

- Require new building offers to include projected energy use data.
- Stipulate the purchase of facility management systems or energy management services to comply with the ENERGY STAR requirements of Sec. 403 through GSA schedules 63 I and 871 II at [www.fss.gsa.gov/environ/h2o-energy-prod.cfm#Office](http://www.fss.gsa.gov/environ/h2o-energy-prod.cfm#Office).

### **Purchase ENERGY STAR Products**

The Executive Order states that use of ENERGY STAR labeled products will be part of the scoring criteria in the OMB energy scorecard [Sec. 306(1)]. The Order directs federal agencies to:

- Purchase ENERGY STAR labeled products, when found life-cycle cost effective. For products not covered by ENERGY STAR, purchase products that are in the upper 25th percent of energy efficiency as designated by the Federal Energy Management Program (FEMP). [Sec. 403 (b.1)]
- Incorporate ENERGY STAR energy efficiency levels into guide and project specifications, as well as into product specification language developed for Basic Ordering Agreements, Blanket Purchasing Agreements, Government Wide Acquisition Contracts, and all other purchasing procedures. [Sec. 403 (b.3)]
- Purchase ENERGY STAR and FEMP designated products from your federal supply sources. The Executive Order states that GSA and the Defense Logistics Agency (DLA) shall create clear catalogue listings that designate energy-efficient products in both print and electronic formats. [Sec. 403 (b)(2)]

### **Purchase these ENERGY STAR labeled products from your federal supply source:**

Office Equipment  
 Audio/Visual Equipment  
 Compact Fluorescent Lights, Residential Light Fixtures, and Exit Signs  
 Low Voltage Transformers  
 Windows and Roof Products  
 Residential Appliances

GSA and DLA are federal supply sources of ENERGY STAR and FEMP designated products. Energy-efficient products can be purchased through GSA's online procurement system, Advantage!

The Energy Solutions Services and Products Guide from GSA/FSS is available at [www.fss.gsa.gov/environ](http://www.fss.gsa.gov/environ).

For lighting products offered by DLA, go to [www.dscpl.dla.mil/gi/general/light1.htm](http://www.dscpl.dla.mil/gi/general/light1.htm).

### **Purchase Other Energy-Efficient Products**

ENERGY STAR and FEMP have established efficiency levels for other products not sold through federal supply sources. For more information on these products go to [www.eren.gov/femp/procurement](http://www.eren.gov/femp/procurement) or [www.energystar.gov/products](http://www.energystar.gov/products).

Check out *Buying Energy Efficient Products*, DOE's federal purchasing buying guide issued by FEMP. This binder has a series of product efficiency recommendations to identify the upper 25th percent in energy efficiency. To obtain a free copy, contact 1-800-363-3732 or go to [www.eren.doe.gov/femp/procurement/begin.html](http://www.eren.doe.gov/femp/procurement/begin.html).

For more information, contact 1-888-STAR-YES) or visit [www.energystar.gov](http://www.energystar.gov).



# ENERGY STAR,<sup>®</sup>

# Executive Order 13123, and You.

## Tips for Federal Managers

ENERGY STAR® figures prominently in Executive Order 13123, *Greening the Government through Efficient Energy Management*. This brochure explains how ENERGY STAR can help your federal agency meet the requirements of the Executive Order, while saving money.

The US Environmental Protection Agency (EPA) and the US Department of Energy (DOE) have established ENERGY STAR for office buildings, homes, K-12 schools, and over 30 categories of products. The ENERGY STAR label will be available for other building types and products in the coming year.

### **Act Now to Become ENERGY STAR**

Executive Order Section 403 (c) requires agencies to:

- Strive to meet ENERGY STAR criteria where cost effective for energy performance and indoor environmental quality by the end of 2002.
- Use the ENERGY STAR performance rating system for buildings in general facility audits.

**How To Comply:** Use EPA's online rating system, available at [www.energystar.gov](http://www.energystar.gov), to evaluate your buildings' energy performance using data that you input on each building's physical attributes, operating characteristics, and monthly energy consumption. The rating system allows you to benchmark your buildings on a 1 to 100 scale. The results will help you set energy performance targets and plan building upgrades. Buildings that score a 75 or higher and maintain an indoor air environment that meets or exceeds industry standards are eligible to receive the ENERGY STAR label, the nationally recognized symbol of superior energy performance.

### **Specific Next Steps You Can Take**

- Benchmark all office buildings and schools over 5,000 sq. ft.
- Apply for ENERGY STAR labels for all buildings that score 75 or better.
- For buildings that score below 75, develop a plan to upgrade these facilities and improve their performance rating.
- After upgrades, re-benchmark each building to measure yearly progress.

**Reminder:** The Office of Management and Budget (OMB) requires that agencies report in 2001 the number and percentage of buildings that are expected to meet ENERGY STAR levels and receive the ENERGY STAR label in FY 2002.

### **Look for ENERGY STAR When Leasing Buildings**

Executive Order Section 403 (e) directs agencies to:

- Include a preference for buildings with the ENERGY STAR label in selection criteria for acquiring leased buildings.
- Encourage lessors to apply for the ENERGY STAR label.

Are you ENERGY STAR? Find out by going to [www.energystar.gov](http://www.energystar.gov) and clicking on "Benchmarking Your Building" under "For Government."

### **Incorporate ENERGY STAR in Your Solicitations for Offers or Advertisements**

The General Services Administration (GSA) uses the following language in Solicitations for Offers to ensure that leased office space is compliant with this section of the Executive Order. If your agency is acquiring such space, using this language will help ensure your compliance with Section 403 (e).

"(a) All offerors are encouraged to use Energy Savings Performance Contracts (ESPCs) or utility agreements to achieve, maintain and/or exceed the ENERGY STAR benchmark score of 75 and are encouraged to include shared savings in their offer as a result of energy upgrades where applicable.

(b) All new construction shall achieve an ENERGY STAR label within one year after reaching 95 percent occupancy and continue to maintain the level of performance."

To ensure that offerors' ESPCs and GSA area-wide agreements help your buildings become ENERGY STAR:

- Require a Statement of Energy Performance from the ENERGY STAR performance rating system as part of the offer package for new leases. Use energy efficiency as one of the criteria for comparing buildings and ranking offers.
- For buildings scoring less than 75, require yearly Statements of Energy Performance to ensure that energy upgrades are occurring and performance is improving over time. Include a percent improvement measure on your ranking scale for offers.