



# Sustainable Procurement Guide for Facility Maintenance



Federal Agencies are required to purchase recycled content products designated under the U.S. Environmental Protection Agency's (EPA) Comprehensive Procurement Guidelines (CPG), biobased products designated under the U.S. Department of Agriculture's (USDA) BioPreferred program, energy-efficient products designated under the EPA's EnergyStar program or the Department of Energy's Federal Energy Management Program (FEMP), and water-efficient products designated under EPA's WaterSense program. Procurement of these types of sustainable products is required by statute, Executive Order, and Federal Acquisition Regulations, unless an exception applies. Information about documenting exceptions to these requirements is located in the Army Installation Green Procurement Program Implementation Guide.

Facility maintenance activities at Army installations, whether performed by contractors or in-house Army staff, must comply with these requirements. The checklist provided below is a guide to determine sustainable products that may be used in conducting facility maintenance projects. This checklist is not inclusive. Visit <http://www.sftool.org/GreenProcurement> for a comprehensive list. Purchasing information for these products is provided on page 2 of this Quick Guide.

## Facility Maintenance

- |   |  |
|---|--|
| <input type="checkbox"/> Aerosols               | <input type="checkbox"/> Air conditioner coil cleaners |
| <input type="checkbox"/> Bathroom fixtures      | <input type="checkbox"/> Carpet                        |
| <input type="checkbox"/> Drain maintainers      | <input type="checkbox"/> Fluorescent ballasts          |
| <input type="checkbox"/> Fluorescent luminaires | <input type="checkbox"/> HVAC maintenance products     |
| <input type="checkbox"/> Light bulbs            | <input type="checkbox"/> Light fixtures                |
| <input type="checkbox"/> Lubricants             | <input type="checkbox"/> Paints                        |
| <input type="checkbox"/> Paint removers         | <input type="checkbox"/> Water heaters                 |

When contracting for facility maintenance activities, applicable requirements for sustainable products and services must be incorporated into work statements and specifications; this includes recycled and biobased materials, environmentally preferable products, energy- and water-efficient products, and products free of toxins and ozone-depleting substances. When developing the contract requirements, review the current list of EPA- and USDA-designated products to identify if the contract involves the purchase or use of these products. If yes, ensure the specifications/product descriptions require recycled or biobased material content. EO 13693 places special emphasis on BioPreferred products and requires Federal agencies to achieve at least 95 percent compliance with the BioPreferred purchasing requirement. The following websites offer sample contract language for incorporating sustainable products into facility maintenance contracts:





- FedCenter (<http://www.fedcenter.gov/programs/buygreen>)
- USDA (<http://www.biopreferred.gov/BioPreferred/faces/pages/AcquisitionTools.xhtml#>)



**Buy Wisely, Buy for the Future!**



## PURCHASING GUIDE MATRIX – FACILITY MAINTENANCE PRODUCTS

Product	Preference Program <sup>1</sup>				Minimum Content Levels	Availability				GSA Award Schedule(s)
						EMALL	GSA Advantage	GSA Global Supply	AbilityOne	
Aerosols <sup>2</sup>						X	X	X		Schedule 73 SINs 375 362 & 363
Air conditioner coil cleaners				X						Schedule 51 V SINs 105 101 & 102
Bathroom fixtures <sup>3</sup>						X	X	X		Schedule 56 SIN 563 25 Schedule 51 V SINs 105 001 & 002
Carpet		X	X		7% <sup>4</sup> 25-100% <sup>5</sup>					Schedule 72 SINs 31 301, 302, 303, 304, 501 & 601 Schedule 51 V SINs 105 101 & 102
Drain maintainers				X			X			Schedule 56 SIN 5636 25
Fluorescent ballasts <sup>6</sup>						X	X	X		Schedule 51 V SINs 105 101 & 102 Schedule 56 SIN 206 4
Fluorescent luminaries <sup>6</sup>						X	X	X		Schedule 56 SIN 206 4
HVAC maintenance products				X						Schedule 51 V SINs 105 101 & 102
Light bulbs	X					X	X			Schedule 51 V SINs 105 101 & 102 Schedule 56 SIN 206 4
Light fixtures	X					X	X			Schedule 51 V SINs 105 101 & 102 Schedule 56 SIN 206 4
Lubricants		X			88%	X	X	X	X	Schedule 51 V SINs 105 101 & 102
Paint		X	X		20-67% <sup>4</sup> 20-100% <sup>5</sup>	X	X	X		Schedule 51 V SINs 834 100 Schedule 51 V SINs 105 001 & 002
Paint removers		X			41%	X	X	X	X	Schedule 51 V SINs 105 001 & 002
Water heaters <sup>6</sup>	X					X	X	X		Schedule 56 SIN 563 28; Schedule 51 V SINs 105 001 & 002

<sup>1</sup>  =ENERGYSTAR,  = Biobased,  = Recycled Content,  = Safer Choice

<sup>2</sup> This product can also be SNAP approved

<sup>3</sup> This product can be labelled WaterSense

<sup>4</sup> Biobased content

<sup>5</sup> Recycled content

<sup>6</sup> This product can also be FEMP designated

### SUSTAINABLE PURCHASING TIPS

- Purchase biobased materials that also contain low VOCs.
- Purchase carpets from a manufacturer with a take-back program or purchase carpet tiles so that pieces can be replaced if necessary.
- Install motion sensors to control indoor lighting in appropriate rooms.