

# Recycling & Recycled Paper Procurement Update

State Fiscal Year 2015





November 1, 2015

To the Honorable Members of the General Assembly:

I am pleased to submit the Recycling and Recycled Paper Procurement Report for FY15 as mandated under the Illinois Solid Waste Management Act. Our sustainable recycling programs within the State of Illinois continue to stand as a model for other states to emulate.

The Department of Central Management Services (CMS) is committed to the recycling of plastic bottles, aluminum cans, mixed paper, toner cartridges, and books, which are collected throughout Illinois state properties. These recovered materials from state agencies and from around the state encourage the market development of recovered materials. Recycling in Illinois is a \$12.3 billion industry, employing more than 56,000 people according to a report issued in by the National Recycling Coalition. Nationwide, recycling employs 1.1 million people and grosses \$236 billion in annual sales making it comparable in size to the auto and truck manufacturing industry.

CMS contracts with not-for-profit community rehabilitation facilities under CMS's State Use Program to recycle its surplus computers, cell phones, and other electronic equipment in order to prevent leaks of mercury, lead, and other toxins into the environment. The State Use Program vendors continue to meet or exceed national certifications for responsible electronics recycling.

The CMS Division of Vehicle (DOV) continues to make great strides in their sustainable purchasing practices for the state fleet and in its daily business operations. The DOV continues to provide state employees access to updated fuel efficient vehicles including electric cars. The DOV utilized 45,925 gallons of recycled (re-fined) oil and over 614 recycled (re-tread) tires during FY15.

The Department of Central Management Services is confident our programs will continue to increase the operational efficiency and environmental stewardship of the State of Illinois; therefore, improving the overall sustainability of state government. Your continued support of these initiatives and goals is very much appreciated.

Sincerely,



Tom Tyrrell  
Director

In Accordance with 415 ILCS 20/3 (From Ch. 111 1/2, Par. 7053), the Director of the Department of Central Management Services shall submit the following report to the Members of the Illinois General Assembly on or before November 1, 2015:

(d). However, the Department of Central Management Services shall report to the General Assembly on an annual basis the total dollar value of printing contracts awarded to private sector vendors that included the use of recycled paper.

...{sic}

(j). The Department of Central Management Services shall submit an annual report to the General Assembly concerning its implementation of the State's collection and recycled paper procurement programs. This report shall include a description of the actions that the Department of Central Management Services has taken in the previous fiscal year to implement this Section. This report shall be submitted on or before November 1 of each year.

The following report identifies the sustainable practices undertaken in the past fiscal year by the Department of Central Management Services (CMS) in accordance with the above reference statute.

#### State of Illinois' Surplus Program

CMS Facilities Management, along with other state agencies, utilizes the state surplus program. State agencies receive direct access to furniture, electronics, desks, bookcases, file cabinets, partitions, computer stands and other non-traditional supplies collected by the program. Approximately 95% of all office items are recycled by reuse throughout all state offices leased and owned.

#### Property Management

CMS purchased 13.5% of statewide building-consumed electricity through wind-power agreements while reducing electricity costs overall by 8%; thereby, saving the State approximately \$11.1 million compared to FY2009. CMS also completed HVAC and/or lighting retrofits at several Regional Office Buildings and other state service facilities under its direct jurisdiction. CMS will continue deployment of energy efficiency programming for additional sites throughout the state as resources allow. CMS will also continue to benchmark state facilities in order to monitor the outcomes of energy upgrades and to identify targets for future retrofits. The procurement of electricity supply managed by CMS maintains a goal of securing cost savings and risk-management strategies wherever possible. CMS also provides support and assists its client agencies in implementing and monitoring the outcomes of capital upgrades and operational practice changes designed to improve indoor comfort, energy efficiency and indoor air quality standards.

All CMS janitorial vendor contracts require the use of green cleaning products. In addition, all CMS state-owned facilities that are cleaned by in-house staff utilize green products procured

through state-wide contracts. Furthermore, electric hand dryers with sensor-activated and time-limited operating governors were installed in the restrooms throughout the James R. Thompson Center eliminating the use of paper towels, which are a significant landfill contributor and sanitary nuisance.

During FY16 the CMS I-Cycle program is working on consolidating existing shredding contracts in order to streamline the shredding process to minimize the duplication of services in multiple agencies. Also, this consolidation will reduce the overall footprint needed to provide the services and reduce the cost through the reduction of duplicated services while allowing for continued recycling of shredded material from the agencies.

### I-Cycle

Created by the Solid Waste Management Act of 1986, the State of Illinois' I-CYCLE Program facilitates the recycling efforts of more than 225 state locations and 40,400 state employees. I-Cycle recycles and promotes the recycling of cardboard, paper, aluminum cans, plastics, books, toner, and confidential paper recycling. Over 3,096 tons of traditional recyclable materials were captured in FY2015. CMS's light recycling efforts increased to recycle over 8,953.75 lbs. of fluorescent lightbulbs. Funds generated from the I-Cycle recycling activities are deposited into the State Surplus Revolving Fund for use to promote and provide the recycling program and services.

I-Cycle's Recycling Website; [www.Icycle.illinois.gov](http://www.Icycle.illinois.gov) offers recycling services, bins, and signs upon request and provides information and education on recycling. A display promoting recycling activities was added in the Stratton Building encouraging all participants and visitors to recycle.

### Strategic Sourcing (BOSS)

CMS Bureau of Strategic Sourcing's (BOSS) efforts to support these initiatives include the establishment of three statewide master contracts. Those contracts are as follows: statewide recycling of fluorescent light bulbs, electronic equipment recycling/reuse, and a used oil pickup and recycling program contract. These contracts may be utilized by all agencies in the state. CMS has also increased its recycling efforts by entering into contracts via the State Use program which provides contracts to not-for-profit agencies that gainfully employ persons with significant disabilities. CMS will continue to increase recycling through its strategic sourcing efforts to assist the State of Illinois in becoming as environmentally friendly as possible.

### Vehicles

The Division of Vehicles (DOV) continues to employ sustainable fleet purchasing practices. DOV completed the installation of 33 electric charging stations across the state in FY15. The total number of electric vehicles in fleet is now 57, total hybrids are 163, and total E85 vehicles are 6316 as of the end of FY15. The majority of the diesel fleet uses biodiesel purchased by CMS. DOV utilized 45,925 gallons of recycled (re-refined) oil and over 614 recycled (re-tread) tires during FY15.

DOV's State Employee Business Transportation Policy guides agency decisions to sustainable, fuel, and cost efficient choices such as the use of Amtrak and to promote alternatives such as the use of videoconferencing and webinars to reduce travel. DOV provides agencies with a cost calculator tool to help make informed and efficient decisions when choosing among transportation options. DOV also coordinates Bike to Work Week activities across state agencies annually.

## Recycled Paper Procurement Statistics

### Recycled Paper and Paper Products Summary

The following tables summarize the spending on recycled paper and paper products procured by CMS for state agencies during the past fiscal year. Besides the office paper and envelopes purchased by the CMS Printing Unit, the Bureau of Strategic Sourcing (BOSS) purchases paper products such as toilet tissue, napkins, and paper towels for state agencies.

Comparative numbers for FY2015 are as follows:

<b>FY15</b>	<b>Non-Recycled Content</b>	<b>Recycled Content</b>	<b>Total \$</b>	<b>% Recycled Products</b>
<b>Printing Unit : FY15 Paper</b>	2,792,775.65	571,713.56	3,364,489.21	17.0%
<b>Printing Unit: FY15 Envelope</b>	0.00	894,370.99	894,370.99	100.0%
<b>Printing Unit Totals</b>	2,792,775.65	1,466,084.55	4,258,860.20	34.4%
<b>Other FY15 Paper Products</b>	211,143.71	2,061,965.13	2,273,108.84	90.7%
<b>FY15 Total</b>	3,003,919.36	3,528,049.68	6,531,969.04	54.0%

*Note: In addition, the FY15 outside printing contracts bid by CMS Printing Unit using recycled paper totaled \$242,576.00.*