

COMMONWEALTH OF MASSACHUSETTS— INFORMATION TECHNOLOGY (IT) PCs, PERIPHERALS, AND SERVICES RFR

*** This is a contract excerpt only. To view the entire contract please view the file listed after the heading, “Entire Contract:”.

EPP-SPECIFIC LANGUAGE

SECTION 1. GENERAL INFORMATION, TERMS AND CONDITIONS

1.24 Environmental Issues

1.24.1 Environmental Commitment It is the policy of the Commonwealth of Massachusetts to allow eligible contract users to procure products and services which help to minimize the environmental impact resulting from the use and disposal of these products. Such products, referred to as “Environmentally Preferable Products (EPPs), include, but are not limited to, those which contain recycled content, conserve energy or water, minimize waste or reduce the amount of toxic material used and disposed of. Bidders responding to environmental criteria in this RFR are encouraged to provide information on EPPs not identified in this RFR but offered by the Bidder, or on other environmental initiatives which may be relevant to the Commonwealth’s environmental objectives.

The primary environmental objective of this RFR is to procure equipment, which use less energy over time, resulting in reduced pollution and decreased energy costs.

1.24.2 ENERGY STAR* Technology Equipment and Guidelines

It is **mandatory** that Bidders offer IT Equipment which meet the U.S. Environmental Protection Agency’s and Department of Energy’s ENERGY STAR guidelines and have the ENERGY STAR label or substitute for the following categories:

- ▲ PCs
- ▲ Printers
- ▲ Video Monitors

All Energy Star features **must** be fully activated upon delivery.

1.24.3 Desirable Environmental Criteria

The PMT has determined that there are a number of potential environmental and public health impacts related to the manufacture, assembly, use, and disposal of computer equipment, monitors and printers (hereinafter referred to as computers). In keeping with the environmental and public health goals of the Commonwealth, the PMT is interested in promoting contractors and products, which either have or will address some or all of these concerns.

The PMT will award points to vendors for meeting any or all of the environmental and health criteria listed below, either now or in the future. Such 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 details provided, the level of proof submitted, and the time frame within which products will meet environmental and health criteria.

To receive additional points in this section, Bidders must provide a separate attachment outlining their response to the appropriate criteria below. Responses must provide detailed information about current or future steps to comply with these desirables, specific information about timelines, and a signed letter from appropriate manufacturers which certifies that information submitted is accurate and true. Where available, Bidders should submit background materials outlining their conformance to appropriate specifications. The PMT reserves the right to request clarification from Bidders with regard to these criteria and information submitted.

Environmental Criteria

Toxic Constituents

It is desirable that Bidders demonstrate that all computer equipment offered in their responses were not manufactured or assembled using the toxic ingredients listed below. Further, it is desirable that Bidders demonstrate that computer equipment does not contain some or all of the following toxic/hazardous constituents:

▲ CFC or HCFC compounds included on the A,B and C annex of the “Montreal Protocol on Substances that Deplete the Ozone Layer”

▲ chlorinated solvents, e.g. carbon tetrachloride, trichloroethylene, perchloroethylene, dichloromethane or 1,1,1-trichloroethane

▲ cadmium in any part of the CRT, electronic components, batteries for backup or internal clocks (not to exceed 25 mg/kg total) photo semiconductors, or in packaging or packaging ink

▲ mercury in the background lighting system, batteries and other electronic components

▲ selenium, unless equipment can be returned to manufacturer

▲ flame retardant materials in any plastic components which contain any organically bound chlorine or bromide

Recycled Content

It is desirable that Bidders demonstrate that recycled content materials (preferably post-consumer content) have been used in the following components:

▲ CPU and monitor housing

▲ other plastic components

▲ CRT glass

▲ other (please specify)

▲ Bidders will be awarded points based on the amount of recycled materials used, including the level of post-consumer content. To receive points, Bidders must provide specific information about what computer parts contain recycled materials, and the actual recycled content

Packaging

Bidders may offer some or all of the following items listed below or provide alternative proposal as to how packaging materials can be reduced, eliminated or otherwise made more environmentally preferable. It is desirable that Bidders offer packaging which:

▲ is made from recycled content which meets or exceeds all federal and state recycled content guidelines (currently 35% post-consumer for all corrugated cardboard)

▲ minimizes or eliminates the use of polystyrene or other difficult to recycle materials

▲ minimizes or eliminates the use of disposable containers such as cardboard boxes

▲ provides for a return program where packaging can be returned to a specific location for recycling

▲ manuals printed on recycled content paper which meets or exceed federal and state guidelines for recycled content (currently 30% post-consumer content)

▲ contains materials which are easily recyclable in Massachusetts

Upgradability

It is desirable that Bidders offer computers that are easily upgradable, including, but not limited to:

- ▲ modular design which allows for upgrades without special tools
- ▲ expandable memory

Design for Recycling

It is desirable that Bidders offer computers, which are designed in such a way as to facilitate their dismantling and reuse or recycling. Such design features may include, but are not limited to the following:

- ▲ use of single plastic resins in plastic components weighing more than 100 grams
- ▲ clear and visible labeling of plastic types in components weighing more than 25 grams
- ▲ avoidance of paints including metallic paints on any internal or external plastic housings
- ▲ computers are assembled in such a way that components may be dismantled easily so that individual components may be disassembled, separated, identified and reused or recycled easily

Take Back Provisions

It is desirable that 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:

- ▲ 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.

Worker Health and Safety

It is desirable that Bidders offer computer equipment which minimizes impacts to worker health and safety, including, but not limited to:

- ▲ equipment which is ergonomic in design, including visual legibility and image stability,
- ▲ equipment which reduces eye strain or other repetitive motion ailments
- ▲ monitors which reduce exposure to magnetic and electric fields, and x-ray radiation
- ▲ other features

3rd Party Certification

Bidders will be awarded additional points should they offer computer equipment, which has been certified by appropriate 3rd party certification organizations such as TCO, Blue Angel, ISO 14000 or others.

Other Environmental Issues

It is desirable that Bidders demonstrate that they and/or manufacturers are actively pursuing additional ways of minimizing 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

Contract Flexibility

The PMT reserves the right to negotiate with awarded Contractors to alter, expand or otherwise incorporate other environmental criteria into PCs, monitors and printers. The PMT shall also reserve to require that certain environmental and health criteria are met during this contract term, should the PMT determine that technology and the computer industry are capable of meeting such requirements without leading to any significant change in product performance, availability and cost.

SECTION 3. RFR INFORMATION

3.5 Evaluation Criteria, Evaluation and Selection of Qualified Contractors. The IT Hardware PMT shall evaluate Responses submitted by Bidders under this Request for Response (RFR). Bidders will be qualified based upon fulfillment of the mandatory requirements and qualifications; an evaluation of **desirable** items listed under the RFR; completion of all Required Forms and Attachments as listed in this RFR; and a determination by the IT Hardware PMT that qualifying the Bidder will provide "best value" to the Commonwealth. The Evaluation criteria for responses are identified in Section 9, Part 9.6.3.

SECTION 5. ORIGINAL EQUIPMENT MANUFACTURER (OEM) REQUIREMENTS

5.18 Product(s) **must** be Energy Star compliant and meet the guidelines identified in Section 1, Part 1.24.

SECTION 6. RESELLER REQUIREMENTS

6.19 Product(s) **must** be Energy Star compliant and meet the guidelines identified in Section 1, Part 1.24.

SECTION 9. INSTRUCTIONS FOR SUBMISSION OF BIDDER'S RESPONSE

Bidder's RFR Response

The Bidder **must** clearly state that the Bidder understands the RFR mandatory requirements, and will comply with them, and that the Bidder accepts all RFR terms and conditions.

The Bidder is also **requested** to clearly state in its RFR Response which elements of its proposal are responsive to **desirable** proposed goods and services.

If an alternative is proposed, the Bidder is **requested** to identify the original RFR specification and alternative proposal. The Bidder is **requested** to identify how the alternative specification offered by the Bidder is **equivalent to or better than the original RFR specification**.