



COUNTY OF EL DORADO, CALIFORNIA
BOARD OF SUPERVISORS POLICY

Subject: RECYCLE PAPER PRODUCTS PROCUREMENT	Policy Number C-13	Page Number: 11 of 4
	Date Adopted: 04/09/1991	Revised Date:

BACKGROUND:

AB 939, the California Integrated Waste Management Act of 1989 requires every City and County to reduce at the source, recycle and compost 25 percent of their waste by 1995 and 50 percent by 2000. To meet the requirements of this law, the County is required to prepare and adopt a county source reduction and recycling plan by July 1, 1991. The plan must include source reduction strategies and describe methods to increase markets for recycled materials, including but not limited to, an evaluation of the feasibility of procurement preferences of recycled products.

Additionally, parallel legislation, AB-4, mandates local and state agencies to purchase, fitness and quality being equal, recycled rather than nonrecycled paper products, whenever available, at no more than the total cost of nonrecycled paper. The procurement agency may give price preferences to the suppliers of recycled paper products.

To show its interest, support, and compliance with the State's mandate for local government support toward the development of recycled paper product market, to meet the requirements of AB 939 and AB 4, and to help establish a viable economic market for recycled materials the County hereby establishes a policy for the purchase of recycled paper products.

DEFINITIONS:

Postconsumer Waste - a finished material which would normally be disposed of as a solid waste, having completed its life cycle as a consumer item.

Secondary Waste - fragments of products or finished products of a manufacturing process, which has converted a virgin resource into a commodity of real economic value, and includes postconsumer waste, but does not include fibrous waste generated during the manufacturing



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process such as fibers recovered from waste water or trimmings or paper machine rolls (mill broke), wood slabs, chips, sawdust or other wood residue from a manufacturing process.

Recycled Paper - (1) All paper and woodpulp products containing postconsumer waste and secondary waste materials as defined in this section. (2) A paper product with not less than 50% of its total weight consisting of secondary and postconsumer waste with not less than 10% of its total weight consisting of postconsumer waste. Included but are not limited to fine grades of paper, corrugated boxes, newsprint, tissue, and toweling.

POLICY:

In the procurement of its paper products including but not limited to those described herein, el dorado County shall give a preference, whenever feasible, during the bid evaluation process to those bidders quoting recycled paper products as defined in this document.

PROCEDURE:

In each formal bid request released by the Purchasing Division for paper products, including but not limited to, office supplies, janitorial supplies, and kitchen supplies, the quotation schedule shall include price requests for both virgin and recycled product.

In the formal bid evaluation process, a 3% to 10% preference shall be applied and deducted from each of those bids submitted by vendors certifying their product to be recycled in accordance with the definition of "recycled" as included in this policy.

The amount of preference shall be established by the Purchasing Agent based upon statistics gathered on the specific commodity prior to the preparation of the request for bid. The request for bid shall state the amount of preference to be applied to recycled product in the evaluation.



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Recycled products may be substituted for non-recycled paper products provided the product meets all applicable standards and regulations and after test and evaluation is found satisfactory to County users.

Said recycled preference shall take precedence overall other preferences, specifically the 3% local vendor preference contained in the Purchasing Ordinance.

In the case of all other factors being equal, the bid shall be awarded to the Purchasing Agent or mandated by State law, shall be the guideline for the minimum requirements of recycled paper products. The request for bid shall indicate the specification being utilized.

In addition to the requirement to meet federal or State specification, all recycled paper products will be purchased on a test basis initially to insure that they are acceptable to the County. (Computer paper is the prime example.)

The County reserves the right to re-award any bid to the next lowest qualified bidder of virgin product, if the recycled product fails to function in an acceptable manner as determined by the using department.

Multi item bid requests will be awarded on a line item basis to get the maximum of recycled product in use.

The variable preference shall be in effect for 18 months from the date of adoption of this policy. After that time, market will be re-evaluated to determine if preferences can be reduced and or made uniform.

All other County departments shall work cooperatively with the Purchasing Division to further the purpose of this policy.



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Primary Department: Purchasing Division
Environmental Management

References: Public Contract Code 10391