

Sample Green Solicitation/Contract Language: Laundry Services

NOTE: This document contains sample solicitation/contract language that may be used as a starting point for greening your acquisition. While this represents one potential approach, it is important to tailor the environmental goals and requirements to each individual acquisition. The excerpts below are organized into typical sections of a solicitation or contract. The language is not suitable for all circumstances and is intended to be a guide – not a template. It is not meant to replace any internal, agency-specific language or requirements.

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Specifications/Performance Requirements

The Government's policy is to acquire supplies and services that promote a clean energy economy that increases our Nation's energy security, safeguards the health of our environment, and reduces greenhouse gas emissions from direct and indirect federal activities. This commitment is demonstrated through various laws, executive orders, regulations, and other policies that promote sustainability. As such, the Government has established minimum sustainability-related performance requirements and encourages the Contractor to implement innovative sustainability concepts and practices beyond the minimum green product requirements.

Required Green Products

[FAR Subpart 23.1](#) requires that contractors use or supply environmentally sustainable (i.e., green) products to the maximum extent possible without jeopardizing the intended end use or detracting from the overall quality delivered to the end user. For the products identified below, the Contractor shall use products that comply with the associated environmental standard.

Table 1. Green Product Requirements

Product Description	Environmental Program(s)	Minimum Content Level (%) (if applicable)
General Purpose Laundry Products – products designed to clean, condition, or otherwise affect the quality of the laundered material (may include laundry detergent, bleach, and fabric softeners) ¹	BioPreferred or Safer Choice	34% biobased
Pretreatment/Spot Removers – products designed to clean, condition, or otherwise affect the quality of the laundered materials (may include laundry detergents, bleach, stain removers, and fabric softeners) ²	BioPreferred or Safer Choice	46% biobased
Clothes Washers	Energy Star	Not Applicable
Clothes Dryers	Energy Star	Not Applicable

For more information on these programs, visit the [BioPreferred](#), [Safer Choice](#), and [Energy Star](#) web sites.

Within thirty (30) days of contract award, the Contractor shall provide a complete list of green products that it intends to use or supply during performance. For each product, the Contractor shall identify the product, brand/manufacturer, and environmental attribute or program. For biobased products, the Contractor shall also identify the percentage of biobased content.

¹ These are products used for regular cleaning activities.

² These are laundry products specifically used to pre-treat laundry to assist in the removal of spots and stains during laundering.

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For any applicable products that receive a federal environmental designation after contract award, the Contractor shall make a reasonable effort to use or supply such compliant products under this contract. The Contractor may substitute products that are equivalent or better to those identified in the submitted list without prior approval by the Contracting COR. All supplies and materials to be used during performance are subject to the approval of the COR.

Note that the Contractor is also responsible for complying with the biobased reporting requirements identified in [52.223-2](#), *Affirmative Procurement of Biobased Products Under Service and Construction Contracts*.

Other Sustainable Practices

The Government encourages the Contractor to implement additional sustainable practices that will minimize the environmental impact of the service provided. This may include, but is not limited to:

- Using fuel-efficient or alternative fuel vehicles (or other sustainable methods) for pickup and delivery of laundry;
- Using other certified green products that exceed minimum requirements;
- Implementing recycling/reuse programs for hangers, cuff clips, collar supports, poly bags, etc.;
- Buying items with minimal packaging and in bulk or concentrated form;
- Employing practices that conserve water and energy, such as heat and water reclamation processes; and
- Employing dry cleaning practices that use non-toxic cleaning agents, rather than toxic solvents.

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Applicable FAR Clauses and Provisions

The following environmental clauses and provisions may be applicable to laundry service contracts. Check the FAR for prescribed usage and updates. Also be sure to check for agency-specific clauses and provisions that may apply to your acquisition.

- [52.204-4](#) Printed or Copied Double-Sided on Postconsumer Fiber Content Paper
- [52.223-1](#) Biobased Product Certification
- [52.223-2](#) Affirmative Procurement of Biobased Products Under Service and Construction Contracts
- [52.223-5](#) Pollution Prevention and Right-to-Know Information
- [52.223-15](#) Energy Efficiency in Energy Consuming Products

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Instructions to Offerors

Technical Approach

Each offer shall include a Technical Approach narrative that details the Offeror's approach toward performing the required service. The narrative shall be specific and clearly demonstrate the Offeror's understanding of and capability to meet all Government requirements. At minimum, the narrative shall address the following:

- General Approach, including general cleaning, unserviceable articles, and stain removal treatment
- Schedule, including pickup and delivery
- Quality Control
- Sustainability, including the use of required green products and other sustainable practices.

Other sustainable practices may include, but are not limited to, the following:

- Using fuel-efficient or alternative fuel vehicles (or other sustainable methods) for pickup and delivery of laundry;
- Using products other certified green products that exceed minimum requirements;
- Implementing recycling/reuse programs for hangers, cuff clips, collar supports, poly bags, etc.;
- Buying items with minimal packaging and in bulk or concentrated form;
- Employing practices that conserve water and energy, such as heat and water reclamation processes; and
- Employing dry cleaning practices that use non-toxic cleaning agents, rather than toxic solvents.

Past Performance

Each Offeror shall identify three (3) projects, completed within the past three (3) years, which demonstrate successful completion of work similar in size, scope, and complexity to that described in the statement of work. For each project listed, the offer shall identify the following:

- Client name;
- Point of contact familiar with the Contractor's performance (name, telephone number, address, and email address);
- Annual and total dollar amount of work performed;
- Period of performance;
- Description of the work performed; and
- Description of sustainable practices employed.

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Evaluation

52.212-2 Evaluation – Commercial Items

The Government will make award to the responsible Offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors will be used to evaluate offers:

1. Price
2. Technical Approach
3. Past Performance

Price is more important than non-price factors, when combined.³

Technical Approach

The Government will evaluate the Offeror's approach toward performing the required service based on the Technical Approach narrative. The narrative must provide a reasonable assurance that the Offeror understands and has the capability to meet all requirements. In evaluating this factor, the Government will consider the following:

- General Approach, including general cleaning, unserviceable articles, and stain removal treatment
- Schedule, including pickup and delivery
- Quality Control
- Sustainability, including the use of green products and other sustainable practices

Past Performance

The Government will evaluate the Offeror's past performance in performing work similar in size, scope, and complexity to the current requirement. The Offeror's past performance information will be verified by contacting references, as deemed necessary by the Government, and evaluated based on the relevance of the information submitted. Past performance for projects similar in size and scope to the current requirement may be given more weight in the evaluation. As such, the description of the work performed must be sufficiently detailed for the Government to make this determination. The Government may obtain and evaluate past performance information obtained from sources other than those identified in the offer. If otherwise in line for award, the Offeror will be given an opportunity to explain any negative past performance information to which the Offeror has not previously had an opportunity to respond. Offerors without any demonstrated past performance will not be rated favorably or unfavorably.

³ Evaluation factors and weights should be customized for each acquisition to reflect best value.