

County of Santa Clara, CA Board of Supervisors

3.12 POLICY ON PURCHASE OF RECYCLED PRODUCTS (Adopted 3-16-93)

POLICY RELATING TO PURCHASE OF RECYCLED PRODUCTS

In order to encourage active participation by County Government in its efforts to reduce the volume of the solid waste stream, the County shall employ the following actions to purchase products made from recycled materials whenever possible. For purpose of this policy, “recycled products” are defined as described in Section 12200 of the Public Contracts Code, to be material with no less than 50 percent of the total weight consisting of secondary and post-consumer waste, with at least 10 percent of the total weight being post-consumer waste.

- (A) The Purchasing Agent shall establish and maintain procedures and specifications which give preference to the purchase of recycled products. Items which contain some percentage of recycled materials shall be preferred over those which contain less or none.
- (B) The Purchasing Agent shall purchase recycled products instead of non-recycled products whenever such recycled products are available at comparable cost of nonrecycled products and when fitness and quality are similar.
- (C) The Purchasing Agent shall aggressively pursue the acquisition of recycled products whenever possible without incurring unreasonable additional costs. The Purchasing Agent shall provide a reasonable price preference to the suppliers of recycled products over the lowest bid or price quoted by suppliers offering nonrecycled products. The preference shall be at the discretion of the Purchasing Agent dependent upon the prices quoted and the percentage content of recycled material in product.
- (D) When recycled products are used, reasonable efforts shall be undertaken to label the products to indicate that they contain recycled materials. When possible, departments shall use letterhead stationery and envelopes that include post-consumer recycled content and indicate on the paper and envelopes that they contain recycled material. Other recycled products that are used by the County shall also indicate that they contain recycled material to the extent practicable.
- (E) Existing copiers and computer printers have been evaluated for compatibility with recycled products, and recycled products are acquired in accordance with the above sections whenever compatibility exists. As new or replacement equipment is purchased, compatibility with recycled products will be an important selection criteria.
- (F) The County will support, to the greatest extent feasible, the efforts of other governmental agencies and local business to stimulate markets for recycled products.
- (G) All departments shall work cooperatively to further the purposes of this policy.

