

EXHIBIT A (From Environmentally Responsible Purchasing Procedure)

Green Purchasing List-2019 – Updated 5/23/19

ISO14001:2015 Document # OW-PWork-D-016

Preferred qualifications for all purchases

1. Products and services that are available locally. Products that are durable, repairable, made from recycled materials, and/or have minimal packaging.
2. Avoid products made from PVC when possible (e.g. vinyl banners and labels).
3. Use green cleaning alternatives for keyboard and monitor cleaning. Use EPA's Safer Choice products list: www.epa.gov/saferchoice/products.
4. Electronic products that are Energy Star® certified (or equivalent certification). Visit www.energystar.gov and www.epeat.net for sustainable electronics purchasing resources.
5. Rechargeable batteries for non-emergency use of common battery types (e.g. AA and AAA). Read the Green Purchasing Team's battery cost analysis on Clarknet for more information.

Required qualifications for all purchases

FACILITIES PRODUCTS

1. **Bathroom Tissue:** Following EPA guidelines, bathroom tissue must contain 20-60% post-consumer recycled content fiber and/or 20-100% total recovered fiber (includes pre-consumer).
2. **Cleaning Chemicals:** All cleaning chemicals will be Green Seal certified (or equivalent certification).
3. **Paper Towels:** Following EPA guidelines, paper towels must contain 40-60% post-consumer recycled content fiber and 40-100% total recovered fiber (includes pre-consumer).
4. **Plastic Can Liners:** A minimum of 10% post-consumer recycled content material is required for plastic liners.

LANDSCAPING PRODUCTS

1. **Compost:** To be purchased through a Clark County Public Health approved processing facility.
2. **Herbicides/Pesticides:** All purchases must be approved by the pesticide subcommittee. See guidelines on Clarknet.

OFFICE PRODUCTS

1. **Copy Paper:** Copy paper must contain a minimum of 30% post-consumer recycled material and be processed chlorine-free.
2. **Printers:** Printers must be Energy Star® certified (or equivalent certification, where certified products are available). Visit <https://www.energystar.gov/> for resources. Printers must also be duplex capable and use cartridges that are recyclable/reusable through the manufacturer.
3. **White Board Cleaner:** Cleaning solution that meets EPA Safer Choice standards: www.epa.gov/saferchoice/products. An example is Expo® CARE.

VEHICULAR PRODUCTS

1. **Antifreeze:** A minimum of 70% of the ethylene glycol used in producing the antifreeze must have been recycled at a permitted RCRA facility by means of fractional distillation process and the resulting antifreeze must meet or exceed new product specifications.
2. **Motor Oil:** Re-refined motor oil only. "Re-refined" means oil products manufactured with a minimum of 100% re-refined base stock (for oils meeting the API CH-4 and SJ specification) and also for oil manufactured with a minimum of 85% re-refined base stock, for oils meeting the API CI-4 specification.
3. **Universal Tractor Fluid:** Manufactured with a minimum of 100% re-refined base stock. Meets service fill performance requirements of Cat, John Deere, Ford, Int. Harvester, Allis Chalmers, JI Case, and/or Massey Ferguson.

Watch list for future revisions to Green Purchasing List

1. Energy Star® requirements
2. Keyboard cleaning supplies
3. Rechargeable batteries
4. Food



Questions? Please contact the green purchasing team at GreenTeam@clark.wa.gov.



GENERAL SERVICES POLICY STATEMENT

POLICY NO: P-250
POLICY TITLE: ENVIRONMENTALLY RESPONSIBLE PURCHASING POLICY
EFFECTIVE DATE: 12/14/04

PURPOSE: The purpose of this Policy is to reduce negative impacts to human health and the environment through the development of criteria for county purchases that:

1. Reduce exposure of county residents, staff and visitors to potentially toxic chemicals by purchasing products for use in County operations that minimize harm to human health or the environment;
2. Improve the air quality for Clark County residents and visitors by purchasing vehicles and motorized equipment that minimize emissions of air pollutants;
3. Protect the quality of Clark County's ground and surface waters by minimizing the use of chemicals known to contaminate local water resources through toxicity, bioaccumulation or persistence;
4. Preserve resources locally and globally by purchasing practices that:
 - Maximize water and energy efficiency;
 - Utilize renewable energy sources;
 - Maximize post-consumer recycled content;
 - Utilize readily recyclable or compost-able materials; and
 - Facilitate long-term commodity use through product durability, repair-ability, and reuse.

SCOPE: The Environmentally Responsible Purchasing Policy applies to all County departments that procure goods and services. This policy is considered as an advisory to all other County representatives. Elected officials will have the sole responsibility of determining their participation in this program.

POLICY: The areas, responsibilities, practices and procedures that are outlined as part of this policy are formalized to ensure compliance with purchasing practices that will result in the purchasing of products which will minimize the impact on human health and the environmental.

Authorized by _____
PROCEDURES:

Rui Barran

Definitions:

Green Purchasing List - A list of criteria have been identified, evaluated and recommended by the Green Team. Products that meet the criteria on the Green Purchasing List will have a lesser impact on human health and the environment compared to other similar products. This list of approved criteria is Exhibit I and will be periodic updated as described in the Guidelines below.

Green Team - A cross-functional team of County staff formed to oversee the County's environmental procurement efforts and measure the results. This will be a standing committee as described in the Guidelines below.

Targeted Product Category - This is a broad category of products routinely purchased by the County which have been identified by the Green Team within which environmentally responsible alternative products are readily available.

- Office Products
- Construction/Facility Maintenance Products
- Park Products & Landscaping/Vegetation Maintenance Products
- Transportation Products
- Vehicles & Vehicular Products

Watch List – product types that have been identified as potential candidates for the Green Purchasing List. This may include the products whose criteria are being reviewed, examined, or tested.

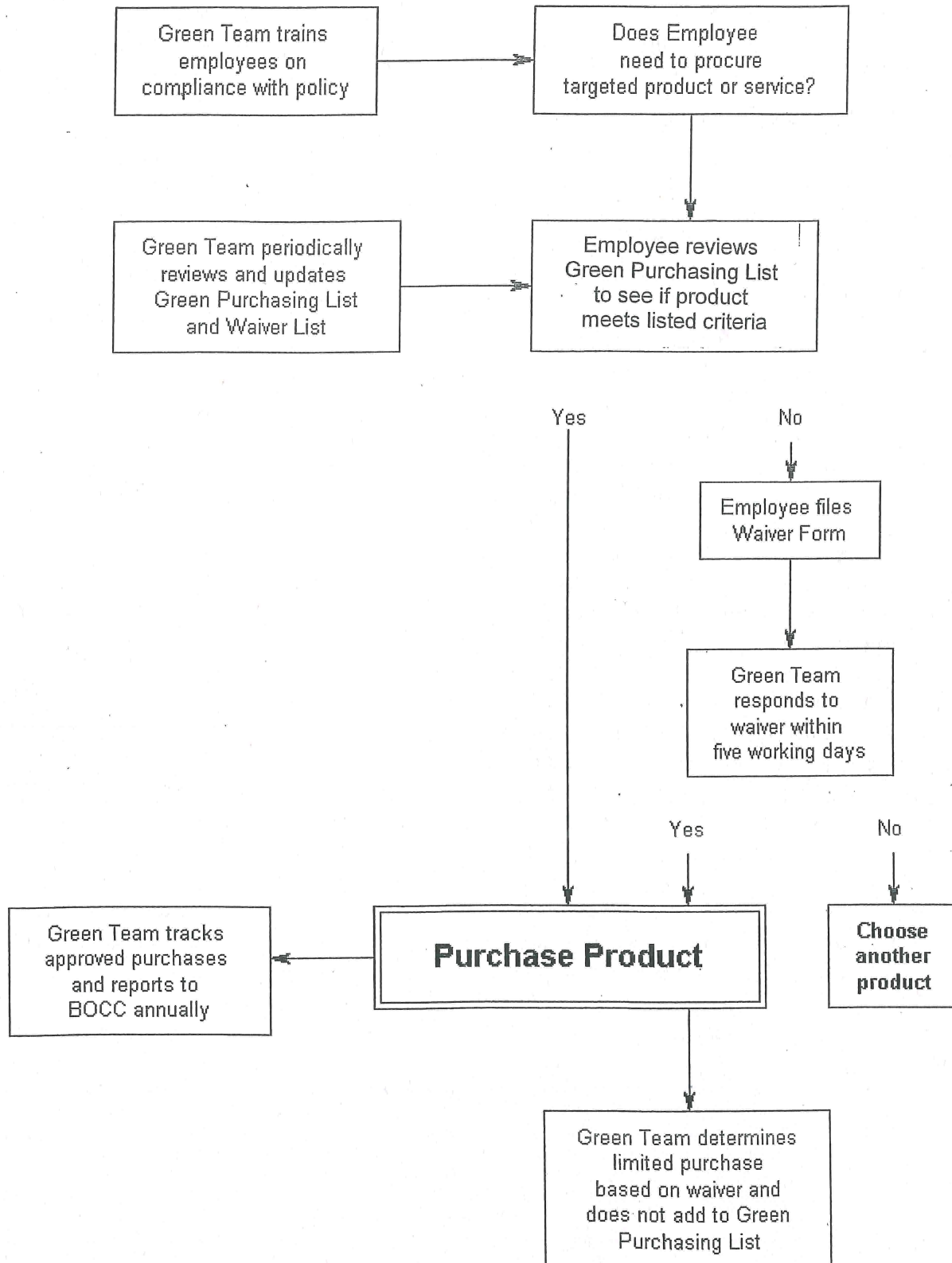
Guidelines:

The Green Team will consult with County department users, technical experts, and others to maintain the environmental criteria by which to evaluate products. The following factors may be considered in establishing the criteria: human health impacts; environmental impacts; greenhouse gas and air pollution emissions; groundwater and surface water contamination, water and energy efficiency; renewable energy sources; recycled content; durability; and ability of the product to be recycled, reused or composted at the end of its life cycle. The Green Team shall identify potential product criteria and create a Green Purchasing List. The Green Team shall notify all County departments of any revisions to the Green Purchasing List.

When procuring through direct buy, Central Stores, quote, bid or RFP, purchasers shall review the Green Purchasing List for guidance as to which specific product criteria is approved for such a purchase. For those product types listed, only those products which meet the criteria listed on the Green Purchasing List may be purchased. If a specific product is sought that does not meet the criteria on the Green Purchasing List, a waiver from the Green Team may be sought as described in the following section.

Flow chart of the procedures for purchasers is shown in Table below.

Procedure:



Any County department entering into a new contract shall incorporate the criteria on the Green Purchasing List into the bid and RFP documents. Contractors/vendors that supply products and/or services shall provide or use products that meet the criteria listed from the Green Purchasing List. A waiver may be sought for a specific procurement process by submitting the waiver application to the Green Team as described in the following section.

Departments shall contact the Green Team for technical assistance in determining the most appropriate language to include in bid and RFP specifications and which areas shall be subject to environmentally responsible purchasing. Specification language may include a base bid with an option for environmentally responsible products and services. If requested, a member of the Green Team shall be available to provide technical assistance in the review of bid and RFP responses. This technical assistance shall also be available to assist in the development of contractual language after a vendor has been selected.

Any department extending the term of an existing contract shall, when feasible, incorporate the criteria on the Green Purchasing List into the contract.

The Green Team shall evaluate and amend the Green Purchasing List as other products and performance criteria become available and pricing conditions change. A "Watch List" has been developed and product criteria on this list will be reviewed periodically for addition to the Green Purchasing List. The team will utilize the expertise of county staff, through user-groups or other means, to review, examine, and test environmentally responsible products. Any product that receives a waiver shall be evaluated by the Green Team for its criteria to be included on the Green Purchasing List. The Green Team will approve product criteria additions to the Green Purchasing List when there is no overall cost impact. Any product criteria addition to the List which results in an overall cost increase to the County up to \$10,000 will be recommended to the County Administrator for approval. Product criteria additions which have a cost impact greater than \$10,000 will be submitted to the Board for approval. In addition to cost impacts, each recommendation will include any environmental impacts that may result from a product if their criterion is added to the Green Purchasing List. The \$10,000 limit is to coincide with the amount in the Purchasing Policies for bids and RFP's. If those benchmarks are changed, the limit in this policy will also change to the same amount.

WAIVERS:

An application for a waiver (Exhibit II) shall be filed with the Green Team. The Green Team shall respond to the requesting department within 5 days of receipt of a waiver application. A department may request a waiver under the following circumstances:

- (a) Emergency - Such purchases are allowed when it is necessary to respond to an emergency which endangers public health or safety. In such case, the director of the County department shall notify the Green Team in writing of the emergency that prevented compliance within two business days following the emergency.
- (b) Performance Standards - When no product criterion on the Green Purchasing List meets departmental performance standards, the department shall:
 - demonstrate that they have thoroughly tested each product criteria on the Green Purchasing List and none meet the department's performance standards or timelines;
 - develop a reasonable plan to minimize use of the selected product and/or protect employees and public from exposure; and

- investigate alternatives to the selected product during the waiver period.
- (c) Cost Prohibitive – When a product criterion on the Green Purchasing List is cost prohibitive, the requesting department shall:
- demonstrate that the product criterion on the Green Purchasing List is cost prohibitive as weighed against the potential environmental and health impacts posed by the use of the product;
 - develop a reasonable plan to minimize use of the selected product and/or protect employees and public from exposure; and
 - investigate alternatives to the selected product during the waiver period.
- (d) Product Availability – When the product criterion on the Green Purchasing List is not available in the local market, the requesting department shall:
- demonstrate that the product criterion on the Green Purchasing List is not available in the local market and the need to obtain locally is weighed against the potential environmental and health impacts posed by the use of the product;
 - develop a reasonable plan to minimize use of the selected product and/or protect employees and public from exposure; and
 - investigate alternatives to the selected product during the waiver period.
- (e) Other – The Green Team may determine that a waiver should be granted upon a showing that the requesting department has been able to:
- demonstrate a reasonable basis for a waiver;
 - develop a reasonable plan to minimize use of the selected product and protect employees and public from exposure; and
 - investigate alternatives to the selected product during the waiver period.

Waivers that are approved which relate to a specific contract shall be effective only for the duration of that contract.

TRAINING:

The Green Team shall implement a training program for County employees and contractors for the purpose of compliance with this Policy. The training program will include ongoing training to staff, purchasing agents, and others involved in purchasing decisions and product use.

REPORTING:

The Green Team shall submit an annual report to the Board of County Commissioners on the progress of this Policy. The annual report shall pertain to information related to compliance with this Policy including:

- Quantities of purchases
- Cost/savings
- Approved and recommended changes to the Green Purchasing List
- The status of product evaluations conducted
- Assessment of program effectiveness
- Projections of future procurement opportunities

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Exhibit I

VEHICLES AND VEHICULAR PRODUCTS	
Types	Criteria
Antifreeze – Conventional	A minimum of 50% of the ethylene glycol used in producing the antifreeze must have been recycled at a permitted RCRA facility by means of fractional distillation process and the resulting antifreeze must meet or exceed new product specifications.
Antifreeze – Extended Life	A minimum of 50% of the ethylene glycol used in producing the antifreeze must have been recycled at a permitted RCRA facility by means of fractional distillation process and the resulting antifreeze must meet or exceed new product specifications.
Re-refined Motor Oil	“Re-refined ” means oil products manufactured with a minimum of one hundred percent (100%) re-refined base stock (for oils meeting the API CH-4 and SJ specification), and also for oil manufactured with a minimum percentage of 85% re-refined base stock, for oils meeting the API CI-4 specification.
Universal Tractor Fluid	Manufactured with a minimum of one hundred percent (100%) re-refined base stock. Meets service fill performance requirements of Cat., John Deere, Ford, Int. Harvester, Allis Chalmers, JI Case, Massey Ferguson
Bioheating Oil	Blend of oil and biodiesel. The heating oil must meet its specification, ASTM (American Society for Testing & Materials) D 396 (specification for fuel oil) and the biodiesel must meet its ASTM specification, ASTM D 6751, before blending them together.
Diesel Fuel	ultra low sulfur diesel (“ULSD”) fuel (i.e., fuel < 15 ppm sulfur using ASTM D 2622). The Engine Manufacturers Association recommends that, at a minimum, all diesel fuel, including ULSD fuel, meet the requirements of ASTM D 975 as well as the following additional performance requirements: (i) Cetane. Using ASTM D 613, ULSD fuel should have a minimum cetane number of 40. Alternatively, to insure a minimum cetane number of 40, ULSD fuel should have a minimum cetane index of 42.5 using ASTM D 4737-96a. (ii) Lubricity. Using the SL BOCLE test method (ASTM D 6078), ULSD fuel should demonstrate minimum lubricity of 3100 grams. Using the HFRR test method (ASTM D 6079), the maximum lubricity of ULSD fuel should be 450 micrometers at a temperature of 60°C. (iii) Thermal Stability. Using ASTM D 6468, ULSD fuel should have a minimum of 70% reflectance after aging for 180 minutes at a temperature of 150°C. Finally, in considering ULSD fuel properties, it also is important to recognize the need to maintain the cleanliness of ULSD fuel from the time it leaves the refinery until it is delivered to the vehicle. Use of a filter smaller than five (5) microns at the point where the fuel is dispensed into the vehicle helps to assure the needed cleanliness.
Vehicles	Criteria will be developed in conjunction with the Fleet Management Review Board

The products listed meet Clark County's environmentally responsible purchasing criteria. However, the inclusion of commercial products on this list is not to be construed as an actual or implied endorsement or recommendation of such products by the County. In addition, there may be other products available that also meet the same criteria and County performance requirements.

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TRANSPORTATION PRODUCTS	
Types	Criteria
Liquid Chemical Road and Bridge Deicers	Product specifications shall meet the current Qualified Products List of the Pacific Northwest Snowfighters, Category 1 or Category 2. Criteria is attached

FACILITY MAINTENANCE PRODUCTS	
Types	Criteria
Glass Cleaners	- No phosphates - Non-corrosive - Non-reactive - Non-combustible - No hazardous ingredients (as listed in 29CFR1900.1200) - No carcinogens - No ozone depleting compounds - Non-toxic - Minimal skin, eye and respiratory irritation - Biodegradable - Do not contain butyl cellosolve or butoxyethanol - Do not have high concentrations of isopropyl alcohol or ammonia - Low Volatile Organic Compounds (VOCs) content
Kitchen, Break Room and Shop Degreaser	- No phosphates - Non-corrosive - Non-reactive - Non-combustible - No hazardous ingredients (as listed in 29CFR1900.1200) - No carcinogens - No ozone depleting compounds - Non-toxic - Minimal skin, eye and respiratory irritation - Biodegradable - Do not contain glycol ethers - Use of renewable resources, such as biobased solvents from citrus, seed, vegetable, and pine oils - Low Volatile Organic Compounds (VOCs) content
All Purpose Cleaner	- No phosphates - Non-corrosive - Non-reactive - Non-combustible - No hazardous ingredients (as listed in 29CFR1900.1200) - No carcinogens - No ozone depleting compounds

The products listed meet Clark County's environmentally responsible purchasing criteria. However, the inclusion of commercial products on this list is not to be construed as an actual or implied endorsement or recommendation of such products by the County. In addition, there may be other products available that also meet the same criteria and County performance requirements.

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All Purpose Cleaner (cont'd)	- Non-toxic - Minimal skin, eye and respiratory irritation - Biodegradable - No carbonates - No hydrotropes - Low Volatile Organic Compounds (VOCs) content
Restroom Fixture Cleaner	- No phosphates - Non-corrosive - Non-reactive - Non-combustible - No hazardous ingredients (as listed in 29CFR1900.1200) - No carcinogens - No ozone depleting compounds - Non-toxic - Minimal skin, eye and respiratory irritation - Biodegradable - Do not contain hydrochloric acid - Do not contain butoxyethanol, petroleum distillates (light naptha) or other highly toxic ingredients - Low Volatile Organic Compounds (VOCs) content
Toilet Bowl Cleaners	- No strong acid, such as hydrochloric or phosphoric acid - Have a pH less than 12
Pest Control	- Herbicides, fungicides, insecticides and rodenticides – No City of Seattle Tier 1 criteria – see attached criteria
Bathroom Tissue	- Contains 20%-100% recovered materials, including 20%-60% post-consumer materials - No elemental chlorine used in the manufacturing process
Paper Towels	- Contains 40%-100% recovered materials, including 40%-60% post-consumer materials - No elemental chlorine used in the manufacturing process
Appliances, General and Air Conditioners	ENERGY STAR® energy efficient guidelines set by the EPA and US Department of Energy
Plastic Can-Liners LDPE - - low density polyethylene	- Minimum 30-35% post consumer content
Plastic Can-Liners HDPE -- high density polyethylene	- Minimum 30-35% post consumer content
Florescent Tubes	Toxicity Characteristic Leachate Procedure (TCLP) Compliant Less than or equal to 9 mg mercury

The products listed meet Clark County's environmentally responsible purchasing criteria. However, the inclusion of commercial products on this list is not to be construed as an actual or implied endorsement or recommendation of such products by the County. In addition, there may be other products available that also meet the same criteria and County performance requirements.

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OFFICE PRODUCTS									
Types	Criteria								
Copy Paper	Minimum stock specifications for photocopy paper shall be <table border="1"> <tr> <td>Substance Weight</td><td>≥ Sub 20</td></tr> <tr> <td>Brightness</td><td>≥ 84</td></tr> <tr> <td>Opacity</td><td>≥ 88</td></tr> <tr> <td>Postconsumer Fiber</td><td>≥ 30%</td></tr> </table> Process Chlorine Free	Substance Weight	≥ Sub 20	Brightness	≥ 84	Opacity	≥ 88	Postconsumer Fiber	≥ 30%
Substance Weight	≥ Sub 20								
Brightness	≥ 84								
Opacity	≥ 88								
Postconsumer Fiber	≥ 30%								
CPU/Monitor	Requires that all equipment: meets ENERGY STAR® energy efficient guidelines set by the EPA and US Dept. of Energy and include such features as the capacity to power-down when not in use to conserve electrical energy; Replacement or new Monitors – LCD								
Photocopier Equipment, Supplies & Service, Energy Efficient (Including Remanufactured)	Requires that all equipment: - meets ENERGY STAR® energy efficient guidelines set by the EPA and US Dept. of Energy and include such features as the capacity to power-down when not in use to conserve electrical energy - defaults to duplex in medium/high speed models to save paper.								
Printer	ENERGY STAR® energy efficient guidelines set by the EPA and US Dept. of Energy; duplex features								
Print Shop Inks	Soy-based								

LANDSCAPING/VEGETATION MAINTENANCE PRODUCTS	
Types	Criteria
Compost	- Clark County Approved Organics Processing Facility
Pesticides	- Herbicides, fungicides, insecticides and rodenticides – No City of Seattle Tier 1 criteria - attached criteria

The products listed meet Clark County's environmentally responsible purchasing criteria. However, the inclusion of commercial products on this list is not to be construed as an actual or implied endorsement or recommendation of such products by the County. In addition, there may be other products available that also meet the same criteria and County performance requirements.

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Watch List:

- Biodiesel (5% with 95% Ultra Low Sulfur Diesel)
- Floor Cleaner
- Brominated Flame Retardants
- PVC
- Carpet
- Fertilizers
- Paints, Stains, Adhesives (Low VOC)
- 2 Cycle Engines
- Wood
- Brake Cleaner - Are water-based - Do not contain more than 6% volatile organic chemicals (VOCs) in ready-to-use form - Clean n' Safe (Citrus Safe) Dyna Green (Zep) Green UniKleen (IPAX)
- Other office paper products – file folders, post it notes, etc.

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Liquid Chemical Road and Bridge Deicers Category 1 & 2 Product Criteria

Chemical Product Category 1

Corrosion Inhibited Liquid Magnesium Chloride Specifications

In addition to the General Specifications the following requirements shall also apply:

1. Product must contain no less than 25% magnesium chloride.

Test Method: Number 1

2. Weight per gallon will be established according to the specific gravity and percentage of magnesium chloride contained in the product bid as indicated by the bidder.

Test Method: Number 2

3. Product will contain the corrosion control inhibitor in quantities not less than those indicated by the bidder. The finished deicing product, including corrosion inhibitors, must be completely accomplished at the original manufacturing plant location. Post adding of corrosion inhibitors or any other ingredients and splash mixing is unacceptable after the product has left the original manufacturing plant.

Test Method: Number 3

4. The pH must be 6.0 - 9.0

Test Method: Number 4

5. This chemical product shall not contain greater than 1.0% (V/V) Total Settleable Solids and shall have Ninety-nine percent (99.0%) of the Solids Passing through a Number 10 sieve after being stored at -17.8°C +/- 1°C (0°F +/- 2°F) for 168 hours (Seven days).

Test Method: Number 6

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Liquid Chemical Road and Bridge Deicers Category 1 & 2 Product Criteria (cont'd)

Chemical Product Category 2

Corrosion Inhibited Liquid Calcium Chloride Specifications

In addition to the General Specifications the following requirements shall also apply:

1. Product must contain no less than 25% calcium chloride.

Test Method: Number 1

2. Weight per gallon will be established according to the specific gravity and percentage of calcium chloride contained in the product bid as indicated by the bidder.

Test Method: Number 2

3. Product will contain corrosion control inhibitor in quantities not less than those indicated by the bidder. The finished deicing product, including corrosion inhibitors, must be completely accomplished at the original manufacturing plant location. Post adding of corrosion inhibitors or any other ingredients and splash mixing is unacceptable after the product has left the original manufacturing plant.

Test Method: Number 3

4. The pH must be 6.0 - 10.0

Test Method: Number 4

5. This chemical product shall not contain greater than 1.0% (V/V) Total Settleable Solids and shall have ninety nine percent (99.0%) of the Solids Passing through a Number 10 sieve after being stored at -29°C +/- 1°C (-20°F +/- 2°F) for 168 hours (Seven days).

Test Method: Number 6

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Pesticides, Herbicides, Fungicides, Insecticides and Rodenticides Tier 1 Criteria

R use: indicates restricted use pesticide

Tox cat: EPA hazard category (I, II, or III/IV)

WA P Waste: active ingredient on the Washington state P waste list

WA PBT: active ingredient on WA Dept of Ecology proposed list of persistent, bioaccumulative, toxic chemicals

Carcinogen: see report for full description of all agencies and codes.

Repro: active ingredient listed as California Prop 65 reproductive or developmental toxicant.

Neuro: active ingredient acts via nervous system.

Endo: active ingredient listed as known, probable or suspected endocrine disruptor

T1/2: soil half-life measured in days

Soluble: water solubility of active ingredient in milligrams per liter

Binding: soil binding coefficient (K_{oc}), dimensionless number

GUS: groundwater ubiquity score as defined in report, a measure of mobility

Biocon: bioconcentration factor (BCF)

Bird: acute toxicity to birds

Product: toxic, extremely toxic, or highly toxic, from product label

Active ingredient: PNT (practically non-toxic), ST (slightly toxic), MT (moderately toxic), HT (highly toxic), VHT (very highly toxic)

Aquatic

Product: toxic, extremely toxic, or highly toxic, from product label

Active ingredient: PNT (practically non-toxic), ST (slightly toxic), MT (moderately toxic), HT (highly toxic), VHT (very highly toxic)

Bee

Product: toxic, extremely toxic, or highly toxic, from product label

Active ingredient: NT (not toxic), T (toxic), HT (highly toxic)

Wildlf

Product: toxic, extremely toxic, or highly toxic, from product label

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Document Title: Waiver Application Form		



Exhibit II

Waiver Application Form

Date: _____

The Clark County Purchasing Policy requires that goods and/or services be procured that reduce impacts to human health and the environment. When procuring through direct buy, Central Stores, quote, bid or RFP, purchasers shall review the Green Purchasing List for guidance as to which specific product criteria is approved for such a purchase. For those product types listed, only those products which meet the criteria on the Green Purchasing List may be purchased. If a specific product is sought that does not meet the criteria on the Green Purchasing List, a waiver from the Green Team may be sought by completing this Waiver Form. Please attach additional sheets, if needed, to provide detailed information.

Name of Requested Product: _____

Estimated quantity of the proposed purchase: _____

Contact Person: _____ **Extension:** _____

☐ **Emergency:** Such purchases are allowed when it is necessary to respond to an emergency which endangers public health or safety. In such cases, the department director shall submit this form to the Green Team within two business days following the emergency.

Describe this emergency:

☐ **Performance Standards:** None of the product criteria on the Green Purchasing List meets the department's performance standards.

1. Describe how the department has tested the product criteria on the Green Purchasing List & how it does not meet the department's standards.
2. Describe how the department will minimize the use of the requested product and protect employees and the public from exposure.
3. The Department commits to testing alternative products during the waiver period that have less environmental and/or health impact than the requested product. List the products that will be tested.

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☐ **Cost Prohibitive:** The product criterion on the Green Purchasing List is cost prohibitive for the department.

1. Demonstrate how the product criterion is cost prohibitive (the incremental cost per item and the total annual impact on the budget). These cost differences should be weighed against the potential environmental and health impacts posed by the use of the requested product.
2. Describe how the department will minimize the use of the requested product and protect employees and the public from exposure.
3. The Department commits to testing alternative products during the waiver period that have less environmental and/or health impact than the requested product. List the products that will be tested.

☐ **Product Availability:** The product criterion on the Green Purchasing List is not available in the local market.

1. Demonstrate how the product criterion is not available in the local market and weigh against the potential environmental and health impacts posed by the use of the requested product.
2. Describe how the department will minimize the use of the requested product and protect employees and the public from exposure.
3. The Department commits to testing alternative products during the waiver period that have less environmental and/or health impact than the requested product. List the products that will be tested.

☐ **Other:** A waiver to the product criteria on the Green Purchasing List may be granted for any reasonable basis.

1. Demonstrate why the requested product should be used.

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2. Describe how the department will minimize the use of the requested product and protect employees and the public from exposure.

3. The Department commits to testing alternative products during the waiver period that have less environmental and/or health impact than the requested product. List the products that will be tested.

☐ Describe the impact on the department if the waiver is not granted:

SUBMITTED BY:

Department Director

Date

GREEN TEAM USE ONLY

() Waiver request is approved – one time purchase

() Waiver request is approved for specified period of time: _____

() Waiver request is denied – narrative is attached

Green Team Leader (or designee): _____

Date: _____

Pesticide Criteria Checklist

Clark County - Environmentally Responsible Purchasing Policy
Pesticide Review

Submitted by: _____ Review Date: _____

Pesticide Product Name: _____

Signal Word: ☐ *Danger ☐ Warning ☐ Caution

Restricted Use Pesticide: ☐ *Yes ☐ No

*The following criteria are for **Active Ingredients** of the product only*

Carcinogenic effects: ☐ *Yes ☐ *Likely ☐ Unlikely

Source: ☐ Label ☐ SDS Identify Other: _____

Persistent Bioaccumulative Toxins (PBTs): ☐ *Yes ☐ No

Per Washington State Department of Ecology list of PBTs

Reproductive/Teratogenic Toxicant: ☐ *Yes ☐ Unlikely

Source: ☐ Label ☐ SDS Identify Other: _____

Endocrine Disruptor: ☐ *Yes ☐ *Likely ☐ Unlikely

Source: ☐ Label ☐ SDS Identify Other: _____

Ecological Toxicity: ☐ *Extremely ☐ *Very ☐ *Highly

☐ Practically Nontoxic ☐ Nontoxic
Source: ☐ Label ☐ SDS Identify Other: _____

Environmental Persistence: ☐ *High ☐ Moderate ☐ Low

Source: ☐ Label ☐ SDS Identify Other: _____

Mobility Rating: ☐ *Very High ☐ *High ☐ Potential

Source: ☐ Label ☐ SDS Identify Other: _____

Groundwater Hazard: ☐ *Known ☐ *High ☐ Potential

*** Answer would require obtaining a waiver from the Pesticide Committee**

Other Important Criteria:

Set Back Limits: ☐ Yes if yes, Distance Limits _____ No ☐
Per product label as set by Washington State Department of Agriculture (WSDA)

Restricted Entry Interval (REI): Yes ☐ if yes, Hours _____ No ☐

Personal Protective Equipment (PPE) shall be worn according to product Label instructions!

ANSWER TO QUESTION 18 - Page 1 of 2

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Approved by: Subcommittees

Pesticide and Herbicide Product Lists

The Pesticide Subcommittee of the Green Purchasing Team has developed these lists of approved and denied pesticide and herbicide products. All approved pesticides and herbicides are to be used following label instructions. Approved products do not require a waiver and may be purchased using departmental discretion. Conditionally approved and denied products require a waiver to be submitted to the Pesticide Subcommittee.

List of Approved Products (No waiver required; follow label instructions)

Product	Chemical Component(s)
<i>Alligare MSM 60</i>	Metsulfuron-methyl
<i>Alligare SFM 75</i>	Sulfometuron methyl
<i>AquaMaster</i>	Glyphosate isopropylamine salt
<i>AquaNeat</i>	Glyphosate isopropylamine salt
<i>Barricade</i>	Prodiamine
<i>Casoron</i>	Dichlobenil
<i>Dismiss</i>	Sulfentrazone, carfentrazone-ethyl
<i>Element 4</i>	Triclopyr, kerosene
<i>Escort</i>	Metsulfuron-methyl
<i>Gallery</i>	Isoxaben, kaolin, titanium dioxide
<i>Garlon 4 Ultra</i>	Triclopyr, ethylene glycol
<i>Habitat</i>	Imazapyr isopropylamine salt
<i>Oust</i>	Sulfometuron methyl
<i>Panoramic</i>	Imazapic, ammonium salt
<i>Plantskydd</i>	Dried porcine and/or bovine blood
<i>Plateau</i>	Imazapic, ammonium salt
<i>Poa Constrictor</i>	Ethofumesate, ethylene glycol
<i>Polaris</i>	Imazapyr isopropylamine salt
<i>Primera One</i>	Trinexapac-ethyl, tetrahydrofurfuryl Alcohol
<i>Primo Maxx</i>	Trinexapac-ethyl, tetrahydrofurfuryl Alcohol
<i>ProClipse WG</i>	Prodiamine
<i>Prodiamine 65</i>	Prodiamine
<i>Ranger Pro</i>	Glyphosate isopropylamine salt
<i>Resolute 65 WG</i>	Prodiamine
<i>Roundup Custom</i>	Glyphosate isopropylamine salt
<i>Roundup Pro</i>	Glyphosate isopropylamine salt
<i>Scythe</i>	Pelargonic acid

<i>Sedgehammer</i>	2-Butoxyethanol, ethanolamine
<i>Solitaire</i>	Sulfentrazone, quinclorac
<i>Square One</i>	2-Butoxyethanol, sodium hydroxide
<i>Sulfomet XP</i>	Sulfometuron methyl
<i>Vastlan</i>	Triclopyr, glycerol
<i>Wasp/Hornet Sprays</i>	Examples: Prallethrin, cypermethrin, tetramethrin, imiprothrin
<u>Conditionally Approved Pesticides and Herbicides (waiver required)</u>	

Product	Chemical Component(s)
<i>Acecap</i>	Acephate
<i>Acelepryn G</i>	Chlorantraniliprole, respirable silica
<i>Capstone</i>	Triclopyr, aminopyralid, EDTA
<i>Dimension 270 G</i>	Dithiopyr, dipropylene glycol
<i>Dimension Ultra 40 WP</i>	Dithiopyr, kaolin, titanium dioxide, toluene, respirable silica
<i>Element 3A</i>	Triclopyr, triethylamine, EDTA, ethanol, alkylphenol alkoxylate
<i>Esplanade 200 SC</i>	Indaziflam
<i>Garlon 3A</i>	Triclopyr, ethanol, alkylphenol alkoxylate
<i>Milestone</i>	Aminopyralid, triisopropanolamine
<i>Pendulum 2G</i>	Pendimethalin
<i>Pendulum Aqua Cap</i>	Pendimethalin
<i>Renovate 3</i>	Triclopyr, ethanol, alkylphenol alkoxylate
<i>Ronstar G</i>	Oxadiazon
<i>Sevin with 8% Carbaryl</i>	Carbaryl
<i>Snapshot 2.5 TG</i>	Isoxaben, trifluralin, respirable silica
<i>SureGuard</i>	Flumioxazin
<i>Telar</i>	Chlorsulfuron

Waiver Denied Pesticides and Herbicides (waiver required)

Product	Chemical Component(s)
<i>Entrust 80 WP</i>	Spinosad, propylene glycol
<i>Foundation</i>	Triclopyr, 2-4D, sulfentrazone, dicamba
<i>Imprelis</i>	Aminocyclopyrachlor
<i>Lorox DF</i>	Linuron
<i>Power Zone</i>	Calfentrazone-ethyl, MCPA, mecoprop-p acid, dicamba
<i>Regal 0-0</i>	Oxadiazon, oxyfluorfen
<i>Ronstar Flo</i>	Oxadiazon
<i>Speed Zone</i>	Calfentrazone-ethyl, 2-4D, mecoprop-p acid, dicamba

Environmentally Responsible Purchasing Procedures 2019

Definitions:

Green Purchasing List - A list of criteria have been identified, evaluated and recommended by the Green Team. Products that meet the criteria on the Green Purchasing List will have a lesser impact on human health and the environment compared to other similar products. This list of approved criteria is Exhibit A and will be periodic updated as described in the Guidelines below.

Green Team - A cross-functional team of county staff formed to oversee the county's environmental procurement efforts and measure the results. This will be a standing committee as described in the guidelines below.

Targeted Product Category - This is a broad category of products routinely purchased by the county which have been identified by the Green Team within which environmentally responsible alternative products are readily available.

- Construction and Facilities Products
- Landscaping Products
- Office Products
- Vehicular Products

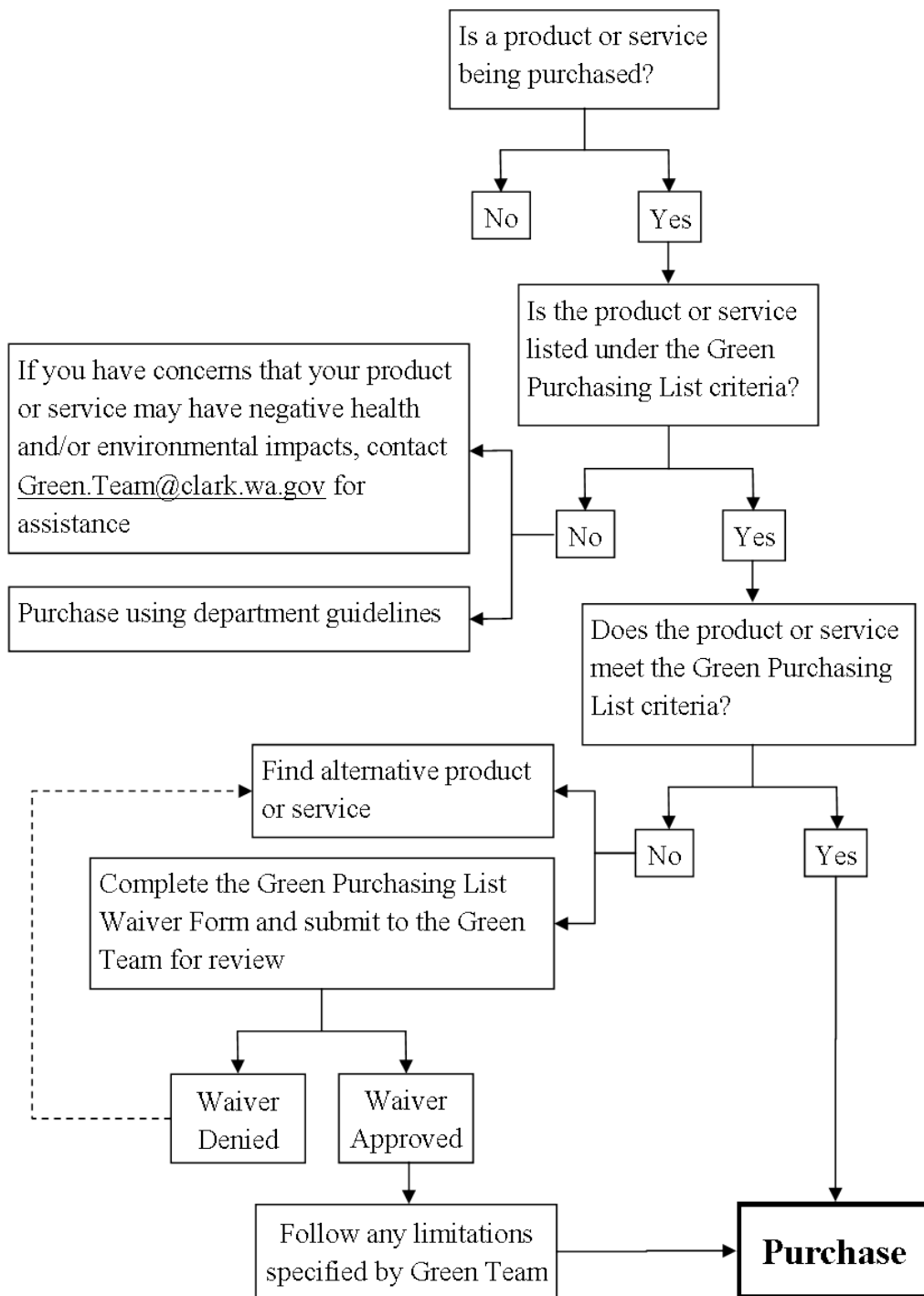
Watch List – Product types that have been identified as potential candidates for the Green Purchasing List. This may include the products whose criteria are being reviewed, examined, or tested. The Watch List can be found on the Green Purchasing List.

PROCEDURE

The Green Team will consult with county department users, technical experts, and others to maintain the environmental criteria by which to evaluate products. The following factors may be considered in establishing the criteria: human health impacts; environmental impacts; greenhouse gas and air pollution emissions; groundwater and surface water contamination, water and energy efficiency; renewable energy sources; recycled content; durability; and ability of the product to be recycled, reused or composted at the end of its life cycle. The Green Team shall develop a process to prioritize products, identify potential product criteria and maintain the Green Purchasing List. The Green Team shall notify all county departments of any revisions to the Green Purchasing List.

When procuring through direct buy, Central Stores, quote, bid or RFP, purchasers shall review the Green Purchasing List for guidance as to which specific product criteria is approved for such a purchase. For those product types listed, only those products which meet the criteria listed on the Green Purchasing List may be purchased. If a specific product is sought that does not meet the criteria on the Green Purchasing List, a waiver from the Green Team may be sought as described in the following section.

PROCEDURES FOR PURCHASERS



Any county department entering into a new contract shall incorporate the criteria on the Green Purchasing List into the bid and RFP documents. Contractors/vendors that supply products and/or services shall provide or use products that meet the criteria listed from the Green Purchasing List. A waiver may be sought for a specific procurement process by submitting the waiver application to the Green Team as described in the following section.

Departments shall contact the Green Team for technical assistance in determining the most appropriate language to include in bid and RFP specifications and which areas shall be subject to environmentally responsible purchasing. Specification language may include a base bid with an option for environmentally responsible products and services. If requested, a member of the Green Team shall be available to provide technical assistance in the review of bid and RFP responses. This assistance shall also be available to assist in the development of contractual language after a vendor has been selected.

Any department extending the term of an existing contract shall, when feasible, incorporate the criteria on the Green Purchasing List into the contract.

The Green Team shall evaluate and amend the Green Purchasing List as other products and performance criteria become available and pricing conditions change. A "Watch List" has been developed and product criteria on this list will be reviewed periodically for addition to the Green Purchasing List. The team will utilize the expertise of county staff, through user-groups or other means, to review, examine, and test environmentally responsible products. Any product that receives a waiver shall be evaluated by the Green Team for its criteria to be included on the Green Purchasing List. The Green Team will approve product criteria additions to the Green Purchasing List when there is no overall cost impact. Any product criteria addition to the Green Purchasing List which results in an overall cost increase to the county up to \$10,000 will be recommended to the County Manager for approval. Product criteria additions which have a cost impact greater than \$10,000 will be submitted to the Board of County Councilors for approval. In addition to cost impacts, each recommendation will include any environmental impacts that may result from a product if their criterion is added to the Green Purchasing List. The \$10,000 limit is to coincide with the amount in the Purchasing Policies for bids and RFPs. If those benchmarks are changed, the limit in this policy will also change to the same amount.

WAIVERS

An application for a waiver shall be filed with the Green Team. The Green Team shall respond to the requesting department within 5 business days of receipt of a waiver application. A department may request a waiver under the following circumstances:

- (a) Emergency - Such purchases are allowed when it is necessary to respond to an emergency which endangers public health or safety. In such case, the director of the county department shall notify the Green Team in writing of the emergency that prevented compliance within two business days following the emergency.
- (b) Performance Standards - When no product criterion on the Green Purchasing List meets departmental performance standards, the department shall:
 - demonstrate that they have thoroughly tested each product criteria on the Green Purchasing List and none meet the department's performance standards or timelines;
 - develop a reasonable plan to minimize use of the selected product and/or protect employees and public from exposure; and
 - investigate alternatives to the selected product during the waiver period.
- (c) Cost Prohibitive - When a product criterion on the Green Purchasing List is cost prohibitive, the requesting department shall:
 - demonstrate that the product criterion on the Green Purchasing List is cost prohibitive as weighed against the potential environmental and health impacts posed by the use of the product;

- develop a reasonable plan to minimize use of the selected product and/or protect employees and public from exposure; and
- investigate alternatives to the selected product during the waiver period.

(d) Product Availability – When the product criterion on the Green Purchasing List is not available in the local market, the requesting department shall:

- demonstrate that the product criterion on the Green Purchasing List is not available in the local market and the need to obtain locally is weighed against the potential environmental and health impacts posed by the use of the product;
- develop a reasonable plan to minimize use of the selected product and/or protect employees and public from exposure; and
- investigate alternatives to the selected product during the waiver period.

(e) Other – The Green Team may determine that a waiver should be granted upon proving that the requesting department has been able to:

- demonstrate a reasonable basis for a waiver;
- develop a reasonable plan to minimize use of the selected product and protect employees and public from exposure; and
- investigate alternatives to the selected product during the waiver period.

Waivers that are approved which relate to a specific contract shall be effective only for the duration of that contract.

TRAINING:

The Green Team shall implement a training program for county employees and contractors for the purpose of compliance with this Policy. The training program will include ongoing training to staff, purchasing agents, and others involved in purchasing decisions and product use.

REPORTING:

The Green Team shall produce an annual report. The annual report shall pertain to compliance with this Policy and may include information such as:

- Quantities of purchases
- Cost/savings
- Approved and recommended changes to the Green Purchasing List
- The status of product evaluations conducted
- Assessment of program effectiveness
- Projections of future procurement opportunities