

RESOLUTION NO. 974

A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF REDMOND, WASHINGTON, ADOPTING A  
RECYCLED PRODUCT PROCUREMENT POLICY.

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WHEREAS, the City recognizes that waste reduction, recycling and purchasing recycled and recyclable products are important elements of sound waste management, and

WHEREAS, the City supports recycling and promotes the development of markets for recyclable materials, and

WHEREAS, the City prefers the purchase of recycled and recyclable products whenever they are available at a reasonable price, and

WHEREAS, the Mayor and staff have reviewed recycling policies for the City and have recommended that the City Council adopt the policies contained in the document attached hereto as Exhibit A, now therefore,

THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, HEREBY RESOLVE AS FOLLOWS:

Section 1. The City Council adopts the recycling policies as set forth in Exhibit A, attached hereto and incorporated by this reference as if set forth in full.

RESOLVED this 3rd day of May, 1994.

APPROVED:

  
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MAYOR, ROSEMARIE IVES

ATTEST/AUTHENTICATED:

*Doris A. Schaible*  
CITY CLERK, DORIS A. SCHAIBLE

FILED WITH THE CITY CLERK: April 26, 1994  
PASSED BY THE CITY COUNCIL: May 3, 1994  
RESOLUTION NO. 974

**CITY OF REDMOND  
RECYCLED PRODUCT  
PROCUREMENT POLICY**

**May 3, 1994**

**I. Purpose**

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

**II. Policies**

- A. All City of Redmond departments will use recycled and recyclable products whenever practicable.
- B. All imprinted letterhead paper, envelopes and business cards used by the City of Redmond departments shall be recycled paper and shall bear an imprint identifying the paper as recycled.
- C. The City of Redmond departments shall ensure that the title page of each report printed or copied on recycled paper bears an imprint identifying the recycled content of the paper wherever practicable.
- D. The City of Redmond shall encourage its contractors and consultants to:
  - 1. Use recycled paper for proposals and for any printed or photocopied material;
  - 2. Use both sides of paper sheets;
  - 3. Include an imprint identifying the paper as recycled; and
  - 4. Recommend recycled alternatives to virgin materials specified in the City of Redmond's bids and purchase orders.
- E. Departments shall use both sides of paper sheets whenever practicable.
- F. The City of Redmond shall promote the use of recycled products and recyclable products by publicizing its procurement program.

**III. Designated Recycled Products**

The City of Redmond departments shall purchase the following recycled products whenever practicable:

- A. Paper and paper products
- B. Remanufactured laser printer toner cartridges
- C. Recycled plastic refuse can liners
- D. Re-refined antifreeze
- E. Lubricating oil and hydraulic oil with re-refined oil content
- F. Outdoor-wood product substitutes made from recycled plastic

- G. Re-crushed cement concrete aggregate and asphalt
- H. Cement and asphalt concrete containing glass cullet, recycled fiber or plastic tire rubber, or fly ash
- I. Building insulation products
- J. Remanufactured tires and products made from recycled tire rubber
- K. Compost
- L. Re-mixed paint
- M. Soy based inks
- N. Other products designated by the Purchasing Division.

IV. **Responsibilities of Purchasing Division**

The Purchasing Division of the Finance Department shall be responsible for the coordination and implementation of this policy. This division shall:

- A. maintain and update the Designated Recycled Products list as needed
- B. inform departments of their responsibilities under this policy, provide departments with information about recycled product procurement opportunities, develop reporting procedures with departments; and
- C. assemble an annual report on the status of implementation by each department for the Mayor and the Council.

V. **Responsibilities of All Departments**

Each City of Redmond department shall:

- A. Purchase recycled paper products whenever practicable.
- B. Evaluate each Designated Recycled Product to determine the extent to which the product may be practicably used by the department and its contractors.
- C. Meet periodically with the Purchasing Division to report the progress of policy implementation, including:
  - 1. The results of product evaluation
  - 2. The status of efforts to maximize recycled product procurement, and
  - 3. Total purchases of recycled products and non-recycled products.
- D. Ensure that contracts issued by the department require recycled material content wherever practicable and that contractors, upon request by the City of Redmond, provide certification of content and reports of amounts used.

VI. **Definitions**

A. "Recycled Products" are products manufactured with waste material that has been recovered or diverted from solid waste.

B. "Recyclable Products" are products which, after their intended end use, can demonstrably be diverted from the City of Redmond's solid waste stream for use as a raw material in the manufacture of another product.

C. "Practicable" means sufficient in performance and available at a reasonable cost.

VII. Exemptions

A. Nothing in this policy shall be construed as requiring a department or contractor to procure products that do not perform adequately, demonstrate substandard quality or are not available at a reasonable price.

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