



GREEN PURCHASING GUIDELINES

Purchasing decisions result in large socio-economic and environmental impacts, both locally and globally. As a charter signatory of the American College and University Presidents' Climate Commitment (ACUPCC), Furman University is committed to the use and purchase of environmentally and socially responsible products and services. Departments are encouraged to support this initiative in accordance with the following guidelines.

Definition

According to the National Association of Educational Procurement, "Green Purchasing shall be defined as the method wherein environmental and social considerations are taken with equal weight to the price, availability and performance criteria that colleges and universities use to make purchasing decisions. Green Procurement minimizes negative environmental and social effects through the use of environmentally friendly products. Green Procurement attempts to identify and reduce environmental impact and to maximize resource efficiency."

Goals

- Recognize Furman's role as a leader in the community with regards to sustainability issues.
- Demonstrate Furman's commitment to environmentally and socially responsible stewardship and carbon neutrality, as outlined in the sustainability master plan, "Sustainable Furman."
- Encourage the manufacturing and service sectors to be more environmentally and socially responsible.

Purchasing Guidelines

General/All Purchasing

- Include language in all RFP/bidding specifications to consider all environmentally and socially responsible alternatives that are available for a product, project, or service.
- Encourage and support suppliers in the reduction and reuse of packaging and shipping materials.
- Choose environmentally superior products where quality, function and cost are equal or superior.
- Consider energy efficiency, natural resource consumption, and potential for reuse and/or non-hazardous disposal in the purchasing decision matrix.
- Consider locally or regionally manufactured products in the purchasing decision matrix.
- Consider supplier diversity, including disadvantaged or community-based service providers, in the purchasing decision matrix.

Construction and Renovation

- Integrate Green Purchasing concepts and products into all phases of construction and renovation projects, including architectural designs, construction documents, and the final construction of all new buildings and renovations.
- Ensure that energy efficiency is a prerequisite when purchasing appliances and fixtures including light bulbs and street light bulbs. Refer to www.energystar.gov for ENERGY STAR products.
- Consider product and equipment life cycles when evaluating alternatives along with price, quality, etc. in the purchasing decision matrix. A Life Cycle Cost Analysis estimates the total life cycle direct and indirect costs, including product maintenance, replacement of parts, energy use, and disposal.
- Purchase materials that meet the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) requirements whenever possible.

Electronics

- Purchase EPEAT registered computers and electronics whenever possible.
- Ensure that all photocopiers and printers purchased or leased are capable of double sided copying/printing and are set to default duplex copying whenever possible.

Paper/Wood Products

- Ensure that all wood and wood contained within products is from sustainably managed sources and/or is Forest Stewardship Council (FSC) certified whenever possible.
- Purchase paper with the maximum post-consumer recycled-content and/or FSC-certified paper whenever possible.

Janitorial and Cleaning Supplies

- Use biodegradable and non-toxic supplies, solvents and cleaners wherever possible. Choose products certified by the Forest Stewardship Council, Green Seal, UL ECOLOGO, or Safer Choice label.

Grounds

- Avoid the purchase and use of all potentially hazardous chemicals including pesticides and wood preservatives for which safety evaluations to current standards have not been carried out and which are known to be persistent in the environment. If no suitable alternative exists, such substances should be used under strictly controlled conditions and subject to a full environmental, health and safety assessment.

Transportation and Fuels

- Minimize the impacts of travel and transport whenever possible.
- Purchase equipment and vehicles which utilize alternative fuel or other environmentally responsible energy methods whenever possible.