

CHANGE REQUEST COVER SHEET

Change Request Number: 13-79

Date Received: 5/17/2013

Title: Sustainability - Policy Changes

Name: Tim Eckert

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Policy OR Guidance: Policy

Section/Text Location Affected: Various

Summary of Change: Administrative update to various policy sections delaing with sustainability

Reason for Change: Updates consistent with Executive Orders 13423 and 13514 and various other applicable statutes and regulations

Development, Review, and/or Concurrence: Acquisition Policy Division; Office of Environment and Energy; Procurement Legal; and Contracting Offices at HQ, Service Areas and Centers

Target Audience: Program Offices and Contracting Workforce

Potential Links within FAST for the Change: None

Briefing Planned: No

ASAG Responsibilities: None

Potential Links within FAST for the Change: None

Links for New/Modified Forms (or) Documents (LINK 1) [null](#)

Links for New/Modified Forms (or) Documents (LINK 2) [null](#)

Links for New/Modified Forms (or) Documents (LINK 3) [null](#)

SECTIONS ADDED:

Acquisition Management Policy:

Section 3.6.3.3.1 : Non-Ozone Depleting Substances [\[New Content\]](#)

Acquisition Management Policy:

Section 3.6.3.3.2 : Chemicals Management [\[New Content\]](#)

Acquisition Management Policy:

Section 3.6.3.4.4 : Water Conservation and Efficiency [\[New Content\]](#)

Acquisition Management Policy:

Section 3.6.3.4.5 : Delivery of Paper Documents [\[New Content\]](#)

SECTIONS EDITED:

Acquisition Management Policy:

Section 3.1.3 : Fundamental Principles [\[Old Content\]](#)[\[New Content\]](#) [\[RedLine Content\]](#)

Acquisition Management Policy:

Section 3.6.3.3 : Pollution [\[Old Content\]](#)[\[New Content\]](#) [\[RedLine Content\]](#)

Acquisition Management Policy:

Section 3.6.3.4.1 : Energy Conservation and Efficiency [\[Old Content\]](#)[\[New Content\]](#)
[\[RedLine Content\]](#)

Acquisition Management Policy:

Section 3.6.3.4.2 : Recovered or Recycled Materials [\[Old Content\]](#)[\[New Content\]](#) [\[RedLine Content\]](#)

Acquisition Management Policy:

Section 3.13.3 : Reserved [\[Old Content\]](#)[\[New Content\]](#) [\[RedLine Content\]](#)

SECTIONS ADDED:

Acquisition Management Policy:

Section 3.6.3.3.1 : Non-Ozone Depleting Substances

Pursuant to the Clean Air Act and Executive Orders 13423 and 13514, FAA must procure non-ozone depleting alternatives to the maximum extent practicable. FAA must maximize the use of safe alternatives to ozone depleting substances, as approved by Environmental Protection Agency's (EPA) Significant New Alternatives Policy (SNAP) Program. These considerations must be identified in the procurement planning and Screening Information Request (SIR)/contract documents.

Acquisition Management Policy:

Section 3.6.3.3.2 : Chemicals Management

Pursuant to Executive Orders 13423 and 13514, procurements must to the maximum extent practicable 1) reduce the overall quantity of chemicals and toxic materials acquired, used, and disposed of; and 2) use less or non-toxic alternatives where their application would be meaningful and consistent with meeting FAA requirements. Contractors must use integrated pest management (IPM) and adhere to environmentally preferable landscaping management practices when providing services to FAA. These considerations must be identified in the procurement planning and SIR/contract documents.

Acquisition Management Policy:

Section 3.6.3.4.4 : Water Conservation and Efficiency

Pursuant to Executive Orders 13423 and 13514 and FAA Order 1053.1B, FAA must procure the most water efficient products available, where life cycle cost-effective and consistent with the mission need. In doing so, FAA must procure WaterSense® labeled or other water conserving products. These considerations must be identified in the procurement planning and SIR/contract documents when procuring products or services affecting FAA water consumption.

Acquisition Management Policy:

Section 3.6.3.4.5 : Delivery of Paper Documents

Pursuant to Executive Orders 13423 and 13514, paper documents submitted to FAA must be printed or copied double-sided on recycled paper containing at least 30 percent post-consumer fiber whenever practicable.

SECTIONS EDITED:

Section 3.1.3 : Fundamental Principles

Old Content: Acquisition Management Policy:

Section 3.1.3 : Fundamental Principles

The FAA procurement system will:

- Enable the selection of the contractor with the best value to satisfy the FAA's mission;
- Focus on key discriminators between vendors and their products or services to ensure timely, cost efficient, and quality contract performance;
- Promote discretion, sound business judgment, and flexibility at the lowest levels while maintaining fairness and integrity;
- Encourage the procurement of commercial and non-developmental items;
- Provide streamlined methods and initiate innovative processes to conduct timely and cost-effective procurements;
- Promote open communication and access to information throughout the procurement process and encourage use of electronic methods for information exchange;
- Encourage competition as the preferred method of contracting;
- Permit single-source contracting when necessary to fulfill the FAA's mission;
- Allow the use of a range of contract types and transactions best suited to a particular procurement;
- Authorize the use of credit cards and third party drafts consistent with prudent business practice;
- Provide attainable and reasonable opportunities for small businesses and small businesses owned and controlled by socially and economically disadvantaged individuals in consultation with the Department of Justice to ensure compliance with the constitutional standards established by the Supreme Court in Adarand Constructors v. Peña, as well as the President's July 19, 1995, directive to the heads of executive departments and agencies on the "Evaluation of Affirmative Action Programs";
- Provide an internal process for resolving protests and disputes in a timely, cost-effective and flexible manner;

- Promote high standards of conduct and professional ethics;
- Require appropriate file documentation to support business decisions;
- Assure adequate checks and balances; and
- Ensure public trust.

New Content: Acquisition Management Policy:

Section 3.1.3 : Fundamental Principles

The FAA procurement system will:

- Enable the selection of the contractor with the best value to satisfy the FAA's mission;
- Focus on key discriminators between vendors and their products or services to ensure timely, cost efficient, and quality contract performance;
- Promote discretion, sound business judgment, and flexibility at the lowest levels while maintaining fairness and integrity;
- Encourage the procurement of commercial and non-developmental items;
- Provide streamlined methods and initiate innovative processes to conduct timely and cost-effective procurements;
- Promote open communication and access to information throughout the procurement process and encourage use of electronic methods for information exchange;
- Encourage competition as the preferred method of contracting;
- Permit single-source contracting when necessary to fulfill the FAA's mission;
- Allow the use of a range of contract types and transactions best suited to a particular procurement;
- Authorize the use of purchase cards consistent with prudent business practice;
- Provide attainable and reasonable opportunities for small businesses and small businesses owned and controlled by socially and economically disadvantaged individuals in consultation with the Department of Justice to ensure compliance with the constitutional standards established by the Supreme Court in *Adarand Constructors v. Peña*, as well as the President's July 19, 1995, directive to the heads of executive departments and agencies on the "Evaluation of Affirmative Action Programs;"
- Provide an internal process for resolving protests and disputes in a timely, cost-effective and flexible manner;
- Promote high standards of conduct and professional ethics;
- Require appropriate file documentation to support business decisions;
- Assure adequate checks and balances; and
- Ensure public trust.

Red Line Content: Acquisition Management Policy:

Section 3.1.3 : Fundamental Principles

The FAA procurement system will:

- Enable the selection of the contractor with the best value to satisfy the FAA's mission;
- Focus on key discriminators between vendors and their products or services to ensure timely, cost efficient, and quality contract performance;

- Promote discretion, sound business judgment, and flexibility at the lowest levels while maintaining fairness and integrity;
- Encourage the procurement of commercial and non-developmental items;
- Provide streamlined methods and initiate innovative processes to conduct timely and cost-effective procurements;
- Promote open communication and access to information throughout the procurement process and encourage use of electronic methods for information exchange;
- Encourage competition as the preferred method of contracting;
- Permit single-source contracting when necessary to fulfill the FAA's mission;
- Allow the use of a range of contract types and transactions best suited to a particular procurement;
- Authorize the use of ~~credit~~**purchase** cards ~~and third-party drafts~~ consistent with prudent business practice;
- Provide attainable and reasonable opportunities for small businesses and small businesses owned and controlled by socially and economically disadvantaged individuals in consultation with the Department of Justice to ensure compliance with the constitutional standards established by the Supreme Court in *Adarand Constructors v. Peña*, as well as the President's July 19, 1995, directive to the heads of executive departments and agencies on the "Evaluation of Affirmative Action Programs";**"**
- Provide an internal process for resolving protests and disputes in a timely, cost-effective and flexible manner;
- Promote high standards of conduct and professional ethics;
- Require appropriate file documentation to support business decisions;
- Assure adequate checks and balances; and
- Ensure public trust.

Section 3.6.3.3 : Pollution

Old Content: Acquisition Management Policy:

Section 3.6.3.3 : Pollution

Reserved.

New Content: Acquisition Management Policy:

Section 3.6.3.3 : Pollution Red Line Content: Acquisition Management Policy:

Section 3.6.3.3 : Pollution ~~Reserved.~~

Section 3.6.3.4.1 : Energy Conservation

Old Content: Acquisition Management Policy:

Section 3.6.3.4.1 : Energy Conservation

The FAA policy promotes energy conservation and efficiency factors in acquisitions when their use would be meaningful, practical, and consistent with meeting FAA requirements. These factors should be identified in the planning and SIR documents.

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New Content: Acquisition Management Policy:
Section 3.6.3.4.1 : Energy Conservation and Efficiency

Pursuant to Executive Orders 13423 and 13514, the Energy Policy Act of 2005 (EPA 2005), the Energy Independence and Security Act of 2007 (EISA 2007), and FAA Order 1053.1B, FAA must procure the most energy efficient products available, where life-cycle cost-effective and consistent with the mission need. In doing so, FAA must procure Electronic Product Environmental Assessment Tool (EPEAT) registered, Energy Star® labeled, and Federal Energy Management Program (FEMP) designated products. FAA policy promotes energy conservation and efficiency factors in acquisitions when their use would be meaningful, practical, and consistent with meeting FAA requirements. These considerations must be identified in the procurement planning and SIR/contract documents when procuring products or services affecting FAA energy consumption.

Red Line Content: Acquisition Management Policy:
Section 3.6.3.4.1 : Energy Conservation and Efficiency

~~The Pursuant to Executive Orders 13423 and 13514, the Energy Policy Act of 2005 (EPA 2005), the Energy Independence and Security Act of 2007 (EISA 2007), and FAA Order 1053.1B, FAA must procure the most energy efficient products available, where life-cycle cost-effective and consistent with the mission need. policy promotes In doing so, FAA must procure Electronic Product Environmental Assessment Tool (EPEAT) registered, Energy Star® labeled, and Federal Energy Management Program (FEMP) designated products. FAA policy promotes energy conservation and efficiency factors in acquisitions when their use would be meaningful, practical, and consistent with meeting FAA requirements. These factors should considerations must be identified in the procurement planning and SIR/contract documents when procuring products or services affecting FAA energy consumption.~~

Section 3.6.3.4.2 : Recovered or Recycled Materials

Old Content: Acquisition Management Policy:
Section 3.6.3.4.2 : Recovered or Recycled Materials

To reduce resource consumption and comply with Executive Orders 13423 and 13514 to the maximum extent practicable, materials designated with recycled content recommendations under EPA's Comprehensive Procurement Guidelines (CPG) must be purchased and used with strict adherence to the recommended amount of recycled material wherever meaningful and consistent with meeting FAA requirements. These factors must be identified in procurement planning, SIR and contract documents.

New Content: Acquisition Management Policy:
Section 3.6.3.4.2 : Recovered or Recycled Materials

Pursuant to Executive Orders 13423 and 13514, FAA must procure products composed of recycled content, where such products meet FAA performance requirements. Procurement

of products designated in EPA's Comprehensive Procurement Guidelines (CPG) must be for the highest percentage of recovered materials practicable. Printing and writing paper purchased (including office paper products or support services that include the supply of written documents) must contain at least 30 percent post-consumer fiber whenever practicable. These considerations must be identified in procurement planning and SIR/contract documents

Red Line Content: Acquisition Management Policy:
Section 3.6.3.4.2 : Recovered or Recycled Materials

~~To Pursuant reduce resource consumption and comply with~~ Executive Orders 13423 and 13514, ~~to the maximum extent~~ **FAA must procure products practicable composed of recycled content, materials designated with recycled content recommendations where such products meet FAA performance under requirements. Procurement of products designated in** EPA's Comprehensive Procurement Guidelines (CPG) must be ~~purchased~~ **for the highest percentage of recovered materials practicable. Printing and used writing paper purchased with (including strict adherence to office paper products the or support services recommended amount that include the supply of recycled written documents) material wherever meaningful and consistent with must contain at least 30 percent meeting post-consumer FAA fiber requirements whenever practicable.** - These ~~factors~~ **considerations** must be identified in procurement planning, ~~SIR~~ and **SIR**/contract documents.

Section 3.13.3 : Printing and Double Sided Copying

Old Content: Acquisition Management Policy:
Section 3.13.3 : Printing and Double Sided Copying

The CO should ensure contractors are made aware of Executive Order 13423, dated January 24, 2007, related to submitting paper documents to the Government that are printed or copied double-sided on recycled paper.

New Content: Acquisition Management Policy:
Section 3.13.3 : Reserved Red Line Content: Acquisition Management Policy:
Section 3.13.3 : ~~Printing and Double Sided Copying~~ Reserved The CO should ensure contractors are made aware of Executive Order 13423, dated January 24, 2007, related to submitting paper documents to the Government that are printed or copied double-sided on recycled paper.
