

EPP Procurement Policy Webinar

MassDEP & OSD

6.17.2025

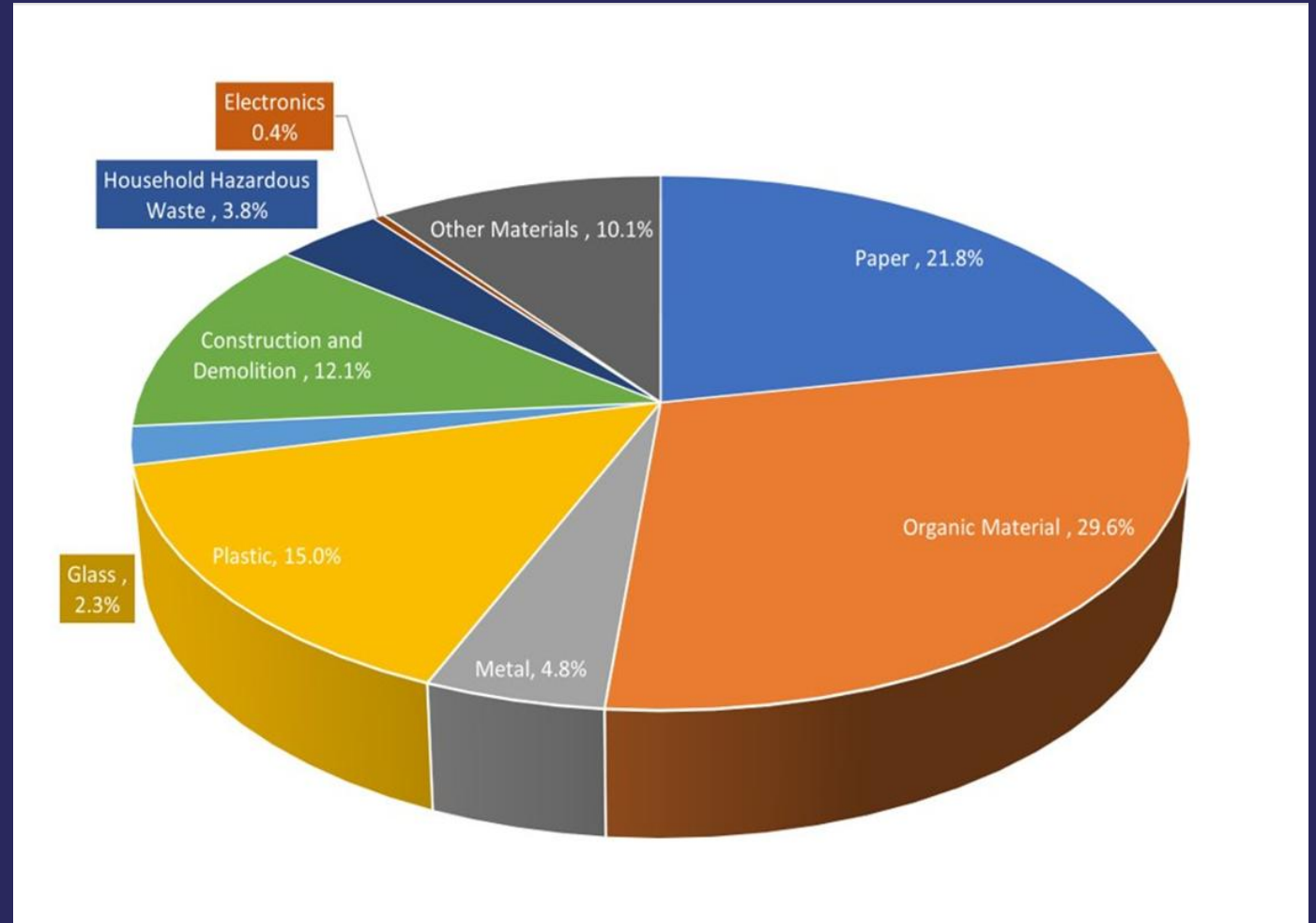


OPERATIONAL SERVICES DIVISION

Procurement is Key to Waste Reduction

Issues:

- Disposal capacity constraints
- Rising costs
- Lost value of materials
- Environmental Impacts

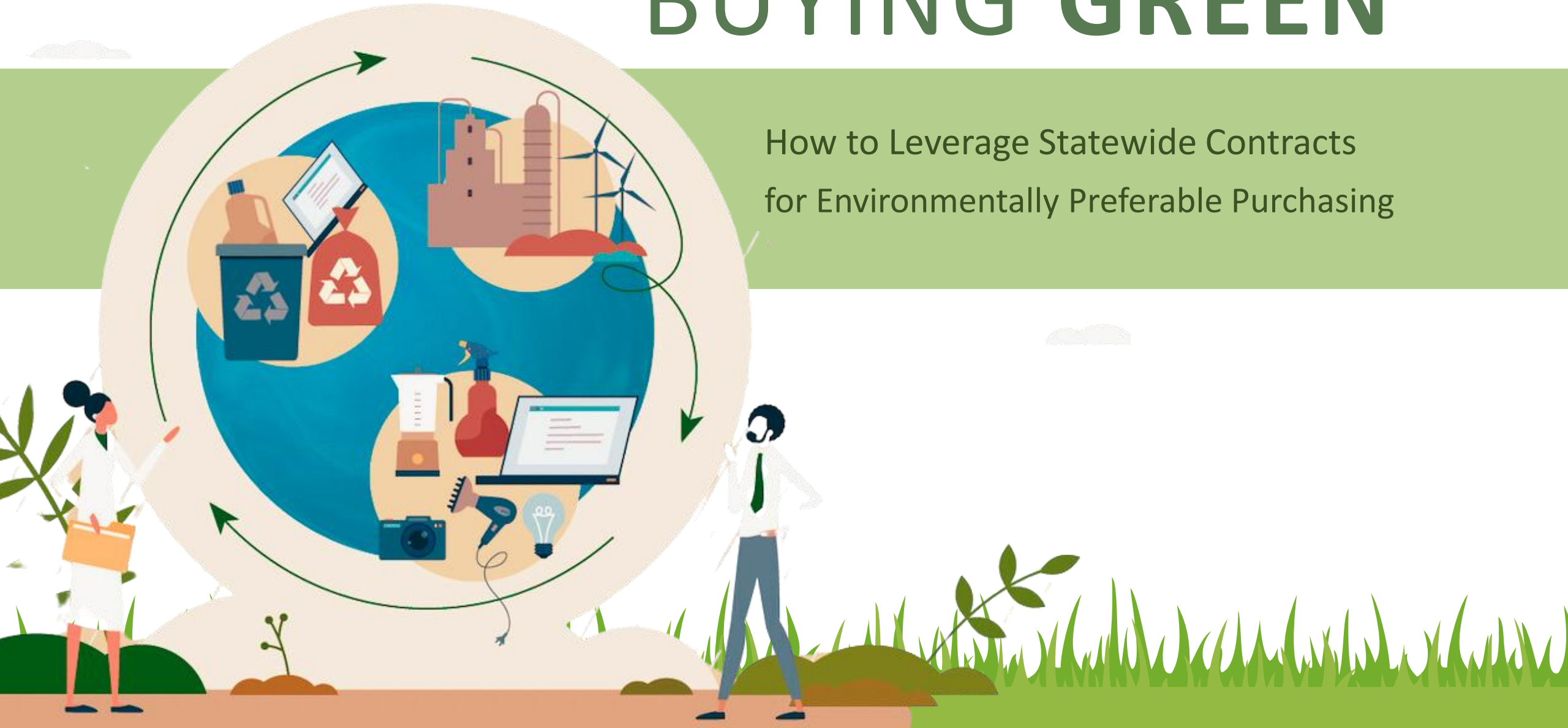




OPERATIONAL SERVICES DIVISION

BUYING GREEN

How to Leverage Statewide Contracts
for Environmentally Preferable Purchasing



Content

- What is EPP and Why it Matters?
- Program Overview/Legal Framework
- Environmental Considerations
- Finding EPPs



Why EPP Matters?

Public Procurement:

POWERFUL

IMPACTFUL

COST-EFFECTIVE



Why EPP Matters?



Governments spend a LOT!



This spending has an IMPACT on the environment (hidden costs).



POLLUTION

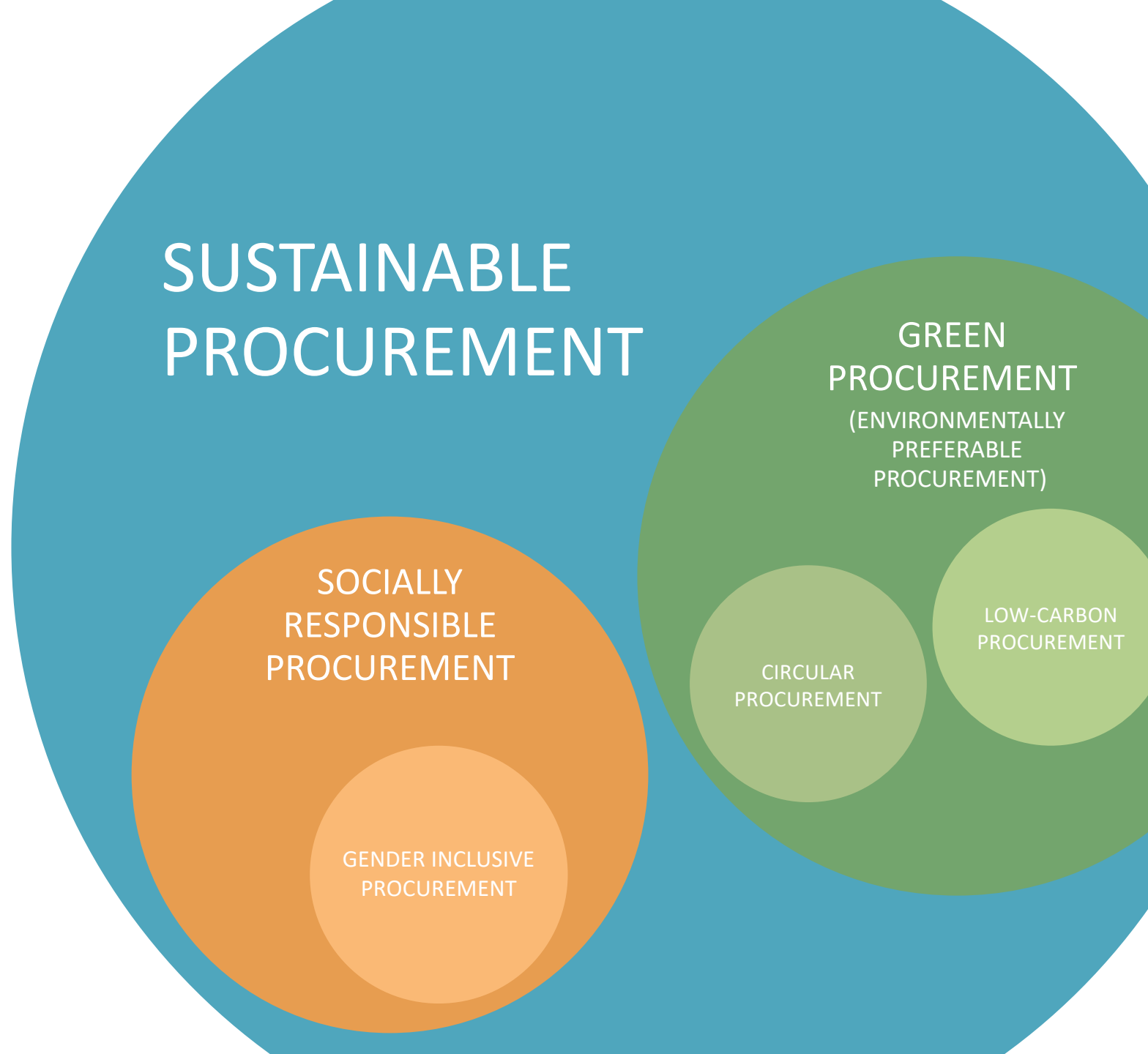
CLIMATE CHANGE

RESOURCE DEPLETION

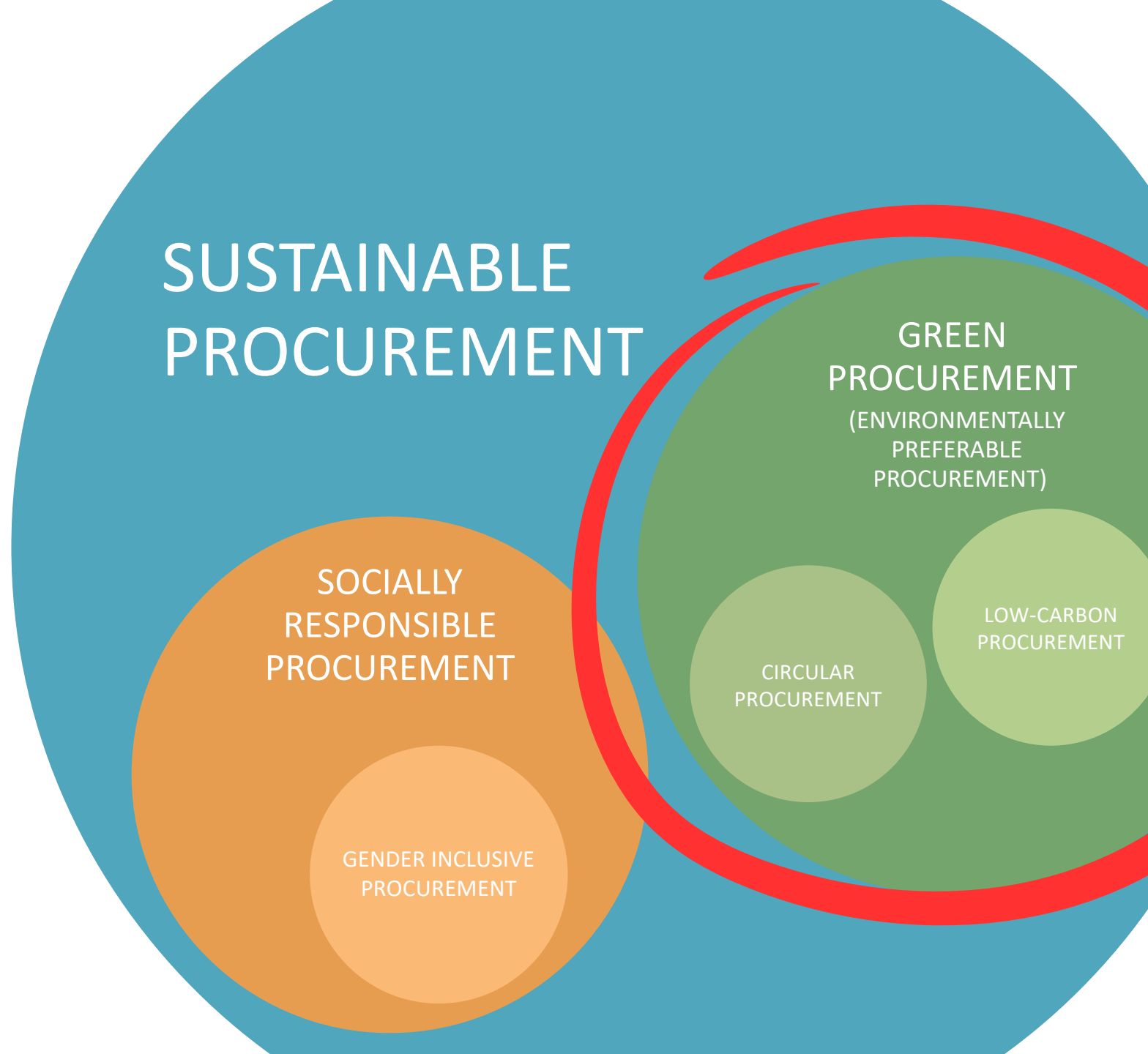
DEFORESTATION

BIODIVERSITY LOSS

What is EPP? - Key Terms



What is EPP? - Key Terms



What is EPP?

EPP (verb): Purchasing goods and services in a way that considers environmental and health impacts.

EPP (noun): Products or services that have a lesser impact on human health and the environment when compared to competing products or services that serve the same purpose.

EPP products and services might have any of these attributes:

- Recyclable
- Recycled content
- Less toxic
- Energy efficient
- Water efficient
- Biodegradable/compostable
- Repairable
- Durable
- Refurbished, remanufactured
- Other (organic, battery powered, etc.)

Many EPP products meet specific standards and hold certifications (ecolabels) - but not all.



Benefits of EPP

ENVIRONMENTAL BENEFITS

REDUCED IMPACT ON THE ENVIRONMENT: LESS WASTE, POLLUTION, CARBON FOOTPRINT

Contribute to national and sub-national objectives

Drives markets towards green products and spurs innovation

Influences supplier behavior (sustainability performance).

SOCIO-ECONOMIC BENEFITS

Long-term cost savings (Energy and water efficiency products)

Supports the local economy



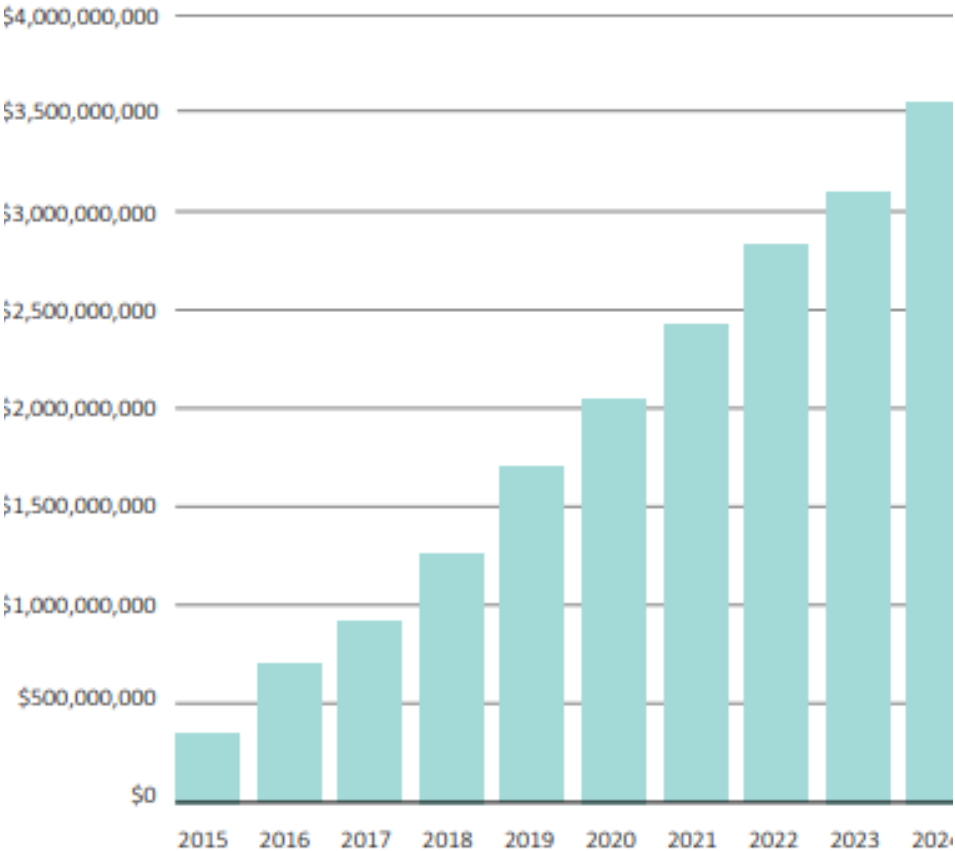
GOVERNANCE BENEFITS

Enhanced image

Leading By Example: Raise consumer awareness and demand for green products.

Overview of EPP Procurement Program

- Established: Nearly 30 years active
- Management: OSD's Climate and Sustainability Unit.
- Objective: To integrate environmental criteria in Statewide Contracts.
- Focus: Products and services, not on construction (<\$50,000)
- Impact: \$409M in EPP purchases in 2024



Cumulative EPP Sales, FY2015-FY2024

Legal Framework for EPP in the Commonwealth

- [801 CMR 21.06](#) (4) (e): Competitive Procurement Standards (1997): codifies EPP.
- [EO515](#): Establishing an Environmental Purchasing Policy (2009), sets clear objectives, identifies priority areas, designates OSD to oversee the program, defines OSD's scope of work, & creates purchasing mandate for Executive Agencies.
 - Objective: "...help conserve natural resources, reduce waste, protect public health and the environment, and promote the use of clean technologies, recycled materials, and less toxic products."
 - Priority areas: "Recycled content, toxics reduction, energy and water efficiency, waste minimization and sustainable materials."
 - OSD scope of work: "...establish policies & procedures that promote...EPP and reporting thereof by Procurement Departments and Contractors" ... and "establish minimum standards specifications."



Mandate

“
...whenever such products and services are readily available, perform to satisfactory standards, and represent best value
”

Integration of Environmental Considerations in Public Procurement

1 Product and Service Specifications (RFR)



2 Vendor Sustainability Performance (CEP/EPF Form)



Goal



Providing a range of environmentally preferable products and services from vendors that are committed to environmental stewardship

EPP Products & Services on Statewide Contracts

- More than half of Statewide Contracts include EPP products and services
- 733/1,885 vendors offer EPP products

EPP Products (44 categories)

- Art, Instructional School Supplies, Promotional items
- Building Materials and Supplies
- Cleaning Products, Equipment and Supplies
- Clothing
- Electric Vehicles & Alternative Vehicle Technologies
- Firefighting Products
- Foodservice Products and Supplies
- Furniture
- Hospital Supplies
- Landscape Products and Supplies
- Office products
- Recycling Supplies
- Vehicle Products and Parts
- Water Treatment Technologies



EPP Services (31 categories)

- Environmental Consultants and Coordinators, Inspection and Planning Services
- Fuel Card and Fuel Management Services
- Janitorial Services
- Landscaping Services: Irrigation, Tree Trimming, Catch Basin Cleaning, Snow Removal, Integrated Pest Management
- Moving and State Surplus Disposal Services
- Office Services: Document Scanning, Destruction, Print, Copy, Mail, Delivery Services
- Recycling services (multiple products)
- Vehicle Management and Rentals



EPP Products & Services: Low-Hanging Fruit



Office Supplies & Paper

What to do: Purchase 100% post-consumer recycled paper and supplies with ecolabels (e.g. FSC certified).

Why it's low-hanging: Readily available, cost-competitive, high volume.

SWC #: [OFF53](#)



Lighting Products

What to do: Purchase ENERGY STAR or equivalent certified LED lighting.

Why it's low-hanging: Major energy savings, long lifespan, and good ROI.

SWC #: [MRO Contracts](#)



Cleaning Supplies & Janitorial Services

What to do: Purchase Green Seal or Eco-Logo certified cleaning products and require green cleaning practices in janitorial contracts.

Why it's low-hanging: Safe for health, better indoor air quality, and widely available.

SWC #: [FAC118](#)



IT Equipment & Electronics

What to do: Purchase ENERGY STAR, EPEAT-certified computers, monitors, printers.

Why it's low-hanging: These certifications are clear and established.

SWC #: [ITC73](#)



Foodware

What to do: Purchase reusable service ware (e.g., trays, tableware, etc.), made from recycled content and/or biodegradable/compostable.

Why it's low-hanging: Readily available, cost-competitive.

SWC #: [GRO40](#)

Environmentally Preferable Products and Services Guide

This Guide has been prepared by the Environmentally Preferable Products Procurement Program (EPP Program) managed by the Operational Services Division (OSD) to assist Commonwealth agencies and political subdivisions in identifying and procuring more sustainable services, such as products that use less energy and water, are made with less toxic materials, and have other environmentally preferable attributes. The services listed are those available on Commonwealth Statewide Contracts.

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Introduction

Below please find alphabetical listings of environmentally preferable products and services available on OSD's Statewide Contracts. Click on a link to view the Contract User Guide with summary information, and select the appropriate contract. For more information, see the [Contract User Guide \(CUG\)](#), which provides contract summary purchase information.

To use OSD's Statewide Contracts and to view the most recent contract information, including a full list of vendors, visit [COMMBUYS \(www.COMMBUYS.com\)](http://COMMBUYS) and search for the appropriate contract number.

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[Environmentally Preferable Products Index >](#)

[Environmentally Preferable Services Index >](#)

**Finding EPPs on
Statewide
Contracts**

[EPP Products and Services Guide](#)

[Contract User Guide](#)

[RFR](#)

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Identifying and Verifying Environmentally Preferable Products

- Products disclosures: Ecolabels, Environmental Product Disclosures (EPDs), Recycled Content, Toxics...



Main Takeaways

- EPP Is a Powerful, Impactful and Cost-Effective Tool for Climate Action
- Massachusetts' Statewide Contracts Make Compliance Easy
- The EPP Program Is Robust and Well-Established
- A Wide Range of EPP Products and Services Are Readily Available
- Practical Tools and Support Are Available

Additional Resources - EPP Procurement Program

- [EPP Products and Services Guide](#)
- In-depth [information](#) on various environmental topics:
 - Furniture
 - Technology
 - Toxics
 - Cleaning Products
 - Commercial Battery Powered Landscaping Equipment, etc.
- [Climate and Environmental Practices Form](#)
- [EPP Annual Report](#)



*CLIMB (Climate Leaders in Municipal Purchasing Launch
SAVE THE DATE: SEPT. 18*



OPERATIONAL SERVICES DIVISION

THANK YOU!

“Every time you spend money, you’re casting a vote for the kind of world you want”

- Anna Lappe, Sustainable Food Advocate

Agnes Wierzbicki
Climate and Sustainability Coordinator, OSD
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Environmentally Preferable Products (EPP)

Procurement Policy Template and Guidelines



The [Town/City of] recognizes that **procurement decisions of our employees and contractors have significant impacts on the environment**. By including environmental, public health, and waste reduction considerations in our purchasing decisions, along with price, performance, and product availability, we can remain fiscally responsible while promoting practices that minimize waste and environmental impacts. The purpose of this document is to establish the **framework for a sustainability-based purchasing program** for the [Town/City of].

Objectives of this policy include making purchasing decisions that:

- 1. Minimize waste and prioritize reuse** by identifying alternative options to new and single-use products and equipment,
- 2. Support recycling markets** by purchasing products with post-consumer recycled content, and that are recyclable after use.
- 3. Conserve natural resources** such as energy and water, and
- 4. Minimize environmental impacts** from pollution, greenhouse gases and toxins/hazardous products.

To meet the above goals, [Town/City] will, whenever feasible:

- Purchase products and services offered through the Operational Services Division's [Environmentally Preferable Products and Services Program](#),
- Prioritize donation and reuse before disposal of goods or equipment; and whenever possible, utilize the State [Surplus Property Program](#).
- Adhere to [Federal Comprehensive Procurement Guidelines](#) for minimal accepted recycled content levels when purchasing office supplies, such as office paper, envelopes, notepads and file folders.
- Prioritize purchasing products that are durable, long lasting, reusable or refillable, and avoid purchasing single use products.

There is Sooooo Much More

Minimize Waste



Ban single use plastic water bottles

Reuse office furniture and other hard goods

Food waste programs in municipal buildings

Support Recycling Markets



Ensure Recycling is happening in all municipal and school buildings

Road construction projects use recycled, reusable or reground materials.

Minimize Environmental Impacts



Green Seal Certified

Cradle to Cradle

EcoLogo

PFAS Free Buying Guide

Conserve Natural Resources



Sustainable Landscaping Practices

EnergyStar Products

Energy Efficient HVAC upgrades

Green Communities Guidance

Spending Recycling Dividend Funds on EPPs



FAC122 – Landscaping Products



GRO40 – Food Service Supplies and Commercial Equipment



OFF48 – Print, Copy and Mail Services



OFF52 – Office, School, Library Furniture



OFF53 – Office Supplies



VEH114 – Motorized Vehicle Parks, Refined Motor Oil



FAC113 – Recycling Carts and bins, organics collection carts

Additional Guidance



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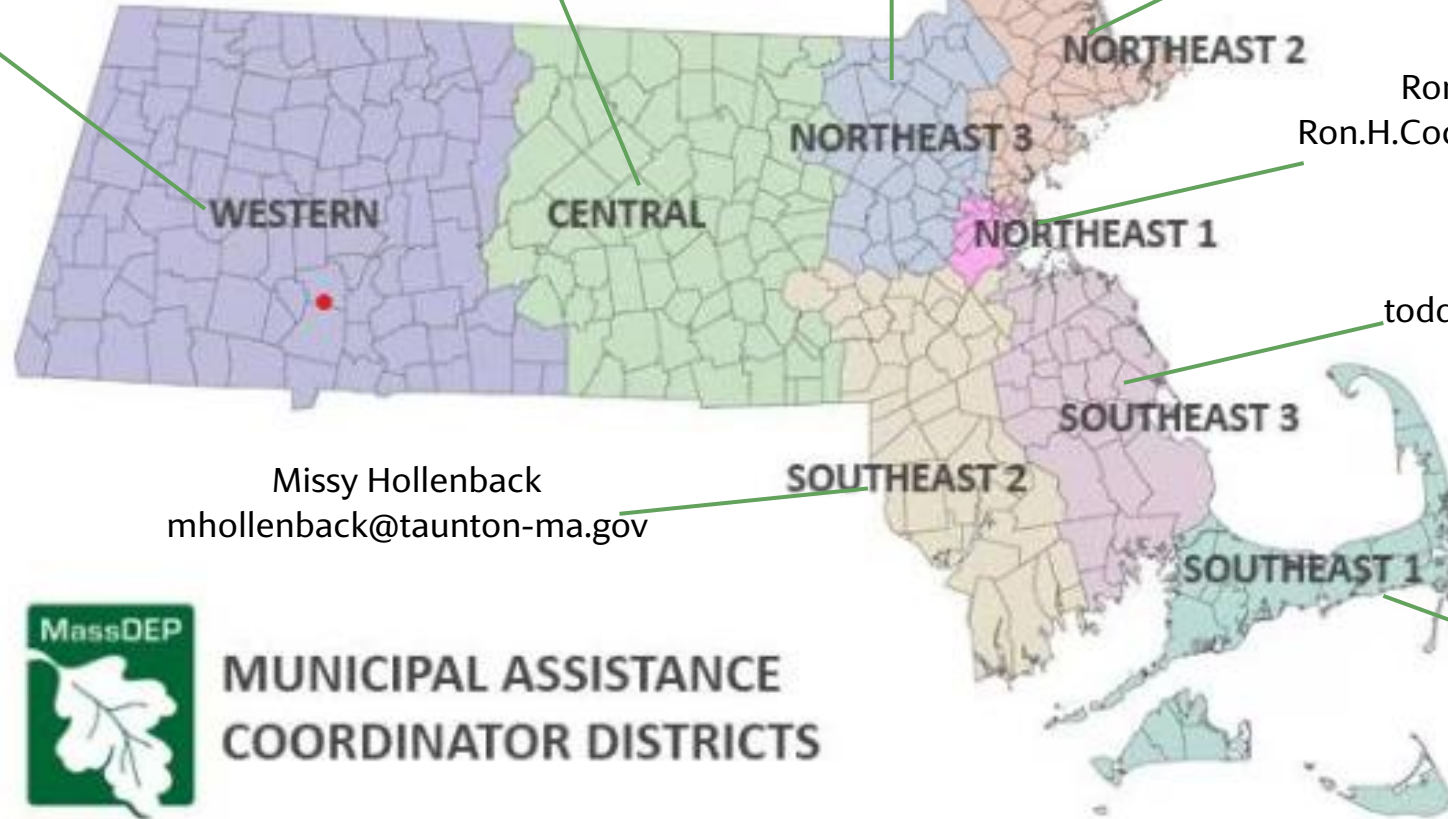
- [Additional Information about the Massachusetts Operation Services Divisions' Environmentally Preferable Products Procurement Program](#)
- [Massachusetts Environmentally Preferable Products and Services Guide](#)
- [EPA's Environmentally Preferable Purchasing Program](#)
- [EPA's Guidance for Institutional Purchasers of Greener Products and Services](#)
- [Energy Saving Resources through Mass Save](#)
- [Product Stewardship Institute](#)
- [Stop Waste Sample EPP Model Policy](#)
- [Responsible Purchasing Network Policies](#)
- [Sustainable Purchasing Leadership Council Guide to Getting Started](#)

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MUNICIPAL ASSISTANCE COORDINATOR DISTRICTS

Next Steps

1. [Review MassDEP's Policy Template and Guidance](#)
2. Customize your policy to fit your municipalities needs and goals, but must minimally include:
 - Purchasing off EPP product and services index when possible
 - Commitment to buying products with recycled content
 - Consideration of reuse and donation opportunities when possible
3. Contact your MAC, OSD, or MassDEP if you have questions
4. Formally adopt the policy through your municipal decision-making authority by **June 30, 2026**. No notification, or early submission requirement.



QUESTIONS?