

**Lead Agency:** County Management

**Program Contact:** Brian Smith

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** Out of Target, Climate Action Plan

**Executive Summary**

This is a 1.0 FTE Sustainable Purchasing Coordinator. The position is the central person responsible for educating, training, and supporting County staff to promote and support sustainable purchasing practices.

**Program Description**

Since pioneering the County's innovative Sustainable Purchasing and Social Equity Policy in 2010, Multnomah County has become a leader among local and national governments in aligning its purchasing decisions with its social equity and sustainability goals. The advances made to earn this reputation were achieved through the support of Americorps members. This support included creating and implementing the County's Sustainability and Social Equity policy, developing a suite of tools for buyers across the County, and training and support for staff County-wide. To successfully achieve the goals of the policy, additional resources are needed. Currently, Purchasing is limited to a temporary, part-time Sustainable Program Coordinator which will end in June, 2011 because it is funded with salary savings. National best practices have identified the importance of dedicated full-time staffing with expertise to lead, support, and guide purchasing staff in making environmentally, fiscally and socially responsible buying decisions. Locally, this has also been proven within our own agency and across local governments.

The Sustainable Purchasing Coordinator will directly support County staff by: 1) serving as subject matter expert for sustainable purchasing at the county, 2) building staff capacity County-wide through trainings, tools and resources, 3) conducting research and advising County buyers on the best sustainability and social equity criteria to include in the purchase of services and goods, 4) providing training and outreach on the policy to Minority, Women, and Emerging Small Businesses (MWESBs) and other vendors, 5) evolving and integrating best practices into purchasing procedures and processes, 6) partnering with other public agencies in the region and nationally to strengthen purchasing power, 7) demonstrating County leadership on sustainable purchasing through partnerships at presenting at national conferences.

Multnomah County purchases \$300-400 million in services and goods annually. Each of these purchasing decisions is an opportunity to promote social equity, protect the environment, and save the County money. For example, purchasing energy efficient equipment from a local MWESB vendor will save the County money through avoided energy costs, protect the environment from reduced emissions, and support a thriving local and equitable economy. Without a dedicated full-time Sustainable Purchasing Coordinator, Purchasing will be severely limited in their ability to harness these opportunities and to fully implement the adopted Sustainable Purchasing and Social Equity Policy. Due to missing expertise, existing workloads and staffing shortages, Purchasing would be limited to only minimal research and internal capacity building to support the policy.

CAP: 18-9 The Sustainable Purchasing Coordinator position is entirely dedicated to educating, training, and supporting County staff to incorporate sustainability considerations appropriately in every purchase. It builds crucial expertise across the County, supports the Climate Action Plan, Sustainable Purchasing and Social Equity Policy, training and outreach to MWESBS and new vendors, and training staff County-wide.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY09-10)	Current Year Purchased (FY10-11)	Current Year Estimate (FY10-11)	Next Year Offer (FY11-12)
Output	Number of sustainable purchasing checklists completed	0	0	0	250
Outcome	Number of MWESB vendors and new vendors participating in outreach and training	0	0	0	100
Output	Number of sustainable trainings/workshops provided to County staff	0	0	0	10

**Performance Measure - Description**

Sustainable Purchasing Checklists document the sustainability considerations that are included in each procurement. They are required for all purchases greater than \$5,000.

### Legal/Contractual Obligation

The County's Administrative Rule PUR-8 requires the appointment of a representative who will act as the Sustainable Purchasing Coordinator.

### Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2011	2011	2012	2012
Personnel	\$0	\$0	\$88,787	\$0
Materials & Supplies	\$0	\$0	\$3,000	\$0
Total GF/non-GF:	<b>\$0</b>	<b>\$0</b>	<b>\$91,787</b>	<b>\$0</b>
Program Total:	<b>\$0</b>		<b>\$91,787</b>	
Program FTE	0.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Total Revenue:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

### Explanation of Revenues

### Significant Program Changes

Last year this program was: