"Green" Submittal Review Guidance

Potential submittal requirements in a "Greened" solicitation include:
- Ecolabels - See [Approved Environmental Standards and Certifications](#) Excel document for accepted examples.
- Recycled content percentages.
- Other sustainable attributes that contribute to the product or service benefits.

When reviewing submittals, please check for the following for compliance:
- Ecolabels:
  - Did the solicitation request a product with an **ecolabel**?
    - If yes, look for a certification/print-out/link from a specific **certifier**, **Ecomedes, or UL Spot** website.
    - If no, proceed to the Recycled Content portion of this guidance.
  - Is there a date listed as a certification or registration date?
    - If yes, the product has received the certification.
    - If no, verify if the product is listed on the **certifier**, **Ecomedes, or UL Spot** website.
  - Is there an expiration or valid thru date listed?
    - If yes, make sure the date **has not** passed.
    - If no, proceed with product certification as is.

- Recycled Content:
  - Did the solicitation request a product with a particular **recycled content minimum**?
    - If yes, check to make sure the percentage provided is **above the minimum** requested.
    - If not, proceed with the review.

- Other sustainable attributes that contribute to the product or service benefits:
  - Did the solicitation request another sustainable attribute, such as **PVC-free, rechargeable, high-yield, remanufactured, or other sustainable** practices?
    - If yes, check to make sure the requested attribute is listed.
    - If not, proceed with the review.

- Please note: If the Bidder/Offeror provided an **ecolabel, recycled content percentage, or other sustainable** attribute that was **not a stated minimum** requirement, and they are awarded the contract, **make a notation to request quarterly reporting data**.

Are you unsure about any of these bullet points or have additional questions? Please contact the Green Purchasing Committee at DGS.BuyGreen@maryland.gov

Ecomedes resource - https://sftool.ecomedes.com/
UL Spot resource - https://spot.ul.com/main-app/products/catalog/