

Recycled content requirements listed in “General Requirements” under Env Health and Safety reqs

(3) Whenever practical, the Contractor shall utilize products and materials made from recovered materials (e.g., recycled paper) to the maximum extent possible without jeopardizing the intended end use or detracting from the overall quality delivered to the end user. To meet LEED EB:O&M 2009 IEQ 3.3 disposable custodial paper products and trash bags will meet the minimum requirements of 1 or more of the following programs for the applicable product category:

- Environmental Protection Agency (EPA) Comprehensive Procurement Guidelines for Custodial Paper and Plastic Trash Can Liners
- Green Seal GS-09, for paper towels and napkins
- Green Seal GS-01, for tissue paper
- Environmental Choice CCD-082, for toilet tissue
- Environmental Choice CCD-086, for hand towels
- Custodial paper products derived from rapidly renewable resources or made from tree-free fibers

For the recycled content products evaluation, all non-chemical products proposed for use under this Agreement must conform to the Environmental Protection Agency (EPA) Comprehensive Procurement Guide (CPG) <http://www.epa.gov/cpg/products.htm> if the products are CPG-designated items. It is desirable for products that meet the desired objective (e.g., ability to clean effectively) and are not CPG-designated items also to contain

the highest possible amounts (by percentage) of recovered material(s) and post-consumer content.

2.5 Environmental Preferability:

Proposer shall submit as part of its response the documentation specifically requested below and other information documenting its ability to comply with the standards and specifications set forth in this Section 2.5.

2.5.1 Mandatory and Desirable Characteristics--Chemical Cleaning Products

Portland State University has established both Mandatory characteristics and Desirable characteristics for evaluation of six (6) representative categories of chemical cleaning products.

Proposers shall provide a Material Safety Data Sheet (MSDS), equivalent information, and/or any additional information specifically requested for each product offered in the product categories set forth above to enable PSU to evaluate both Mandatory and Desirable characteristics with respect to that product. Failure to submit an MSDS, equivalent data, or any other information required to substantiate claims made about one or more offered products will be deemed the same as failing to meet the criteria for that product category and may result in PSU excluding a Proposer's Proposal from further consideration.

2.5.2 Chemical Cleaning Product Categories

PSU will evaluate the characteristics of products in six (6) designated Chemical Cleaning Product Categories listed below. Proposers may propose more than one product within a product category (example only—brand “X” and brand “Y” for all-purpose cleaner) and/or propose a single product that addresses more than one product category or cleaning task 14 (example only—brand “X” as all-purpose cleaner and general disinfectant). However, minimizing the number of different chemicals to be used is desirable.

Chemical Cleaning Product Categories

1. All-Purpose Cleaner
2. General Degreaser
3. General Disinfectant
4. Floor Stripper
5. Bathroom Cleaner
6. Glass Cleaner

Proposers shall provide a cut sheet, specification sheet, equivalent information, and/or any additional information specifically requested for each type of equipment proposed for use to enable PSU to evaluate characteristics with respect to that product.

2.5.3 Chemical Requirements

- a. Contractor must purchase at least 30% of cleaning products by cost that meet 1 or more of the following standards for the appropriate category:

Cleaning products meet 1 or more of the following standards for the appropriate category:

- Green Seal GS-37, for general-purpose, bathroom, glass and carpet cleaners used for industrial and institutional purposes.
- Environmental Choice CCD-110, for cleaning and degreasing compounds.
- Environmental Choice CCD-146, for hard surface cleaners.
- Environmental Choice CCD-148, for carpet and upholstery care.

Disinfectants, metal polish, floor finishes, strippers or other products not addressed by the above standards meet 1 or more of the following standards for the appropriate category:

- Green Seal GS-40, for industrial and institutional floor care products.
- Environmental Choice CCD-112, for digestion additives for cleaning and odor control.
- Environmental Choice CCD-113, for drain or grease traps additives.
- Environmental Choice CCD-115, for odor control additives.
- Environmental Choice CCD-147, for hard floor care.
- California Code of Regulations maximum allowable VOC levels for the specific product category.

Hand soaps meet 1 or more of the following standards:

- No antimicrobial agents (other than as a preservative) except where required by health codes and other regulations (e.g., food service and health care requirements).
- Green Seal GS-41, for industrial and institutional hand cleaners.

- Environmental Choice CCD-104, for hand cleaners and hand soaps.

Contractor must provide quarterly reports to PSU documenting the types and cost of chemicals purchased to demonstrate compliance with the 30% by cost requirement.

Reports shall be delivered to PSU's Custodial Coordinator with a copy to PSU's Sustainability Coordinator. 15

b. Chemicals may not contain any ingredients that are known carcinogens, mutagens, or that are known to cause reproductive toxicity, as defined by the following agencies: International Agency for Research on Cancer (IARC), National Toxicology Program (NTP), US Environmental Protection Agency, or the Occupational Health and Safety Administration (OSHA)

c. Chemicals should not contain substances that contribute significantly to the production of photochemical smog, tropospheric ozone and poor indoor air quality.

d. Chemicals may not be toxic to aquatic life. A compound is considered not toxic to aquatic life if it meets one or more of the following criteria: Acute LC50 for algae, daphnia, or fish > 100 mg/L

e. Chemicals or chemical mixtures, as packaged from the supplier, may not be classified as flammable.

f. Contractor may use chlorine bleach in childcare areas only when and where required by state or federal rules. When required, Contractor may use it only very sparingly in childcare areas.

g. Preference will be given to chemicals which exhibit partial or complete biodegradability. With respect to cleaners, solvents or any other non-paper

product, "biodegradability" shall mean the definition set forth at subparagraph 3.6 of Green Seal Standard GS-8 for General Purpose Household Cleaners (www.green Seal.org). Sufficient proof of biodegradability may also be verified, either in peer-reviewed literature or databases proving that the ingredient was tested in accordance with standard test procedures.

h. Chemicals which do not contain strong irritants to the skin, eye and respiratory system are preferred. See "The Cleaning Products Pilot Project," at <http://www.epa.gov/oppt/epp/pubs/cleaner.pdf>, where the user may review products for "Environmental Attributes" that EPA has considered including: Skin Irritation, Air Pollution Potential, Fragrances, Dyes, and Minimization of Exposure to Concentrates. Furthermore, it is desirable for certain chemical cleaning products to be used in liquid form rather than through a delivery system that "atomizes" or delivers the product as a fine mist. Eliminating such delivery minimizes the likelihood of inhalation by the user.

i. Preference may be given to chemicals which are natural or organic, depending on the other environmental and health characteristics of the chemical.

j. No products shall be used on-site that are contained in pressurized, sealed aerosol spray cans. PSU chooses to eliminate on-site use of products so delivered because these containers require additional handling to fully discharge product and propellant and are not reusable or recyclable. All chemical cleaning products must be available in a liquid form or manual pump action sprays and/or concentrates that can be dispensed into pump bottles for use. Acceptable supporting data here may include a picture of the commercially available product delivery system (as in commercial literature) and/or description of the Proposer's intended delivery system.

k. The Contractor shall submit with the Bid a Material Safety Data Sheet (MSDS) for all products when new products are proposed. The MSDS Sheets must also accompany the toxic product(s) to the specified delivery sites with each order. If the product is actually used diluted, the dilution rate must also be stated in the MSDS. 16

l. Products whose Material Safety Data Sheet (MSDS) requires the use of respiratory protective equipment for use by personnel will not be acceptable

m. The Contractor shall be held responsible for any damage to personnel or equipment directly traceable to these cleaners, cleansers and polishes.

n. The number and type of chemicals used should be kept at a minimum to reduce regulatory management and potential environmental and health impacts.

o. Frequently used chemicals must be supplied in bulk containers to reduce the impact on the environment by significantly reducing the need for petroleum, plastic, cardboard, transportation room, storage space, and the amount of produce orders to process. Dilution control dispensers must be supplied to automatically mix the correct amount of bulk chemical with water to produce ready-to-use-product on site. The dispensers must be suitable to mix the chemicals used in the proper ratios – different dispensers for different chemicals may be required. Dispensers should be resistant to tampering or inadvertent changes to mixing ratios. Contractor must supply documentation of all dispensing systems used.

p. The contractor shall establish standard operating procedures addressing how an effective cleaning and hard floor and carpet maintenance system will be consistently utilized, managed and audited. Specifically address cleaning to protect vulnerable building occupants. Contractor must have a written floor

maintenance plan and keep a log that details the date, location, number of coats of floor finish applied as a base and top coats, and any other maintenance/restoration practices. The duration between stripping and re-coat cycles must be trended to optimize efficiency and reduce chemical use.

2.5.4 Proposer Company Environmental Policies

- a. Proposers shall provide evidence of a corporate environmental policy. Preference will be given to proposers who have instituted a publicly available corporate environmental policy that can be measured by established goals, and have implemented an environmental management system.
- b. Additional preference will be given to proposers whose environmental management system has been independently certified by a recognized, third-party evaluator.