

## How to Use FAC85: Environmentally Preferable Cleaning Products, Programs, Equipment and Supplies Statewide Contract



|                                |  |
|--------------------------------|--|
| <b>Contract #:</b> FAC85       | <b>Contract Duration:</b> 03/15/2015 – 03/15/2018            |
| <b>MMARS #:</b> FAC85          | <b>Options to Renew:</b> Four (4) one year extensions        |
| <b>Contract Manager:</b>       | Lana Gunaratne, 617-720-3315<br>Lana.M.Gunaratne@state.ma.us |
| <b>This contract contains:</b> | EPP, SBPP, and SDO   |
| <b>UNSPSC:</b>                 | <i>See Appendix E</i>  |
| <b>Last change date:</b>       | <b>August 29, 2016</b>                                       |

### Contract Summary

This is a statewide contract for environmentally preferable cleaning products, programs, equipment and supplies, including green cleaning technologies. This is a multi-state contract available to Connecticut, New York, Rhode Island, and Vermont in cooperation with the lead state of Massachusetts. (The states of New Hampshire and Maine are also eligible to join).

All the green chemicals and janitorial paper products included in this contract are required to be “Independently Third-Party Certified;” which means that the environmental claims, as well as the product performance, have been tested and certified by an established and legitimate, nationally-recognized third party certification program. Contract users do not have to analyze technical data and

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may be assured that the product will perform well. (The only chemicals without such certification are the disinfectants and various sanitizers, for which no certification is available). In addition, vendors were selected for their ability to provide assistance in transitioning eligible entities to a green cleaning program.

### **Contract Categories**

This contract includes 12 Categories of products/service as listed below. Detailed listing of product sub-categories may be found in Appendix A.

- Category 1: General Purpose Cleaners
- Category 2: Other Floor Maintenance Chemicals
- Category 3: Disinfectants and Sanitizers
- Category 4: Specialty Cleaners
- Category 5: Powered Janitorial Equipment & Service
- Category 6: General Cleaning Supplies, Equipment, and Service
- Category 7: Hand Soaps, Hand Sanitizers, and Personal Care Products
- Category 8: De-Icing and Snowmelt Products
- Category 9: Waste/Recycling/Composting Liners
- Category 10: Disposable Janitorial Paper Products
- Category 11: Entryway and Other Matting Systems
- Category 12: Microfiber Cleaning Service

### **Pricing and Buying Details**

#### **Purchase Options**

Purchases made through this contract will be direct, outright purchases.

#### **Contract Documents**

All contract documents, including the RFR, specifications (which are located in Attachment A of the RFR), and other attachments, the Contract User Guide, the FAC85 Approved Product List, in addition to specific vendor documents may be found in the Master MBPO for this contract: [PO-15-1080-OSD01-OSD10-00000003619](#) Each vendor MBPO lists their price files.

#### **FAC85 Approved Product List**

All products offered from vendors on this contract have been compiled so that eligible entities may search and compare offerings from different vendors. An excel spreadsheet titled "FAC85 Approved Products List" is posted on the Master MBPO for this contract: [Master Blanket Purchase Order PO-15-1080-OSD01-OSD10-00000003619](#). Always use the most recent version when placing order.

#### **Product Selection/Vendor Information**

See Appendix A-C for a listing of products and vendors available.



## Product Trials, Pilots, and Demonstrations

Once a particular vendor has been selected it is acceptable to request that a product cleaning trial be conducted before a major purchase is made. This ensures that the customer is getting the right cleaning product for the job and that the vendor thoroughly understands the cleaning needs of their client.

## Price Structure

Contract pricing is a specified discount off of the MSRP catalog price or the vendor catalog price. Contract discounts and other pricing published under the contract represents “ceiling” or “not-to-exceed” pricing, and may be further negotiated.

## Getting Quotes

Contract users should reference “FAC85” when contact FAC85 vendors to ensure they are receiving contract pricing. When calling more than one vendor on the contract to compare products and pricing, ask the vendor for full details on the Green Purchasing Program provided as part of this contract. It includes various free services (such as a facility assessment) and also involves tools and/or software to assist customers in tracking and recording valuable data concerning their cleaning practices as a means of increasing the efficiency of the overall operations.

## Product Pricing

Product pricing may be found two ways:

1. Viewing the FAC85 Approved Products List that may be located in the [Master Blanket Purchase Order PO-15-1080-OSD01-OSD10-0000003619](#). This list contains all of the products offered on FAC85 and was compiled to assist users in finding and comparing green cleaning products, supplies, and equipment. NOTE: If there are any discrepancies in pricing between this list and the pricing indicated for a vendor on COMMBUYS, the COMMBUYS pricing takes precedence.
2. Entering a search into COMMBUYS for a specified product. See below for directions.

## Transitioning to a Greener Cleaning Program

If your cleaning program has not implemented a green cleaning program, the contracted vendors can help you to establish one. Here are some tips to finding a program/vendor that will work with you:

- There are 15 Vendors on this contract. Talk to more than one; ideas and services can vary
- Ask for references
- Check their Green Program – inquire about the quality of their staff, training capabilities
- Ask how they conduct the FREE facility assessment and what this entails
- Identify the vendor expertise in choosing comparable products

Ask to “pilot” products in areas of concern

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## Finding Vendor Price Files

### ***If you are logged into COMMBUYS:***

- Click on the “Advanced Search” magnify glass in the upper right hand corner.
- Select Contract/Blanket from the drop down menu
- Type in FAC85 under “Contract/Blanket Description” and choose 3PS-Sent under “Header Major Status”.
- Click “Find It”
- The results will display 16 “Contract/Blanket #”. The first, [Master Blanket Purchase Order PO-15-1080-OSD01-OSD10-00000003619](#), is not a vendor but a location to place all contract documents. The next 15 are associated with vendors on the contract.

### ***If you are not logged into COMMBUYS:***

- Go to [www.commbuys.com](http://www.commbuys.com) and Click on “Contract & Bid Search”
- Select the “Contracts/Blankets” radio button.
- Enter FAC85 in the “Contract/Blanket” Description field
- Click “Find It”
- The results will display 16 Contract/Blanket #'s.
- The first, [Master Blanket Purchase Order PO-15-1080-OSD01-OSD10-00000003619](#), is not a vendor but a location to place all contract documents.

## Viewing All Documents Associated with FAC85

- Search for [Master Blanket Purchase Order PO-15-1080-OSD01-OSD10-00000003619](#). All contract documents, including the RFR, Contract User Guide, and vendor specific documents are listed here. To find a better view of the attachments, log into COMMBUYS first.
- To download attachments, click this icon .

## Conduct a Quick Search for Products in COMMBUYS

Log into COMMBUYS, and enter your search into “Quick Buy” search located in the middle of the page. All products that have your search term in the “description” will be shown. This is meant as a quick search to find products/vendors.

## How to Purchase Off of FAC85 in COMMBUYS

Once you have determined which product(s) and/or vendor you want to use off of FAC85 per instructions above, and you are ready to place a purchase order, please follow the detailed step-by-step guidance below.

1. In COMMBUYS, initiate a Release Requisition and follow below directions to search and add items. (Use this Job Aid if you need guidance on [How to Create a Release Requisition and](#)



[Purchase Order \(Contract Purchase\)](#) ; follow this guidance when you get to the directions on the Items Search – Step 6)

2. Enter FAC85 into the “Item Description” field of the Advanced Search and select Find It. The results will show all the FAC85 Items from all the vendors.
3. To find the specific items to add to your requisition, enter vendor name and product item number per column Q of the FAC85 Approved Products List New Template. You may also enter other unique identifiers such as the sku # or product name to the specific product. Before selecting a line item **PLEASE NOTICE** the 6<sup>th</sup> column labeled “Vendor Name” and the 7<sup>th</sup> column labeled “Segment-Family-Class.”
4. To find and use one of the generic line items into the “Item Description Field”: FAC85, vendor name and “Generic Line” then:
  - a. For cleaning and janitorial supplies select the line item that reads the following in the 7<sup>th</sup> column: “47-13 - Cleaning and janitorial supplies” and enter quantity,  

AND/OR
  - b. For equipment select the line item that reads the following in the 7<sup>th</sup> column: “47-12 - Janitorial equipment” and enter quantity.  

AND/OR
  - c. For Category 5 powered janitorial equipment and service repair and replacement parts not included in the catalog.  

AND/OR
  - d. For Category 6 general cleaning supplies, equipment and services not included in the catalog.
5. Select click “Add to Req & Exit.” If there are multiple products select “Search Items.” This process need to be repeated PER PRODUCT. Example, if there are 3 different types of products, steps 2 - 4 will need to be repeated 3 times before moving on to the next steps.
6. For specific line items, enter quantity and repeat for each specific line item.



7. For each \$0 product line item click “Enter Info” in the column labeled Catalog Price/Unit Cost. Then using the catalog of the vendor you are purchasing from, accurately fill in the correct price for the single unit/item:
  - a. Delete the information in the “Description” field and enter the Description information in column T of the vendor catalog into this field;
  - b. In the “Price Reference #” field type in the product SKU # or OEM # provided in column F of the vendor catalog;
  - c. Leave ALL other fields blank or as is, and click “Save & Continue.”
  - d. Repeat this step for each previously selected \$0 line item.

Complete this Release Requisition as usual here forward; refer to the link above if you need guidance in completing this. Please remember to attach any quotes or estimates associated with this Requisition.

### **Subcontractors**

Awarded vendors may choose to employ subcontractors to provide products or services that the AWARDED VENDOR represents. The Awarded vendor employing the subcontractor is responsible for all of the subcontractors’ quality of work, products used, and ANY other concerns arising from the subcontractor. All subcontractors must be listed in the “FAC85 Approved Subcontractors List.” All quotes, invoices, and all other documentation must include the prime vendor’s name and contact information they are representing.

### **Benefits and Cost Savings**

#### **Getting the Best Value and Pricing**

MA State Agency Departments may obtain quotes to compare pricing, product selection and training opportunities from one or more vendors through COMMBUYS and must use COMMBUYS to purchase. Other MA departments and eligible entities may purchase directly from the vendors, but are encouraged to use COMMBUYS to make purchases. Eligible entities are encouraged to review the qualifications for each vendor to perform training and offer tools to help departments track their purchases and the benefits of switching to green cleaning program.

#### **Services at No Additional Charge**

Under the terms of the contract, all vendors awarded in Categories 1-5 **must** offer and perform an initial facility assessment as part of transitioning their customers to a green cleaning program and on-site training to users of the products.



### **Cost Savings Opportunities**

- Competitive pricing across all categories
- Product Consolidation: A single green cleaning product may permit the end-user to eliminate the need to purchase multiple standard cleaning products
- Product Elimination: Some green cleaning equipment eliminates the need to purchase chemicals
- Safer Cleaners: Safer cleaners contribute to a healthier environment for employees and visitors

## **Who Can Use This Contract**

### **Applicable Procurement Law**

MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00

### **Eligible Entities**

01. Cities, towns, districts, counties and other political subdivisions
02. Executive, Legislative and Judicial Branches, including all Departments and elected offices therein;
03. Independent public authorities, commissions and quasi-public agencies
04. Local public libraries, public school districts and charter schools;
05. Public Hospitals, owned by the Commonwealth;
06. Public institutions of high education
07. Public purchasing cooperatives;
08. Non-profit, UFR-certified organizations that are doing business with the Commonwealth;
09. Other states and territories with no prior approval by the State Purchasing Agent required; and
10. Other entities when designated in writing by the State Purchasing Agent.
11. Statewide Contracted Janitorial Services contractors

## **Additional Information/FAQs**

### **Importance of Third Party Certification**

“Independent/Third-Party Certified” means that cleaning products have been certified by an established and legitimate, nationally-recognized program developed with the purpose of identifying environmentally preferable products. Any such certification program shall verify all green claims and test for the actual performance of the product. This final point is essential as it provides clear assurance to purchasers that the products really work.

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### Required Certifications for this Contract

See the Appendix D for a list of certifications required for this contract. In addition, Attachment A: Mandatory Specification and Desirable Criteria of the RFR outlines in detail the specification required for this contract by contract category.

### If the Needed Product Cannot be Found

Start by checking the FAC85 Approved Product list located in COMMBUYS by searching for the Master Blanket Purchase Order PO-15-1080-OSD01-OSD10-00000003619, which includes all contract documents. This list contains all the products offered on the contract and its purpose is to assist users in finding and comparing green cleaning products, supplies, and equipment. A few times a year vendors will be allowed to add products that meet the required specifications. In addition, contact your vendor and tell them what you are currently using and what that product needs to do. In most cases there is an effective green cleaning alternative available. (However, you may have to consult more than one vendor to find the right match.) You also may contact one of the contract team members for advice on finding a green alternative and/or to provide assistance to locate what you need.

### Strategic Sourcing Team Members

| Team Members      | Department / Organization                    |
|-------------------|--|
| Julia Wolfe       | MA – Operational Services Division           |
| Sara Urato        | MA - Operational Services Division           |
| Robert Zalucki    | CT - Dept. of Administrative Services        |
| Cindy Miner       | NY - Office of General Services              |
| Cheri McCullough  | NY - Office of General Services              |
| Elizabeth E. Meer | NY - Dept. of Environmental Conservation     |
| Brian Berini      | VT – Dept. of Buildings and General Services |
| John Cowell       | RI – Division of Purchases                   |
| Jeremy Caron      | MA – DCAMM                                   |
| Sally Miller      | MA – DCAMM                                   |
| Mel Klayman       | MA – DCAMM                                   |
| John Bianchi      | MA - Department Of Corrections               |
| Elise Pechter     | MA - Department Public Health                |
| Sharon Lee        | MA - Department Public Health                |
| Tolle Graham      | MA – MassCOSH                                |



|                |                                     |
|----------------|-------------------------------------|
| Rick Reibstein | MA - Office of Technical Assistance |
| Ken Wertz      | MA - Sharon Public Schools          |
| Heidi Wilcox   | MA - Toxics Use Reduction Institute |
| Alicia Culver  | Responsible Purchasing Network      |



## Appendix A: Detailed Listing of Products/Services

|  |
|--|
| <b>Category 1: General Purpose Cleaners (concentrates, and limited ready-to-use)</b>   |
| A. Concentrated Bathroom Cleaners, Non-disinfecting and Non-sanitizing Only (including concentrated restroom cleaners, tub and tile cleaners, grout cleaners and whiteners, descalers, mold and mildew cleaners, and toilet/urinal cleaners, etc.)   |
| B. Concentrated Carpet, Rug and Upholstery Cleaners (including concentrated pre-spray, spot and stain removers, carpet shampoos and bonnet cleaners, etc.)   |
| C. Concentrated Degreasers (including concentrated cleaner-degreasers, grease trap cleaners, etc.)   |
| D. Concentrated Floor Cleaners (including concentrated neutral floor cleaners, dust and damp mop cleaners, etc.)   |
| E. Concentrated General Purpose Cleaners (including also all-purpose and multi-purpose cleaners, peroxide-based cleaners, etc.)  |
| F. Concentrated Glass Cleaners (including also window, mirror and computer screen cleaners)  |
| G. Concentrated Enzymatic Restroom Cleaners  |
| H. Ready-To-Use General- Purpose and Glass Cleaner   |
| <b>Category 2: Floor Care Products (concentrates and ready-to-use)</b>   |
| Floor Polishes, Finishes and Waxes; floor strippers/removers; and floor polish restorers and maintainers.  |
| <b>Category 3: Disinfectants/Sanitizers (concentrates and ready-to-use)</b>  |
| Antimicrobial Mold and Mildew Remediation Products and Other Types of Disinfectants as well as Food-Contact and Non-Food-Contact surface sanitizers. This category excludes hand sanitizers, antimicrobial hand soaps.   |
| <b>Category 4: Specialty Cleaners (ready-to-use)</b>   |
| Non-antimicrobial abrasive powdered cleaners; air conditioner coil cleaners; appliance cleaners; bathroom cleaners; boat and bilge cleaners; calcium, lime and rust removers/descalers; carpet spot and stain removers; cleaning wipes; coffee maker cleaners; cream cleansers; deck and fence cleaners; deodorizers; dish washing / ware washing detergents and rinse aids (hand, automatic in liquid, gel or powder form); drain cleaners; enzymatic cleaners; furniture cleaners/polishes; graffiti removers; gum and adhesive removers; laundry fabric softeners, anti-static products and stain removers; laundry whiteners and brighteners; laundry/clothes washing detergents; leather cleaners; mold and mildew removers (non-antimicrobial); oven/grill/BBQ cleaners; stainless steel/metal cleaners/polishes; stone cleaners; toilet bowl and urinal cleaners; upholstery cleaners; urinal blocks and screens; vehicle cleaners; and walkway cleaners. |
| <b>Category 5: Powered Janitorial Equipment</b>  |
| Battery-, propane- and/or electrical-powered equipment: vacuum cleaners, carpet extractors, carpet spotters, auto floor scrubbers, floor burnishers, (propane- and non-propane-fueled), floor sweepers, tile cleaning machines, air movers, power washers, steam cleaners, window washing machines, hand dryers, etc. This category also includes  |



related accessories necessary to operate and maintain powered equipment purchased on this Contract. Accessories include, but are not limited to, vacuum cleaner bags, toolkits, filters, hoses, belts, floor pads, polishing stones, microfiber cleaning equipment such as small washers, etc. It also includes any service fees.

**Category 6: General Cleaning Supplies, Equipment and Service**

A wide variety of general janitorial supplies such as absorbents; brooms; mops; brushes; dust rags and other cleaning cloths; trash, recycling and composting containers; gloves; sponges and scrub pads; spray bottles; rechargeable batteries and battery chargers; and janitorial carts. It also includes any related service fees.

**Category 7: Hand Soaps, Hand Sanitizers, and Personal Care Products (concentrated and ready-to-use)**

Non-antimicrobial hand soaps, hair shampoos, and body washes, as well as hand sanitizers (liquids, gels and wipes) and related dispensers.

**Category 8: De-Icing and Snowmelt Products**

De-icers, other snowmelt products (both liquids and solids).

**Category 9: Waste/ Recycling/ Composting Liners**

Disposable plastic and paper can liners used primarily for janitorial applications in institutional settings, including trash, recycling, yard waste composting, and medical waste bags. It also includes compostable bio-plastic bags designed to collect food and/or yard waste for composting.

**Category 10: Disposable Janitorial Paper Products**

Toilet paper, paper towels, toilet seat covers, facial tissues, table napkins, paper wipers, and feminine hygiene products as well as related dispensing equipment.

**Category 11: Entryway and Other Matting Systems**

Entryway and other floor matting systems for indoor and outdoor use excluding chair mats.

**Category 12: Microfiber Washing Service**

This category includes full-service washing programs for microfiber cloths, pile and mop pads.



## Appendix B: Vendor Approved Categories, By State, Minimum Order

| Vendor                             | Minimum | Category #1 | Category #2 | Category #3 | Category #4 | Category #5 | Category #6 | Category #7 | Category #8 | Category #9 | Category #10 | Category #11 | Category #12 | MA | CT | RI | NY | VT |
|------------------------------------|---------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|--------------|--------------|----|----|----|----|----|
| Carey Wiper & Supply Company       | \$250   | x           | x           | x           | x           | x           | x           | x           |             | x           |              | x            |              | x  | x  | x  | x  | x  |
| Casey Engineered Maintenance, Inc. | None    | x           | x           | x           | x           | x           | x           | x           | x           | x           | x            | x            | x            | x  | x  | x  |    |    |
| Clean Cut Solutions                | \$250   | x           | x           | x           | x           | x           | x           | x           |             | x           | x            | x            |              | x  | x  | x  |    | x  |
| Conlon Products                    | \$350   | x           | x           | x           | x           | x           | x           | x           | x           | x           | x            | x            |              | x  |    | x  |    |    |
| Corr Distributors, Inc.            | \$100   | x           | x           | x           | x           | x           | x           | x           | x           | x           | x            | x            |              | x  | x  | x  | x  | x  |
| EBP Supply Solutions               | \$500   | x           | x           | x           | x           | x           | x           | x           |             | x           | x            | x            |              | x  | x  | x  | x  | x  |
| Hillyard, Inc. (DBA Rovic)         | \$250   | x           | x           | x           | x           | x           | x           | x           | x           | x           | x            | x            |              | x  | x  | x  | x  | x  |
| Imperial Bag & Paper llc           | \$250   |             |             |             |             | x           | x           | x           |             | x           | x            | x            |              | x  | x  | x  | x  | x  |
| Likarr Maintenance Systems         | \$300   | x           | x           | x           | x           | x           | x           | x           |             | x           | x            | x            |              | x  |    | x  |    |    |
| M.D. Stetson                       | \$300   | x           | x           | x           | x           | x           | x           | x           | x           | x           | x            | x            | x            | x  | x  | x  | x  | x  |
| Richco Products, Inc.              | None    | x           | x           | x           | x           | x           | x           | x           |             |             |              |              |              | x  | x  |    |    | x  |
| Simplex Janitorial Supplies        | None    | x           | x           | x           | x           | x           | x           | x           |             | x           | x            | x            |              | x  |    | x  |    |    |
| Staples Contract & Commercial Inc. | \$50    | x           | x           | x           |             | x           | x           | x           |             |             | x            | x            |              | x  | x  | x  | x  | x  |
| WB Mason                           | None    | x           | x           | x           | x           | x           | x           | x           |             | x           | x            | x            |              | x  | x  | x  | x  | x  |
| XPEDX LLC A Veritiv Company        | \$350   | x           | x           | x           | x           | x           | x           | x           |             |             | x            | x            |              | x  | x  | x  | x  | x  |

**List of Categories**

**Category 1: General Purpose Cleaners Category**

**Category 2: Other Floor Maintenance Chemicals**



- Category 3: Disinfectants and Sanitizers**
- Category 4: Specialty Cleaners**
- Category 5: Powered Janitorial Equipment & Service**
- Category 6: General Cleaning Supplies, Equipment, and Service**
- Category 7: Hand Soaps, Hand Sanitizers, and Personal Care Products**
- Category 8: De-Icing and Snowmelt Products**
- Category 9: Waste/Recycling/Composting Liners**
- Category 10: Disposable Janitorial Paper Products**
- Category 11: Entryway and Other Matting Systems**
- Category 12: Microfiber Cleaning Service**



## Appendix C: Vendor Contact Information

| Vendor List                        | Master Blanket Purchase Order #    | Contact Person          | Phone #               | Email  |
|------------------------------------|------------------------------------|-------------------------|-----------------------|--|
| Carey Wiper & Supply Company       | PO-16-1080-OSD03-SRC02-00000007268 | Marilyn Allen           | 800-759-4737          | <a href="mailto:info@careyonline.net">info@careyonline.net</a>   |
| Casey Engineered Maintenance, Inc. | PO-16-1080-OSD03-SRC02-00000007269 | Craig Smith             | 800-333-4385          | <a href="mailto:craigs@caseyemi.com">craigs@caseyemi.com</a>   |
| Clean Cut Solutions                | PO-16-1080-OSD03-SRC02-00000007270 | Richard Raskind         | 844-207-7219          | <a href="mailto:rich@cleancutsolutions.com">rich@cleancutsolutions.com</a>                               |
| Conlon Products                    | PO-16-1080-OSD03-SRC02-00000007271 | Courtney Archambeault   | 800-772-8482          | <a href="mailto:courtney@conlonproducts.net">courtney@conlonproducts.net</a>                             |
| Corr Distributors, Inc.            | PO-16-1080-OSD03-SRC02-00000007272 | Carol Corr              | 800-536-8323          | <a href="mailto:ccorr@corr distributors.com">ccorr@corr distributors.com</a>                             |
| EBP Supply Solutions               | PO-16-1080-OSD03-SRC02-00000007276 | Kelly Skorzewski        | 800-972-9622 ext 3542 | <a href="mailto:kskorzewski@ebpsupply.com">kskorzewski@ebpsupply.com</a>                                 |
| Hillyard, Inc. (DBA Rovic)         | PO-16-1080-OSD03-SRC02-00000007319 | Dermot Pelletier        | 800-832-1013          | <a href="mailto:dpelletier@hillyard.com">dpelletier@hillyard.com</a>                                     |
| Imperial Bag & Paper llc           | PO-16-1080-OSD03-SRC02-00000007320 | Bill Millar             | 800-794-7273          | <a href="mailto:bmillar@imperialbag.com">bmillar@imperialbag.com</a>                                     |
| Likarr Maintenance Systems         | PO-16-1080-OSD03-SRC02-00000007273 | Cathi Taeger            | 888-288-5839          | <a href="mailto:ctaeger@likarr.com">ctaeger@likarr.com</a>   |
| M.D. Stetson                       | PO-16-1080-OSD03-SRC02-00000007360 | Michael Glass           | 800-255-8651          | <a href="mailto:mike.glass@mdstetson.com">mike.glass@mdstetson.com</a>                                   |
| Richco Products, Inc.              | PO-16-1080-OSD03-SRC02-00000007278 | Shara Audet             | 800-343-3221          | <a href="mailto:info@richcoproducts.com">info@richcoproducts.com</a>                                     |
| Simplex Janitorial Supplies        | PO-16-1080-OSD03-SRC02-00000007290 | Nicole Bernardo         | 800-222-2621          | <a href="mailto:nbernardo@simplexjanitorial.com">nbernardo@simplexjanitorial.com</a>                     |
| Staples Contract & Commercial Inc. | PO-16-1080-OSD03-SRC02-00000007280 | Bob Gleason             | 781-424-8024          | <a href="mailto:bob.gleason@staples.com">bob.gleason@staples.com</a>                                     |
| WB Mason                           | PO-16-1080-OSD03-SRC02-00000007360 | Pat Vacca               | 508-436-1850          | <a href="mailto:Pat.vacca@wbmason.com">Pat.vacca@wbmason.com</a>   |
| XPEDX LLC A Veritiv Company        | PO-16-1080-OSD03-SRC02-00000007281 | Customer Service Center | 800-582-7091          | <a href="mailto:VeritivFacilitiesSupplies@veritivcorp.com">VeritivFacilitiesSupplies@veritivcorp.com</a> |



## Appendix D: Environmental Specifications Listing

- **Green Seal:** [www.greenseal.org](http://www.greenseal.org)
  - GS-01 (2013), Sanitary Paper Products
  - GS-08 (2013), Cleaning Products for Household Use
  - GS-34 (2013), Cleaning and Degreasing Agents
  - GS-37 (2013), Cleaning Products for Industrial and Institutional Use
  - GS-40 (2014): Floor-Care Products for Industrial and Institutional Use
  - GS-41 (2013), Hand Cleaners for Industrial and Institutional Use
  - GS-42 (2013), Commercial and Institutional Cleaning Services
  - GS-44 (2013), Soaps, Cleansers, and Shower Products
  - GS-51 (2014), Laundry Care Products for Industrial and Institutional Use
  - GS-53 (2014), Specialty Cleaning Products for Industrial and Institutional Use
- **UL Ecologo:** [www.UL.com](http://www.UL.com)
  - UL 175 (2013), Standards for Sustainability for Sanitary Paper Products
  - UL 2759 (2011), Standard for Sustainability for Hard Surface Cleaners
  - UL 2776 (2011), Standard for Sustainability for Laundry Detergents and Fabric
  - UL 2777 (2011), Standard for Standard for Sustainability for Hard Floor Care Products
  - UL 2780 (2011), Standard for Sustainability for Urinal Blocks
  - UL 2783 (2011), Instant Hand Antiseptic Products
  - UL 2784 (2011), Standard for Sustainability for Hand Cleaners
  - UL 2791 (2012), Standard for Sustainability for Drain and/or Grease Trap Additives: Biologically-based
  - UL 2792 (2012), Standard for Sustainability for Cleaning and Degreasing Compounds: Biologically-based
  - UL 2795 (2012), Standard for Sustainability for Carpet and Upholstery Care Products
  - UL 2796 (2013), Standard for Sustainability for Odor Control Products



UL 2829 (2013), Standard for Sustainability for Laundry Bleach

UL 2845 (2013), Personal Care Products

- **US EPA DfE Program, recently changed names to Safer Choice (Category 4 ONLY, and ONLY products that have received an on-site audit) [www2.epa.gov/saferchoice](http://www2.epa.gov/saferchoice)**
- **Energy Star: [www.energystar.org](http://www.energystar.org)**
- **Carpet and Rug Institute: Bronze and Gold Seals of Approval : [www.carpet-rug.org/index](http://www.carpet-rug.org/index)**
- **USDA Bio-Preferred: [www.biopreferred.gov](http://www.biopreferred.gov)**
- **Pacific Northwest Snowfighters Qualified Products List: [www.pnsassociation.org](http://www.pnsassociation.org)**
- **Biodegradable Products Institute: [www.bpiworld.org/BPI-Public/Approved.html](http://www.bpiworld.org/BPI-Public/Approved.html)**
- **CONEG's Toxics in Packaging Guidelines: [www.toxicsinpackaging.org](http://www.toxicsinpackaging.org)**
- **Proposition 65 guidelines: [www.oehha.ca.gov/prop65.html](http://www.oehha.ca.gov/prop65.html)**
- **US EPA's Comprehensive Procurement Guidelines: [www.epa.gov/epawaste/conserves/tools/cpg/index.htm](http://www.epa.gov/epawaste/conserves/tools/cpg/index.htm)**

**LEED – EB: [www.usgbc.org/DisplayPage.aspx?CMSPageID=221](http://www.usgbc.org/DisplayPage.aspx?CMSPageID=221)**



## Appendix E: United Nations Standard Uniform Product and Services Codes used in FAC85

*For more information on the UNSPSC Codes please see [www.unspsc.org](http://www.unspsc.org)*

04-01-00-00-0000

11-12-00-00-0000

14-11-00-00-0000

24-11-00-00-0000

24-12-00-00-0000

26-11-00-00-0000

27-11-00-00-0000

31-19-00-00-0000

40-16-00-00-0000

42-13-00-00-0000

42-28-00-00-0000

43-13-00-00-0000

46-16-00-00-0000

46-18-00-00-0000

47-10-00-00-0000

47-11-00-00-0000

47-12-00-00-0000

47-13-00-00-0000

47-16-00-00-0000

48-13-00-00-0000



52-10-00-00-0000

52-15-16-44-0000

53-13-00-00-0000

56-12-00-00-0000

93-14-00-00-0000