

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE SUSTAINABILITY AND RESILIENCY COMMITTEE TO ADOPT THE SUSTAINABLE AND RESILIENT PROCUREMENT POLICY ATTACHED HERETO AS EXHIBIT A; AND, DIRECTING THE CITY MANAGER TO ESTABLISH ADMINISTRATIVE PROCEDURES THAT REQUIRE EACH CITY DEPARTMENT TO CONSIDER SUSTAINABILITY AND RESILIENCY IN PROCUREMENT DECISIONS.

WHEREAS, the City of Miami Beach recognizes its responsibility to minimize the negative impacts of its purchases on human health and the environment while supporting a diverse, equitable, and vibrant community and economy; and

WHEREAS, the City recognizes the vast variety of products and services it procures have inherent social, human, health, environmental, and economic impacts; and

WHEREAS, the City recognizes the importance of integrating resiliency factors into the procurement process to reduce vulnerabilities and to minimize risk; thus, strengthening our ability to bounce back from shocks, such as hurricanes, and stressors, such as sea level rise; and

WHEREAS, the City recognizes it should make procurement decisions that embody, promote, and encourage the City's commitment to sustainability and environmental stewardship; and

WHEREAS, the City recognizes its significant purchasing power and its ability to increase sustainability and resiliency through its procurement practices; and

WHEREAS, on May 11, 2016, via agenda item C4J, the City Commission approved a referral to the Sustainability and Resiliency Committee regarding the establishment of a City-wide sustainable procurement policy; and

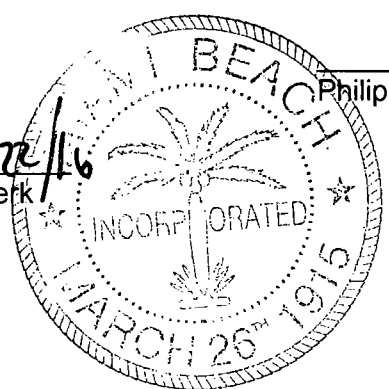
WHEREAS, on June 7, 2016, the Sustainability and Resiliency Committee unanimously approved a recommendation to the Mayor and City Commission that the Sustainable and Resilient Procurement Policy, attached hereto as Exhibit A, be adopted.

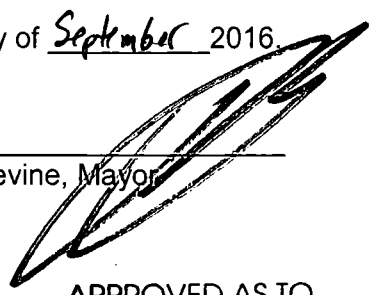
NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and City Commission hereby accept the recommendation of the Sustainability and Resiliency Committee and adopt the Sustainable and Resilient Procurement Policy, attached hereto as Exhibit A; and, direct the City Manager to establish administrative procedures that require each City department to consider sustainability and resiliency in procurement decisions.

PASSED AND ADOPTED this 14 day of September 2016.

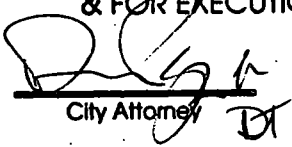
ATTEST:   
Rafael E. Granado, City Clerk

9/22/16



  
Philip Levine, Mayor

APPROVED AS TO FORM & LANGUAGE & FOR EXECUTION

  
City Attorney

9/2/16  
Date

# Exhibit A

“City of Miami Beach Sustainable and Resilient  
Procurement Policy”



## City of Miami Beach Sustainable and Resilient Procurement Policy

### 1. Purpose

The City of Miami Beach recognizes its responsibility to minimize negative impacts of its purchases on human health and the environment while supporting a diverse, equitable, and vibrant community and economy. The City recognizes that the products and services the City buys have inherent social, human, health, environmental and economic impacts and that the City should make procurement decisions that embody, promote, and encourage the City's commitment to sustainability. The City recognizes its significant purchasing power and its ability increase resiliency through this Policy and practices. This Policy aims to institutionalize sustainable and resilient procurement practices into the Miami Beach Procurement Program.

This Sustainable and Resilient Procurement Policy is intended to:

- Result in the purchase and use of materials, products and services that best align with the City's fiscal, environmental, social, community, and performance goals;
- Reduce the environmental impacts from City use of products, including the reduction of greenhouse gas emissions, climate change effects, landfill waste, health and safety risks, and resource consumption;
- Incorporate sustainability standards into procurement decisions;
- Empower Department and City Procurement staff to be innovative and demonstrate leadership by incorporating progressive and best-practice sustainability specifications, strategies, and practices in procurement decisions;
- Ensure vendors provide products and services that are most suited to the City sustainability program;
- Encourage and promote both local and national companies to bring forward emerging and progressive sustainable products and services, by being a consumer of such products and companies; and
- Communicate the City's commitment to sustainable procurement, by modeling the best product and services choices to citizens, other public agencies and private companies.
- Facilitate our emergency preparedness and the ability to quickly bounce back from shocks, such as hurricanes, and stressors, such as sea level rise.



## City of Miami Beach Sustainable and Resilient Procurement Policy

### 2. Departments Affected

All City departments that make purchases of goods, services, design and construction, or that contract with others to make purchases.

### 3. City Commission Policy

#### a. General Policy Statement

The City shall acquire its goods and services in these sustainable ways through fiscal responsibility, social equity, and community and environmental stewardship. Additionally, this Policy will provide for procurement that promotes resiliency to prepare for and respond to our shocks and stressors. Each City department shall comply with this Policy and actively encourage procurement decisions that reflect the Policy objectives. The Procurement Department shall actively lead these efforts, and promote compliance.

#### b. Sustainability Factors

Factors to consider:

- Pollutant releases and toxins, especially persistent bioaccumulative toxins (PBTs), air emissions, and water pollution;
- Waste generation and waste minimization;
- Energy consumption;
- Greenhouse gas emissions;
- Recyclability and recycled content;
- Depletion or enhancement of natural resources;
- Potential impact on human health and the environment;
- Impacts on biodiversity; and
- Environmental practices that vendors and manufacturers have incorporated into their office and production process.

Social equity factors to be considered include, but are not limited to:

- Human health impacts; and
- Use of local businesses.



City of Miami Beach  
Sustainable and Resilient  
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c. Resiliency factors

Factors to consider:

- **Reflective** individuals and institutions use past experience to inform future decisions, and will modify standards and behaviors accordingly.
- **Resourceful** people and institutions are able to recognize alternative ways to use resources at times of crisis in order to meet their needs or achieve their goals.
- **Robust** design is well-conceived, constructed, and managed and includes making provision to ensure failure is predictable, safe, and not disproportionate to the cause. For example, protective infrastructure that is robust will not fail catastrophically when design thresholds are exceeded.
- **Redundancy:** refers to spare capacity purposively created to accommodate disruption due to extreme pressures, surges in demand, or an external event. It includes diversity where there are multiple ways to achieve a given need.
- **Flexibility:** refers to the willingness and ability to adopt alternative strategies in response to changing circumstances or sudden crises. Systems can be made more flexible through introducing new technologies or knowledge, including recognizing traditional practices.
- **Inclusive:** processes emphasize the need for broad consultation and 'many seats at the table' to create a sense of shared ownership or a joint vision to build City resilience.
- **Integrated:** processes bring together systems and institutions and can also catalyze additional benefits as resources are shared and actors are enabled to work together to achieve greater ends.



## City of Miami Beach Sustainable and Resilient Procurement Policy

### d. Preferences

The Procurement Department does not calculate a direct price preference for sustainable products in the selection of contractors because the City prefers to directly implement product decisions that are most environmentally preferable.

The City instead establishes a minimum specification with the most environmentally preferable solutions for particular products, and may also utilize a scored evaluation criteria allowing additional consideration for positive environmental product options, corporate practices, and other environmental solutions proposed by the vendors.

### 5. Use of Best Practices

The Procurement Department and City employees will utilize best practices in sustainable procurement as they evolve. As it applies to this policy, best practices in sustainable and resilient procurement are those that utilize leading edge sustainability factors, standards, and policies.

### 6. Reduce Consumption, Source Reduction, and Reuse

To increase efficiencies and address societal and community costs, such as landfill waste handling, toxin exposures, resource depletion, and greenhouse gas emissions, City departments will work to reduce consumption through means including, but not limited to:

- Elimination of unnecessary purchases;
- Minimization of redundant purchases;
- Preference for purchase of:
  - remanufactured, recycled, or reusable products;
  - products with minimized packaging;
  - products without toxic chemicals;
  - products that are durable, long lasting, reusable, recyclable, or otherwise create less waste; and
  - products with manufacturer or vendor take-back programs.



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7. Environmental Standards and Product Certifications

**Standards:** The City of Miami Beach will comply with all applicable local, state and federal regulations including the U.S. Environmental Protection Agency (USEPA) standards whenever published for a product or services.

**Third-Party Certifications:** City Departments and the Procurement Department may apply the most stringent third-party label standard available for a product or service being acquired. The City may use independent, third-party environmental product or service label certifications when writing specifications for, or procuring materials, products, or services, whenever a responsible label standard is applicable and available. Qualifying labels shall be:

- Developed and awarded by an impartial third-party;
- Developed in a public, transparent, and broad stakeholder process; and
- Represent specific and meaningful leadership criteria for that product or service category.

In addition, whenever possible, label standards used in product or service specifications should represent standards that take into account multiple attributes and life-cycle considerations, with claims verified by an independent third party.

8. This policy authorizes the City Manager, through the Procurement Director, to develop Sustainable and Resilient Procurement Procedures, to train staff, and to periodically update with best practices.

# MIAMI BEACH

## COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission  
FROM: Jimmy L. Morales, City Manager  
DATE: September 14, 2016

SUBJECT: A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE SUSTAINABILITY AND RESILIENCY COMMITTEE TO ADOPT THE SUSTAINABLE AND RESILIENT PROCUREMENT POLICY ATTACHED HERETO AS EXHIBIT A; AND, DIRECTING THE CITY MANAGER TO ESTABLISH ADMINISTRATIVE PROCEDURES THAT REQUIRE EACH CITY DEPARTMENT TO CONSIDER SUSTAINABILITY AND RESILIENCY IN PROCUREMENT DECISIONS.

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### **RECOMMENDATION**

Approve the Resolution accepting the recommendation of the Sustainability and Resiliency Committee to adopt the Sustainable and Resilient Procurement Policy and directing the City Manager to establish administrative procedures that require each city department to consider sustainability and resiliency in procurement decisions.

### **ANALYSIS**

At the City Commission meeting on May 11, 2016, the Mayor and City Commission referred a discussion to the Sustainability and Resiliency Committee regarding the establishment of a sustainable procurement policy. This item was sponsored by Commissioner Aleman.

Green procurement is one of the ten priority program areas within the City of Miami Beach Sustainability Plan. The goal of this program area is to increase the use of non-hazardous and environmentally friendly products in government maintenance, operations, permitted concessionaires/vendors and special events, as well as promote the decreased use of hazardous, toxic, and/or nonrecyclable goods community-wide.

Within its green procurement initiatives, the City has a Janitorial Program that requires all cleaning services to be conducted in strict accordance with the Green Seal Standard for Commercial and Institutional Cleaning Services (GS-42). This standard establishes environmental requirements for cleaning service providers of commercial, public, and institutional buildings. Under the Janitorial Program, products and services contracted within the City should be evaluated in part based on their environmental attributes to reduce risks to health, safety, and the environment. Contractors are required to submit a list of the products they intend to use prior to commencement of work and they are responsible for providing invoices of



specific products confirming compliance.

As part of the City of Miami Beach Rising Above Resiliency Strategy, this memorandum introduces a more complete and robust Sustainable and Resilient Procurement Policy (attachment A) to further institutionalize procurement approaches in a balanced sustainable manner and will assist the City in bouncing back from shocks and stressors in the face of climate change. By establishing this Policy, the City will be able to reduce greenhouse gas (GHG) emissions to combat climate change; decrease the use of hazardous materials to improve community and environmental health; and decrease waste and inefficiencies in electricity, fuel, paper, water and other consumption to relieve pressure on natural resources.

**CONCLUSION**

The Administration recommends that the Mayor and City Commission of the City of Miami Beach, Florida, approve the Resolution accepting the recommendation of the Sustainability and Resiliency Committee to adopt the Sustainable and Resilient Procurement Policy and directing the City Manager to establish administrative procedures that require each city department to consider sustainability and resiliency in procurement decisions.

**KEY INTENDED OUTCOMES SUPPORTED**

Ensure Expenditure Trends Are Sustainable Over The Long Term

**FINANCIAL INFORMATION**

The Sustainable Procurement Policy does not mandate a specific product or source of supply over another; but, rather, facilitates the consideration of sustainability and resiliency factors in procurement decisions. The Administration must still conduct its due diligence and cost benefit analysis prior to any specific procurement decision. As such, discussions on any possible fiscal impact must be deferred until such time as specific procurement decisions, and their budgetary impacts, are being considered.

Total            NA

**Legislative Tracking**

Environmental and Sustainability/Procurement

**Sponsor**

Commissioner John Elizabeth Aleman

**ATTACHMENTS:**

**Description**

- Resolution and Exhibit A