



# City of Portland Sustainable Procurement Program

P2 WEST: INSPIRATION, INNOVATION, IMPLEMENTATION  
REGION 9 & 10 POLLUTION PREVENTION (P2)  
ROUNDTABLE

October 19, 2022



Stacey Foreman  
Sustainable Procurement Program Manager  
City of Portland, Oregon



# Outline

- Program Approach
- Implementation Examples
- SP-hacks



# Program Approach

# Program Foundation

- Supported by a City Sustainable Procurement Policy
  - SP Policy aligns with other sustainability policies (i.e. climate, green building)
- 1 FTE, housed in the central procurement office
- Small (18K) annual program budget, plus one-time funds

# Program Approach

- Practically Speaking.... It's About....
  - Understanding – *impacts*
  - Prioritizing – *what matters? How can we best leverage our influence?*
  - Taking Action – *for the better*
  - Learning – *continuous improvement*

# Core Program Activities

Implementation looks like...

## “Everyday” Resources

- Tools for procurement staff
- “Cut/Paste” specs, topic background info, etc.
- “Basics” that don’t change often

## Special Projects

- High Impact, High Priority
- “Emerging” practices that need pilot testing, proof of concept

## SME Support

- Training Services
- Evaluation technical assistance
- On-Demand Q/A
- Cross-Bureau committees

(Plus various program administration responsibilities)



## SUSTAINABLE PROCUREMENT GUIDE

### Office Electronics

June 2021



#### Use This Guide When Procuring

- Computers (desktops, integrated desktops, workstations, notebooks, thin clients, and tablets)
- Monitors and displays
- Servers
- Imaging equipment (copiers, printers, scanners, fax machines, and multi-function devices)
- Televisions
- Mobile phones
- Other office electronics

#### How to Procure

Work with your office technology coordinator on procuring office electronics through the [Bureau of Technology Services](#) (BTS).

#### Minimum Requirements

Specify or seek:

- [ENERGY STAR-certified](#) office electronics.
- [EPEAT-registered](#) office electronics for all applicable product categories.
- Imaging equipment with duplex capability.
- Recyclers that are [R2](#) or [e-Stewards certified](#).

The above requirements originate from the [City's Sustainable Procurement Policy](#) and [BTS Technology Standards](#).

Procurement staff: check the [SP Language Library](#) for template specifications.

The City of Portland, Oregon, Sustainable Procurement Program

#### Look for These Ecolabels



#### Going Beyond Requirement

Procurement staff: check the [Evaluative Criteria](#) applicable evaluative criteria questions.

- Foster manufacturer take-back using leasing programs or incl. end-of-life responsibility require
- Require easily upgradeable/req equipment to extend product lif
- Evaluate manufacturers' engag and progress towards, sourcing [minerals](#).

In every purchase, the City

#### Sustainable Procurement Language Library

##### Mandatory Specifications

##### Flooring – Carpet

Version Date: December 2021

Text in **PURPLE** includes instructions on the applicable solicitation section (where to place the text). Text in **RED** may be edited as applicable to the solicitation. Questions about applicability? Please contact the Sustainable Procurement Program Manager. Questions about some of the terminology or impact issues? Check out the [Sustainable Procurement Topics](#) section on the Sustainable Procurement Resources for Employees website.

#### ADD TO SCOPE OF WORK/TECHNICAL REQUIREMENTS:

##### 1. Mandatory Environmental and Human Health Requirements

Upon request, the **Contractor** will be expected to provide applicable documentation confirming that products meet these Mandatory Environmental and Human Health requirements. As applicable to the individual criteria, documentation will be in the form of third-party certificates, product test results, applicable forms, a formal letter of assurance from the manufacturer stating the product meets individual sustainability criteria, and/or other documentation as needed to meet green building certification documentation requirements (such as for LEED, WELL, Living Building Challenge, etc.).

- The following requirements apply to carpet tile, broadloom carpet, and carpet padding (unless otherwise specified). In order to comply with this specification, every part of the carpet -- including the face fiber, backing and adhesives -- shall meet the criteria below (unless otherwise specified). These criteria do not apply to area rugs or outdoor carpet and rugs.
  - Multi-Attribute Product Certification**  
All carpet products shall be certified to one of the following:
    - NSF/ANSI 140 at the Gold level
    - Cradle to Cradle at the Silver level or higher
  - VOC Emissions**  
All\* carpet products shall be certified as meeting one of the following:
    - Carpet and Rug Institute Green Label Plus
    - Cradle to Cradle Gold or Platinum
 \*Broadloom carpet that contains styrene-butadiene rubber (SBR) shall meet Carpet and Rug Institute Green Label Plus.
  - Prohibited or Restricted Chemicals/Compounds**  
All carpet products shall not contain:
    - Polyvinyl chloride (PVC, or vinyl) or other chlorinated polymers;
    - Polyurethane;
    - **Bitumin;**
    - Flame retardants above 100 ppm;
    - Added formaldehyde or formaldehyde-based formulations;

View Edit Delete Revisions Clone

## Sustainable Procurement Learn More Topics

#### Sustainable Procurement Resources

Sustainable Procurement Solicitation Language

Sustainable Procurement Guides

Sustainable Procurement Topics

Sustainable Procurement Trainings

Sustainable Procurement Hot Spots

Sustainable Procurement Impact

Sustainable Procurement SMEs

Environmentally Responsible Paper Standard

Manage Menu

#### On this page

- [About](#)
- [Agricultural Residues](#)
- [Alternative Fuels](#)
- [Antimicrobials](#)
- [Biobased](#)
- [Biodegradable](#)
- [Carbon Neutral](#)
- [Compostable](#)
- [Conflict Minerals](#)
- [Diesel Particulate Matter](#)
- [Disinfectants](#)
- [Eco-Labels and Product/Service Standards](#)
- [Embodied Carbon](#)
- [Environmental Product Declarations \(EPDs\)](#)
- [Flame Retardant Chemicals](#)
- [Fluorinated Chemicals \(e.g. PFC, PFAS, PFOA, etc.\)](#)
- [Greenwashing](#)
- [Health Product Declarations \(HPDs\)](#)
- [Integrated Design Process](#)
- [Labor Peace Agreements](#)
- [Life Cycle Assessment \(LCA\)](#)
- [Life Cycle Costing \(LCC\)](#)
- [Low-Emitting Products](#)



#### Stuff We All Get or Stuff We Actually Need?

When attending virtual conferences and events over the past couple of years, what did you miss most compared to in-person events? Socializing, informal learning, SWAG????... In April, the Oregon Department of Environmental Quality (DEQ) published a [report](#) on the life-cycle environmental impacts of a SWAG (Stuff We All Get) box mailed to attendees of a virtual conference. While a virtual conference typically has a lower carbon footprint (*the amount of greenhouse gas emissions released into the atmosphere by a given activity*) than an in-person event, it still has an impact, and what is interesting from this report is that the act of producing and mailing a SWAG box to attendees contributed to 40% to the carbon footprint of this virtual conference. In other words, the planners of this event could have reduced the carbon footprint of their conference by 40% by simply choosing not to send out an unsolicited SWAG box. And, to clarify, it wasn't because of the mailing... the SWAG's carbon footprint was mostly tied to product manufacturing/production.



# Special Project Examples



# Janitorial Cleaning Products

- Establish Price Agreement
- Pilot Test Implementation Approach
- Scale Up + Hands-On Set-Up Assistance
- Report on Results

# Janitorial Cleaning Products

- Establish Price Agreement
  - Understanding end-user values and needs (besides just quality products)
    - Janitorial staff: sealed auto-dilution
    - Building staff: better inventory control, ease of ordering, timely delivery, standardization
    - Facilities staff: no wall-mounted dilution fixtures

# Janitorial Cleaning Products

- Pilot Test
  - Switching to Staff-Controlled Inventory (rather than vendor-controlled)
    - Site Audits – what products and fixtures do they need – what do they use now and why
    - Work out who is responsible for what and how to make it easy - such as building-specific shopping lists

Select a list (25 lists) ✕

+ Create a list

Search lists 🔍

Shared lists Last updated ▾

🕒 Frequently purchased

---

☆ **Contract Core List**  
176 items | Updated 9/21/22 SHARED

---

☆ **RR - St. Johns Community Center**  
17 items | Updated 5/4/22 SHARED

---

☆ **RR - Matt Dishman Community Cen...**  
26 items | Updated 10/15/21 SHARED

# Janitorial Cleaning Products

- Scaling Up with Hands-On Assistance
  - Cleaned out old, organized the new
  - Trained staff on how to order/use shopping lists



# Janitorial Cleaning Products

- Report on Results
  - Staff Feedback
  - Benefits/Drawbacks
  - Cost Impacts

Report on Portland Parks & Recreation Custodial Supplies Project to Switch from [redacted] to City-Provided Custodial Supplies: Project Outcomes and Recommendations



Prepared by:  
Stacey Foreman, Sustainable Procurement Coordinator  
City of Portland Procurement Services

October 2017

# Low-Carbon Concrete

- High impact material
- Aligns with GHG reduction priority
- Very controlled product – lots of testing, requirements, processes associated with the material



# Low-Carbon Concrete

- Understand Who Key SMEs/Decision Makers Are
- Internal Stakeholder Buy-In to Pilot Changes
- Get Data/Understand Baseline
- Understand Stakeholder Concerns
- Pilot Test, Report on Findings, Continue Testing as Needed
- Internal and External Stakeholder Engagement in Decision Making

**Pilots**  
 100% Cement vs. SCM alt. (slag)  
 (same)

What Do We Want to Measure

- Cost — Mix — separate delivery — Test Cylinders
- Availability
- GWP A → % SCM
- Cure time
- Compressive strength 7, 14, 28
- Workability \*
- Finishability \*
- Schedule impact\* (public impact)
- Slump
- Labor \*

→ High → MAX perspec (e.g. 50%)  
 → Mid

Curb — adjacent corner  
 Sidewalk

→ Cylinder  
 - 7 - (3) - (Cost est.)  
 - 14 - (3)  
 - 28 - (3) — Sosh

→ Pre-Approve List

Adj. 1, 2, 3, 4  
 → City spec vs. END MIX  
 → Perhaps proper "select for use"

Winter Spring

Batch Size (yd <sup>3</sup> )	7	Slump Cone ID	77	Air Meter ID			
C1064				C31			
Conc. Temp. (°F)	69	Ambient Temp. (°F)	56	Initial Cure Temp. (°F) Min.: 63 Max.:			
Thermometer ID	T-99	Thermometer ID	T-103				
Weather	Overcast						
Sampling per C172; Initial Curing per C31; Final Curing per C31 in Moist Room per C511; TC—field Cured per QSM							
COMPRESSIVE STRENGTH: ASTM C39 Sulfur Caps: C617, Neoprene: C1231							
Fracture Type: (1) Cone; (2) Cone and Split; (3) Columnar; (4) Shear; (5) Side Fracture; (6) End Fracture							
No. Days	Date	Dia-meter (in)	Load (lb / PSI)	Fracture Type	Cap	Tested By	Remarks
7	5/27/2020	4.00	36505 / 2900	1	C617	JP	
7	5/27/2020	4.00	39035 / 3110	4	C617	JP	
14	6/3/2020	4.00	57655 / 4590	4	C617	SD	
14	6/3/2020	4.00	58280 / 4620	1	C617	SD	
28	6/17/2020	4.00	72340 / 5760	4	C617	TT	
28	6/17/2020	4.00	65295 / 5200	4	C617	TT	
28	6/17/2020	4.00	69955 / 5570	1	C617	TT	
56	7/15/2020	3.99	82485 / 6600	4	C617	JP	
56	7/15/2020	3.99	82455 / 6590	4	C617	JP	
56	7/15/2020	3.99	78735 / 6300	4	C617	JP	

Remarks: Final Average Strength 6,500 Meets Specification? Yes  
 Inspector and Supplier were informed of test results. 50% Cement and 50% Slag.



### Low-Carbon Concrete: Type 1L + Slag Mixes for Retaining Walls and Other Park Infrastructure

This case study provides information on the use of low-carbon concrete at one of Portland Parks & Recreation's playground improvement projects.

February 2022



**Jodie Inman**  
 Chief Engineer, Portland Water Bureau

**Paul Suto**  
 Chief Engineer, Bureau of Environmental Services

**CITY OF PORTLAND**  
 1221 SW 4<sup>th</sup> Avenue  
 Portland, OR 97204  
 P: (503) 823-4000  
 www.portland.gov

**Steve Townsen**  
 Chief Engineer, Portland Bureau of Transportation

May 23, 2022

### NOTICE OF NEW REQUIREMENTS FOR CONCRETE

The City of Portland is adding Concrete Embodied Carbon Threshold requirements, as further specified below, to the approval process for the supply of Portland Cement Concrete (PCC), including: Commercial Grade Concrete

/Structural Concrete (HPC) for City related implementation procedures  
 ommittee specifically convened for the



The 2020-22 Committee comprised of the following individuals:  
 (bold indicates regular attendance/contributions)

Name	Representing	Stakeholder Type
<b>Stacey Foreman</b>	City of Portland – Sustainable Procurement Program	City Bureau/Committee Convener
<b>Joe Broberg</b>	City of Portland – Water Bureau	City Bureau
<b>Todd Liles</b>	City of Portland – Bureau of Transportation	City Bureau
<b>Andrew Weiher</b>	City of Portland – Bureau of Environmental Services - Materials Testing Lab	City Bureau
<b>Jordan Palmeri</b>	Oregon Department of Environmental Quality	Subject Matter Expert – Low Carbon Concrete
<b>Dave Germer</b>	CalPortland	Concrete Producer
<b>Greg Wong</b>	Knife River	Concrete Producer
<b>Robert Raynes</b>	Cadman	Concrete Producer
<b>Michael Bernert</b>	Wilsonville Concrete	Concrete Producer
<b>Brian Moran (alt: Mike Anderson)</b>	Troutdale Sand and Gravel	Concrete Producer
<b>Eric McDonnell</b>	Holmes Structures	Engineer
<b>Matthew Perkins</b>	Stantec	Engineer
<b>Josh Richards</b>	KPFF Engineers	Engineer
<b>Steve Clem</b>	Skanska	Contractor
<b>Bill Mariucci</b>	Kiewit Corporation	Contractor
<b>Cary Bubenik</b>	Hoffman Construction Company	Contractor
<b>Webster (Web) Moreland</b>	Raimore Construction	Contractor
<b>Baha Sadreddin</b>	ZGF Architects / Jacobs	Architect
<b>Rich Angstrom</b>	Oregon Concrete and Aggregate Producers Association	Subject Matter Expert





# SP-Hacks

# SP-Hacks

- Prioritize
  - Alignment with organizational goals/values
  - Synergies with other programs/initiatives
  - Feasibility
  - Meaningful, adds value, high impact
  - Builds momentum

# SP-Hacks

- Foster Stakeholder Buy-In for Lasting Change
  - Understand stakeholder values, processes
  - Remove a Pain, and/or Create a Gain
  - Communicate the “why” in their terms
  - Make the change process “easy”, if possible
  - Pilot tests are a good way to learn, while building relationships



# SP-Hacks

- Reoccurring Communication / Engagement
  - Let your stakeholders / audience know the people behind the program
  - Create communications/resources that are audience specific
  - Develop routine stakeholder engagement opportunities



# Thank You

Stacey Foreman  
Sustainable Procurement Program Manager  
City of Portland, Oregon  
[Stacey.Foreman@portlandoregon.gov](mailto:Stacey.Foreman@portlandoregon.gov)  
Ph. 503-823-3508