such as cooking oil for diesel vehicles, road millings, woodchips, compost, etc.
- Requiring low amounts of volatile organic compounds for products in the municipals buildings
- To purchase hybrid vehicles. If this is not feasible, then purchase fuel efficient models
- Purchase multi-functional products (i.e. copier/scanner, printer) and reduce number of products purchased
- Write environmental specifications into bid packages, whenever practical
- Requiring contactors to recycle
- Replace old appliances with Energy Star rated products
- Purchase paper with a minimum of 30% post-consumer content; including copy paper, letterhead, envelopes, and paper for public outreach
- Improve energy and water efficiency
- Make sure all wood purchases are not tropical hardwoods

Thank you for your attention to this important matter.