

STATE OF NEW HAMPSHIRE

Honorarium or Expense Reimbursement Report
Executive Branch – RSA 15-B



Type or Print all Information Clearly:

Name: Adam Thomas Boltik Work Phone No. 603-271-0331
First Middle Last

Work Address: 100 North Main Street, Suite 100, Concord, NH 03303

Office/Appointment/Employment held: Program Manager, Office of International Commerce, Department of Business and Economic Affairs

List the full name, post office address, occupation, and principal place of business, if any, of the source of any reportable honorarium or expense reimbursement. When the source is a corporation or other entity, the name and work address of the person representing the corporation or entity in making the honorarium or expense reimbursement must be provided in addition to the name of the corporation or entity.

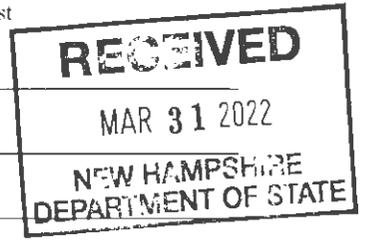
Source of Honorarium or Expense Reimbursement:

Name of source: _____
First Middle Last

Post Office Address: _____

Occupation: _____

Principal Place of Business: _____



If source is a Corporation or other Entity:

Name of Corporation or Entity: U.S. Department of Commerce, Commercial Law Development Program

Name of Corporate/Entity Representative: Stephen Gardner

Work Address of Representative: U.S. Department of Commerce, Office of the General Counsel, Mail Stop 5875
1401 Constitution Ave NW, Washington, DC 20230

Value of Honorarium: _____ Date Received: _____ *If exact value is unknown, provide an estimate of the value of the gift or honorarium and identify the value as an estimate.* Exact _____ Estimate _____

Value of Expense Reimbursement: \$9,500.00 Date Received: 03/30/2022 *A copy of the agenda or an equivalent document must be attached to this filing.* Exact _____ Estimate X

Briefly describe the service or event this Honorarium or Expense Reimbursement relates to:

Travel, Lodging, and related expenses for travel to Georgia and Armenia to speak on New Hampshire practices on government procurement

“I have read RSA 15-B and hereby swear or affirm that the foregoing information is true and complete to the best of my knowledge and belief.”

[Signature] 03/31/2022
Signature of Filer Date Filed

RSA 15-B:9 Penalty. Any person who knowingly fails to comply with the provisions of this chapter or knowingly files a false report shall be guilty of a misdemeanor.

Return to: Secretary of State’s Office, 107 North Main Street, State House Room 204, Concord, NH 03301

[REDACTED]

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Workshop on Technical Tools and Policies to Support Environmentally Sustainable Public Procurement

March 28-29, 2022

DoubleTree by Hilton Yerevan City Centre
Yerevan, Armenia

Sponsored by



Commercial Law Development Program (CLDP)
U.S. Department of Commerce

In cooperation with



U.S. Environmental Protection Agency



Ministry of Finance of the Republic of Armenia



MINISTRY OF
ENVIRONMENT

Ministry of Environment of the Republic of Armenia



U.S. Embassy Yerevan

Project made possible through funding by the U.S. Department of State

Program Agenda

Monday, March 28, 2022

- 09:30 – 10:00 AMT** **Registration**
01:30 – 02:00 EDT DoubleTree by Hilton Yerevan City Centre, 4/2 Grigor Lusavorich Street, Yerevan 0015, Armenia
- 10:00 – 10:15 AMT** **Welcome, Opening Remarks, Introduction of Advisors and Participants**
02:00 – 02:15 EDT Benjamin Burnes, Economic and Commercial Officer, U.S. Embassy in Yerevan
Stephen Gardner, Chief Counsel, Commercial Law Development Program (CLDP), Department of Commerce
Avag Avanesyan, Deputy Ministry, Ministry of Finance of the Republic of Armenia
Gayane Gabrielyan, Deputy Minister of Environment, Republic of Armenia
- 10:15 – 10:30 AMT** **Introduction of Advisors and Participants**
02:15 – 02:30 EDT
- 10:30 – 11:00 AMT** **Overview of Sustainable Public Procurement in Armenia**
02:30 – 03:00 EDT Speaker: Gayane Gabrielyan, Deputy Minister of Environment, Republic of Armenia
- Learning about Armenia’s approach to facilitating sustainable procurement via the use of tools
 - Learning about how Armenia’s tools support the inclusion of sustainability considerations and principles in the procurement process
- 11:00 – 11:30 AMT** **Coffee Break**
03:00 – 03:30 EDT
- 11:30 – 12:30 AMT** **Social Dimension and Societal Impact of SPP**
03:30 – 04:30 EDT Speaker: Aure Adell, Responsible Sourcing Consultant, Quebec Space for Consultation on Responsible Sourcing Practices (ECPAR)
- 12:30 – 13:30 AMT** **Lunch**
04:30 – 05:30 EDT
- 13:30 – 14:30 AMT** **Sustainable Procurement in Practice: Experiences in the State of New Hampshire**
05:30 – 06:30 EDT Speaker: Adam Boltik, Program Manager, Office of International Commerce, Division of Economic Development, Department of Business and Economic Affairs, State of New Hampshire
- 14:30 – 15:30 AMT** **Coffee Break**
06:30 – 07:30 EDT
- 15:30 – 16:30 AMT** **Introduction to the Tools and Policies of the U.S. Environmental Protection Agency (EPA)**
07:30 – 08:30 EDT Speaker: Holly Elwood, Senior Advisor, EPA
- Identifying sustainable products & services via federal programs and the EPA’s Recommendations of Specifications, Standards, and Ecolabels for US federal purchasing

16:30 – 17:30 AMT **Implementing Sustainability in Public Procurement, and Understanding Life-Cycle Analysis**
08:30 – 09:30 EDT

Speaker: Steven Schooner, Nash & Cibinic Professor of Government Procurement Law – George Washington University

- What is sustainable public procurement in practice (concepts)?
- What is life-cycle cost analysis (LCCA), and what is its role in sustainable procurement?
- What is the U.S. experience with sustainable public procurement (introduction)?

17:00 – 17:30 AMT **Moderated Questions & Answer Session**
09:00 – 09:30 EDT
Moderator: Stephen Gardner, Chief Counsel, CLDP
Panelists: TBD

17:30 AMT **End of Day 1**
09:30 EDT

Tuesday, March 29, 2022

09:30 – 10:30 AMT **UNEP’s global view and lessons learned on implementation of SPP**
01:30 – 02:30 EDT
Speaker: Farid Yaker, Program Officer – United Nations Environment Programme

10:30 – 11:00 AMT **Coffee Break**
02:30 – 03:00 EDT

11:00 – 12:00 AMT **The Green Public Procurement Program of the Basque Country: A long-term commitment, hard work, lessons and successes**
03:00 – 04:00 EDT
Speaker: Aure Adell, Responsible Sourcing Consultant, Quebec Space for Consultation on Responsible Sourcing Practices (ECPAR)

12:00 – 13:00 AMT **Obstacles and Solutions – *Interactive Session***
04:00 – 05:00 EDT

13:00 – 14:00 AMT **Lunch**
05:00 – 06:00 EDT

14:00 – 15:00 AMT **Understanding the State and Federal Policy Context in the U.S.**
06:00 – 07:00 EDT
Speaker: Porter Glock, Procurement Analyst at the Office of Federal Procurement Policy

15:00 – 15:30 AMT **Coffee Break**
07:00 – 07:30 EDT

15:30 – 16:30 AMT **Building a Strategic Program Approach for Meaningful Procurement Impact**
07:30 – 08:30 EDT
Speaker: Sarah O’Brien, CEO, Sustainable Purchasing Leadership Council

- Why is it important to evaluate materiality?
- Identifying areas for greatest potential for impact and discovering where mature tools and resources can be utilized

- Understanding how to create a program charter, goal setting by feasibility and impact, stakeholder engagement and strategy building

16:30 – 17:00 AMT **Moderated Questions & Answer Session**
08:30 – 09:00 EDT Moderator: Stephen Gardner, Chief Counsel, CLDP
Panelists: Adam Boltik, Aure Adell, Head of Department of Ministry of Finance

17:00 – 17:15 AMT **Next Steps & Recommendations**
09:00 – 09:15 EDT Speaker: Stephen Gardner, Chief Counsel, CLDP

17:15 – 17:30 AMT **Workshop Evaluation**
09:15 – 09:30 EDT Nicolette Mena, International Program Specialist, CLDP

17:30 – 17:45 AMT **Certificate Ceremony, Group Photo & Closing Remarks**
09:30 – 09:45 EDT Speaker: Stephen Gardner, Chief Counsel, CLDP

17:45 AMT **End of Program**
09:45 EDT

Workshop on Environmentally Sustainable Public Procurement: Policies, Tools, Best Practices, and Lessons Learned

March 23-24, 2022

Sheraton Grand Metechi Palace,
Tbilisi, Georgia

Sponsored by



Commercial Law Development Program (CLDP)
U.S. Department of Commerce

In cooperation with



U.S. Environmental Protection Agency



სახელმწიფო შესყიდვების სააგენტო
STATE PROCUREMENT AGENCY

State Procurement Agency of Georgia



U.S. Embassy Tbilisi

Project made possible through funding by the U.S. Department of State

Program Agenda

Wednesday, March 23, 2022

11:00 – 11:30 GET
03:00 – 03:30 EDT

Registration

11:30 – 12:00 GET
03:30 – 4:00 EDT

Welcome, Opening Remarks, Introduction of Advisors and Participants

- Representative of the Parliament of Georgia (TBD)
- Representative of the Government of Georgia (TBD)
- Representative of the U.S. Embassy in Tbilisi (TBD)
- Stephen Gardner, Chief Counsel, Commercial Law Development Program, U.S. Department of Commerce (USDOC-CLDP)
- Kakha Demetrashvili, Deputy Chairperson, State Procurement Agency of Georgia

12:00 – 12:30 GET
04:00 – 04:30 EDT

Coffee Break/Tech Break

12:30 – 13:00 GET
04:30 – 05:00 EDT

Overview of Current Opportunities and Challenges for the State Procurement Agency of Georgia

Dimitri Gulisashvili, Head of Foreign Relations Department, State Procurement Agency of Georgia

INTRODUCTION TO ENVIRONMENTALLY SUSTAINABLE PUBLIC PROCUREMENT

13:00 – 14:00 GET
05:00 – 06:00 EDT

Sustainable Procurement in Practice: Experiences in the State of New Hampshire

Speaker: Adam Boltik, Program Manager, Office of International Commerce, Division of Economic Development, Department of Business and Economic Affairs, State of New Hampshire

14:00 – 15:00 GET
06:00 – 07:00 EDT

Lunch Break/Tech Break

15:00 – 16:00 GET
07:00 – 08:00 EDT

U.S. Experience – Tools for the Identification and Acquisition of Sustainable Goods: Introduction to the Commonwealth of Massachusetts Environmentally Preferable Products Procurement Program

Speaker: Julia Wolfe, Director of Environmental Purchasing at the Commonwealth of Massachusetts

- Learning about the Commonwealth of Massachusetts' approach to facilitating sustainable procurement for goods and services
- Learning how the Commonwealth of Massachusetts uses relevant tools and processes to support the inclusion of sustainability considerations and principles in public procurement
- Q&A

16:00 – 16:30 GET
08:00 – 08:30 EDT

Coffee Break/Tech Break

- 16:30 – 17:30 GET**
08:30 – 09:30 EDT
- Introduction to the Policies, Practices and Tools of the U.S. Environmental Protection Agency (EPA)**
Speaker: Alison Kinn Bennett, EPA
- Identifying sustainable products & services via federal programs
 - Recommendations of Specifications, Standards, and Ecolabels for US federal purchasing
 - Q&A
- 17:30 – 18:00 GET**
09:30 – 10:00 EDT
- Coffee Break/Tech Break**
- 18:00 – 19:00 GET**
10:00 – 11:00 EDT
- Implementing Sustainability in Public Procurement, and Understanding Life-Cycle Analysis**
Speaker: Professor Steven Schooner, George Washington University Law
- What is sustainable public procurement in practice?
 - Concepts of sustainable public procurement
 - What is life-cycle cost analysis (LCCA), and what is its role in sustainable procurement?
 - What is the U.S. experience with sustainable public procurement?
- 19:00 GET**
11:00 EDT
- End of Day 1**

Thursday, March 24, 2022

POLICIES AND TECHNICAL TOOLS TO SUPPORT ENVIRONMENTALLY SUSTAINABLE PUBLIC PROCUREMENT

- 11:00 – 12:00 GET**
03:00 – 04:00 EDT
- UNEP’s Global View and Lessons Learned on Implementation of SPP**
Speaker: Farid Yaker, Program Officer, United Nations Environment Programme
- 12:00 – 12:30 GET**
04:00 – 04:30 EDT
- Coffee Break/Tech Break**
- 12:30 – 13:30 GET**
04:30 – 05:30 EDT
- Social Dimension and Societal Impact of SPP**
Speaker: Aure Adell, Responsible Sourcing Consultant, Quebec Space for Consultation on Responsible Sourcing Practices (ECPAR)
- 13:30 – 14:30 GET**
05:30 – 06:30 EDT
- Lunch Break/Tech Break**
- 14:30 – 15:30 GET**
06:30 – 07:30 EDT
- Understanding the State and Federal Policy Context in the U.S.**
Speaker: Porter Glock, Procurement Analyst at the Office of Federal Procurement Policy
- 15:30 – 16:00 GET**
07:30 – 08:00 EDT
- Coffee Break/Tech Break**

16:00 - 17:00 GET
08:00 - 09:00 EDT

Building a Strategic Program Approach for Meaningful Procurement Impact

Speaker: Sarah O'Brien, CEO, Sustainable Purchasing Leadership Council

- Why is it important to evaluate materiality?
- Identifying areas for greatest potential for impact and discovering where mature tools and resources can be utilized
- Understanding how to create a program charter, goal setting by feasibility and impact, stakeholder engagement and strategy building

17:00 - 17:30 GET
09:00 - 09:30 EDT

Coffee Break/Tech Break

THE ROLE OF ACADEMIA AND CIVIL SOCIETY IN ADVANCING SUSTAINABLE PUBLIC PROCUREMENT

17:30 - 18:00 GET
09:30 - 10:00 EDT

How Can Academia and Civil Society Support the Adoption and Implementation of Sustainable Public Procurement?

Speaker: Steven Schooner, Nash & Cibinic Professor of Government Procurement Law - George Washington University

18:00 - 18:30 GET
10:00 - 10:30 EDT

Next Steps & Recommendations

Stephen Gardner, Chief Counsel, CLDP

18:30 - 19:00 GET
10:30 - 11:00 EDT

Workshop Evaluation

Nicolette Mena, International Program Specialist, CLDP

19:00 - 19:30 GET
11:00 - 11:30 EDT

Certificate Ceremony, Group Photo & Closing Remarks

Stephen Gardner, Chief Counsel, CLDP

19:30 GET
11:30 EDT

End of Program



CLDP
COMMERCIAL LAW DEVELOPMENT PROGRAM



სახელმწიფო შესყიდვების სააგენტო
STATE PROCUREMENT AGENCY

*The Commercial Law Development Program of the U.S. Department of Commerce,
in cooperation with the U.S. Environmental Protection Agency and the State Procurement Agency of Georgia, is pleased to present:*

Workshop on Environmentally Sustainable Public Procurement: Policies, Tools, Best Practices, and Lessons Learned

Sustainable Procurement in Practice: Experiences of the State of New Hampshire

Presented by Adam Boltik



Adam Boltik is the International Program Manager of the New Hampshire Office of International Commerce. In this capacity, he oversees efforts to assist New Hampshire businesses looking to start or expand their exports to markets overseas and supports programs expanding access to export-related training and services (including financial assistance). In this position he also focuses on assistance for the aerospace and defense community in the state.

Prior to joining the State of New Hampshire in 2020, Mr. Boltik worked for the Federal Government for 10 years. At the International Trade Administration, Mr. Boltik assisted U.S. companies seeking assistance in resolving unfair foreign trade barriers that affected their ability to do business overseas. His focus was on helping U.S. exporters access foreign government procurements. Mr. Boltik also represented the voice of businesses in international trade agreement negotiations, such as the U.S. – Mexico – Canada Agreement (USMCA).

U.S. Experience – Tools for the Identification and Acquisition of Sustainable Goods: Introduction to the Commonwealth of Massachusetts Environmentally Preferable Products Procurement Program

Presented by Julia Wolfe



Julia Wolfe is the Director of Environmental Purchasing at the Commonwealth of Massachusetts' Operational Services Division (OSD), working to integrate sustainable specifications into statewide contracts. She helps administer Executive Order 515: Establishing an Environmental Purchasing Policy and co-chairs the Commonwealth's Toxics Reduction Task Force. Before joining OSD, Julia worked for the US EPA on Pollution Prevention and Toxics and Solid Waste Programs and then for the Commonwealth's Department of Environmental Protection Waste Programs Division and Toxics and Hazards Program. Julia's environmental purchasing work has resulted in an award-winning multi-state procurement for Environmentally Preferable Cleaning Products, resulting in over \$100M spend and counting. She's led efforts to identify healthier furniture in statewide contracts, ways to incorporate EPP's into Maintenance, Repair and Operations contracts, helped bring commercial grade battery powered electric lawn equipment to the contract, and identify ways to automate EPP data collection.

Introduction to the Policies, Practices and Tools of the U.S. Environmental Protection Agency (EPA)

Presented by Alison Kinn Bennett



Alison Kinn Bennett is a Senior Advisor in the United States Environmental Protection Agency's Office of Chemical Safety and Pollution Prevention. Alison has focused her 20+ year career on leveraging private sector innovation and billions in federal spending to support cleaner and greener supply chains for all. She co-founded two influential networks within EPA—the Green Building Workgroup and the Sustainable Products Network—which bring together policy and technical staff to advance comprehensive, market-based approaches to furthering EPA's mission. Since 2001, Alison has served in EPA's Environmentally Preferable Purchasing (EPP) Program, representing EPA in the development of private sector sustainability standards within the US Green Building Council, Sustainable Sites Initiative, ASTM International, NSF International, and Underwriters Laboratories, among others. Alison has also represented EPA on the advisory committees of the Sustainable Purchasing Leadership Council, Cradle to Cradle

Product Innovations Institute, ISEAL, and the United Nations Sustainable Public Procurement Program. In 2016, Alison and her team released *Recommendations of Specifications, Standards, and Ecolabels*—a game changer in bringing clarity to the sustainability marketplace.

Implementing Sustainability in Public Procurement, and Understanding Life-Cycle Analysis & How Can Academia and Civil Society Support the Adoption and Implementation of Sustainable Public Procurement?

Presented by Professor Steven L. Schooner



Steve L. Schooner is the Nash & Cibinic Professor of Government Procurement Law at the George Washington University Law School, where he previously served as Senior Associate Dean for Academic Affairs.

Before joining the faculty, Professor Schooner was the Associate Administrator for Procurement Law and Legislation (a Senior Executive Service position) at the Office of Federal Procurement Policy (OFPP) in the Office of Management and Budget (OMB) in the Executive Office of the President (EOP).

He previously tried cases and handled appeals in the Commercial Litigation Branch of the Department of Justice. He also practiced with private law firms and, as an Active Duty Army Judge Advocate, served as a Commissioner at the Armed Services Board of Contract Appeals. As an Army Reserve officer, he served for more than fifteen years as an Adjunct Professor at the Judge Advocate General's School of the Army, in Charlottesville, Virginia.

Outside of the U.S., he has advised government officials on public procurement issues, either directly or through multi-government programs, in more than three dozen countries. His dispute resolution experience includes service as an expert witness, arbitrator, mediator, neutral, and ombudsman.

Professor Schooner received his Bachelors degree from Rice University, Juris Doctor from the College of William and Mary, and Master of Laws (with highest honors) from the George Washington University. He is a Fellow of the National Contract Management Association (NCMA), a recipient of NCMA's Charles A. Dana Distinguished Service Award, a Certified Professional Contracts Manager (CPCM), and he serves on the Board of Directors of the Procurement Round Table. He is a Faculty Advisor to the American Bar Association's PUBLIC CONTRACT LAW JOURNAL and a member of the GOVERNMENT CONTRACTOR Advisory Board. He is author or co-author of numerous publications including THE GOVERNMENT CONTRACTS REFERENCE BOOK: A COMPREHENSIVE GUIDE TO THE LANGUAGE OF PROCUREMENT (now in its fifth edition).

UNEP's Global View and Lessons Learned on Implementation of SPP

Presented by Farid Yaker



Farid Yaker has been leading the work of UNEP in Sustainable Public Procurement since 2008. He has directed the publication of numerous UNEP publications on SPP including the periodical Global SPP Reviews and the SPP Implementation Guidelines.

Farid taught Agricultural economics at the University of Blida, Algeria from 1988 to 1990 before joining the international NGO Enda (Environmental Development Action) after the Rio summit that he attended in 1992. Farid took the direction of the European office of Enda before joining UNEP.

He holds a master's degree in Agricultural economics from the University of California at Davis, USA

Social Dimension and Societal Impact of Sustainable Public Procurement

Presented by Aure Adell



Ms. Aure Adell is sustainable procurement expert at ECPAR, the network of organisations for responsible procurement of Québec.

With a background on Environmental Sciences, she has 20 years' experience in the promotion and implementation of sustainable procurement in all its components and dimensions: from policy analysis and definition to the development of tools and resources, the introduction of sustainability criteria in tendering processes, the provision of capacity building programmes and the definition of results monitoring and measurement systems.

Some of the organisations she has provided support to include international organisations such as the United Nations Environmental Programme or the European Commission, national and regional governments from different world regions as well as local authorities and small and medium companies both in Spain and Canada.

To mention only a few, she was the main coordinator and co-author/developer of the 2017 UN SPP Global Review, the EU Life-Cycle Costing tools or the Basque Country's GPP Policy and implementation resources and activities.

Understanding the State and Federal Policy Context in the U.S.

Presented by Porter Glock



Porter Glock is a Procurement Analyst with the Office of Federal Procurement Policy (OFPP). Porter started at OFPP as part of a Presidential Management Fellows rotation in April 2014 and accepted a permanent position that July. Porter's portfolio at OFPP includes sustainable procurement, breaches of personally identifiable information, and customer satisfaction among other issues.

Prior to joining OFPP, Porter worked in Treasury's Office of the Procurement Executive and DHS' Office of Procurement Operations. Porter received his Juris Doctor degree from the George Mason University School of Law, and his Bachelor of Sciences in Environmental Policy and Planning from Virginia Tech. He is a member of the Virginia State Bar, holds a FAC-C Level III contracting certification, and is also a Returned Peace Corps Volunteer, serving in Fiji from 2006-08.

Building a Strategic Program Approach for Meaningful Procurement Impact

Presented by Sarah O'Brien



Sarah O'Brien is CEO of the Sustainable Purchasing Leadership Council (SPLC), a nonprofit organization that leads a global community of purchasers, suppliers, advocates and experts dedicated to building a sustainable world through the power of procurement. SPLC's public sector and corporate members represent over \$500B in annual purchasing power.

Ms O'Brien is a recognized expert on sustainable purchasing and more sustainable electronics. Immediately prior to joining SPLC she directed the multi-stakeholder Clean Electronics Production Network (CEPN), where leading IT brands, NGOs, and suppliers focused on eliminating worker exposure to toxic chemicals in electronics production. For more than a decade previously, she led global stakeholder engagement with the EPEAT IT hardware sustainability rating tool for the Green Electronics Council.

Earlier, Ms. O'Brien developed and led the Environmentally Preferable Purchasing program of the US nonprofit Hospitals for a Healthy Environment (now Practice Greenhealth) and served as a Senior Outreach Associate for nonprofit INFORM assisting states and cities across the US to reduce procurement of products containing mercury and other persistent toxics.