

SANTA CRUZ CITY SCHOOL DISTRICT

POLICY

3312.4

ENVIRONMENTALLY PREFERABLE PURCHASING

The Santa Cruz City School Board encourages the use of environmentally preferable products and services. By including environmental considerations in purchasing decisions, the district can reduce its environmental footprint and promote practices that improve human health, conserve natural resources, and reward environmentally conscious manufacturers.

School district personnel are encouraged to actively seek out environmentally preferable products and services for use in day-to-day operations when quality, performance, price, and functionality are comparable to their non-environmentally preferable counterparts.

DEFINITION

Environmentally preferable products and services have less negative effect on human health and the environment when compared with competing products or services that serve the same purpose. This comparison will consider the environmental cost of acquisition of raw materials, production, manufacturing, packaging, distribution, reuse, operation, maintenance, and disposal.

SCOPE

- Purchase products that minimize environmental impacts, toxics, pollution, and hazards to workers and the community.
- Purchase products that include recycled content, are durable and long-lasting, conserve energy and water, use agricultural fibers and residues, reduce greenhouse gas emissions, use unbleached or chlorine-free manufacturing processes, and use wood from sustainably harvested forests.
- Institute practices that reduce waste by increasing product efficiency and effectiveness. Seek out vendors that offer to take back or recycle products at the end of their useful life.
- Seek fiscal responsibility by balancing price, performance, and environmental considerations. For example, consider purchasing recycled-content paper products instead of non-recycled products whenever recycled-content products are available within a 5% cost differential. The cost differential of other product categories will vary.
- Seek opportunities to pool purchases with others to enhance markets for environmentally preferable products, to obtain favorable prices, and to reduce waste packaging, transportation, and product cost.
- Use life cycle analysis (LCA) to help guide best choices. LCA is a technique intended to quantify the total impact of a product during its production, distribution, use, recycling, treatment, and disposal.
- Require outside contractors and consultants to use environmentally preferable products, whenever practical, in performance of their services.
- Maximize the proportion of goods and services that come from local providers with acceptable environmental practices, thereby reducing the environmental impact of transportation wherever feasible and supporting a sustainable local economy. See also 'Local Purchasing' Board Policy 3313.2.

RESPONSIBILITY

Each individual is responsible for seeking and requesting environmentally preferred products.

The Purchasing Division will take the lead in including environmentally preferable product specifications in bid documents and district contracts, as appropriate.

REPORTS

The purchasing department shall provide the Board with reports regarding the purchase of environmentally preferable products in such form and at such intervals as the Board or superintendent may direct.

RESOURCES

The purchasing department shall maintain and distribute to staff a list of resources and educational materials regarding accessing and purchasing environmentally preferable products. The purchasing department has extensive knowledge about environmentally preferable purchasing—please ask for assistance!

ADOPTED:

Board President

Date: