Enterprise Services Policy No. POL-DES-255-00

Recycled Content Purchasing Preference Policy

FREQUENTLY ASKED QUESTIONS

1. **Question:** Does the policy include consideration of recycled content in product packaging?

**Answer:** No. The recycled content purchasing preference shall only be applied to the product.

1. **Question:** What products are designated by the Environmental Protection Agency’s (EPA) Comprehensive Procurement Guideline (CPG) Program?

**Answer:** The [Environmental Protection Agency’s (EPA) Comprehensive Procurement Guideline (CPG) Program](https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program#products), designates products that are or can be made with recovered materials and recommendations for recovered content, both post-consumer material content and/or total recovered material content. The products are grouped into eight categories, which include construction products, landscaping products, miscellaneous products (i.e. awards/plaques, bike racks, signage, etc.), nonpaper office products, paper and paper products, park and recreation products, transportation products, and vehicular products.

1. **Question:** Can you provide a definition for the terms “post-consumer” and “total recovered” content levels?

**Answer:** Post-consumer material means a material or finished product that has served its intended use and has been discarded for disposal or recovery, having completed its life as a consumer item. Post-consumer material is a part of the broader category of “recovered material”.

Recovered material means waste materials and by-products recovered or diverted from solid waste, but the term does not include those materials and by-products generated from, and commonly reused within, an original manufacturing process.

1. **Question:** How would an agency determine that applying this preference will not encourage the use of more recycled material, based on inadequate competition, economics, environmental constraints, lack of quality or availability?

**Answer:** Agencies can make this determination through the competitive process. If, through the competitive procurement process, the agency finds that there is inadequate competition, lack of quality or availability, etc. the agency would not be required to apply a preference. If there is adequate market research that can be documented prior to a competitive process, the agency would not be required to include the preference language in the solicitation. In all cases, agencies should document the procurement file and WEBS**.**