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Maryland
DEPARTMENT OF
GENERAL SERVICES

_____ OFFICE OF THE SECRETARY _____

Maryland Green Purchasing Committee Meeting
Thursday November 12, 2020, 10:00 A.M.
Virtual Meeting

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

Attendees:

Emily Soontornsaratool, DGS*
Kshirajaa Ramesh, DGS
Lauren Buckler, DGS
Daniel Coleman, DPSCS*
Nicole Copeland, MCE
Dinesh Gandhi, MDE*
Calvin Gladden, DGS
Amanda Hendrix, DGS
Tom Hickey, USM*
Mary Huffman, DNR*
Joanna Kille, State Treasurer*

Eddie Lukemire, MDOT*
Danny Mays, DGS
Heather Mohney, MDH
Carissa Ralbovsky, DBM
Ellen Robertson, DGS
Megan Schutz, State Treasurer
Matthew Smith, DGS
Jamie Tomaszewski, DGS
Richard Keller, Baltimore County
Lynn Rubenstein, Northeast Recycling
Council

* Agency Designee

Minutes:

I.   Welcome and Introductions
- Emily Soontornsaratool welcomed the Committee members and briefly went over virtual meeting logistics.
- Attendees introduced themselves.

II.   Approval of Meeting Minutes
- The Committee approved the August 13, 2020 meeting minutes.

III. FY 2020 Review: update provided by Emily Soontornsaratool
- In FY20 and as documented in the GPC Annual Report, the Committee was able to verify:
  - $47.1 million in environmentally preferable purchasing; as well as
  - $821,179 of cost savings; and
  - 158,159 metric tons of CO_2e reduction as a result of green purchasing.

- In FY20, the GPC also greened three contracts, developed a training module for Maryland's Procurement Academy, launched a Green Purchasing Checklist, and received 2 awards.

IV.   FY 2021 Recently Completed Work: update provided by Emily Soontornsaratool
- The GPC submitted its Annual Report to the Maryland Legislature on October 1, 2020.

- The second cohort of Maryland's Procurement Academy went through the Green Purchasing training module on October 19, 2020. Emily and Kshirajaa Ramesh were the instructors for this session. Participants provided positive feedback and requested new and updated specifications to better support green purchasing in procurements.

- On October 20, 2020, the GPC held its second Vendor Information Session for the calendar year. Vendors were thanked for their cooperation in the data collection process for FY20. The GPC also reviewed updated data reporting requirements and the updated reporting template for FY21.

- Specifications were drafted for 4 categories: Janitorial Services, HVAC systems, Appliances, and Plumbing & Other Water-Using Fixtures.

- New tools were developed and uploaded onto a new webpage titled *Resources for Procurement Officers.*

- The solicitation for Antifreeze was greened.

V.   Subcommittee Reports
- Communications & Outreach: update provided by Kshirajaa Ramesh
    o The Subcommittee created a new webpage *Resources for Procurement Officers* that will host a number of new tools and resources including:
        ▪ Green Purchasing Checklist
        ▪ General Specification – to be utilized if there is no commodity specific specification
        ▪ Vendor Green Sales Report Template
        ▪ Links to Maryland's Preferred Providers and other green purchasing programs
    o A Green Purchasing Step-by-Step tool will launch soon. This tool was developed in collaboration with the Responsible Purchasing Network and will guide procurement officers on how to integrate green purchasing into their solicitations.
    o The Green Purchasing Solicitation Appendix is under development This tool will be included as an appendix to every solicitation to further bridge the gap between green purchasing and procurement. This tool provides an index of all products covered by a GPC specification.
- Electric Vehicles: update provided by Emily Soontornsaratool

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- o DGS is taking the lead on a statewide, coordinated effort on electric vehicle (EV) infrastructure.

- o Maryland is participating in a BGE pilot program to deploy electric vehicle charging infrastructure on state sites. The Right of Entry (ROE) with BGE for these installations is nearly finalized.

- o DGS is also spearheading statewide data collection efforts for fleet vehicles. Data collection is still in progress; currently information for over 3,000 vehicles has been collected. This data will inform the State's electric vehicle infrastructure expansion strategy.

- o DGS is also collecting data on existing charging infrastructure at state sites, including number of charging stations, station type, and location.

VI. Office of State Procurement Update: provided by Kshirajaa Ramesh and Matthew Smith
  - Greened contract for Antifreeze
    - o Green purchasing boilerplate language and a requirement for recycled and reclaimed was added to the statewide Antifreeze contract.

  - Updated Statewide RFP and IFB Templates
    - o RFP and IFB templates have been updated with Green Purchasing language. These templates are available on DGS's Office of State Procurement website: https://procurement.maryland.gov/procurement-staff/

  - Food Service Ware Solicitation will be posted in the coming few weeks and will likely be awarded in late 2020.

  - Vehicle Contracts awards will be made in the coming few weeks. Electric vehicles and Plug-In Hybrid vehicles will also be included in the contract.

VII. Specifications Updates: provided by Kshirajaa Ramesh
  - Janitorial Services specification: The Committee has requested Maryland Works to provide feedback on the final specification.

  - The GPC voted to approve three specifications: Appliances; Plumbing and Other Water-Using Fixtures; and HVAC systems. The approved specifications will be published online shortly.

VIII. Upcoming Activities: update provided by Emily Soontornsaratool
  - The GPC will hold an Agency Information Session on Green Purchasing Reporting on November 16, 2020.

  - Kshirajaa Ramesh will be presenting on a Healthy Babies Bright Futures Panel, *Sustainable Procurement in the Time of COVID,* on November 17, 2020.

  - Kshirajaa will also present on a Sustainable Purchasing Leadership Council (SPLC) panel, *Climate Friendly Refrigerants: The Role of Procurement,* on November 18, 2020.

- Emily will provide a Green Purchasing update at the Senior Procurement Advisory Group (SPAG) meeting on November 19, 2020.

- Emily and Kshirajaa will represent the GPC at the SPLC S3 green purchasing program development initiative. GPC members are welcome and encouraged to participate in a coached Goals and Brainstorming session on December 1, 2020. This session will focus on developing green purchasing goals for FY 2022.

- The GPC's upcoming projects include:
  - Guidance on environmentally preferable products that can provide cost savings.
  - Individual agency meetings to improve the integration of green purchasing at the agency level for Statutory GPC member agencies.
  - Green purchasing language will be included in the upcoming update of the DGS Design and Construction Manual.
  - The GPC will apply for the EPEAT purchaser and State Electronics Challenge awards, and pursue other recognition opportunities.
  - DGS and the GPC will continue to develop the state-wide EV strategy.

IX. Announcements: provided by Emily Soontornsaratool
- Emily announced Calvin Gladden's upcoming retirement and thanked him for all his contributions to the GPC.

X. Presentations:
- A presentation on *Driving Markets for Recycled Content* was conducted by Lynn Rubenstein of the Northeast Recycling Council (NERC).
  - Lynn provided an overview of NERC's Government Recycling Demand Champion program.
    - Eddie Lukemire asked Lynn whether NERC has engaged with Maryland's SM3 program on sustainable materials management. NERC and MDOT will follow up.
- A presentation on *Buy Recycled in Maryland* was conducted by Richard Keller of Baltimore County.
  - Richard provided an overview of Maryland's local recycling markets and the challenges faced by the recycling industry.

XI. Open Discussion/New Business: no new updates.

XI. The next meeting will be held virtually on February 11, 2020 from 10:00 a.m. – 12:00 p.m.

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Respectfully Submitted,

Kshirajaa Ramesh   Emily Soontornsaratool
Staff, MD Green Purchasing Committee   Designee, MD Green Purchasing Committee

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