

Environmental RFP Questions (FINAL - Stakeholder Feedback Incorporated)

In addition to other RFP criteria, a utility may also include, at its discretion, a selection of the following environmental questions in its requests for proposals. The decision to include any or all of these questions will be subject to a utility's independent judgment.

The questions align with the voluntary standards the Alliance recently introduced, to address potential suppliers' environmental performance in the following focus areas:

- i. A track record of **compliance** with environmental laws and regulations
- ii. A commitment to **continuous improvement** efforts in the identified environmental impact areas
- iii. The **integration** of environmental considerations and best practices into standard business practices
- iv. The ability to offer **innovative products/materials** to improve environmental performance
- v. **Leadership** and sharing of learning and best practices with employees, suppliers and customers, as applicable

The voluntary standards are posted on the Alliance website: www.EUISSCA.org. The availability of these questions is intended to make the RFP process more efficient and reduce suppliers' costs in responding to the questions.

Bolded items reflect core questions that might be used as a starting point to gather information about a potential supplier's environmental performance.

i. Compliance

1. **Has your organization had any notices of violations in the past year? If yes, how many?**
2. Has your organization had any permit non-compliances in the past year? If yes, how many?
3. Has your organization had any reportable spills in the past year? If yes, how many?

Reportable spills are significant enough to be reported on a company's financial statements (due to financial liabilities) or recorded as a spill by the reporting organization. Spills of chemicals, oils and fuels can have significant negative impacts on surrounding environment, potentially affecting soil, water, air, biodiversity and human health.

ii. **Continuous Improvement**

Policy & Environmental Management

1. Does your organization have a formally established environmental management system (EMS) in place?
 - EMS system exists and is ISO14001:2004 certified
 - EMS system exists
 - EMS system does not exist

2. If you do not currently have a formally established EMS, do you have plans to establish one in the next 12 months? If yes, please describe.

For more information about the benefits of an EMS and guidance for how to develop one for your organization, refer to the U.S. EPA website: <http://www.epa.gov/EMS/info/sme1.htm>

General Environmental Impacts

1. **Has your organization implemented any 3rd party certifications or reviews by a 3rd party for your operation or for the product/service requested? Check all that apply:**
 - Demand Response Energy Program
 - Energy Audit
 - Energy Star
 - EPEAT (bronze, silver, gold)
 - Forest Stewardship Council (FSC)
 - Green-e
 - Greenguard
 - GreenSeal
 - Green Label
 - GSN Review
 - LEED (bronze, silver, gold, platinum)
 - RoHS
 - SmartWay Transportation
 - Sustainable Forestry Initiative
 - WasteWise
 - WEEE
 - Other: _____
 - No 3rd party certifications/reviews currently employed

Greenhouse Gas (GHG) Emissions

1. **Check all that apply regarding greenhouse gas (GHG) emissions at your organization:**
 - GHG Emissions are not currently measured
 - GHG emissions are measured and trended
 - A voluntary commitment to reduce GHG emissions has been established
 - A GHG reduction emissions reduction program is in place
 - GHG emissions are publicly reported
2. Over the past [utility specifies desired number] of years, what GHG emissions reductions and associated costs or savings have been achieved as a result of the plan?
3. If your organization does not currently have a plan in place to reduce GHG emissions, do you have plans to establish one in the next 12 months? Please describe.

Energy Consumption

1. **Check all that apply regarding energy consumption at your organization:**
 - Energy consumption is not currently measured and trended
 - Energy consumption is measured and trended
 - A voluntary program to improve energy efficiency is in place
 - An energy efficiency goal has been established
 - Renewable energy is utilized as part of meeting energy needs
2. Has your energy consumption been changing (increasing or decreasing) over the past 5 years? Explain.
3. If your organization does not currently have a plan in place to reduce energy consumption, do you have plans to establish one in the next 12 months? Please describe.

Water Use

1. Check all that apply regarding water use at your organization:
 - Water use is not currently measured and trended
 - Water use is measured and trended
 - A voluntary program to improve water use efficiency is in place
 - A water use efficiency goal has been established
 - Progress towards water use efficiency is publicly communicated
2. Has your water use been increasing or decreasing over the past 5 years? Explain.

3. If your organization does not currently have a plan in place to reduce water consumption, do you have plans to establish one in the next 12 months? Please describe.

Waste and Materials Management

1. **Check all that apply regarding non-hazardous waste generation (e.g. commercial and industrial) at your organization:**
 - Non-hazardous waste generation is not measured and trended
 - Non-hazardous waste generation is measured and trended
 - Voluntary commitments to reduce non-hazardous waste generation are in place
 - Progress towards reducing non-hazardous waste generation is publicly communicated
 - Recycling and/or reuse of non-hazardous waste is utilized as part of meeting waste goals
 - Recycling and/or reuse of non-hazardous waste is measured and trended
2. Check all that apply regarding hazardous waste generation at your organization:
 - Hazardous waste generation is not measured and trended
 - Hazardous waste generation is measured and trended
 - Voluntary commitments to reduce hazardous waste generation are in place
 - Progress towards reducing hazardous waste generation is publicly communicated
 - Recycling and/or reuse of hazardous waste is utilized as part of meeting waste goals
 - Recycling and/or reuse of hazardous waste is measured and trended
3. Is your volume of waste (hazardous and non-hazardous) increasing or decreasing over the past 5 years? Explain.
4. If your organization does not currently have a plan in place to measure and trend waste generation (hazardous or non-hazardous), do you have plans to establish one in the next 12 months? Please describe.
5. **Do you incorporate any recycled materials, particularly from post consumer sources, in your production or manufacturing processes?**

Post-consumer source are end products generated by consumers that are diverted from the solid waste stream for re-use in the manufacture of a new product.

Post-consumer waste is distinguished from pre-consumer waste, which is the reintroduction of manufacturing scrap (such as trimmings from paper production, defective aluminum cans, etc.) back into the manufacturing process.
6. Can your product be easily recycled, reused or disposed of in a safe manner? Please provide details.

7. Does your company provide a 'Product Take Back Program' for your obsolete product?

A Product Take Back Program is an environmentally preferred approach where the supplier assumes physical responsibility for products and/or packaging at the end of their useful lives for re-manufacture, refurbishment or safe disposal.

Examples: Electronics, furniture, power tools, batteries, cardboard

*Refer to Product Stewardship for Manufacturers website for more information:
<http://www.pprc.org/pubs/epr/takeback.cfm>*

iii. Integrate Best Practices

1. **Are your Supply Chain transactions electronically transmitted and received? (e.g. electronic invoices and payments). If not, are you willing to start?**
2. **Are your organization's environmental performance results reported externally? (e.g. website, published in a sustainability/environmental report, included in an annual report or other published document)**
3. Does your organization have an environmental education program in place for employees, suppliers, customers? If yes, please describe.

iv. Innovation

1. **Describe any opportunities where your organization can collaborate with us to improve our environmental performance (e.g. redefining shipment frequencies, packaging requirements, shipment sizes, material reduction, etc.).**
2. Do you utilize lifecycle assessments and/or Design for the Environment Principles in the design of your product/material to assure sustainability? Provide details.

Life Cycle Assessment (LCA) is a technique for assessing the potential environmental aspects and potential aspects associated with a product (or service), by:

- *compiling an **inventory** of relevant inputs and outputs,*
- ***evaluating** the potential environmental impacts associated with those inputs and outputs,*
- ***interpreting** the results of the inventory and impact phases in relation to the objectives of the study.*

Source: ISO 14040.2 Draft: Life Cycle Assessment - Principles and Guidelines

Refer to www.iso.org for more information.

Design for environment (DfE) is a U.S. EPA Program that attempts to reduce the impact of product design upon the environment of a product or service. It takes into account the whole life cycle - going beyond just the use of recycled materials or proper packaging or disposal.

Refer to the U.S. EPA website for more information: www.epa.gov/dfe

3. What environmental impact reductions have you realized as a result of adopting innovative processes/techniques? Provide details.
4. Does your organization have programs in place to reward employees, suppliers, and/or customers for environmental innovation? If yes, please describe.

v. **Leadership**

1. **Does your organization currently work with its suppliers on their environmental performance and the impact of climate change on their business? (e.g. through purchasing requirements, education, training). If yes, please provide details.**
2. Does your organization have a process in place to share learning and best practices with interested stakeholders regarding climate change and best practices?
3. Has your firm received any awards for environmental stewardship? If yes, describe.