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GSA Office of Governmentwide Policy

Acquisition Alert 2013-10

MEMORANDUM FOR ALL GSA CONTRACTING ACTIVITIES

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SUBJECT: Televisions and Imaging Equipment Added to Required EPEAT Product Categories

**What is the purpose of this Acquisition Alert (AA)?**

The purpose of this AA is to inform the acquisition workforce that televisions and imaging equipment have been added to the Electronic Product Environmental Assessment Tool's (EPEAT) product categories, which GSA is required<sup>1</sup> to purchase unless an exception is met and documented.<sup>2</sup>

**What are the additional products that shall be purchased under the EPEAT product designation?**

Following instructions from the Office of Federal Procurement Policy and the Federal Environmental Executive, effective immediately, all purchases made by GSA contracting personnel with GSA funds for products within the following categories shall be purchased at the bronze, silver, or gold<sup>3</sup> level:

- Televisions (*NEW Category*)
- Imaging Equipment (*NEW Category*)

<sup>1</sup> See FAR 23.103; FAR 23.704; E.O. 13423; E.O. 13514; GSA's Green Purchasing Plan (GPP).

<sup>2</sup> The GPP requires that the contract file be documented prior to award with the appropriate exception to justify any procurement over the micro-purchase threshold that does not require the supply or use of EPEAT products. In each case, the exception must be approved at the applicable level. Each Head of Contract Activity (HCA) shall establish a designee to review and approve exceptions.

<sup>3</sup> FAR Part 23 requires that at least 95% of agencies' new contract actions for products covered by the EPEAT standards are for products meeting EPEAT's bronze or silver level. The GPP extends this requirement to 100% of new contract actions executed by GSA with GSA funds and requires that these purchases be exclusively for products meeting EPEAT's silver or gold level. However, until the market matures, GSA has decided to allow purchases of televisions and imaging equipment at the bronze level.

- Copiers
- Digital Duplicators
- Fax Machines
- Mailing Machines
- Multifunction Devices
- Printers
- Scanners
- Computers & Displays
  - Desktops
  - Displays
  - Notebooks
  - Integrated Desktop Computers
  - Workstation Desktops
  - Thin Clients
  - Tablet Notebooks

**Where do I go to determine whether my contract action is subject to EPEAT standards?**

To assist in determining if your contract action is subject to sustainable acquisition requirements, including EPEAT standards, please visit GSA's Green Procurement Compilation (<http://sftool.gov/greenprocurement>).

For a list of all EPEAT-registered products, visit the EPEAT website (<http://www.epeat.net>).

Additionally, EPEAT-registered product for televisions and imaging equipment is available on GSA's Multiple Award Schedules (MAS) 36, 51V, 70, and 75, the Federal Strategic Sourcing Initiative Print Management Blanket Purchase Agreements (BPAs), and the IT Commodities BPAs.

**What language needs to be included in a solicitation or request for quotes to ensure that televisions and imagine equipment are bought under the EPEAT designation?**

When executing contract actions for EPEAT products, per FAR 23.705(b) insert the clause at 52.223-16 (to specify EPEAT bronze or higher<sup>4</sup>) or its Alternate I (to specify EPEAT silver or higher<sup>5</sup>). Until the FAR clause at 52.223-16 is updated to include the

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<sup>4</sup> This applies to all purchases of televisions and/or imaging equipment.

<sup>5</sup> This applies to all purchases of computers and/or displays.

two new product categories (televisions and imaging equipment), please ensure that the following types of solicitations and contracts specify that only EPEAT-registered products will be acceptable:

- those for televisions and/or imaging equipment;
- those for services involving the furnishing of televisions and/or imaging equipment for Government use; and
- those for contractor operation of Government-owned facilities.

**How do I code my contract action as an EPEAT designated contract action in the Federal Procurement Data System (FPDS) or in a GSA contract writing system that feeds FPDS?**

When entering information into FPDS or a GSA contract writing system that feeds FPDS for contract actions involving the product categories listed above, please remember to code element number 8L “Recovered Materials/Sustainability” as option “F - Environmentally preferable” or -- if the contract actions includes other sustainability requirements -- be sure to indicate one of the other options that includes “environmentally preferable” (Codes F, I, K, and L). This requirement applies whether your action is a new contract, delivery order, modification, exercise of an option, or any other contract action entered into FPDS. Proper coding in FPDS is essential to ensure that GSA achieves the FAR required goal of 95% of all contract actions are sustainable.<sup>6</sup>

**Where can I find additional information regarding sustainable acquisition?**

Please refer to the GPP for greater detail regarding GSA’s policy on sustainable acquisition, including EPEAT-registered products. A copy of the GPP can be found at: [www.gsa.gov/sustainability](http://www.gsa.gov/sustainability).

Any questions regarding this AA or sustainable acquisition should be directed to Jeffrey Pitts at [jeffrey.pitts@gsa.gov](mailto:jeffrey.pitts@gsa.gov) or (202) 501-0712.

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<sup>6</sup> FAR 23.103 Sustainable acquisitions. (a) states: “Federal agencies shall advance sustainable acquisition by ensuring that 95 percent of new contract actions for the supply of products and for the acquisition of services (including construction) require that the products are— (1) Energy-efficient (ENERGY STAR® or Federal Energy Management Program (FEMP)-designated); (2) Water-efficient; (3) Biobased; (4) Environmentally preferable (e.g., EPEAT-registered, or non-toxic or less toxic alternatives); (5) Non-ozone depleting; or (6) Made with recovered materials.”