

RESOLUTION NO. 2017-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
ESTABLISHING AN ENVIRONMENTALLY PREFERABLE
PURCHASING & PRACTICES POLICIES**

WHEREAS, the Phelan Piñon Hills Community Services District ("the District") is a public agency organized and operating pursuant to the Community Services District Law, California Government Code Section 61000 et seq.; and

WHEREAS, there is a need to promote environmentally preferable purchasing and practices policies in the procurement of the District's necessary goods and services.

NOW, THEREFORE, BE IT RESOLVED by the District's Board of Directors that the policies and procedures attached hereto and incorporated herein by this reference are hereby adopted.

BE IT FURTHER RESOLVED by the District's Board of Directors that this Resolution shall take effect immediately upon its adoption and shall supersede any and all inconsistent policies and procedures previously utilized by the District concerning the subject matter hereof.

Approved and adopted this 15th day of March, 2017, by the following vote:

AYES: Brandon, Morrissette, Pace, Roberts, Whalen
NOES:
ABSENT:
ABSTAIN:



President, Board of Directors

ATTEST



Secretary, Board of Directors

PHELAN PINON HILLS COMMUNITY SERVICES DISTRICT

Environmentally Preferable Purchasing & Practices Policy

ENVIRONMENTALLY PREFERABLE PURCHASES

The Phelan Piñon Hills Community Services District (District) provides that all departments shall, whenever practical and financially viable, use recycled products and materials to meet their needs. This policy is enacted to demonstrate the District's desire to become compliant with the Waste Management Reduction Act and to foster market development for recycled products.

PROCUREMENT POLICIES

- A. All District departments shall make a good faith effort to use recycled products whenever practical and financially viable. Special emphasis shall be placed on the purchase of products manufactured with post-consumer recycled materials.
- B. All District departments may, at their option and with purchasing concurrence, require procurement of designated recycled products or recycled products above the levels required by this policy.
- C. The District shall encourage its contractors and consultants to use and specify recycled products in fulfilling contractual obligations whenever practical and financially viable.
- D. The District shall promote the use of recycled products by internally publicizing its procurement policy on the District's website.

PURCHASING RESPONSIBILITIES

Department managers shall work with the Solid Waste Program Coordinator, or other designated employee, regarding the implementation of this policy. They will establish a list of recycled products that can be purchased by all District departments whenever practical and financially viable and will develop the mechanism for maintenance, additions, and deletions to the list of recycled products available for procurement. Maintenance of the list will include addition of new products containing recycled material as they become available. Specifications of these new products and their suggested uses will be made available online to all District departments. The Solid Waste Program Coordinator, or other designated employee, will also work with all departments to establish minimum recycled content standards for designated recycled products to maximize recycled product availability, recycled content, and competition. The Solid Waste Program Coordinator, or other designated employee, will also be responsible for annual policy review.

PRACTICE POLICIES

- A. The District will continue to integrate the concept of resource conservation, including waste reduction and recycling, into its environmental programs.
- B. The District will decrease the amount of waste of consumable materials by: a) reducing the consumption of consumable materials wherever possible; b) fully utilizing all materials prior to disposal; and c) minimizing the use of non-biodegradable products wherever possible.

- C. As systems for recovering waste and recycling develop within the waste industry, the District will participate by appropriately separating and allowing recovery of recyclable waste products.
- D. The District will purchase, where financially viable, recycled products. The District will also encourage suppliers, both private and public, to make recyclable products and unbleached paper products available for purchase.
- E. Representatives of the District will actively advocate, where appropriate, for resource conservation practices to be adopted at the local, regional, and national levels.