

<h1>Onondaga County Directive</h1>	ADMINISTRATIVE DIRECTIVE MANUAL	
	SUBJECT: Purchase and Use of Environmentally Preferable Products Directive	
	SUPERCEDES: November 15, 1998, and Resolution No. 193-2008	PAGE: 701.00
	SIGNED: <i>Joanne M. Mahoney</i> County Executive	DATE: 10/13/09

DIRECTIVE:

Onondaga County promotes the study, evaluation, and use of recycled materials and sustainable, environmentally preferable products by its departments, boards, and agencies on a project-by-project and product-by-product basis to encourage a healthier workplace and a healthier environment. The County of Onondaga shall continue its leadership role in promoting sustainability by increasing the purchase and use of environmentally safe products or services that have a lesser or reduced negative effect on human health and the environment when compared to competing products or services that serve the same purpose.

PROCEDURE:

The Onondaga County Division of Purchase will incorporate a sustainable product preference in its specifications where practicable and economically feasible and in a manner consistent with state and federal law. In all cases where environmentally preferable products are of equal cost or value and equal or less life-cycle cost, the most sustainable product will be the choice. These products will be identified based on the following criteria:

1. *Recycled Content:* Products containing the greatest percentage of post-consumer recycled materials will be considered the most preferable with a goal of purchasing products made from 100 percent post-consumer material where practicable.
2. *Reusability/Recyclables:* Products that are easily upgradeable, reusable, recyclable, or have components that are reusable or recyclable are preferable. These can include products whose manufacturers have established "take-back" programs.
3. *Reduction in Fuel Usage:* Consideration will be given to the fuel consumption associated with the transportation of goods.
4. *Toxics Reduction:* A preference will be given to products that do not contain toxic materials or use toxics in the manufacturing. This includes but is not limited to styrene, benzene, PVC, and heavy metals such as mercury and dioxin (produced primarily through the manufacture of bleached paper).
5. *Energy Efficient Appliances:* Energy Star or equivalent appliances should be purchased when available.
6. *Green Cleaning:* Janitorial products shall be purchased that are certified by Green Seal or another third-party certification program whenever available.
7. *Wood Products:* Preference will be given to wood products certified by the Forest Stewardship Council where available and economically feasible.

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8. *Paper Products*: Paper products will be selected based on the best available combination of recycled content, forest management practices, bleaching practices, and economic feasibility.
9. *Computer Electronics*: Computers and monitors receiving a minimum bronze rating by EPEAT shall be purchased where available with preference for higher ratings where economically feasible.
10. *Lighting*: Preference will be given to LED lighting over fluorescents whenever economically feasible. As a minimum, fluorescent lighting with the lowest possible mercury content shall be used.

Each County Department, Board, Agency, and Commission, when considering the order for new products and services, will:

1. Consider the more sustainable product over a traditional choice to determine the extent to which the agency and its contractors may practicably use the product.
2. Ensure that all contracts issued by the County of Onondaga require the use of recycled and environmentally preferable products whenever practicable and economically feasible.