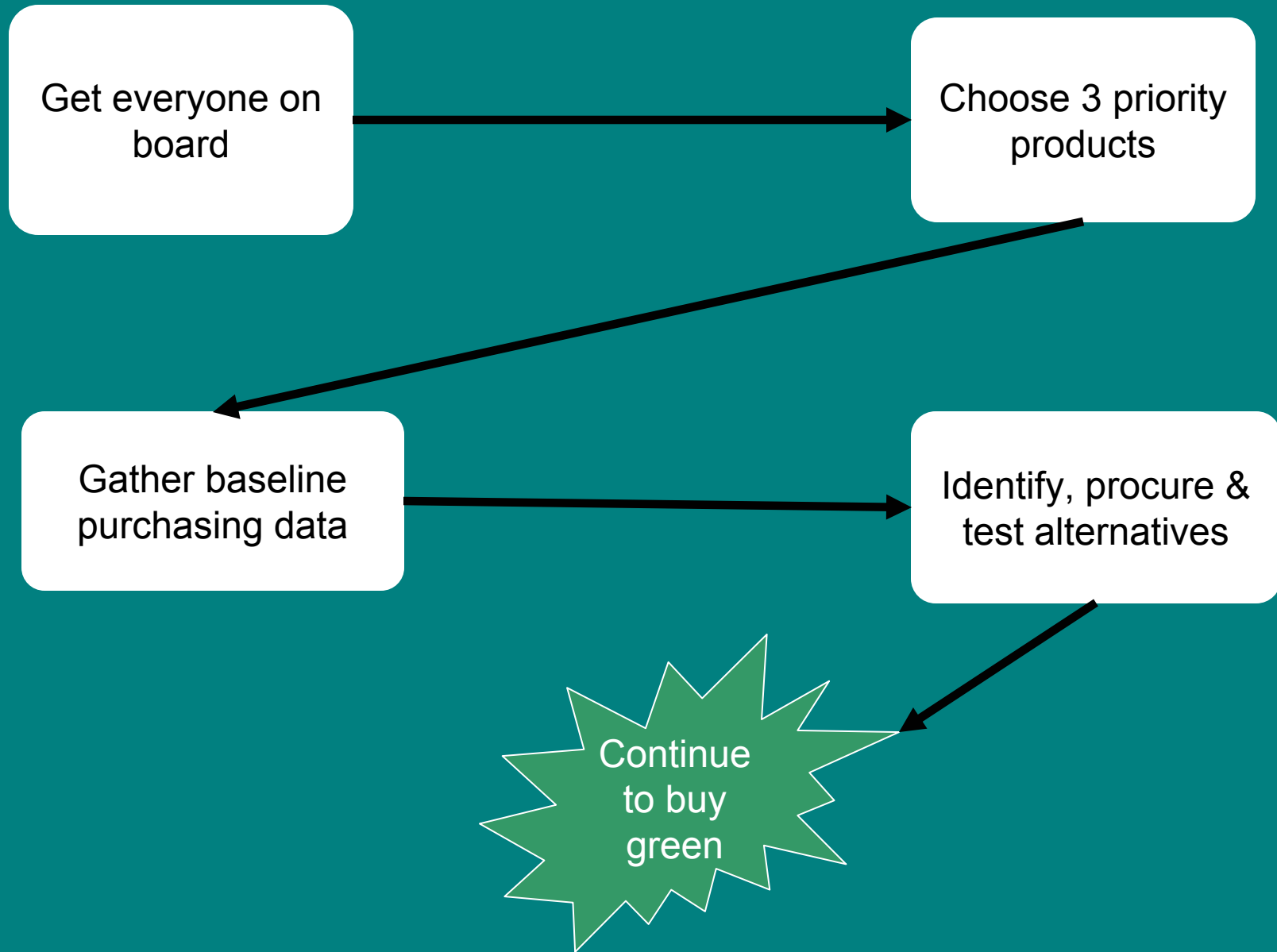


Increasing EPP in Winona



The initial plan



Get everyone on board

- County board approval
- Consent from department heads
- Meet with department heads and/or designated staff

Choose ~~three~~ priority products

- Predominantly office supplies!
- Fortunately, Maintenance and Highway procure products other than office supplies

Winona County Office Supplies

- Working with Staples



Make green products accessible

Make green products affordable

Provide progress reports

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*Recycled
Binders & Dividers
Breakroom Supplies
Clips & Fasteners
Computer Accessories
Correction
Easel/Wall Pads
Envelopes & Dabb
Folders & Files
Labels
Markers & Highlighters
Miscellaneous
Notepads
Paper
Pens/Pencils
Post Its
Tapes
Toner/Ink Cartridges

Going green just got easier.
Click to see some of the many eco-friendly products available.

Welcome Johanna Kertesz

Office Supplies

- [2009 Calendars & Planners](#)
- [Basic Office Supplies](#)
- [Batteries](#)
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View Order **Submit**
Items: 0
Subtotal: \$0.00
[Ship To](#) [VIEW ONLY](#)
[Show Item Summary](#)

Shopping
Lists
increase
accessibility

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View OrderSubmit

Items: 0

Subtotal: \$0.00

Ship ToVIEW ONLY

Show Item Summary

*Recycled

Add to Order

Description:

This is a shared list


Total Items on List: 63

1234Next

| Group By | Customer Item No. | MFR Item No. | UOM/Qty | Your Price | Qty. | Order select items |
|----------|-------------------|--------------|---------|------------|-------|--------------------|
| | | | | | Clear | Select All |

Hide Images

Desktop



Artistic Logo Pad™ Desk Pad Organizer, 19" X 24", Black

Staples Item No.424788

Best Buy


424788

AOP41100

EA/1

\$21.99

Desktop



Ampad Evidence@ Desk Pad, 22" X 17", Recycled, White

Staples Item No.504126

Best Buy


504126

AMP24714

EA/1

\$8.99

Envelope



Staples@ Brown Kraft Clasp Envelopes, 6" x 9", 100/Bx

Staples Item No.186999

Best Buy


186999

STP186999

BX/100

\$5.25

Envelope



Staples@ Self-Seal Brown Kraft Catalog Envelopes, 9" X 12", 250/Bx

Staples Item No.486931

Best Buy

486931

STP486931

BX/250

\$22.49

“Recycled” products list

Deep discounted item

Staples Environmental Report

Environmental Report for FY2008
 Period 1 through period 12
 For Division DET for Customer 1044777
 WINONA COUNTY/NJPA

| | | |
|--|---------|---------|
| Total Paper Purchases | 1304.88 | lbs |
| Total Post Consumer Recycled Content | 339.22 | lbs |
| Average Post Consumer Recycled Content | 26 | % |
| Greenhouse gas emissions reduced (CO2) equivalents | 357.54 | lbs |
| Equivalent number of average US cars not driven per year | 0.0325 | cars |
| Water saved | 1484.09 | gallons |
| Trees saved | 4.07 | trees |
| Wood Resources saved | 1017.66 | lbs |
| Total energy (BTUs) saved | 2883370 | BTUs |
| Energy equivalent to oil saved | 20.6 | gallons |
| Equivalent number of average US Homes heated per year | 0.0741 | homes |
| Energy equivalent to electricity saved | 821.01 | kWh |
| Equivalent number of average US homes powered per year | 0.0724 | homes |

Environmental Defense Paper Calculator Results

Doesn't calculate benefits from remans

| Dept | Sub Dept Name | SKU | Item Desc | PQty | PUOM | PDollars | PHits | Weight (lbs) | Post Consumer Content | Total Volume | Recycled Volume | |
|------|------------------|---------------------------------|-----------|-----------|-------|----------|-------|-----------------|-----------------------------|-----------------|--------------------|--------|
| | 27 | REMAN LASER TONER CARTRID | 656158 | DP REMA | 1 EA | 148.98 | 1 | 4.68 | 0 | 4.68 | 0 | |
| | 27 | REMAN LASER TONER CARTRID | 656159 | DP REMA | 1 EA | 191.58 | 1 | 4.58 | 0 | 4.58 | 0 | |
| | 27 | REMAN LASER TONER CARTRID | 656162 | DP REMA | 1 EA | 191.58 | 1 | 4.58 | 0 | 4.58 | 0 | |
| | 27 | REMAN LASER TONER CARTRID | 656163 | DP REMA | 1 EA | 191.58 | 1 | 4.58 | 0 | 4.58 | 0 | |
| | *** | REMAN LASER TONER CARTRID Total | | 4 | | | | | | 18.42 | 0 | 0% |
| | 51 | Janitorial Paper | 603985 | TISSUE-F | 1 CT | 22.99 | 1 | 8.91 | 30 | 8.91 | 2.67 | |
| | *** | Janitorial Paper Total | | 1 | | | | | | 8.91 | 2.67 | 29.97% |
| | 90 | Clasp Envelopes | 186999 | ENV CLAS | 2 BX | 10.5 | 2 | 2.7 | 20 | 5.4 | 1.08 | |
| | 90 | Commercial Envelopes | 260604 | ENV COM | 1 BX | 11.49 | 1 | 6.6 | 30 | 6.6 | 1.98 | |
| | 90 | Catalog Envelopes | 381964 | ENV 6X9 S | 20 BX | 159.8 | 6 | 2.7 | 20 | 54 | 10.8 | |
| | 90 | Inter-office Envelopes | 472993 | ENVELOP | 2 BX | 34.58 | 4 | 6.2 | 20 | 12.4 | 2.48 | |
| | 90 | Catalog Envelopes | 486946 | ENVELOP | 2 BX | 50.5 | 1 | 13.6 | 20 | 27.2 | 5.44 | |
| | 90 | Catalog Envelopes | 534693 | ENV CAT | 3 BX | 27.39 | 2 | 2.6 | 20 | 7.8 | 1.56 | |
| | 90 | Catalog Envelopes | 534750 | ENV CAT | 1 BX | 14.34 | 1 | 5.6 | 20 | 5.6 | 1.12 | |
| | *** | Catalog Envelopes Total | | 31 | | | | | | 119 | 24.46 | 20.55% |

Winona County Highway

- Working with shop foreman
- Identified 3 high use product areas:
 - 1) Brake Cleaner
 - 2) Penetrating Lubricant
 - 3) Janitorial Products



Brake Cleaner

- **Current product:** Penray Non-Chlorinated Ultra Low VOC Brake Cleaner
 - : Aerosol containing organic solvents
 - + : One of the “greener” alternatives on the market
- **Recommended alternative:** None

Penetrating Lubricant

- **Current product:** Sea Foam Deep Creep
 - : Petroleum-based product in aerosol form
 - + : Multi-purpose, effective
- **Recommended alternative:** Renewable Lubricants Bio-penetrating Lubricant (BPL)

+ : Bio-based, non-flammable



- : Cannot perform ALL tasks that Deep Creep performs

Janitorial Products

- **Current products:** Green Tree Snake, Green Tree Saniflush, Zep Cherry Bomb
 - : highly corrosive (Snake/Saniflush); petroleum-based (Cherry Bomb)
 - + : effective
- **Recommended alternatives:** Green Tree Alive, Earth's Choice Restroom Cleaner, Zep Shell Shock

+ :
Non-corrosive



Current vendor
(Northland Chemical)

+ :
Non-
petroleum
based



Shell Shock

+ :
Green Seal
certified, non-
corrosive



State contract

Next Steps

- Confirm green product pricing in Staples catalog → Launch new catalog, purchase alternatives
- Alternative product testing in Highway (ongoing) and Maintenance (tentative) departments
- Evaluate product performance
- Track purchases

EPP Resources

for Residents
for Businesses
for Kids

[For the Media](#)
[Parents & Teachers](#)
[For Government](#)

THE ENVIRONMENTALLY PREFERABLE PURCHASING GUIDE

It matters more than you think.



Covers 30+ product areas – 20 new or updated within the last year

[What to Buy?](#)

[Useful Resources](#)

[Tools](#)


[Glossary](#)

[Grants](#)

The New GreenGuardian

GreenGuardian.com is now
RethinkRecycling.com

 **Green Tips Signup**

your email here 

[eppg](#)

Looking for Information on a Particular Material?

Select a Material... 



Why Buy? Intro to EPPG

From copy paper to cleaners, automotive fluids to landscaping products, every product you buy affects human health and the environment in many and often unintended ways.



What to Buy? Products & Services

Check out specific products and services commonly purchased by government and schools. Topics are addressed for each product or service to help to help you make an informed [purchasing*](#) decision.



Where/How to Buy? Useful Resources

For state contracts, cooperative [purchasing*](#), state and local [surplus*](#) programs and [materials exchange*](#).



Tools

Tools to help you with your purchasing decisions.



www.rethinkrecycling.com/government/eppg

Buying Green

February 2009

Minnesota's environmentally preferable purchasing newsletter for government and institutional purchasers

Energy efficiency through green purchasing

Once you've made important behavioral changes to increase your organization's energy efficiency, environmentally preferable purchasing is your next step toward further reducing energy costs. Replacing an inefficient light bulb or copy machine or installing power management software can dramatically reduce your energy consumption and save you money.

Interior lighting

Optimizing office lighting reduces energy costs and can lead to increased worker productivity. High-efficiency fluorescent lamps can be used in overhead fixtures, while compact fluorescent lamps can replace incandescent bulbs for task lighting. "Delamping"—using fewer bulbs in fixtures designed for multiple bulbs—reduces energy use and still provides occupants with ample light. Used in conjunction with delamping and high-efficiency bulbs, installing occupancy



Computers

Computers can be huge energy hogs, so consider energy consumption prior to purchase. Fortunately, the Electronic Product Environmental Assessment Tool (EPEAT) makes it easy to purchase energy-efficient computers. Winona County relies on EPEAT for all computer purchases. Mark Anderson, the county's IT director, says energy efficiency is a serious consideration when purchasing computers. "All of our computers are EPEAT silver or gold registered," according to Anderson. Access the tool at www.epeat.net.



Once you've purchased an energy-efficient computer, optimize your savings with power management software. Software such as Verdiem or Ninite 11 can help you manage your computer's power settings and reduce energy consumption.

Quarterly newsletter featuring EPP-related stories

up to 45%.

Exterior lighting

Safety is a key consideration when selecting exterior lighting for parking garages, roadways, and warehouses. Fortunately, experience has shown that most applications of exterior lighting result in levels of illumination that are far in excess of what is required by industry standards. Minnesota's temperature extremes must also be considered when planning lighting for an exterior space since certain lamp types are more appropriate for sub-zero temperatures.

Last year, the Department of Administration began a project to relamp all of the Capitol Campus parking ramps and surface lots. The first phase of the project involved several levels in the Administration Building parking ramp. They replaced the standard high-pressure sodium lamps with more energy efficient alternative lamps including high-efficiency fluorescents and induction lamps which cut electrical consumption by 50% - 75%. Further energy efficiencies are being tested through the use of motion sensors to control lights which are only required when cars or pedestrians are in the area. Test results have shown that the \$3,000 initial investment will save the Department almost \$1,100 per year in energy costs, with a return on investment of less than three years. The project will now move forward with full implementation on the Capitol Campus in before the end of the year.

Washington County also made exterior lighting changes. In 2006, the county installed T-8 fluorescent bulbs and LED exit signs in a transportation garage. The final cost, including a rebate from the Center for Energy and the Environment, was \$9,500, with an estimated 6.1 year return on investment. After the retrofit, electricity use decreased by 6% and energy costs dropped by 2%.

A multifunction device capable of copying, printing, and faxing is one of the most efficient options available. You save money by not having to purchase or maintain several separate machines. Look for Energy Star® qualified machines, which use up to 40% less energy, when choosing any energy-consuming office equipment.

Winona County offices only purchase or lease Energy-Star® compliant office machines because they cut energy costs and save money. All office machines on the Minnesota state contract are Energy Star® compliant.

Vending machines

Many offices have vending machines as a convenience for their employees. Unfortunately, the average machine uses \$300 worth of electricity each year. By installing Vending Misers, organizations can cut costs significantly. Rochester Public Schools installed Vending Misers at every vending machine in John Marshall High School, reducing energy use by 24 to 36%. The school also received a \$5,000 rebate from its utility company for the installation.

For more case studies on energy improvement projects, check out the State Auditor's 2008 Best Practices Review at www.osa.state.mn.us or the 2008 State of the Cities report at www.imnc.org (located on the Sustainability Resources page).



To get yourself on the distribution list, send an email to: epp@pca.state.mn.us

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implementation assistance:

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johanna.kertesz@state.mn.us

(651) 757-2489



Minnesota Pollution Control Agency