

## Reuse

Under state law, all state agencies and institutions must report surplus property to OMB.

OMB then makes property available to government entities and eligible non-profits. OMB also obtains surplus federal property and can sell surplus property for political subdivisions.

## North Dakota State Law

### N.D.C.C. §54-44.4-07

State agencies and institutions are encouraged to purchase environmentally preferable and bio-based products.

When requesting bids for paper products, OMB must request information on the recycled content of such products.

### N.D.C.C. §54-44.4-08

State agencies and institutions must ensure that at least 20% of the total volume of paper and paper products being purchased contain at least 25% recycled material. Recycled paper usage is tracked by SPO.

## STATE SURPLUS PROPERTY

State Surplus Property is operated by the Office of Management and Budget (OMB). The purpose of State Surplus Property is to reutilize, recycle and redistribute federal and state surplus property. State Surplus Property can also sell property for political subdivisions.

State Surplus Property provides the following services:

- Distribution of state, federal and law enforcement surplus property to North Dakota government entities and eligible nonprofits.
- Sale of state surplus property to the public.
- Recycling of electronic waste through the state term recycling contract.
- Disposal of unsalable state property in a safe, responsible manner.

Government entities are encouraged to surplus their electronics while the property is in a serviceable and desirable condition. Many political subdivisions, including schools, rely on State Surplus Property to provide them current and serviceable computers for no fee or at a nominal fee.

Taxpayer money is also saved by transferring property to eligible entities and disposing of electronic waste (e-waste) in a safe and responsible manner.

The Bismarck warehouse is open from 8:00 a.m. to 4:00 p.m. CST Monday through Friday.

## STATE PROCUREMENT OFFICE

The State Procurement Office (SPO) is also operated by the OMB. The State Procurement Office established state contracts for goods and services commonly used by entities.

### WASTE, DISPOSAL AND RECYCLING SERVICES

SPO has a statewide recycling program. Recycling has never been easier with this contract that allows co-mingled recycling of most recyclable material in several North Dakota cities.

### HAZARDOUS MATERIAL DISPOSAL

State agencies, counties, cities and schools generate hazardous materials that need to be disposed of properly. SPO has a contract for the disposal of hazardous material, including batteries, fluorescent lamps and compressed gas cylinders. This contract is a full-service pickup and waste removal program.

### JANITORIAL PAPER & DISPOSAL FOOD SERVICE PRODUCTS

SPO has a state contract for eco-friendly and bio-based plate, cup and janitorial paper options.

### CUT PAPER

The state contract provides one central paper vendor for the state of North Dakota. This cooperative effort combines cut paper with common usage to create volume purchase discounts. The paper contract contains both recycled paper and virgin paper.

## RECYCLING COMMITMENT

The state of North Dakota is committed to buying more environmentally preferable products and services that meet performance needs and are available within a reasonable period of time, at a reasonable cost.

Every employee with authority to purchase on behalf of the state is responsible for considering the environmental impact of the products and services, and specifying environmentally preferable and bio-based products where practicable.