

GENERAL SERVICES ADMINISTRATION
Washington, DC 20405

PBS 1096.1
December 18, 2014

GSA ORDER

SUBJECT: The PBS Key Sustainable Products Initiative

1. Purpose. To issue consistent PBS-wide environmental requirements for “Key Sustainable Products” - those products that PBS and its contractors purchase most frequently – and ensure compliance with these requirements through contractor submittals.
2. Background. Products and materials play a significant role in making building construction and operations more sustainable - on a par with energy use and waste management in impact. In addition, the product and material choices PBS makes affects the health of our customers directly. Numerous statutes, regulations, and executive orders require Federal agencies and their contractors to purchase products with various environmental attributes. However, recent audits have shown that PBS specification of and contractor purchasing of sustainable products has been inconsistent. As part of an effort to improve PBS’s performance in this area, the Offices of Acquisition Management, Design and Construction, Facilities Management and Services Programs, and Leasing have identified the products that PBS uses most frequently and developed clear environmental standards for them. These products have been called “Key Sustainable Products” or “KSPs.”

The list of KSP products and standards is attached to this memo and posted on a PBS-specific page in the Green Procurement Compilation (<https://sftool.gov/greenprocurement>). The market report that provides the justification for each of these standards can be found at: <https://insite.gsa.gov/portal/getMediaData?mediaId=658054>. The standards will be updated periodically to reflect changes in the market. Products meeting all of the KSP standards are widely available at prices comparable to or lower than their non-sustainable counterparts.

3. Scope and applicability. This directive applies to Public Buildings Service organizations, programs, Federal employees, and contractor employees in the performance of their duties.
4. Policy. The KSP standards are mandatory for all contracts and task or delivery orders for (a) supplies and (b) services and construction performed on GSA owned or leased property, even if funded by a customer agency. Starting with the review of FY15

1st and 2nd quarter contract actions, compliance with the KSP standards will be measured as part of the semiannual GSA “green purchasing” reviews required by OMB. For non-KSP product categories that are not KSPs, the standards listed in the Green Procurement Compilation still apply. As always, a waiver from any sustainable purchasing requirement is available where compliance would result in increased costs or compromise performance or availability of a product.

5. Responsibilities.

a. Office of Design and Construction.

(1) All applicable KSP product standards will be added to the next revision of the Facilities Standards for the Public Buildings Service (P-100). Beginning with the release of this revision, the Office of Design and Construction will require the prime contractor to provide submittals before the start of work showing compliance with all applicable KSP standards.

(2) As of the date of this memorandum, project and building managers will include the applicable KSP standards in scopes of work for minor (below-prospectus) projects and require prime contractors to provide submittals before the start of work showing compliance with those standards.

b. Office of Facilities Management and Services Programs. By the end of January 2015, all applicable KSP product standards will be added to the national Custodial and Related Services Performance-Based Statement of Work (SOW) and any regional or zonal alternatives to the national SOW. The SOWs will also require each custodial contractor to submit a list of products it will use to meet these standards either as part of its proposal or prior to the start of work and require the Contracting Officer’s Representative to verify that the listed products are compliant with the standards.

c. Office of Leasing. All applicable KSP product standards will be included in lease language by the end of April 2015. Compliance with the KSP standards will be monitored through the quarterly green lease clause tracking and audit process.

6. Point of Contact. Please direct any questions regarding this memorandum to Rebecca Stevens, Office of Acquisition Management and Policy, at (202) 208-4230.

7. Signature.

/S/
NORMAN DONG
Commissioner, Public Buildings Service

Appendix. PBS Key Sustainable Products and Standards

Product	Sustainability Standard
<i>Nylon carpet</i>	NSF 140 Gold certification <i>and</i> ≥ 10% post-consumer recovered content
<i>Interior latex paint</i>	≤ 50 grams per liter (g/L) VOCs post-tint (i.e. SCAQMD Rule 1113 standard)
<i>Gypsum board</i>	Greenguard Gold certification <i>or</i> 0 g/L VOCs
<i>Acoustical ceiling tiles</i> ¹	Meets the California Section 01350 standard for low-VOC materials <i>and</i> Total recycled content ≥ 20% <i>and</i> Recyclable in a closed loop process <i>and</i> USDA Certified BioPreferred <i>and</i> Environmental Product Declaration (EPD) available
<i>Concrete (ready-mix and site-mix)</i> ¹	≥ 25% fly ash <i>or</i> ≥ 15% ground granulated blast-furnace (GGBF) slag
<i>Wastebasket liners (24" x 33" or smaller)</i> ²	≥ 30% post-consumer recycled content <i>and</i> ≤ 10 microns thick
<i>Paper towels</i>	[≥ 50% post-consumer recycled content <i>and</i> 100% total recycled content <i>OR</i> Green Seal (GS-1)
<i>Bathroom tissue</i>	[≥ 25% post-consumer recycled content <i>and</i> 100% total recycled content <i>OR</i> Green Seal (GS-1)
<i>Hand Soap</i>	[Green Seal (GS-41) <i>or</i> EcoLogo (UL 2784) <i>or</i> EPA Design for the Environment (DfE) <i>AND</i> USDA Certified Biobased
<i>General-Purpose Floor Cleaner</i>	Green Seal (GS-37) <i>or</i> EcoLogo (UL 2759) <i>or</i> EPA Design for the Environment (DfE)

¹For leasing, this standard only applies to new lease construction projects.

²This standard does not yet apply to leases.