



**EXECUTIVE ORDER
No. 2025-01**

**EXPANDING COUNTY PROGRAMS TO BUY RECYCLED AND
ENVIRONMENTALLY PREFERABLE PRODUCTS AND SERVICES**

WHEREAS, Baltimore County is working to make the County a leader in environmental protection and sustainability; and

WHEREAS, the County has considerable purchasing power to be a good steward of the environment; and

WHEREAS, Section 10-2-312 of the Baltimore County Code (2015) provides for the purchase of recycled and recyclable products; and the January 2022 Baltimore County Commission on Procurement, Purchasing and Contracting recommended that the County adopt sustainable purchasing practices; and

WHEREAS, recycling is a three-part process that includes collecting recyclables, manufacturing products, and a consumer buying a recycled product; and

WHEREAS, the County needs end markets for the recyclables it processes at the Materials Recovery Facility (MRF) in Cockeysville; and

WHEREAS, buying recycled products can help reduce the amount of material going to the County's only active landfill; and

WHEREAS, buying recycled and environmentally preferable products and services has other benefits, including reducing air and water pollution, energy conservation, lowering greenhouse gas emissions, creating jobs and economic development.

NOW, THEREFORE, it is this 25 day of April 2025, by the County Executive of Baltimore County, Maryland, ordered that an expanded policy be established by the County to buy recycled and environmentally preferable products and services.

1. Buying Recycled Products

The County shall use good faith efforts to purchase recycled products through the following practices:

- (a) Wherever practical, County agencies shall use Purchasing Specifications developed by the Maryland Department of General Services (MD-DGS), and where consistent with County procurement processes, engage in cooperative purchase of such products using contracts with State of Maryland or other state or local governmental entities.
- (b) Wherever practical, County agencies shall purchase products with the minimum recycled content percentages identified in the U.S. Environmental Protection Agency's Comprehensive Procurement Guidelines, as amended from time to time.
- (c) The County shall require recycled content, where practical, for contracts and service agreements. This includes, but is not limited to, printing, building and road construction, vehicle maintenance, and landscaping.
- (d) The Chief of Purchasing, with the assistance of the Green Purchasing Committee, shall prepare a schedule for Fiscal Year 2026 to develop specifications and, in subsequent years, to review specifications for products that are candidates for including recycled content. This will begin with the products purchased in the largest quantities. Where practical, the specifications shall include, but not be limited to, re-refined oil, plastic products, auto parts, compost material, aggregate, insulation, solvents, and rubber products.

2. Buying Environmentally Preferable Products and Services

In order to meet environmental standards for waste disposal, health, and safety (for employees and public health), the County shall use good faith efforts to buy environmentally preferable products and services.

Environmentally preferable products and services are those that have fewer negative effects on human health and the environment when compared to competing products and services with a similar purpose. This applies to raw material acquisition, product manufacturing, distribution, use, maintenance, and disposal. The Chief of Purchasing, with the assistance of the Green Purchasing Committee, shall examine existing and new solicitation specifications to include environmentally preferable product standards.

3. Best Practices

- (a) All procurement agencies shall purchase environmentally preferable products and services unless purchasing environmentally preferable products and services would limit or supersede any requirement under any provision of law or result in the purchase of products and services that:
 - i. Do not perform adequately for the intended use; or
 - ii. Are not available at a reasonable price in a reasonable period of time.
- (b) Wherever practical, the County shall adopt specifications established by the Maryland Department of General Services.
- (c) All County purchasing requests shall include language that the County favors recycled and environmentally preferable products and services. Solicitations issued by the County shall include language advising contractors doing business with the County of the County's policies regarding recycled and environmentally preferable products and services. The County may conduct vendor training and vendor shows to advertise the policy.
- (d) Before making any purchases, the agency requesting the purchase, and the buyer shall verify that the product is needed for County operations and that the item is not already in sufficient quantity in the County inventory.
- (e) As authorized by applicable law, the County shall explore opportunities for cooperative purchases of recycled and environmentally preferable products and services with public and private organizations.
- (f) The Division of Purchasing Services shall conduct annual training on buying recycled and environmentally preferable products and services. The County shall include information on buying recycled and environmentally preferable products and services in new employee orientation and ongoing County training.
- (g) There shall be a Baltimore County Green Purchasing Committee, to be led by the Chief of Purchasing, or his designee, that includes buyers and representatives from such departments and agencies as shall be designated by the County Administrative Officer, in consultation with the Division of Purchasing Services and the Department of Environmental Protection and Sustainability. The committee shall meet at least quarterly to monitor the program and consider improvements to the County effort.
- (h) The County shall implement practices to manage documents electronically. Where practical, documents shall be printed double-sided on recycled paper and the double-sided feature shall be the default on all County computers.
- (i) The County shall require printed and copied documents from vendors to be double-sided and printed on recycled and recyclable paper, where practical.

- (j) The County shall participate in the Northeast Recycling Council's Government Recycling Demand Champion Program, which supports the recycling economy by buying products with post-consumer plastic resin.
- (k) The Chief of Purchasing shall prepare a report for Fiscal Year 2024 and 2025 by September 30th, 2025 that includes information on existing purchases of recycled and environmentally preferable products and services.
- (l) For Fiscal Year 2026 and beyond, the Division of Purchasing Services shall provide a report on purchases of recycled and environmentally preferable products and services to the County Executive and www.baltimorecountymd.gov by September 30th each year.

This Order applies to all departments of Baltimore County government, and is to remain effective until rescinded, superseded, amended, or revised by additional orders. The effect of any statute, rule or regulation of any agency of Baltimore County, Maryland, inconsistent with this Order is hereby suspended.

A copy of this Executive Order shall be made available at www.baltimorecountymd.gov for the public.

ATTEST:




Dawn Kile
Executive Secretary



Katherine A. Klausmeier Date
County Executive

Reviewed for form and legal sufficiency and approved for execution



James R. Benjamin, Jr. 4/25/25
County Attorney Date

APPENDIX A

Recycled and Environmentally Preferable Products and Services (EPPS) identified by the US-EPA and MD-DGS include the following categories that will apply to Baltimore County.

Construction Products
Landscaping Products
Transportation Products
Vehicular Products

Paper and Paper Products
Park and Recreation Products
Non-Paper Office Products

Other categories may also apply. Categories, and specifications for products and services within each category, will be researched, customized, and adopted by the Division of Purchasing Services with support from the Green Purchasing Committee.

APPENDIX B

The following are examples of characteristics that may be included in recycled and environmentally preferable products and services specifications. Baltimore County, leveraging existing best practices from US-EPA and MD-DGS, will define the minimum standards in terms of distances, percentages, third-party certifications, and other relevant terms.

- Products that reduce waste or use less material
- Products that are durable and longer lasting
- Biobased (agricultural) products
- Remanufactured products such as toner cartridges, tires, furniture, equipment, and automotive parts.
- Refillable and reusable products
- Alternatives to single-use plastics
- Energy efficient products
- Quieter products
- Environmentally preferable landscaping
- Water-conserving products
- Wood products not made from rainforest hardwood or tropical wood or generated in sustainably managed forests
- Products manufactured locally

APPENDIX C

Annual Report Requirements

The report shall include, but not be limited to:

1. Total purchases of recycled products and EPPS, broken down by product category and by agency
2. Total purchases of all types compared with recycled products and EPPS. Calculate the percentage of recycled products and EPPS. Quantify savings in tons diverted from disposal, energy use, greenhouse gas emissions, and other measures.
3. Specification reviews (number and general description, generated by purchasing office or agency)
4. Completed and planned cooperative purchases of recycled products and EPPS (including cost savings)
5. Listing of recycled products and EPPS vendors servicing the County
6. Status of efforts by printers, contractors, and grantees to use recycled products and EPPS
7. User experience with recycled products and EPPS
8. Success stories and recommended changes