The state of Massachusetts has established a thorough green procurement policy. The following is a comprehensive overview of the program from equipment specifications to bid evaluation.

Green Electronics Bidding and Procurement in Massachusetts Program Summary

The Environmentally Preferable Products Procurement Program at the Operational Services Division (OSD, central purchasing office for the Commonwealth of Massachusetts) is responsible for coordinating the Commonwealth's efforts to increase state purchases of environmentally preferable products (EPPs). Such products include goods that contain recycled materials, minimize waste, conserve energy and/or water, contain fewer toxic materials and/or have other environmental or public health benefits.

The Program, which is primarily funded by the Executive Office of Environmental Affairs and the Department of Environmental Protection, works to establish statewide contracts for EPPs, conduct outreach to the business and purchasing community and provide educational assistance and technical expertise to state agencies and political subdivisions (including municipalities). For more information please visit the Environmental Procurement Webpage at <www.mass.gov/epp>.

Program Contacts

Marcia Deegler, Environmental Purchasing Program Manager, 617/720-3356, marcia.deegler@osd.state.ma.us
Dmitriy Nikolayev, Environmental Purchasing Project Specialist, 617/720-3351, dmitriy.nikolayev@osd.state.ma.us

Current Computer Procurement

- **Document Number and Title**
  Request for Response (RFR) #ITC16
  IT Services, Computers and Servers

- **Procurement Scope**
  Category 1 – Project Management/Integration (Public Schools & Libraries Only)
  Category 2 – Desktops, Laptops, Tablets
  Category 3 – Other Mobile Computing
  Category 4 – Storage Technology
  Category 5 – Servers
  Category 6 – Maintenance, Integration and Incidental Hardware

- **Timeline**
  September 2003 – RFR released for Category 1 only.
  December 2003 – Awards made for Category 1 only.

March 2004 – RFR released for Categories 2-6. The RFR includes **Draft** Principles for Purchasing Environmentally Preferable Computers, Monitors, and Peripherals.

May 2004 – Response deadline for Categories 2-6.

June 2004 - Principles for Purchasing Environmentally Preferable Computers, Monitors, and Peripherals are finalized.

September 2004 (estimated) – Awards for Categories 2-6.

▪ **OSD Procurement Contact (for questions not related to the environmental specifications)**

Gloria Harris, Procurement Team Leader, IT Hardware

617/720-3106, gloria.harris@osd.state.ma.us

Summary of Materials Included

1. **Original Bid Language.** Excerpts from Request for Response (RFR) #ITC16 for IT Services, Computers and Servers. The RFR document outlines all specifications, terms and conditions for any contract that results from it.

   <u>Please note</u> that since the RFR was released prior to the Principles being finalized, it contains a draft of the principles. The final version of the Principles may be obtained from the Center for a New American Dream (<http://www.newdream.org>).

2. **Original Bidder Response Form.** Excerpts from Attachment A to RFR #ITC16. All bidders were required to complete and include Attachment A in their responses.

   <u>Please note</u> that although each of the questions on the form is marked OEM only, all bidders (manufacturers and resellers) were asked to submit a completed Attachment A. Through the response clarification process, resellers were asked to request answers to the Attachment A questions shown below from the manufacturers they intend to represent.

3. **Response Evaluation Methodology.** The table includes the framework that was developed for evaluating the information provided by bidders in completed Attachment A forms.

   <u>Please note</u> that since the evaluation process is not complete, the number of points assigned for each criterion is not shown.

1. Request for Response (RFR) #ITC16, IT Services, Computers and Servers (*Excerpt from full MA OSD document*)

4.4.1 Environmental Commitment

It is the policy of the Commonwealth of Massachusetts to encourage eligible contract users to procure products and services which help to minimize the environmental impact resulting from the use and disposal of these products. Computers and other electronics are a growing focus of environmentally preferable purchasing activities due to their high prominence in the waste stream, their numerous hazardous chemical constituents, and their significant energy use. The billions of dollars required to properly dispose of this electronic waste will almost entirely come from state and local governments' budgets. Moreover, when these products are improperly disposed of, they can release heavy metals and other hazardous substances that contaminate groundwater and pollute the air.

The primary environmental objective of this RFR is to procure equipment, which uses fewer resources including energy, over time, thus decreasing pollution and energy costs and represents a reduced negative effect on human health and the environment. Such equipment must also meet price and performance requirements of the Commonwealth.

4.4.2 Mandatory Environmental Requirements

4.4.2.1 Energy Star Technology Equipment and Guidelines

It is mandatory that Bidders offer IT Equipment which, where applicable, meets the most recent set of U.S. Environmental Protection Agency's and Department of Energy's ENERGY STAR guidelines and have the ENERGY STAR label or substitute affixed to any equipment covered by such guidelines (<http://www.energystar.gov>).

Installation, service and any other technical support performed under any contract resulting from this RFR must, where applicable, include the proper configuration of power management features according to the current ENERGY STAR specifications for that class of equipment at the time of installation, service or any other technical support.

Personnel involved in system integration, site customization, equipment maintenance and technical support must:
- Ensure that power management features on all equipment and duplexing features on all networked printing devices remain installed and functional at all times.
- Carry out their services so as to maximize the energy efficiency of the installed product.
- Treat the malfunction of power management or duplexing features as functional failures of the equipment, and must diagnose and repair those problems rather than disable the power management features.

For all equipment with ENERGY STAR power management features, all ENERGY STAR power management features must be fully activated upon delivery. In addition, Awarded Contractors must provide the following detailed set-up specifications to customers:

- Equipment shall be configured so it automatically enters a low-power mode after a period of inactivity.
- When a computer in a low-power mode is used again, it automatically returns to active mode.
- For computers that will be used in networked environments, provide CPU's and monitors that are set up to sleep on networks and respond to wake events.
- Provide training, assistance materials (if requested) and customer support on the power management features so that these features remain properly activated.

4.4.2.2 Training on ENERGY STAR Features and Recycling

Any equipment-related training performed under any contract resulting from this RFR (e.g. upon installation of new equipment) must include information on the use and benefits of ENERGY STAR power management features as well as information on the proper recycling and/or reuse of used equipment.

Awarded Contractors must submit samples of any such training materials to the PMT within ninety (90) days following the award.

4.4.2.3 Recycling of Packaging Materials

After equipment delivery, Contractors must agree to work with their customers wherever feasible, to recycle all corrugated cardboard packaging. To comply with this requirement OEMs and/or Contractors should examine one or more of the following:

- Utilize the Eligible Entity's existing recycling program,
- Make arrangements with the seller of the equipment for packaging recycling,
- Utilize the services of a recycling company.

The services of a recycling company can be obtained through the Statewide Contract #ST1J391 or its replacement. Such services can also be obtained by searching for and contacting a business listed in the Recycling Services Directory for Massachusetts (RSD) available at <http://www.wastecap.org>. RSD lists companies that accept, collect, or purchase materials for recycling and reuse from Massachusetts businesses, communities, or individuals. This free resource is compiled and produced by WasteCap of Massachusetts and funded by the Massachusetts Department of Environmental Protection (DEP).

It is desirable that bidders develop a procedure or program for recycling packaging materials, which may utilize one or more of the options above. It is desirable that such procedure or program be offered to the Eligible Entity at no cost. If such no-cost procedure or program utilizes an Eligible Entity's existing recycling program, the ITC16 Contractor must reimburse the Eligible Entity for any cost associated with recycling the packaging.

Bidders must provide a description of the procedure or program for the recycling of packaging materials in their responses. Such description must include information on which of the options and/or specific service providers will be utilized and on any costs for the Eligible Entities associated with the use of such recycling procedure/program offered by Contractors. Points will be allocated in the RFR evaluation process based on the information about such procedure/program.

4.4.2.4 Reporting

If requested by the PMT or contract manager, Contractors **must** report on compliance with the environmental specifications as well as information on the proper recycling and/or reuse of used equipment. Reasonable notice will be given prior to the due date of such reports.

Contractors must also submit periodic reports (e.g. annual, other) concerning purchases of equipment from this contract for all contract users as may be requested by the PMT or other eligible entity.

4.4.2.5 Ongoing Environmental Initiatives

Awarded Contractors must agree to work with the PMT and interested environmental partners during the term of the contract to:
- Examine the feasibility of implementing environmental initiatives that minimize their environmental impacts at manufacturing, assembly, warehouse, distribution and/or other facilities, including, but not limited to:
  - toxic use reduction and/or waste prevention efforts
  - recycling and/or reuse (including the current recycling, reuse and/or remanufacture of computer equipment by or for Bidder)
  - energy efficiency
  - natural resource conservation

- Support future efforts aimed at improving the environmental design and performance of electronics in the marketplace. Such programs may include, but not be limited to, incorporating any upcoming Energy Star specifications into equipment design and meeting certification standards established by the Electronic Products Environmental Assessment Tool (EPEAT), a current project underway with funding provided by the US EPA. See details at <http://www.epeat.net>.

4.4.3 Desirable Environmental Specifications (OEMs Only – Categories 2-5)

Awarded Contractors must read the desirables section below and provide the narrative requested on the environmental aspects of their equipment to the greatest extent possible. Points will be allocated in the RFR evaluation process based on the information outlined in the narrative.

4.4.3.1 Draft Principles - Background and Directions for Responding

The following are Draft Principles developed by a national coalition currently coordinated by the Center for a New America Dream (<http://www.newdream.org>) for the purpose of establishing common environmental specifications for the IT industry. We list the principles here in order to demonstrate the Commonwealth's commitment to these efforts and to encourage OEMs to work diligently toward compliance with these standards. The use of this Draft document does not constitute an endorsement by anyone other than the Commonwealth of Massachusetts at this time.

Bidders should read the Principles carefully, as well as the other environmental criteria indicated in the RFR, and provide a narrative (one or more page text) with their Response that outlines a description of how one or more of their models meet the criteria for equipment design and handling processes.

It is desirable that Bidders address as many details within Principles as possible in this narrative. Points will be allocated based on the extent to which Bidders can demonstrate their current compliance with these criteria or how these criteria will be met in the future. Bidders will be evaluated on the specific details included, the level of supporting documentation provided, and the overall comprehensiveness of the narrative. In situations where certifications and/or declarations have been obtained (e.g. third party certifications, ECO declaration and other) Bidders may just submit copies of such certifications and are not required to include an additional description in the narrative.

The PMT reserves the right to request clarification from Bidders concerning these criteria and information submitted.

Response Required: *Use Attachment A, Response Form for all Categories. Include any attachments and/or certifications in the location specified in the Checklist found in Attachment A.*

4.4.3.2 Draft Principles for Purchasing Environmentally Preferable Computers, Monitors and Peripherals

4.4.3.2.1 Design for Environment and Human Health

4.4.3.2.1.1 Elimination or reduction of harmful constituents

Eliminate or reduce hazardous, carcinogenic, mutagenic and ozone-depleting constituents in computers, monitors, and peripherals including, but not limited to, cadmium, chlorinated plastics, halogenated flame retardants, hexavalent chromium, lead, mercury, and ozone-depleting substances (such as those included in the A, B, and C annexes of the Montreal Protocol on Substances that Deplete the Ozone Layer - see <http://www.unep.org/ozone/pdf/Montreal-Protocol2000.pdf>).

Response Required: *See Section 4.4.3.1 above.*

4.4.3.2.1.2 Use of recycled and bio-based materials

Use the greatest amount feasible of recycled and bio-based materials, particularly in plastics in monitor and CPU housings, and/or remanufactured/reused parts.

Response Required: *See Section 4.4.3.1 above.*

4.4.3.2.1.3 Facilitate recycling

Facilitate the recycling of individual components and the full product including, but not limited to, avoiding glues and welded connections, using clearly labeled plastics, using universal fasteners (screws, snaps, etc.), using single resin plastics, and separating toxic components.

Response Required: *See Section 4.4.3.1 above.*

4.4.3.2.1.4 Facilitate Upgradeability

Facilitate upgradeability including, but not limited to, modular design, expandable memory, owner transferability, and other features that extend the product life and simplify continued use beyond the original owner.

Response Required: *See Section 4.4.3.1 above.*

4.4.3.2.1.5 Packaging and shipping material

Use packaging and shipping material that contains recycled and bio-based materials, are reusable or recyclable in the geographic region where the product is sold, have been reduced, and are collected by the vendor for reuse and/or recycling.

Response Required: *See Section 4.4.3.1 above.*

4.4.3.2.2 Promote Energy Efficiency and User Health

4.4.3.2.2.1 ENERGY STAR compliance

Meet the most up-to-date ENERGY STAR specifications, are shipped with all specified power management features enabled, and include all necessary information and technical support to ensure that equipment users can easily and simply install and maintain power management features on their equipment. (See ITC16 Mandatory Environmental Specifications)

Response Required: *See Section 4.4.3.1 above.*

4.4.3.2.2.2 Minimize Health Risk

Minimize health risks to users including, but not limited to, ergonomic design, reduced electromagnetic noise, and other emissions.

Response Required: *See Section 4.4.3.1 above.*

4.4.3.2.3 Ensure Safe and Environmentally-Sound End-of-Life Management

4.4.3.2.3.1 Take-back and Management Services

Provide take-back and management services that ensure that computers, monitors, and peripherals are reused (preferable) and/or recycled to the greatest extent feasible in a way that minimizes harm to the environment and human health. Toxic elements should be removed before any disposal or incineration takes place. Hazardous waste must not be sent to developing countries.

Response Required: *See Section 4.4.3.1 above.*

4.4.3.2.3.2 Worker Protection

Meet high standards of worker protection in both the United States and overseas. This includes employment practices that protect workers from hazardous exposures and that enable employees to take action to protect their own health.

Response Required: *See Section 4.4.3.1 above.*

4.4.3.2.4 Manufacturer Responsibility

Additionally, we believe that all those involved with the manufacture of computers, monitors, and peripherals should be working diligently to improve the environmental performance and protect public and worker health beyond the above criteria. As such, it is highly desirable that manufacturers meet the following corporate responsibility goals:

4.4.3.2.4.1 Compliance with regulations and practice pollution prevention techniques

Comply with all applicable environmental regulations and practice pollution prevention techniques that reduce waste and conserve energy and water.

Response Required: *See Section 4.4.3.1 above.*

4.4.3.2.4.2 ECO Labels and Third Party Certifications

Obtain credible eco-labels and third party certifications, such as (but not limited to) TCO (<http://www.tcodevelopment.com/>),

- Blue Angel (<http://www.blueangeltech.com/>)
- ISO 14001, and
- an ECO declaration published in accordance with IT ECO (<http://www.svtc.org/cleancc/greendesign/index.html>) or ECMA TR/70 (<http://www.ecma-international.org/publications/techreports/E-TR-070.htm>).

Response Required: *See Section 4.4.3.1 above.*

4.4.3.2.4.3 Toxic Materials

Disclose the use of toxic materials on the OSPAR List of Chemicals for Priority Action <http://www.ospar.org/eng/html/welcome.html> and/or the Proposition 65 List at <http://www.oehha.ca.gov/prop65/prop65_list/Newlist.html> in computers, monitors, and peripherals.

Response Required: *See Section 4.4.3.1 above.*

4.4.3.3 Additional Provisions for End-of-life Management

In addition to the End-of-Life management provisions which are part of the "Draft Principles" above, it is desirable that:

▪ Bidders provide take back programs that comply with the requirements established in the Electronic Recyclers Pledge <http://www.svtc.org/cleancc/recycle/recycler_pledge.htm**>.**

▪ Recycling will be handled by one of the statewide contractors awarded on Contract # FAC26, or its replacement, or by a responsible recycling operation with an environmental management system in place.

▪ Recycling also complies with the European Union's WEEE Directive

▪ (<http://europa.eu.int/eur-lex/pri/en/oj/dat/2003/l_037/l_03720030213en00240038.pdf>), which requires manufacturers to recycle or reuse more than half of their old equipment on the market by 2006.

▪ Bidders propose methods that will allow for the return of used equipment to the original manufacturer or 3rd party entity for reuse or recycling, preferably at **no cost** to contract users. Any unreasonable costs for this service will result in no points for this section, even if take back methods are submitted. Such take-back methods may include but are not limited to:
    o one-for-one exchange of equipment offered by, or previously purchased from the Bidder, upon purchase of new equipment from said Bidder
    o collection of any used computer equipment by Bidder or sub-contractor for reuse or recycling, preferably including provisions to continue recycling operations should a sub-contractor no longer be able to perform such activities
    o coupon system for pre-paid take-back at permanent collection centers, such as, but not limited to, Goodwill Industries, Salvation Army, and Universities.

If take-back provisions are proposed, agencies must follow applicable laws, procedures and guidelines relating to disposing of equipment prior to invoking disposal procedures.

Response Required: *Respond using Attachment A, Response Form for all Categories.*

2.   RFR # ITC16 Attachment A - Response Form for All Categories
(Excerpt from full MA OSD document)

3. Draft IT Purchasing Principles (See RFR Sections 4.4.3.1 and 4.4.3.2) OEMs only [Items 1 and 2 omitted]

It is desirable that Bidders address as many points as possible in the narrative requested under Draft IT Purchasing Principles. Bidders should discuss the four sections outlined in the Draft. See 4.4.3.1 for instructions regarding the narrative to be provided below. The following elements summarize the Draft Principles; please see RFR Section 4.4.3.2 for specifications.

- Design for the Environment and Human Health
  - Eliminate hazardous constituents
  - Use recycled and/or bio-based materials in equipment manufacturing
  - Facilitate recycling of equipment and components
  - Use packaging that contains post-consumer recycled content
- Promote Energy Efficiency and User Health
- Ensure Safe and Environmentally Sound End-of-Life Management
  - Provide take-back and management services
  - Meet standards for worker protection
- Manufacturer Responsibility
  - Comply with environmental regulations
  - Obtain credible eco-labels
  - Disclose any use of toxic materials

Bidder's response to Draft IT Purchasing Principles:

4. Additional Provisions for End-of-life Management (RFR Section 4.4.3.3) OEMs only

Does the Bidder provide take back programs that comply with the requirements established in the Electronic Recyclers Pledge
<http://www.svtc.org/cleancc/recycle/recycler_pledge.htm>? (Desirable)
☐ Yes ☐ No ☐ Depends on product or RFR Category (explain below)

Describe any take back programs, including any costs incurred by the purchaser:

5. Additional Provisions for End-of-life Management (RFR Section 4.4.3.3) OEMs only

Will recycling be handled by one of the statewide contractors awarded on Contract # FAC26, or its replacement, or by a responsible recycling operation with an environmental management system in place? (Desirable)
☐ Yes ☐ No ☐ Depends on product or RFR Category (explain below)

Describe recycling practices, including any costs incurred by the purchaser:

6. Additional Provisions for End-of-life Management (RFR Section 4.4.3.3) OEMs only

Do recycling practices also comply with the European Union's WEEE Directive? (Desirable)
☐ Yes ☐ No ☐ Depends on product or RFR Category (explain below)

If "Depends on product…," explain which classes of products or RFR Categories are compliant:

7. Additional Provisions for End-of-life Management (RFR Section 4.4.3.3) OEMs only

Does the Bidder propose methods that will allow for the return of used equipment to the original manufacturer or 3rd party entity for reuse or recycling, preferably at **no cost** to contract users? (Desirable)

☐ Yes ☐ No ☐ Depends on product or RFR Category (explain below)

Describe such programs, including any costs incurred by the purchaser:

_____

_____

3. Response Evaluation Methodology *(Excerpt from full MA OSD document)*

Part 1 – Compliance with Draft Principles

Criterion	Question	Score
Design for the Environment and Human Health If **all** equipment to be offered by the manufacturer under ITC16 is compliant with a criterion the scoring is as listed. If **some (but not all)** of the equipment complies, the manufacturer is awarded _ of the score for the specific criterion.		
Elimination or reduction of harmful constituents	**To what extent does the manufacturer incorporate the following into equipment design?** Reduction or elimination of hazardous, carcinogenic, mutagenic and ozone-depleting constituents including, but not limited to: cadmium [BA, EU, NS, TCO, RoHS], chlorinated plastics [NS, TCO], halogenated flame retardants [BA, EU, NS, TCO, RoHS], hexavalent chromium [RoHS] lead [BA, EU, NS, TCO, RoHS], mercury [BA, EU, NS, TCO, RoHS], and ozone-depleting substances [NS, TCO]	**Based on the response:** X points for addressing each of the seven items on the list **Maximum score – X pts**
Use of recycled and bio-based materials	**To what extent does the manufacturer use recycled and bio-based materials?**	**Response demonstrates that Bidder uses:** Recycled **and** bio-based materials – X pts Recycled **or** bio-based materials [BA – recycled] – X pts None – 0 pts **Maximum score – X pts**
Facilitate recycling	**To what extent does the manufacturer incorporate the following into equipment design?** Recycling of individual components and the full product including, but not limited to: avoiding glues and welded connections (for the purpose of evaluation equated to "no glues or welded connections") [BA, TCO], using clearly labeled plastics [BA, EU, NS, TCO], using universal fasteners (screws, snaps, etc., for the purpose of evaluation equated to "no special tools to disassemble") [EU, NS], using single resin plastics, and separating toxic components.	**Based on the response:** X points for addressing each of the items on the list up to a maximum of X points. None – 0 pts **Maximum score – X pts**

Criterion	Question	Score
Facilitate Upgradeability	**To what extent does the manufacturer incorporate the following into equipment design?** Facilitate upgradeability including, but not limited to: modular design [BA, EU], expandable memory [BA, NS], owner transferability, and other features that extend the product life and simplify continued use beyond the original owner.	**Based on the response:** X points for addressing each of the four items on the list. **Maximum score – X pts**
Packaging and shipping material	**To what extent does the manufacturer incorporate the following into equipment design?** Use packaging and shipping materials that: contain recycled and bio-based materials, are reusable or recyclable in the geographic region where the product is sold, have been reduced, and are collected by the vendor for reuse and/or recycling.	**Based on the response:** X points for addressing each of the four items on the list **Maximum score – X pts**
Promote Energy Efficiency and User Health If **all** equipment to be offered by the manufacturer under ITC16 is compliant with a criterion the scoring is as listed. If **some (but not all)** of the equipment complies, the manufacturer is awarded _ of the score for the specific criterion.		
Energy Star Compliance	**To what extent does the manufacturer's equipment comply with the following criteria?** Meet the most up-to-date Energy Star specifications, Be shipped with all specified power management features enabled, Include all necessary information and technical support to ensure that equipment users can easily and simply install and maintain power management features on their equipment. (See ITC16 Mandatory Environmental Specifications)	**This is an RFR requirement.** Points assigned – 0 pts **Maximum score – 0 pts**
Minimize Health Risk	**To what extent does the manufacturer's equipment comply with the following criteria?** Minimize health risks to users including, but not limited to: ergonomic design, reduced electromagnetic noise, and reduced other emissions.	**Response demonstrates that the equipment complies with:** All 3 items on the list [TCO] – X pts 2 out of 3 items – X pts 1 out of 3 items – X pts None – 0 pts **Maximum score – X pts**
Ensure Safe and Environmentally-Sound End-of-Life Management		
Take-back and Management Services	**Does the manufacturer provide take-back and management services meeting the following criteria?** Ensure that computers, monitors, and peripherals are reused (preferable) and/or recycled to the greatest extent feasible in a way that minimizes harm to the environment and human health. Toxic elements should be removed before any disposal or incineration takes place. Hazardous waste must not be sent to developing countries.	**Response demonstrates that Bidder:** Has a take-back and management program compliant with all 3 items on the list [ERP] – X pts 2 out of 3 items – X pts 1 out of 3 items – X pts Has a take-back and management program – X pts None – 0 pts **Maximum score – X pts**
Worker Protection	**Does the manufacturer's end-of-life management program meet high standards of worker protection in both the United States and overseas?** This includes employment practices that protect workers from hazardous exposures and that enable employees to take action to protect their own health.	**In the response:** A statement of compliance is provided [NS, ERP] – X pts No statement of compliance is provided – 0 pts **Maximum score – X pts**

Part 1 – Compliance with Draft Principles *(Continued)*

Criterion	Question	Score
Manufacturer Responsibility		
Compliance with regulations and practice of pollution prevention techniques	**Does the manufacturer's comply with all applicable environmental regulations and practice pollution prevention techniques that reduce waste and conserve energy and water?**	**In the response:** A statement of compliance is provided [TCO] – X pts No statement of compliance is provided – 0 pts **Maximum score – X pts**
ECO Lables and Third Party Certifications	**Has the manufacturer obtained credible eco-labels and third party certifications, such as (but not limited to) the following?** TCO, Blue Angel, ISO 14001, and an ECO declaration published in accordance with IT ECO or ECMA TR/70	**Response demonstrates that Bidder has obtained the following certifications:** ISO14001 [TCO]– X pts **Additional points:** X points for each label or type of declaration up to a maximum of X pts **Maximum score – X pts**
Toxic Materials Use Disclosure	**Does the manufacturer disclose the use of toxic materials on the OSPAR List of Chemicals for Priority Action and/or the Proposition 65 List at in computers, monitors, and peripherals?**	**Response demonstrates that Bidder discloses the use of toxic materials:** On both lists – X pts On 1 list – X pts Part of list [TCO] – X pts None – 0 pts **Maximum score – X pts**

Part 2 – Additional Provisions for End-of-life Management

Criterion	Question	Score
Compliance with the Electronic Recycler's Pledge	**Does the manufacturer provide take-back programs that comply with the requirements established in the Electronic Recycler's Pledge?**	**Response demonstrates that Bidder:** Fully complies – X pts Partially complies – X pts Does not comply – 0 pts **Maximum score – X pts**
Recycling to be handled by a responsible recycling operation with an EMS in place	**Does the manufacturer's end-of-life management program meet the following criteria?** Recycling will be handled by: one of the statewide contractors awarded on Contract #FAC26, or its replacement, or by a responsible recycling operation with an environmental management system in place.	**Response demonstrates that Bidder's end-of-life management program will utilize:** FAC26 contractor, or replacement [ERP] – X pts another business with an EMS – X pts None – 0 pts **Maximum score – X pts**
Recycling complies with the EU WEEE directive	**Has the manufacturer stated its intent to comply with the WEEE directive?**	**Response demonstrates that Bidder:** Intends to comply – X pts Does not intend to comply – 0 pts **Maximum score – X pts**

Returning equipment to OEM or 3rd party for reuse or recycling	**Has the Bidder proposed methods that will allow for the return of used equipment to the original manufacturer or 3rd party entity for reuse or recycling?**
	Such methods may include but are not limited to:
	    one-for-one exchange of equipment offered by, or previously purchased from the Bidder, upon purchase of new equipment from said Bidder
	    collection of any used computer equipment by Bidder or sub-contractor for reuse or recycling, preferably including provisions to continue recycling operations should a sub-contractor no longer be able to perform such activities
	    coupon system for pre-paid take-back at permanent collection centers, such as, but not limited to, Goodwill Industries, Salvation Army, and Universities.
		In the response Bidder proposes:
		  A **no-**cost return method – X pts each
		  A return method **at cost** – X pts each
		  No return method – 0 pts
		If more than one method is offered the score is cumulative.
		Maximum score – X pts

Packaging recycling	**Does the Bidder offer a procedure/program for recycling packaging materials?**	**In the response Bidder proposes:**
		  A **no-cost** recycling program – X pts
		  A recycling program **at cost** – X pts
		  No return method – 0 pts
		Maximum score – X pts

Scope of Evaluation and Compliance Equivalents

While evaluating a Bidder's compliance with the environmental criteria, the PMT reserves the right to take into account relevant information provided in any part of Bidder's response. The PMT also reserves the right to take into account information gleaned from other sources deemed credible by the PMT. However, it is the responsibility of the bidder to place all relevant information into appropriate attachment and narrative in order to be eligible for points in the evaluation process.

Compliance with the requirements of certain eco-labels, the Electronics Recyclers' Pledge and the EU Directive on the Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment implies compliance with certain evaluation criteria where specifically noted. Such equivalents for each evaluation criterion are displayed on the scoring sheets in brackets ([]). The following is a list of abbreviations used:

BA – Blue Angel

EU – EU Eco-Flower

NS – Nordic Swan

TCO – TCO Development

ERP – Electronic Recycler's Pledge

RoHS – EU Directive on the Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment

For the purpose of scoring, compliance with the requirements of an eco-label will count as compliance of "some (but not all)" equipment.

Multiple Answers

If a response provides two answers to the same evaluation question and two different scores can potentially be awarded, the larger number of points is awarded unless otherwise specified in the scoring methodology for the specific question.

Total Environmental Evaluation Score

The total environmental evaluation score for the Desktop and Storage categories will be the sum of all points received by a Bidder in the question-by-question evaluation (above). The total environmental evaluation score for the Other Mobile category will be calculated by using the following formula: [total for question-by-question evaluation] X100 / 60 and rounding the result off to the next higher whole point. The score will be reported as a percentage of maximum points.

Contact Information

Dmitriy Nikolayev, Environmental Purchasing Project Specialist, Operational Services Division, Commonwealth of Massachusetts, 617/720-3351, dmitriy.nikolayev@osd.state.ma.us