Capitol Complex
Recycling and Composting
Implementation Plan
Pre-proposal Meeting

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April, 2015
Overview

• Capitol Complex Overview
• Current Recycling Situation
• Recycling Modernization Goals
• Key Dates
Capitol Complex Overview

- 21 Buildings
- 4.5MSF Spread Over 40 Acres
- Roughly 8,500 Employees
- Building Ages Range from 109 - 9 Years
- We Dispose of 38 Million Pounds of Solid Waste per Year
Capitol Complex Overview
Current Recycling Situation

• We Currently Recycle 5 Classes of Material (Paper, Glass, Metal, Wood, Food Refuse)

• The Department of Administration, Plant Management Division (PMD) Monitors the Recycling Contract and Reports the Recycling Rates to MPCA

• Individual Agencies on The Complex Establish and Enforce the Recycling Practices for Their Employees
  – PMD States In its Lease Agreements With Tenant Agencies That Agencies Will Agree to Comply with M.S. 115A.15
  – PMD Notifies Tenants When They are Not in Compliance

• PMD Places Recycling Containers in the Buildings According to Tenant Agency Requests
  – PMD Ensures Fire Egress Paths are Maintained
  – PMD Limits Placement Where Abuse, Vandalism or Security Issues May Arise

• PMD Does Not Empty Desk-side Bins
  – Inadequate Staffing Level
  – Past Occasions When Recycled Material Had to be Retrieved (Many Use Them as Hold Files)

• Recycling on the Capitol Complex is Accomplished by Contract
  – Accessibility Inc. is a Rehabilitation Contractor
Current Recycling Situation
Current Recycling Situation

• The Capitol Complex Has Exceeded Governor Dayton’s Executive Order (E.O.) 11-13, *Strengthening State Agency Environmental, Energy and Transportation Sustainability* Goal of 60% Recycling for the Past Two Calendar Years
  – 2013 Overall Recycling Rate = 67.5% (Buildings Range from 47% to 78%)
  – 2014 Overall Recycling Rate = 70.1% (Buildings Range from 38% to 82%)

• What is Not Recycled at the Point of Origin is Hauled to Resource Recovery Technologies (RRT) In Newport, MN
  – Over 90% of the Refuse Taken There Is Recycled or Converted to Fuel
  – We Haul the Refuse to the Disposal Site
Recycling Modernization

Our Goals:

• Implement the Latest Best Practices for Labeling and Collection

• Begin a Composting Program

• Educate our Population on Recycling Criteria

• Operate Within our Current Budget and Staffing Levels

• Achieve a 75% recycling goal by 2030
• 10% of score is based on waste audit plan
• Evaluate current practices to identify opportunities for improvement including:
  – a waste sort: include all streams of materials
  – assessment of collection practices
  – assessment of containers and signage
  – assessment of measurement practices
  – assessment of procurement
Recycling and Composting Implementation Plan

- 30% of the score is based on implementation plan
- Plan feature recommendations to implement a high performing program including:
  - A summary of the audit findings
  - Specific recommendations for procurement and placement of containers
  - Development and implementation of training and education
  - Incorporating input from stakeholders into recommendations
  - Recommendations for ongoing staffing needed to support program
Collection Containers: Customized to setting
Equipment & Organization
Key Dates

**RFP Due Date & Time:**
April 27, 2015, 2:00 PM Central Time

**Short List Interviews:**
May 15, 2015, Time to be Determines

**Contract Award:**
Late May/Early June (Tentative)
Questions