Using e-Procurement to Inform Campus Clients About Their Environmental Impact

Kate Cunningham, UC Santa Cruz
Sandy Macasieb, UC Berkeley/San Francisco
Gayle Ta, UC San Diego
Learning Outcomes

1. Learn applicable strategies and techniques to encourage sustainable buying habits at your campus.
2. Use data effectively to promote sustainability.
3. Leverage functionalities in e-Commerce technology to increase sustainable purchases.
Sustainability Goals

• LEED Certification
  – Silver for new construction/major renovations
  – CI for renovation projects >$5 million
• Before 2020
  – Purchase 20% sustainable food
  – Reduce water consumption by 20%
  – Zero waste
Technology

• Leverage e-Commerce solutions to drive savings and to improve the procurement process
  – E-Procurement system for web-based “Procure-to-Pay” workflows
  – Supplier Registration & Sourcing for supplier management and sourcing events
  – Contract Director for contract management
  – Spend Analytics for spend reporting and analyses

• Sustainability benefits
  – Better access to data for EPP analysis
  – Improved data content for EPP analysis
  – Greater ability to direct spend toward EPP products
  – Reduction in paper usage and waste
Procurement by the Numbers

Fiscal Year 2012-13

$417
$381
$36

Total
BearBuy
P-Card

UC Berkeley
UCSF

Millions

$0
$100
$200
$300
$400
$500

McKinley Hallway
Upstream Strategy: Green Purchasing

• Improve green purchasing practices to consider a product’s life-cycle and to meet standards for environmentally preferred options
  – Provide and identify sustainable product options in BearBuy
  – Work with suppliers to offer green product alternatives at competitive or more favorable pricing
  – Develop guidelines that make it easier to purchase environmentally preferred products
Making Sustainable Purchasing Easier with Technology

• Punch-Out Catalog Environment
  – SMART Catalogs / Lists
  – Standards

• Product restrictions
SMART Catalogs / Lists

Steelcase SMART Catalogs
SCS Indoor Air Quality Certified
Level™ Furniture Sustainability Standard Certified
Cradle-to-Cradle

OfficeMax SMART Lists
36 out of 137 items (or 26% of listed) are environmentally preferred
Standards

Joint Administrative Computing Standards (JACS)

JACS Standards Program
The UC Berkeley and UCSF campuses have created standards for desktop computing hardware and established the Joint Administrative Computing Standards (JACS) Program. JACS hardware is the standard recommended for the Berkeley Desktop. The JACS models are fully tested for use with the Berkeley Desktop software and services.

Windows Standards

Dell products include free shipping and 4 year Basic Hardware Service. All are Energy Star 5.0 Enabled and rated EPEAT Gold.
Product Restrictions

Hosted catalogs
  – Example of “blocking”

Punch-out catalogs
  – Example of auto-sub
Outreach Events

Environmentally Preferred Products (EPP) Road Show

http://www.ocf.berkeley.edu/~recycle/Roadshow.htm

Living Green Fair 2014

http://livinggreen.ucsf.edu
EPP Purchases

BearBuy Hosted Catalog: Purchased EPP Line Item Ratio FY12/13

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<th>No EPP Flag</th>
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<td>20</td>
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<tr>
<td>UCSF</td>
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</table>

Thousands

# Line Items Purchased
Procurement Services
Procurement by the Numbers

UCSC FY13 Spend Data

- Total: $67
- Purchase Order: 93%
- Credit Card: 7%

Millions

- Total
- Purchase Order
- Credit Card

Legend:
- Total
- Purchase Order
- Credit Card
Procurement Objectives

- Create awareness
- Change procurement behavior
- Increase the number of EPP items purchased
Procurement Approach

• Education and Outreach
  – Green Guides
  – CruzBuy Message Board
  – CruzBuy Training

• Tools (aka Taking Advantage of PSI Program)
  – Green Washing Training Video
  – Developed LCCA (Life Cycle Cost Analysis) tool
  – Developed shared “favorites” list
Identifying EPP
Hosted Catalogs
Identifying EPP

Punch-out Catalogs each have their own search methods.
Read the Message Board!

CRUZBUY

5/7 - The Procurement Services FY-14 Fiscal Close Calendar and Timeline can be found here.

5/5 - "Green" Office Supplies Favorites list available! Provost’s Sustainability Intern, Sierra Ellison-Swabey, has created a new tool to aid campus shoppers in choosing environmentally-preferred office supply products.

These products, available within the organizational favorites section in CruzBuy, are arranged first by supplier (Office Max and Palace Arts), then by product categories listed by percentage of recycled material. Please click on this link to learn more about this project and the Provost’s Sustainability Internship program.

4/24 - Due to a recent business acquisition, BioExpress items are now available in the VWR hosted catalog. Please note that BioExpress has been inactivated in CruzBuy as a supplier.

3/1 - CruzBuy 101 classes will be offered throughout this Spring. Classes are "hands-on" and cover CruzBuy basics, including shopping, checkout and profile set-up. Classes are 9:30-11:30 at 2300 Delaware, Room B-279. Available dates are:

- Wednesday, May 14
- Wednesday, May 28
- Wednesday, June 11
- Wednesday, June 25

Click here to register (limited to 8 people per class - no walk-ins). If you need to cancel, please email Procurement Services.
Finding Favorites

UC SANTA CRUZ

(+/-) expand all  (-) collapse all

Personal
- My Favorites

Shared
- Environmentally Preferred Office Supplies
  - OfficeMax
    - Binders
    - Calendars
    - Clipboards
      - Best
      - Good
    - Dividers/Tab indexes
    - Easels or accessories
    - Folders
    - Index Cards
    - Markers
      - Best
      - Good
    - Notebooks/Paper pads
    - Paper
    - Paper Clips

Best
These products listed have anywhere between 75% to 100% PCW or Post-Consumer Waste.

Just Basics - Hardboard Clipboard - 9” x 12-1/2”
Part Number
Manufacturer Info
UCSC Product Categories

Good
These products have anywhere between 0% to 74% PCW or Post-Consumer waste.
EPP Purchases Stack Up

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<th>FY</th>
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<th># of EPP Line Items</th>
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Thousands
Procurement by the Numbers!
UC San Diego FY 13

*PO data is based off from PO commitment not actual payments against POs.
UC San Diego Approach

- This Week Features
- UCSD “Green” Item Flag
- Department Business Reviews
This Week Features

- COR: Olympus and Zymo Products
- spectrum: General Lab Supplies
- TIG: Computer Peripherals
- Machine Parts and Services
- Check out Inside P&G and MSS
- Contact Us Through BFSupport

Other features:
- Corning Savings with VWR
- Medical / Patient Care Supplies
- DNA Sequencing
- UC San Diego Material Support Services
- Return Pickup Request
- Upcycle Pens in the Mail
- Marketplace Help Desk
This Week Features

Updated logo to promote Earth Week
UCSD “Green” Item Flag

UCSD Procurement & Contracts team vetted the product and identified product meets our environmentally friendly standards.
UCSD “Green” Item Flag

SYBR® Safe DNA Gel Stain Starter Kit

Supplier: Life Technologies
Part Number: S33110
Manufacturer: Invitrogen™

Price: 136.71 USD
Quantity: 1

Preferred location: Life Technologies

Explaination on why product is green with URL to specs:

SYBR® Safe DNA Gel Stain is an alternative to ethidium bromide for DNA Gel Staining. Ethidium Bromide is highly toxic while SYBR® Safe has been evaluated in various hazardous waste testing and can be classified as non-hazardous waste in California. More information at: http://www3.appliedbiosystems.com/cms/groups/services/documents/geraldocuments/cms_100479.pdf
Department Business Reviews

• Face to face meetings with our clients
• Present comprehensive brochure of their procurement activities
  – Use data from e-Commerce system to generate “green” spend based on product flags and key words
• Use as an opportunity to discuss EPP and sustainability initiatives
EPP Purchases

Marketplace Hosted Catalog: Purchased EPP Line Item Ratio

*FY 2011 OfficeMax Green Item Attribute implemented
What are our obstacles?
Challenges

- “Green” Alternatives
  - Unavailability
  - Inaccessibility
  - Cost prohibitive
- Users Behavioral Change
  - Lack of knowledge
  - Unwillingness
- Tools limitations
- Supplier participation
- RESOURCES!!!

Ideas to Overcome Challenges

- Supplier Partnerships
  - Identify/develop EPP products
  - Include in e-procurement catalogs
  - Negotiate for competitive pricing
- Awareness & Education
  - Events, materials, business reviews
  - Leverage technology tools
- Technology Enhancements
- Leverage UC and overall higher education interests
- Students
What’s Next?
Future Objectives

• Develop a **Center of Excellence** for Sustainable Procurement for UC System

• Identify **best practices** for using **e-Commerce technology** for sustainable procurement

• Create **standard criteria** for green products

• Develop a sustainability **supplier scorecard**
THANK YOU!

• Kate Cunningham, UC Santa Cruz
  – kecunnin@ucsc.edu *(retiring in 9 days!)*
• Sandy Macasieb, UC Berkeley/SF
  – smacasieb@berkeley.edu
• Gayle Ta, UC San Diego
  – gta@ucsd.edu