

MAINE STATE LEGISLATURE

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**REPORT
ON THE
PURCHASE
OF
RECYCLED PRODUCTS**

DECEMBER 31, 2002

**Prepared for: Joint Standing Committee on Natural Resources and Joint Standing
Committee on State and Local Government**

**Prepared by: Department of Administrative & Financial Services
Bureau of General Services
Division of Purchases**

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Printed on Recycled Paper

INTRODUCTION

Title 5 subsection 1812-A requires the Bureau of General Services, Division of Purchases to prepare a report on the State of Maine's efforts to purchase supplies and materials composed in whole or in part of recycled materials. This report must also include information on any procurement policies, incentives, educational programs, promotional efforts or other activities proposed for these supplies and materials.

The last report was submitted in January of 2001. It presented a summary of items purchased and described the many steps taken by state government to improve use of recycled products. This report will provide latest usage information and the possibilities for the future.

It should be noted that buying common items with "recycled content" is not difficult. The stereotype of poor or inferior quality has been replaced by acceptance and identifiable advantages of products with recycled content. Many products are no more expensive, some even less costly, than their virgin counterparts. Businesses across the state and nation offer recycled products without limitation, using recycled content products labeling as a marketing tool. Division staff have discovered that many "new" items have significant recycled "components" or raw materials. The statistics on this content are difficult to quantify and the Division has no system to track the content/value of these items.

The State's Clean Government Initiative has established aggressive objectives in the area of recycled product procurement to take advantage of environmental and economic impact. Recycling and recyclability form one of four major goals to implement the initiative. The objective follows:

Products procured for use in Maine State Government will have maximum recycled content, will be disposed of properly to maximize recyclability, and will ensure efficiency.

- By 2003, all electric office equipment or appliances will be procured in accordance with a policy established by the Division of Purchases. At a minimum, these items will bear the Energy Star efficiency rating.
- By 2003, material packaging for select procured products will be recycled or reusable through proper disposal by the recipient or through a send back/take back provision by the vendor.

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- By 2003, the Division of Purchases will institute a practice of evaluating products on a life cycle cost basis. Emphasis will be placed on technically comparable and cost effective alternatives to dioxin and/or mercury containing products.
- By 2003, DAFS will investigate ways to increase the types and amounts of waste products to be recycled.

METRICS: number of product substitutions made; number of Energy Star rated equipment/appliance purchases; amount of material packaging returned/reused

The efforts of Division staff have been greatly facilitated by the Waste Management and Recycling Program within the State Planning Office and the Department of Environmental Protection. Their leadership and advocacy are outstanding.

PAPER PRODUCTS with RECYCLED CONTENT

Title 5, MRSA, section 1812-B established a requirement that, as of October 1, 1993, not less than 50% of the money spent on paper and paper products in any fiscal year must be used to procure products with recycled material content.

The statute requires a fiscal year comparison. The calculations used are for fiscal year 2000 and fiscal year 2002, based on existing record keeping practices.

TYPE	PREVIOUS REPORT FY 2000	AMOUNT FY 2002
File Folders/Pockets	\$ 53,026.00	\$ 60,860.96
Calendars	\$ 17,558.38	\$ 12,010.45
Offset Paper	4,226.65	\$ 2,631.50
Boxes, Corrugated, Liquor Bags, Kraft, etc.	\$ 20,836.00	\$ 38,233.36
Computer Paper & Labels	\$ 26,129.00	\$ 4,358.00
Paper (fine printing & copier)	\$ 473,203.00	\$ 484,293.00
Paper Towels, Toilet Tissue, Napkins, etc.	\$ 100,849.56	\$ 202,554.30
Envelopes, pads, cards, etc.	\$ 149,588.00	\$ 93,314.41
Printing (all types)	\$ 3,417,208.11	\$2,552,193.00 ¹
Fax Paper	-0-	-0-
Misc.	\$ 4,846.00	-0-
 Total Recycled Purchases	 \$4,202,624.60	 \$3,450,448.98

During this period of time, the total amount of paper and paper products purchased was:

	FY 2000	FY 2002
All paper products	\$ 982,881.88	\$1,152,906.00
Printed products	\$ 4,533,516.67	\$3,894,766.00
Total	<u>\$ 5,516,398.55</u>	<u>\$5,247,672.00</u>

¹ Over the last two years, there has been a marked decrease in the volume of printed materials. This is largely due to just-in-time laser printing capabilities and networked copiers.

Based on these totals, 65.5% of all paper and paper products purchased have a recycled material content meeting U.S. Environmental Protection guidelines. This is above the statutory minimum requirement total for Maine State Government.

This represents the first decrease in percentage in eight years. In part, this is due to the reductions in total spending for printed products in general. The Division plans a review of specifications to be sure the greatest flexibility is offered to vendors offering products with recycled content.

OTHER RECYCLED PRODUCTS

TIRES

Passenger vehicles, light and medium truck tires are available in a retreaded form. New passenger vehicle tires can be purchased at such low prices, in comparison to retreads, that use of retreaded tires does not occur.

Annual contracts for the retreading of medium/heavy truck equipment (payloaders, backhoes, tractors, etc.) tires are prepared by the Division of Purchases, primarily for the Department of Transportation. FY year 2002 usage was \$61,599.00

PLASTIC

Plastic trash bags used in state government are made from recycled plastic such as trimmings from other trash bags, milk jugs, etc. The total purchases in the FY 2002 were \$104,069.00. The bag products under contract had 20% recovered and 10% post consumer recycled content.

Maine participates in a multi-state purchasing cooperative, headed by New York, for the purchase of traffic cones with post consumer recycled content. Maine spent \$9,300 buying traffic cones, down from the last report but still significant. This contract is available to municipalities as well.

EQUIPMENT/PARTS

The use of reconditioned equipment continues within state government. Activity was spread across many lines. Large computer components and aircraft engines were some of the major items purchased that were reconditioned or refurbished. In many cases our core is returned, closing the recycling loop.

Maine State Government buys a wide variety of items direct from suppliers on the market. Brake parts, alternators and other auto parts are regularly purchased directly by agencies, and cores returned for recycling. The Department of Transportation recycles anti-freeze on site, closing the loop within its own garage.

GLASS

Reflective glass beads, purchased for use in paint to make road stripes reflective, has a content of 95% recycled glass from soda bottles. The purchases from fiscal year 2002 were:

Quantity 1100 tons = \$463,560.00

METAL STOCK

Aluminum license plate stock and sign blanks with a 98% recycled content, were purchased again this year. The value of the material purchased totaled \$126,269.76. The Chickadee plate is made from this material and the DOT signs on state highways have recycled content. This volume in dollars has decreased. The previous report totals included the volume created by the issuance of the new chickadee plate designs.

TONER CARTRIDGES

Recycled toner cartridges are now available from many sources. A statewide contract has been established and is used.

The procurement staff struggles with administration of the printer cartridges process. A closed loop program was attempted, but its success was marginal. The wide variety of cartridge types and brands make standardization impossible. It takes several months of use on a new printer to develop sufficient inventory to recycle the cartridge.

A new approach is being piloted. Agencies will be able to buy recycled or virgin cartridges from the State's supplier and the State's spent cartridges will be purchased in bulk form by a recycler to close the loop. Logistics are under development.

WIPING CLOTHS

Maine has purchased \$11,832 in reclaimed wiping cloths, avoiding landfills when a disposable product is used. This number is up significantly over the previous report.

NEW PRODUCTS

Two products were added to the last report. Their use continues. Cellulose fiber mulch was purchased at a value of \$22,786.00.

File "pockets" were also acquired for use in specialized filing systems. Total value of files and file pockets was \$60,861.

RECYCLING

The Bureau of General Services operates a number of recycling programs to close the loop and thus make more products available for purchase. Two hundred and nine tons of cardboard and office paper were recycled.

In addition to the traditional paper and cardboard recycling programs, the State recycled 867 tons of scrap metal, which was sold at a value of over \$17,400.

INITIATIVES

The Division of Purchases has been very active on several fronts concerning recycled products, market development and education:

- A. Cooperative Purchasing – The Division of Purchases is a charter member of the Northeast Purchasing Cooperative, a group of states within the northeastern United States. Traffic cones with post consumer plastic were cooperatively contracted by several New England States, Maine included.

- B. Municipality Involvement – The Division of Purchases has expanded its efforts with municipal governments and using state agencies. Nearly all products available to state government can be purchased by local and county governments through the Central Warehouse or directly from the supplier at prices at or near state agency cost. This information has been posted on the Division's Internet Home Page.

- C. The Division of Purchases provides nearly 800 copiers to State Agencies across the state. For ten years, the paper furnished for these machines has had recycled content. This is done without fanfare to avoid potential "perceived" operational difficulties. This has been a huge success, with no substantiated performance difficulties linked to the recycled content of the paper. Though a little more expensive than virgin content copier paper, the overall cost of copying was not impacted, due to efficiencies and efforts of users, the suppliers and Division staff.

CHALLENGES

The Division of Purchases and State Government as a whole have made considerable progress. Growth has been excellent but the easily identified products have now been purchased. Many additional products that have recycled content are difficult to identify. New motor vehicles for example have recycled metals and plastics throughout. The culture change is such that it is now good business to recycle and it has become a standard practice. It would be a significant effort to attempt to quantify the amount of recycled content from other items such as personal computers, vehicles, etc.

The Division is investigating personal computers with recycled plastic components, lumber products from waste wood products, and expanded use of oils, plastics and chemicals used in cleaning.

The 10% price preference on paper products is used from time to time and is a reasonable incentive to continue the high volume of recycled paper procurements. This 10% price preference is still needed to achieve the statutory requirement that 50% of all paper products purchased by Maine State Government have recycled content.

CONCLUSIONS AND RECOMMENDATIONS

The Division of Purchases has had success in buying products with recycled content. State agency users have become aware of the quality and advantages of those products. The volume in printed products has decreased dramatically. The use of technology has had an impact decreasing the amount of certain paper products used, particularly copier paper and envelopes/labels. This trend will continue.

The efforts of the Bureau of General Services, which includes the Division of Purchases, will continue. Existing statute provides the opportunity for good, sound procurement techniques to be applied. The price preference applied to paper products should continue. When this preference is applied conservatively, using judgment to insure against adverse affects on ordering agencies, it allows for increased procurement of paper products. Extra effort will occur to make certain specifications do not exclude the broadest recycled content consideration.

The gains in several product categories have been significant and will continue, while at a slower pace. It is not practical, from a procurement and budget point of view, to expand the price preference beyond paper. The momentum of the recycling effort will sustain the success to date.

PURCHASED – SHORT LIST

	2000 Report	2002 Report
Steel Post	\$ -0-	\$ -0-
Offset Paper	\$ 4,226.65	\$ 2,631.50
Boxes, Bags, Kraft Paper	\$ 20,836.00	\$ 38,233.36
Computer Paper & Labels	\$ 26,129.00	\$ 4,358.00
Paper (printing & copier)	\$ 411,957.56	\$ 484,293.00
Paper Towels, Tissue, Napkins	\$ 100,849.56	\$ 202,554.30
Envelopes, Pads, Cards	\$ 149,588.00	\$ 93,314.41
Printing (all types)	\$ 3,417,208.11	\$ 2,552,193.00
Retread Tires and Retreading	\$ 78,156.49	\$ 61,598.66
Trash Bags (plastic)	\$ 91,715.18	\$ 104,068.80
Reflective Glass Beads	\$ 429,660.00	\$ 463,560.00
Re-refined Motor Oil	\$ -0-	\$ 21,419.58
Aluminum Stock	\$ 285,751.25	\$ 126,269.76
Toner Cartridges/Ribbons	\$ 50,574.65	\$ 4,632.00
Wiping Cloths	\$ 5,612.94	\$ 11,832.64
Traffic Cones	\$ 16,660.00	\$ 9,300.00
Remanufactured Equipment	\$ -0-	\$ 32,965.00
Recycled Diskettes	\$ -0-	\$ 10,500.00
Refurbished Automotive Items	\$ 50,000.00	\$ 80,000.00
Refurbished Aircraft Items	\$ 316,004.40	\$ 74,243.00
Used Equipment	\$ 3,638.29	\$ 4,570.00
Re-Inking Ribbons	\$ 29.02	\$ -0-

Pencils	\$ -0-	\$ -0-
Calendars	\$ 17,558.28	\$ 12,010.45
Cellulose Fiber Mulch	\$ 23,897.26	\$ 22,786.60
File Folders/Pockets	\$ 53,026.00	\$ 60,860.96
Used Misc. Furniture	\$ -0	\$ 121,675.00
Total	\$ 5,553,078.64	\$ 4,599,870.02