



MEETING AGENDA

Integrated Waste Management Local Task Force (LTF)

<http://Recycle.SolanoCounty.com>

Thursday, September 18, 2014
9:00 a.m.

Solano County Government Center

675 Texas Street, Fairfield, CA 94533
6th Floor Conference Room 6004
(707) 784-6765

Any person wishing to speak on an agenda item may do so by completing a card and handing it to the Clerk. Upon recognition by the Chair, state your name and address. Comments limited to three minutes per speaker.

1. CALL to ORDER / INTRODUCTIONS
Vice-Chair: Esther Blanco, City of Fairfield

2. PUBLIC COMMENT

The public may speak on any item NOT on this agenda and/or any subject over which the LTF has jurisdiction. Comments limited to 3 minutes per speaker.

3. ACTION ITEM(s)

The Chair will provide the public with an opportunity to comment prior to any formal action to be taken by the LTF. Comments limited to 3 minutes per speaker.

- a. **Minutes:** May 15, 2014

4. COUNTYWIDE INTEGRATED WASTE MANAGEMENT PLAN (CIWMP)

a. Non-Disposal Facility Element (NDFE): Recology Vallejo

By: David Weiss, Solano County LEA

On 08/29/14, Solano County LEA accepted Recology Vallejo's application package for a new Solid Waste Facility Permit to operate a large-volume transfer/processing facility. The proposal reflects an operational expansion and reorganization of the existing recycling center and green waste transfer operations.

b. Countywide Siting Element (CSE): Tonnesen Pet Cemetery

By: David Weiss, Solano County LEA

Application status update.

5. PRESENTATIONS

a. Disaster Debris Reporting

By: Jill Firch, CalRecycle

Guidelines to document disaster debris resulting from fire, flood, and earthquakes so diversion rates.

5. PRESENTATIONS Continued

b. Green Purchasing Program

by: John Duncan and Molly Ray, Office Depot
https://business.officedepot.com/a/leadgen/green?cm_sp=pre_login_-green_-learn_more

This program has been providing the City of Fairfield with opportunities to operate a greener office and delivers an annual report of environmental savings.

6. LEGISLATIVE UPDATES

- a. **Senate Bill 270:** Single-Use Carryout Bags
b. **Assembly Bill 1826:** Organics Recycling
c. **Assembly Bill 1594:** Compostable Organics

7. NOMINATIONS for Chair and Vice-Chair

These positions will serve from January 1, 2015 – December 31, 2016

- a. **Chair**
b. **Vice Chair**

8. MEMBER UPDATES

9. ADJOURN

Next regular meeting is November 20, 2014

INFORMATIONAL ITEM(s):

Sept. 20: Coastal Cleanup Day

<http://recycle.solanocounty.com>, Marianne Butler (707) 301-5778

Sept. 27: National Drug Take-Back Day

<http://recycle.solanocounty.com>

Oct. 14: N. CA Household Haz Waste Info Ex, Fremont
Chanel Kincaid (510) 494-4574

Non-confidential materials related to an item on this Agenda submitted to the LTF after distribution of the agenda packet are available for public inspection at the Solano County Government Center, 6th Floor Receptionist's Desk, 675 Texas Street, Fairfield, during normal business hours.

The County of Solano, in compliance with the 1990 Americans With Disabilities Act, will provide accommodations for persons with disabilities who attend public meetings and/or participate in County sponsored programs, services, and activities. If you have the need for an accommodation, such as, interpreters or materials in an alternative format, please contact Diane Gilliland, Department of Resource Management, 675 Texas St., #5500, Fairfield, CA 94533, (707) 784-6765.

DRAFT MINUTES

Solano County Local Task Force (LTF) for Integrated Waste Management

Meeting of May 15, 2014

9:00 a.m.

Solano County Administration Center

Member Organization	Representative	Present
Republic Services	Susan Hurl	
Republic Services	Marie Knutson	X
CCL Organics	Dave Burnley	
City of Benicia	Sharon Williams	X
City of Dixon	Janet Koster	X
City of Fairfield	Esther Blanco	X
City of Rio Vista	John Degele	
City of Suisun City	Amanda Dum	X
City of Vacaville	Ivonne Vaughn	X
City of Vallejo	Derek Crutchfield	X
Concrush	Allen Hochstetler	X
County of Solano	Narcisa Untal	X
County of Solano	Marcy Hannum	X
County of Solano	David Weiss	X
Fairfield-Suisun Sewer District	Kevin Cullen	
Pacific Rim Recycling	Steve Moore	
Pacific Rim Recycling	Marissa Wong	
Potrero Hills Landfill	Jim Dunbar	X
Potrero Hills Landfill	Natalie Hicks	
Recology Hay Road	Danielle Lowther	
Recology Hay Road	Chris Taylor	
Recology Vacaville Solano / Recology Dixon	Julia Lopez	
Recology Vacaville Solano / Recology Dixon	Scott Pardini	
Recology Vallejo	Lisa Lefebvre	X
Recology Vallejo	Tom Phillips	X
Recycling Zone	Dave Ryan	
Recycling Zone	Chris Aschero	
Rio Vista Sanitation Service	Dave Adler	X
Rio Vista Sanitation Service	Sal Coniglio	X
Sierra Club	Jane Bogner	
Solano Community College	Dwight Calloway	
Solano Community College	Jeff Lehfeldt	
Solano Garbage Company	Sandra Gonzalez	X
Solano Garbage Company	Tony Cincotta	
Travis Air Force Base	Brian Sassaman	
Travis Air Force Base	Milea Franklin	
VALCORE	Ken Hawes	X
VALCORE	Erin Tator	
CalRecycle	Jill Firch	

GUESTS:

Marianne Butler, Solano RCD
Joe Scholtes, 95.3 KUIC
Natalie DuMont, Solano Land Trust
Todd Sutton, Waste Sleuth

1. Call to Order / Introductions

The meeting was called to order by Chair Dunbar at 9:00 a.m. Those present introduced themselves.

2. Public Comment

There were no public comments.

Marianne Butler, Solano RCD, announced that they received a used oil grant. She thanked the cities and the county for all of their help. They will be working with the county and the cities to expand the Lake Berryessa programs. She noted that they give out thousands of bilge pads but don't get many used ones back. They will be talking to boaters to figure out what they are doing with their used bilge pads and encourage them to return them for recycling. They will also be bringing Bilgee to the classrooms. One of the messages to the elementary students is that Lake Berryessa is a drinking water source. In addition the City of Fairfield has \$100,000 to put towards a storm drain catch basin.

3. Action Items(s)

a. Minutes: March 20, 2014

The minutes of March 20, 2014 were approved as prepared.

4. Countywide Integrated Waste Management Plan (CIWMP)

a. Non-Disposal Facility Element (NDFE) Update

Ms. Untal reported that the County received a request by the City of Vallejo to update the Non-Disposal Facility Element to reflect a siting reclassification for Recology Vallejo from a recycling center to a transfer station. There is no action to be taken by the LTF. The request has been submitted to and approved by CalRecycle.

Tom Phillips, General Manager, Recology Vallejo, gave a brief description of the project. He stated that the reason for requesting the transfer station permit was so that they can integrate food scraps into their green waste program. Currently they have a green waste bunker at their facility where all the green waste is held until it is transferred to Jepson Prairie Organics to be composted. Under current state regulations foods scraps are considered solid waste (MSW) and cannot touch the floor of any facility that is not permitted as a solid waste facility. In order to provide the food scrap program and to integrate food composting into their current operation it was necessary for them to apply for the solid waste facility permit. They are not changing their operation in any other way other than to allow food scraps into their current green waste program. They are now in the public review phase of the permitting process.

Chair Dunbar asked if there were any physical changes that needed to be done at the facility. Mr. Phillips answered that there will be no physical changes except to putting a cover over the green waste bunker to enclose it for sanitation and odor mitigation. The green waste program is offered to residential and commercial customers in the City of Vallejo, City of American Canyon and the unincorporated areas of Vallejo.

Ms. Hannum noted that in order for Recology to move forward with the transfer station permitting process the Solano County LEA is the lead agency and they needed to do a Mitigated Negative Declaration as required by CEQA regulations. The document is out for public review until June 9, 2014 and is posted on the Solano County website. Once the comments and any changes to be made are incorporated into the document the Mitigated Negative Declaration will be adopted. After the adoption of the Neg Dec and the changes to NDFE are complete Recology Vallejo will submit a solid waste permit application. Once the application is determined to be complete it will take about 150 days before the permit is issued. A public information meeting will be held in Vallejo during that time for the public to hear about the proposed changes and make comments.

Chair Dunbar asked what the reason was for the jump in capacity. Mr. Phillips answered that it was because the current volumes are starting to go up. The volume reflects the total volume for the facility not just the green waste portion. The transfer station permit will cover the entire footprint of Recology Vallejo.

5. PRESENTATIONS

a. Waste Sleuth

Ms. Knutson introduced Todd Sutton of WasteSleuth. Mr. Sutton offers sustainable citizen workshops. She has used him in Benicia and Martinez where he offered successful and informative presentations to increase community involvement in waste prevention at schools and throughout the community.

Mr. Sutton gave a presentation on how WasteSleuth works with businesses, organizations and government agencies to provide and create services and programs that are cost effective, reduce waste, improve resource management and increase environmental performance and achieve higher levels of sustainability and conservation. His presentations remind communities and schools that we only have one planet. When we throw something in the garbage it doesn't just disappear but continues to exist and impact the environment. He also aims to empower the individual to action by stressing that their behaviors, such as whether they throw something into the garbage or recycle it, can make a difference. And that our behaviors have on going impacts on the planet.

b. Center for Imaginative Reuse

This item is continued to a future meeting.

5. **Member Updates**

Esther Blanco, City of Fairfield

Ms. Blanco thanked everyone who participated in their Earth Day and Kids Day of Fishing event. Solano Garbage and Potrero Hills Landfill contributed financial support. Solano RCD, Solano Land Trust, Solano Community College, Solano Garbage and Potrero Hills Landfill had booths at the event. Joe Scholtes of 95.3 KUIC was an MC. There was also a poster contest.

This seasons Farmers Market will open in May. With funding from the City of Fairfield, the Fairfield Main Street Association will create a group called the "Green Tomatoes" who will man booths and the trash and recycling receptacles to educate the public on recycling. The City will be offering free, confidential paper shredding on the last Saturday of each month. They will collect up to 10 boxes and the event is not restricted to City of Fairfield residents. The shredding will be done by Gone For Good Document Management which is a social enterprise of United Cerebral Palsy of the North Bay. On June 3rd the City will be presenting Green Business Awards through Solano Garbage.

Amanda Dum, City of Suisun City

The City of Suisun City was able to purchase some garbage and recycling cans. Ms. Dum is continuing to work with the Girl Scouts and a group of airmen from Travis AFB who pick-up trash in selected areas in Suisun City.

Sandra Gonzalez, Solano Garbage Company

Solano Garbage participated with Mission Solano for Suisun City's Earth Day. Their outreach to the public on recycling was successful. She reported that PG&E participated in Solano Mall's Earth Day with an energy conservation display. Solano Garage also participated in outreach at Solano Community College's Earth Day and in an Earth Day poster contest with the City of Fairfield. There were 191 poster entries which were displayed at the Fairfield Community Center. Ms. Gonzalez announced that the diversion rate for the food scrap recycling program at Travis Elementary School has grown from 21% to 49% in approximately six months.

Ivonne Vaughn, City of Vacaville

Ms. Vaughn reported that the City of Vacaville has been doing a lot of work with their multi-family housing recycling program and their participation rate is approximately 73%. There are some apartments that use a valet service for their recycling. She also noted that although some neighborhoods are not mandated to recycle they are recycling anyway. The local Boy Scouts volunteer to pick up recycling in the Leisure Town community and drop it off at the Vacaville corp yard. The Vacaville corp yard will also accept plastic bags.

Sharon Williams, City of Benicia

The City of Benicia held their annual weed abatement cleanup in conjunction with Republic Services at the end of April. Every Thursday they have a town hall booth at the Farmers Market. They distribute recycling information, street sweeping guides from Republic Services, water conservation information and low flow shower heads.

Marie Knutson, Republic Services

Ms. Knutson announced that Sharon Williams is now officially the LTF's representative from the City of Benicia. In July they will be presenting a "Build Your Own Worm Bin" class. At the Farmers Market they usually have a guest chef from one of the local restaurants come and cook at the community garden. The chefs incorporate fresh vegetables from the farmers market into their recipes. Afterwards Republic Services talks about composting the leftovers. Ms. Knutson continues to work on her newsletter, The Sustainable Benician, and asked members to let her know about events that are near Benicia. She announced that Cork USA in Benicia works with Resource Area for Teachers (RAFT). They recently sent approximately 800 pounds of misprinted corks that they can't use to RAFT for use by teachers. The City of Benicia can also count that towards their diversion. She also reminded everyone that she still has an unlimited supply of burlap bags.

Joe Scholtes, 95.3 KUIC

Mr. Scholtes reminded the members to keep sending the station news of upcoming events and activities.

Lisa Lefebvre, Recology Vallejo

Ms. Lefebvre announced that they held a successful volunteer event at the Global Center for Success on Mare Island. There were 170 Recology volunteers. She and Mr. Crutchfield continue to work with the schools on food waste recycling. Their recycling rate continues to rise substantially. In May Recology Vallejo held a rummage sale in their parking lot. All proceeds will go to Vallejo Relay for Life. Congressman Mike Thompson recently took a tour of their facility. Recology is an employee owned company and the Congressman was interested in learning more about the company. Ninety percent of the people who stopped by their booth at the Vallejo Earth Day event asked when the facility would be able to start accepting food scraps for recycling.

David Weiss, County of Solano

Mr. Weiss stated that in addition to Recology Vallejo's permit the County is also working with Tonnesen Pet Cemetery. Tonnesen is required by the Regional Water Control Board to close as a landfill and apply for a solid waste facility permit. The County hopes to receive their complete application packet by the end of May.

Marcy Hannum, County of Solano

Ms. Hannum added that if Tonnesen's application is submitted by the end of May it could go to hearing sometime in July.

Dave Adler, Rio Vista Sanitation Service

Mr. Adler noted that there was a successful household hazardous waste event in Rio Vista over the past weekend. Rio Vista Sanitation will be hosting a paper shredding event at Trilogy in Rio Vista.

Sal Coniglio, Rio Vista Sanitation Service

Mr. Coniglio stated that they held an Earth Day event in their Pittsburg facility.

Allen Hochstetler, Concrush

Mr. Hochstetler noted that Concrush is in the process of moving from their Cement Hill location to a temporary site on 5056 Peabody Rd. They expect to be fully moved in by July 1, 2014. Once the Train Station development project is completed they will be able to move into their permanent site.

Derek Crutchfield, City of Vallejo

Mr. Crutchfield reported that they wrapped up their Recycled Sculpture and Art Contest. The first place prize was \$1,000. They added two categories (K-6 and 7-12) to allow children a chance to compete for prizes. He described some of the outstanding entries and passed around pictures of the art work. The art work is displayed at Vallejo City Hall for a couple of weeks. Afterwards Recology Vallejo displays many of the entries at their site. The prizes were awarded at their Earth Day event held at their Farmers Market. The City of Vallejo will also be holding a Public Works week event at their corp yard in May.

Jim Dunbar, Potrero Hills Landfill

Chair Dunbar noted that on April 29, 2014 Potrero Hills received a unanimous appeals court ruling in their favor on litigation regarding the landfill's expansion plans. They will now be able to receive their BCDC permit and expansion construction will begin this summer. They also were awarded a contract to receive waste from Humboldt County. He reminded LTF members to start thinking about nominations for the November 2014 elections of LTF officers. Nominations will be made at the September meeting.

Narcisa Untal, County of Solano

Ms. Untal stated that Rio Vista Sanitation Service's Mt. Diablo Recycling facility was awarded a 10 year contract to receive recycling from the Central Contra Costa area (Walnut Creek, Danville, Orinda, and Moraga). This contract will put the facility at capacity. Republic Services was awarded the contract to collect the recycling and deliver it to the Concord facility where it will be "trans loaded" to the Mt. Diablo Recycling facility in Pittsburg. These new contracts are a loss for Pacific Rim Recycling.

A presentation was made to the City of Vacaville regarding a proposed plastic bag ordinance. Vacaville decided that they do not want to spend any staff time on the effort at this time and would like to wait and see what happens with State bill (SB 270). In the meantime Ms. Untal has been meeting with small businesses through their chambers of commerce, the Main Street Business Association and Solano Economic Development Corporation and giving presentations on the proposed plastic bag ordinance. Ms. Untal will return back to the 4C's with an update on her outreach to the cities and businesses of Solano County and to consider what the next steps should be regarding a plastic bag ordinance.

Ms. Untal reported that counties surrounding Solano County are members of the CalRecycle Recycling Market Development Zone (RMDZ). CalRecycle has been encouraging Solano County to become a zone. Staff looked to see if Solano County could join with an existing zone because there is an administration effort involved. Only one community within a county can be the lead agency that would deal with the administration tasks. The reimbursement for the administrative duties is \$1,500 per year. The benefits are access to low interest loans for businesses that use recycled products to create new products for sale. The Solano County Economic Development Task Force indicated that they did have an interest in using the RMDZ as a tool however none of their city representatives were willing to take on the administrative responsibilities of becoming a lead. Because it is something that the Economic Development Task Force is interested in and there is the benefit of it being a contributing factor to Solano County's Source Reduction and Recycling Element of the Integrated Waste Management Plan it was decided that the County will take the lead. As lead it will be working with each of the City's

economic development managers to bring it through to their respective City Councils for approval.

The County has also decided to take the lead on the application process to become an affiliate of the Keep America Beautiful organization. It would allow the County access to grants for recycling and community beautification projects and programs. The County is being allowed to apply at a reduced rate because it has an existing task force that can serve a board.

The County is developing a template for a Construction and Demolition handout. It will satisfy the education and outreach effort for the annual report. Ms. Untal asked if any of the cities were interested in taking on the template. The only charge to them would be any changes that they made.

Additional Comments:

Natalie DuMont, Solano Land Trust

Ms. DuMont announced that there will be trail run and community hike at Lynch Canyon scheduled for June 7, 2014. She provided flyers describing the event.

6. **Adjournment**

There being no further business the meeting was adjourned at 10:36am

The next regular LTF meeting is scheduled for Thursday, July 17, 2014
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Office DEPOT®

▶ **CITY OF FAIRFIELD (89467787)**
Green Business Review

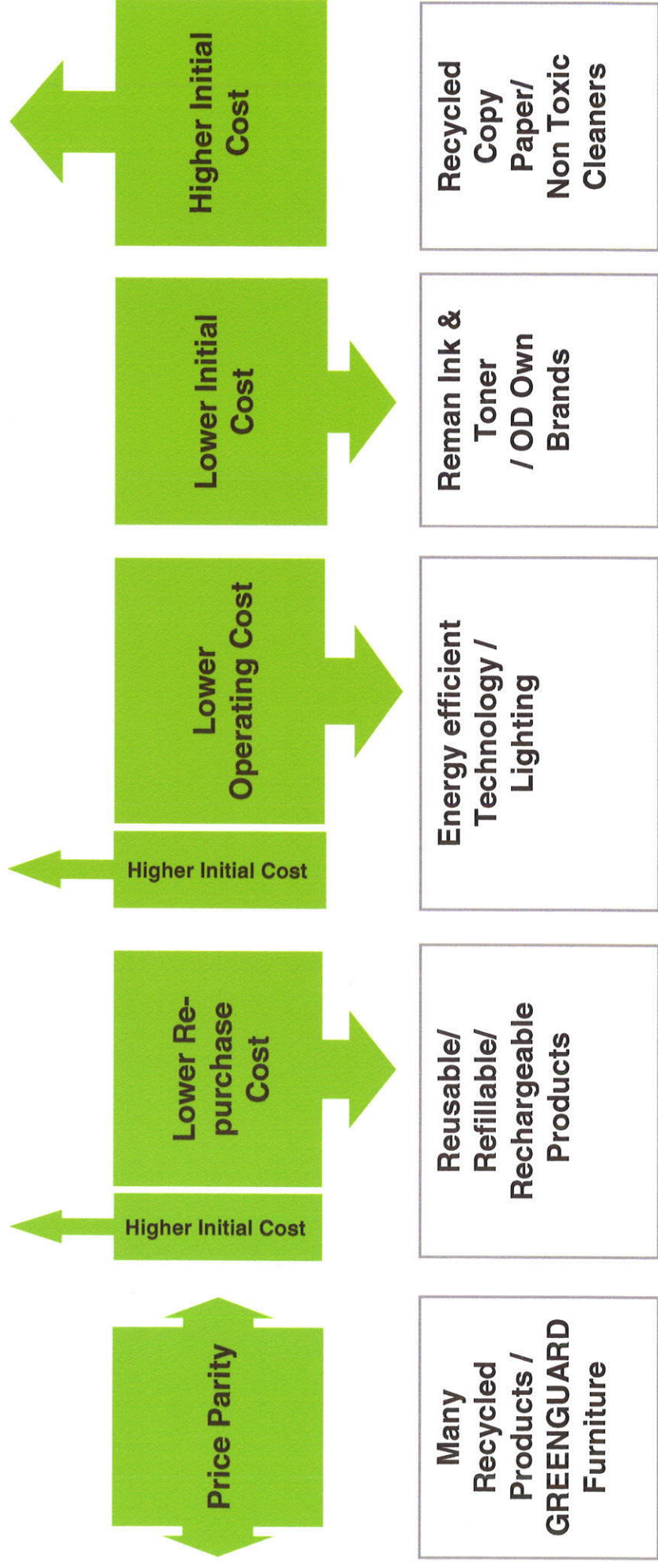
Q1 2013 - Q4 2013

Version 2013.01

Agenda

1. Office Depot GreenerOffice™ program overview
2. Office Depot GreenerOffice™ Ratings
3. Office Depot GreenerOffice™ dashboard
4. Top 20 product purchases
5. Total spend by Office Depot GreenerOffice™ Rating
6. Ink & Toner spend by Office Depot GreenerOffice™ Rating
7. Ink & Toner environmental impacts/benefits
8. Copy Paper spend by Office Depot GreenerOffice™ Rating
9. Copy Paper environmental impacts/benefits
10. Greener alternatives recommendations

The Office Depot GreenerOffice™ program is designed to help customers save money through the 'Green Savings Continuum':



The Office Depot GreenerOffice™ program is designed to help customers go greener in three main ways:

→ save
resources

...and reduce waste

→ save
energy

...and lower emissions

→ use safer
chemicals

...and safeguard health

Office Depot GreenerOffice™ products

• We offer 9,000+ items with one or more of the following green attributes:

save resources



recycled



remanufactured



compostable



responsible forestry



bio-based materials



rechargeable / recharger



recycling solutions



designed for recyclability



refills / refillables



reusables

save energy



energy efficient



helps conserve energy



renewably powered



carbon balanced

use safer chemicals



reduced harsh chemicals



bio-based formula



chlorine free



biodegradable in water

Office Depot GreenerOffice™ products

- 1,100+ of our greener products feature one or more third-party ecolabel:

Ecolabels focused on Saving Resources / Reducing Waste



Ecolabels focused on Saving Energy / Lower Emissions



Ecolabels focused on Safer Chemicals / Safeguarding Health



Multiple Attribute Ecolabels



**Our perspective – there are only shades of green
Items are NOT binary – ‘green’ or ‘not green’, there is a continuum:**



A detailed description of the Office Depot GreenerOffice™ Ratings system is available on request from the Office Depot Environmental Strategy team.

Office Depot GreenerOffice™ Ratings Shades of Green in action paper example:



*SFI – Sustainable Forestry Initiative; PEFC – Programme for the Endorsement of Forest Certification
A detailed description of the Office Depot GreenerOffice™ Ratings system is available on request from the Office Depot Environmental Strategy team.

Office Depot GreenerOffice™ Ratings

- Light green, mid green and dark green summary:

Office Depot developed this green rating system in partnership with some of our greenest customers. Our goal was to make it simpler for customers to find greener choices at Office Depot.



greeneroffice

light green:

products with at least one green attribute



greeneroffice

mid green:

products with a high level of one green attribute or multiple green attributes



greeneroffice

dark green:

products with the highest level of one green attribute or multiple green attributes

Office DEPOT.

▶ **Total Green Spend**

Green Business Review

From Q1 2013 - Q4 2013, CITY OF FAIRFIELD purchased \$101,228 in office supplies

- 23% of spend was on recycled / remanufactured products and 4% of spend was on products with other green attributes
- 14% of spend was considered mid green or dark green according to Office Depot GreenerOffice™ Ratings
- 28% of spend was considered light, mid, or dark green according to Office Depot GreenerOffice™ Ratings

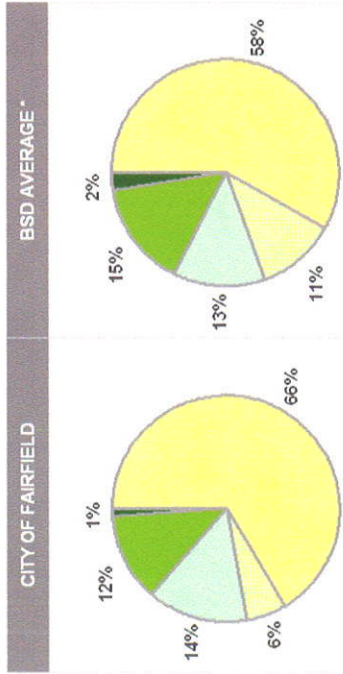


Office Depot GreenerOffice™ Dashboard

CITY OF FAIRFIELD
Q1 2013 - Q4 2013

Spend by Type			
Recycled / Remanufactured Products	\$	23,655	23%
Other Green Attributes Products	\$	4,332	4%
▶ Total Green Spend	\$	27,987	28%
Non-Green / Meets Norms Products	\$	73,241	72%
▶ Total Spend	\$	101,228	100%

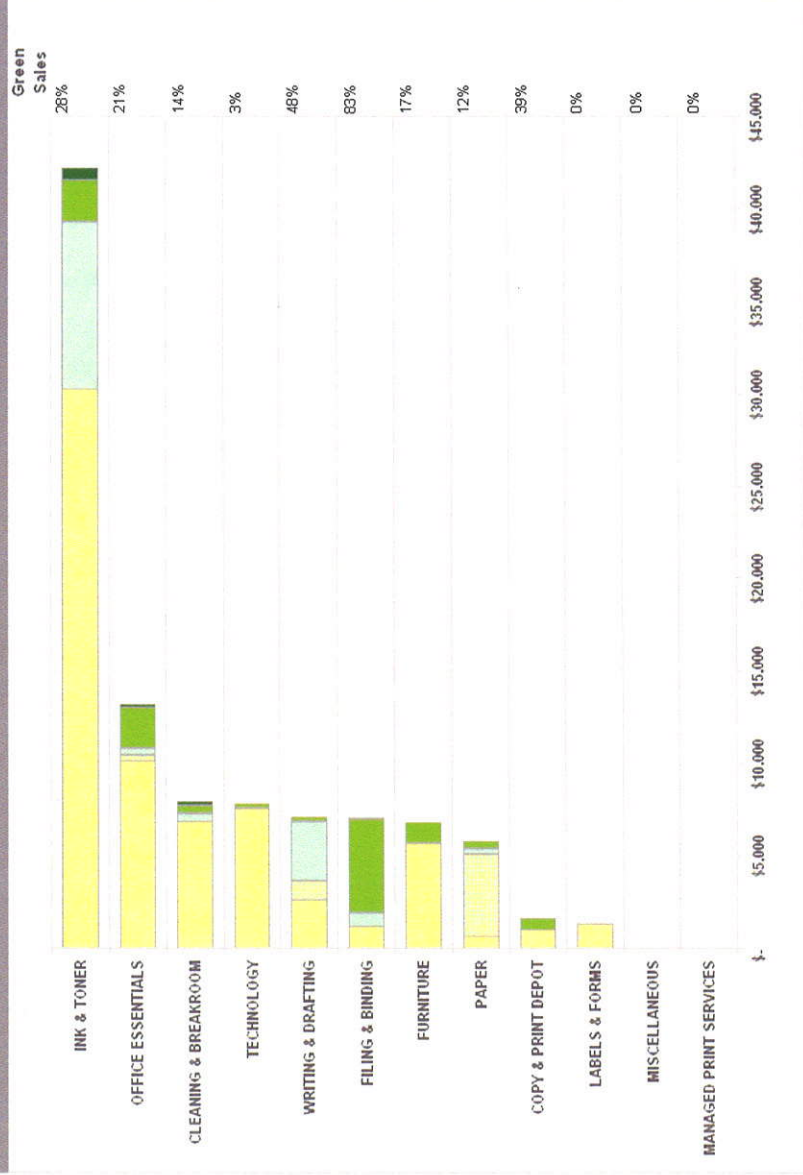
Greener Spend by Office Depot GreenerOffice™ Ratings			
Dark Green Products	\$	1,160	1%
Mid and Dark Green Products	\$	13,733	14%
Light, Mid, Dark Green Products	\$	27,987	28%



*2012 industry average comparison

Note: Office Depot maintains a database of environmental attributes & certifications based on vendor claims. The charts shown are fully reliant on these vendor claims. Spend is defined as sales, net of returns.

Category Spend by Office Depot GreenerOffice™ Ratings



Q1 2013 - Q4 2013: Top 20 products purchased

- Combined spend on top 5 products accounted for 11% of total spend
- Combined spend on top 20 products accounted for 26% of total spend



Top 20 Product Purchases

CITY OF FAIRFIELD
O1 2013 - Q4 2013

Rank	SKU	Description	Department	Spends	Spend%	Primary Attribute	PCR%	TRC%	Primary Ecolabels	GreenerOffice™ Rating
1	348037	PAPER,COPY,OD,CASE,10-REAM	PAPER	\$ 3,901	4%	WILL_UPDATE	0%	0%	N/A	Meets Norms
2	392430	TONER,HP CC364A,BLACK	INK & TONER	\$ 1,975	2%					Non-Green / Unknown
3	487764	TONER,HP,CE261A,CYAN	INK & TONER	\$ 1,950	2%					Non-Green / Unknown
4	878270	TONER,HP CE505A,BLACK	INK & TONER	\$ 1,829	2%	Recycled	13%	31%	N/A	Light Green
5	487908	TONER,HP,CE262A, YELLOW	INK & TONER	\$ 1,426	1%					Non-Green / Unknown
6	487953	TONER,HP,CE263A,MAGENTA	INK & TONER	\$ 1,397	1%					Non-Green / Unknown
7	975384	CARTRIDGE,LASER,HP Q5942X	INK & TONER	\$ 1,263	1%	Recycled	18%	24%		Light Green
8	646557	TONER,LASER,JET,HP90A,BLACK	INK & TONER	\$ 1,181	1%					Non-Green / Unknown
9	450343	PEN,UNIBALL,,GEL,RT,DZ,BLK	WRITING & DRAFTING	\$ 1,154	1%	Refillable	0%	0%	N/A	Light Green
10	620650	CD-R,SPINDLE,80 MIN,100/PK	TECHNOLOGY	\$ 1,149	1%					Non-Green / Unknown
11	295223	CARTRIDGE,HP L J Q7553A,BLACK	INK & TONER	\$ 995	1%	Recycled	10%	27%	N/A	Light Green
12	530650	CARTRIDGE,LASER,JET,HP MAGENTA	INK & TONER	\$ 966	1%					Non-Green / Unknown
13	434551	COLD PACK	CLEANING & BREAKROOM	\$ 961	1%					Non-Green / Unknown
14	776184	TONER,Q5949A,HP,BLK	INK & TONER	\$ 903	1%	Recycled	10%	27%	N/A	Light Green
15	636645	TONER,HP 35A,BLACK	INK & TONER	\$ 890	1%	Recycled	1%	20%	N/A	Light Green
16	554553	TONER,HPLJCE255X,HIGH YIELD,BK	INK & TONER	\$ 866	1%					Non-Green / Unknown
17	197092	TONER,Q2670A,HP,F/CLJ3500,BLK	INK & TONER	\$ 835	1%					Non-Green / Unknown
18	197110	TONER,Q2671A,HP,F/CLJ3500,CYAN	INK & TONER	\$ 832	1%					Non-Green / Unknown
19	197569	TONER,Q2673A,HP,F/CLJ3500,MAG	INK & TONER	\$ 832	1%					Non-Green / Unknown
20	197110	TONER,Q2671A,HP,F/CLJ3500,CYAN	INK & TONER	\$ 832	1%					Non-Green / Unknown

In Q4 2013, approximately 23% of CITY OF FAIRFIELD spend was green in some way

- 77% of spend was on non-green products
- 15% of spend was on recycled, and 3% was on remanufactured products
- 5% of spend was on products with other green attributes



Total Spend by Non-Green / Recycled / Remanufactured / Other Green Attributes

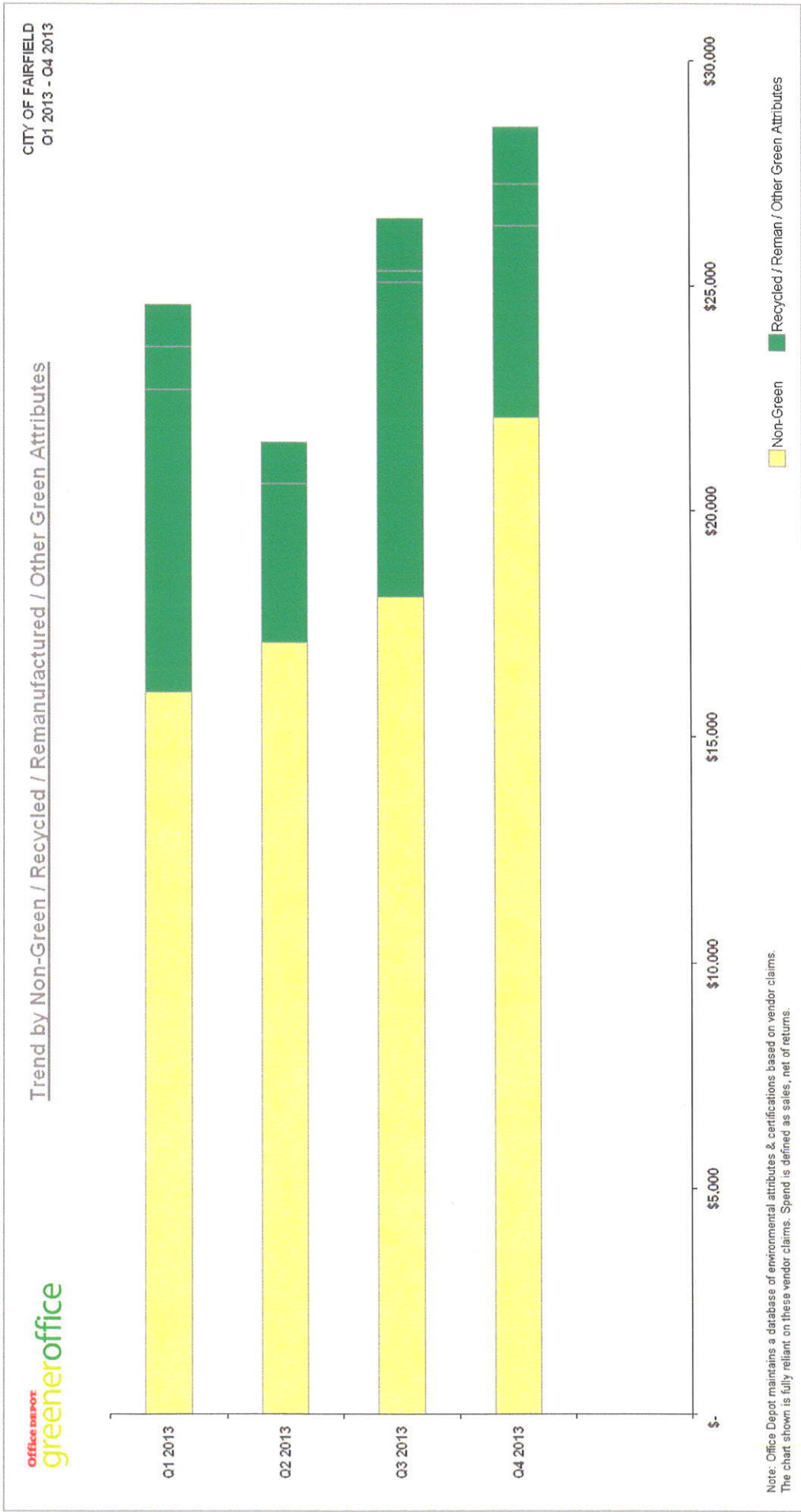
CITY OF FAIRFIELD
01 2013 - 04 2013

	01 2013		02 2013		03 2013		04 2013		Total Spend	
	Spend	%	Spend	%	Spend	%	Spend	%		
Non-Green / Unknown	\$ 15,984	65%	\$ 17,086	79%	\$ 18,089	68%	\$ 22,081	77%	\$ 73,241	72%
Recycled	\$ 6,734	27%	\$ 3,531	16%	\$ 7,004	26%	\$ 4,262	15%	\$ 21,531	21%
Remanufactured	\$ 941	4%	\$ 15	0%	\$ 244	1%	\$ 923	3%	\$ 2,124	2%
Other Green Attributes	\$ 944	4%	\$ 913	4%	\$ 1,187	4%	\$ 1,288	5%	\$ 4,332	4%
Total Green Spend:	\$ 8,620	35%	\$ 4,459	21%	\$ 8,434	32%	\$ 6,473	23%	\$ 27,987	28%
Total Overall Spend:	\$ 24,604	100%	\$ 21,546	100%	\$ 26,523	100%	\$ 28,555	100%	\$ 101,228	100%

Note: Office Depot maintains a database of environmental attributes, specifications & certifications based on vendor claims. The tables shown are fully reliant on these vendor claims. Spend is defined as sales, net of returns. 'Recycled' includes products with 10% or more postconsumer recycled content and/or 20% or more postindustrial recycled content. 'Remanufactured' includes remanufactured ink & toner cartridges, which are made with quality components of previously used cartridges. Other Green Attributes include: Recycling Solutions, Designed for Recyclability, Responsible Forestry (FSC only), Bio-Based / Rapidly Renewable Materials, Compostable, Refills/Refillables, Reusables, Rechargeable/Recharger, Energy Efficient/helps Conserve Energy, Renewably Powered, Carbon-Balanced, Reduced Harsh Chemicals, Chlorine-Free, and Biodegradable in Water

Trend: From Q3 2013 to Q4 2013, total spend (non-green and green) increased 8%, while total green spend decreased 23%

- Spend on recycled products decreased 39%
- Spend on remanufactured products increased 278%
- Spend on products with other green attributes increased 9%



In Q4 2013, 23% of CITY OF FAIRFIELD total spend was green according to Office Depot GreenerOffice™ Ratings

- 10% of spend, \$2,867 is considered light green by Office Depot
- 12% of spend, \$3,301 is considered mid green by Office Depot
- 1% of spend, \$305 is considered dark green by Office Depot

Office Depot greeneroffice

Total Spend by Office Depot GreenerOffice™ Ratings

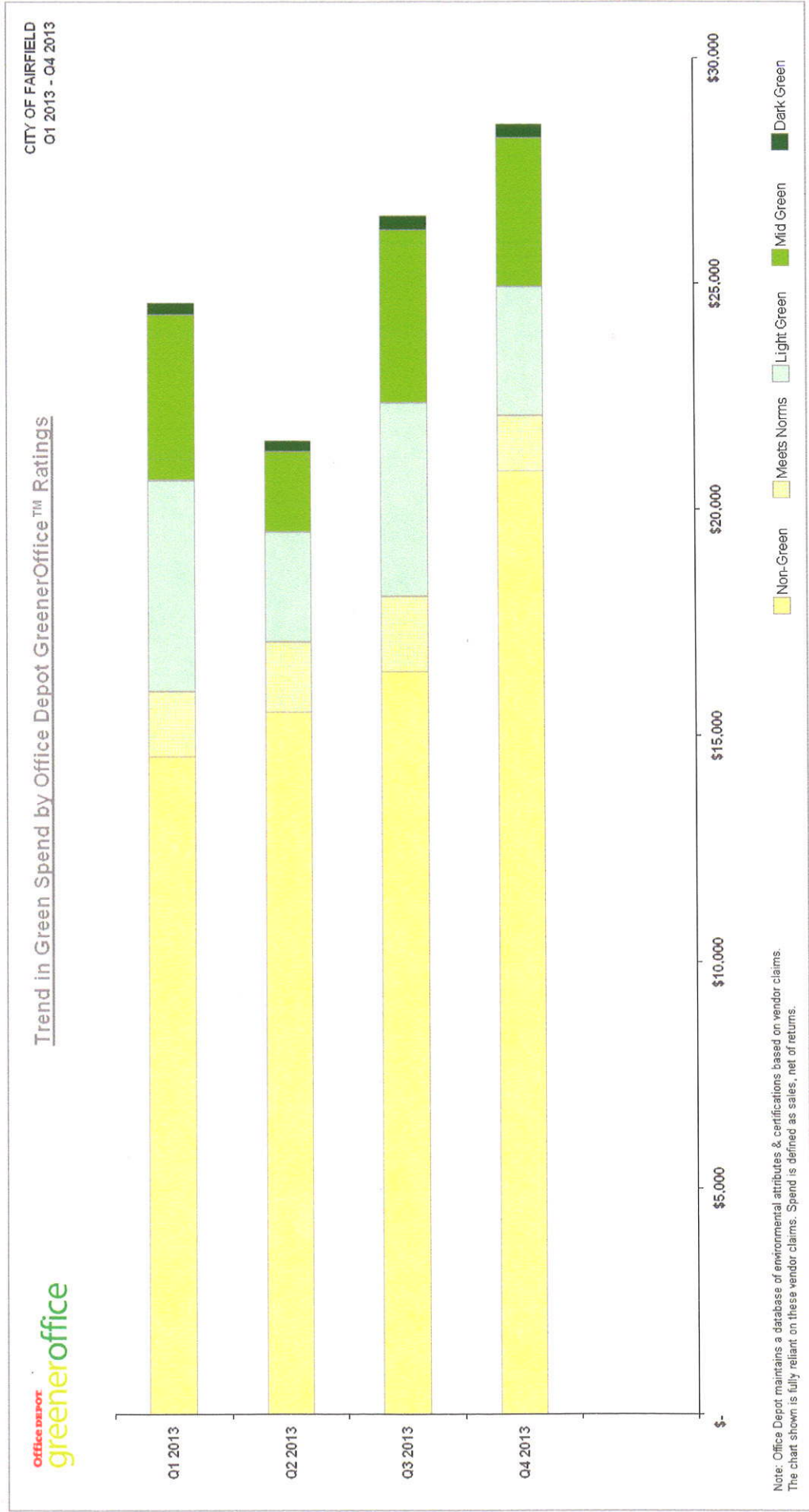
CITY OF FAIRFIELD
01 2013 - 04 2013

	O1 2013 Spend	O2 2013 Spend	O3 2013 Spend	O4 2013 Spend	Next Quarter Spend?	Total Spend
Non-Green / Unknown	\$ 14,533 59%	\$ 15,523 72%	\$ 16,406 62%	\$ 20,844 73%		\$ 67,306 66%
Meets Industry Enviro Norms	\$ 1,452 6%	\$ 1,564 7%	\$ 1,683 6%	\$ 1,237 4%		\$ 5,935 6%
Light Green	\$ 4,665 19%	\$ 2,429 11%	\$ 4,293 16%	\$ 2,867 10%		\$ 14,254 14%
Mid Green	\$ 3,670 15%	\$ 1,783 8%	\$ 3,819 14%	\$ 3,301 12%		\$ 12,573 12%
Dark Green	\$ 285 1%	\$ 248 1%	\$ 322 1%	\$ 305 1%		\$ 1,150 1%
Total Green Spend:	\$ 8,620 35%	\$ 4,459 21%	\$ 8,434 32%	\$ 6,473 23%		\$ 27,987 28%
Total Overall Spend:	\$ 24,604 100%	\$ 21,546 100%	\$ 26,523 100%	\$ 28,555 100%		\$ 101,228 100%

Note: Office Depot maintains a database of environmental attributes, specifications & certifications based on vendor claims. The spend tables shown are fully reliant on these vendor claims. Spend is defined as sales, net of returns.
 'Meets Industry Enviro Norms': Meets Office Depot environmental requirements, but reflects an 'environmental norm' in the product category [i.e. a high percentage of products in the category meet an industry-wide environmental standard e.g. SFI or PEFC certification for paper and Certified AP Non Toxic for highlighters/markers.]

Trend: From Q3 2013 to Q4 2013, total spend (non-green and green) increased 8%, while total green spend decreased 23%

- Spend on light green products decreased 33%
- Spend on mid green products decreased 14%
- Spend on dark green products decreased 5%



Office DEPOT®

▶ Ink & Toner Green Spend

Green Business Review

In Q4 2013, 19% of CITY OF FAIRFIELD Ink & Toner spend was green according to Office Depot GreenerOffice™ Ratings

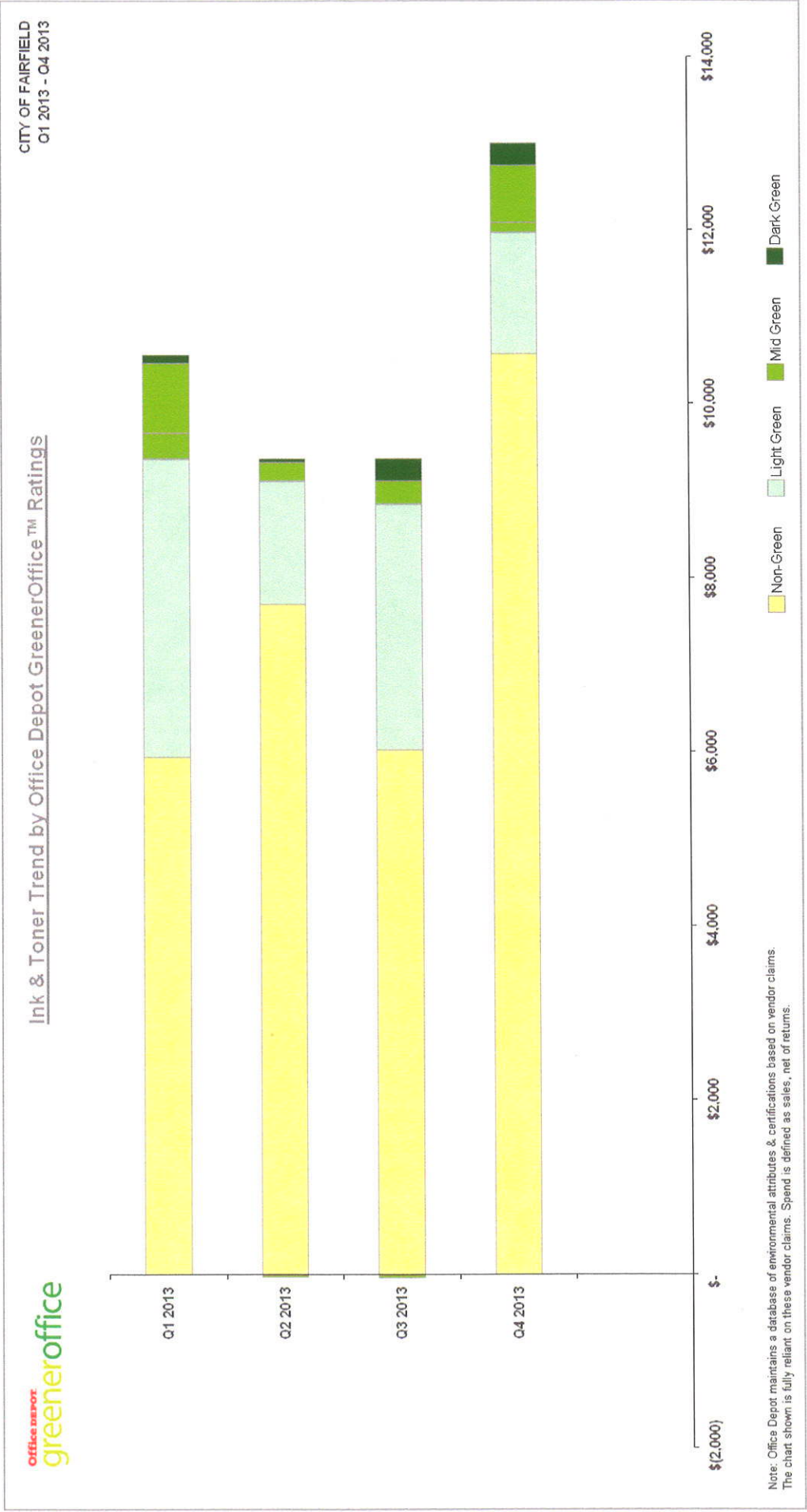
- 12% of Ink & Toner spend was on cartridges containing recycled content
- 7% of Ink & Toner spend was on remanufactured cartridges
- 0 Ink and Toner recycling boxes were ordered

Office DEPOT greeneroffice		Ink & Toner Spend by Office Depot GreenerOffice™ Ratings										CITY OF FAIRFIELD 01 2013 - 04 2013	
		Q1 2013		Q2 2013		Q3 2013		Q4 2013		Next Quarter Spend?		Total Spend	
		Spend	%	Spend	%	Spend	%	Spend	%				
Non-Green / Unknown [Virgin Plastic]		\$ 5,938	56%	\$ 7,697	82%	\$ 6,020	64%	\$ 10,577	81%			\$ 30,232	72%
Light Green [10%-29% PCR ¹]		\$ 3,438	33%	\$ 1,426	15%	\$ 2,836	30%	\$ 1,408	11%			\$ 9,109	22%
Mid Green [30%-89% PCR ¹]		\$ 298	3%	\$ 211	2%	\$ 268	3%	\$ 103	1%			\$ 881	2%
Mid Green [Remanufactured]		\$ 807	8%	\$ (32)	0%	\$ (44)	0%	\$ 665	5%			\$ 1,396	3%
Dark Green [Remanufactured & Ecologo Cert.]		\$ 93	1%	\$ 48	1%	\$ 256	3%	\$ 258	2%			\$ 655	2%
Total Green Spend:		\$ 4,636	44%	\$ 1,653	18%	\$ 3,316	36%	\$ 2,435	19%			\$ 12,040	28%
Total Overall Spend:		\$ 10,574	100%	\$ 9,350	100%	\$ 9,335	100%	\$ 13,012	100%			\$ 42,272	100%
Top Ink or Toner Purchased	Description	SKU	Est Spend	Spend %	Qty	lbs.	Shade	Toner Recycling	Ink Recycling				
Q4 2013	TONER, HP, CE263A, MAGENTA	487953	\$1,106	8%	4	9	Non-Green / Unknown	0 boxes	0 boxes				

Note: Office Depot maintains a database of environmental attributes, specifications & certifications based on vendor claims. The spend tables shown are fully reliant on these vendor claims. Spend is defined as sales, net of returns. Recycled cartridges are made with a mixture of virgin plastic and recovered plastic from e.g. water bottles or used cartridges. Office Depot light green / mid green ratings are based on either PCR% which refers to the postconsumer recycled percentage or PCR% which refers to postconsumer recycled equivalent. [PCR is an Office Depot concept to "normalize" recycled %s - PCR = postconsumer recycled % + 1/2 postindustrial recycled (PIR) % (e.g. 30% PCR + 40% PIR = 50% PCR).] 'Remanufactured' cartridges are made with quality components of previously used cartridges.

Trend: From Q3 2013 to Q4 2013, total Ink & Toner spend (non-green and green) increased 39%

- Ink & Toner green spend decreased 27%
- Spend on mid green Ink & Toner products increased 244%
- Spend on dark green Ink & Toner products increased 1%



Remanufactured cartridge environmental impact: In Q4 2013, CITY OF FAIRFIELD purchased 0 Office Depot remanufactured cartridges;

- From Q3 2013 to Q4 2013, remanufactured INK cartridge purchases increased 0 units
- From Q3 2013 to Q4 2013, remanufactured TONER cartridge purchases decreased 5 units
- In Q4 2013, 0 lbs. of virgin material use was avoided through the purchase of remanufactured cartridges



Virgin Materials Avoided through Remanufactured Ink & Toner Cartridge Purchases

CITY OF FAIRFIELD
Q1 2013 - Q4 2013

	Q1 2013		Q2 2013		Q3 2013		Q4 2013		Total Spend	
	Ink	Toner	Ink	Toner	Ink	Toner	Ink	Toner	Ink	Toner
Quantity Purchased ¹	0	2	0	1	0	5	0	0	0	8
Average Empty Weight ² (lbs)	0.06	2.19	0.06	2.19	0.06	2.19	0.06	2.19	0.06	2.19
Average Recovered Material % ³	97%	90%	97%	90%	97%	90%	97%	90%	97%	90%
Est Virgin Materials Avoided ⁴ (lbs)	0	4	0	2	0	10	0	0	0	16
Est Virgin Materials Avoided (lbs):	4	2	10	0	0	16				

Note: Office Depot maintains a database of environmental attributes, specifications & certifications based on vendor claims. The spend tables shown are fully reliant on these vendor claims. Spend is defined as sales, net of returns.

¹ Quantity purchased refers exclusively to Office Depot brand remanufactured cartridges and does not include other brands Office Depot may sell. This is because Office Depot only maintains average empty weight and recovered material percentages for its own brand.

² Average empty weight and average recovered material percentages based on 2010 averages from Office Depot's primary remanufactured ink and toner vendor.

³ Estimated virgin materials avoided assumes a comparison to virgin plastic cartridges.

Office DEPOT.

▶ **Copy Paper Green Spend**

Green Business Review

In Q4 2013, 22% of CITY OF FAIRFIELD Copy Paper spend was green according to Office Depot GreenerOffice™ Ratings

- 16% of Copy Paper spend, \$192 was FSC Certified virgin paper (light green)
- 6% of Copy Paper spend, \$65 contained 30% to 89% postconsumer recycled content (mid green)
- 0% of Copy Paper spend, \$0 contained 90% or more postconsumer recycled content (dark green)



Copy Paper Spend by Office Depot GreenerOffice™ Ratings

CITY OF FAIRFIELD
01 2013 - 04 2013

	01 2013	02 2013	03 2013	04 2013	Next Quarter Spend?	Total Spend
	Spend	Spend	Spend	Spend		
Non-Green / Unknown [Uncertified / Virgin Paper]	\$ 135 9%	\$ 10 1%	\$ 239 16%	\$ - 0%		\$ 384 7%
Meets Industry Enviro Norms [SFI / PEFC Certified Virgin Paper]	\$ 1,160 81%	\$ 1,259 93%	\$ 1,129 74%	\$ 908 78%		\$ 4,456 81%
Light Green - Responsible Forestry [FSC Certified Virgin Paper]	\$ 49 3%	\$ 60 4%	\$ - 0%	\$ 192 16%		\$ 301 6%
Light Green - Recycled [10%-29% PCR]	\$ - 0%	\$ - 0%	\$ - 0%	\$ - 0%		\$ - 0%
Mid Green [30%-89% PCR]	\$ 88 6%	\$ 20 1%	\$ 156 10%	\$ 65 6%		\$ 329 6%
Dark Green [90%-100% PCR]	\$ - 0%	\$ - 0%	\$ - 0%	\$ - 0%		\$ - 0%
Total Green Spend:	\$ 137 10%	\$ 80 6%	\$ 156 10%	\$ 257 22%		\$ 630 12%
Total Overall Spend:	\$ 1,433 100%	\$ 1,349 100%	\$ 1,524 100%	\$ 1,165 100%		\$ 5,471 100%

Top Copy Paper Purchase	Description	SKU	Est Spend	Spend %	Qty	lbs.	Shade	PCR%
04 2013	PAPER,COPY,OD,CASE,10-REAM	348037	\$722	62%	20	1,037	Meets Norms	0%

Note: Office Depot maintains a database of environmental attributes, specifications & certifications based on vendor claims. The spend tables shown are fully reliant on these vendor claims. Spend is defined as sales, net of returns. Copy Paper: Includes cut-sheet paper (excludes computer paper, some specialty papers, and photo paper). "Office Depot light green / mid green ratings are based on either PCR% which refers to the postconsumer recycled percentage or PCR% which refers to postconsumer recycled equivalent. [PCR% is an Office Depot concept to "normalize" recycled %'s - PCR% = postconsumer recycled % + 1/2 postindustrial recycled (PIR) % (e.g. 30% PCR + 40% PIR = 50% PCR)]. SFI - Sustainable Forestry Initiative; PEFC - Programme for the Endorsement of Forest Certification; FSC - Forest Stewardship Council

Trend: From Q3 2013 to Q4 2013, total Copy Paper spend (non-green and green) decreased 24%

- Copy Paper green spend increased 64%
- Spend on mid green Copy Paper products decreased 58%
- Spend on dark green Copy Paper products increased 0%



Copy Paper Trend by Office Depot GreenerOffice™ Ratings

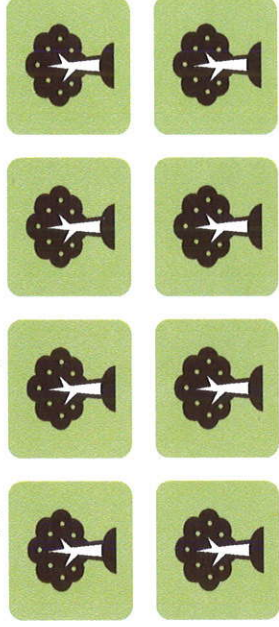
CITY OF FAIRFIELD
Q1 2013 - Q4 2013



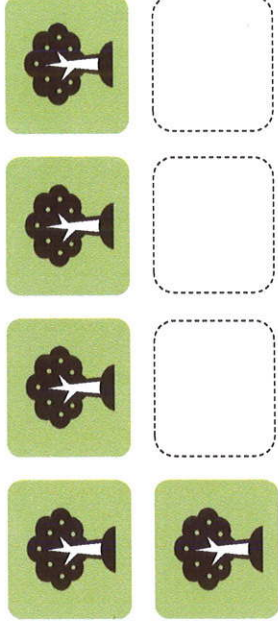
Note: Office Depot maintains a database of environmental attributes & certifications based on vendor claims. The chart shown is fully reliant on these vendor claims. Spend is defined as sales, net of returns.

How does paper use translate to wood and tree use? (source www.papercalculator.org)

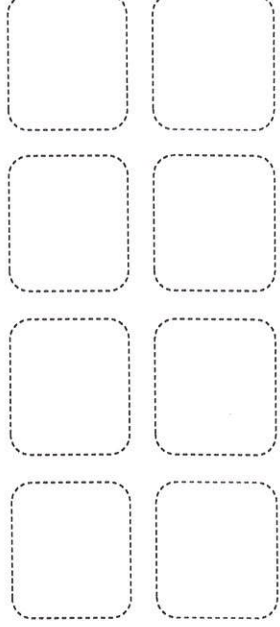
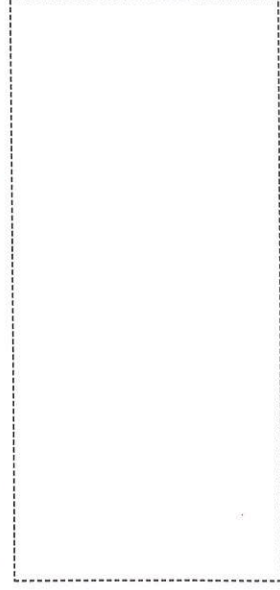
12 cases (1 per month) virgin 8.5x11...requires approximately 1 ton of wood...which requires approximately 8 trees



12 cases 30% recycled 8.5x11...requires approximately 5/8 ton of wood...which requires approximately 5 trees



12 cases 100% recycled 8.5x11...requires 0 tons of new wood...which requires 0 trees



Source: www.papercalculator.org. Wood use measures the amount of wood required to produce a given amount of paper. The number of typical trees assumes a mix of hardwoods and softwoods 6-8" in diameter and 40' tall. Calculated collaboratively by Conservatree and Environmental Defense based on data from Tom Soder, Pulp & Paper Technology Program, University of Maine, as reported in Recycled Papers: The Essential Guide, by Claudia G. Thompson, The MIT Press, 1992. 1 ton of wood is the equivalent of about 8 trees.

Total copy paper lifecycle analysis, based on Environmental Paper Network's Paper Calculator:

- From Q1 2013 - Q4 2013, CITY OF FAIRFIELD used 7,439 lbs. of copy paper
- Approximately 14 tons of wood was used to create this paper, which is an estimated equivalence of 82 trees**
- The total lifecycle emissions associated with this paper were approximately 20,736 lbs CO2



Combined Copy Paper Lifecycle Analysis

CITY OF FAIRFIELD
01 2013 - Q4 2013

LIFECYCLE IMPACTS

LIFECYCLE IMPACTS AVOIDED DUE TO RECYCLED PAPER USE

14 tons
(82 trees)

WOOD USED

WOOD AVOIDED
<1 ton
(1 trees)

7,113 lbs
(<1 garbage truck)

SOLID WASTE

WASTE AVOIDED
36 lbs
(<1 garbage truck)

121 mil BTUs
(1 homes energy/yr)

ENERGY USED

ENERGY AVOIDED
<1 mil BTUs
(<1 homes energy/yr)

20,736 lbs CO2
(2 avg cars/yr)

GREENHOUSE GASES

CARBON AVOIDED
98 lbs CO2
(<1 avg car/yr)

84,472 gals
(<1 Olympics pool)

WATER CONSUMPTION

WATER AVOIDED
534 gals
(<1 Olympics pool)

Note: Estimates were made using the Environmental Paper Network's Paper Calculator (version 3.2). For more information visit www.papercalculator.org

**Analysis is for total cut sheet copy paper purchased (Dept. 5).

***The number of typical trees assumes a mix of hardwoods and softwoods 6-8 inches in diameter and 40' tall.

Top paper choice lifecycle analysis: Q4 2013

- 62% of copy paper was OFFICE DEPOT, COPY, 8.5X11 (1,037 lbs)
- Environmental Paper Network provided the estimated environmental impacts & benefits of purchasing recycled paper* vs. virgin paper



Top paper choice lifecycle analysis: Q4 2013

- 62% of copy paper was OFFICE DEPOT_COPY,8.5X11 (1,037 lbs)
- Environmental Paper Network provided the estimated environmental impacts & benefits of purchasing virgin paper vs. recycled paper*



Q4 2013 Top Copy Paper Purchase Lifecycle Analysis

CITY OF FAIRFIELD
Q4 2013

Top Paper Purchased: OFFICE DEPOT_COPY,8.5X11

GO Rating: Meets Norms

SKU: 348037

lbs: 1,037

PCR: 0%

Recycled Alternative: OFFICE DEPOT DARK GREEN_COPY,8.5X11

GO Rating: Dark Green

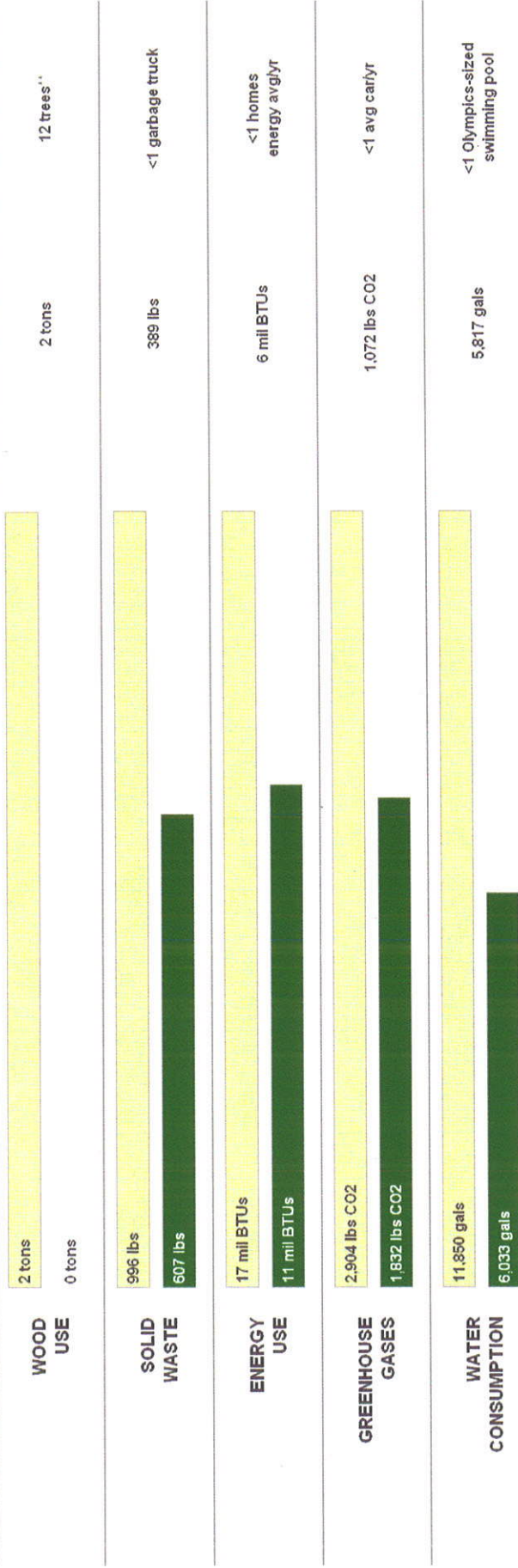
SKU: 521980

lbs: 1,037

PCR: 100%

Impacts Avoided

Est. Equivalence*



Note: Estimates were made using the Environmental Paper Network's Paper Calculator (version 3.2). For more information visit www.papercalculator.org.

*Analysis is for a single paper sku (may not account for all cut sheet copy paper purchased).

** The number of typical trees assumes a mix of hardwoods and softwoods 6-8 inches in diameter and 40' tall.

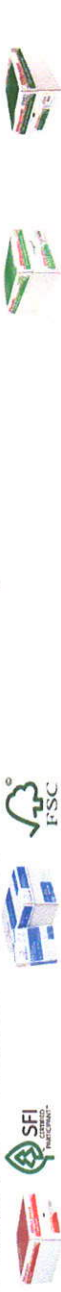
OFFICE DEPOT_COPY,8.5X11

OFFICE DEPOT DARK GREEN_COPY,8.5X11

Greener Alternative Recommendations:

- When going greener, think about which categories to focus on and seek greener alternatives by category – see Office Depot's Green Book to find options
- Learn about ecolabels in Office Depot's Green Book 2011 (pg. 5) and/or www.ecolabelling.org

Paper items Instead of virgin / SFI certified > choose FSC > 10%-29% post consumer > 30%-89% > 90%-100%



Ink & Toner Instead of virgin > choose recycled > instead of recycled, seek remanufactured > EcoLogo certified reman



Furniture Instead of any furniture > seek Recycled / Greenguard / SCS Indoor Advantage > consider level™ 1 / 2 / 3



Cleaners Instead of any cleaners > seek EPA Design for Environment / EcoLogo / Green Seal certified > Cradle to Cradle



Technology Instead of any tech > seek Energy Star > seek Energy Star Most Efficient > consider EPEAT Bronze/Silver/Gold



Writing Instead of disposable > choose refillable (& buy refills) > as well as refillable, seek recycled



Deliveries Instead of next day or 5x a week > consolidate orders to reduce delivery frequency



Managed Print Instead of self-managing printer fleet > consider consolidating printer fleet > leveraging Office Depot MPS

