

**City of Edmonton  
Sustainability Leadership Questionnaire  
Traffic Signal – (Location)**

**Company Name:** \_\_\_\_\_

All City suppliers must meet minimum requirements related to ethical, social and environmental standards as detailed in the City’s Sustainable Purchasing Policy (SPP) and related Supplier Code of Conduct (SCC). Beyond these basic requirements, in certain cases the City would also like to assess potential suppliers based on demonstrated leadership and innovation in sustainability. In order to do so, the City requires that all suppliers bidding on this Tender complete this questionnaire. The answers to the questionnaire will be evaluated as part of the bid evaluation process. You will need to be able to verify all your answers to the City upon request (see Section 4 for further detail). Please keep in mind that these questions relate to your company’s **internal operations** and overall sustainability leadership.

For more information on the City’s Sustainable Purchasing Policy and related documents, please visit:

**[www.edmonton.ca](http://www.edmonton.ca) > Business and Economy > Selling to the City > Purchasing > Sustainable Purchasing Policy**

Or:

**[http://www.edmonton.ca/business\\_economy/selling\\_to\\_the\\_city/sustainable-purchasing-policy.aspx](http://www.edmonton.ca/business_economy/selling_to_the_city/sustainable-purchasing-policy.aspx)**

***Economic Policy/Practices***

<b><u>1. Economic Policy/Practices</u></b>		
<b>a)</b> Does your organization take steps to support the local economy by seeking to form partnerships with local business and by working with local suppliers, contractors and sub-contractors where possible?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>b)</b> Does your organization take steps to provide training, mentorship, or apprenticeship opportunities and/or develop partnerships with local educational and or vocational institutions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>c)</b> How does your organization contribute to <i>diversifying and strengthening Edmonton’s economy</i> ?		

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***Environmental Practices/Responsibility***

**2. Environmental Practices/Responsibility**

a) Does your organization have a written policy, commitment or vision stating that it will operate in an environmentally sustainable manner?  Yes  No

b) Is this statement publicly available?  Yes  No  
Link: \_\_\_\_\_

c) Does your organization apply environmental or sustainability criteria when making your own purchasing decisions, recommending purchasing decisions and when selecting project partners and sub-contractors?  Yes  No

d) How does your organization strive to *preserve and sustain* the environment including your impact on waste, water, land and air?

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***Social Practices/Responsibility***

**3. Social Practices/Responsibility**

- |  |                              |                             |
|--|------------------------------|-----------------------------|
| a) Does your organization have a documented program to ensure workplace health and safety, including requirements for job-appropriate safety training and/or certification for workers (including yourself) and all sub-contractors? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| b) Does your organization provide employment opportunities to people with physical or mental “employ-abilities”?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| c) Does your organization participate in or contribute to community development programs, social organizations or charities?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| d) Does your organization operate in a socially responsible manner and strive to <i>strengthen and positively influence the community</i> ?  |                              |                             |

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***Section 4: Back-up Documentation to Verify Responses***

The City reserves the right to verify all affirmative responses or statements made in this questionnaire and may request any or all required/related documentation to do so. All requested back-up documentations shall be produced in a reasonable time-frame or may result in a score of zero for the question or the questionnaire.

I declare that all responses provided on the Sustainability Leadership Questionnaire are accurate and true.

\_\_\_\_\_  
***Authorized Representative Name***

\_\_\_\_\_  
***Authorized Representative Signature***

\_\_\_\_\_  
***Date***

***Thank you for helping the City of Edmonton reduce our carbon footprint, strengthen our community and help to positively influence the communities where our products are made.  
You play a vital role in keeping Edmonton clean, green, safe and growing!***

***To provide feedback on this process, please email: [stephanie.bazzaglia@edmonton.ca](mailto:stephanie.bazzaglia@edmonton.ca)***