

## UC SANTA BARBARA

### Sustainable Procurement and Use Practices

Contact: Administrative Services

**Revised Policy: Supersedes Interim Sustainability Policies 2010-12**

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Pages: 3

## SUSTAINABLE PROCUREMENT and USE PRACTICES

The [UC Policy & Guidelines on Sustainable Practices](#) establishes environmentally preferable procurement and use practices. UCSB is committed to implementing sustainable procurement and use practices that meet or exceed UC's goals, working within budgetary, regulatory and programmatic constraints.

### I. RESPONSIBILITIES

The senior associate vice chancellor and associate vice chancellor for Administrative Services are responsible for collaboratively overseeing the implementation of these practices.

### II. SCOPE

These goals apply to all procurement and use activity in the categories below.

### III. PAPER

- A. Virgin paper should not be purchased for routine office tasks.
- B. At minimum, 30% post consumer waste and recycled content paper should be used for routine office tasks.
- C. Faculty are strongly encouraged to require class-work that is submitted to be printed on both sides, where the nature of the work does not demand single sided submittals.

### IV. PRINTERS AND COPIERS

- A. All printers and copiers purchased for routine office tasks should include duplex capability. The duplex feature should be enabled when installed and remain enabled for as long as it remains at UCSB.
- B. The Purchasing Department and UC Strategic Sourcing will identify a suite of ENERGY STAR® product options that will print duplex for both printers and copiers and that will work efficiently and hold their warranties in place while utilizing 50% and 100% post consumer waste recycled content paper.

### V. FURNITURE

- A. Furniture purchases should meet the sustainable furniture criteria below. [UC strategic sourcing vendors](#) should be used when they are most cost effective. If a department is unable to find furniture which meets the criteria, the department is to work with Purchasing to locate viable options.

#### Sustainable Furniture Criteria

1. Meet ergonomic standards
  2. Contain a high recycled content
  3. Features energy efficient lighting
  4. Has low or no-VOC adhesives or finishes
  5. Are made from renewable resources in a socially responsible manner
  6. Travels the least distance to campus, thereby decreasing the environmental impact due to transport
- B. Contract awards to vendors are contingent upon vendors meeting department specifications, competitive pricing, and providing a diverse selection of sustainable options. In addition to price points, weight will be given to each sustainable furniture criteria (above) that is met.
- C. Furniture no longer required by a department shall be evaluated to determine whether it has any further value to the University or can be disposed of as excess property. If deemed as excess property, it shall be disposed of in accordance with the disposition methods and procedures outlined in UC Business and Finance Bulletin Bus-38, Disposition of Excess Property and Transfer of University-Owned Property. Disposition methods include trade-in, sales, recycling, donations, and take-away programs.
- D. Modular furniture systems are not required to have built in lighting; however, systems that contain lighting/task lights must have energy efficient lighting. In some cases, independent energy efficient task lights may be more ergonomic.

#### VI. EQUIPMENT

- A. Purchases of supplies and equipment that require energy use should be ENERGY STAR® rated products when they are available and meet the researchers'/service units' required performance standards. For high-value purchases, weight will be given for energy efficiency, quantity of recycled content, proximity of manufacture to UCSB, low or no VOC content, manufacture waste stream data, and price points to make final selections.
- B. For special-purpose equipment/hardware purchases, the goal is to seek energy efficient products and to encourage vendors to seek ENERGY STAR® ratings.

#### VII. ALTERNATIVE FUEL/ULTRA EFFICIENT VEHICLES

##### A. For the purposes of implementing these practices:

**Alternative Fuel Vehicles (AFVs)** are vehicles that use the following fuel or technology: plug-in hybrid, Compressed Natural Gas (CNG), hydrogen, full-function electric, Neighborhood Electric Vehicle (NEV).

**Ultra Efficient Vehicles** are vehicles that use hybrid technology or achieve 30 MPG or greater and satisfy the Super Ultra Low Emission Vehicle (SULEV II) standard.

- B. 75% of the light-duty university purchases should be alternative fuel and/or ultra efficient vehicles (35.5 MPG to match Corporate Average Fuel Economy CAFE standards) by 2016.

- C. Departments planning to purchase or lease vehicles are to consider and balance need, vehicle duty, fuel type, availability, the CO2 impact of the vehicle and the alternative fuel and/or ultra efficient standards, and cost. The vehicle selected for purchase or lease should have the lowest CO2 impact (preferably all electric), while meeting performance and budgetary constraints.
- D. UCSB will routinely assess the need for electric vehicle charging stations on campus and develop strategic plans for their location, including incorporating them into new parking lot construction projects or major parking lot renovations as justified.

## VIII. RENEWABLE ENERGY

- A. For the purposes of implementing these practices:  
Renewable energy is energy that is generated from inexhaustible sources, such as sun or wind, or from sources that can quickly be replenished, such as biomass. An energy source is renewable if it has been designated as such by the California Energy Commission  
(<http://www.cpuc.ca.gov/PUC/energy/Renewables/FAQs/01REandRPSeligibility.htm>)
  - B. UCSB will explore and invest in renewable energy both on and off-site to strive to obtain:  
  
10% more of its energy from renewable sources than what is state mandated to the Investor Owned Utilities via the California Air Resources Board by 2020.  
(<http://gov38.ca.gov/index.php?/executive-order/11072/>)
  - C. For all new buildings and renovation projects with a cost of \$5 million or greater and project approval after July 1, 2010, installation of photovoltaic panels should be evaluated. The evaluation of installing on-site renewable energy sources and zero-net energy options is encouraged for capital projects of all sizes. Project approval is defined as Chancellor approval of the project budget if it's under \$60 million or approval by the UC Regents if it's over \$60 million.
  - D. UCSB will strive to reduce greenhouse gas emissions:  
To 2000 levels by 2014  
To 1990 levels by 2020  
Achieve climate neutrality as soon as possible after achieving the 2014 and 2020 reduction targets.  
(<http://www.ucop.edu/ucophome/coordrev/policy/sustainable-practices-policy.pdf>)
  - E. UCSB will strive for a total campus average energy intensity (kilowatt hour per square foot) reduction of 8.0% on a five-year rolling average basis.
- IX. Three years from the adoption of these practices, a cost benefit analysis should be performed and the practices evaluated for their effectiveness.
- X. RESOURCES  
[Sustainability at UCSB](#)