



CITY OF CAMBRIDGE

CITY HALL, CAMBRIDGE, MASSACHUSETTS 02139 • TEL. 498-9027

PURCHASING DEPARTMENT

Barbara L. Duffy
Purchasing Agent

October 17, 1989

TO: Robert W. Healy
City Manager

FROM: Barbara L. Duffy
Purchasing Agent

BLD

In response to Council Order #9 dated 9/11/89, please be advised that the Purchasing Department has taken the following actions:

1) We have contacted our current suppliers of paper products for the following items: toilet tissue, paper towels, paper bags, paper cups, and find that all of these products are either 95% or 100% recycled paper. The City expends between \$30,000.00 and \$40,000.00 annually on these items.

2) On the State contract for copier paper we find that it is more expensive to purchase recycled paper.

EXAMPLE: \$25.70 for case of 5M sheets vs \$28.20 for the same amount of paper recycled.

3) We are planning to add a clause to our current bid proposal for an alternate price for recycled paper; if the price is less expensive or the same, we will purchase recycled. In addition, we will require the vendors to state the percentage of recycled paper used in the production of the items.



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EXECUTIVE DEPARTMENT

ROBERT W. HEALY

City Manager

RICHARD C. ROSSI

Deputy City Manager

October 23, 1989

To the Honorable, the City Council:

In response to Awaiting Report No. 40, regarding purchasing recycled paper products for the City, I submit the attached report from the Purchasing Department.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Robert W. Healy", is written over the typed name and title.

Robert W. Healy
City Manager

RWH/dls
enclosure (1)

Agenda # 2

8-718

Response to Awaiting Report Item Number 40,
regarding the purchase of recycled paper
for the city.

In City Council,

October 23, 1989

*Report received &
accepted and
placed on file*

*Referred back to the
City manager to
prepare an ordinance
on Home Rule Petition
in order that the city
may specify and
bid recycle products.*