



OFFICE OF THE COUNTY EXECUTIVE

Marc Elrich  
*County Executive*

MEMORANDUM

September 30, 2024

TO: Andrew Friedson, President, County Council  
FROM: Marc Elrich, County Executive *Marc Elrich*  
SUBJECT: FY24 Annual Report:  
Procurement of Recycled Paper and other Recycled Materials

In accordance with §11B-56(e) of the Montgomery County Code, attached is the annual report for Procurement of Recycled Paper and other Recycled Materials activity for FY24.

The total dollar value of identified recycled products purchased during FY24 is \$ 14,459,520, and the total dollar value of recycled paper and paper products is \$468,665.

This report and the previous Recycled Paper and other Recycled Materials annual reports are posted on the [Office of Procurement website](#). Here you will also find similar reports for previous Fiscal Years, which may serve as useful references.

Attachments

Cc: Richard Madaleno, Chief Administrative Officer  
Ash Shetty, Office of Procurement  
Melissa Garner, Office of Procurement



**MONTGOMERY COUNTY**  
Marc Elrich, County Executive

**Procurement of Recycled Paper  
and other Recycled Materials**

Fiscal Year 2024  
July 1, 2023 – June 30, 2024

## Overview

This report describes Montgomery County's efforts to purchase goods containing recycled materials during Fiscal Year 2024. The report includes a summary of the required County Code submissions and charts representing purchases of recycled paper, paper products and recycled materials.

The summary includes the following information:

- (1) The dollar value of recycled products purchased,
- (2) The dollar value of recycled and non-recycled paper purchased,
- (3) Any other relevant information.

The chart presents the following information on the County's recycled paper efforts:

- (A) Purchase of recycled paper by recycled content

The County's Department of General Services separately issues an annual Energy and Sustainability report for County Operations.

## Summary

The County Code Chapter 11B-56(e) requires the Director of the Office of Procurement, in consultation with the Director of the Department of Environmental Protection, to submit a report to the County Executive and to the County Council each year which describes the County's efforts to purchase materials with recycled content. This report describes the County's recycled effort for Fiscal Year 2024:

- (1) The total dollar value of identified recycled products purchased during FY24 was \$14,459,520 and included:
  - (A) \$14,135,000 for asphalt and bituminous concrete having recycled content up to 25%;
  - (B) \$57,516 for recycled office supplies;
  - (C) \$30,000 Reproduction and Copying of Engineering Drawings having a recycled content of 3%;
  - (D) \$100,000 for traffic sign posts, and having a recycled content of 100%;
  - (E) \$100,000 for traffic sign panels, having a recycled content up to 30%; and
  - (F) \$37,004 for printing supplies, having recycled content up to 35%.
  
- (2) The dollar value of recycled paper and paper products purchased in FY24 was \$468,665. The dollar value of recycled paper purchased with:
  - (A) 75% or more recycled content was \$125,543 or 27% of the total;
  - (B) between 51% and 75% recycled content was \$0 or 0% of the total;
  - (C) between 25% and 50% recycled content was \$274,711 or 59% of the total; and
  - (D) less than 25% recycled content was \$68,411 or 14% of the total.

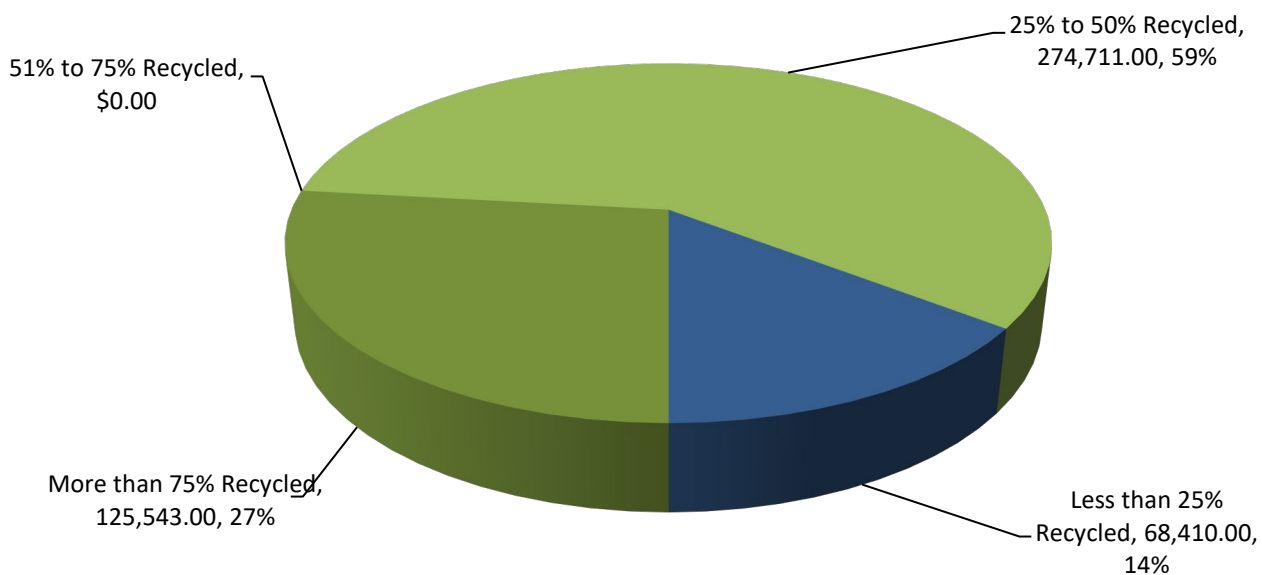
Recycled paper products purchased included forms, envelopes, tabloids, brochures, tickets, parking stickers, mailers, bond paper, boxes, computer paper, maps, business cards, and various printing papers.

The dollar value of non-recycled paper and paper products purchased in FY24 was \$202,468.

(3) Any other relevant information:

Montgomery County's Office of Procurement was one of five teams from local governments nationwide that participated in the "Green RFP Bootcamp," hosted by the Harvard Kennedy School Government Performance Lab (GPL). The bootcamp, which ran from March through April, helped teams adopt innovative procurement strategies to meet climate goals. Teams were competitively selected based on their potential to impact sustainable purchasing practices, with other participants from Arizona, California, Hawaii, and New Hampshire. Montgomery County's team focused on designing an RFP to reduce the environmental impact of its property tax notification printing and mailing services. Throughout the program, the team of five staff members from Finance and Procurement engaged in group sessions and one-on-one meetings with a GPL coach to learn best practices for sustainable purchasing and RFP development. The bootcamp aimed to enhance the County's sustainable purchasing practices, reducing environmental impacts from future purchases. As part of the GPL's Procurement Excellence Network, insights from the bootcamp were shared with public sector leaders to drive procurement reforms across the country.

Paper Purchases in FY24 by Recycled Content





Marc Elrich, County Executive

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