### Minutes of DOE Bi-Monthly Teleconference

### SUSTAINABLE ACQUISITION WORKGROUP

### September 26, 2019, 11 am – 12:30 pm Eastern Time

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| Want to take advantage of the opportunity to participate in the pilot of free remanufactured toner cartridges with safer toner?  **Contact either Shab Fardanesh or Sandra Cannon**  (shabnam.fardanesh@hq.doe.gov or cannon@ecopurchasing.com) |

**TOPICS**

* Sustainable Acquisition contracts reporting
* Newly designated biobased products
* Purchase of electronic equipment
* Pilot of free remanufactured toner cartridges with safer toner

**MINUTES**

**Welcome** – Shab Fardanesh (DOE-HQ Office of Sustainable Environmental Stewardship)

DOE Federal Green Challenge Winners:

* Electronics – East Tennessee Technology Park – Recycled over 16 tons of electronic equipment
* Transportation – Lawrence Livermore National Lab – Increased vehicle charging infrastructure

Energy Star Day:

How to participate:

* When: Tuesday, October 22, 2019
* Where: Social Media (Facebook, Twitter, Instagram, etc.)
* How: Use the hashtag #ENERGYSTARDay to join the conversation!

Sustainable Acquisition On-Site Training/Workshop – November 13-14, 2019:

Held at Oak Ridge for Y12, Pantex, and other sites in the area. Agenda to come.

To tune in to the WebEx:

<https://doe.webex.com/doe/j.php?MTID=m710afc437a531c52a87f3c25c9bcdf73>

Call: 415-527-5035

Access Code: 905 704 466

**Sustainability Performance Office Update –** Charlotte Mendes (Sustainability Performance Office)

Link to DOE Sustainability Dashboard: **https://sustainabilitydashboard.doe.gov**

The Sustainability Performance Office (SPO) released the FY2020 Site Sustainability Plan (SSP) guidance on September 17, 2019. To view and download the guidance (pdf), go to the Sustainability Dashboard’s homepage. Log-in is not required. The Executive Summary Table and Sustainable Acquisition tables (Word Document) are also posted on the Dashboard as well as guidance training slides.

The sustainable acquisition contract review data entry page on the Dashboard has been disabled. This year we will be collecting the sustainable acquisition data within the Site Sustainability Plan narrative. Data on the purchase of EPEAT registered equipment, though, will continue to be entered in the dashboard.

Non-acquisition sustainability data is due by November 22, 2019, whereas the sustainable acquisition data and the narrative are due on December 6, 2019.

The Sustainable Acquisition Table is posted on the Dashboard as a Word Document, which can be downloaded to complete and then uploaded into the SSP Dashboard module to submit. Please note that the Sustainable Acquisition Progress Table is for M&O contractors and all others *without* authority to enter data into the Federal Procurement Data System (FPDS).

There are two options for the Sustainable Acquisition Table, Federal Acquisition Regulation (FAR) or Department of Energy Acquisition Regulation (DEAR) (depending on what is specified in the DOE site’s M&O contract). You will be required to report the total number of eligible contract actions, total number of eligible contract actions with sustainable acquisition clauses, total eligible contract dollars, and the total contract dollars with sustainable acquisition clauses.

In addition, the SSP requires sites to specify the number of contract actions for biobased product purchases in FY 2019 and estimate the purchases for FY 2020, if available. If estimated data is available for FY2020, please provide the number of actions, as it will assist SPO with setting biobased targets for FY2020, which is required by the Office of Management and Budget and the Council on Environmental Quality.

If you have any questions, please email [sustainability@hq.doe.gov](mailto:sustainability@hq.doe.gov) or call in to one of our weekly reporting help calls that are held every Wednesday from 2-3 pm Eastern. The WebEx details for the calls are posted on the dashboard homepage.

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| **Bottom Line: SPO released the FY2020 Site Sustainability Plan guidance September 17, 2019. This year SPO will be collecting the sustainable acquisition data within the Site Sustainability Plan narrative rather than in the dashboard.** |

**Newly Designated Biobased Products Pertinent to DOE Sites** –

Vernell Thompson (U.S. Department of Agriculture)

Link: <https://www.biopreferred.gov/>

The 30 product categories were put into effect on August 5, 2019. This means as of August 5 all Federal agencies and their contractors are required to give preference to these newly designated products. The most available is product packaging with almost 500 products in the biopreferred catalog. Of the 30 newly designated biobased products, 17 are ones typically purchased at DOE sites.

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| **Bottom Line: 30 newly designated product categories were put in effect on August 5, 2019. The most available is product packaging with almost 500 products in the biopreferred catalog.** |

**ELECTRONIC EQUIPMENT**

**Status of EPEAT Requirements** – Cate Berard (DOE-HQ Office of Sustainable Environmental Stewardship)

We achieved 94 percent EPEAT-registered purchases, of all applicable purchases in FY2018. There is still a lack of registered televisions on the EPEAT registry. We continue to work with the Green Electronics Council (GEC) on that. Mobile phones were 84 percent (goal is 95 percent). EPEAT registered servers were only available for one month of FY2018 and even so were 55 percent.

In FY2018, we saved over 10 million dollars in a variety of costs to ourselves and to third parties by purchasing EPEAT-registered products, enabling power management, and reusing and recycling electronic products at end of life.

Revisions are proposed for both the FAR and the DEAR that align with Executive Order 13834. Until the revisions are published, requirements for the purchase of EPEAT registered products remain in both of those regulations.

DOE is affirming that we still need to purchase EPEAT registered electronic equipment, and we still need to report on those purchases. That reporting will be done through the DOE Sustainability Dashboard.

In February of this year, the Office of Sustainable Environmental Stewardship put out an information brief about changes to the computer and the display registry after a new standard was published. As of June 29, 2019, anything that was only meeting the old standard was archived and is no longer considered EPEAT registered.

GEC has been developing and piloting Purchaser Profiles and Functions for the new registry. Purchasers will have an individualized profile where searches can be saved, and they can input optional criteria to help narrow the search. The EPEAT benefit calculator will allow you to automatically calculate your benefits. GEC recognizes that there may be sensitivities associated with uploading data. They are instituting a process so that the only people who have access to this data are people who input it. They anticipate the functions will be available in December 2019.

In March of this year, GEC released a purchaser’s guide for sustainability and cloud service procurement. It provides specific guidance and language on how to write sustainable cloud services into contracts.

In June of this year, the Office of Management and Budget (OMB) released two critical documents. One was an update to the Federal Cloud Migration Strategy to encourage Federal agencies to be more strategic in their decisions to move things to the cloud, called CloudSmart. Additionally, OMB released an update to the data center optimization initiative memo as the original program was sunsetted. This extends the program until September 2020.

OMB is still encouraging the consolidation and closure of existing data centers. The focus on the efficiency aspects and some of the requirements are now on tiered data centers, and OMB has finally provided an exemption for key mission facilities.

Quarterly reporting done through DOE and eDARS continues. We are still collecting some of the old metrics, like PUE and metering that are not necessarily required by OMB but are required for us to efficiently manage our data centers.

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| **Bottom Line: Of the available EPEAT registered electronic equipment, DOE sites purchased 94% and saved over 10 million dollars in a variety of costs thereby** |

**How to Achieve EPEAT 5-STAR Award** – Jessica Perry (Thomas Jefferson National Accelerator Facility)

The Personal Computer (PC) Purchase Program at the Thomas Jefferson National Accelerator Facility (JLab) is a combination of the IT Division, stock room, and the Finance Division. The program makes PCs and monitors available through our e-commerce website. We have a few different types of PCs: standard, intermediate, developer, laptops, MacBook’s, and monitors. PC equipment is kept on hand for purchase.

We also have automated electronic data processing approval through our requisition data system. There are several requirements for purchase requisitions before they can be signed off on. If the requisition is not for an EPEAT compliant system, JLab staff work with the purchaser to try and find one that is or they will have to provide justification for why they need something outside of the requirement.

We also have a purchase card (PCard) system that informs buyers what they are allowed to purchase on our website. There are items buyers not allowed to purchase with a credit card, which is another way to monitor electronic equipment purchases. We try to maintain the EPEAT gold level when it comes to obtaining electronic equipment that is complaint.

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| **Bottom Line: The PC Purchase Program makes PCs and monitors available through their e-commerce website where they help write the purchase requisition, ensuring the models are EPEAT registered.** |

**Offer for DOE Sites to Pilot Remanufactured Cartridges with Safer Toner** – Tricia Judge (International Imaging Technology Council) and Steve Noyes (Clover Imaging)

Link to <http://www.i-itc.org/stmc.html>

International Imaging Technology Council

The International Imaging Technology Council is comprised of 501 C6 Non-profit groups. Clover is a member of the organization and is one of the hardest working in terms of sustainability. Most of our recent efforts have been proactive lobbying to get the word out on remanufacturing cartridges and their benefits to consumers and the environment.

For 20 years, we have administered the Standardized Test Methods Committee (STMC) Program to ensure quality remanufactured cartridges. STMC certifies manufacturers of cartridges to ensure their quality control process. If you are buying a remanufactured cartridge, look for the STMC logo.

In the 2000s, the market was flooded with cartridges of poor quality and outer cores made from styrene. They created mass confusion among customers as they appeared on the internet in droves with price points well below those of quality remanufactured cartridges. We started evaluating those products and discovered they contained a large percentage of the chemical, decaBDE. The European Association, the German Testing Lab, etc. also studied these products.

*“You might be saving money but you’re putting a toxic cartridge in to the printer, heating it up to 180 degrees, and releasing those toxins into the air.”*

Toner consists of pigment, polymer, wax, charge control agent, additives, and surface additives. When you are dealing with toner that has not been manufactured to the highest specifications, they have impurities and all of the different components can contain problematic materials. If these particles are released, they can be inhaled, and the residual material can get into the lungs and cause serious health problems.

When the European Association did its review of these cartridges, they also studied the components in the toner shell. There was a high percentage, sometimes 1000-2000 times the acceptable number of carcinogens in the cartridge shell. Styrene has been outlawed in Europe and several U.S. states and the U.S. Environmental Protection Agency recently proposed a rule outlawing decaBDE in the United States.

Clover Imaging

Clover remanufactures cartridges that comply with the Blue Angel certification. Blue Angel covers the process, the materials, and the testing of cartridges, which when met receive the Blue Angel certification label. A cartridge certified to Blue Angel contains no decaBDE, styrene, or other hazardous chemicals. Consequently, we would like to invite two or three DOE sites to pilot two to three free cartridges certified to Blue Angel.

Sites Interested in the Pilot:

Carlsbad Field Office and Strategic Petroleum Reserve

Question - What are the savings with Clover compared to new?

Savings with a Clover remanufactured cartridge is in the range of 25-30% on average.

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| **Bottom Line: Testing determined that some toner contained harmful materials like styrene and decaBDE. Blue Angel certified remanufactured cartridges contain no hazardous chemicals. Clover Imaging is offering to pilot 2-3 types of cartridges at 2-3 DOE sites.** |

**Adjourn**

**Next teleconference**

* Date for 2019 – Dec 5
* Potential topics for the next teleconference. Please share your ideas with Shab Fardanesh (shabnam.fardanesh@hq.doe.gov) and Sandra Cannon (cannon@ecopurchasing.com)

**Contact Information for September 26, 2019 Teleconference**

Office of Sustainable Environmental Stewardship

Moderator: Shab Fardanesh – 202-586-7011, shabnam.fardanesh@hq.doe.gov

Technical Support: Sandra Cannon – 509-529-1535, [cannon@ecopurchasing.com](mailto:cannon@ecopurchasing.com)

Sustainable Acquisition Reporting

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Biobased Products

Vernell Thompson, U.S. Department of Agriculture, 202-720-4145, vernell.thompson@usda.gov

EPEAT/Electronic Stewardship

Cate Berard, DOE-HQ Office of Sustainable Environmental Stewardship, 202-586-2334, cate.berard@hq.doe.gov

EPEAT 5-Star Award

Jessica Perry, Thomas Jefferson National Accelerator Facility, 757-269-7262, jperry@jlab.org

Pilot of Remanufactured Cartridges with Safer Toner

Tricia Judge, International Imaging Technology Council, 702-498-4185, [tricia@i-itc.org](mailto:tricia@i-itc.org)

Steve Noyes, Clover Imaging, 301-215-9241, [steve.noyes@cloverimaging.com](mailto:steve.noyes@cloverimaging.com)

**SUSTAINABLE ACQUISITION RESOURCES**

**DESIGNATED PRODUCTS BY STATUTE**

**Green Purchasing Compilation**

Web: <https://sftool.gov/greenprocurement>

The Green Purchasing Compilation denotes by product category which products require preference. Preference means the only exceptions to purchasing with the specified attribute (alternative fuels and vehicles, biobased, energy efficient, non-ozone depleting, and recycled) are the CAP: cost, availability, performance. Below are website locations for each of the designated categories;

* Alternative Fuels/Vehicles

Web: https://www.energy.gov/eere/femp/federal-fleet-management

Statute: https://www4.eere.energy.gov/femp/requirements/requirements\_filtering/fleet\_management

* Biobased products

Web: https://biopreferred.gov/BioPreferred/faces/pages/AboutBioPreferred.xhtml

Statute: https://biopreferred.gov/BioPreferred/faces/pages/PoliciesAndLaws.xhtml

FAR: https://www.acquisition.gov/?q=browse/far/23&searchTerms=FAR%20part%2023

* Energy efficient equipment

Web: https://www.energystar.gov/index.cfm?c=fed\_agencies.fed\_ag\_efficient

Statutes:

* Energy Independence and Security Act 2007 - https://www.gpo.gov/fdsys/pkg/PLAW-110publ140/html/PLAW-110publ140.htm
* Energy Policy Act of 2005 - https://www.gpo.gov/fdsys/pkg/BILLS-109hr6enr/pdf/BILLS-109hr6enr.pdf
* Energy Policy Act of 1992 - https://www.congress.gov/bill/102nd-congress/house-bill/776/text

FAR 23.203: https://www.acquisition.gov/?q=browse/far/23&searchTerms=FAR%20part%2023

* Non-Ozone depleting

Web: https://www.epa.gov/snap

Statute: https://www.epa.gov/clean-air-act-overview/clean-air-act-text

FAR: https://www.acquisition.gov/?q=browse/far/23&searchTerms=FAR%20part%2023

* Recycled products

Web: https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program#products

Statute: https://www.gpo.gov/fdsys/pkg/STATUTE-90/pdf/STATUTE-90-Pg2795.pdf

FAR: https://www.acquisition.gov/?q=browse/far/23&searchTerms=FAR%20part%2023

**U.S. ENVIRONMENTAL PROTECTION AGENCY PROGRAMS**

In addition to the required designated products, the U.S. Environmental Protection Agency has guidance programs for Federal purchasers to use in selecting products.

* SaferChoice

https://www.epa.gov/saferchoice

* SmartWay

https://www.epa.gov/smartway

* WaterSense

https://www.epa.gov/watersense/commercial-buildings

**PRIVATE SECTOR STANDARDS RECOMMENDED BY EPA**

**U.S. Environmental Protection Agency**

Web: https://www.epa.gov/greenerproducts/recommendations-specifications-standards-and-ecolabels-federal-purchasing

The U.S. Environmental Protection Agency has established a standard (*Recommendations of Specifications, Standards, and Ecolabels for Federal Purchasing*) by which to evaluate and recommend private sector standards.

**OTHER SOURCES OF INFORMATION**

**U.S. Department of Energy’s “Sustainable Acquisition Program” website for access to template language for contracts, teleconference agendas and minutes, and other sources of helpful information**

Web: <http://www.fedcenter.gov/sustainableacquisition>

**DOE GreenBuy Award Program with goals that can be used as specifications**

Web: https://www.fedcenter.gov/members/workgroups/sustainableacquisition/priorityproducts/

**DOE Priority Products List with hotlinks to resources**

Web: <https://sftool.gov/greenprocurement/doe>

**Sustainable Acquisition for Federal Agencies Online Training**

Web: <https://www.wbdg.org/education/femp44.php>

**DOE ListServ for Queries to Other DOE Sites**

Web: [sustainable-acquisition@fedcenter.gov](mailto:sustainable-acquisition@fedcenter.gov)

**Share Product Information with Other DOE Sites via Database**

Web: <https://www.fedcenter.gov/members/workgroups/sustainableacquisition/productsdatabase/>

**Benefits Calculators**

**Construction**

* Calculate sustainability benefits in construction materials: https://ws680.nist.gov/bees/(A(ZS0cJp1J1AEkAAAAY2VlZDY3NTktNzIyZS00NjgzLTgzODUtYzk3YTY0OTc4OTJi-YGnTS-6221ClOz7CMhdX7Ss4mc1))/AnalysisParametersBuildingProds.aspx

**Electronic Equipment**

* Calculate reductions from EPEAT registered electronic equipment:

<https://greenelectronicscouncil.org/epeat-benefits-calculator/>

**Energy Efficiency**

* Calculate energy reductions:

https://www.energy.gov/eere/femp/energy-and-cost-savings-calculators-energy-efficient-products

* Calculate lighting energy reductions:

https://www.energystar.gov/products/lighting\_fans (scroll down for calculator)

* Calculate refrigerator energy reductions:

https://www.energystar.gov/products/appliances (scroll down for calculator)

**Non-Ozone Depleting**

* Calculate ozone-depleting refrigerant reductions:

<http://web.unep.org/ozonaction/resources/gwp-odp-calculator>

**Recycled Content**

* Calculate energy and greenhouse gas reductions from purchase of recycled products : <https://19january2017snapshot.epa.gov/www3/epawaste/conserve/tools/warm/ReCon_Online.html>

**Water Efficiency**

* Calculate water reductions:

https://www.epa.gov/watersense/tools-ci-facilities

* Calculate water reductions from cooling applications:

http://gemi.org/EDFGEMIwaterMAPP/

**Catalogs of Sustainable Products**

* SFTool Product Search

Web: <https://sftool.ecomedes.com/>

* Underwriters Laboratories SPOT

Web: https://spot.ul.com/

**Construction Materials**

* Whole Building Design Guide -- Technical Guidance for Implementing the Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings Memorandum of Understanding

Web: <http://www.wbdg.org/>

* Federal Green Construction Guide for Specifiers with more than 60 model green construction spec sections

Web: <http://fedgreenspecs.wbdg.org>

* National Institute of Standards and Technology Building for Environmental and Economic Sustainability (BEES)

Web: https://www.nist.gov/services-resources/software/bees

* Green Building Council’s Leadership in Energy and Environmental Design (LEED version 4)

https://www.usgbc.org/sites/default/files/LEED%20v4%20BDC\_04.6.18\_current.pdf

**Contracts – Best in Class Federal (former Federal Strategic Sourcing Initiative)**

* Acquisition

Web: https://www.gsa.gov/acquisition/purchasing-programs/federal-strategic-sourcing-initiative-fssi

* GSA Advantage (see “FSSI” or “Best in Class”)

Web: https://www.gsaadvantage.gov/advantage/search/specialCategory.do?cat=ADV.ENV