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SECTION I. MINIMUM REQUIREMENTS

A. PRODUCTS COVERED UNDER THIS SPECIFICATION

1. Audio/Video Electronics
 - a. Home-Theater-in-a-Box Systems
 - b. Soundbars
 - c. MP3 Speaker Docks
 - d. Audio Amplifiers
 - e. AV Receivers
 - f. Shelf Systems
 - g. Blu-Ray Disc Players
 - h. DVD Players
 - i. Headsets
 - j. Projectors
2. Computers and Displays
 - a. Laptops, Notebooks, Slates, Tablets, Thin Clients
 - b. Workstations
 - c. Integrated Desktop Computers
 - d. Displays and Monitors
3. Digital Media Players
4. Imaging Equipment
 - a. Copiers
 - b. Digital Duplicator
 - c. Multi-Function Devices
 - d. Printers
 - e. Professional Imaging Products
 - f. Scanners
5. Phones
 - a. Mobile Phones
 - b. Voice over Internet Protocol (VoIP) Phones
 - c. Corded and Cordless Telephones
6. Signage Displays
7. Servers
8. Set-Top Boxes
9. Televisions

B. PROHIBITED PRODUCTS

1. Based, in part, on Md. Code Ann., State Fin. & Proc. ("SF&P") §14-414 and Executive Order 01.01.2001.02, electronic and IT products as defined in this specification (excluding servers) that are not EPEAT-Registered Silver or Gold or are not ENERGY STAR-certified are prohibited. TCO Certified products are exempted from this prohibition.
2. Pursuant to COMAR 21.11.07.07, products that contain mercury are prohibited, unless there are no commercially available mercury-free products for a specific application. In such cases, products containing the least amount of mercury necessary to meet performance requirements must be proposed.

All products that contain mercury must be clearly labeled in bids/proposals.

3. Pursuant to Environment Article, [§§9-1902-1907](#), the use of packaging or packaging components (e.g., inks, dyes, pigments, adhesives, or any other additives) with lead, cadmium, mercury or hexavalent chromium at concentration levels exceeding 100 parts per million by weight or 0.01% is prohibited.



4. Pursuant to Environment Article, §§6-1202-1204, certain products containing more than one-tenth of 1% of pentaBDE, octaBDE, or decaBDE by mass are prohibited.

C. PRODUCT REQUIREMENTS

1. EPEAT-Registered Silver or Gold or TCO Certified products are mandatory for the following categories: Computers and Displays, Imaging Equipment, Headsets, Mobile Phones, and TVs. Products in these categories must be rated EPEAT Silver or Gold or must be TCO certified, at the time of bid submission and at the time of award.
 - a. The EPEAT Registry can be accessed at: <https://epeat.net/>.
 - b. The TCO certified product finder can be accessed at: <https://tcocertified.com/product-finder/>.
2. At the time of bid submission and at the time of award, servers must be EPEAT-Registered Bronze or higher or TCO certified.
 - a. The EPEAT Registry can be accessed at: <https://epeat.net/>.
 - b. The TCO certified product finder can be accessed at: <https://tcocertified.com/product-finder/>.
3. If a product category is not covered by the EPEAT Registry or the TCO Registry, pursuant to Executive Order 01.01.2001.02, then a product that is ENERGY STAR-certified both at the time of bid/proposal submission and at the time of award must be provided.
 - a. The ENERGY STAR® Program certification list can be accessed at: <https://www.energystar.gov/products?s=mega>.
4. Pursuant to and in support of Executive Order 01.01.1991.20, Contractors must ensure any imaging equipment is configured by default to duplex printing, when available.
5. In support of the State's recycled paper purchase requirements (found at COMAR 21.11.07.03), the Contractor must verify that its imaging equipment works reliably with copy paper containing 30-100% post-consumer recycled content.

D. SHIPPING/TRANSPORT REQUIREMENTS

1. Contractors must comply with the limitations on idling as set forth in Transportation Article §22-402(c)(3).

END OF SECTION I.



SECTION II. RECOMMENDATIONS

A. PRODUCT RECOMMENDATIONS

1. Contractors are encouraged to provide products registered as [EPEAT Climate+](#) for the following categories: Computers & Displays, Imaging Equipment, Mobile Phones, Servers, and Televisions.

B. ENERGY USE SETTINGS

1. Contractors are encouraged to configure imaging equipment by default to automatically enter low-power sleep or standby modes when inactive.

C. PACKAGING RECOMMENDATIONS

1. Where a Contractor uses packaging in addition to manufacturer packaging, the Contractor is encouraged to select packaging that minimizes or eliminates the use of disposable containers and/or incorporates recycled content and is easily recyclable through the State's contracted recycling programs. Contractors shall avoid the use of polystyrene foam packaging (e.g., peanuts) and other difficult-to-recycle packaging materials. Where appropriate, Contractor packaging using reusable crates or reusable pallets is preferred over boxed packaging.
2. For corrugated cardboard packaging (also known as containerboard packaging), Contractors encouraged to use versions that contain a minimum of 25% by weight of post-consumer materials, which is the minimum post-consumer content level for packaging specified by the U.S. Environmental Protection Agency Comprehensive Procurement Guidelines.

D. SHIPPING/TRANSPORT RECOMMENDATIONS

1. To promote fuel efficiency and reduce greenhouse gases and air pollution, Contractors are encouraged to use a SmartWay Transport/Carrier Partner for the shipment or transport of products. A list of SmartWay Transport partners can be found here: <https://www.epa.gov/smartway/smartway-partner-list>.

E. END-OF-LIFE MANAGEMENT

1. When rental or leasing models are utilized Contractors are encouraged to use e-waste recyclers that are **e-Stewards** (<http://e-stewards.org/>) or **R2**-certified (<https://sustainableelectronics.org/recyclers>) for the end-of-life management of its products. Upon request, the vendor shall share its end-of-life management plan with the Green Purchasing Committee.

END OF SECTION II.



SECTION III. SUBMITTAL REQUIREMENTS

A. TECHNICAL SUBMISSION

Bidders/Offerors shall provide the following documents with their bids/proposals:

1. Proof of applicable required certifications listed in Section I.
 - a. This may include:
 - (1) link to the certifier's website,
 - (2) the [UL SPOT](#) website, or
 - (3) the [Ecomedes](#) website.
2. Description of applicable sustainable practices related to the products or services provided.

B. REFERENCES

A bidder or offeror shall include the sustainable practices it employed during the contract period for each listed reference.

END OF SECTION III.

SECTION IV. ENVIRONMENTALLY PREFERABLE PURCHASING LANGUAGE

A. ENVIRONMENTALLY PREFERABLE PURCHASING

The State of Maryland is committed to purchasing environmentally preferable products and services (EPPs). Maryland's State Finance & Procurement Article §14-410 defines environmentally preferable purchasing as "the procurement or acquisition of goods and services that have a lesser or reduced effect on human health and the environment when compared with competing goods or services that serve the same purpose."

Accordingly, Bidders/Offerors are strongly encouraged to offer EPPs to fulfill this contract, to the greatest extent practicable.

B. MARYLAND'S GREEN PURCHASING REPORTING REQUIREMENTS

The State of Maryland requires Contractors to submit, at a minimum, quarterly sales data over the life of this contract per a schedule established and deemed reasonable by both parties, or by request by the Department of General Services. This information must include details about the recycled content, third-party sustainability certifications such as EPEAT, ENERGY STAR, and TCO, and other environmental attributes of products and services sold on this price agreement per the contract specifications. The Contractor shall notify the State if a product contains mercury.

To facilitate consistent reporting on this contract, the Contractor will be provided with a VENDOR GREEN SALES REPORT template from the Green Purchasing Committee (GPC), the Office of State Procurement (OSP), or the Department of General Services (DGS).

C. ENVIRONMENTAL CLAIMS

All environmental benefit claims made by the Contractor concerning products or services offered on this contract must be consistent with the [Federal Trade Commission's Guidelines for the Use of Environmental Marketing Claims](#).

END OF SECTION IV.



SECTION V. LEGISLATION, STATUES, AND REGULATIONS

A. FOR PROCUREMENT OFFICERS AND AGENCIES

1. **Environmentally Preferable Purchasing** (COMAR [21.11.07.09](#))

“All procurement agencies shall purchase environmentally preferable products and services unless purchasing environmentally preferable products and services would limit or supersede any requirements under any provision of law or result in the purchase of products and services that:

 - (1) Do not perform adequately for the intended use;
 - (2) Exclude adequate competition; or
 - (3) Are not available at a reasonable price in a reasonable period of time.”
2. **Mercury and Products that Contain Mercury** (COMAR [21.11.07.07](#))

“All procurement agencies shall give a preference under this regulation to procuring products and equipment that are mercury-free. If mercury-free products and equipment that meet the agency's product performance requirements are not commercially available, the procurement agency shall give preference under this regulation to products containing the least amount of mercury necessary to meet performance requirements.”
3. **EPEAT Purchase Requirement** (State Finance and Procurement Article [§14-414\(b\)](#))

When purchasing an electronic product to be used by the State, a State unit shall purchase an electronic product that:

 - (1) Is listed and rated Silver or Gold on the EPEAT Registry; or
 - (2) Meets nationally recognized and consensus-based standards established by a comprehensive environmental rating system approved by the Department of Information Technology.
4. **Double Sided Printing - Conservation of Paper by Units of State Government** ([Executive Order 01.01.1991.20](#), *Effective Date:* June 25, 1991)

“To the greatest extent practicable, within State agencies, photocopied and printed reproductions of original multi-page documents should be made utilizing both sides of a sheet of paper... Whenever economically practical, the Secretary of General Services shall insure that procurement officials specify photocopy machines which have the capability to perform two-sided photocopying.”
5. **ENERGY STAR® Purchase Requirement** ([Executive Order 01.01.2001.02](#), *Effective date:* March 13, 2001)

Efficient Product Purchase Goal: “The State shall purchase Energy Star products when purchasing energy- using products, including computers, printers, copiers and other office equipment, or shall purchase products in the top 25% in energy efficiency for products where labels are not available.”
6. **Responsible Recycling of Electronic Products** (State Finance and Procurement Article [§14-415\(b\)](#))

“When awarding a procurement contract for services to recycle electronic products, a State unit shall award the contract to a recycler of electronic products that:

 - (1) Is R2 or e-Stewards certified; or
 - (2) Meets nationally recognized and consensus-based guidelines, standards, and systems for recycling that are approved by the Department of the Environment in consultation with the Department of General Services.

B. FOR CONTRACTORS, BIDDERS, AND OFFERORS

1. **Verifying Environmental Claims** (State Finance and Procurement Article [§14-410\(g\)](#))

“A bidder or offeror for a procurement contract shall certify in writing that any claims of environmental attributes made relating to a product or service are consistent with the Federal Trade Commission’s Guidelines for the Use of Environmental Marketing Terms.”



2. **Limitations and Prohibitions on Heavy Metals in Packaging** (Environment Article [§9-1902\(a\)-\(d\)](#))

“(a) Except as provided in § 9-1903 and § 9-1904 of this subtitle, on or after July 1, 1993, a manufacturer or distributor may not sell or offer for sale or for promotional purposes any package or packaging component or any product in a package or packaging component to which any of the following was intentionally added during manufacture or distribution:

- 1) Lead;
- 2) Cadmium;
- 3) Mercury; or
- 4) Hexavalent chromium...

The sum of the concentration levels of lead, cadmium, mercury, and hexavalent chromium incidentally present in a package or packaging component may not exceed...100 parts per million by weight or 0.01%.”

3. **Limitations on Hazardous Substances** (Environment Article, [§6-1201-1202.1](#))

A person may not manufacture, process, sell, or distribute in the State a new product or flame-retardant part of a new product that contains more than one-tenth of 1% of pentaBDE (pentabrominated diphenyl ether) or octaBDE (octabrominated diphenyl) by mass.

A person may not manufacture, lease, sell, or distribute for sale or lease in the State electrical or electronic equipment that contain more than one-tenth of 1% of decaBDE (decabrominated diphenyl ether) by mass.

4. **Shipping/Transport Requirements and Recommendations** Idling Law (Transportation Article [§22-402\(c\)\(3\)](#))

“A motor vehicle engine may not be allowed to operate for more than 5 consecutive minutes when the vehicle is not in motion, except as follows:

- i. When a vehicle is forced to remain motionless because of traffic conditions or mechanical difficulties over which the operator has no control;
- ii. When it is necessary to operate heating and cooling or auxiliary equipment installed on the vehicle;
- iii. To bring the vehicle to the manufacturer's recommended operating temperature; or
- iv. When it is necessary to accomplish the intended use of the vehicle.”

END OF SECTION V.

APPENDIX – DEFINITIONS

Brominated flame retardants: Persistent and bioaccumulating chemicals such as polybrominated diphenyl ethers (PBDEs) that are added to computers, office electronics, plastics, and polymer resins to reduce the risk of fire; see also polybrominated diphenyl ethers (PBDEs).

Duplex Printing: Feature that allows for automatic double-sided printing.

End-of-life management: Process by which products are disposed of after their term of useful service expires.

Energy efficient: Product that performs more work per unit of energy as compared to all similar products.

ENERGY STAR: A joint program of the U.S. Department of Energy and the U.S. Environmental Protection Agency that certifies and lists relatively energy-efficient products in several categories such as light fixtures, LEDs, appliances, and office equipment.

Environmentally preferable: Products and services that have a lesser or reduced effect on human health and the environment when compared to other products and services that serve the same purpose.

EPEAT (Electronic Products Environmental Assessment Tool): An independent program that certifies “green” electronic equipment such as servers, computers, monitors, laptops, tablets, imaging equipment, TVs, and cell phones. EPEAT-registered products meet certain required and optional criteria that addresses the full product lifecycle, from design and production to energy use and recycling. There are three levels of registered products: Bronze, Silver, and Gold.

E-Stewards: A nonprofit, third-party certification program which verifies that recyclers of electronic equipment adhere to the highest standard of environmental responsibility and worker protection.

Hazardous substance: 1) Material posing a threat to human health and/or the environment, that can be toxic, corrosive, ignitable, explosive, or chemically reactive; 2) substance that must be reported to the EPA if released into the environment.

R2: Certification program established by Sustainable Electronics Recycling International (SERI) which verifies that recyclers of electronic equipment adhere to the highest standard of environmental responsibility and worker protection.

SmartWay: Program established by the U.S. EPA to help improve fuel efficiencies and sustainability in freight transportation.