



NOMINATION FORM

Nominee Information

Public Sector Procurement Project Green Battery Initiative
 Team Name Procurement Division Team Leader Richard MacLellan
 Organization Halifax Regional Municipality
 Team participants _____

Category of public sector Municipality
 Address PO Box 1749 Email maclelr@halifax.ca
 City Halifax Province Nova Scotia Postal code B3S 3A5
 Telephone 902 490 4714 Fax 902 490 6425

Nomination submitted by

Name Andy Fillmore Title Manager, Sustainable Environment Mgmt office
 Organization HRM Email fillmoa@halifax.ca
 Address _____
 City _____ Province _____ Postal code _____
 Telephone 902 490 6495 Fax 902 490 3976

Certification

To the best of my knowledge, I certify that the information provided is accurate and true.

Signature [Signature] Date 11 June 2009

Structure of the submission

The nomination form must be accompanied by an overview of the project you wish to profile. We provide you with the following outline to help you structure your submission. You are welcome to include additional information that you feel is pertinent but the submission should not exceed five (5) pages. If you have any questions, please contact us at award@summitconnects.com.

- Project objectives
- Brief description of the project
- Summary of project experience – How did it go?
- Contribution of project to key criteria:
 - high degree of innovation – new ideas or approaches in either operational or policy settings;
 - measurable and significant benefit – savings, efficiency and effectiveness, satisfy the stated objectives of the project;
 - transferability – the central idea or approach shows some promise for being used in other areas of the public sector;
 - advancing professionalism within the community.
- The submission must include a letter of reference from a senior manager or procurement supervisor on the project – someone other than the team leader submitting the nomination.

Introduction

Halifax Regional Municipality (HRM) is committed to a "healthy, sustainable, vibrant community". This commitment has led to HRM being awarded the #1 Medium Sized City in the 2009 Corporate Knight's Ranking of Most Sustainable Cities. Over the past year, HRM has seen continued progress with elements of their sustainability plans and initiatives. Some examples include: Development of a corporate sustainability filter, in which all major purchases and corporate decisions are viewed; Construction of a \$40 Million LEED Silver Recreational Facility; And,

HRM Procurement Services continues to play a leading role in the progress of sustainability initiatives across the organization, facilitating cross departmental collaboration, seeking innovative solutions, and progressing the way the organization does business.

This year, an example of Procurement Services leadership is the Green Battery Initiative which is resulting in: reduced disposed hazardous waste, improved waste diversion, improved usage behaviour, and lower long term overall costs.

Project Objectives

The objective of HRM's Green Battery Initiative is to: Reduce the number of single use disposal batteries consumed in the organization by using a more sustainable alternative; Reduce the amount of batteries finding their way in the wrong waste management stream (they are a hazardous waste and often are found in regular waste containers) and assist with our diversion goals; And, reduce the long term costs of battery consumption within the organization.

This initiative was undertaken with the intent to not only change corporate behaviours, but influence the local community and demonstrate leadership with a simple improvement to our operation that could be easily replicated.

Brief Description of the Project

In 2007, during a collaborative meeting with staff and Management from HRM Solid Waste Resources, a priority list of Provincial Waste Diversion opportunities was shared. This list identified that single use disposable batteries were a top priority to get out of our regular garbage pick up. They are a hazardous waste that often find their way into regular waste receptacles. Following that identification, Procurement staff reviewed our corporate consumption for the past several years, and qualitatively investigated how staff disposed of consumed batteries.

Upon learning that operations consumed approximately 35,000 AA and AAA batteries annually, staff performed a commodity and market analysis to find out what alternatives could be, who could supply them, and what the budgetary costs might be. To complete these analysis, a case was generated that demonstrated the cost to convert usage from single use disposables to a rechargeable battery with sufficient amount of chargers.

Subsequent to the completed business case, a plan was developed to:

1. Inject an initial 7050 Rechargeable Batteries and 300 Chargers into the organization;
2. Create a waste diversion solution to both Rechargeable and Disposable Batteries that would be complicit with the Supply of Batteries;
3. Communicate with the organization and public at large the opportunity and benefits of changing our battery consumption behaviours;

Funding for the initial additional cost and communication was provided by the HRM Sustainable Communities Reserve.

A Solicitation was developed that included:

1. Initial Supply of 7050 Batteries and 300 Chargers
2. A Price Agreement for all "small batteries": AA, AAA, C, D, 9V for both Rechargeable and High Quality Single Use Disposable
3. And the requirement to provide a Waste Diversion solution to HRM Facilities to enable staff to dispose of their consumed batteries in a receptacle that the vendor would supply, collect and ensure the responsible end of life management. The vendor would be expected, implicit in this agreement - at no additional cost, to: provide waste

receptacles at the thirteen major City Facilities in HRM, regularly collect the contents, and ensure they are sent to a responsible end of life solution.

We had a very responsive solicitation with 10 responsible and responsive bids. Vendors found solutions and offered an extremely competitive solution - with the stewardship solution not adding any cost to our previous per unit pricing.

Following award of the solicitation, batteries were distributed across the organization, based on data from our SAP Materials Management system.

A communications plan ensued, which comprised of an internal communication facilitated through our Employee Newsletter, our IntraNet site, and a Memo from the CAO. Additionally, we communicated the project to the community through HRM's quarterly Newspaper insert The Naturally Green.

Summary of Project

This project went extremely well.

Some initial targeted areas proved problematic (we had hoped that the parking meters could use rechargeable batteries - but the discharge rate on the items we procured was too high, we will continue testing of alternatives), however many staff found opportunities to use rechargeable batteries, and the batteries returned from the unsuccessful projects were re-distributed to areas which could use them.

The communications plan was effective, not only did it generate a lot of discussion and interest from staff, but members of the public called HRM Procurement to inquire how we established this.

Further, the project was communicated to the procurement community at a couple forums, including the November 2008 MASH Sector Green Procurement Summit, and many other organizations have indicated that they will adopt HRM's project framework.

Contribution of project to key criteria

High Degree of Innovation

This initiative was innovative in the fact that linking a Solid Waste Resource priority to our operational requirements and communicating that example to the public is expected to achieve a high level of success in addressing this priority. The initiative demonstrated that this initiative is commercially viable and that there is a quick pay back period. It made a simple to replicate project which any organization could implement which would have a sound impact on our waste operations.

Measureable and Significant Benefit

It is conceivable that this programme could reduce the consumption and disposal of over 10,000 batteries per year. Additionally, A AA battery weights approx 0.8 oz, a AAA battery weighs approximately 0.38 oz. Based on founded claims that a single rechargeable battery can replace 500 to 1000 disposable batteries, over the lifetime of this supply, this project could theoretically replace 3 to 7 Million disposable batteries from entering our solid waste stream. That is an equivalent of removing 50 to 100 tonnes of batteries from our solid waste stream. Payback period analysis also demonstrated the long term economic viability of integrating rechargeable batteries into the operation.

Transferability

The most exciting element of this project is the simplicity in which the project can be adopted and transferred to other organizations and have a profound impact on the solid waste operations in Nova Scotia. We have communicated the initiative to the public at large. Most importantly, we have communicated the initiative to other Public Procurement groups whom will be able to incorporate this project into their waste management strategies very easily. The market is viable and competitive and the cost of the closed loop approach to battery consumption is negligible.

Advancing Professionalism within the Community

This project has been shared with the Nova Scotia Public Procurement Sector in November 2008 at the Green Procurement Summit. In June, 2009, the initiative will be presented at the Canadian Pollution Prevention Roundtable. It demonstrates a simple and effective way to enhance behaviour around the usage of small batteries.

**Halifax Regional Municipality - Environmental Management Services
Attachment "K"
Sustainable Community Reserve**

Project Name:	Rechargeable Battery Initiative
Project Sponsor:	Procurement, Financial Services Solid Waste Resources, TPW SEMO, IAM
Brief Overview:	<p>Annually, HRM Operations consumes approximately 35,000 AA and AAA Batteries. Existing usage is primarily comprised of single use disposable batteries. Following analysis and development of a case study on battery usage, it is recommended that HRM alter battery consumption in two approaches:</p> <ol style="list-style-type: none"> 1. Integrating maximum usage of rechargeable batteries where operationally feasible 2. Ensuring remaining single usage batteries are recycleable <p>The cost implication of changing from single use disposables to rechargeables is the significant upfront cost of the chargers and cost differential between rechargeable batteries and single use batteries. This project is designed to initiate and help overcome the upfront cost barrier to changing our battery consumption to a more sustainable solution by supplying the initial purchase of chargers and batteries and assisting with communication of this initiative thru the Naturally Green newsletter. The cost is:\$49,960, which will provide:</p> <ol style="list-style-type: none"> 1. The initial supply of Chargers and Rechargeable Batteries 2. Article space in the Naturally Green Newsletter
Specific Deliverables: (concise)	<p>*Initial supply of chargers and rechargeable batteries for each HRM Office Location. This will include 300 Chargers and 7050 Rechargeable Batteries (3525 AA and 3525 AAA); *Communication to outline the cost and environmental benefits of utilizing rechargeables</p>
Project Location and Impact on HRM:	<p>*All HRM Office Location (approx 350); *It is conceivable that this programme could reduce the consumption and disposal of over 10,000 batteries per year; *A AA battery weights approx 0.8 oz, a AAA battery weighs approximately 0.38 oz. *Based on founded claims that a single rechargeable battery can replace 500 to 1000 disposable batteries, over the lifetime of this supply, this project could theoretically replace 3 to 7 Million disposable batteries from entering our solid waste stream. That is an equivalent of removing 50 to 100 tonnes of batteries from our solid waste stream. *Disposable batteries contain mercury and cadmium. This project will reduce the amount of heavy metal that ends up in our solid waste streams.</p>
Links to Healthy, Vibrant, Sustainable Community:	<p>*Reduction of waste *Reduction of Hazardous Materials, including heavy metals *Supports Solid Waste Diversion goals</p>

Project Innovation:	This provides the opportunity for HRM Operations to consume batteries in a much more sustainable manner and dramatically reduce the impact on our solid waste resources. The long term cost implications of switching to rechargeables is favourable after year 3.
----------------------------	---

Systems Approach:	This initiative will: a. Reduce consumption of heavy metals b. Reduce concentrations of substances produced by society c. Reduce degradation of nature
--------------------------	---

Replicability	Highly We are utilizing previous shared knowledge from other municipalities and governments, including Whistler and the Federal Government. Other Municipalities could follow this example.
----------------------	---

Management Plan: <i>(Milestones, activities, dates)</i>	*RFQ for initial battery / charger supply and Price Agreement for following usage; *Newsletter communication *HRM All communication *Naturally Green communication
---	---

Financial Plan: <i>(budgets, dates, phases)</i>	*Request for Quotation for initial Purchase and supporting Price Agreement, April 2008 *Initial Purchase of 300 chargers and 7050 batteries: \$49,460, May 2008 *Naturally Green Article: \$500, June 2008
---	--

Environmental Targets to be met:	*Reduction in batteries purchased and consumed
---	--

Environmental Performance Measures:	*SAP Material usage reports
--	-----------------------------

Summary Notes:	*Included are: a. HRM Business case on Battery usage b. Whistler Sustainable Purchasing Guide Commodity Evaluation of Batteries
-----------------------	---

Date: 22-Feb-08	Applicant: Richard MacLellan
Title: Procurement Lead	Business Unit: Financial Services

HALIFAX

REGIONAL MUNICIPALITY

22 May, 2009

Selection Committee
Summit Magazine Leadership in Public Procurement Award

Dear Summit Award Committee

My name is Andy Fillmore and I am the Manager of the Sustainable Environment Management Office at Halifax Regional Municipality (HRM)

I am pleased to nominate the Procurement Division of HRM for a 2009 Summit Award in the municipal government category, for their project entitled, "Green Battery Initiative".

Our three key focus areas flowing from a 2004 corporate wide Sustainability Analysis include:

- Green Buildings
- Green Corporate Culture
- Green Procurement

The Procurement Division of the HRM Finance Department has been an internal corporate wide leader in all of these areas and in particular Green, or Sustainable Procurement.

Following their previous Collaboration Initiative, the opportunity to improve our communities behaviour surrounding small single use disposable batteries was selected as a targeted area for improvement.

The project was successful from all aspects, including preparation and planning, market solicitation, award and implementation, and communication.

We are very pleased at the success resulting from this green procurement initiative.

Respectfully submitted,



Andy Fillmore
Manager, SEMO

Sustainable Environment Management Office, Infrastructure and Asset Management

Tel: (902) 490-6495 Fax: (902) 490-3976
E-mail: fillmoa@halifax.ca Web Site: www.halifax.ca