Wes Moore
Governor

Aruna Miller
Lt Governor

Maryland
DEPARTMENT OF GENERAL SERVICES

Atif Chaudhry
Secretary

Nelson E. Reichart
Deputy Secretary

OFFICE OF DESIGN, CONSTRUCTION, & ENERGY

Maryland Green Purchasing Committee Meeting

Thursday August 10, 2023, 10:00 A.M.
Virtually Held

Purpose: Quarterly Meeting of the Maryland Green Purchasing Committee (GPC)

Attendees:

GPC Membership			
Emily Soontornsaratool, DGS (Chair)	Present	Dionne Washington, **MDH**	
Kshirajaa Ramesh, DGS (Staff)	Present	Carla Thompson, **DOIT**	Present
Sam Linton, DGS (Staff)	Present	Blessing Gunden, **DNR**	
Joseph Consoli, **DBM**		Joseph Sedtal, **DPSCS**	
Brenda Lee, **Commerce**		Cissy Blasi, **Treasurer's Office**	
Frank Conway, **MSDE**	Present	Eddie Lukemire, **MDOT**	Present
Amanda Hutchinson, **MDE**		Tom Hickey, **USM**	Present

Other Participants:

Danielle Adams, SDAT
Tierra Ali-Said, DGS
Nina Baxter, Towson University
Cole Beauchat, DPSCS
Alibek Bekenov, Univ. of Maryland
Melane Boltz, MDH
Allison Brown, MDE
Andrew Cassilly, Bioenergy Devco
Nicole Copeland, DPSCS
Deborah Cook-Slade, DHS
Anthonia Chuku, DJS
Jasmine Clemons, Comptroller
Paul Dickman, DHCD
Mary Ann Dogo-Isonagie, DPSCS
Hilal Efe, DGS
Chanel Franze, Towson University
Dyvor Gibson, DPSCS
Kelli Gower, MDOT
Corteze Haley-Grimes, SHA
Carroll Hicks, MDTA
Rod Johnson, DGS
Stuart Kaplow, Green Building Council
Christian Kramer, PSC
Hugo Lam, MDOT
Toni Latimore, DHS
Arhea Lazzelle, BISM
Thomas Lequire, DGS
Luis Luna, DGS
Julissa Marcano, DGS
Kimberly McAllister, DGS
Shannon McDonald, MDE
Sean McGlumphy, Fastenal
Tanya Mekeal, State Treasurer's Office
Victoria Nellis, Judiciary
Chichi Nyagah Nash, DGS
Cindy Osorto, MDE
Joana Y. Pei, DPSCS
Nelson Reichart, DGS

David Renfro, DGS
Falena Robinson, DHS
Glenn Roscoe, Morgan State University
Marsha Rowe, DGS
Ike Rudd
Gennadiy Shoykhedbrod, DGS
Martha Shrader, Univ.of Maryland
Emmanuel Smith, DGS
David St. Jean, DGS
Darren Swift, MPA
Katie Teague, SHA
Patricia Watson, Towson University

Minutes:

I. Welcome and Introductions.

- Emily Soontornsaratool welcomed Committee members and attendees and reviewed the meeting agenda.

II. Presentation - Innovative Reuse of Dredged Material - by Darren Swift.

- Overview.
  - Darren Swift with the Maryland Port Administration (MPA) presented on the agency's efforts to reuse dredged material.
  - Each year, approximately five million cubic yards of dredged material is removed from water bodies leading to the port of Baltimore. This highlights the importance of innovative reuse of this material.
  - MPA collaborates with the Army Corps of Engineers on the Dredged Material Management Program.
  - The Innovative Reuse and Beneficial Use of Dredged Material Guidance Document provided by MDE outlines the process on how dredged material can be repurposed, and establishes different categories of dredge material. This is the cornerstone of the program.
  - MPA currently has completed four out of seven contracts related to the reuse of dredged material.
- Innovative Reuse Past Projects.
  - Hawkins Point Dredged Material Containment Facility (DMCF) South Cell.
    - Utilized 4,500 cubic yards of dredged material.
  - Quarantine Road Landfill Daily Cover.
    - MPA provided 6,000 cubic yards of dredged material.
  - Ridgley's Cove (Top Golf).
    - MPA provided 22,000 cubic yards of blended dredged material.
  - All of these projects required MDE approval.
- Innovative Reuse Opportunities.
  - Stoney Beach Restoration Phase 1
    - MPA will be providing 12,000 cubic yards of dredged material.

        - Race Street, Baltimore City
            - MPA will be providing 500 cubic yards of dredged material from Cox Creek.
- Future of Innovative Reuse.
    - MPA recently acquired the property adjacent to the Cox Creek DMCF. The property is critical to advance the innovative reuse program and implement large scale recoveries of dredged material. The property is under an Administrative Consent Order, and will undergo phased remediation.
- Resources for MPA Innovative Reuse and Beneficial Use Program (Access website).
    - Thomas Hickey with the University System of Maryland asked about MPA's plans for reuse once the DMCF at Cox Creek reaches full capacity of dredged material. Darren stated that MPA is not accepting new dredged material at Cox Creek, and is only accepting material used for maintenance dredging to maintain a 50ft depth. The vast majority of Chesapeake Bay dredged material is not hazardous, and is used for island restoration projects.
    - Shannon McDonal with the Maryland Department of Environment asked if there are specific industries that are local to Maryland executing the innovative materials management. Darren stated there are a number of entities involved in dredged material reuse that are local to Maryland, including FasTrak Express, HarfordIndustrial Materials Inc., Suscon Products, CSI Environmental LLC, and the University of Maryland.
    - Martha Shrader with the University of Maryland asked if dredge material can be reused for mine grouting projects. Darren replied yes, however the challenge is frequent transporting of the truck loads can be cost prohibitive, depending on the requested amount of dredged material.
    - Emily asked about if MDOT has procurement requirements for implementing this work on statewide projects. Darren replied that the State Highway Administration (SHA) has a recycled materials task force, including a sub-committee for dredged material. However those products need to meet the ASTM industry standards, regardless of the components of that product. The dredged material must be 100 lbs of density to be used on state highway projects, and it's difficult to achieve that density with dredged material that is not blended with other waste materials.
    - Eddie Lukemire with the Maryland Department of Transportation mentioned that there is an executive order for the use of dredged material.

III. GPC Business & Activities update – by Emily Soontornsaratool.

- Approval of Meeting Minutes.

    - Tom Hickey with University System of Maryland motioned to approve meeting minutes. Carla Thompson with the Department of Information Technology seconded the motion, and meeting minutes were approved.
- Welcome New Designees.
    - Emily welcomed the new designees to the committee:
        - Cissy Blasi, State Treasurer's Office
        - Frank Conaway, Maryland State Department of Education
        - Blessing Gunden, Department of Natural Resources
        - Carla Thompson, Department of Information Technology
        - Dionne Washington, Department of Health
    - Each statutory agency included in the Green Purchasing Committee (GPC) now has a designee.
- Farewell to Kshirajaa Ramesh.
    - Kshirajaa Ramesh has served as a key staff member of the Green Purchasing Committee (GPC) since 2019. Emily and meeting attendees thanked Kshirajaa for her dedicated efforts to grow Maryland's statewide Green Purchasing Program.
- Green Purchasing Specialization (GPS).
    - The GPS certification course has been completed. This was a voluntary program for Certified Maryland Procurement Officers (CMPOs) that were interested in learning more about green purchasing.
    - There were 10 total hours of lecturing. Topics included climate literacy, Maryland laws and regulations around green purchasing, the green marketplace, ensuring compliance, and how to "green" a contract.
    - 21 students received their certification in July 2023.
- Maryland Bioenergy Center Tour.
    - GPC members toured the Maryland Bioenergy Center on July 12th. This was a recycling facility that uses anaerobic digestion to recycle organic waste and produce natural gas and soil amendments.
    - Emily thanked Andrew Cassily for providing the tour.

IV. Specifications Vote to Approve - provided by Sam Linton.

- Food Service Supplies (update).
    - This specification is updated to HB275 - PFAS Chemicals - Prohibitions and Requirements.
    - Includes new formatting that is consistent with previously published specifications.
        - Emily asked for a motion to approve the specification. Tom Hickey motioned to approve, Carla Thompson seconded the motion, and the specification was approved for publication.
- Outdoor Integrated Pest Management (IPM).

    - This new specification covers the following service categories: Site Evaluation, Pest Monitoring, Pest Control Strategies, Pesticide Usage & Application, Materials & Equipment, Service Schedule, Program Evaluation, Recordkeeping of Pest Management.
        - Kelli Gower with Motor Vehicle Administration (MVA) asked if this specification is mandatory for leased properties. Leased facilities at MVA have pest control covered in their janitorial services contract, including their own specifications. Emily stated that they have been working on integrating GPC specifications on leased properties.
        - Tom Hickey added that the GPC's published specifications relate to state-owned facilities, and it's unclear if they have been applied to private landlords and leased facilities in the past. Emily added that the GPC will revisit this question with real estate to identify what specifications have been used.
        - Hugo Lam with the Maryland Transit Administration mentioned that there is a new permit in place, General Permit for Discharges from the Application of Pesticides (Toxic Permit No. 20-042). This covers several aspects of IPM, including the procurement and application requirements of pesticides and herbicides for state agencies.
        - The GPC will review the permit and make any edits to the specification that is needed before the IPM specification is approved for publication.
- Indoor Integrated Pest Management (IPM).
    - This new specification covers the same categories as the outdoor IPM specification, as well as requirements for bed bug inspection and treatment.
        - This vote to approve has been postponed until the GPC reviews the 20-042 permit.
- Upcoming Specifications.
    - Compost, Mulch, Soil Amendments, and Aggregates
    - Safer Sealants (new)
    - Textiles and Uniforms
- HB586: Compost, Mulch, Soil Amendments, and Aggregates - provided by Emily Soontornsaratool.
    - Requires the GPC to publish specifications for each product category that agencies will adopt in their solicitations. It must include certain specifications for products produced from recycled or organic materials, including: municipal solid waste, food waste, dredged material,

construction waste, yard waste, clean wood waste, or other recycled or organic materials.

- Specifications are to be published by October 1, 2023.
    - The GPC will be contacting subject matter experts to participate in sourcing team meetings and provide feedback for the draft specifications.
        - Shannon McDonald asked if the GPC is including private industries on the sourcing team. Emily answered yes, the stakeholders include industry and vendors.
    - Compressed Schedule: Sourcing Team Meetings.

Week	Date	Item
1	8/25/23 (Fri)	Draft Specs circulated to the Sourcing Team
2	8/29 (Tu) 8/31 (Th)	Sourcing Team Meetings: Compost
3	9/5 (Tu) 9/7 (Th)	Sourcing Team Meetings: Soil Amendments
4	9/12 (Tu) 9/14 (Th)	Sourcing Team Meetings: Aggregates
5	9/19 (Tu) 9/21 (Th)	Sourcing Team Meetings: Mulch
6	9/28	GPC special voting session

V. Resources - provided by Emily Soontornsaratool.

- Draft Guidance for BPW Agenda Items.
    - The GPC was requested by the Comptroller's office to consider how we are addressing sustainability with procurements made through the Board of Public Works (BPW).
    - High level guidance for green purchasing was included in the remarks section of the BPW agenda items template.
    - The draft was sent to committee members, and feedback is due by August 25, 2023.
        - Tom Hickey mentioned that USM has given sustainability guidance for BPW procurements in capital construction. Emily

stated that if we are able to provide several examples to BPW of this procurement guidance being applied, members will be able to see that it is possible to go beyond the basic green standards, such as LEED silver requirement.

- Eddie Lukemire asked if this guidance document will affect the planning stages of the project. Emily said ideally, this guidance will be a resource for BPW to consider in the early stages of the project, including planning. However, this is only guidance for how to report on the agenda item, and not a procurement requirement.
- Jasmine Clemons with the Comptroller's office said any feedback on how to achieve these sustainability goals mentioned in the guidance document would be helpful to include.

- Buy Recycled Guide - provided by Kshirajaa Ramesh.
  - The GPC developed a Buy Recycled Guide to promote recycled markets in Maryland by showcasing products with recycled content that statewide vendors offer.
  - The categories covered are office and janitorial supplies. It includes a list of products by type, the amount of recycled content, and the list name found on the vendor's website.
  - Links in the document that will take users to that vendor's eCommerce platform are included.
- Purchasing Guides for Statewide Contracts - provided by Sam Linton.
  - The purpose of this document is to make it easier for procurement officers and purchasers to find green products that vendors offer on statewide contracts. The GPC developed a step-by-step guide to access green products found on statewide vendor eCommerce sites.
  - This purchasing guide includes useful guidance for account setup, navigation for accessing green lists/filters, and information on green product criteria.
  - The GPC will attach this document to the Buy Recycled Guide.

VI. Green Purchasing Planning and Reporting - provided by Kshirajaa Ramesh.

- FY 2023 Goals
  - Continue building a robust library of specifications.
  - Communicate the benefits of green purchasing.
  - Expand training and learning opportunities.
  - Recognize agencies for their green purchasing successes.
  - Simplify the green purchasing process for procurement staff and purchasers.

    - Promote the development of recycled content markets.
    - Continue to engage and support vendors to increase awareness and compliance.
        - Kelli Gower asked if recycling services that are not statewide contracts require reporting. Kshirajaa said to include recycling services and the GPC will determine whether it is reportable. She also answered that the GPC is putting together a future training session for reporting designees on agency reporting.
- FY 2023 Key Performance Indicators (KPIs).
    - The GPC has tracked KPIs for the past three fiscal years to measure the success of the green purchasing program.

	FY23 Values	FY 22 Values	FY 21 Values
Specifications Approved and Published	7	7	6
Contract solicitations Greened		8	14
Vendor Training and Outreach (hrs)	10	17.25	4
Agency Training and Outreach (hrs)	32	19	21.25
Procurement Officers Trained	114	154	119
GPC Website - Unique Page and Views		7,437	5,854
Newsletter Engagement Rate	53%	59%	67%
Newsletter Subscriptions (new in FY)	140	245	240
Awards Received	1	4	2
Partnerships Developed	1	2	3

- FY 2024 Goals & Planning.
    - Provide training opportunities for procurement staff, purchasers, and vendors.
    - Create resources to help purchasers make better purchasing decisions.
    - Improve compliance with green purchasing laws and regulations.

    - Continue building out a robust library of specifications.
    - Showcase the benefits of green purchasing.

VII. Agency Updates.

- Department of Information Technology (DoIT)
    - Carla Thompson mentioned the department will be moving forward with the green purchasing items that are integrated into the Purchase Order Request for Proposals (PORFPs).
- Department of Public Safety and Correctional Enterprises (DPSCS).
    - Nicole Copeland mentioned that Maryland Correctional Enterprise has finished updating their online catalog. The catalog includes additional office furniture that are certified UL Greenguard Gold. They are expecting it to be available in a PDF on September 1st.
- University System of Maryland.
    - Tom Hickey mentioned that the Annual Business Opportunities Summit will be held at the Turf Valley Conference Center on September 26, 2023. He stated there is an opportunity for Green Purchasing to participate in the event. Emily mentioned this event is on the calendar for the GPC and they plan to attend and represent Green Purchasing as well as the Electric Vehicle Infrastructure Program (EVIP).
- Maryland Department of Transportation.
    - Eddie Lukemire mentioned that MDOT has several updates:
        - MDOT is developing their internal staff to provide adequate green purchasing reporting.
        - Maryland Transit Administration (MTA) has acquired two electric buses. This will make a significant increase in the State's green spend.
        - Eddie is working with the Secretary of MDOT and the Chief Procurement Officer to include sustainability agenda items for procurements through BPW.

VIII. Upcoming Meetings

Date	**Time**	**Meeting Type**
September 28, 2023	11:00 am	Special Meeting* - Additional GPC meeting being called to adopt proposed Compost, Mulch, Soil Amendments & Aggregates specifications

October 12, 2023	1:00 - 3:00 pm	Working Meeting
November 9, 2023	10:00 am - 12:00 pm	Quarterly Meeting*

IX. Conclusion

- Emily thanked all the attendees and the meeting adjourned.

Respectfully Submitted,

Sam Linton,
Staff, MD Green Purchasing Committee