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**Federal Way Solid Waste Collection Options Planning and Recycling Program
Implementation Services**
MONTHLY UPDATE
January-February, 2012

TASK 1: Recycling Program Implementation Assistance and Outreach

- Emails
- Communication with Jeanette and Rob
- Communication with Seadrunar
- Communication with the School District

- **Business Outreach**
 - Visited 6 Seadrunar properties regarding low recycling rates to do an outside assessment (did not meet with businesses)
 - Sent information to Seadrunar

- **School Outreach**
 - District**
 - Met with Jeanette and Audrey
 - Site visit with Audrey to Transportation and Maintenance Building
 - Visited storage site to retrieve containers and materials for schools.
 - Created recycling signs that are “student friendly” for cafeteria and classroom recycling.
 - Ordered recycling and composting signs from Costco and picked up.
 - Purchased colanders (for emptying beverage containers) and dish tubs (for tray collection) from Fred Meyer.
 - Updated announcements, newsletter article and electronic updates for schools.

 - Metal Recycling Switch**
 - Assisted district with switching metal recycling services to Independent Metals to get paid for metal recycling.
 - They were paying \$75 a month for 2 tons of metal picked up monthly.
 - They will now be paid \$250 per ton or receive \$500 per month for recycling.
 - Savings of **\$900** per year
 - Revenue from recycling: **\$5,760.00** per year!

Seadrunar Switch

- Assisted district with switching 6 schools and 2 district facilities to Seadrunar services.
- Savings of **\$25,600 per year** for the district and increased recycling capacity for schools by 9 yards per week or approximately 470 cubic yards per year.
- Prepared for and met with SeaDruNar
- Site assessment of central kitchen.
- Prepared for meetings with schools and created an agenda.
- Provided notes to Seadrunar as a result of meetings; with dumpster requests.
- Contact and coordination with Seadrunar regarding dumpster delivery and service start up
- Check in regarding first week's pick up.

Adelaide Elementary School

- Emails
- Prepared for and met with Principal, parent, custodian and district regarding adding recycling and composting in the cafeteria.
- Met with custodian and lunch staff and observed lunch.
- Met with custodian and Principal to determine cafeteria plan, roll out schedule and student group.
- Met with parent regarding interest in green teams.
- Prepared for and presented to student group regarding student monitor training and promotion preparations.
- Sent electronic educational materials (staff email, announcements, signs, article etc.)

ESC District Facility

- Emails
- Prepared for and met with district contact regarding switch to Seadrunar
- Sent email to the contact with the Seadrunar "yes/no" flyer
- Typed up notes from visit and next steps.

Nautilus Elementary

- Emails
- Prepared for and met with school regarding switch to Seadrunar
- Sent email to the principal with the Seadrunar "yes/no" flyer
- Typed up notes from visit and next steps.
- Completed Earth Heroes application for Lisa Torres

Mirror Lake Elementary

- Emails
- Prepared for and met with school regarding switch to Seadrunar
- Sent email to the principal with the Seadrunar "yes/no" flyer
- Typed up notes from visit and next steps.

Panther Lake Elementary

- Emails
- Prepared for and met with school regarding switch to Seadrunar
- Sent email to the principal with the Seadrunar “yes/no” flyer
- Typed up notes from visit and next steps.

Todd Beamer High School

- Emails
- Prepared for and met with custodian and teacher. Assessed space for organics carts and organics containers in the cafeteria.
- Typed up notes and sent out to team.
- Prepared for and met with/presented to marketing class, leadership group and student store students regarding kick off of food recycling and revamp of recycling in the cafeteria.
- While onsite, met with custodian
- Delivered composting containers. Adhered signs to all containers and to tray collection tubs. Set up stations.
- Prepared for and attended kick off day. Visited all tables to explain new program to students. Checked in with student monitors on progress during the lunches. Results:
 - Reduced garbage daily by 18 containers. This is a reduction of 580 gallons of garbage per day or 116,000 gallons (516 cubic yards) per year.
 - Collected 90 gallons of recyclable materials in one day.
 - Collected 48 gallons of compostable materials in one day.
- Sent electronic educational materials (staff email, announcements, signs, article etc.)
- Emailed request to leadership groups and environmental club for assistance with program.
- Sent results to school from kick off.

Twain Elementary

- Emails
- Prepared for and met with school regarding switch to Seadrunar
- Sent email to the principal with the Seadrunar “yes/no” flyer
- Typed up notes from visit and next steps.

Wildwood Elementary

- Emails
- Prepared for and met with school regarding switch to Seadrunar
- Sent email to the principal with the Seadrunar “yes/no” flyer
- Typed up notes from visit and next steps.
- Met with Wildwood administrative team regarding recycling roll out in the cafeteria. Sent out notes.
- Visited onsite during lunch to meet with lunch staff, custodian and district contact and observe lunch for recycling changes.



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MONTHLY UPDATE
March, 2012

TASK 1: Recycling Program Implementation Assistance and Outreach

- Emails
- Communication with Jeanette and Rob
- Communication with Seadrunar
- Communication with the School District
- Created and updated district savings spreadsheet
- Memorial Field
 - Meeting onsite
 - Provided recommendations for downsizing containers that Audrey used to save \$371.00 per month.
 - Delivered 5 deskside recycling containers to them to use onsite.
 - Ordered 2 recycling carts for this site. They previously did not have recycling.
- Adelaide Elementary
 - Emails
 - Calls
 - Kicked off cafeteria recycling and composting program. Previously did not have recycling or composting.
 - prepared containers,
 - did presentations,
 - measured results,
 - sent out photos and results
 - Results:
 - In one day they collected approximately 90 gallons of recyclable material and 20 gallons of food recycling material that would have been previously thrown away! This does not include food that is generated each day that will now be composted from the kitchen!
 - For just one week, that adds up to 550 gallons of material, or almost 3 cubic yards per week out of the garbage and into recycling or food recycling!
 - That is also 22000 gallons per school year or about 110 cubic yards per school year! For a year, the amount of items that would have been tossed in landfills would have filled more than one school bus. Thanks to their school, a school bus full of material is given a “second chance” being composted or recycled into new products. WOW!

- They reduced garbage from approximately 7 cans (32 gallon sized) per day to about 3 cans full per day! That is a reduction of 20 cans of garbage per week or 800 cans per year!
 - They increased their lunch recycling rate from 0% (meaning 0% of all waste produced- was recycled) to 56%!
- Todd Beamer High School
 - Emails
 - Mirror Lake Elementary
 - Spoke with Principal onsite at Adelaide (she came to Adelaide's kick off day)
 - Emails
 - Sent educational materials for outreach
 - Trained student monitors during workshop
 - Met with Green Team
 - Observed lunch
 - Wildwood Elementary
 - Meeting onsite with Principal
 - Emails
 - Presented at staff meeting
 - Coordinated with teachers to do student monitor training
 - Sent educational materials for outreach
 - Trained student monitors during workshop

Photos below from Adelaide kick off:







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**Federal Way Solid Waste Collection Options Planning and Recycling Program
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MONTHLY UPDATE
APRIL, 2012

TASK 1: Recycling Program Implementation Assistance and Outreach

- Emails
- Communication with Jeanette and Rob
- Communication with Seadrunar
- Communication with the School District
- Material management in preparation for kick offs:
 - Retrieving and delivering containers, buckets, lids; preparing lids
 - Preparing signage
 - Preparing lanyards for students
- Mirror Lake Elementary
 - Emails
 - Prepared for, coordinated and kicked off cafeteria recycling and composting program
 - Results:
 - In one day, they collected approximately **64 gallons of recyclable material and 30 gallons of food recycling** material that would have been previously thrown away! This does not include food that is generated each day that will now be composted from the kitchen!
 - For just one week, that adds up to **475 gallons of material, or almost 2.5 cubic yards per week** out of the garbage and into recycling or food recycling!
 - That is also **19000 gallons per school year or about 94 cubic yards per school year!**
 - For a year, the amount of items that would have been tossed in landfills would have filled one school bus. **A school bus full of materials is given a “second chance” being composted or recycled into new products.**
 - Reduced garbage from approximately 5 cans (32 gallon sized) per day to about 2 cans full per day! **That is a reduction of 15 cans of garbage per week or 600 cans per year!**
 - Increased your lunch recycling rate from 0% (meaning 0% of all waste produced- was recycled) to **60%!**
 - Visited two more times during lunch to help strategize some issues with kick off and solve them. Developed a proposal of solutions and helped implement them with the custodian and the school.

- Panther Lake Elementary
 - Emails
 - Met onsite with team about starting recycling
 - Visited during lunch to assess program and provide recommendations

- Wildwood Elementary
 - Emails
 - Prepared for, coordinated and kicked off cafeteria recycling and composting program
 - Results:
 - In just one day, they collected approximately **64 gallons of recyclable material** -material that would have been previously thrown away!
 - For just one week, that adds up to **320 gallons of material, or 1.5 cubic yards per week** out of the garbage and into recycling!
 - That is also **12,800 gallons per school year or about 64 cubic yards per school year!**
 - For a year, the amount of items that would have been tossed in landfills would have filled three fourths of a school bus. **$\frac{3}{4}$ of a school bus full of materials are given a “second chance” being composted or recycled into new products.**
 - Reduced garbage from approximately 5 cans (32 gallon sized) per day to about 3 cans full per day! **That is a reduction of 10 cans of garbage per week or 400 cans per year!**
 - Increased your lunch recycling rate from 0% (meaning 0% of all waste produced- was recycled) to **40%!**

Photos below from Mirror Lake kick off:





Photos below from Wildwood kick off:













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**Federal Way Solid Waste Collection Options Planning and Recycling Program
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MONTHLY UPDATE
MAY, 2012**

TASK 1: Recycling Program Implementation Assistance and Outreach

- Emails
- Communication with Jeanette and Rob
- Communication with Seadrunar
- Communication with the School District
- Created recommendation listing for the District
- Updated cost savings spreadsheet
- Material management in preparation for kick offs:
 - Retrieved containers from the City
 - Preparing signage
 - Preparing lanyards for students

- Panther Lake Elementary
 - Emails
 - Developed options listing for Panther Lake administration with key choices for cafeteria set up, cafeteria management, collection procedures
 - Met onsite with team about starting recycling.
 - Conducted student monitor training
 - Arranged for certificates to be made through the City
 - Prepared for, coordinated and kicked off cafeteria recycling and composting program.
 - Sent out results and photos:
 - In one day, they collected approximately **88 gallons of recyclable material** -material that would have been previously thrown away!
 - For just one week, that adds up to **440 gallons of material, or 2.2 cubic yards per week** out of the garbage and into recycling!
 - That is also **17,600 gallons per school year or about 87 cubic yards per school year!**
 - For a year, the amount of items that would have been tossed in landfills would have almost filled a school bus.
 - They reduced garbage from approximately 8 cans (32 gallon sized) per day to about 5 cans full per day! **That is a reduction of 15 cans of garbage per week or 600 cans per year!**
 - They increased your lunch recycling rate from 0% (meaning 0% of all waste produced- was recycled) to **35%!**

Photos below from Phantom Lake kick off:











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MONTHLY UPDATE
OCTOBER, 2012

TASK 1: Recycling Program Implementation Assistance and Outreach

- Emails
- Communication with Jeanette and Rob
- Met with Jeanette and Rob
 - Sent follow up notes
- Communication with Seadrunar
- Picked up slim jims from storage
- The Commons
 - Scheduled meeting with Eric
 - Prepared for and met with Eric
 - Updated Commons handout and sent to Eric for approval
 - Arranged for printing of handouts and picked up.
 - Sent follow up email to Eric
- Mirror Lake
 - Delivered additional slim jims for cafeteria
 - Observed lunches
 - Met with principal and custodian
 - Sent follow up materials to Mirror Lake
 - Prepared for and presented at all lunches with lunch and learn announcements.
- Illahee Middle School
 - Prepared for and met with student group
 - Monitor training
 - Prepared promotion outreach plan
 - Purchased tubs for tray stacking
 - Emails
 - Purchased signs for tray stacking
- Todd Beamer
 - Set up meeting with Greg
 - Met onsite with Greg and Ralf
 - Walk through of cafeteria in outdoor area
 - Student volunteers
- Sacajawea
 - Set up meeting
 - Prepared for and met with Principal and team
 - Developed a roll out plan
 - Sent follow up notes



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**Federal Way Solid Waste Collection Options Planning and Recycling Program
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MONTHLY UPDATE
NOVEMBER, 2012

TASK 1: Recycling Program Implementation Assistance and Outreach

- Emails
- Communication with Jeanette and Rob
- The Commons
 - Picked up containers from storage for distribution to Commons tenants
 - Prepared for visit to Commons for tenant outreach.
 - Visited 75 tenants
 - Provided handout to each tenant about what is recyclable and where it is recyclable.
 - Discussed materials with tenants
 - Answered questions
 - Distributed recycling containers to tenants that requested them- 8 containers.
 - Follow up email to Eric.
 - Received status update from Eric that more than 100 tons of garbage have been reduced since the program started- with an estimated \$10,000 of savings- at least- since the start of the program.
 - Entered data into tenant spreadsheet.
- Illahee Middle School
 - Prepared for kick off
 - Emailed school
 - Container and lid coordination with Jeanette
 - Attempts to get lids from storage
 - Prepared lids for kick off
 - Prepared tray stacking containers for kick off
 - Prepared student tools for kick off
 - Launched recycling program in the cafeteria
 - Set up containers and tray stacking stations with the custodian
 - Checked in with the Principal
 - Checked in with Maggie Pierce and the student group
 - Results are below.
- Todd Beamer
 - Emails regarding service
 - Compost cart coordination
 - Emails with Greg
- Sacajawea
 - Emails
 - Calls

Illahee Results

	BEFORE recycling and tray stacking:	AFTER recycling and tray stacking:	The Difference between before and now! Waste reduction total with recycling and tray stacking (amount saved from garbage dumpster)
Per Day	<ul style="list-style-type: none"> • 8 garbage cans after the first lunch • 8 garbage cans after 2nd lunch and • 12 garbage cans after the 3rd lunch. <p>TOTAL: 28 garbage cans Or 1100 gallons per day Or 5.5 cubic yards per day</p>	<ul style="list-style-type: none"> • 1 garbage cans after the first lunch, • 2 cans after the 2nd lunch and • 5.75 cans at the end of 3rd lunch <p>TOTAL: 8.75 garbage cans Or 280 gallons per day Or 1.4 cubic yards per day</p>	<p>Per Day: 19.25 less garbage cans per day or 820 gallons Or 4 cubic yards per day</p>
Per week	140 garbage cans same as 5500 gallons same as 27 cubic yards	50 garbage cans same as 1600 gallons same as 8 cubic yards	90 less garbage cans per week 3,900 gallons 19 cubic yards
Per year	5,600 garbage cans same as 220,000 gallons same as 1089 cubic yards	2000 garbage cans same as 64,000 gallons same as 317 cubic yards	3,600 less garbage cans per year! 156,000 gallons 772 cubic yards

- 70% reduction in garbage!
- In just one day, they collected approximately 96 gallons of recyclable materials that would have been previously thrown away. That is the same as 19,200 gallons per year!

