



DIVISION OF PURCHASING

Francis J. Decibus, QPA, RPPO
Purchasing Agent

Date: July, 2011

To: Department Heads / Division Heads

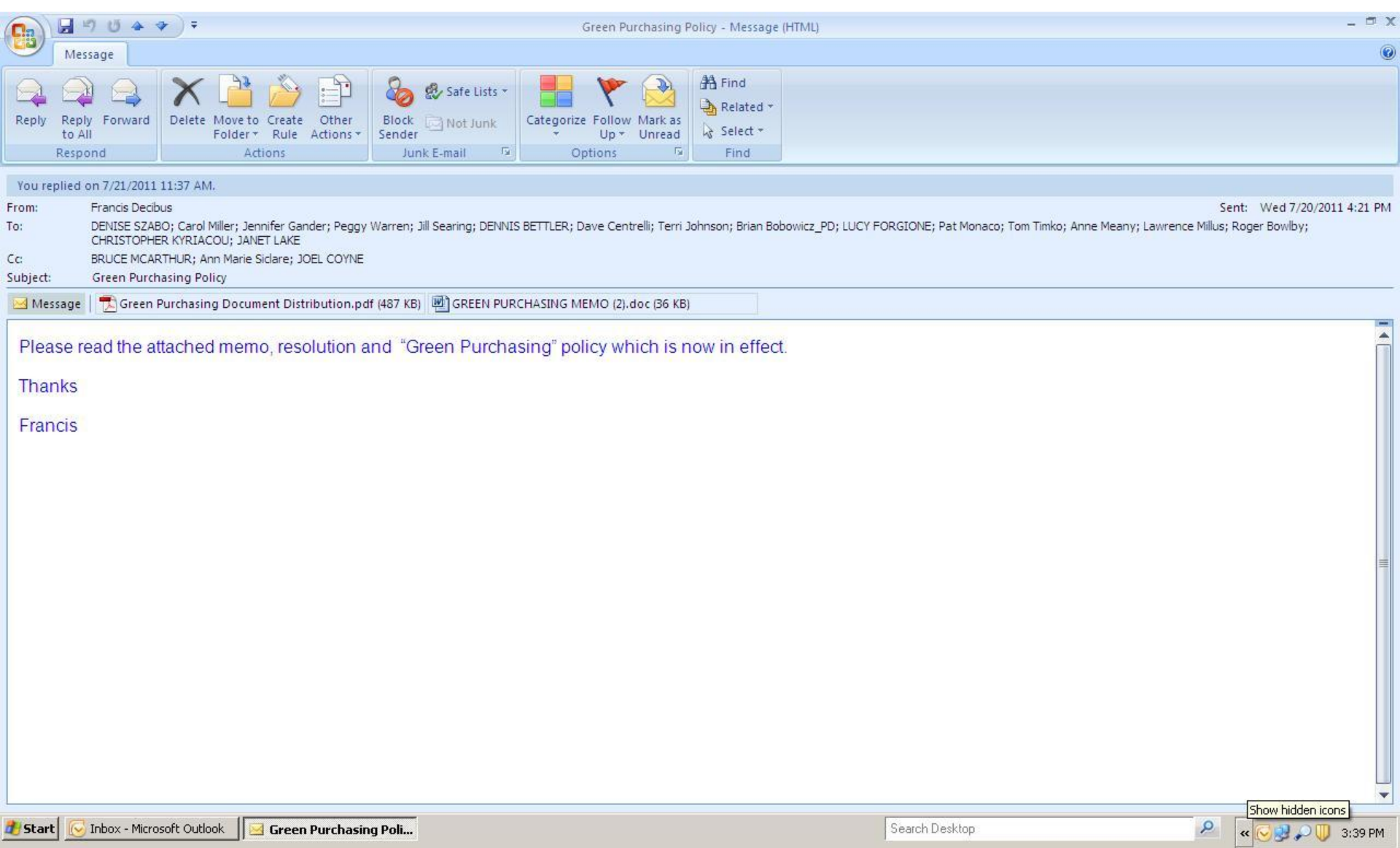
Bernards Township having been in the forefront of innovative ideas and fiscal integrity in governing the municipality, is dedicated to implementation of procurement initiatives in establishing a "Green Purchasing Policy" that when feasible and fiscally prudent encourages the procurement of environment friendly green products and materials.

That being said, the township committee adopted resolution # 2011-0223 "Procurement of Environmentally Sound and Cost Effective "Green" Products and Services. Further, a "Green Purchasing Policy has been developed setting policy guidelines in our procurement process.

Both documents are attached for you as a guide and appreciate you reviewing with your staff involved in the procurement process.

Hopefully, through "environmental purchasing" we will achieve the goals outlined in our policy through cost initiatives, fiscal responsibility and product reliability in meeting our environmental responsibility/sustainability.

Thanks.



This email from the Bernards Township Purchasing Agent informs all department heads of our Green Purchasing Policy. Attached are a Green Purchasing memo, as well as a pdf document incorporating the Green Policy resolution adopted by the township and the actual policy.

The screenshot shows a Windows Internet Explorer browser window displaying the Bernards Township website. The address bar shows the URL: http://www.bernards.org/Departments_Services/Purchasing/default.aspx. The search bar contains the text "bernards township". The website header features the Bernards Township logo and the text "BERNARDS TOWNSHIP CHARTERED 1760". A navigation menu includes links for Quicklinks, Community, Town Hall, Township Committee, Boards & Commissions, Departments & Services, and Contact Us. The breadcrumb trail reads: "You are here :: Home >> Departments & Services >> Purchasing". The main content area is titled "Departments & Services" and "Purchasing". It contains three bullet points describing the Purchasing Agent's role, the department's goal, and the division's activities. A sidebar on the right, titled "LINKS", contains sections for "Events", "Documents" (with a blue circle around it), and "Forms". The "Documents" section lists "Green Policy" and "Vendor Guide". The system tray at the bottom shows the date as July 21, 2011, and the time as 3:41 PM.

The Green Policy web link is shown above, appearing in the Purchasing section of the Bernards Township website.