

DOL Non-Green Purchase Justification

Purpose: In accordance with the DOL Green Procurement Program, this form is to be used by a purchase request originator to document and justify a decision not to request a recycled, energy efficient, or EPEAT qualified item. A copy of this completed form should be filed in the procurement file.

Section A: Purchase Information

Requisition/Purchase Order/Order Number: _____

Item(s) Description: _____

Section B: EPA Designated Item – Recovered/Recycled Materials (FAR 23.405(c), <http://www.epa.gov/cpg/products.htm>)

EPA designated guideline items are included in the specifications; however, compliance with EPA standards is not attainable. I have determined that the EPA guidelines were considered and determined inapplicable based on the following:

_____ Item(s) is not available within a reasonable period of time.

Office Need Date: _____ Date Available: _____

_____ Item(s) fails to meet a performance standard in the specifications.

Describe the standard and why it is needed:

Describe how the guideline item fails to meet the standard: _____

_____ Item(s) is not available from two or more sources. Market research was performed by calling _____ (insert number) vendors, but only _____ (enter name) was able to supply the item.

_____ Item(s) is only available at an unreasonable price (i.e., recovered/recycled item is more expensive).

Price of recovered/recycled item: _____

Price of non-recovered/recycled item: _____

Requesting Official Signature

Office Name

Date

DOL Non-Green Purchase Justification (cont.)

Section C: ENERGY STAR® and Federal Energy Management Program (FEMP) Qualified Items
(Energy Policy Act of 2005 (EPAAct), P.L. 109-58),
<http://www.energystar.gov/> <http://www.eere.energy.gov/femp/>

ENERGY STAR® qualified or FEMP designated items are included in the specifications; however, compliance with DOE/EPA standards is not attainable. I have determined that the EPA guidelines were considered and determined inapplicable, based on the following:

- _____ No ENERGY STAR® qualified or FEMP designated product is reasonably available that meets the functional requirements of the agency; or
- _____ An ENERGY STAR® qualified or FEMP designated product is not cost effective over the life of the product, taking energy cost savings into account.

_____	_____	_____
Agency Head Signature	Agency Name	Date

Section D: EPEAT registered IT Equipment (computers, laptops, and monitors), (Energy Policy Act of 2005, P.L. 109-58), <http://www.epeat.net/>

EPEAT registered IT Equipment is included in the specifications; however, compliance with DOL Policy level (bronze, silver, or gold) is not attainable. I have determined that EPEAT registered IT Equipment was considered and determined inapplicable, based on the following:

- _____ Item(s) is not available within a reasonable period of time.
Office Need Date: _____ Date Available: _____
- _____ Item(s) fails to meet a performance standard in the specifications.
Describe the standard and why it is needed (attach additional information as required):

Describe how the guideline item fails to meet the standard: _____

- _____ Item(s) is not available from two or more sources. Market research was performed by calling _____ (insert number) vendors, but only _____ (enter name) was able to supply the item.
- _____ Item is only available at an unreasonable price (i.e., EPEAT item meeting current DOL policy as to level is more expensive).
Price of recovered/recycled item: _____
Price of non-recovered/recycled item: _____

_____	_____	_____
Requesting Official Signature	Office Name	Date

_____	_____
Concurrence - Contracting Officer Signature	Date