Department of Energy
Washington, DC 20585

AUG 0 6 2004

MEMORANDUM FOR DISTRIBUTION

FROM: RICHARD H. HOPF, DIRECTOR
OFFICE OF PROCUREMENT
AND ASSISTANCE MANAGEMENT

SUBJECT: Environmentally Preferable Purchasing

As a result of Section 9002 of the Farm Security and Rural Investment Act of 2002, the United States Department of Agriculture (USDA) published a Notice of Proposed Rulemaking in the Federal Register on December 19, 2003, 68FR70730, entitled "Guidelines for Designating Biobased Products for Federal Procurement". This was the first step in the development of a mandatory purchasing program being referred to as the "Buy Bio Program". The Act, as well as Executive Orders 13101 and 13134, provide for a preferred procurement program for biobased versus similar petroleum based products, and is modeled after EPA's Affirmative Procurement Program for recycled content products. USDA will develop a list of products that Federal agencies and their contractors will be obliged to purchase with biobased content. A FAR Case to implement this new program is under development.

Within DOE, the Office of Energy Efficiency and Renewable Energy (EERE), through its Office of the Biomass Program, is urging the Department and its management contractors to be early adopters of the Buy Bio Program. The nation's energy security is enhanced by substituting domestically produced biobased products in place of those produced from petroleum and makes DOE early adopters of the Act. A synopsis of the requirements within Section 9002 and the draft list of biobased products is attached. Early adoption is voluntary for individual contracting activities and management contractors. But, along with enhancing energy security, early adoption has the advantage of developing familiarity with biobased products that will be mandatory for purchase when the program is ultimately implemented. The attached "Environmentally Preferable Contracting Opportunities List" was prepared by EERE's Biomass Program, based upon an analysis of the procurement forecasts of DOE and its management contractors. The attachment lists opportunities identified to promote DOE's Voluntary Early Adopter Buy Bio Program and other preferred procurement products, such as recycled content products and energy and water efficient products. Many opportunities are service acquisitions, such as construction and janitorial services, for which building materials with biobased, recycled content, and environmentally preferable cleaning supplies may be specified.

Printed with soy ink on recycled paper

You are encouraged to share this memorandum and its attachments with your management contractors, facility management, and other requirements personnel, and to use this tool to expand the award of environmentally preferable contracts and orders. Those interested in learning more about the Buy Bio or Affirmative Procurement Programs should contact their site's Green Acquisition Advocates or Recycling Coordinators who receive recurring updates on both programs through quarterly "Environmentally Preferable Contracting Teleconferences". Please informally keep track of successes in this area, so they can be reported when the annual Resource Recovery and Conservation Act (RCRA) report is prepared. Questions may be addressed to Mr. Richard Langston, of my staff, at (202) 287-1339 Richard.Langston@hq.doe.gov .

Attachments

DISTRIBUTION

Mike Adams, Acting Procurement Director, Idaho Operations Office
Mike Barrett, Acting Procurement Director, Office of River Protection
John Bashista, Headquarters Procurement Services
Debra Bean, Procurement Director, Western Area Power Administration
Ken Berglund, Procurement Director, Bonneville Power Administration
Stanley Colt, Acting Procurement Director, Carlsbad Area Office
Charles Crowe, Procurement Director, Oak Ridge Operations Office
Charlie Dan, Procurement Director, Rocky Flats Field Office
John Greenwood, Procurement Director, Chicago Operations Office
Birdie Hamilton-Ray, Procurement Director, Office of Repository Development (RW)
Gary Landry, Procurement Director, Strategic Petroleum Reserve Project Office
Anthony Lorenz, Procurement Director, Richland Operations Office
Michael Allison, Procurement Director, Savannah River Operations Office
Joel Seymour, Procurement Director, Southeastern Power Administration
Dale Siciliano, Procurement Director, National Environmental Technology Laboratory
Mona Snyder, Procurement Director, Ohio Field Office
Cris Van Horn, Procurement Director, Southwestern Power Administration
Jerry Zimmer, Procurement Director, Golden Field Office

cc:
Douglas E. Kaempf, Program Manager, EE-2E
Andrew C. Lawrence, Deputy Assistant Secretary, EH-41
Stephen Mournighan, Deputy Director, ME-60
Edward Simpson, Director ME-62
Jan Chavez-Wilcynski, Director, ME-65
Robert, Braden, Director, NA-63
James J. Cavanagh, Deputy Director, NA-63

Background Info
U.S. Department of Energy's Buy Bio Early Adopter Initiative

Synopsis of *Federal Register* Proposed Rule
"Guidelines for Designating Biobased Products for Federal Procurement"
December 19, 2003 – U.S. Department of Agriculture
http://www.access.gpo.gov/su_docs/aces/fr-cont.html

"Within 1 year after the publication date of each designated item, Federal agencies that have the responsibility for drafting or reviewing specifications for items procured by Federal agencies shall ensure that their specifications require the use of designated items composed of biobased products, consistent with these guidelines."

"Within 1 year after the publication date of these guidelines, each Federal agency shall develop a procurement program which will assure that items composed of biobased products will be purchased to the maximum extent practicable and which is consistent with applicable provisions of Federal procurement law."

- Preference program
- Promotion program
- Review and monitoring program

While the notice is only the U.S. Department of Agriculture's proposed framework for designating biobased products for purchase by Federal agencies, the notice also "particularly seeks public comment on the proposed categories and items, and the reasonableness of the biobased content percentages, discussed below." Although the notice lists product categories and percentages, USDA's intent is these are potential product categories they might propose

Product Category	Percent by Weight	Source/Benefits
Adhesives and products containing adhesives: Book bindings Boxes - corrugated Doors Envelopes Labels Lumber (glulam beams, I-joists) Furniture Paper bonds Stamps Sutures Tapes (clear, duct, masking) Windows	70%/adhesive 90%/product	Starch from corn, potatoes, wheat, tapioca, and other plants; casein from skimmed milk; soy protein; soybean oil; vegetable gums; gelatin; livestock derivatives; tannins from woody biomass; and marine animal derivatives Reduce total amount of phenol-formaldehyde and isocyanate-containing adhesives used to bond plywood and other panels

Construction Materials and Composites, including products with adhesives Appliance molded cases, covers Beams - laminated Board – oriented strand Building materials Cabinets Carpet, incl. backing and pad Composites Computers Concrete (starch/vegetable compounds added during setting reduce density) Concrete mold release agents Cushions - foam Dashboards - automotive Fiberboard – medium density Fixtures - store Foam – rigid and soft Furniture Hardboard Insulating foams – rigid for appliances Insulation – fiber and foam Lumber, incl. plastic wood composite Pads – furniture, etc. Panels – nonstructural Plaques - award Plywood Seats - automotive Shingles Siding Signs Tabletops Telephones Trim Trophies Wood - round	85% construction 70% composite 10% molded reinf. 15% insulat. foam 20% mixed	Bamboo, cereal grain straws, corn, polylactides, corn stover, kenaf, guayule, paper, soybean oil polyol, straw, sugar cane bagasse, vegetable fiber, vegetable oil polyesters, wood byproducts (chips, flour, sawdust, shavings)
Construction – products with biobased adhesives Beams - laminated Board – oriented strand Composites – decorative Fiberboard – medium density Hardboard Lumber – finger jointed/oriented Strand		

Molding Plywood Roof trusses Trim		
Fibers, Paper, Packaging Boxes Cabinets Displays - store Drums Furniture Packaging Pails Panels – lightweight honeycomb Paper Paperboard Ropes Textiles Yarns	90% fibers 30% fib.composites 30% comp.pkg.mat. 75% woven fibers 80% pkg materials 20% paper 50% bristols 20% newsprint 30% tissue 30% paperboard 50% other	Bamboo, cornstarch, corn stover, cotton (low-grade), flax, kenaf, leaves, poultry feathers, potato starch, rice, saw dust, straw, sugar cane bagasse, switch grass, wheat, wood by products (chips, forest thinnings, grindings, sawdust, shavings, tree curls)

Fuel Additives – enhance a fuel's combustion or other properties Heat buildings Power vehicles Steam heat **Solid fuel additives** *Brickets *Pellets **Liquid fuel additives** *Biodiesel *Ethanol	5% 80%	Animal fat, canola, corn, byproducts or crop/processing residues (cooking oil, cotton, hulls, manure, nonrecyclable paper, paper sludge, soy, stalks, sugar), rape seed, soybean, wood Wood, wood residue
Inks – Plant and Vegetable (no VOCs) Soy ink (newspapers)	20% forms 10% headset 40% news – black 30% news – color 20% sheet fed 20% specialty	Soybean oil
Landscaping Materials, Compost, Fertilizer Compost Fertilizer Landscaping materials (bark, chips, mulch	100% 80% 100%	Biobased coatings, construction materials, fibers, manure, paper, sorbents, straws, woody crops

Lubricants and Functional Fluids 2-cycle engine oil additives for chain saws lawnmowers string trimmers other small machinery Dielectric fluids for transformers Heavy machinery, mobile equipment *Brake fluid *Coolants *Crankcase oil/grease *Hydraulic fluid *Lubricants *Metal working fluid (cutting/drilling oil/lubricant) *Oil – bar, chain, sprocket *Power steering fluid *Process fluid *Transmission fluid Release Agents for Forms Molds	10% crank.oil-h2o 50% crank.oil-air 50% 2-cycle eng. 40% 5th whl grease 25% auto grease 50% loss lub.-chain 50% turbine lub. 50% penetrating oil 90% gen. purpose 50% hydraulic fluid 20% brake fluid 50% drilling oil 30% metal wrking 30% stamping 70% concrete rel. 50% metal foundry 70% transformer oil	Animal fat, canola, corn, plant materials, rapeseed, soybean, sun flower
Paints and Coatings Coatings – architectural, marine Corrosion inhibitors Paint Polishes Sealers – concrete, wood Stains	20% formulated product	Cellulose esthers/ethers, corn, guayule epoxy-amine, linseed oil, soy, soybean oil, wheat, xanthan gum

Plastics		Starch in corn, potatoes, tapioca, wheat
Biodegradeable films	25%	
Biodegradeable foams	50%	
Compostable molded products	75%	
Durable films, coatings	20%	
Durable foams	15%	
Molded composites/biobased fibers	20%	
Molded plastics, comp., biobased resins	10%	
Synthetic fibers	50%	
Water soluble polymers	50%	
Solvents and Cleaners	50% formulated	Crops, livestock
Carrier solvent for paints, inks, lotions		
Cleaning – fabric, fruit/vege, paint, etc.	100% concentrate	
Sorbents	90% sorbents	Corn stover, cotton, cotton linters, kenaf, peanut huls, vegetable starch, wool
Absorb spills (blood, fluids, oil, urine)	75% sorbent syst.	

Attachment 2

DOE ENVIRONMENTALLY PREFERABLE PROCUREMENT FORECAST OPPORTUNITIES

Fiscal Year 2005

Cleaning Services – Sub Contract
Savannah River Operations Office
Set-aside for Small Business
RFP Release Date: 1st Quarter
Anticipated award Date: 2nd Quarter
Current Contract Number: C001810N
Acquisition POC: Susan Goodwin, 803-952-6091

Construction of Building – Sub Contract
Stanford Linear Accelerator Center
RFP Release Date: 2nd Quarter
Anticipated Award Date: 2nd Quarter
Current Contract Number: None
Acquisition POC: 650-926-3300

Construction of Gate House and Badge Office – Sub Contract
Thomas Jefferson National Accelerator Facility
Set-aside for Small Business
RFP Release Date: 3rd Quarter
Anticipated Award Date: 4th Quarter
Current Contract Number: None
Acquisition POC: Ross Small, 757-269-7603

Construction of Refrigeration Service Buildings – Sub Contract
Thomas Jefferson National Accelerator Facility
Set-aside for Small Business
RFP Release Date: 4th Quarter
Anticipated Award Date: 1st Quarter
Current Contract Number: None
Acquisition POC: Ross Small, 757-269-7603

Construction of Road – Sub Contract
Thomas Jefferson National Accelerator Facility
Set-aside for Small Business
RFP Release Date: 2nd Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: None
Acquisition POC: Ross Small, 757-269-7507

Attachment 2

Construction of Road – Sub Contract
Thomas Jefferson National Accelerator Facility
Set-aside for Small Business
RFP Release Date: 1st Quarter
Anticipated Award Date: 2nd Quarter
Current Contract Number: None
Acquisition POC: Ross Small, 757-269-7121

Construction Services – Sub Contract
Bechtel National, Inc. Office of River Protection
RFP Release Date: 3rd Quarter
Anticipated Award Date: 4th Quarter
Current Contract Number: None
Acquisition POC: Mike Jewell, 509-371-2703

Construction Services – Sub Contract
Lawrence Livermore National Laboratory
RFP release Date: 1st Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: H617000
Acquisition POC: 925-422-4816

Elevator Maintenance – Sub Contract
Savannah River Operations Office
Sole Source
RFP Release Date: 3rd Quarter
Anticipated Award Date: 4th Quarter
Current Contract Number: None
Acquisition POC: Susan Goodwin, 803-952-6091

Facility Maintenance – Sub Contract
Savannah River Operations Office
Sole Source
RFP Release Date: 4th Quarter
Anticipated Award Date: 4th Quarter
Current Contract Number: AC13133M
Acquisition POC: Susan Goodwin, 803-952-6091

Flooring and Floor Covering – Sub Contract
Lawrence Livermore National Laboratory
RFP Release Date: 1st Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: H643800
Acquisition POC: 925-422-4816

Attachment 2

Janitorial Services – Prime Contract
Richland Operations Office
Set-aside for Sole Source 8(a)
RFP Release Date: 1st Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: DE-AC06-00RL14144
Acquisition POC: Rich Hague, 509-373-3352

Janitorial Supplies – Sub Contract
Nevada Operations Office
Set-aside for Small Business
RFP Release Date: 1st Quarter
Anticipated Award Date: 2nd Quarter
Current Contract Number: 31440
Acquisition POC: Procurement at 702-295-2150

Laundry Services – Sub Contract
Lawrence Livermore National Laboratory
RFP Release Date: 1st Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: H553600
Acquisition POC: 925-422-4816

Office Infrastructure – Sub Contract
Kansas City Site Office
Set-aside for Small Business
RFP Release Date: 1st Quarter
Anticipated Award Date: 2nd Quarter
Current Contract Number: None
Acquisition POC: 816-997-4700

Rehab Kitchen – Sub Contract
Thomas Jefferson National Accelerator Facility
Set-aside for Small Business
RFP Release Date: 3rd Quarter
Anticipated Award Date: 4th Quarter
Current Contract Number: None
Acquisition POC: Ross Small, 757-269-7603

Repair and Install Door – Sub Contract
Lawrence Livermore National Laboratory
RFP Release Date: To Be Determined
Anticipated Award Date: 2nd Quarter
Current Contract Number: H531800
Acquisition POC: 925-422-4816

Re-roof Building – Sub Contract
Stanford Linear Accelerator Center
RFP Release Date: 3rd Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: None
Acquisition POC: 650-926-3300

Re-roof Building – Sub Contract
Thomas Jefferson National Accelerator Facility
Set-aside for Small Business
RFP Release Date: 1st Quarter
Anticipated Award Date: 2nd Quarter
Current Contract Number: None
Acquisition POC: Ross Small, 757-269-7603

Technical Assistance (May include Conservation Landscaping) – Prime
Office of Energy Efficiency and Renewable Energy
Set-aside for Small Business
RFP Release Date: 1st Quarter
Anticipated Award Date: 2nd Quarter
Current Contract Number: None
Acquisition POC: Hon Olsen, 303-275-4722

Truck Maintenance – Sub Contract
Savannah River Operations Office
Set-aside for Small Business
RFP Release Date: 3rd Quarter
Anticipated Award Date: 4th Quarter
Current Contract Number: C001869N
Acquisition POC: Bruce Way, 803-952-9015

DOE EPP FORECAST OPPORTUNITIES

Fiscal Year 2006

Building Management System Maintenance – Sub Contract
Savannah River Operations Office
Sole Source
RFP Release Date: 3rd Quarter
Anticipated Award Date: 4th Quarter
Current Contract Number: None
Acquisition POC: Susan Goodwin, 803-952-6091

Attachment 2

Construction of Buildings – Sub Contract
Thomas Jefferson National Accelerator Facility
Set-aside for Small Business
RFP Release Date: 1st Quarter
Anticipated Award Date: 2nd Quarter
Current Contract Number: None
Acquisition POC: Ross Small, 757-269-7603

Construction of Offices – Sub Contract
Thomas Jefferson National Accelerator Facility
Set-aside for Small Business
RFP Release Date: 2nd Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: None
Acquisition POC: Ross Small, 757-269-7603

Construction of Parking Lot –Sub Contract
Thomas Jefferson National Accelerator Facility
Set-aside for Small Business
RFP Release Date: 2nd Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: None
Acquisition POC: Ross Small, 757-269-7603

Construction of Road Extension – Sub Contract
Thomas Jefferson National Accelerator Facility
Set-aside for Small Business
RFP Release Date: 2nd Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: None
Acquisition POC: Ross Small, 757-269-7603

Construction Services – Sub Contract
Bechtel National, Inc. Office of River Protection
RFP Release Date: 1st Quarter
Anticipated Award Date: 4th Quarter
Current Contract Number: None
Acquisition POC: Mike Jewell, 509-371-2703

Custodial Services – Sub Contract
Office of Civilian Radioactive Waste Management
Set-aside for National Industry for the Severely Handicapped
RFP Release Date: 2nd Quarter
Anticipated Award Date: 4th Quarter
Current Contract Number: DE-AC28-01RW12155

Attachment 2

Acquisition POC: Karen Pigee, 702-794-5074

Food Services – Sub Contract
Lawrence Livermore National Laboratory
RFP Release Date: To Be Determined
Anticipated Award Date: 2nd Quarter
Current Contract Number: B512880
Acquisition POC: 925-422-4816

Grounds and Administrative Support – Prime
Albuquerque Operations Office
Competitive 8(a)
RFP Release Date: 1st Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: DE-AC04-02AL67184
Acquisition POC: Office of Contracts and Procurement, 505-845-5849

Janitorial Services – Sub Contract
Nevada Operations Office
Competitive 8(a)
RFP Release Date: 4th Quarter
Anticipated award Date: 1st Quarter
Current Contract Number: 30593
Acquisition POC: Procurement, 702-295-2150

Janitorial Services – Sub Contract
Fermi National Accelerator Laboratory, Office of Science
RFP Release Date: 1st quarter
Anticipated Award Date: 2nd Quarter
Current Contract Number: None
Acquisition POC: Joe Collins, 630-840-4169

Janitorial Services – Sub Contract
National Renewable Energy Laboratory, Golden Field Office
Set-aside for Small Business
RFP Release Date: To Be Determined
Anticipated Award date: To Be Determined
Current Contract Number: ACM-1-31802-01
Acquisition POC: Jeff Soltesz, 303-384-7409

Linen Laundry Services – Sub Contract
Nevada Operations Office
Set-aside for Small Business
RFP Release date: 1st Quarter
Anticipated award Date: 1st Quarter
Current Contract Number: 31293

Acquisition POC: Procurement at 702-295-2150

Rehab Kitchen Equipment – Sub Contract
Thomas Jefferson National Accelerator Facility
Set-aside for Small Business
RFP Release Date: 3rd Quarter
Anticipated Award Date: 4th Quarter
Current Contract Number: None
Acquisition POC: Ross Small, 757-269-7603

Re-roof Building – Sub Contract
Stanford Linear Accelerator Center
RFP Release Date: 3rd Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: None
Acquisition POC: 650-926-3300

DOE EPP FORECAST OPPORTUNITIES

Fiscal Year 2007

Building and Paint Supplies – Sub Contract
Nevada Operations Office
RFP Release Date: 1st Quarter
Anticipated Award Date: 1st Quarter
Current Contract Number: 35723
Acquisition POC: Procurement at 702-295-2150

Building Maintenance Support Services
Savannah River Operations Office
RFP Release date: 1st Quarter
Anticipated Award Date: 1st Quarter
Current Contract: AC 29995N
Acquisition POC: Susan Goodwin, 803-952-6091

Construction of Facility – Prime
Sandia National Laboratories
RFP Release: To Be Determined
Anticipated Award Date: To Be Determined
Current Contract Number: None
Acquisition POC: Rhonda Dukes, 505-844-3565

Attachment 2

Construction of Refrigeration Service Buildings – Sub Contract
Thomas Jefferson National Accelerator Facility (Jefferson Lab)
Set-aside for Small Business
RFP Release Date: 2nd Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: None
Acquisition POC: Ross Small, 757-269-7603

Construction Services – Sub Contract
Bechtel National, Inc. Office of River Protection
RFP Release Date: 2nd Quarter
Anticipated Award Date: 3rd Quarter
Current Contract Number: None
Acquisition POC: Carrie Brittain, 509-371-2703