

FACILITIES DIVISION
Standard Operating Procedures

DATE: May 4, 2005
SUBJECT: Greening the Government
NUMBER: FDSOP-05-003
EFFECTIVE DATE: Immediately Until Replaced or Superseded

1. Purpose

This standard operating procedure outlines the requirements for compliance with various Executive Orders (E.O.), statutes, and policies regarding "greening" the Government and the Facilities Division's (FD) commitment to protecting the environment.

2. References

- E.O. 13101 Greening the Government through Waste Prevention, Recycling, and Federal Acquisition
- E.O. 13123 Greening the Government through Efficient Energy Management
- E.O. 13134 Developing and Promoting Biobased Products and Bioenergy
- E.O. 13148 Greening the Government through Leadership and Environmental Management

Resource Conservation and Recovery Act (RCRA) Section 6002, as amended.

National Energy Conservation Policy Act

Pollution Prevention Act

Policies & Procedures 134.2, ARS Energy Management Plan

Acquisition and Property Division (APD) Memorandum No. 23-02A, Energy Initiatives

3. Background

Buying green has been a part of the Federal Government's purchasing strategy since 1976 when Congress passed the RCRA; among other things, it required agencies to buy recycled-content products. Other laws passed since then have included additional environmental purchasing components.

During the past decade, several E.O. have been issued that promote and mandate the Greening of the Federal Government. The intent of the E.O. is to ensure that Federal Agencies are committed to protecting the environment through energy efficiency, recycling, pollution prevention, and affirmative procurements.

Of particular interest, E.O. 13101 requires Executive Agencies to:

- Consider environmental factors, as appropriate, in acquisition planning for all procurements and in the evaluation and award of contracts.
- Revise existing specifications, descriptions and standards to enhance the procurement of environmentally preferable products and services.
- Use the U.S. Environmental Protection Agency (EPA) guidance to the maximum extent possible in identifying and purchasing environmentally preferable products and services.
- Require contractors to follow EPA's green purchasing guidance.
- Include environmental and recycling concerns in the acquisition and management of Government space, including leased space, and the design and construction of new buildings.

(APD Policy Memorandum No. 23-02A, Energy Initiatives, identifies the greening E.O. and outlines the responsibilities of personnel involved in the procurement process. This policy memorandum also contains a list of pertinent web sites.)

4. Procedures

Designs for Agricultural Research Service (ARS) facilities shall provide for the protection of the environment through energy efficiency, recycling, pollution prevention, and affirmative procurement to the maximum extent practicable.

FD Engineering and Contracting Specialists are responsible for becoming familiar with Greening E.O. and the EPA list of designated products and recycled content recommendations.

a. Facilities Engineering Branch (FEB)

FEB will be responsible for including in the design statement of work submitted to FCB, the requirements for the design A-E firm to use standard industry specifications to include energy efficient, recycled, biobased, and/or environmentally sound products. These requirements are already addressed in ARS P&P 242.1. FEB will also coordinate requirements to implement "Greening Construction" in ARS new facility projects per Department policy. The Engineering Project Managers will require through design review, statement of work that design review A-E's check designs for compliance with the requirements to use energy efficient, recycled, bio-based, and environmentally sound products and efforts to attain Leadership in Energy and Environmental Design certification on new facility designs where economically practical.

b. Facilities Contracts Branch

FCB is responsible for ensuring the appropriate Federal Acquisition Regulation clauses are included in all contracts for construction and A-E services. All cognizant Contracting Officers will modify existing A-E contracts as specifications are updated.

5. Point of Contact

For further information, please contact the Office of the Director, FD, on 301-504-1151.

/s/ Patrick G. Barry

PATRICK G. BARRY
Director
Facilities Division