

**Addendum to the Social Security Administration's (SSA) 2012 Strategic Sustainability  
Performance Plan:  
Responding to the President's Memorandum on Promotion of Biobased Markets**

On February 21, 2012, President Obama signed a memorandum, [Driving Innovation and Creating Jobs in Rural America through Biobased and Sustainable Product Procurement](#). The memorandum requires Federal agencies to undertake a number of activities to increase their purchase of biobased products. SSA is moving aggressively to implement the Presidential Memorandum requirements.

**SSA Accomplishments to Date:**

General agency education including:

- Acquisition workforce web-based training for 80 staff members;
- Establishing an agency-wide green purchasing plan to disseminate guidance, policy, and procedures for “buying green,” including a section devoted specifically to biobased purchases); and,
- Disseminating quarterly reminders to agency acquisition workforce, contracting officer's representatives (COR), and micro-purchasers related to their green purchasing, including biobased, roles and responsibilities.

**SSA Baseline for Biobased Contracting:**

Prior to the issuance of the [President's February 2012 Memorandum](#), SSA included requirements and clauses for biobased products in 50 percent of appropriate contracts during the first two quarters of fiscal year (FY) 2012 (based on quarterly reviews of a five percent sample).

**SSA's FY 2013 Biobased Contracting Target/Compliance Goal:**

- As a leader in sustainable acquisition strategies and compliance, SSA plans to meet a level of 60 percent for all relevant biobased acquisitions in the first two quarters of FY 2013.
- SSA plans to achieve an annual goal of 70 percent compliance in FY 2013 and increase by 10 percent annually thereafter.
- SSA plans to achieve full compliance of the 95 percent sustainable acquisition goal set forth in [Executive Order 13514, Federal Leadership in Environmental, Energy, and Economic Performance](#), for biobased products no later than FY 2016.

**SSA's Strategies for Improving Compliance:**

Our strategy for improving compliance (full incorporation of requirements and clauses for biobased products in relevant and appropriate contracts and follow on activities to ensure compliance) includes:

- Continuing biobased-focused training (web-based or in-person) of the acquisition workforce, CORs, and micro-purchasers. We will continue to educate agency staff about and promote the use of the United States Department of Agriculture's (USDA) contract language templates on [USDA's BioPreferred website](#) (food/cafeteria services, custodial, grounds maintenance, minor construction, operations and maintenance, and vehicle maintenance contracts). We refer to these templates in our agency's green purchasing plan.

- Reviewing and assessing SSA Federal Business Opportunities' postings to ensure the acquisition workforce is incorporating biobased language and requirements into appropriate solicitations. If we find the appropriate language and requirements are not included, we will ask the appropriate acquisition workforce staff why and educate them on the importance of including the appropriate information.
- Exploring the possibility of including requirements and performance standards for biobased products in 100 percent of newly awarded custodial and food/cafeteria services contracts.
- Researching ways to include biobased requirements and applicable clauses in 100 percent of newly awarded vehicle maintenance, custodial, minor construction, and ground maintenance contracts.
- Continuing to focus our quarterly acquisition review reporting on biobased acquisitions to ensure SSA meets its biobased product procurement requirements.
- Planning to work with the interagency Federal Sustainable Acquisition and Materials Management Practices Workgroup and the General Services Administration (GSA) to create a Federal Procurement Data System-Next Generation (FPDS-NG) report that will allow agencies to generate and disseminate agency level biobased compliance report data. GSA is working on creating new FPDS-NG biobased reporting elements agencies will use to run these future reports.

**Required Specification Reviews (for all agencies that control specification standards):**

This section does not apply to SSA because we do not control or set agency-specific product specifications.