

NAVSUP Updates the *Buy It Green* Guide

Sustainable Purchasing Guide Gets a New Companion Publication, the *Contract It Green* Guide

THE DEPARTMENT OF Defense (DoD) Strategic Sustainability Performance Plan (SSPP) has set a goal that 95 percent of all procurements and contracts incorporate sustainable products and services. To help meet that goal, Naval Supply System Command, Weapon Systems Support (NAVSUP WSS) has released the second edition of *Buy It Green*, a guide to sustainable procurement, and its new companion booklet, *Contract It Green*, to assist in sustainable contracting.

variety of areas, including sustainable acquisition and contracting. To address the procurement aspect and to consolidate the Executive Order's goals, the DoD's SSPP was developed. The SSPP acknowledges DoD's profound impact on everything from energy and water consumption to the use of hazardous materials, to the amount of solid waste generated. Specifically, this plan recognizes the importance of procurement and contract decisions.

2012. This year, a new edition of the *Buy It Green* guide has been produced, with updated product listings and educational articles. The *Buy It Green* guide is a compilation of products that are classified as sustainable by the Defense Logistics Agency (DLA) and/or the General Services Administration (GSA). These products all possess sustainable attributes such as biobased ingredients, plastic-free packaging, low Volatile Organic Compounds, or other environmentally friendly factors.

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What does sustainability really mean to the DoD? Executive Order 13514, "Federal Leadership in Environmental, Energy and Economic Performance," states that to make an item or process "sustainable" is "to create and maintain conditions, under which humans and nature can exist in productive harmony, that permit fulfilling the social, economic, and other requirements of present and future generations of Americans." Executive Order 13514 issued specific goals in a

Sustainable procurement is nothing new in the Navy. But the push for sustainable procurement accelerated with the issuance of the SSPP in 2010, and its directive that 95 percent of all procurements and contracts should be conducted sustainably.

The *Buy It Green* Guide

To help meet this goal of 95 percent sustainable procurement, NAVSUP WSS developed the first *Buy It Green* guide in

To create the *Buy It Green* guide, NAVSUP WSS compiled lists of the Navy's highest demand items from both GSA and DLA. These were diverse lists, with products ranging from paper towels to air conditioners. Not everything on these lists was sustainable. For products that were not classified as sustainable by GSA or DLA, environmentally friendly substitutes were found.

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How to
Buy Green
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BUY IT GREEN 2014



How to Use the *Buy It Green* Guide

IMAGINE YOU ARE searching for disposable forks. Open the *Buy It Green* guide and look in the "Products for the Galley" section.



Biobased Teaspoon
Lightweight, picnic-quality teaspoon is made of 50 percent wheat-based resin (biobased) and 50 percent polypropylene. This flatware is heat-tolerant, environmentally friendly and biodegradable. Meets FDA requirements. Wheat. Direct delivery.
7340-01-564-1887 AD \$7.85

Biobased Fork
Lightweight, picnic-quality fork is made of 50 percent wheat-based resin (biobased) and 50 percent polypropylene. This flatware is heat-tolerant, environmentally friendly and biodegradable. Meets FDA requirements. Wheat. Direct delivery.
7340-01-564-1888 AD \$7.85

Biobased Knife, Wrapped
Lightweight, picnic-quality knife is made of 50 percent wheat-based resin (biobased) and 50 percent polypropylene. These individually wrapped knives are heat-tolerant, environmentally friendly and biodegradable. Meets FDA requirements. Wheat. Direct delivery.
7340-01-564-1889 1000 \$66.44

Biobased Fork, Wrapped
Lightweight, picnic-quality fork is made of 50 percent wheat-based resin (biobased) and 50 percent polypropylene. These individually wrapped forks are heat-tolerant, environmentally friendly and biodegradable. Meets FDA requirements. Wheat. Direct delivery.
7340-01-564-1884 1000 \$66.95

In this instance, you'll find multiple sustainable items to choose from. Select the NSN for the disposable fork that interests you.

You'll note that this item has both GSA and DLA logos, meaning it is available from both web sites. The *Buy It Green* guide walks you through the process of purchasing your item from either GSA Global, GSA Advantage, or DoD EMALL.

If you choose to shop on GSA Global, simply go to www.gsaglobalsupply.gsa.gov and enter your User ID and password if you have one. You can browse without entering a User ID and password, but you will need to log in to complete your order.

Enter the NSN for the product you have chosen under "Search" in the upper left-hand corner.

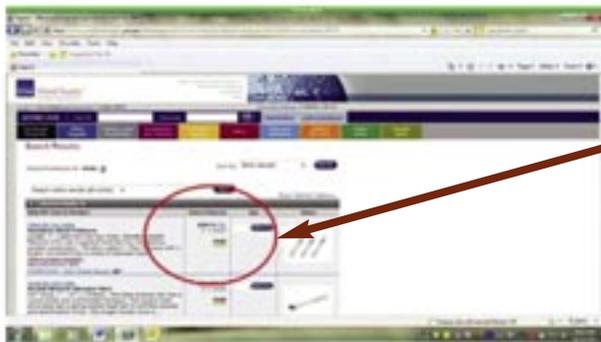
2 Enter the product name or NSN in the Search/browse box and select "Green Items" in the drop down menu. For this example, we're looking for "green" forks.



HOW TO GUIDES



3 The resulting window will provide you with a list of forks within GSA Global that have an Environmental Attribute. (Environmental Attribute icons are shown on pages 10-12 of this guide.)



The next screen will contain full ordering information for this item.

The *Buy It Green* guide provides instructions on how to shop for any green item on the GSA or DLA web sites with or without entering a NSN. You will be able to find the sustainable products you need whether they are listed in the guide or not.

GSA
GLOBAL

How to
Contract
Green for a
Sustainable
Navy

CONTRACT IT
GREEN
2014



Using the *Contract It Green* Guide

EARLY IN THE acquisition planning process, it's important to identify ways to integrate sustainability into your contracts. This can be accomplished by incorporating the right Federal Acquisition Regulation (FAR) clauses and Statement of Work (SOW) language.

Types of Contracts with Green Opportunities

One of the main thrusts of the Executive Orders with respect to integration of green purchasing into contracts is **applicability**. E.O. 13514 states that 95 percent of all new **applicable** contracts, including non-exempt contract modifications, require products and services that are energy-efficient, water-efficient, biobased, environmentally preferable, non-ozone-depleting, contain recycled content, or are non-toxic or less-toxic alternatives. "**Applicable**" means that one or more of the designated products will be supplied or used in the performance of the contract or contract action. The purchase of medical supplies, for example, is not applicable because there are no green requirements for medical supplies at this time.

It's important to identify ways to integrate "Green" into contracts early in the planning process to incorporate the right FAR clauses and SOW language. Typical questions to explore are:

- Does the procurement require the use of green products?
- Does the procurement require the use of paper deliverables?
- Can the procurement be modified to include the use of green products?
- Does the procurement include green language in the statement of work?

Generally, the following types of contracts utilize applicable green products:

- Cafeteria and food services
- Electronic equipment leasing
- Fleet maintenance
- Janitorial services
- Landscaping services
- Laundry services
- Meeting and conference services
- Pest management

CONTRACT IT
GREEN

Example SOW Language:

All applicable equipment procured by the contractor and/or used under this contract shall meet the requirements of Biopreferred, Water Sense, Comprehensive Procurement Guidelines, Design for the Environment and/or Energy Star Programs.

The contractor shall to the maximum extent possible make use of items containing biobased materials in the performance of this contract.

Landscaping Services

Applicable FAR Clauses:

- 52.223-1 Biobased Product Certification.
- 52.223-2 Affirmative Procurement of Biobased Products under Service and Construction Contracts.
- 52.223-4 Recovered Material Certification.
- 52.223-5 Pollution Prevention and Right-to-know Information.
- 52.223-9 Estimate Percentage of Recovered Material Content for EPA-designated Items.
- 52.223-17 Affirmative Procurement of EPA-designated Items in Service and Construction Contracts.
- 52.223-19 Compliance with Environmental Management Systems.

Applicable Products:

- Animal repellents
- Compost
- Compost activators and accelerators
- Fertilizers
- Hoses- garden hose
- Hoses- soaker hose
- Hydraulic mulch
- Indigenous plants

The *Contract It Green* guide gets you started with a list of typical questions to explore.

For example, if you are writing a contract for landscaping services, turn to the appropriate section of *Contract It Green* to find a list of all applicable FAR clauses and subparts. Also included is sample SOW language for you to use.



Landscape irrigation services
Lawn and garden edging
Mulch
Plastic lumber landscaping timber and posts
Park benches
Picnic tables
Plastic fencing
Signage- aluminum
Weather- or sensor-based irrigational control technologies

Example SOW Language:

All applicable equipment procured by the contractor and/or used under this contract shall meet the requirements of Biopreferred, Water Sense, and/or Comprehensive Procurement Guidelines.

The contractor shall to the maximum extent possible make use of items containing biobased materials in the performance of this

Contractor shall only install plants indigenous to the area.

Contractor shall only water using the most water-efficient methods.

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Part 52, Solicitation Provisions and Contract Clauses

Due to the level of detail contained within Part 52 of the FAR, the following clauses provide an overview and sources for further information, but the clause should be consulted in detail prior to contract inclusion.

FAR 52.204-4 Printed or Copied Double-sided on Recycled Paper.
Documents and reports related to the contract shall be printed on both sides of the paper.

FAR 52.223-1 Biobased Product Certification.
Biobased products are to be used in fulfilling this contract. This clause could apply to supplies, services, and construction contracts. A good resource to research biobased products can be found at www.biopreferred.gov.

FAR 52.223-2 Affirmative Procurement of Biobased Products under Service and Construction Contracts.
The contract shall ensure the maximum use of USDA-designated biobased products in the project. A good resource to research biobased products can be found at www.biopreferred.gov.

FAR 52.223-4 Recovered Material Certification.
The contractor will use products that meet at least the minimum EPA-designated recycled content required during the contract. A good source to research EPA-designated recycled content items can be found at <http://www.epa.gov/epawaste/conservation/tools/cpg/index.htm>.

FAR 52.223-5 Pollution Prevention and Right to Know Information.

Agencies are required to comply with the Pollution Prevention Act of 1990, and the toxic chemical and hazardous substance release reduction goals of E.O.s 13423 and 13514. A good source to research less toxic chemicals is EPA's Design for the Environment program, which can be found at <http://www.epa.gov/dfe>.

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The *Contract It Green* guide also contains summaries of each FAR subpart and clause. An explanation of 52.223-1, Biobased Product Certification is found on page 14.

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These substitutes were similar to the original product but possessed environmentally sustainable qualities without varying greatly in price or availability, and with no difference in performance.

All of this information was consolidated into a master list. The master list was divided into the following six categories:

1. Painting
2. Housing
3. Galley
4. Tools
5. Office Supplies
6. Cleaning Supplies

Approximately 50 of the most popular sustainable products in each category were chosen for inclusion in the guide. NAVSUP WSS added a few well-

chosen products to even out the category lists. For each product in the guide, there is a brief description, price (at the time of printing), and the National Stock Number (NSN).

Additionally, the *Buy It Green* guide provides step-by-step instructions on how to order products within the DoD supply system via the following web sites:

1. GSA Global
2. GSA Advantage
3. DoD EMALL

This guide also includes an overview of GSA's new interactive Sustainable Facilities Tool and a listing of sustainability training opportunities.

The Contract It Green Guide

To assure that the DoD is working toward the 95 percent sustainability goal, compliance is checked in biannual reviews of Navy and Marine Corps contracts. The SSPP contains a metric that requires measuring the percentage

of Navy contracts that contain sustainable FAR clauses and SOW language. The metric defines sustainability as “products or services that are energy-efficient, water-efficient, biobased, environmentally preferable, non-ozone depleting, or contain recycled content or non-toxic/less toxic alternatives.” (The SSPP makes an exception for the acquisition of weapon systems, their components and spare parts.)

To help implement these requirements, NAVSUP WSS produced the *Contract It Green* guide. This guide includes information on integrating the SSPP's requirements to incorporate sustainability into Navy contracts. The *Contract It Green* guide lists all the FAR parts, subparts and clauses that pertain to integrating green decision-making into the acquisition lifecycle.

The *Contract It Green* guide also includes a list of types of contracts with green opportunities. There is sample SOW language pertaining to many different types of contracts.

In addition to this, *Contract It Green* contains links to specific green programs, and an overview of GSA's new interactive Sustainable Facilities Tool.

A searchable pdf of the *Buy It Green* guide and *Contract It Green* guide can be found on the Department of the Navy Consolidated Card Program Management Division's web site at www.navsup.navy.mil/ccpmd/purchase_card/buy_green.

To obtain hardcopies of either the *Buy It Green* or *Contract It Green* guides, contact Lorraine Wass at ljwass@surfbest.net.

For more information on NAVSUP's pollution prevention programs, contact John Bendick at the information provided below. 

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