



Partners in Project Green – Green Purchasing Team Meeting
Minutes – Tuesday, August 17th, 2010 @ 10 a.m.
GTAA Admin Building – Cafeteria – 3111 Convair Drive, Mississauga

In Attendance: Renee Spurrell (General Electric), Larry Brydon (Reliance Electric), Carole Burnham (ONEIA), Wolfgang Wild (GTAA), David Brockie (Woodbine), Robert Lumina (RBC), Daniel Ludwin (Greening Greater Toronto), Linda Weichel (Greening Greater Toronto), Jennifer Taves (TRCA), Chris Rickett (TRCA).

Regrets: Andrew Gustyn (Unisource), Tim Van Seters (TRCA), Robert Griesbach (MBOT).

1. Program Updates

Partners in Project Green staff gave updates on the Green Power Challenge, the Green Cleaning Program, and the Clinton Climate Initiative Purchasing Alliance. TRCA will continue to develop and deliver the elements of these programs and provide progress reports to the Green Purchasing Team.

2. Greening Greater Toronto – Greening Procurement

Greening Greater Toronto (GGT) is an initiative of the Toronto City Summit Alliance. It is a partnership of individuals and organizations across the GTA who are committed to a sustainable GTA. GGT provides a link between the public, private and non-profit sectors to accelerate the journey towards sustainability. GGT staff gave the team an overview of GGT programs, and specifically discussed the Green Procurement Program.

The following partnership opportunities were identified:

- a) *Document Hub*: promoting the GGT procurement Document Hub to the Partners in Project Green community, and encouraging the Partners in Project Green community to contribute to the Document Hub.
- b) *Green Exchange events*: promoting events of interest to the Partners in Project Green Steering Committee members and Ambassadors, as well as to vendors.
- c) *GGT Green Procurement Corporate Commitment*: The Green Procurement Corporate commitment seeks members of the program to commit to greening their procurement practices. The team discussed if there was value in bringing the commitment challenge to the Partners in Project Green community, and that Partners in Project Green programming could become a tool for companies to reach their goals. There is no fee to participate. The following are key points of the discussion:
 - I. SME members may find a program like this beneficial, as it would provide a roadmap to greening procurement. Larger companies may already have some elements of a green purchasing policy and this may provide a framework.

- II. The challenge of a program such as this is that it can be easy to make commitments, but difficult to fulfill them on a company wide basis. Procurement departments need to be engaged in order for this to be successful.
- III. It would be important to provide companies with the support they need in order to achieve their goals, such as help with RFP creation, information, aid with employee engagement, and the means to fulfill their goals.

Action: TRCA staff to follow up with GGT to determine the best way to move forward with these partnerships opportunities.

3. One Million Acts of Green – Corporate Challenge

The proposition that Partners in Project Green develop an Acts of Green Corporate Challenge was brought to the team. This challenge would have employees pledging to complete acts of green at home and at work, and the aggregate GHG reductions would be measured for both employees and the employer. The idea would be to have employers in the Pearson Eco-Business Zone compete for the biggest GHG reductions, while providing prizes and incentives for those that compete. Some of the key points discussed by the team include:

- i. Employee engagement is the number one issue for companies, and a program such as this would help get employees involved while raising awareness of Partners in Project Green and the programs that are available to help companies on their sustainability journey.
- ii. There is some concern that the associated fees are cost prohibitive for smaller companies, especially if they have not already implemented sustainability initiatives. Resources could be more effectively spent on retrofits and other sustainability initiatives first. Larger companies often elect to run programs such as these in-house as opposed to seeking out a third party vendor.
- iii. As the paybacks from such a program are largely intangible, it may be difficult to get companies on board. There are other, more cost effective ways to engage employees.
- iv. The option of including TRCA lunch and learn sessions in the package was raised. This would increase the value to companies, while furthering educating employees.
- v. The team questioned what an act of green was defined as, and if the program had some degree of tokenism. It was determined that it could be an effective employee engagement tool, and the software does calculate the benefit of the behavior change. It could encourage people to practice sustainability at home, and to move those practices into the office.
- vi. There was some concern over whether a program such as this would have long term engagement abilities. If the team is to implement this program, ongoing engagement must be a key component of the program.

The Green Purchasing Team felt that the program could be of interest, but that they would like to see the software demonstrated and the program revised to ensure that it offers engagement on an ongoing basis, as opposed to a one-off program.

Action: TRCA staff to set up a webinar to showcase the software and to develop a revised program proposal that includes ongoing corporate engagement.

4. Rooftop Solar Procurement

As part of Partners in Project Green's goal of sourcing 10 per cent of energy required in the Pearson Eco-Business Zone from renewable energy by 2015, rooftop solar barriers and opportunities are being explored. As part of this work, two working groups are being created to help businesses move forward with their procurement of a rooftop solar solution. There would be one group for property owners looking to lease their rooftop space and a second group for businesses looking to own and operate a rooftop solar installation.

Businesses will benefit from access to shared knowledge, the confidence of having robust procurement tools at minimal cost and effort for individual businesses, as well as potential to reduce costs and/or increase lease revenues by working together.

Twenty-six businesses have initially expressed interest in participating in at least one of the working groups, with most of these indicating a preference towards a leased solution. Information sessions will be held on August 24 and August 25 to discuss opportunities.

The Green Purchasing Team offered the following considerations to the working groups:

- a) As each company will have unique wants and needs for contract terms and conditions, it may be more useful for the working groups to focus on issues such as insurance, maintenance, structure, and scope of project.
- b) It may be advisable to create a checklist for companies to work from as opposed to a draft contract.
- c) It may still be useful to draft some general terms and conditions.
- d) RBC is to circulate detailed information for consideration of the working groups.

The Green Purchasing Team is requested to provide feedback on the documents and tools developed by the working groups.

Action: Following the information August 24 and 25 information sessions, TRCA staff to set-up a conference call with the Green Purchasing Team to provide feedback on next steps.

5. Demand Response Program

The Green Purchasing Team was asked to consider whether a Demand Response Program should be developed for Partners in Project Green, and if so, to select the model the program should be delivered under. After consideration, the team determined that there was value in creating a DR3 program, and recommended that a Broker model be pursued for the development of the Partners in Project Green Demand Response Program.

Given the complexity of the demand response market and the number of players, TRCA could issue an expression of interest to consultants in the energy industry that would

then negotiate on behalf of clients with the various demand response aggregators. The benefit here would be that the customer could get the best price in the market by engaging a third-party educated in the market to do their negotiating for their organization. In return for this partnership, TRCA would then request a finder's fee and/or an ongoing commission that would be based on the payments received by the customer.

Action Item: TRCA staff to develop an Expression of Interest for a third party consultant to act as a broker. Partners in Project Green will then circulate the EOI to the team for comments.

6. Green Purchasing Program

Item 6 was tabled until the next meeting of the Green Purchasing Team.

Action Item: Set-up a quarterly meeting schedule for the Green Purchasing Team.