

Larry Hogan
Governor

Boyd K. Rutherford
Lt Governor



Ellington E. Churchill, Jr.
Secretary

Nelson E. Reichart
Deputy Secretary

OFFICE OF THE SECRETARY

Maryland Green Purchasing Committee Meeting

Thursday May 13, 2021, 10:00 A.M.

Virtually Held

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

Attendees:

Ellington Churchill, DGS (Chair)
Emily Soontornsaratool, DGS
Kshirajaa Ramesh, DGS
Bob Gleason, DGS
Dave Mrgich, MDE
Eddie Lukemire, MDOT
Ellen Robertson, DGS
James McKittrick, DNR
Jamie Tomaszewski, DGS
Joanna Kille, Treasurer's Office
Joseph O. Eccleston, DPSCS
Lance Shine, DoIT
Mary Huffman, DNR

Matthew Smith, DGS
Megan Granato, DNR
Melissa Leaman, DoIT
Michael Leahy, DoIT
Michael Swygert, DGS
Mike Myers, DGS
Philip Hager, DNR
Ryan McAlpine, MDOT
Stephen McGee, DNR
Tom Hickey, USM
Alicia Culver, RPN
Nicole Copeland, MCE
Richard Keller, Baltimore County

Minutes:

I. Welcome and Introductions

- Secretary Churchill welcomed Committee members and attendees. Emily Soontornsaratool briefly went over virtual meeting logistics.

II. Approval of Meeting Minutes

- The Committee approved the February 11, 2021 meeting minutes.

III. Recent GPC Activities

A. Snapshot of Green Purchasing Progress – update provided by Emily Soontornsaratool

- Going forth the GPC will be tracking key metrics to track the Committee's progress. FY21 By the Numbers (year to date) are as follows:
 - 6 Specifications Approved and Published
 - 4 Contracts Greened

- **12** Agencies Sending Green Spend Data (18% of Total Agencies)
- **14** Vendors Sending Green Spend Data (78% of Targeted Vendors)
- **89** Procurement Staff Trained on Green Purchasing through Maryland Procurement Academy

B. Communications Update – provided by Kshirajaa Ramesh

- Agency Outreach Sessions:
 - 12 Sessions completed; 1 remaining.
 - Major themes of the sessions include:
 - 1) Need for increased awareness of the Committee.
 - 2) Improved top-down support of agency-level green purchasing.
 - 3) Need to bridge the gap between sustainability and procurement at the agency-level.
 - 4) Need to green credit card purchases.
- New Website Content
 - 3 new webpages created
 - 1) [Electric Vehicles and Charging Infrastructure](#)
 - 2) [Buy Green - The Newsletter](#)
 - 3) [Saving Money by Buying Green](#)
- Saving Money by Buying Green Webinar
 - Successful webinar with 120+ participants. The GPC hopes to hold more events in the future.
- Buy Green – The Newsletter
 - First quarterly issue of the Green Purchasing Committee’s newsletter was released in April and was distributed to 232 recipients – an additional 13 subscribers added since the newsletter’s release.
 - Newsletter analytics showed 153 unique opens (66%).
- Earth Day 2021
 - Earth Day was on April 22, 2021 and the GPC issued a Buy Green Pledge for signatories to show their commitment to buying green and understanding that green purchasing is a critical in mitigating climate change. The pledge had 54 signatories from 19 State Agencies and 3 USM Institutions.
 - Jamie Tomaszewski stated she enjoyed doing the pledge and that the GPC should conduct similar activities in the future to increase engagement.
- Procurement Academy

- The Treasurer provided opening remarks, attended the full module, and participated in the breakout session. Emily and Kshirajaa added that her participation was very well received.

C. Electric Vehicles (EVs) Update – provided by Emily Soontornsaratoool

- Supplemental Budget No. 5 added new funds in FY22:
 - 2 permanent positions will be added to the Office of Energy and Sustainability to support the new EV infrastructure program which will support EVs coming onto the State fleet. These positions are: Program Coordinator and a Project Manager.
 - An additional \$1,000,000 for EV infrastructure at State facilities.
- The FY22 Budget Bill ([HB 588](#)) – Section 40 – included new language stipulating that at least 25% of passenger vehicles purchased in FY22 are to be zero-emission vehicles. This excludes vehicles with “special performance requirements” such as police pursuit, MDOT, and MTA vehicles. Current budget fulfills the need to replace 209 eligible vehicles, 50 of which will need to be zero-emission in FY22. The additional language also includes new reporting requirements for DBM to track fleet data – such as the number of vehicles per agency and the number of zero-emission vehicles and plug-in hybrid electric vehicles per State Agency.
- DGS hosted a ribbon cutting ceremony on April 9 to celebrate the opening of an EV charging site (hosting 2 DC fast chargers) at the Essex/Rosedale District Court. Governor Larry Hogan was in attendance, as well as Treasurer Nancy Kopp, Secretary of DGS Ellington Churchill who served as host, BGE CEO Carim Khouzami, and several other Cabinet Secretaries.
- BGE has several EV charger installations throughout the State that are either planned or in progress – 8 projects at DGS, 2 projects at DNR, and 8 projects at MDOT.
- Eddie Lukemire asked what type of locations DGS is prioritizing to house the EV chargers. Emily responded that EV chargers are being prioritized for State-owned locations that already have or will soon have EVs on State fleet.
- **Note to Agencies:** Agencies are requested to inform DGS of all potential EV charging projects, so DGS can track, coordinate, and support as necessary to complete the project. DGS is requesting agencies to also share data on existing or planned EV charging projects using the data submission form found [here](#) and on the GPC’s [Electric Vehicle & Charging Infrastructure webpage](#).

IV. Legislative Updates

A. Legislative Overview

- The 441st Maryland General Assembly legislative session adjourned on April 12, 2021.
- This session 2,362 bills and resolutions were introduced with 817 bills or 34.5% passed by both houses.
- The DGS Legislative Office tracked 22 bills related to Green Purchasing.

B. HB317: Maryland GPC-Food & Beverage Procurement-Greenhouse Gas Emissions – update provided by Emily Soontornsaratool

- This bill did not pass this year, but it is expected to be reintroduced during the next legislative session.
- This measure would have required the Maryland Green Purchasing Committee in consultation with the Departments of the Environment, Agriculture, General Services, and other stakeholders, to
 - Develop, by January 1, 2022, a certain methodology for State agencies to estimate greenhouse gas emissions of food and beverages procured,
 - Establish a certain baseline measurement by January 1, 2023, and
 - Develop certain strategies and policy recommendations
 - Establish a goal to reduce certain greenhouse gas emissions by State units by 25% by fiscal year 2031; etc.
- Tom Hickey mentioned that USM College Park is spearheading a “Cool Food” initiative to choose foods that have lower GHG emissions. He suggested that a representative from USM College Park should make a presentation on their initiative at an upcoming GPC Quarterly Meeting.

C. HB164 / SB116: Department of the Environment – Office of Recycling – Recycling Market Development – update provided by Richard Keller

- This bill passed but has not yet been signed into law. It will require Office of Recycling in the Department of the Environment to:
 - Provide leadership and work with public and private agencies on the program
 - "Promote the development of markets for recycled materials and recycled products in the state"
 - Evaluate markets and make recommendations to improve markets
 - Reduce contamination critical in offering large quantities of quality materials
 - Identify materials that are largest portion of the waste stream and those needing markets
 - Identify businesses that use recycled materials (including, reuse, repair and remanufacturing)
 - Identify opportunities for existing businesses and methods to attract new recycling businesses, including financing “Maryland is Open for Recycling Business” Campaign
- Dave Mrgich added that his office requested an additional position to support the activities required by this bill.

- The GPC will be adding or increasing required recycled content percentages in its specifications in support of the activities required by this bill.

D. HB 264 / SB483: Solid Waste Management - Organics Recycling and Waste Diversion - Food Residuals – update provided by Kshirajaa Ramesh

- This bill passed and is awaiting signature. It will require cafeterias “operated by State Government and generates at least 2 tons of food each week after Jan 1, 2023” to reduce their food waste through food management and divert it from the landfill through organics recycling (aka composting).
- The GPC’s Janitorial Services specification includes language on the collection of organic waste for recycling that Agencies can include in their janitorial service and housekeeping contracts.
- Kshirajaa and Jamie noted that it is important to engage in vendor development, particularly for small businesses, to increase the number of organics recycling vendors in the State.
- Maryland’s recently awarded disposable food service ware contract includes a number of certified compostable food service ware items that will support increased organics recycling activities. Alicia Culver of RPN noted that manufacturers such as World Centric and Eco Products are developing a line of PFAS-free products, which the State should consider prioritizing in its purchases in the future. Alicia also noted that the Institute of Local Self-Reliance can serve as a valuable resource as the State ramps up organics recycling.
- Dave Mrgich added that MDE monitors and maintains a list of facilities permitted for organics recycling.

E. HB92: Procurement - Invasive Plant Species - Prohibition on Use of State Funds – update provided by Kshirajaa Ramesh

- This measure passed but is awaiting signature. It will prohibit the use of State funds to purchase invasive plants.
- This requirement will be included in the GPC’s Landscaping Services and Supplies specification that is currently under development.

V. Office of State Procurement Update

A. Small Business Reserve – update provided by Jamie Tomaszewski

- Executive Order 10.01.2021.01 engages the state contracting marketplace to support the small business community during a critical economic recovery period from the COVID-19 pandemic. It enhances the Small Business Reserve (SBR) Program by designating **all procurements between \$50,000 and \$500,000** to the SBR Program, unless the procurement meets defined exemptions.

B. Food Service Ware – update provided by Matthew Smith

- BPM020339 - Disposable & Compostable Food Service Ware IFB was awarded to Acme Paper & Products and FPC Holdings.
- A total of 98 different products requested, and of these 20 included new environmentally preferable requirements. Green products are highlighted in green on the pricing sheets. The pricing sheets include environmental attributes of green items (e.g. certification type and recycled content percentages).

C. Vehicles – update provided by Emily Soontornsaratoool

- This contract was awarded in March 2021. New EVs were added to the contract. A full list of EVs and PHEVs on state contracts can be found on the GPC's EV & Charging Infrastructure webpage.

D. Janitorial Services – update provided by Matthew Smith

- The GPC's Environmentally Preferable Janitorial Services Specification has been included in the IFB template and will be included in all contracts estimated at a value of \$200,000 and greater.
- The specification has been included in 2 contracts as of the date of this meeting and will be included in an additional 4 contracts coming up in the near future.

VI. Specifications – updated provided by Kshirajaa Ramesh

- 3 Specifications have been drafted and are undergoing review. These specifications are for: Janitorial Supplies, Landscape Services and Supplies, Pest Management Services.

VII. Upcoming Activities – Update provided by Emily Soontornsaratoool and Kshirajaa Ramesh

A. Data & Reporting

- The GPC is working to streamline data and reporting requests and will be coordinating with the Office of State Procurement to simplify the data request process. GPC members who wish to join this working group should contact Emily Soontornsaratoool (Emily.Soontornsaratoool@maryland.gov).
- Currently, the GPC reaches out directly to targeted Statewide vendors to request data. Agencies are required to provide green purchasing data on Agency-level purchases. Vendors are provided with standardized data reporting templates that they can use to submit their data. Data from both Statewide Vendors and Agencies are requested quarterly.

B. Annual Report FY21

- Agencies and Vendors are encouraged to submit their sustainability story. Those who do so may be featured in the GPC Annual Report.

C. Planning for FY 22

- The GPC participated in the Sustainable Purchasing Leadership Council's (SPLC) program development focus. FY22 goals that are under consideration include:
 - Establish a robust library of specifications
 - Regular ongoing training for procurement staff
 - Recognize agencies for their green purchasing successes
 - Develop green-only contracts and promote to counties/municipalities
 - Develop Key Performance Indicators (KPI's) to demonstrate the success of our program
 - Expand Program to include Social Responsibility (SPLC suggestion)
 - EXPLORE: Partner with MBE / SBE programs to collaborate and cross-promote opportunities (multiphase goal)
 - Demonstrate the benefit of green purchasing through increased promotion and communications of benefits

D. Upcoming Events

- The GPC regularly presents on green purchasing in its modules for Procurement Academy. The 2021 Schedule of Classes for Procurement Academy are as follows:
 - Tuesday, February 9 (complete)
 - Tuesday, April 13 (complete)
 - Tuesday, June 15
 - Tuesday, August 17
 - Thursday, October 21
- Other Meetings include:

Agency Reporting Info Session	Tuesday, June 8 10:30am – 12:00pm
Vendor Reporting Info Session	Thursday, June 10 10:30am – 12:00pm
Working Meeting: FY21 Annual Report & FY22 Planning	Tuesday, June 29 10:00am – 12:00pm
Working Meeting: Specs & Comms	Monday, July 26 9:00am – 11:00am
GPC Quarterly Meeting	Thursday, August 12

	10:00am – 12:00pm
--	-------------------

- SPLC will be holding a free event on Regenerative Procurement on May 26, 2021. Interested members can register [here](#).

VIII. Member Announcements

- The GPC received 2 awards for its procurement of sustainable Electronic and IT Equipment and for its Responsible End-of-Life Management of e-waste.
 - State Electronics Challenge – Silver Level Recognition for 2020.
 - Green Electronics Council – EPEAT Purchaser Award, 2 Stars for 2020
- Tom Hickey suggested that the GPC participate in the Governor’s Small Business Summit.
- Bob Gleason encouraged the GPC to participate and present on green purchasing topics in the Procurement Improvement Council (PIC).

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

XI. The next meeting will be held virtually on August 12, 2021 from 10:00 a.m. – 12:00 p.m.

Respectfully Submitted,

Kshirajaa Ramesh
Staff, MD Green Purchasing Committee

Emily Soontornsaratool
Designee, MD Green Purchasing Committee