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## **1.0 SCOPE**

This bid specification defines requirements for disposable paper table napkins for use by state of California Institutions and agencies including environmentally preferable supplies.

## **2.0 APPLICABLE LAWS and INDUSTRY STANDARDS**

Specifications, standards and regulations referenced in this document in effect on the opening of the invitation for bid, form a part of this specification.

### **2.1 LAWS and REGULATIONS**

The products shall comply with all applicable federal & state mandatory requirements and regulations relating to the preparation, packaging, labeling, storage, distribution, and sales of the products within the commercial marketplace.

2.1.1 Products designated as bio-based shall comply with the 7 CFR §3201, Guidelines for Designating Bio-based Products for Federal Procurement.

2.1.2 Products that make contact with food and/or beverage shall be manufactured in accordance with the 21 CFR §110, Current Good Manufacturing Practice in Manufacturing, Packing, or Holding Human Food and shall comply with the regulations contained within the 21 CFR parts 170 through 189, where applicable.

2.1.3 California Public Resources Code Division 30, Part 3, Chapter 5.7, Section 42355 through 42358.5.

### **2.2 INDUSTRY STANDARDS**

2.2.1 ASTM D6868: Standard Specification for Labeling of End Items that Incorporate Plastics and Polymers as Coatings or Additives with Paper and Other Substrates Designated to be Aerobically Composted in Municipal or Industrial Facilities.

## **3.0 TECHNICAL REQUIREMENTS**

### **3.1 GENERAL REQUIREMENTS**

3.1.1 All the products defined in this solicitation shall be safe for use at California State correctional institutions (i.e. products shall not be easily made to cause harm).

3.1.2 EPP requirements are mandatory for products defined in "Green" Groups in attached worksheet. For products defined in all other "Non-Green" Groups, these requirements are highly recommended but not mandatory.

### **3.2 NON-GREEN NAPKINS**

3.2.1 The Non-Green napkins shall meet the descriptions in the worksheet table in addition to the General Requirements described in §3.1.

#### **4.0 ENVIRONMENTALLY PREFERABLE PURCHASING (EPP) REQUIREMENTS**

- 4.1 The Green napkins shall meet the descriptions in the worksheet table.
- 4.2 All bio-based products shall meet or exceed the bio-based content as indicated on the Code of Federal Regulations, Title 7, Part 3201.21, [Guidelines for Designating Bio-based Products for Federal Procurement](#).
- 4.3 The paper napkins shall be manufactured entirely with chlorine-free processing. No chlorine or chlorine compounds shall be used in the manufacture of any paper products.
- 4.4 The paper napkins shall comply with one of the following:
  - 4.4.1 [Forest Stewardship Council \(FSC\) Chain of Custody certification](#)
  - 4.4.2 [Sustainable Forest Initiative \(SFI\) Chain of Custody certification](#)
- 4.5 Napkins shall be bio-based and compostable.
- 4.6 Contain a minimum 40% Postconsumer Recycled Content (PCRC).
- 4.7 In addition, napkins shall meet at least one of the following certifications:
  - 4.7.1 Environmental Choice: CCD 084 for Table Napkins.
  - 4.7.2 Green Seal: Environmental Standard for Paper Towels and Paper Napkins GS-9.