

CONSTRUCTION OR RENOVATION

Contracts incorporating Low Carbon Timber

Recommendations and key stages



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More information about CaSCo is available on:

www.alpine-space.eu/projects/CaSCo/en/home

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Introduction

Increasing material flows along processing chains in timber industry considerably contribute to climate change. An increasing amount of long distance material flows, even in regional available timber species and assortments, indicate a global market. However, there is a great but unexploited potential for reduction of CO₂ emissions, as these material flows related to external trade are not originated to scarcity or over production, which allows the establishment of regionally closed processing chains. Carbon emissions related to transportation may exceed those of the entire production of timber products by magnitudes. Thus fostering regional processed timber products contributes essentially to climate protection. But there is not only a positive impact on climate but as well to other environmental aspects as for instance biodiversity. On the one hand biodiversity is negatively affected by transportation itself. The raised demand for regional processed timber in various products on the other hand positively influences biodiversity in managed forests.

The CaSCo project promotes the use of alpine wood; it makes the carbon saving potentials accessible to decision makers and actors. It develops and establishes policy guidelines in participating communities and provides decision makers with steering instruments to actively trigger climate friendly timber products. The implementation of developed policies starts within the project duration in several communities and public bodies via partners or observers.

By development of a "Low carbon timber" toolkit for planners and decision makers (*see next page*) to identify timber products with extra low carbon footprint the usage and implementation of low carbon timber in construction and procurement shall be mitigated.

By development and conduction of modular training concepts for public authorities and professionals (architects, SME a.o.) on implementing low carbon timber in public procurement and construction existing gaps in information are closed and common obstacles shall be surmounted.

To support the setting up and exchange between low carbon model areas an innovative smart places network will be established life cycle analysis fostering as an innovative content, service and feed back instrument to visualize climate success and to foster public dialogue. By using new communication technologies it extends the sphere of influence of such places by order of magnitude.

Last but not least, a major goal is the initiation and establishment of regionally closed processing chains within the timber industry to provide low carbon timber products for a rising demand and strengthening regional added value at the same time

This guide, intended for elected representatives and technicians of communities, gives practical advice to include low carbon timber, with a low footprint, in public procurement, respecting the rules of the green public procurement described in Directive 2014/24/UE.

All the CaSCo team wishes you a good reading and is ready to support you in your public procurement. Don't hesitate to contact us!

The CaSCo team



The CaSCo's Low Carbon Timber toolkit and Holz von Hier

At the backdrop of the developments described in the introduction, CaSCo project aims to develop and provide a Low Carbon Timber (LCT) toolkit, which allows planners and decision makers of public authorities to recognize and to implement timber from climate friendly short processing chains at various stages in planning and construction.

The toolkit encompasses:

- a planners network to promote the experts exchange regarding LCT,
- an object database of constructions erected with LCT as best practice collection,
- a call for bids helpdesk with FAQ's and examples of call for bids integrating LCT,
- a digital product register, giving information about environmental aspects of LCT products and their availability,
- an environmental evaluation matrix, introducing and comparing the various existing sources of information about environmental performances,
- a carbon simulation tool to sensitize planners and principals about the environmental impact of timber from different origin and the transportation
- the tested tools of the Holz von Hier Initiative.

The initiative Holz von Hier was founded with the aim to initiate a change in this regard and to reduce material flows in the forest and wood sector. Several international sustainability pioneers advocate for the Initiative Holz von Hier as a best practice example and contribution towards a sustainable future. The mission of Holz von Hier is to contribute to increasing realisation of short value chains in the wood sector through information transfer and creation of alternative courses of action. For this purpose Holz von Hier provides a communication platform, a community of like-minded and specific instruments for an economical implementation of extra low carbon timber products in practice. As one of these instruments Holz von Hier provides a scientifically developed environmental product label HOLZ VON HIER© indicating extra low carbon timber products from short distance processing chains. This certificate of origin makes low carbon timber products recognizable as a decision basis for sustainable consumption. It is accompanied by an environmental footprint, gathering classical environmental impact data of a life cycle analysis, but related to a single specific product or batch. Tracking the way and the transportation of the wood from its first origin along the whole processing chain HOLZ VON HIER© is actually the only environmental label recognizing specifically this important impact in the production phase.

Although founded originally in Germany, Holz von Hier is operating and working transboundary and pursues the vision to become a pan european movement towards climate and resource protection and vivid regional economies.

With this perspective it is a joining element within the CaSCo partnership and the Holz von Hier Instruments are integral part of the CaSCo Low Carbon Timber toolkit for planners and public authorities.



How to use this document

This guide has been elaborated by CaSCo partners to support local authorities to include wood from short supply chain in public tenders. The document explains every stage of the process and offers you:

- **Text** explains main challenges to include carbon from short supply chain at each stages of the renovation or construction project.

- **Blue boxes** give you concrete tips when writing your documents, tenders.



- **Yellow boxes** explain you the possible use of the CaSCo's toolkit at various stages.

Including wood from short supply chain is possible in public markets, but be sure to respect the law, and always check the validity and legacy of your contracts with a lawyer. Authors of this document are not responsible of legal conflicts that may results from the use of this guide.



Low Carbon Timber (LCT) - a definition

The use of wood counts as a contribution to climate protection, due to its carbon storage function and the substitution of materials with higher carbon emissions during their production. The degree of the carbon saving potential of timber products therefore depend from their factual carbon footprint mainly influenced by transportation processes along the processing chain.

In this context the term "low carbon timber" is used in the meaning of extra low carbon emission footprint along the whole processing chain up to the place of implementation.

Wood from short distance supply chains may show advantages regarding the carbon footprint of products and buildings and are not to be mixed up with "local" wood defined in a geographical sense.



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Construction or renovation contracts incorporating Low Carbon Timber: recommendations and key stages

Implementing works contracts incorporating wood from Low Carbon Timber is achieved both by making available methodological recommendations at all stages of the contract (planning, design, implementation) and also by using accurate technical and legal wording when drawing up the various contract documents (specifications, rules for bidding, etc...).

A Low Carbon Timber approach may have different meanings depending on the project and the territory. Its objective is to try to show how wood can minimize the environmental impacts of the sector at different stages of the wood life cycle. This notion therefore encompasses realities as different as the sustainable management of the forest, the energy, water and chemical consumption at different stages of production and processing, the environmental impacts linked to transport, the implementation and deconstruction.

The purpose of this document is to offer recommendations that are likely to be adapted according to individual cases and to assist contract and operations managers in drawing up their projects. This document falls into two sections:

- General methodological elements and explanations
- Questioning and technical recommendations (heading: "In practice") which a project manager must follow when he wants to consider low carbon wood. The contract and operations managers shall be able to directly use these recommendations in the development of their project.

Remember that in accordance with European Directive 2014/24/EU "*awarding public contracts must be carried out in accordance with principles... such as equality of treatment, non-discrimination and transparency.*" An awarding authority cannot therefore explicitly mention in his contract the notion of local (which would be discriminatory), nor in this way favour a bid according to geographical or local criteria, most of the time unconnected to the subject-matter of the contract.



IN PRACTICE...

- ✓ Be careful not to explicitly request just "local" wood in your contract
- ✓ If you mention local wood, do so only in the implementation conditions because these are not rated and cannot be considered to be directly discriminatory since you will not select your supplier based on this criterion.

1 / The main stages of developing a renovation / construction project seeking to incorporate Low Carbon Timber

A construction project is divided up into 5 broad stages, as listed below, and into two broad types of contract: the project management contract on the one hand and the works contract, as such, on the other hand.

- Need analysis and preliminary market solutions
- Drawing up the Programme
- Design contest
- Draft, preliminary design, final design
- Invitation to tender

In order to be able to legally ask for contracts incorporating wood for its low-carbon properties, it is necessary to implement methodological elements throughout the construction development procedure and at each of these 5 stages. The development phase of the project and/or contracts is decisive for establishing a new relationship between local suppliers able to incorporate low carbon timber into their bids, and awarding authorities.





2 / The awarding authority as a forest owner

In many cases in Europe, awarding authorities are forest owners. It is the easiest case, allowing wood to be used for its notably low-carbon aspect. In this case, in fact, the constraints imposed by public contracts are removed, since the project is carried out in-house. The awarding authority then very clearly has the ability to exploit and use very directly his own forest resources (provided that they are compatible with his needs), precisely with the clearly demonstrated objective of reducing the carbon impact of his constructions.

It should be remembered, however, that self-consumption of wood by public forest owners is not only beneficial. In fact, if the legal procedure is greatly facilitated, the technical management can be much more cumbersome (in this case the management of wood flows at the expense of the local authority, which may have some difficulties in guaranteeing a priori the quality of the wood for use in construction in accordance with technical rules). The feedback from existing experiences regularly show additional costs and the increase in working times.

IN PRACTICE...



The case of municipalities using their own wood in construction is not primarily an issue of procurement but of organisation. The municipality commissions in a (separate) procedure (usually in the framework of authorised direct award of contracts) the logging, sawing and drying of timber, based on a timber list provided by the architect. When procuring the single crafts (in particular carpenters) only the craft service is procured. In the procurement documents it is defined that the timber is provided by the purchaser (the municipality).



IN THE TOOLKIT

As the Holz von Hier tool allows to monitor and calculate the carbon footprint of the processing chain, starting from the forest, it supports communities in keeping the carbon impact of their constructions outstanding low. For this purpose they may ask for a Holz von Hier certificate though the awarded processing chain



3 / Effectively defining one's needs

◆ The fundamental role of market consultation phase

This stage is crucial for obtaining wood that will meet the requirements of low-carbon contracts.

Market consultation phase is aimed at providing the buyer, upstream of the contract, with sufficient knowledge of the potential offering in such a way that he can be sure of the maturity of the existing offering and its compatibility with his requirements. An approach such as this has many advantages, including notably, the fact that it often allows the buyer to see the potential discrepancy between his ambitions, which may be high, and the ability of suppliers to meet them, which is not necessarily at the same level... The buyer's knowledge of the reality of the existing offering will then allow him to possibly adjust (often downwards) his operational requirements in order to not be faced with an unsuccessful contract.

Market consultation phase also has many advantages for the suppliers themselves. Very often, in addition to the initial ambition of the buyer, it turns out that the suppliers are not able to meet the contract's specifications for various reasons:

- The suppliers are unaware of the very existence of the public contract

- They are unable to respond to it owing to lack of knowledge about the administrative procedures of public contracts
- They are too small and not capable of producing a bid of suitable quantity or quality (labels, often)

As a result, implementing structured market consultation phase brings together potential local suppliers and clients. The way of achieving this is optional but must not be underestimated if one really wants it to result in a change of practice. In this way, market consultation phase can be carried out via an Internet search, targeted meetings at trade shows, supplier information and directories, two-way discussions,... The most suitable market consultation phase is undoubtedly that which will allow effective multiple, open, free and direct exchanges between suppliers and the awarding authority. Large meetings in person seem to best meet this objective.

The work is subject to regulations and must be carried out with a constant concern for transparency, equality of treatment and access to information, without discrimination. This also implies that everything must be done to avoid

favoring the largest organized companies that will be able to respond, unlike the smaller ones. Nevertheless, it should also be remembered that it is up to these companies, whatever their size, to get closer to one another so as to have additional means allowing them to answer the questions of the project authorities if he undertakes this sourcing approach.

It occurs outside of the procedure, well upstream of announcement of bidding and must be planned, since it is time-consuming. It is the necessary balance which in the end will allow local companies to respond since they will understand public contracts, will have acquired the necessary knowledge to respond to it, will have been able to group together in order to perhaps reach a suitable size and will formulate bids that meet requirements in terms of sustainable development. By proceeding with sincere market consultation phase, the public buyer will professionalize the local supplier by making him improve his performance and will make him therefore eligible for public contracts, in the end likely to be selected.



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Indeed, it is therefore necessary to understand that market consultation phase may indirectly mitigate the chance of low carbon timber from regional processing chains without directly requesting. By definition, local companies, having from now on an offering in terms of sustainable development, shall be able to be selected on this criterion and their local nature will mostly be accompanied by a reduction in corresponding emissions in terms of greenhouse gas (since of course sustainable development and notably sustainably-managed forest specifications will have been defined and observed by the supplier).



IN PRACTICE...

- ✓ Plan the renewal of your supply and works contracts in order to have the time required for organising meaningful market consultation phase
- ✓ Make a list of all potential suppliers in your area, invite them either by invitation and public advertising to a large meeting
- ✓ Discuss your needs with suppliers and make them formulate their bids and examine your expectations in principle with the current reality of the market. It will be a question, for example, of determining the type of material available (solid wood, boards...), the types of treatments accepted, certifications, labels or available equivalents...
- ✓ Create, with representatives of the sector, tools able to allow suppliers to understand public contracts and possibly group together in order to respond to them
- ✓ Work with partners, representatives of the sector and suppliers on specifications that include sustainable development (label or equivalent for a sustainably-managed forest, a low carbon footprint and others), an indispensable condition guaranteeing that the local offering respects the environment and is consequently low-carbon.

All of this preliminary work will, in reality, provide input for any possible feasibility and opportunity studies preceding in some cases the construction project, but also of course for the entire phase in which the Programme, as such, is drawn up.



IN THE TOOLKIT

In this stage the CaSCo tool provides a digital product register, where planners and public buyers may find products made from low carbon timber and information about their environmental impact.

The label Holz von Hier makes wood products visible and recognizable which meet important sustainability criteria regarding climate protection. Holz von Hier as well provides an overview over suppliers offering certified low carbon timber products.

◆ Drawing up the Programme

It is during planning that the public buyer will be able to really formalize the requirements that he specified and consolidated in the previous market consultation phase. Directly proceeding, even if this is very commonplace, to draw up planning in a way which is out of touch with the reality in the field, demonstrates very probably a very great difficulty in obtaining local wood and more generally meeting low-carbon requirements.

The approach proposed here intends, on the contrary, to overcome these obstacles against low carbon timber in call for bids by professionalising local companies, because being high performance in terms of sustainable development, they shall be able to potentially be selected for contracts on the basis of this criterion.

Preparing planning is therefore completely steered in this direction and the objective of the buyer and the operations manager shall be to raise awareness of the programmer regarding this database which shall have to be explicitly incorporated into the final planning.



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The Programme will state, therefore, the expectations of the buyer and the operations manager, the project's context and will demonstrate his desire to build in wood. The local nature will not explicitly appear in the selection criteria of future contracts but everything will have been carried out upstream to ensure that local suppliers are competitive and in a position to respond in a high performance way.

The Programme can be drawn up internally, or by an owner's engineer who will have to be selected for his ability and interest in transcribing this desire for low carbon timber and the recommendations derived from market consultation phase. Ideally, this market consultation phase will include the programmer.

IN PRACTICE...



In the specifications for selecting the programmer (owner's engineer), the public authority shall be able to incorporate the following clause :

The project fits into a low-carbon and low-environmental impact construction and sustainable development approach and for this reason, the contracting authority would like a building made from wood.

For this wood component, the successful bidder will have to draw up a Programme compatible with the local characteristics identified during market consultation phase. The Programme, consistent with the objective for low-carbon impact, shall seek, in particular, in terms of the environment, an exemplary nature in terms of sustainable development, for example:

- ✓ *The origin of the wood, which will have to be ensured by a traceability system consolidated over the entire chain*
- ✓ *Sustainable management of the forest from which the products were derived (for example FSC, PEFC type management or equivalent)*



IN THE TOOLKIT

Holz von Hier provides a monitoring tool tracking and documenting the material flows and the way of the wood from its origin across the entire processing chain. As such and because a forest management certificate is a prerequisite for the entry of roundwood into the certification of Holz von Hier, it represents also a proof for wood from sustainably managed forests. Both allows programme developers to show the compliance with the objective of low carbon impact.



◆ Demonstrating one's political will

Whilst the buyer cannot formally request local suppliers, nothing is preventing him from reinforcing, in context, his desire to construct a building with a wooden structure and the reasons behind this choice: a sustainable development approach including, in particular, the desire to reduce carbon impact through low carbon timber. It is possible, in the context of a contract, since it is only a question of information, to mention all the information aimed at explaining the logic of the buyer and notably his desire to reduce carbon impact and support local companies since they would be in a position to respond to the bidding announcement. All of these elements of information are not discriminatory since they are only supplied by way of explanation and have no impact on drawing up the contract documents (and notably the bid selection criteria) and ultimately observe the basic rules for public contracts (freedom of access, equality of treatment, non-discrimination).

In this way, and not to be confused with distance, the buyer is completely entitled to demand short supply chains which can also overlap with the local nature of suppliers.



IN PRACTICE...

Do not hesitate to reinforce in context the reasons in terms of sustainable development that justify wood in construction contracts and recognition of carbon balancing including all life cycle stages prechains of production

◆ A Programme containing local specificities

The requirements that will be described in the Programme, i.e. the technical features of the expected building, will be the result of the previous collaborative approach with potential suppliers. In these requirements, the community, according to its strategy, could for example specify a minimum volume of wood to achieve in dm^3 / m^2 floor area or on the contrary seek a relief of the quantities of materials used thanks to the possible savings made on the structure thanks to wood, any element finally taken up in the technical specifications.

These requirements shall therefore be drawn up not only according to the actual specificities of the wood material required but also the companies and offering actually available, hence the need for a public authority to carry out, beforehand, this painstaking market consultation phase work in the local sector.



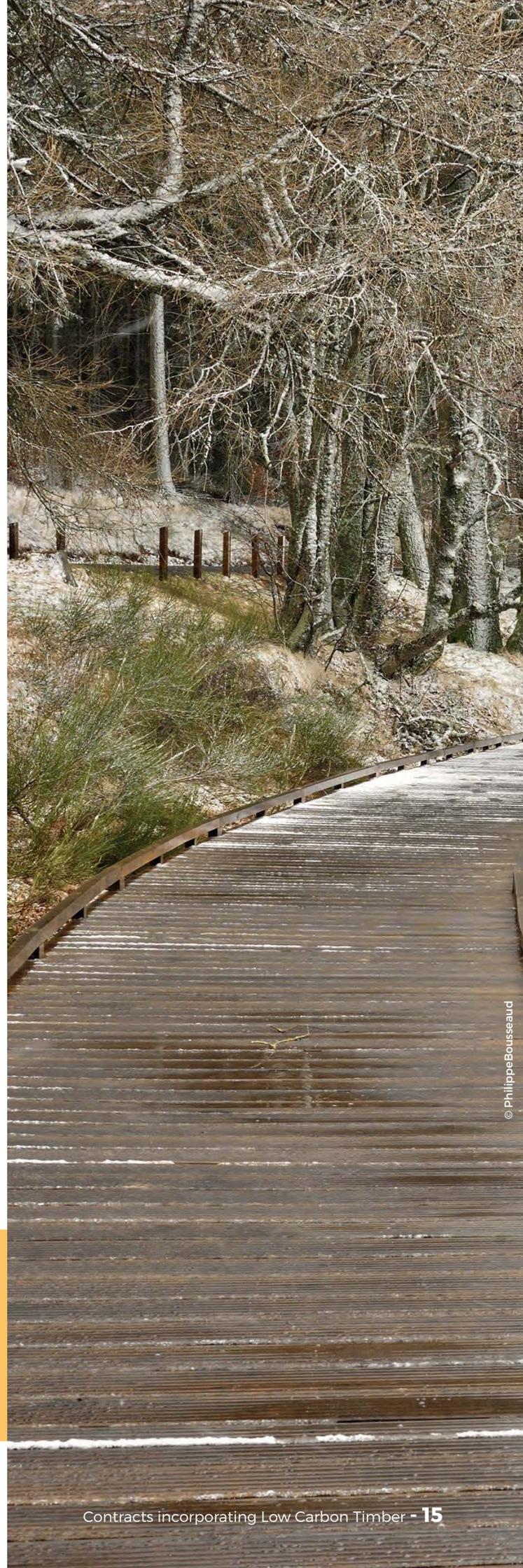
IN PRACTICE...

- ✓ Select a programmer for his ability to consider wood in construction contracts and his knowledge of sustainable development
- ✓ Raise awareness of, if unable to include, the programmer on market consultation phase and ensure that its results are effectively transcribed in the Programme



IN THE TOOLKIT

Have a look at the architects and others professionals network experienced in the application and usage of low carbon timber and Holz von Hier tool.





4 / The design contest: project management

This stage is just as essential for the project since the technical elements (plans, building systems, costing...) will be used as a reference for the next stage which is an invitation to tender for construction work.

Works contracts, and in particular construction contracts, are amongst the most complex for various reasons:

- They bring together dozens of specific lots (excavation, masonry, frameworks, doorframes, electricity, painting, etc.) which all have their specific constraints and specifications
- They are the result of a project development chain, with specific operating modes at each stage, which increases the intervening parties likely to incorporate and transcribe with varying degrees of effectiveness the initial desire of the project sponsor to make low carbon timber.

One understands that a good relationship with a programmer able to correctly transcribe these desires into the specifications of the project manager design contract is obviously fundamental, the first link in the future chain of creation.

But success in incorporating low carbon timber into a public building also requires all of the opera-

tors selected to reinforce their relationships with each other, from design to construction. It is the ability of the prime contractor to co-ordinate the companies by pooling their expertise which will allow the expected technical and economic performance of the building to be achieved.

One will ask the prime contractor to assess, in his quotation, the cost of this coordination taking into account local resources, in accordance with the market consultation phase of which he will have been the beneficiary.



IN PRACTICE...

At this stage, it will be a question of selecting a team which understands the requirements of the public authority and can transcribe its desire to fall within a low carbon timber sector. From the title, the project will explicitly state the desire of the contracting authority, by using for example the notion of "low environmental impact" or "low carbon impact".

This implies that sufficient resources are allocated to project management allowing the intervention of an engineering company specialized in wood and likely to really take into account the specificities and low carbon balance of local wood.

◆ Variable requirements according to the price of the contracts

Up to €209,000 (reference year 2018) excluding tax (please note, the price of the thresholds varies every two years) for project management, services or supply contracts the awarding authority has the possibility of organising its announcement of bidding and advertising as he wishes. That allows him a lot more flexibility than in the case of formalized works contracts, for example, (above €5,225,000) which have very set rules in terms of their procedure. For these contracts for low amounts the awarding authority is therefore able to directly approach companies likely to intervene and which have the suitable potential for the contract and its objectives.



IN PRACTICE...

Approach various companies that you would like to question regarding your specifications

Check threshold on <https://eur-lex.europa.eu>



IN THE TOOLKIT

Below the threshold authorities may directly address certain companies being already a member of the Holz von Hier network to find partners experienced in the issue of producing and using low carbon timber.



IN PRACTICE...



✓ Assess the ability of bidders for project management to take into account the expectations of the contracting authority, the planning recommendations and market consultation phase conclusions.

✓ Incorporate the following clause in the special technical specifications:

"The project fits into a low-carbon and low-environmental impact construction and sustainable development approach, and for this reason, the contracting authority wants a building made from wood and especially wood with a outstanding low carbon impact. The prime contractor must guarantee the quality of the product and exemplary service in terms of sustainable development."

✓ Select a team based on its desire to observe the programme and its low-carbon impact objectives by using wood in the project

✓ Use all the legal possibilities opened by public contracts to make known your specifications to companies known for their professional ability

✓ Use the influence of the economist in the project management team to respect the place of wood and low-carbon impact

✓ Ask for an environmental submission presenting the measures steered towards a low-carbon impact wooden building.

✓ Ensure throughout the design chain of the project that the two priority objectives of low-carbon impact and wood are incorporated into the project.

✓ Include selection criteria linked to wood skills for the entire project management team (including the economist, thermal, structure design offices...) and check references or at least their ability,

✓ Appoint a "wooden structure" design office that knows the local economic fabric or which will use the initial market consultation phase, which will allow building systems to be designed and technical decisions to be made which comply with the initial market consultation phase recommendations and which are compatible with implementing low carbon timber

✓ Weight the selection criteria for the ability to use local resources,

✓ Include one or several people with wood skills in the bid analysis

◆ Request skills in wood construction

Skills in the environmental quality of buildings are an advantage which could be given preference in the selection criteria of the announcement of bidding for project management. To assess them, one could request the drawing up of a "methodological and technical submission which, in addition to organisational criteria, would justify the measures that bidders for project management would want to take in order to form part of the sustainable development and environmental approach (and notably low-carbon impact building) desired by the public authority.

If internal skills are lacking, the contracting authority shall be able to request that the bidder appoints the external skills of a "wooden structure and low-carbon impact building" design office.

References in wood construction will be requested, as well as references concerning the ability of the bidder.

An economist on the project management team could also be decisive in ensuring that the wood and the low carbon impact are taken into account in the project's future specifications. Indeed, it is the economist whose mission is to ensure the compatibility of budget envelopes with the project. It can therefore become a point of vigilance and a weighty ally (or the opposite!) to give all its place to wood and low carbon impact, according to the technical recommendations (and their budget) that would follow.



IN THE TOOLKIT

At this stage there are two possible usages of the Holz von Hier tool:

a) the authority may look for potential contractors among the members of the Low Carbon Timber planner network, that will be established by every partner to within the project and beyond. They are supposed to be skilled not only in wood construction but also in the regard of applying low carbon timber.

b) The CaSCo toolkit aims to provide instruments like the online Carbon simulation tool, which may be used by planners to compare the performance of different materials and the meaning of the origin and transports.



◆ Preliminary design and final design

This stage of project design allows the project's budget to be stated. It is obviously fundamental again at this stage, as for the programme and the selection of the project management team, to ensure the ambitions of the contracting authority are taken into account, in particular here with regard to wood and low-carbon impact. In particular, it is advisable to check that the technical specifications are compatible with initial market consultation phase and that local companies are able to meet the specifications.



IN PRACTICE...

The project must be designed by incorporating the recommendations derived from market consultation phase and notably seeking low carbon timber allowing a reduction in carbon impact, by using the skills of local companies.



IN THE TOOLKIT

The digital product register of low carbon timber products could be useful as well as the overview and catalogue of possible deliverers and regional availability of certain low carbon timber products.



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5 / Invitation to tender: the works contract

Procedures for awarding public contracts depend on their amount. Above the European thresholds, tender enquiries include at least four types of document:

- Public call for invitation to tender,
- Rules for bidding,
- Special administrative terms and conditions
- Special technical specifications which is probably the main document for observing wood and carbon impact.

The invitation to tender, the final stage of the work as such, is one of the main stages in the work chain since it is the one that will really allow selection of companies which are going to carry out the work with the greatest observance of the initial recommendations. It is at this stage that the ambitions of the contracting autho-

rity in terms of low carbon timber with low-carbon impact must really stand out and be incorporated by bidders.

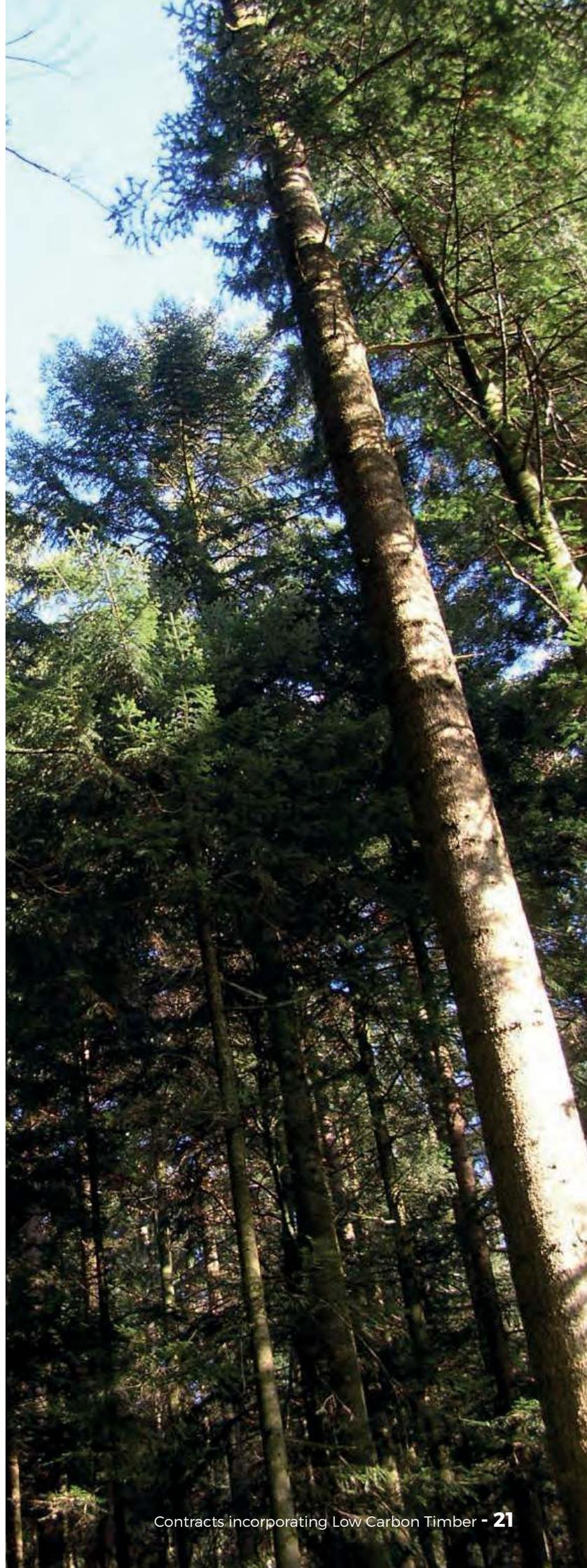
Each of the various contract documents will play a role in terms of most effectively incorporating wood, notably for its low-carbon impact, into construction. Whilst these various documents of the tender enquiry are written by the prime contractor, as throughout the contract process, the contracting authority must all the same remain very present, in order to ensure that its wood and low-carbon impact requirements are observed (whilst ensuring formulation of technical and administrative conditions that are compatible with the abilities of local companies, as will have been demonstrated during initial market consultation phase).

◆ Public call for invitation to tender

Just as for the design contract, it is important to reinforce in the advertising notice the elements of context, the requirements of the public authority for its building (wood and low carbon impact) and the bid selection criteria.

This clearly demonstrated desire, if it relies, in addition, on selection criteria, allows companies to most clearly understand the project and the points they can leverage in order to obtain the highest rating (here according to the place of low carbon timber and its sustainable performance and the building's carbon impact).

Rules for bidding, clearly and transparently defines the bid evaluation criteria, their rating method and the weighting coefficients allocated to each one. These criteria must be objective, operational and non-discriminatory, in order to comply with public contracts.



◆ The specifications

It has been demonstrated that the best guarantee of being able to work in the end with local companies is above all the quality of initial preparation which will determine the ability of local suppliers to respond to and formulate a relevant bid in terms of sustainable development (which will be given preference).

This ability to respond relies both on the administrative facilities formulated by the awarding authority in the special administrative terms and conditions and the technical specifications (formulated in the special technical specifications) being compatible with local maturity.

With regard to the special administrative terms and conditions, in this way it is possible to formulate, after discussions with local companies, conditions and a way of simplifying access to announcement of bidding. This can be achieved, for example, by shortened settlement periods or simplified ways of responding to announcement of bidding.

The special technical specifications describe, for their part, the exact technical specifications required by the contracting authority. It is this document that will concretely transcribe requirements in terms of wood, the environment and carbon impact.

The requirement for wood in a contract for its properties, indeed its performance, in terms of carbon impact opens up opportunities for wood from regional processing chains, as reduced carbon impact of wood, in addition to its very nature, mainly comes from a reduction of the distance over which it is transported. To encourage local companies to respond, facilitate their access to public contracts, adapt technical requirements to the wood offering actually available locally are therefore so many driving factors steered towards reduced carbon impact of wood.

Another way of supporting local suppliers is to allow them to improve their environmental performance via labels or their equivalents.

IN PRACTICE...



- ✓ Seek to favour contracts with separate trades: this procedure will be a lot more suited to the fabric of local companies, often small in size and with specialised skills
- ✓ Open up the call for tenders to small and medium-sized businesses and consortiums by including them, from market consultation phase
- ✓ Recommend tree species available locally: to do so, describe the requirement from technical specifications (strength, appearance of the finish...) and by referring to standards and/or functional performance. The recommendation of a species must also be justified by the subject-matter of the contract. In all cases, it is compulsory to add to the name of a species.
- ✓ Add carbon balance criteria and suitable indicators



IN THE TOOLKIT

The certificate of origin and the environmental footprint of Holz von Hier offer scientifically based indicators for outstanding low carbon timber which might be integrated in the technical specifications. Products labelled with Holz von Hier may form a proof of compliance besides other individual low carbon balances.

◆ The technical submission

Even if the procurement code has no requirement on the subject, the consultation may lay down the provision of a technical submission by bidding companies.

It is a customised document provided in addition to their formal technical bid and which details the expertise, work site organisation plans, technical choices and also internal operation of the company. A framework can be provided with the tender enquiry. In addition to the technical bid, as such, the technical report can therefore concern the operation of the bidder. In this case it will not be rated, as it has no connection with the subject-matter of the contract. On the other hand, the fact of asking the bidder for information and justifications about his internal practices (management of waste, energy, water, methods of travel etc...) will often give the bidder cause to consider the use that will be made of these declarations. It has been observed, in fact, that requesting a technical report has a notable impact on bidding companies resulting in a gradual improvement of their day-to-day environmental performance.



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Casco partners

Business Support Centre, Kranj (SI)
www.bsc-kranj.si

**Auvergne-Rhône-Alpes Énergie
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www.auvergnerhonealpes-ee.fr

Development Agency Sinergija (SI)
www.ra-sinergija.si

IG Kraftspendedorfer Joglland (AT)
www.kraftspendedoerfer.at

Parco Scientifico per l'Ambiente (IT)
www.envipark.com

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www.ezavod.si

**Regionalentwicklung
Vorarlberg eGen (AT)**
www.regio-v.at

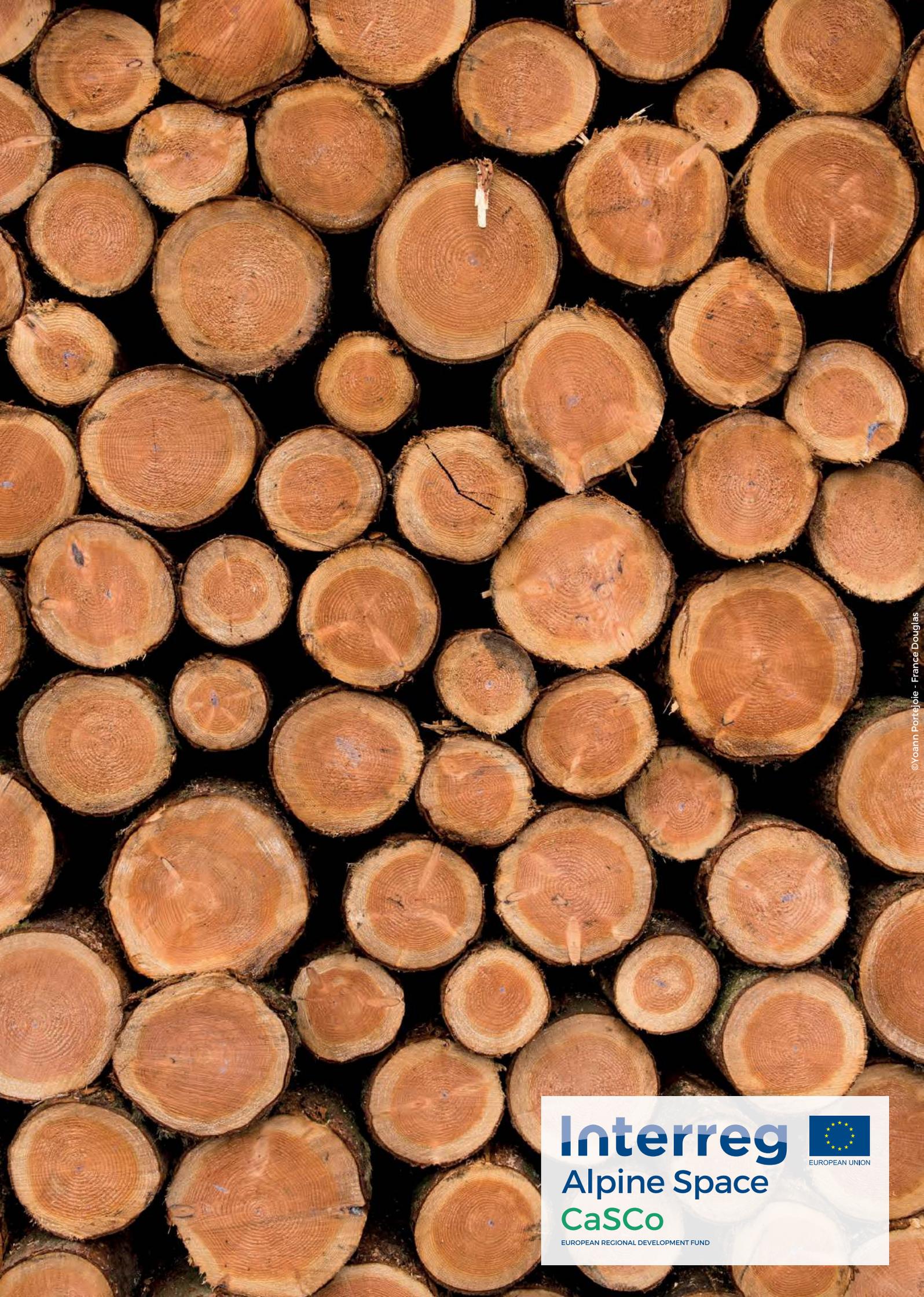
**Mountain Union of the Municipalities of
Valsesia (IT)**
www.unionemontanavalsesia.it

**Environment Protection Agency for the
Piedmont Region (IT)**
www.arpa.piemonte.gov.it

Holz von Hier gemeinnutzige GmbH (DE)
www.holz-von-hier.de

Climate Alliance (DE)
www.climatealliance.org





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