



EXECUTIVE DEPARTMENT  
MAYOR'S OFFICE  
ST. LOUIS  
EXECUTIVE ORDER NO. 52

**An Executive Order implementing parts of the Sustainability Plan regarding sustainable practices in city-operated facilities and city-permitted special events:**

**WHEREAS**, the City of Saint Louis is a vibrant, connected, and diverse place of opportunity and innovation; and

**WHEREAS**, on January 9, 2013, the City of Saint Louis Planning Commission adopted the first Sustainability Plan in the City's history, building on the many existing assets found in the City, and providing a comprehensive blueprint for achieving even greater success in our economic, social and environmental quality of life; and

**WHEREAS**, since 2013, the City of Saint Louis has made consistent, sustained, and deliberate progress toward the goals outlined in the Sustainability Plan; and

**WHEREAS**, Earth Day 2015 provides an opportunity to renew our commitment as a city and as a government to the vision of a sustainable future as outlined in the Sustainability Plan;

**WHEREAS**, the City of Saint Louis's commitment to sustainability must begin at City Hall and other city-operated facilities, where City employees and constituents come every day, and should be carried forward through special events and other events held within the City for which the City issues permits;

**NOW THEREFORE**, pursuant to the powers vested in me under the laws of the State of Missouri, as well as the Charter and the Revised Code of the City of Saint Louis, I, Francis G. Slay, Mayor and Chief Executive Officer of the City of Saint Louis, hereby order as follows:

**I. Sustainable Practices at City-Operated Facilities**

The City of Saint Louis's commitment to sustainability must begin at City Hall and other City-operated facilities, where City employees and constituents come every day. This Executive Order implements this vision by requiring recycling at all City-operated facilities, mandating the use of sustainable cleaning supplies in City-operated facilities, and requiring the City to purchase sustainable products.

**A. Recycling**

The Sustainability Plan set the goal of offering recycling throughout the City, and expanding recycling to include all City-operated buildings. Effective immediately, all facilities operated by the City of Saint Louis shall offer recycling through single-stream recycling programs.

## **B. Sustainable Cleaning and Building Maintenance Practices**

The City is committed to providing safe and healthy facilities for its employees and visitors. The Sustainability Plan established goals of providing healthy interior environments in commercial and public buildings and encouraging awareness in the use of green cleaning products.

Certified green cleaning products, which are formulated to minimize adverse impacts on human health and the environment while ensuring performance, are widely available at competitive prices. Using certified green cleaning products can prevent City employees and building occupants from becoming exposed to chemicals that can cause cancer, asthma, and other health damage. In addition, facilities that implement a Green Cleaning Program can lower their overall cleaning costs by reducing the amount of cleaning products needed, particularly when they are used with automatic dilution equipment, preventing at-work injuries and reducing sick time, and avoiding the generation of chemical waste by switching to less-hazardous products.

The City of Saint Louis Sustainable Cleaning and Building Maintenance Practices Program is hereby created to protect the City's maintenance personnel, building occupants and the environment from potentially hazardous chemical, biological and physical contaminants that may adversely impact human health, indoor air quality and nearby ecosystems.

Beginning July 1, 2015, the City of St. Louis and its departments, divisions and agencies shall, to the greatest extent practicable:

- 1) Purchase and utilize in all of its facilities green cleaning chemicals, floor maintenance products, hand soaps, laundry and dishwashing detergents, deodorizers and janitorial paper products that have received a multi-attribute certification by a nationally recognized third-party entity such as Green Seal, UL (under its EcoLogo standard) or US Environmental Protection Agency (under its Design for Environment recognition program);
- 2) Purchase and utilize US EPA-registered disinfectants and sanitizers devoid of chemicals that can cause cancer or asthma such as chlorine bleach, quaternary ammonium compounds, hydrogen chloride and ortho-phenyl phenol;
- 3) Purchase and utilize janitorial equipment and supplies that protect human health and the environment while ensuring performance that is necessary to maintain a healthy building environment (including, but not limited to, vacuum cleaners that are certified by the Carpet and Rug Institute (CRI), HEPA vacuum cleaners, and microfiber mopping systems);
- 4) Require janitorial service providers to utilize products and equipment meeting the same environmental and health standards when they are cleaning City-owned and operated facilities;

- 5) Review annually and, if warranted, establish new environmental and health standards for cleaning and building maintenance products that are utilized by the City's custodial staff and service providers; and
- 6) Ensure that all custodial workers are trained to properly utilize certified green cleaning and building maintenance products and equipment.

Waivers allowing exemption from this policy on a case-by-case basis will only be granted by the City's Sustainability Director based on legitimate health, safety and/or fiscal concerns.

The City of St. Louis's Commissioner of Facilities Management and Sustainability Director will be jointly responsible for developing and managing the implementation of the city's Green Cleaning and Building Maintenance Program, including the development of specifications for custodial commodity and service agreements. They shall report annually to the Mayor on the program's implementation progress, including an overview of cost impacts, necessary waivers, and recommendations for further improvement of the program.

#### **C. Sustainable Purchasing Practices**

The City is committed to minimizing the environmental impact of its operations. Environmentally Preferred Purchasing ("EPP") is the act of purchasing products that have a lesser or reduced adverse effect on human health and the environment when compared with competing products that serve the same purpose. The Sustainability Plan established goals of minimizing landfill-bound waste by promoting material use reduction, reuse, recycling and composting. The City requires the procurement of specific supply items as outlined below and encourages the procurement and use of all other environmentally-preferable products.

Product comparisons should consider life cycle factors such as: the availability of any raw materials used in the product being purchased and the availability, use, production, safe operation, maintenance, packaging, distribution, disposal or recyclability of the product being purchased. For example, a material or product which is durable, repairable, reusable or recyclable; has minimum packaging, toxic content or chemical hazard potential; is resource or energy efficient in any or all phases of its manufacture, use and disposal; or, in its use or disposal, minimizes or eliminates the City's potential environmental liability. Purchasing will strive to procure such products that are suitable for use, where available, quality and budget constraints allow.

The City of Saint Louis promotes the purchase and leasing of energy-efficient, materials-efficient, and reduced-toxic-level products where availability, quality and budget constraints allow. Whenever possible, electronic equipment, such as appliances, computers, water coolers, etc., should meet "Energy Star" specifications for energy efficiency with power management features enabled.

Whenever possible, products and equipment should be specified to include post-consumer recycled content. Products should be packaged and delivered with a minimum amount of recycled packaging that adequately protects the product, but is not excessive.

The City of Saint Louis and its departments and agencies shall, to the greatest extent practicable, procure products consistent with the following guidelines:

- 1) Office Supplies: The procurement of office supplies, including compostable food service items, rechargeable items and miscellaneous office supply items should be identified with the “recycled content symbol” whenever possible. Compostable food service item products and/or their packaging should note compliance with ASTM D6400 or ASTM D6868 standards, or feature a “COMPOSTABLE” logo including the names, Biodegradable Products Institute and the US Composting Council. Such products have met specifications for full biodegradability with no plastic, or other residues, left behind.
- 2) Paper for Copying and Printing: Recognizing that price differentials often do not exist between different grades of post-consumer recycled content paper, all purchases of paper shall be white or pastel colored and contain 100% post-consumer recycled content, unless not economically feasible.
- 3) Neon, Fluorescent, Astrobrite, and Dark-Colored paper: These types of paper shall not be purchased except for public safety uses. Kraft/goldenrod (orange) colored interoffice mailing envelopes shall not be purchased unless made of chlorine-free, recycled paper.
- 4) Other Office Paper Products: Other office products such as legal pads, notebooks, calendars, file folders and envelopes shall be purchased with the highest post-consumer recycled content available.
- 5) Printing Paper: For print jobs, the highest post-consumer recycled content paper available shall be used. If post-consumer recycled content paper is unavailable, then paper used will be either: The highest pre-consumer recycled content available or a specialty paper from renewable source such as sugar cane/kenaf, or harvested from a source certified by the Forest Stewardship Council. This policy also applies to outside printing services.
- 7) Materials Prohibited from Purchase for City Business: The following materials should not be purchased by the City for city business:
  - (1) Styrofoam single use cups;
  - (2) Meals in Styrofoam clam shell containers;

- (3) Non-compostable plastic utensils;
  - (4) Non-compostable, single use disposable cups; and
  - (5) Non-compostable plastic bags.
- 8) Landscape Products: All landscaping, including, but not limited to, new construction, renovations, operations and maintenance by City agencies and institutions, including workers and contractors providing landscaping services, shall employ sustainable landscape management techniques for design, construction and maintenance whenever possible, including, but not limited to, storm-water control, integrated pest management, grass recycling, drip irrigation, composting, and procurement, and use of mulch and compost.

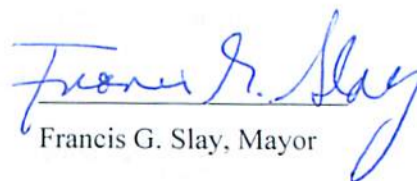
**II. Sustainability Practices at Special Events**

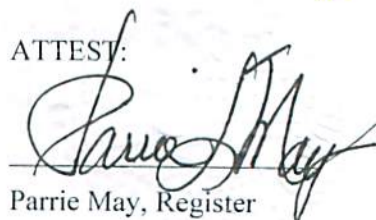
The City's sustainability values must be implemented outside of City Hall as well.

Effective immediately, all events that receive a permit through the Office of Special Events must comply with the following guidelines:

- A. Recycling Plan:** Every applicant for a special event permit must obtain approval by the Office of Special Events of a written recycling plan that provides how the applicant will make recycling available to attendees at the event and whether the applicant will require vendors at the event to recycle.
- B. Organic Food Waste Plan:** Where appropriate, as determined by the Office of Special Events, an applicant for a special event permit may be required to obtain approval by the Office of Special Events of a written food waste collection plan.
- C. Materials Prohibited from Special Events:** Unless extraordinary circumstances require otherwise, the Office of Special Events shall not issue a permit that allows applicants or their vendors to use Styrofoam single use cups at special events within the City of Saint Louis. The Office of Special Events shall also request that applicants or their vendors refrain from using Styrofoam clam shell containers; non-compostable plastic utensils; non-compostable, single use disposable cups; and non-compostable plastic bags.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Saint Louis this 22 day of April, 2015.

  
Francis G. Slay, Mayor

ATTEST:  
  
Parrie May, Register