

## CITY OF CARLSBAD

## COUNCIL POLICY STATEMENT

Policy No. 49

Date Issued 9/3/91

Effective Date 9/3/91

Cancellation Date n/a

General Subject: PROCUREMENT POLICY

Supersedes No. n/a

Specific Subject: RECYCLED PRODUCTS

## Copies to:

City Council, City Manager, City Attorney, Department and  
Division Heads, Employee Bulletin Boards, Press, FileBACKGROUND:

Solid waste management poses an increasingly difficult challenge as America's consumption increases and landfill space becomes more scarce. With the enactment of the California Integrated Waste Management Act of 1989 (AB 939), recycling is now the law in California. The City of Carlsbad, as well as the County of San Diego and other cities are involved in implementing recycling services to meet the requirements of the new law and to conserve natural resources.

The City's implementation of a recycling program, by itself, is insufficient. Recycling has not truly taken place until the recycled material has been used in the manufacture of a product and that product has been purchased and placed in use. As processing facilities and markets become available, additional recycled materials can be purchased by the City. State and local government purchases account for 12-13 percent of the gross national product. Government purchases can have a direct and meaningful influence on the market place.

PURPOSE:

It is the intent of the City Council that the City of Carlsbad take a leadership role not only in recycling its waste products but also in the purchase of recycled products for use in the delivery of City services. It is the purpose of this policy to provide direction to the City Manager and Purchasing Officer in the procurement and use of recycled products.

POLICY:

1. It is the policy of the City of Carlsbad to purchase and use recycled products whenever possible except when such use negatively impacts health, safety or operational efficiency.
2. The purchase of products that cannot be recycled or reused is strongly discouraged.

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3. Recycled paper shall be purchased and used in all copy machines that will accept it and shall be used for all printing purposes possible. When feasible, a recycled paper logo or statement "Printed on recycled paper" shall be used.

City departments and divisions shall use recycled paper for their letterhead, envelopes and business cards. A recycled paper designation shall be printed on all letterhead.

4. City departments shall examine their purchasing specifications and where feasible, restructure them to require the use of products that incorporate recycled materials in their manufacture. Whenever possible, these products shall state they are made of recycled materials. The Recycled Products List shall include but not be limited to the following:

- 1) Paper products
- 2) Construction supplies
- 3) Automotive, road and highway supplies
- 4) Landscape materials and equipment
- 5) Janitorial supplies
- 6) Plastic materials and equipment
- 7) Glass and rubber supplies.

5. A 15% preference, not to exceed \$1,000 per contract, shall be given to recycled products. The preference percentage shall be based on the lowest bid or price quoted by the vendor or contractor offering nonrecycled products.
6. The Purchasing Department shall prepare for the City Council an annual report on the implementation of this policy.
7. The City shall cooperate with the County of San Diego, SANDAG and other governmental agencies in the development of programs and procedures which will further this policy.