



Environment and Spatial Planning
*Ministry of Housing, Spatial Planning and
the Environment*

Criteria for the Sustainable Public Procurement of Outdoor Furniture

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Status: adopted

These criteria for Sustainable Public Procurement were developed by NL Agency at the request of the Ministry of Housing, Spatial Planning and the Environment (VROM). The programme for sustainable operational management for public authorities (DBO) is a joint initiative of the Dutch Government, the Association of Netherlands Municipalities (VNG), the Association of Provincial Authorities (IPO) and the Association of Water Boards (UvW).

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1 Introduction

Please note

Since the Outdoor Furniture criteria document (15 February 2010 version) was adopted, indications have been received that for Playground Equipment there is a limited availability of products that comply with minimum requirements 1, 2 and 3. In response to this, it has been decided to allow minimum requirements 1, 2 and 3 in their present form to lapse for Playground Equipment for the present.

Amendment of the criteria will be investigated in the near future. The contents of the present document have not yet been amended to reflect the changes mentioned above. Amendment of this document, including the criteria mentioned, is anticipated in the next half year.

The Dutch government wants to take concrete steps towards a sustainable society, and to set a good example. By purchasing sustainably, the government can significantly boost the market for Sustainable Public Products. Governmental authorities have set themselves objectives with respect to sustainable public procurement.

In order to achieve these objectives, sustainability criteria have been developed for a large proportion of the Supplies, Services and Public works procured by these authorities.

This document focuses on the criteria for the Outdoor Furniture product group, as well as a number of points for attention in the pre- and post-procurement stages. Also included are background information, considerations regarding the criteria, elaboration of the criteria into specifications and elaboration of the evaluation of criteria.

1.1 Definition of the product group

The Outdoor Furniture product group encompasses many different products. Much of the outdoor furniture consists of playground equipment, furniture for public transport stops, and tables and benches^{1, 2}. Outdoor furniture also includes rubbish collection containers, bicycle parking facilities, tree protectors and suchlike, advertising pillars, public toilets, flower boxes/tubs, anchoring systems, fences, gates and posts. The regulations for traffic signs and such are so strict that there is no latitude for additional sustainable procurement criteria. Motorway furniture such as crash barriers, noise barriers, etc. are not included in this product group.

Although the Outdoor Furniture product group is extremely diverse, with regard to the type of products that fall within this category, there are many similarities in the materials used and the manner of disposal (removal to a waste processor, after which the materials are re-used or incinerated). Based on these similarities, it has been decided to work towards a limited number of criteria for sustainable procurement on the level of raw materials/materials. This approach has been taken to prevent the development of a large series of specific criteria on the product level because of the large number of different products within this group.

The scope of the market and the specific applications of playground equipment could be reason to distinguish a separate product group for playground equipment for the purposes of

¹ Vereniging Straatmeubilair (Outdoor Furniture Association), 2008

² Vereniging SPELEN (Umbrella organisation for the playground equipment industry), 2008

sustainable procurement³. However, the materials used for playground equipment are also similar to the materials used for other outdoor furniture and the criteria can be stipulated for playground equipment as well almost without restrictions. An exception for playground equipment is made only for the criterion concerning the use of recycled plastic. For that reason, a separate product group for playground equipment is not being established for the time being.

For the benefit of the contracting authority, a number of CPV codes that might be of relevance to this product group have been included in this document. The selection is by no means exhaustive or complete. The contracting authority will remain responsible for compiling the correct set of CPV codes to match the relevant tender.

The following CPV codes apply to this product group:

Outdoor furniture	34928400-2	
Placement of outdoor furniture	45233293-9	
Public toilets	45215500-2	
Playground equipment	37535200-9	Playground furniture.
	43325000-7	Equipment for parks and play areas.
	45236200-2	Paving for recreational facilities.
	45236210-5	Paving for children's play areas.
	50870000-4	Repair and maintenance of playground furniture.
benches and tables	39113600-3	Benches.
	39121200-8	Tables.
rubbish bins	34928480-6	Rubbish and waste containers and bins.
	44613700-7	Dustbins.
signage	34928470-3	Traffic signs.
	34992000-7	Illuminated and non-illuminated traffic signs.
	35260000-4	Police signs.
fences/gates and posts	34928200-0	Fences/gates.
	34928410-5	Marker posts.
	34928220-6	Components for enclosures.
	34928210-3	Wooden posts.
	44212227-6	Posts.
	44221310-1	Entry gates.
	45342000-6	Placement of fencing.

³ Stakeholders' meeting on 27 May 2008

1.2 Status

The criteria for Outdoor Furniture are adopted.

This document was last altered on 15 July 2010. Please see Appendix 2 for an explanation of the changes.

2 Sustainability in the procurement process

The criteria in this document have been classified in the various steps of the public procurement process. More information about these steps and how to combine them with sustainability can be found in the Sustainable Public Procurement Manual. It may be downloaded from the Sustainable Procurement website www.agentschapnl.nl/sustainableprocurement. It is recommended that you consult this Manual before setting to work on the criteria for this product group.

2.1 Preparatory stage (points for consideration)

Every purchase or call for tender starts with drawing up the inventory of the needs of the internal or external customer. Sustainability can be incorporated into this stage by considering whether the purchase is truly necessary and whether a more sustainable alternative might be available. Specific points for consideration regarding procurement for the Outdoor Furniture product group are:

- In drawing up the manuals/guidelines for the organisation of public space, take into account sustainable alternatives for the outdoor furniture.
- Opt for outdoor furniture that can be used for a long time in terms of design and colour scheme. A high sensitivity to fashion in the design can result in the furniture being disposed of before the technical useful life has ended.
- In purchasing the furniture, take into account the possibilities of re-using outdoor furniture that has already been purchased.
- Consider possibilities for re-use of the outdoor furniture being purchased after it is disposed of.
- Protect outdoor furniture against any mechanical cleaning of the public space. Street sweepers can remove the coating/layer of zinc on surfaces, allowing rust to occur and shortening the useful life of the furniture.

2.2 Specification stage (criteria)

During the specification stage, the needs of the internal or external customer are translated into a tender document. This stage entails the formulation of:

- Criteria for supplier qualification. These could include grounds for exclusion, suitability requirements, i.e. requirements with regard to suppliers, and, in the case of restricted procedures, any selection criteria, i.e. wishes with regard to suppliers.
- A description of the minimum requirements pertaining to supply, service or task (the Schedule of Requirements).
- Award criteria, i.e. wishes regarding Supplies, Services and Public works. These are only applicable when the tendering process is based on the principle of the Most Economically Advantageous Offer ('Economisch Meest Voordelige Inschrijving' or EMVI).
- The contract stipulating the contract provisions.

More information on the various types of criteria and the various tender options can be found in the Sustainable Public Procurement Manual. Innovation is also included in the award

criteria, where relevant. Innovation is oriented towards the development and introduction of new ideas and products.

The criteria in this document have been formulated to support the purchaser in the Sustainable Public Procurement of Outdoor Furniture. The criteria have been subjected to legal review. However, every procurement and tender process is unique. For that reason, the drafting of a tender document remains the responsibility of the purchaser.

2.2.1 Supplier qualifications

No criteria have been formulated for this specific product group with regard to supplier qualification. More information on the possibilities of incorporating sustainability at this stage of the process can be found in the *Sustainable Public Procurement Manual*.

2.2.2 Schedule of requirements

Minimum requirements

Minimum requirement no. 1	<p>Please note</p> <p>For <u>Playground Equipment</u>, Minimum requirement 1 is to lapse for the present. For a brief explanation, see the text box in Chapter 1.</p> <p>Procurement and repair of Outdoor Furniture</p> <p>Wood components are not treated with preservatives based on copper compounds.</p> <p><u>Means of proof:</u></p> <ol style="list-style-type: none"> 1. Statement from the tenderer that he satisfies this minimum requirement. 2. Certificate or other information from the supplier which states what preservatives have been used to treat the wood.
Notes for purchaser	<p><u>Verification of means of proof:</u></p> <ol style="list-style-type: none"> 1. Request certificate or other information from the supplier which states what preservatives have been used to treat the wood. 2. No further verification

Minimum requirement no. 2	<p>Please note</p> <p>For <u>Playground Equipment</u>, Minimum requirement 2 is to lapse for the present. For a brief explanation, see the text box in Chapter 1.</p> <p>Procurement and repair of Outdoor Furniture</p> <p>For outdoor furniture which as end product comprises more than 5% plastics by mass, the total quantity of plastics must consist at least</p>
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	<p>90% (percent by weight within a product) of recycled materials. For outdoor furniture this is post-consumer material, for playground equipment pre-consumer material may also be used.</p> <p>Post-consumer means that it left the plant where the plastic is produced. That is not the case for pre-consumer (could include material trimmed off during production).</p> <p><u>Means of proof:</u></p> <ol style="list-style-type: none"> 1. Statement from the tenderer that he satisfies this minimum requirement. 2. List of products to be supplied indicating which products consist of more than 5% plastics. <p>With regard to these products (containing more than 5% plastics), it must be indicated what components contain the plastics and the corresponding specified details.</p>
<p>Notes for purchaser</p>	<p>This requirement does not apply for the use of plastics in plastics reinforced with rope and fibre.</p> <p><u>Verification of means of proof:</u></p> <ol style="list-style-type: none"> 1. Request the list of products to be supplied indicating which products consist of more than 5% plastics. With regard to these products (containing more than 5% plastics), it must be indicated what components contain the plastics and the corresponding specified details. 2. No further verification

<p>Minimum requirement no. 3</p>	<p>Please note</p> <p>For <u>Playground Equipment</u>, Minimum requirement 3 is to lapse for the present. For a brief explanation, see the text box in Chapter 1.</p> <p>Procurement and repair of Outdoor Furniture</p> <p><i>Plastic components of 25 grammes or heavier and with a surface of at least 2 cm² available for marking are visibly marked with a symbol or abbreviation as described in ISO 11469 or ISO 1043. Components which cannot be marked for technical reasons are exempted.</i></p> <p><u>Means of proof:</u></p> <ol style="list-style-type: none"> 1. Statement included in the tender by the tenderer that he satisfies this minimum requirement.
<p>Notes for purchaser</p>	<p>ISO 11469 describes a system for the uniform marking of products made from plastic materials. The description of the scope of applicability reads as follows: "Specifies a system of uniform marking of products that have been fabricated from plastics materials. Provision for the process or processes to be used for marking is outside the scope of this standard."</p> <p>ISO 1043 contains abbreviations of and symbols for the basic polymers used in plastics and symbols for special characteristics of plastics. The description of the scope of applicability reads as follows:</p>

"Provides abbreviated terms for the basic polymers used in plastics, symbols for components of these terms, and symbols for special characteristics of plastics. It includes only those abbreviated terms that have come into established use and its aim is both to prevent the occurrence of more than one abbreviated term for a given plastic and to prevent a given abbreviated term being interpreted in more than one way."

Verification of means of proof:

1. No further verification.

<p>Minimum requirement no. 4</p>	<p>Procurement and repair of Outdoor Furniture</p> <p>The VOS content (excluding water) for paints with spreading capacity of at least 15 m²/l and for varnishes that are applied to wood amounts to maximum 250 g/l (with covering power of 98%). For other paint products (varnishes, wood stains, floor coatings, floor paints and related products), the maximum is 180 g/l.</p> <p><i>A volatile organic compound (VOS) is an organic compound that has a boiling point (or initial boiling point) lower than or equal to 250 °C under normal conditions.</i></p> <p>The tenderer satisfies the minimum requirement in any event if he uses products that have the European Eco-label for paints and varnishes.</p> <p><u>Means of proof:</u></p> <ol style="list-style-type: none"> 1. Statement included in the tender by the tenderer that he satisfies this minimum requirement. 2. List of paints to be used with the corresponding specified details.
<p>Notes for purchaser</p>	<p><u>Verification of means of proof:</u></p> <ol style="list-style-type: none"> 1. Ask for list of paints with the corresponding specified details. 2. No further verification

2.2.3 Award criteria

Award criteria

<p>Award criterion no.1</p>	<p>Design focused on future re-use</p> <p>The more aspects below the products to be used/supplied satisfy, the higher the tender is scored:</p> <ol style="list-style-type: none"> 1. The presence of a full inventory of all materials that are incorporated in the product, broken down by components from the technical and biological cycle.¹ 2. If components from both the technical and biological cycles are used, these can once again be separated from each other without the necessary use of additional substances or materials which cannot be re-used in the process. 3. The materials used can be recycled at the end of the product's life phase without losing their original quality². <p>¹) The materials that belong to the <u>biological cycle</u> are those that are used by living organisms or cells to continue life processes such as growth, cell division, synthesis of carbohydrates or other complex functions. Biological materials are usually based on carbon compounds that can be safely composted and returned to the soil.</p>
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	<p>Materials that belong to the <u>technical cycle</u> are those that are man-made, designed to circulate eternally in technical and/or industrial processes.</p> <p>²⁾ <u>Original quality</u> refers to the fact that after the useful life of the product has ended, the material can be used for the same purposes as before it was incorporated in the product.</p> <p><u>Means of proof:</u></p> <ol style="list-style-type: none"> 1. The statement included with the tender which indicates which of the aspects (1 through 3) the product satisfies 2. List of materials used in the products and a recycling plan
Notes for purchaser	<p>This award criterion is grafted on the "cradle to cradle" design theory. See annex 1 for further explanation and definitions. The aspects cited enable future re-use of the individual materials incorporated.</p> <p><u>Verification of means of proof:</u></p> <ol style="list-style-type: none"> 1. Request list of materials used and the recycling plan. 2. No further verification.

2.2.4 Contract

No contract provisions have been formulated for this product group.

2.3 Utilisation stage (points for consideration)

Once the procurement stage has been concluded and a product or service has been purchased, there are opportunities for using the product in a sustainable manner. Specific points for consideration for this product group are:

- Set up a maintenance programme for the maintenance (and possible interim renovation). Good maintenance lengthens the working life of outdoor furniture.
- Attune the cleaning frequency to the degree to which the outdoor furniture becomes dirty. This is particularly important with regard to self-cleaning public toilets.

Appendix 2 Amendments with respect to the previous version

The most important amendments in the current version 1.6 with respect to version 1.5, dated 15 February 2010, are:

- This document has been modified in response to indications about insufficient availability of products, as regards Playground Equipment, that comply with the minimum requirements 1, 2 and 3.
In connection with this, a text box has been inserted in Chapter 1: Introduction, and notes have been inserted for minimum requirements 1, 2 and 3.