

ALAMEDA COUNTY BOARD OF SUPERVISORS

** MINUTE ORDER **

The following was action taken by the Board of Supervisors on April 12, 2011

Approved as Recommended Other

Unanimous Carson Chan Haggerty Lockyer Miley - 5

Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

Resolution(s) R-2011-108

Ordinance(s) _____

Contract(s) _____

File No. 27179

Item No. 17

Approved Document(s) to be signed by Agency/Purchasing Agent

Copies sent to:

Debbie Sullivan, QIC 26021

Special Notes:



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:

Crystal Hishida Graff, Clerk of the Board Board of Supervisors

By: [Signature]
Deputy



March 25, 2011

Honorable Board of Supervisors
County of Alameda
1221 Oak Street, Suite 536
Oakland, California 94612-4305

Dear Board Members:

SUBJECT: ADOPT ENVIRONMENTALLY PREFERABLE PURCHASING POLICY
RESOLUTION

RECOMMENDATIONS:

- A. Adopt the attached resolution that adopts the Environmentally Preferable Purchasing Policy;
and
- B. Authorize the Director of the General Services Agency (GSA) to implement this policy, work collaboratively with County agencies to develop environmental standards for priority product categories, and develop tools to promote implementation across County government to meet the policy's goals.

SUMMARY:

The Board of Supervisors, through the County's Strategic Vision (2008) and County's Commitments to Climate Protection (R-2010-170), directed the establishment of a comprehensive integrated purchasing policy that considers the environmental impacts of the manufacturing, use, transport, and disposal of products. Key policy principles approved by your Board will be used as a basis for identifying or developing appropriate environmental standards for priority product categories. This approach, as laid out in the attached resolution and Environmentally Preferable Purchasing Policy, will provide consistent direction to employees on how to implement your Board's vision for environmental sustainability through purchasing actions. This policy will not require agencies to exclude competition or to purchase products that do not perform adequately or are not available at a reasonable price or in a reasonable amount of time. Adoption of this policy will build on the County's ten years of successful experience in green purchasing and will further demonstrate Alameda County's commitment as a leader in local government sustainability.

DISCUSSION/FINDINGS:

In its purchasing of goods and services, the County has many opportunities to address your Board's sustainability goals. County purchases have social, human health, and environmental impacts for the local and global community. With annual spending of over \$100 million on goods and services, the County can influence the marketplace toward environmental preferable alternatives and foster local green jobs.

Your Board has previously recognized the opportunities and potential impacts of purchasing by adopting policies including the 75% Waste Reduction, Persistent Bioaccumulative Toxins, and Integrated Pest Management resolutions; the Green Building Ordinance; and the Climate Action Plan for Government Services and Operations. By adopting this Environmentally Preferable Purchasing Policy, your Board will provide clear direction to ensure that products purchased with County funds are less toxic, wasteful, and costly to dispose of; will conserve energy, water, and other natural resources; will last longer; and will help the County reduce its climate impact.

In the last decade, the County has shown leadership in environmentally preferable purchasing through a number of county-wide contracts, such as those for copy paper, janitorial cleaning supplies, and printing services. Also, many employees have taken the initiative to research and procure environmentally preferable products that are purchased by purchase order or credit card. Many opportunities exist, however, for the County to expand, and consistently apply, its environmental purchasing to additional goods and services. Adoption of this policy will provide clear guidance to ensure that all purchases of products with environmentally preferable alternatives, regardless of the means of procurement, are consistent with your Board's vision of environmental sustainability.

The Environmentally Preferable Purchasing Policy identifies a framework for determining environmentally preferable alternatives for priority product categories. This framework has four key policy principles: 1) prioritize waste reduction; 2) purchase products with recycled content; 3) purchase products that meet other environmental criteria defined in the policy; and 4) use third-party eco-labels when available. This policy will not apply to products without an environmentally preferable alternative.

As the purchasing agent for the County, the General Services Agency will take the lead role in implementing the policy framework as defined in the resolution through efforts including: developing and maintaining an Environmentally Preferable Purchasing Handbook for use by employees in identifying environmentally preferable products and services; providing training and outreach on how to meet the goals of this policy; ensuring consistent implementation; and providing an annual report on the success of policy implementation. The Climate Executive Committee will provide county-wide policy and implementation leadership, with all agencies expected to meet the policy's goals. Through these actions, Alameda County will continue to lead by example and will build on its history of successfully implementing green purchasing in a fiscally sound manner.

FINANCING:

Costs and savings associated with implementing this policy will be considered when setting environmental purchasing standards for priority product categories. GSA's experience over the last ten years is consistent with that of other leading public agencies in showing that green purchasing can be implemented in a cost effective manner without compromising performance. Adoption of this resolution maintains the County's eligibility for funding under Measure D currently managed by StopWaste.Org.

Respectfully submitted,



Aki K. Nakao
Director, General Services Agency

AKN:JRK:KC:mg:I:\Board Letters\TSD\10-11 fiscal year\Envir_Pref_Purch_2011-04-12.doc

Attachments

cc: Susan S. Muranishi, County Administrator
Patrick J. O'Connell, Auditor-Controller
Richard E. Winnie, County Counsel

RESOLUTION NO. 2011- 108

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF ALAMEDA
ADOPTING ENVIRONMENTALLY PREFERABLE PURCHASING POLICY**

BE IT RESOLVED by the Board of Supervisors of the County of Alameda:

Whereas, the County of Alameda recognizes its responsibility to protect human health and the environment while supporting a diverse, equitable, and vibrant community and economy; and

Whereas, the County recognizes that the products and services the County buys create social, human health, environmental, and economic impacts, and that procurement decisions should reflect the County's ongoing commitment to sustainability; and

Whereas, the U.S. Environmental Protection Agency has determined that 37% of greenhouse gas emissions can be attributed to the provision and use of products and packaging, and that reducing consumption and the emissions associated with products we procure will significantly reduce climate change impacts; and

Whereas, the County purchases more than \$100 million in goods and services annually and can use this buying power to influence markets to create sustainable products and services and support green jobs; and

Whereas, including consideration of the entire lifecycle of a product or service in determining its environmental impacts and total cost of ownership creates a more robust decision-making process and encourages more efficient services and better product design and manufacturing; and

Whereas, environmentally preferable purchasing promotes practices that improve human and environmental health; protect and conserve natural resources, water, and energy; and minimize the County's contribution to climate change, pollution, and solid waste; and

Whereas, recognizing the importance of a comprehensive environmentally preferable purchasing policy, the Board of Supervisors through the County's Strategic Vision (2008) and County's Commitments to Climate Protection (R-2010-170) directed the establishment of a comprehensive integrated purchasing policy that considers the environmental impacts of manufacturing, use, transport, and disposal of products; and

Whereas, implementation of this Policy will play a critical role in meeting the Board of Supervisor's climate action, green building, toxics reduction, and related sustainability goals including 75% and Beyond Waste Diversion Goal (2008), Bay-Friendly Landscaping Policy (2008), Green Building Ordinance for County Facilities (2003), Green Business Recognition Program (1996), Integrated Pest Management Resolution (2001), Nutrition and Physical Activity Policy (2009), and Persistent Bioaccumulative Toxins Resolution (2002), Real Property Portfolio Management Efficiency, Effectiveness and Sustainability Policy (2010), and Recycled Product Procurement Policy (1991); and

Whereas, many agencies and employees already procure products and services that meet the intent of this policy, and it shall be the goal that all purchases made with County funds and for County-funded projects and contracts meet its intent.

NOW, THEREFORE BE IT:

Resolved, that the Board of Supervisors establishes the key policy objectives in the Environmentally Preferable Purchasing Policy (Attachment A) to provide a common vision and policy direction for the actions the County will take to align its purchasing practices with its commitment to environmental sustainability; and

Further **Resolved**, that the Climate Executive Committee shall provide cross-agency strategic leadership and promote the county-wide implementation of this Policy; and

Further **Resolved**, that the Board of Supervisors directs the General Services Agency to take a leadership role in assisting County agencies and employees in successfully complying with the Policy; develop and maintain an Environmentally Preferable Purchasing Handbook and other tools for the purposes of identifying, soliciting, and evaluating products or services that meet the goals of this policy; and report annually to the Climate Executive Committee on the effectiveness of the implementation of this Policy; and

Further **Resolved**, that the Board of Supervisors directs all County agencies to collaborate with the General Services Agency to fulfill the purpose of this Policy; promote its implementation within their organization; and where there is technical expertise or stakeholder interest, assign staff to participate in, or lead, the development of county-wide environmental purchasing standards; and

Further **Resolved**, that the Board of Supervisors directs individual employees to use the Environmentally Preferable Purchasing Handbook and other tools developed to promote the procurement of products and services identified by the County as environmentally preferable, regardless of the method of procurement; and

Further **Resolved**, that the Climate Executive Committee shall provide a report to the Board of Supervisors and the public annually on the progress made in implementing the *Alameda County Environmentally Preferable Purchasing Policy* and provide recommendations to improve implementation; and

Further **Resolved**, that the Policy will be reviewed and updated periodically to take advantage of the most current information and technologies to promote environmentally preferable products and services in the marketplace; and

Further **Resolved**, that environmentally preferable purchasing will be an ongoing focus of the County of Alameda, which shall support external purchasing-related initiatives such as extended producer responsibility and the development of independent environmental certifications through advocacy and stakeholder participation; and

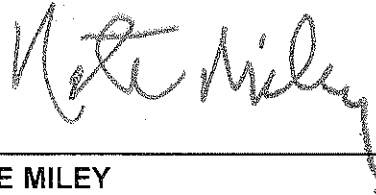
Finally **Resolved**, that Alameda County shall lead by example, collaborate, and share key learnings with businesses, the public, and other government agencies.

THE FOREGOING was PASSED and ADOPTED by the following vote of the Alameda County Board of Supervisors this 12TH day of April, 2011, to wit:

AYES: Supervisors Carson, Chan, Haggerty, Lockyer and
President Miley - 5

NOES: None

EXCUSED: None



NATE MILEY
PRESIDENT, BOARD OF SUPERVISORS

ATTEST:

Crystal Hishida Graff, Clerk
Board of Supervisors

By *A. Caballero, Deputy*

Approved as to Form

Richard E. Winnie, County Counsel

By *Richard E. Winnie*
Deputy County Counsel

Alameda County Environmentally Preferable Purchasing Policy

3/07/2011

In its purchasing of products and services, Alameda County has the opportunity to address many of its sustainability goals. Therefore, it is the policy of the County to incorporate environmental considerations into purchasing decisions in order to:

- Promote practices that improve human and environmental health;
- Protect and conserve natural resources, water, and energy;
- Minimize the County's contribution to climate change, pollution, and solid waste; and
- Promote a local green economy.

In order to achieve these goals, Alameda County agencies, employees and contractors, when doing business with or on behalf of the County, shall take into account the following when identifying, soliciting, and evaluating products or services procured with County funds:

1. Prioritize waste reduction and cost efficiency opportunities by identifying alternative options to the purchase of new products.
2. Procure products that contain the highest percentage of post-consumer recycled content material available in the marketplace and that are recyclable.
3. Integrate environmental factors from products' entire lifecycle into the County's buying decisions including, but not limited to:
 - Conserve water and natural resources, and minimize the use of electricity and fuel;
 - Reduce the generation and emissions of toxics, greenhouse gases, and pollutants;
 - Extend the life-cycle uses of the product;
 - Reduce waste in the manufacturing, use, and packaging of products;
 - Consider at the time of purchase the total life cycle cost and impact of the product, including end-of life impacts;
 - Evaluate the environmental performance of vendors in providing products and services;
 - Minimize transportation impacts of products; and
 - Consider factors that provide other environmental and health benefits.
4. Utilize eco-labels established by independent and widely recognized authorities; or standards or specifications developed by other governmental or non-governmental organizations that are determined to be meaningful and effective by Alameda County.

County specifications and performance standards for products and services shall not require the use of products made from virgin materials nor specifically exclude the use of environmentally preferable products.

Nothing in this policy shall require an agency, employee or vendor under contract with the County to exclude competition or to purchase products or services that do not perform adequately or are not available at a reasonable price in a reasonable period of time.

Alameda County shall seek to maintain environmentally preferable purchasing standards and specifications that promote continuous improvement of environmental performance and cost competitiveness in the marketplace.