

Borough of Old Tappan

Department Policy and Procedure: Energy-Efficient Appliances and Equipment

Inspired by Mayor Victor Polce and the Town Council, and championed by the Old Tappan Environmental Commission, the Borough of Old Tappan herein adopts a Policy for the preferential purchase of Energy-Efficient Appliances and Equipment. This policy shall be administered through the Office of the Borough Administrator and shall be implemented to the extent practical and reasonable to achieve the objective of increasing the adoption of 'green' and sustainable practices in all municipal agencies.

The following policy outlines the purchasing component of the Borough of Old Tappan's plan to increase sustainable and green elements for the purchase and use of its products and services.

- 1.0 Directive: Hence forth, the Borough of Old Tappan shall give preference to the purchase of energy-efficient appliances and equipment where quality, functionality and costs are equal or superior to other appliances and equipment.
- 2.0 Notification: The Borough shall inform all borough purchasing agents of the desire of the Borough to meet this criterion. Where practical and cost effective, appliances and equipment which offer a distinct advantage in energy consumption ratings such as Energy Saver rating, shall have preference over less energy-efficient brands.
- 3.0 Whenever practical, appliances and equipment with Energy Star ratings or equivalent shall be specified for purchase.
- 4.0 Expectations: when a candidate appliance or piece of equipment meets the requirements, purchase preference shall be prioritized as follows:
 - 1). Appliances and equipment with the highest energy star or equivalent rating shall have highest priority
 - 2). Where appliances and equipment have equal rating, functionality and cost factors shall be considered.
 - 3). Experience and/or historical use of similar or predecessor models may also be considered.

Appliance and equipment requisitions must conform to the following:

- 1). Specification and requisitions must describe the level of energy star efficiencies

- 2). Performance standards must be demonstrated commensurate to the desired function of the appliance or piece of equipment.

- 3). The Purchasing Agent shall determine whether the spirit of this policy has been achieved in the requisition request and shall approve or reject the requisition accordingly.

Date of Issuance: April 22, 1011

Effective Date: Immediately

Issued By: Borough Administrator