

Environmental Requirements for Janitorial Service Providers

The following environmental specifications can be incorporated into a bid solicitation document (e.g., a Request for Proposals) for Janitorial Services.

A. Cleaning Chemicals

1. All cleaning chemical products used to perform this contract (with the exception of graffiti removers and surface disinfectants) in the bid solicitation document must:
 - a. Have at least one the following third-party, multi-attribute certifications:
 - i. Green Seal
 - ii. Safer Choice
 - iii. UL ECOLOGO
 - b. Not be packaged in an aerosol container
2. On the bid sheet, the Bidder must list and provide documentation of compliance for each cleaning chemical product it is planning to use to perform the services on this contract (e.g., a link to the product on one of the following websites):
 - a. [Green Seal Certified Product Directory](#)
 - b. [Safer Choice-Certified Products](#)
 - c. [UL SPOT](#) (filter for UL ECOLOGO-certified products by product type)
 - d. [Ecomedes](#) (certification data aggregator with links to products with Green Seal, Safer Choice and UL ECOLOGO certification)
3. The Vendor is encouraged to use products with the following additional desirable attributes:
 - a. Fragrance-free
 - b. Concentrated products with a built-in or compatible closed-loop dilution control system
 - c. USDA Biobased certified
 - d. Not a single-use disposable wipe product
 - a. Packaging is recyclable in your municipal system

For more information, see [StopWaste's Sustainable Purchasing Guide to Cleaning Chemical Products](#).

B. Surface Disinfectants

1. All surface disinfectants used to perform this contract must:
 - a. Be registered by the U.S. EPA and be on the [U.S. EPA's List N: Disinfectants for Coronavirus \(COVID-19\)](#)
 - b. Contain only the following active ingredients:
 - i. Hydrogen peroxide
 - ii. Citric acid
 - iii. Lactic acid
 - iv. Caprylic/octanoic acid
 - v. Ethanol or isopropanol
 - c. Not be packaged in an aerosol container
2. On the attached bid sheet, the Bidder must list each surface disinfectant it is planning to use to perform the services on this contract. A list of products meeting these environmental requirements can be found on the [StopWaste Sustainable Purchasing website](#).
3. The Vendor must agree to pre-clean all surfaces with a non-disinfecting certified “green” cleaner (consistent with the specifications in Section A above) and target their use of disinfectants to high touch-point surfaces (e.g., door knobs, faucets, toilet seats) in order to reduce toxic chemical exposures and lower costs.
4. The Vendor must clearly identify the surfaces that need to be disinfected (such as touch points) as well as those that do not and must reiterate the “clean” then disinfect procedure.

For more information, see [StopWaste's Sustainable Purchasing Guide to Disinfectants](#).

C. Janitorial Paper Products

1. All janitorial paper products purchased by the Vendor to perform the services on this contract must comply with [California's SB 1383 Paper Purchasing Requirements](#). This means they must meet (or exceed) the following post-consumer recycled-content (PCRC) standards:
 - a. Toilet tissue shall contain at least 45% PCRC
 - b. Paper towels shall contain at least 40% PCRC
 - c. Toilet seat covers shall contain at least 20% PCRC
 - d. Facial tissue shall contain at least 10% PCRC

2. The Vendor is encouraged to offer products with the following additional desirable attributes:
 - a. A higher percentage of PCRC than the specified minimum for the product category
 - b. One or more of the following third-party sustainability certifications:
 - i. Green Seal
 - ii. UL ECOLOGO
 - iii. Forest Stewardship Council (FSC) (“Recycled” or “Mix”)
3. On the attached bid sheet, the Bidder must list each janitorial paper product it is planning to purchase to perform the services on this contract. A list of products meeting these environmental requirements can be found on the [StopWaste Sustainable Purchasing website](#).
4. At the request of the Purchaser over the life of the contract, the Vendor must provide documentation with the above SB 1383 Paper Procurement Requirements.

For more information, see [StopWaste’s Sustainable Purchasing Guide to Janitorial Paper Products](#).

D. Training

The Vendor must demonstrate that their employees have been trained and have experience using green cleaners and safer disinfectants that meet the standards listed above.

E. Preference for Local and Certified Green Businesses

The City has a preference for businesses that are located within Alameda County and that are certified by the [California Green Business Program](#).

F. Powered Janitorial Equipment

1. *Vacuum Cleaners*

The Vendor is encouraged to use vacuum cleaners that are certified by the [Carpet and Rug Institute \(CRI\)](#) under its Seal of Approval Program AND operate at a sound level of less than 70 dBA.

2. *Carpet Extraction Equipment*

The Vendor is encouraged to use carpet extraction equipment that is certified by the [Carpet and Rug Institute \(CRI\)](#) under its Seal of Approval Program at the Bronze level or higher.

3. *Powered Floor Maintenance Equipment*

The Vendor is encouraged to use floor maintenance equipment (e.g., polishers, burnishers, etc.) that:

- a. Are not propane-powered (e.g., electric-powered);
- b. Are equipped with controls or other devices for capturing and collecting particulates; AND
- a. Operate at a sound level less than 70 dBA.

4. *Powered Floor Scrubbing Machines*

The Vendor is encouraged to use powered floor scrubbing machines that are equipped with:

- a. A control method or device for capturing and collecting particulates; AND
- b. A control method for variable rate dispensing to optimize the use of cleaning fluids.

Environmental Requirements for Janitorial Supplies Vendors

The following environmental specifications can be incorporated into a bid solicitation document (e.g., an Invitation to Bid) for Janitorial Supplies.

A. Cleaning Chemicals

1. All cleaning chemical products used to perform this contract must:
 - a. Have at least one the following third-party, multi-attribute certifications:
 - i. Green Seal
 - ii. Safer Choice
 - iii. UL ECOLOGO
 - b. Not be packaged in an aerosol container
2. On the attached bid sheet, the Bidder must list and provide documentation of compliance for each cleaning chemical product it is planning to use to perform the services on this contract (e.g., a link to the product on one of the following websites):
 - a. [Green Seal Certified Product Directory](#)
 - b. [Safer Choice-Certified Products](#)
 - c. [UL SPOT](#) (filter for UL ECOLOGO-certified products by product type)
 - d. [Ecomedes](#) (certification data aggregator with links to products with Green Seal, Safer Choice and UL ECOLOGO certification)

For more information, see [StopWaste's Sustainable Purchasing Guide to Cleaning Chemical Products](#).

B. Surface Disinfectants

1. All surface disinfectants used to perform this contract must:
 - a. Be registered by the U.S. EPA and be on the [U.S. EPA's List N: Disinfectants for Coronavirus \(COVID-19\)](#)
 - b. Contain only the following active ingredients:
 - i. Hydrogen peroxide
 - ii. Citric acid
 - iii. Lactic acid
 - iv. Caprylic/octanoic acid
 - v. Ethanol or isopropanol
 - c. Not be packaged in an aerosol container
2. On the attached bid sheet, the Bidder must list each surface disinfectant it is planning to use to perform the services on this contract. A list of products meeting these environmental requirements can be found on the [StopWaste Sustainable Purchasing website](#).

For more information, see [StopWaste's Sustainable Purchasing Guide to Disinfectants](#).

C. Dispensing and Dilution Equipment for Cleaning Chemicals and Surface Disinfectants

1. Vendors are required to offer at least one brand of each of the following that are concentrated:
 - a. General purpose, restroom, glass, and floor cleaning chemicals
 - b. Surface disinfectants

All concentrated cleaners and surface disinfectants must be available with a controlled dose dispensing system (e.g., wall-mount or hand-held dispenser), in spill-resistant product packaging, or in a portion-control package or formulation (e.g., a bottle with a built-in pump that delivers an accurate dose, a tablet, or pre-measured package).

2. Closed-loop dilution-control systems for concentrated general-purpose cleaners, glass cleaners, floor cleaners, and non-disinfecting bathroom cleaners that have the following features are preferred:
 - a. "Spill-resistant packaging" that requires coupling to a specially designed device to dispense the product.
 - b. An inability to be "practically accessed" during routine use. The packaging must not allow for access or exposure to the concentrated product after opening a cap or lid, or before or while connecting to the dispensing system.
 - c. A backflow prevention system that meets the current American Society of Sanitary Engineering (ASSE) 1055 standard.
3. The City encourages bidders to provide and install dispensers free of charge and bidders must provide information in their bid packages regarding their offering (i.e., whether the bidder will provide and install dispensers at no cost).

D. Janitorial Paper Products

1. All janitorial paper products offered on this contract must comply with [California's SB 1383 Paper Purchasing Requirements](#). This means they must meet (or exceed) the following post-consumer recycled-content (PCRC) standards:
 - a. Toilet tissue shall contain at least 45% PCRC
 - b. Paper towels shall contain at least 40% PCRC
 - c. Toilet seat covers shall contain at least 20% PCRC
 - d. Facial tissue shall contain at least 10% PCRC

2. The Bidder is encouraged to offer products with the following additional sustainability attributes:
 - a. A higher percentage of PCRC than the specified minimum for the product category
 - b. One or more of the following third-party sustainability certifications:
 - i. Green Seal
 - ii. UL ECOLOGO
 - iii. Forest Stewardship Council (FSC) (“Recycled” or “Mix”)
3. On the attached bid sheet, the Bidder must list each janitorial paper product it is planning to offer on this contract. A list of products meeting these environmental requirements can be found on the [StopWaste Sustainable Purchasing website](#).
4. At the request of the Purchaser over the life of the contract, the Vendor must provide documentation with the above SB 1383 Paper Procurement Requirements.

For more information, see [StopWaste’s Sustainable Purchasing Guide to Janitorial Paper Products](#).

E. Training

1. The Vendor must provide training to City representatives on the cleaning and surface disinfecting chemicals and equipment they are providing.
2. Vendor training must promote pre-cleaning with a non-disinfecting certified “green” cleaner (consistent with the specifications in Section A above) and promote limited targeted use of disinfectants to reduce toxic chemical exposures and lower costs.
3. Vendor training must specify that hard surface disinfectants are not for use on soft surfaces such as upholstery and carpet, unless they are registered for such applications.
4. Vendor training must clearly identify the surfaces that need to be disinfected (such as touch points) as well as those that do not and must reiterate the “clean” then disinfect procedure.
5. The Vendor must provide City employees with proper initial, on-site, or site-specific and annual in-service training. Training must be done in a manner that respects any unique needs of the employee such as limited English proficiency, physical challenges, or learning disabilities.

F. Powered Janitorial Equipment

1. *Vacuum Cleaners*

All vacuum cleaners must be certified by the [Carpet and Rug Institute \(CRI\)](#) under its Seal of Approval Program AND operate at a sound level of less than 70 dBA.

2. *Carpet Extraction Equipment*

All carpet extraction equipment must be certified by the [Carpet and Rug Institute \(CRI\)](#) under its Seal of Approval Program at the Bronze level or higher.

3. *Powered Floor Maintenance Equipment (non-propane powered only)*

All floor maintenance equipment (e.g., polishers, burnishers, etc.) must:

- a. Be equipped with controls or other devices for capturing and collecting particulates; AND
- b. Operate at a sound level less than 70 dBA.
- c. No propane-powered equipment is allowed on this contract.

4. *Powered Floor Scrubbing Machines*

All powered floor scrubbing machines must:

- a. Be equipped with a control or device for capturing and collecting particulates; AND
- b. Be equipped with a control method for variable rate dispensing to optimize the use of cleaning fluids.