

# **CITY OF LOWELL ENVIRONMENTALLY PREFERABLE PURCHASING POLICY**

## **Policy Statement**

The City of Lowell has made significant investments in developing a successful recycling system and recognizes that recycled content products are essential to the continuing viability of that recycling system and for the foundation of an environmentally sound production system. Therefore, the City of Lowell encourages, to the greatest extent practicable, the purchase of Environmentally Preferable Products (EPP) Including, but not limited to, recycled products, that have a lesser or reduced effect on human health and the environment when compared with competing products or services that address the same purpose.

It is not the intent of this policy however, to require a department, buyer or contractor to take any action that conflicts with local, state or federal requirements or to procure products that do not perform adequately for their intended use, exclude adequate competition, or are not available at a reasonable price in a reasonable period of time.

## **Purpose--Goals and Objectives**

This Policy is adopted in order to meet the following goals:

1. minimize the City's consumption of resources and production of solid waste
2. minimize health risks to City staff and residents
3. protect the quality of ground and surface waters
4. provide leadership in recycling and waste reduction

Further, Policy objectives are adopted in order to:

1. purchase products that include recycled content in order to support strong recycling markets
2. institute practices that reduce waste by increasing product efficiency and effectiveness and using products that are durable and long-lasting
3. purchase products and institute practices that conserve energy and water, use agricultural fibers and residues, reduce greenhouse gas emissions, use unbleached or chlorine free manufacturing processes, and use recycled wood and wood from sustainably harvested forests
4. purchase products that are free of mercury and lead and eliminate the use of other persistent bioaccumulative toxic chemicals where possible
5. support emerging and established manufacturers and vendors that reduce environmental and human health impacts in their services and production and distribution systems
6. create a model for successfully purchasing environmentally preferable products and services that encourages others in our community to adopt similar goals

## **Guidelines**

### **Source Reduction**

- The City of Lowell shall institute practices that reduce waste and result in the purchase of fewer products whenever practicable and cost-effective, but without reducing safety or workplace quality
- The City of Lowell shall purchase remanufactured products whenever practicable, but without reducing safety, quality or effectiveness
- Products that are durable, long lasting, reusable, refillable, and recyclable or otherwise create less waste shall be selected whenever possible
- The City of Lowell requires vendors to minimize packaging to the greatest extent practicable
- Vendors shall be required whenever possible to take back and reuse pallets and packaging materials
- All documents shall be printed and copied on both sides to reduce the use and purchase of paper, unless needed to be single sided as per legal requirements
- MIS staff shall be responsible for setting duplexing as the default on each workstation for all capable printers. This includes printing from network connected or stand-alone personal computer printers that are capable of duplexing

### **Recycled Content Products**

The following product categories shall contain the highest postconsumer content practicable, but no less than the minimum recycled content standards established by the U.S. EPA Guidelines whenever practicable:

- Office paper, printed materials, office supplies, packaging, and storage boxes
- Office panels and interior and exterior furniture and equipment
- Janitorial paper products and trash liners
- Carpeting and flooring
- Plastic containers such as recycling containers and compost bins
- Transportation products, including signs, cones, parking stops, delineators, and barricades

Copiers and printers purchased shall be compatible with the use of recycled content and remanufactured products.

All pre-printed recycled content papers intended for distribution that are purchased or produced shall contain a statement that the paper has recycled content.

Date: May 15, 2021