



# Green Purchasing Policy

## Statement of Purpose:

The purpose of this policy is to ensure that the Town of Chesapeake Beach purchases recycled and other environmentally preferable products whenever they meet cost and performance requirements.

## Definitions:

**“Environmentally Preferable Products”** means products that have a lesser impact on human health and the environment when compared with competing products. This comparison may consider raw materials acquisition, production, manufacturing, packaging, distribution, reuse, operation, maintenance, or disposal of the product.

**“Recycled Products”** are products manufactured with waste material that has been recovered or diverted from solid waste.

**“Practicable”** means sufficient in performance and available at a reasonable cost.

**“Cost”** means the total expense of the product including the initial price, lifecycle costs, and disposal costs.

**“Price”** means the initial expense to acquire the product.

## Statement of Policy:

The Town of Chesapeake Beach shall purchase recycled and other environmentally preferable products whenever practicable.

The Town of Chesapeake Beach shall require contractors and consultants to use recycled and other environmentally preferable products whenever practicable.

## Statement of Procedure:

The Town Administrator shall be responsible for coordinating implementation of this policy under the following procedures:

1. The Town Administrator will identify Town personnel responsible for fulfilling the requirements of this policy, under the Mayor’s direction, and recommend changes to the procurement policy, as necessary, to accomplish objectives.
2. Research opportunities for procurement of recycled and other environmentally preferable products and communicate these to purchasing decision makers for evaluation and purchase.



3. Collaborate with specifying agencies to prepare or revise bid documents and contract language where necessary to implement this chapter.
4. Promote the use of recycled and other environmentally preferable products by publicizing its environmental purchasing policy and its implementation.
5. Make best effort to post Material Safety Data Sheets (MSDS) for products used in the public space for awareness and information.
6. Educating staff and the public about the policy and listening to and responding to comments and suggestions.

**Exemptions:**

Nothing in this policy shall be construed as requiring the purchase of products that do not perform adequately or are not available at a reasonable cost.

Holly K. Wahl  
Town Administrator