

**Ordinance 17074**  
**(The Paper Reduction and 100% Recycled Content Paper Ordinance)**

**Proposed No.** 2011-0129.2

**Sponsors** McDermott, Phillips and Lambert

AN ORDINANCE relating to copy paper reduction and procurement of one-hundred-percent recycled content copy paper, amending Ordinance 9240, Section 6, as amended, and K.C.C. 10.16.060, Ordinance 9240, Section 16, as amended, and K.C.C. 10.16.160 and Ordinance 9240, Section 17, as amended, and K.C.C. 10.16.170 and adding a new section to K.C.C. chapter 10.16.

**STATEMENT OF FACTS:**

1. Implementing paper conservation measures such as double-sided printing, increased use of electronic media, and reduction in number of document copies has been shown to significantly reduce paper consumption and associated costs.
2. Existing county code mandates a minimum recycled content of thirty percent in copy paper, and most county agencies are now purchasing copy paper with forty-percent recycled content. However, upgrading to one-hundred-percent recycled copy paper from forty-percent recycled copy paper would save an estimated eight thousand seven hundred trees annually, reduce greenhouse gas emissions by five hundred fifteen tons and reduce nearly five million gallons of wastewater and one hundred seventy-seven tons of solid waste produced by paper manufacturers.
3. One-hundred-percent recycled copy paper is compatible with the county's printers and copiers and performs as well as copy paper with lower recycled content.
4. The cost differential between one-hundred-percent and forty-percent recycled copy paper is expected to narrow as demand increases. This trend already appears to be occurring, as the price premium under the current state of Washington contract is only one percent.
5. Mandating use of one-hundred-percent recycled paper supports the goals and objectives of the King County Strategic Plan to minimize King County's operational environmental footprint.

**BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:**

**NEW SECTION. SECTION 1.** There is hereby added to K.C.C. chapter 10.16 a new section to read as follows:

- A. The office of information resource management is responsible for assisting executive departments in setting printers and printing preferences to double sided as the default setting.
- B. Information technology service units in non-executive departments are responsible for assisting their respective departments in setting printers and printing preferences to double sided as the default setting.

**SECTION 2.** Ordinance 9240, Section 6, as amended, and K.C.C. 10.16.060 are each hereby amended to read as follows:

- A. Beginning on or before January 1, 2012, and continuing thereafter, departments shall buy one-hundred percent recycled paper for copy paper usage and purchase one-hundred-percent recycled paper for other printing needs whenever practicable, as determined by the department of executive services considering relevant factors, including availability and pricing.
- B. Departments shall use recycled paper for all imprinted letterhead paper and business cards.
- C. Departments shall publicize the county's use of recycled paper by including a recycling logo and an indication of recycled content on all printed material, to the extent practicable.
- D. Departments shall set printers and copiers to double-sided as the default setting and ensure that personal computer printing preferences also default to double-sided printing, and begin implementation of other paper conservation strategies

by January 1, 2012, in an effort to achieve a twenty percent reduction in copy paper usage in 2013 as compared to 2010 usage.

E. Departments shall require all contractors and consultants submitting proposals, reports and invoices to use recycled paper and use both sides of sheets of paper whenever practicable, when paper copies are required.

SECTION 3. Ordinance 9240, Section 16, as amended, and K.C.C. 10.16.160 are each hereby amended to read as follows:

All departments are responsible for:

A. Assigning appropriate personnel to evaluate opportunities for buying recycled and other environmentally preferable products reflected in federal guidance or communicated by the procurement and contract services section;

B. Purchasing recycled and other environmentally preferable products whenever practicable; and

C. Reporting evaluation results and purchases of recycled and other environmentally preferable products to the procurement and contract service section by February 28 of each year.

D. Educating employees in paper conservation practices and implementing paper reduction strategies, such as increasing use of electronic drafts, and reducing the standard number of document copies wherever practicable.

E. Working with the appropriate information technology service units and copier service providers to ensure printing and copying preferences are set to double sided as the default setting.

SECTION 4. Ordinance 9240, Section 17, as amended, and KC.C. 10.16.170 are each hereby amended to read as follows:

The solid waste division is responsible for:

A. Providing information and technical assistance to local governments, schools, colleges and other public and private organizations to increase their purchase of recycled and other environmentally preferable products;

B. Preparing press releases and fact sheets publicizing the successes of the program;

C. Assisting the procurement and contract services section by forwarding the annual program report to the council in June of each year;

D. Assisting the procurement and contract services section in fulfilling its responsibilities under this chapter; and

E. Providing technical assistance to county departments in evaluating paper reduction strategies and educating employees in implementing paper conservation measures.

Ordinance 17074 was introduced on 3/21/2011 and passed by the Metropolitan King County Council on 5/2/2011, by the following vote:

Yes: 9 - Mr. Philips, Mr. von Reichbauer, Mr. Gossett, Ms. Hague, Ms. Patterson, Ms. Lambert, Mr. Ferguson, Mr. Dunn and Mr. McDermott

No: 0

Excused: 0

Signed by Larry Gossett, Chair, King County Council

Attested by Anne Noris, Clerk of the Council

Approved this 12<sup>th</sup> day of May 2011 by Dow Constantine, County Executive

Note: This ordinance is also available on-line by searching the Council legislation website at <http://mkcclegisearch.kingcounty.gov/custom/king/legislation.htm>