

Bowdoin College Sustainability Purchasing Guidelines

February 2024

Bowdoin College has had a long-standing commitment to sustainability and environmental stewardship; concentrating on issues such as waste reduction, recycling, environmentally preferable purchasing, and energy conservation. When purchasing new products for campus, the college supports the following standards of environmental quality, supporting local businesses and supporting socially conscious businesses. Bowdoin gives preference to local vendors in the purchasing of goods and services. Below are the standards employed when purchasing for the following departments. While no official guidelines have been developed yet, the college is also beginning to consider the embodied carbon impacts of campus purchases and looks to create some guidance on this issue as part of the college's climate action plan.

Bowdoin Housekeeping Purchasing Guidelines:

- Sustainability Criteria for Cleaning Products and Materials
 - Green Seal GS-37, for general-purpose, bathroom, glass and carpet cleaners used for industrial and institutional purposes
 - UL EcoLogo 2759 for hard-surface cleaners
 - Green Seal GS-40 for industrial and institutional floor care products
 - UL EcoLogo 2777 for hard-floor care
 - EPA Safer Choice Standard
- Disinfectants, metal polish, or other products not addressed by the above standards must meet one or more of the following standards:
 - Green Seal GS-52/53, for specialty cleaning products;
 - EPA Safer Choice Standard
- Disposable janitorial paper products and trash bags must meet the minimum requirements of one or more of the following programs:
 - EPA comprehensive procurement guidelines, for janitorial paper
 - Green Seal GS-01, for tissue paper, paper towels and napkins
 - UL EcoLogo 175 Sanitary Paper Products, for toilet tissue and hand towels
 - FSC certification, for fiber procurement
 - EPA comprehensive procurement guidelines, for plastic trash can liners
- Hand soaps and hand sanitizers must meet one or more of the following standards
 - No antimicrobial agents (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
 - UL EcoLogo 2784 for hand cleaners and hand soaps
 - UL EcoLogo 2783 for hand sanitizers
 - EPA Safer Choice Standard
- Sustainability Criteria for Cleaning Equipment
 - Safeguards, such as rollers or rubber bumpers, to avoid damage to building surfaces;
 - Ergonomic design to minimize vibration, noise, and user fatigue, as reported in the user manual for arm vibrations, for vibration to the whole body, and for sound pressure at operator's ear

- As applicable, environmentally preferable batteries (e.g., gel, absorbent glass mat, lithium-ion) except in applications requiring deep discharge and heavy loads where performance or battery life is reduced by the use of sealed batteries.
- Vacuum cleaners must be certified by the Carpet and Rug Institute Seal of Approval/Green Label Vacuum Program and operate with a maximum sound level of 70 dBA or less.
- Powered floor maintenance equipment must be equipped with such as vacuums, guards, or other devices for capturing fine particulates and must operate with a maximum sound level of 70 dBA.
- Automated scrubbing machines must be equipped with variable-speed feed pumps and either (1) on-board chemical metering to optimize the use of cleaning fluids or (2) dilution control systems for chemical refilling. Alternatively, scrubbing machines may use tap water only, with no added cleaning products.

Bowdoin Information Technology Department:

Bowdoin's IT department will only purchase EPEAT Gold and Silver rated computers unless there is a specific need for specialized equipment which has no EPEAT certified option. Bowdoin's IT department will also consider the power ratings, if available, when purchasing items such as monitors. In order to reduce waste and save money, IT does not replace a monitor when replacing a computer, but if a new monitor is needed, energy efficiency will be factored in when purchasing. For laptops, when possible, IT will purchase and provide laptop cases that are made from recycled or recyclable materials.

Bowdoin Vehicle Purchasing:

All Bowdoin vehicles, regardless of department that will be utilizing the vehicle (e.g. security, dining, mail services), are purchased through the Bowdoin facilities management department. The department's vehicle purchasing policy is guided by the College's goal to be fossil fuel free by 2042 and to be utilizing all electric vehicles by 2027 and all electric grounds equipment by 2030. To achieve these goals, Bowdoin policy is to ensure when new vehicles are purchased, they must be replaced with (first choice) all electric vehicles, (second choice) hybrid-electric vehicles, (3rd choice, when no electric or hybrid electric vehicles are available) internal combustion engine vehicles. This 3rd choice option is applicable for extenuating circumstances when an electric or hybrid vehicle may not yet be compatible with projected applications, for example, winter plow trucks. As technology advances this will be continually reassessed. Approval to purchase a non-electric or non-hybrid vehicle must be approved by the Associate Vice President for Facilities and Capital Projects.

Bowdoin Office Supply Purchasing:

The College urges office supply buyers to purchase paper with a minimum of 30% recycled content and office supply products made from recycled materials for their office needs.

To make this easier for purchasers the College has worked with our preferred office supply vendor to label products with a recycled content logo.

Bowdoin Vending Services:

In accordance with sustainability initiatives, campus vendors will be expected to comply with sustainability standards outlined in their contracts. The standards are as follows:

Energy Star Compliance: All vending machines will be ENERGY STAR compliant. Any new equipment added in accordance with Section I of this Agreement shall be Energy Star compliant.

The Operator should visit www.energystar.gov for complete product specifications and an updated list of qualifying products.

In addition to meeting the 24-hour energy consumption requirements, qualifying models shall come equipped with hard wired controls and/or software capable of automatically placing the machine into a low power mode during periods of extended inactivity while still connected to its power source to facilitate the saving of additional energy. All machines shall be capable of operating in the low power modes described below:

- i. Snack Machines: Lighting low power state – lights off for an extended period of time.
- ii. Beverage Machines: Refrigeration low power state – the average product temperature is allowed to rise above 40°F for an extended period of time.
- iii. Beverage Machines: Whole machine low power state – the lights are off and the refrigeration operates in its low power state.

In addition, the machine shall be capable of automatically returning itself back to its normal operating conditions at the conclusion of the inactivity period. The low power mode-related controls/software shall be capable of on-site adjustments by the vending operator or machine owner.