

BOARD OF AVIATION COMMISSIONERS

RESOLUTION NO. 16-01

A RESOLUTION OF THE BOARD OF AVIATION COMMISSIONERS OF THE CITY OF GREENWOOD ADOPTING RECYCLED PRODUCT PROCUREMENT POLICY

WHEREAS, the Board of Aviation Commissioners of the City of Greenwood, Indiana (the "Board") has purchasing authority for the Airport;

WHEREAS, the Board recognizes the need to encourage the use and procurement of recycled products;

WHEREAS, the Board recognizes that waste reduction, recycling, and purchasing green products are important elements of a sound waste management policy; and

WHEREAS, to support recycling and the development of markets for recyclable materials, the Board prefers the purchase of recycled products whenever they are readily available at reasonable prices.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF AVIATION COMMISSIONERS OF THE CITY OF GREENWOOD, INDIANA THAT:

1. The Board hereby adopts the Recycled Product Procurement Policy attached hereto as Exhibit A.

PASSED BY THE BOARD OF AVIATION COMMISSIONERS OF THE CITY OF GREENWOOD, INDIANA this 14th day of April, 2016, by a vote of 3 ayes, 0 nays.

BOARD OF AVIATION COMMISSIONERS



Scott Hines



Howard Hubler




Cora Steinmetz



Melvin Weddle

ATTEST:



Diana Downey, Recording Secretary

EXHIBIT A

CITY OF GREENWOOD **RECYCLED PRODUCT PROCUREMENT POLICY**

Purpose: The City of Greenwood, Indiana recognizes that waste reduction, recycling, and purchasing recycled products are important elements of a sound waste management policy. To support recycling and promote the development of markets for recyclable materials, the City of Greenwood prefers the purchase of recycled products whenever they are available at a reasonable price.

Policies:

- The City, its subdivisions, and its utilities (collectively, the “City”) will use recycled (with the maximum available post-consumer content) and recyclable products whenever possible.
- All imprinted letterhead paper, envelopes and business cards procured by the City on a going forward basis shall be recycled paper and shall bear the imprint identifying the paper as recycled when practicable.
- Paper should contain 20% post-consumer waste content.
- The City shall strive to ensure that the title page of each report printed or copied on recycled paper bears an imprint identifying the recycled content of paper whenever practicable. The use of this imprint on communications will help the City to set an example that will promote the use of recycled products by its constituents.
- Whenever possible, bid and procurement specifications shall include the following to encourage its contractors, consultants, and vendors to:
 - Use recycled paper for proposals and for any printed or photocopied material;
 - Use both sides of paper sheets;
 - Include an imprint identifying the paper as recycled; and
 - Recommend recycled alternatives to virgin materials specified in the City’s bids and purchase orders.
- The City shall use both sides of paper sheets whenever practicable.
- The City shall promote the use of recycled products and recyclable products by publicizing its procurement program and commitment and leadership in the use of recycled products.
- The City shall avoid identifying products made from virgin materials as recycled.

Designated Recycled Products:

The City shall purchase the following recycled products whenever practicable:

- Paper and paper products, containing the maximum available percentage practicable of post-consumer fibers, printed with vegetable based inks;
- Remanufactured laser print toner cartridges;
- Recycled plastic refuse can liners;

- Re-refined anti-freeze;
- Lubricating oil and hydraulic oil with re-refined oil content;
- Outdoor wood product substitutes made from recycled plastics;
- Re-crushed cement concrete aggregate and asphalt;
- Cement and asphalt concrete containing glass cullet, recycled fibers or plastic, tire rubber, or fly ash;
- Building insulation products;
- Remanufactured tires and products made from tire rubber;
- Compost;
- Re-mixed paint; and
- Waste and/or recycling containers made from a percentage of post-consumer recycled plastic.

Responsibilities of All Employees:

Each Department and Utility shall:

- Purchase recycled paper products wherever practicable, with the maximum percentage of post-consumer fiber;
- Evaluate each Designated Recycled Product to determine the extent to which it may be practicable used by the department and its contractors and compare with the performance of virgin product.
- Redefine product procurement specifications to adjust requirements such as brightness, gloss, etc. when these requirements are excessive for the purpose intended.
- Report periodically to the Mayor the progress of policy implementation, including:
 - The results of product evaluations;
 - The status of efforts to maximize recycled product procurement;
 - Total purchases of recycled products and non-recycled products; and
 - Review of existing product and service specifications which either require the use of virgin materials or exclude the use of recycled materials, reusable products or products designed to be recycled.
- Ensure the contracts issued by the department require recycled material content wherever practicable and that contractors provide certifications of content and reports of amounts used.

Definitions:

“Recycled Products” are products manufactured with waste materials that have been recovered or diverted from the solid waste stream. Waste material may be derived from post-consumer waste (material that has served its intended use and been discarded by a final consumer), industrial scrap, manufacturing waste, or other waste that would otherwise be discarded.

“Recycled Products” are products which, after their intended end use, can demonstrably be diverted from the City’s solid waste stream for use as a raw material in manufacture of another product.

“Practicable” means sufficient in performance and available at a reasonable cost. A 10% price preference may be given to recycled products, reusable products offered as alternatives to disposable products, and products designed to be recycled where they are offered as alternatives to non-recycled products. While sufficiency of performance and reasonableness of cost must be established at the discretion of department management, a 10% price preference for recycled products is suggested.

Exemptions

Nothing in this policy shall be construed as requiring a department or vendor to procure products that do not perform adequately or are not available at a reasonable price.

Nothing contained in this policy shall preclude user departments from requiring recycled material content as a purchasing specification.