



# Acquisition Implementation Tools

Linda Mesaros



**GovEnergy**  
[www.govenergy.gov](http://www.govenergy.gov)



# Implementation Is Key

- The Laws, Executive Orders, and Procurement Policy are in place.
- How do you actually implement and get personnel to buy Green Products ?





# TARGET STAKEHOLDERS

- Procurement/Contracting Personnel
- Facilities/Technical Personnel
- Purchase Card Holders
- Budget/Finance Personnel
- Vendors





# Implementation Initiatives

- Develop templates for green purchasing (energy efficient, Energy Star) requirements in service contracts.
- Custodial and vehicle maintenance are completed.
- Facilities operation and maintenance and construction are under development.



# Implementation Initiatives

- Review agency procurement forecasts for green procurement opportunities (Examples)
- Contact procurement or technical personnel on those contracts that have potential
- Follow-up, Follow-up



# Implementation Initiatives

- Add Green Purchasing Elements to Automated Procurement/Financial Systems (Example)
- Develop Model Source Selection Green Evaluation Factors – Samples already developed
- Send Top Level Management Support to the Field (Examples)



# Implementation Initiatives

- Develop language for FEDBizOpps to use in synthesizing green procurement contracts (now in place)
- Work with DoD and GSA to incorporate green purchasing easily into electronic catalogs (examples)



# Implementation Initiatives

- Implement your agency's Comprehensive Green Purchasing Affirmative Procurement Program
- Write articles on Green Procurement/Acquisition in magazines that specific stakeholders read





# Implementation Initiatives

- Conduct Web Based Training (examples)
- Prepare Fact Sheets specifically for technical/requirements personnel (underway)
- Scrub technical directives/manuals and add green language (underway)



# Implementation Initiatives

- Provide Easy Access to Product Information such as performance, cost (underway)
- Incorporate Green Purchasing Requirements into Environmental Management Systems (Examples)
- Develop Fact Sheets for Purchase Card Holders (Example)



# Would you like to know more?

- Linda Mesaros
- Mesaros Associates, Inc. (woman-owned small business)
- [www.mesarosassociates.com](http://www.mesarosassociates.com)
- [Linmesaros@aol.com](mailto:Linmesaros@aol.com)
- Tel: 843-452-6428



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[www.govenergy.gov](http://www.govenergy.gov)



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