MEMORANDUM

Date: March 2, 2017

To: The Honorable Chair and Members
Pima County Board of Supervisors
Presiding Judge, Superior Court
Elected Officials
Appointing Authorities

From: C.H. Huckelberry
County Administrator

Re: **Sustainable Action Plan Update: Green Purchasing Status for Fiscal Year 2015/16**

As part of a mid-term evaluation on the implementation of the 2014 Sustainable Action Plan for County Operations, this memorandum provides an update on the status of the County's internal green purchasing practices during Fiscal Year (FY) 2015/16 and provides a list of current Green Purchasing representatives by department. Please review this information and designate or confirm the staff person(s) assigned as a green purchasing representative to work with the Sustainability Green Purchasing Team leads identified below.

Background

On May 1, 2007, the Board of Supervisors unanimously adopted Resolution No. 2007-84, which is the basis for the 2008 and subsequent 2014 Sustainable Action Plans for County Operations, which recommend specific sustainability goals - one of which is green purchasing.

Green Purchasing, or Environmentally Preferable Purchasing, encourages the procurement of products and services that have a comparatively lower negative impact on human and environmental health. For example, because of our collective efforts last fiscal year, the County saved approximately 270 trees, 110,600 gallons of water, 65,000 kilowatt hours kWh of energy, 950 pounds of air pollution, and 40 yards of landfill space by buying 100 percent recycled paper in lieu of virgin paper.

Procurement Policy D 29.2 acknowledges the Board-adopted Plan, stating that "specifications shall be developed in a manner that optimizes the achievement of the sustainability initiatives in Resolution No. 2007-84" to the extent practicable. In addition, Administrative Procedure 3-29 specifically emphasizes green purchasing and waste reduction initiatives by establishing a recycled paper purchasing policy that "all County Departments shall purchase printer, copier and multi-purpose paper that contains 30 percent post-consumer recycled content, when available."

Status of Green Purchasing

A recent analysis of Staples paper purchases (attached) shows the percentage of total paper purchased that contained any amount of recycled content, by department. Notably, several departments achieved annual average of 95 percent or more of purchased paper made from recycled content in FY 2015/16:

Clerk of the Board
Community Services
County Attorney
Attractions and Tourism
Environmental Quality
Indigent Defense
Jail
Medical Examiner
Office of Court Appointed Counsel
Procurement
Sheriff
Sustainability and Conservation

While the efforts of these departments are commendable, this recent analysis indicates that on average, only 63.52 percent of all paper purchased by departments contained some percentage of recycled content. In fact, the County is decreasing its purchases of 100 percent and 30 percent recycled-content paper relative to the 2014 baseline.

Next Steps

In light of these data, the Office of Sustainability and Conservation will be updating the Green Purchasing Program as one of its four top priorities for FY 2016/17 and will be organizing training to improve our green purchasing performance, and I ask that you support their efforts. The Sustainability Green Purchasing team intends to undertake the following:

- Identify departmental green purchasing representatives.
- Provide green purchasing representatives an update Green Purchasing goals/targets.
- Collect information on problems with purchasing or using recycled content paper.
- Update training materials and consider periodic trainings.
- Work with Procurement on preferred green purchasing tools and resources for consideration in the new Request for Proposals for an office supply vendor, which expires in August 2017.
- Work to sustain engagement in green purchasing over time.

I ask that you re-affirm your existing representative's participation or name a new green purchasing representative. Please send the representative's contact information to Angela Della Croce at Angela.DellaCroce@pima.gov. For any questions about green purchasing, please

contact the Green Purchasing team leads, Mandy Armenta at Mandy.Armenta@pima.gov or Jennifer Moore at Jennifer.Moore@pima.gov.

CHH/anc

Attachments

c: Tom Burke, Deputy County Administrator for Administration
Carmine DeBonis, Jr., Deputy County Administrator for Public Works
Jan Lesher, Deputy County Administrator for Community and Health Services
Nanette Slusser, Assistant Deputy County Administrator for Public Works
Mary Jo Furphy, Director, Procurement
Linda Mayro, Director, Sustainability & Conservation
Julie Robinson, Sustainability Program Manager, Sustainability and Conservation

Department % of paper purchased that is from recycled content in FY16

Sum of Recycled Paper Purchase as a % of Total	Time Period				
Department	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Average
Assessor	100.00%	93.10%	6.04%	100.00%	74.79%
BOS		82.08%			82.08%
Clerk of the Board	100.00%	100.00%	100.00%	100.00%	100.00%
Communications		67.61%			67.61%
Community Development	0.00%	100.00%	100.00%		66.67%
Community Services	96.65%	98.96%	97.66%	97.50%	97.69%
Constables	74.14%	74.28%	100.00%	0.00%	62.11%
County Administrator	92.09%	75.38%	92.21%	84.59%	86.07%
County Attorney	96.55%	93.38%	93.30%	98.75%	95.50%
Development Services	100.00%		0.00%	100.00%	66.67%
Economic Dvlp/Tour				100.00%	100.00%
Elections	0.00%				0.00%
Emergency Management	26.76%	0.00%		0.00%	8.92%
Environmental Quality		96.77%	100.00%	100.00%	98.92%
Finance	80.87%	71.11%	93.58%	34.86%	70.11%
Fleet Services	100.00%	0.00%		0.00%	33.33%
Flood Control	0.00%	70.40%	100.00%	66.10%	59.12%
FM	100.00%	72.59%	100.00%	96.11%	92.17%
Health Dept	74.36%	61.97%	74.63%	82.28%	73.31%
HR	44.97%	63.61%	87.48%	91.24%	71.82%
Indigent Defense			100.00%		100.00%
IT	100.00%	100.00%	0.00%	75.72%	68.93%
Jail	99.42%	100.00%	99.41%	99.77%	99.65%
Library	70.44%	70.33%	75.25%	67.70%	70.93%
Medical Examiners	100.00%	100.00%	100.00%	100.00%	100.00%
Neighborhood Conservation	0.00%	0.00%	0.00%	0.00%	0.00%
NRPR	83.87%	80.55%	100.00%	77.63%	85.51%
OCAC			100.00%		100.00%
Procurement	100.00%	93.09%	100.00%	93.02%	96.53%
Public Defense Services	98.44%	97.89%	94.93%	98.34%	97.40%
Public Fiduciary	1.45%	6.12%	0.00%	0.00%	1.89%
Public Works	29.20%	0.00%		69.88%	33.03%
Recorder	0.00%	0.00%		0.00%	0.00%
Sheriff	93.82%	98.02%	96.96%	96.68%	96.37%
Stadium District	0.00%	3.34%	0.00%	0.00%	0.83%
Super of Schools	0.00%	39.55%	0.00%	0.00%	9.89%
Sustainability & Conserv		100.00%		100.00%	100.00%
Transportation	52.50%	85.30%	0.00%	100.00%	59.45%
Treasurer	0.00%	1.98%		0.00%	0.66%
Wastewater	77.07%	84.39%	92.68%	88.17%	85.58%

Eco-Champions		
Dept	Name	Backup
County Attorney - Legal Services Building	Raynaldo Valenzuela	
Board of Supervisors - Dist 1 Ally Miller	Joseph Cuffari	
Clerk of the Board of Supervisors	Maverick Barrios	
Communications and Graphic Services		
Community & Economic Development	Pat Correla	
Community Housing	Imelda Robles	
Constables	George Camacho	
County Administrator's Office	Nicole Fyffe	
County Attorney	Christy Chavez	
Development Services	Karen Smith	
Document and Micrographics Management	Maverick Barrios	
DOT	Laurie Vaughn, Susan Vos, Donna Torres	
Economic Development & Tourism	Catherine Strickland	
Environmental Quality	Barb Denny	
Facilities Management	Michael Foster	
Finance and Risk Mangmt	Mandy Armenta	
Fleet Services	Bob Charlton	
Flood Control	Annette Plicato	Stephanie Mancine
Forensic Science Center	Tessa Lee	
Health - Admin at Abram's		Denise Sauer
Health - Ajo	Mary Godfrey	
Health - Catalina	Pat Wallace	
Health - Centro Del Sur	Maria DePonte	
Health - CHFS at Abrams	Patti Mahaney	
Health - East PHN	Diane Tooroian	Elionor Garcia
Health - Flowing Wells	Ricardo Munoz	
Health - Green Valley	Rebecca Romero	
Health - North	Barbara Oppenheimer	Monica Robinson
Health - PACC	Michelle Moore	Florene Reed
Health - South	Jane Froemel	Sylvia Villegas
Health - T Lee	Susan Graham	Victoria Altamirano
Health - TB	Belinda Yslas	

Human Resources	Lisa Green	
Institutional Health	Sylvia Garcia	
ITD	Valarie Simien-Williams	
Justices of the Peace	Brandon Kimmel	
Juvenile Court	Ray Wood	
Kino Sports Center	Vicki Thomas	
Kino Sports Center	David Whatton	
Legal Defender	Melissa Valencia	
Library - Ajo	Linda Lam	
Library - Arivaca	Linda Stern	
Library - Catalina		
Library - Columbus	Loren Cruz	
Library - Dusenberry-River	Dianna Thor	
Library - El Pueblo	Aaron Valdivia	
Library - El Rio	Angela Harper	Emily Lane
Library - Flowing Wells	Karen Greaber	
Library - Golf Links (Miller)	Eva Christel	
Library - Green Valley Joyner		
Library - Himmel	Monica Bujak	
Library - Kirk-BC	Susan Johnson	
Library - Main	Karen Greene	Jenny Gubernick
Library - Marana (Geesa)	Vicki Duraine	
Library - Martha Cooper	Debbi Wainwright	
Library - Mission	William Fuentes	
Library - Nanini		
Library - Oro Valley	Christina Buckles	
Library - Quincie Douglas	Landis Kearnon	
Library - River (Dusenberry)	Dianna Thor	
Library - Sahuarita Express	Michele M. White	
Library - Santa Rosa	Michelle Garcia	
Library - South Tucson (Sam Lena)	Citlaly Ojeda	Marissa Alcorta
Library - Southwest		
Library - Valencia	Priscilla Velador	
Library - Wheeler Taft Abbett	Sherryl Volpone	

Library - Wilmot	Karen Barber	
Library - Woods	Clayton Croft	
Medical Examiner	Tessa Lee	
NRPR	Kerry Baldwin	
OEMHS	Griselda Moya-Flores	
Office of Court Appointed Counsel	Julia Etters	
Print Shop	David Weber	
Procurement	Julie Allred	
Public Fiduciary		
Real Property	Mike Stofko	Lupe Fimbres
Recorder	Debra Mulvey	
RWRD - PWB 3rd CIP	Katie Vizuet	Lilian Von Rago
RWRD - PWB 1st Fk Permit	Evangelina Paredes	
RWRD - PWB 3rd Fl Engineering	Bronwen Barry	
RWRD - PWB 3rd Fl - Planning	Yvonne Brumfield	
RWRD - Mission Rd - Field Engineering	Yvonne Suarez	
RWRD - Tres Rios - Operations	Mary Ann Riesgo	
RWRD - Tres Rios - Maintenance	Kathy Orta	
RWRD - Tres Rios - Warehouse	Esther Deschamps	
RWRD - Sub Regional - Office	Patsy Ronquillo	
RWRD - Existing Roger Rd - Operations	Liza Pulliam	
RWRD - Conveyance - Operations	Mary Lohr	
RWRD - Conveyance - Operations	Rita Mercer	
RWRD - WES Center - Lab	Marie G. Anderson	
RWRD - WES Center - Lab	Kimberly Baeza	
RWRD - PWB - 8th Fl - Special Assistance	Brandy Peterson	
Sheriff's Dept Civil	Mary Dolciame	
Sherriff's Department		
Stadium District, Kino, KERP	Paul Ortiz	
Superintendent of Schools	Donna Russo	
Superior Court	Dennis Gauthier	
Sustainability and Conservation	Alex Oden	