

**Resolution Adopting the City of Hendersonville's
Buy-Recycled Policy**

Whereas, the benefits of recycling are proven to be as follows:

- Reduces the need for new landfills
- Prevents emissions of many air and water pollutants
- Saves energy
- Supplies valuable raw materials to industry
- Creates jobs
- Reduces greenhouse gas emission
- Stimulates the development of greener technologies
- Conserves resources for our children's future;

Whereas, Executive Order No.156 was signed into effect by Governor Hunt in July, 1999 requiring steps be taken toward governmental sustainability, reduction of solid waste, and procurement of environmentally preferable products; and,

Whereas, the State of North Carolina has adopted a hierarchy of waste management methods that the federal government endorses, with waste reduction and recycling listed as the top preferences; and

Whereas, the City of Hendersonville should, through cost-effective waste prevention and recycling activities, work to the fullest in every step of the recycling loop, and buying recycled products is a primary step in closing the loop of recycling; and

Whereas, the City can stimulate markets for the recyclables it collects by purchasing products made with these materials, and

Whereas, The City has an obligation to serve as a positive example, a model, and a leader in this regard for other private and public institutions to follow.

Now, Therefore, Be It Resolved by the City Council of the City of Hendersonville, in order to move toward governmental and environmental sustainability, the City hereby establishes a Buy-Recycled Policy. The policy promotes waste reduction, education in all steps of the recycling loop, and efforts to buy-recycled products within all city departments. This policy will continually be reviewed and modified.

Adopted this tenth day of May, 2001.

Fred H. Niehoff, Jr. /TD

Fred H. Niehoff, Jr., Mayor

ATTEST:

Tammie K. Drake

Tammie K. Drake, CMC, City Clerk

The City of Hendersonville's Buy-Recycled Policy

The Buy-Recycled Policy represents a philosophical and fiscal commitment to the acquisition and use of recycled content products purchased while in the service of citizens. It recognizes a continuing need to be environmentally responsible.

All City departments shall maximize opportunities to reduce the amount of waste they generate, to recover as many materials for recycling from their operations as possible, and to maximize the procurement of recycled products. Department Heads will make efforts to educate their employees about buying recycled products.

Definitions:

Environmentally responsible – buying products and using products that have minimal impact on the environment through their composition and recyclability.

Fiscally responsible – the cost factor or purchaser price for recycled products, or more environmentally responsible items, should be consistent with a suggested variance of 10-15% above the market expense for similar non-recycled items.

Recycled materials – products made with an identifiable percentage (1-100%) of post-consumer material or of discarded virgin material salvaged from the industrial waste stream. High post-consumer content products – those with a minimum of 30% post-consumer content, are considered better environmental purchases than their virgin counterparts.

Waste reduction – the act of avoiding, eliminating and reducing the amount of solids waste generated at the source.

Purchasing

The City will seek to buy and use products, needed for the service of its citizens, made with recycled materials if the items are reasonably competitive with non-recycled products, and meet or exceed the quality specifications expected of comparable products. Product performance including: ease of use, durability, maintenance, and performance level should be taken into account.

Department heads and their employees who purchase goods are required to make every effort to identify recycled products and communicate to their distributors the desire to purchase, first and foremost, recycled materials when they fall within the required cost and quality specifications.

Cost

Department Heads are advised that the purchase of some recycled products may exceed the costs of non-recycled products. This factor alone should not determine the purchase. Cost should be compared to the environmental benefits, performance quality, and the life cycle cost of the item considered. Generally, if the cost of the recycled product does not exceed the cost of the virgin equivalent product by more than 10-15% departments are authorized to acquire

the product. If however certain products contain even higher than average recycled content on the market for similar products, then the Department Head is authorized to pay even more than 10-15% above the cost of the comparable virgin material product. The price paid above the "base" product cost should be directly proportional to the percentage of recycled material in the product.

Tracking

Communication and information sharing between Department Heads and the City Manager regarding progress in buying more recycled products will ensure the continued success of the policy. Formal and informal reports of product availability, prices, and performance will become part of regularly scheduled staff meetings.

The City Departments will note the % of recycled content on their requisition forms. The Finance Department will track the purchases. Twice a year, meeting time will be set aside for a discussion of buying recycled products. Suggested dates for such reports and discussions: November 15, America Recycles Day, and during the City budget planning meeting in the month of June.

Yearly increases in percentages of recycled content products purchased by the City will be a goal of the policy.

Recycled paper:

1. City Departments are directed to purchase and use recycled content paper for all documentation whenever possible.
2. The City will give special emphasis to buying products and materials made with a minimum of 30% post consumer content.

Waste reduction

All City employees are asked to work toward reducing waste at its source, in other words, preventing waste before it is created. As an example, office staff will maximize efforts to:

- Use email when possible to avoid using paper
- Reuse manila envelopes when possible (interoffice) instead of new ones
- Save reusable paper and use the blank side for scratch paper or for printing drafts
- Use routing slips when distributing interoffice information to reduce the use of photocopies
- Make double-sided photocopies whenever feasible. When new copy machines are to be purchased, duplexing capabilities shall be purchased within comparable price parameters.
- All copying should be executed with caution to avoid paper waste.