

Template Questions for Paper Product Vendors

Offered for use by public buyers to learn about vendors' SB 1383 compliance capacity

Alameda County Office of Sustainability developed this list of template questions in order to help local cities to identify vendors with the capacity to support implementation of SB 1383-complaint paper procurement. The questions were developed in collaboration with Alameda County Stopwaste and with input from city buyers and vendors who attended the SB 1383 webinar on March 2, 2022.

The questions are designed to assist city buyers in communicating their needs with paper product vendors. Buyers may include the questions that meet their needs in formal bid solicitations when seeking new vendors or in less formal information-gathering with current vendors to help evaluate vendors' ability to assist with compliance, or identify areas that need development. This is not meant to be a complete set or exhaustive list, simply a few suggestions to get cities and vendors communicating well about product and documentation needs for city compliance efforts.

Reporting

- Do you have a reporting template to provide product tracking information required by SB 1383?
 - Can you provide this report upon request within 10 days?
- Are you already providing SB 1383 compliant tracking information for other public buyers?
- If compliant products are not available or are more costly, are you able to document this to help with record keeping requirements?
- Can you provide certification in writing that paper products sold are recyclable in local recycling programs?

Featuring compliant products

- Do you have an indication in your catalog for SB 1383 compliant products?
 - What about non-compliant products?
- Can you provide a separate list of SB 1383 compliant and non-compliant products you have available?
- Please describe other ways buyers can find SB 1383 compliant products easily while purchasing.

Expanding product offerings

- If you don't currently carry compliant products, but they are available in the marketplace, are you willing to source elsewhere?
- Can you compare non-compliant and compliant products by price (e.g., conduct a market assessment)?

Suggestions above do not constitute legal advice. Alameda County and StopWaste make no warranties and accept no responsibility for compliance of jurisdictions nor the performance of vendors serving those jurisdictions.