



**COUNTY OF SAN BERNARDINO  
POLICY MANUAL**

No. 11-08

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EFFECTIVE June 28, 2022

**SUBJECT**  
ENVIRONMENTALLY PREFERABLE PURCHASING

**APPROVED**  
**CURT HAGMAN**  
CHAIRMAN, BOARD OF SUPERVISORS

**POLICY STATEMENT**

County employees will procure materials, products and services in a manner that integrates fiscal responsibility and environmental sustainability.

**POLICY AMPLIFICATION**

The types of products and services that San Bernardino County buys have environmental, human health and economic impacts, and the County promotes procurement decisions that embody the County's commitment to environmental sustainability, while taking into consideration pricing, performance and availability. The County recognizes its responsibility to minimize potential negative impacts while supporting a prosperous community and economy.

San Bernardino County finds it desirable to adopt a procurement policy promoting reduction, reuse and recycling by San Bernardino County departments, consultants, contractors and other entities or organizations doing business with the County. This can stimulate demand for products that are environmentally sustainable, contain postconsumer Recycled Content Paper or recovered organic waste products. The County encourages all parties to incorporate environmental sustainability into their operations or make a concerted effort to incorporate County environmental policies and practices into the scope of work for the County.

In August 2007, the Board of Supervisors launched *Green County San Bernardino* to promote environmental stewardship among residents, business owners and developers in the County. Additionally, *Green County San Bernardino* includes a public awareness component aimed at educating residents about steps they can take in their daily lives to conserve resources and protect the environment.

The California Department of Resources Recycling and Recovery (CalRecycle) adopted regulations, operative January 1, 2022, for required recovered organic waste product and Recycled Paper Content procurement.

**PURPOSE**

This Environmentally Preferable Purchasing Policy is intended to:

- Communicate the County's commitment to environmentally sustainable operations
- Complement *Green County San Bernardino* goals and policies and programs relating to waste reduction, pollution control, fuel efficiency, recycling, water conservation, energy efficiency, green building, and procurement of products, materials, goods, or supplies that contain postconsumer recycled paper content or recovered organic waste
- Identify environmental and health factors that should be incorporated into procurement decisions, and provide implementation guidelines
- Promote the use of recycled, recyclable content, recovered organic waste materials, remanufactured, renewable, bio-based, energy efficient and non-toxic products and services by County departments and other entities, organizations, contractors or consultants doing business with the County
- Reduce environmental impacts of purchasing decisions by converting conventional product and service purchases to environmentally sustainable choices when fiscally feasible

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- Minimize the use of hazardous and toxic materials in County operations and the communities we serve
- Reduce materials that are put into landfills including the diversion of organic waste
- Comply with the state-wide Recycled Paper Content and recovered organic waste procurement requirements to reduce the disposal of organic waste

**RELATED POLICY, PROGRAMS, ORDINANCES AND CODE** (as of June 14, 2022)

**1. Legislation**

- Public Contract Code sections 12150-12320 - State Assistance for Recycling Markets
- Public Contract Code sections 12400-12404 - Environmentally Preferable Purchasing
- Public Resources Code sections 40000 et seq - California Integrated Waste Management Act of 1989
- Public Contracts Code, Sections 22150 through 22154 and Sections 12200 and 12209, as amended
- Title 14 California Code of Regulations, Division 7, Sections 18993.1 through 18993.4

**2. Policy**

- 08-20: LEED Silver Certification for New/Renovated County Buildings
- 11-04 Procurement of Goods, Supplies, Equipment and Services
- 11-12: Local Preference

**3. Programs**

- San Bernardino Green Building Program adopted by the Board on August 28, 2007 as a voluntary incentive program for residential construction including energy and conservation features; amended on June 16, 2009 to expand the program to include alternative methods for builders to earn designations.
- Board waived building permit fees in Fiscal Year 2007-08 for installation of energy-efficient mechanical systems on August 28, 2007.
- Greenhouse Gas Emissions Reduction Plan funded by the Board on December 11, 2007 to develop the Plan by March 2010 to mitigate the impacts of greenhouse gas emissions resulting from land use decisions.
- San Bernardino County Energy Efficiency Partnership Program with Southern California Edison approved by the Board on November 18, 2008 to qualify the County for financing to fund its energy efficiency programs and utilize incentives available through the partnership.
- Household Hazardous Waste Program.
- California Friendly Landscaping Project/Demonstration Garden initiated July 7, 2008.

**4. Ordinances**

- Ordinance No. 4065 adopted by the Board on December 16, 2008 (Ref. County Code section 83.01: General Performance Standards relative to Diesel Exhaust Emissions and air quality)
- Ordinance No. 4434 adopted by the Board on June 14, 2022 (Ref. County Code section 14.0117: Recovered Organic Waste Product – Mulch Procurement).

**EXCEPTIONS TO POLICY**

Nothing in this policy will be construed as requiring a department or contractor to procure products or services that do not meet functionality and quality standards, exclude competition, or are not available at a reasonable price in a reasonable time period.

This policy will not preclude the application of Local Preference as described in Policy 11-12.

**LEAD DEPARTMENT**

Purchasing Department

**APPROVAL HISTORY**

**Adopted** October 13, 1980; Amended October 27, 2009; Amended June 28, 2022

**REVIEW DATES**

February 2024