



Environmentally Preferable Procurement Policy (EPPP)

1. Statement of Policy:

It is the policy of the County of Santa Barbara (COUNTY) as a steward of the environment to:

- Implement practices and strategies that reduce waste and enhance product efficiency and effectiveness
- Prioritize the procurement of products that:
 - a. Minimize environmental impact, toxicity, pollution, and hazards to employee and community wellbeing,
 - b. Lower greenhouse gas emissions during production, shipping, use, and disposal,
 - c. Contain recycled content, are durable and long-lasting, and conserve energy and water, and
 - d. Provide long-term potential cost savings along with quality product or service performance

2. Purpose:

This policy is adopted in order to:

- Increase the awareness, use, and availability of environmentally preferable products that protect the environment,
- Conserve natural resources,
- Support a strong recycling market,
- Reduce waste at our landfills, and
- Establish a model for successful procurement of environmentally preferable products

3. Implementation Strategies:

3.1. COUNTY strategies include:

- 3.1.1. Requiring the use of environmentally preferable products and services whenever practical
- 3.1.2. Considering short-term and long-term costs and savings in comparing product alternatives, including evaluation of total impact expected during the life cycle of a product compared to alternatives
- 3.1.3. Prioritizing purchases that
 - 3.1.3.1. Minimize environmental impacts, toxins, pollutants, odors, and hazards
 - 3.1.3.2. Contain postconsumer recycled content
 - 3.1.3.3. Are durable and long-lasting
 - 3.1.3.4. Conserve energy and water
 - 3.1.3.5. Reduce waste
- 3.1.4. Requiring the use of the least toxic, independently certified green cleaning products when feasible, as well as high-efficiency cleaning equipment that reduces the need to use chemicals
- 3.1.5. Ensuring new facility construction complies with green building standards pursuant to 24 CCR 101.1-703.1, and focuses on sustainability and human health in the design and implementation of facilities modernization projects
- 3.1.6. Promoting the practice of eliminating packaging or using the minimum amount necessary for product protection, when feasible, and strongly encouraging vendors to take back packaging for reuse, recycle or composting, when suitable uses and programs exist

3.2. Recycled Content Products

- 3.2.1. Purchase products for which the United States Environmental Protection Agency (U.S. EPA) has established minimum recycled content standard guidelines, such as those for printing paper, office paper, janitorial paper, and non-paper office products, that contain the highest post-consumer content available, but no less than the minimum recycled content standards established by the U.S. EPA comprehensive Procurement Guidelines
- 3.2.2. In accordance with California Public Contract Code, Sec. 10409, purchase re-refined lubricating and industrial oil for use in vehicles and other equipment, as long as it is certified by the American Petroleum Institute (API) as appropriate for use in such equipment
- 3.2.3. In compliance with California SB 1383, purchase recycled-content paper and compostable materials to support the market for recovered organic waste and divert more materials from landfills

3.3. Toxics and Pollution Prevention Products and Practices

- 3.3.1. Purchase paper, paper products, and janitorial paper products that are unbleached or are processed without chlorine or chlorine derivatives
- 3.3.2. Prohibit the purchase of products that use polyvinyl chloride (PVC)
- 3.3.3. Purchase products with no lead or mercury whenever possible. For products that contain lead or mercury, COUNTY should give preference to those products with lower quantities of these metals and to vendors with established lead and mercury recovery program. In addition, whenever lead or mercury-containing products require disposal, COUNTY will dispose of those products in the most environmentally safe manner possible. All fluorescent lamps and batteries will be recycled

3.4. Bio-Based Products

- 3.4.1. Use paper and paper products made from non-wood, plant-based contents such as agricultural crops and residues
- 3.4.2. Use bio-based plastic products that are biodegradable and compostable, such as bags, film, food and beverage containers, and cutlery
- 3.4.3. Have vendors provide proof of compliance with the American Society for Testing and Materials (ASTM) standards for compostable, biodegradable and degradable plastic products upon request. One acceptable proof of compliance for compostable plastic products will be certification by the Biodegradable Products Institute (BPI)
- 3.4.4. Have vendors show proof of compliance with the Organic Material Review Institute (OMRI) for organic materials

3.5. Forest Conservation Products

- 3.5.1. To the greatest extent practicable, do not procure wood products such as paper that originated from forests harvested in an environmentally unsustainable manner. When possible, give preference to wood products that are certified sustainably harvested by a comprehensive, performance-based certification system. The certification system shall include independent third-party audits, with standards equivalent to, or stricter than, those of the Forest Stewardship Council certification

4. Responsibilities:

The COUNTY acknowledges:

- The health and safety of employees and citizens is of the utmost importance and takes precedence over all other practices.
- Its duty to act in a fiscally responsible and timely manner
- Nothing contained in this policy shall be construed as requiring the procurement of products that do not perform adequately for their intended use, exclude adequate competition, risk the health or safety of employees and citizens, or are not available at a reasonable price in a reasonable time

- No statements in this policy shall be construed as requiring the COUNTY or contractors to take any action that conflicts with local, state, federal, or other legal requirements
- The importance of encouraging vendors and contractors to comply with applicable sections of this policy for products and services provided to the COUNTY
- The Chief Procurement Officer shall periodically evaluate the success of this policy's implementation and report to the Board of Supervisors

5. Definitions

- 5.1. "American Society for Testing and Material" means ASTM International, an open forum for the development of high quality, market relevant international standards use around the globe.
- 5.2. "Bio-Based Products" means commercial or industrial products (other than food or fee) that utilize agricultural crops or residues but does not include products made from forestry materials.
- 5.3. "Biodegradable Products Institute" (BPI) is a multi-stakeholder association of key individuals and groups from government, industries and academia, which promotes the use, and recycling of biodegradable polymeric materials (via composting). BPI does not create standards but certifies products that demonstrate they meet the requirements in ASTM D6400 or D6868, based on testing in an approved laboratory.
- 5.4. "Compostable plastic" means plastic that is biodegradable during composting to yield carbon dioxide, water and inorganic compounds and biomass, at a rate consistent with other known compostable materials and leaves no visually distinguishable or toxic residues.
- 5.5. "Degradable plastic" means plastic that undergoes significant changes in its chemical structure under specific environmental conditions.
- 5.6. "Forest Stewardship Council" is a global organization that certifies responsible, on-the-ground forest management according to rigorous standards developed by a broad variety of stakeholder groups.
- 5.7. "Recycled Content" means the percentage of recovered material, including pre-consumer and post-consumer materials, in a product.
- 5.8. "Recycled Content Standard" means the minimum level of recovered material and/or post-consumer material necessary for products to qualify as "recycled products."
- 5.9. "Recycled Product" means a product that meets [the Organization's] recycled content policy objectives for post-consumer and recovered material.
- 5.10. "U.S. EPA Comprehensive Procurement Guidelines" means the Comprehensive Procurement Guidelines established by the U.S. Environmental Protection Agency for federal agency purchases as of May 2002 and any subsequent versions adopted.
- 5.11. "SB1383" - California's SB 1383 is a law designed to reduce organic waste in landfills by 75% by 2025, lower methane emissions, and increase food recovery by 20%. It mandates businesses and local governments implement organic waste recycling, including food scraps, yard waste, and certain paper products like food-soiled paper and cardboard. The law also includes procurement requirements, requiring jurisdictions to purchase recycled content paper and compostable materials to support the market for recovered organic waste and divert more materials from landfills.
- 5.12. "Organic Material Review Institute" means OMRI, an international nonprofit organization that determines which input products are allowed for use in organic production and processing. OMRI Listed products are allowed for use in certified organic operations under the USDA National Organic Program.