

GILSTRAP Zoanne M

From: MILLER Marsha A
Sent: Friday, October 17, 2008 4:38 PM
To: SPARTZ Jeff R; GREEN Bobby
Cc: GILSTRAP Zoanne M; BARRY Celia
Subject: FW: The Julian Prize
Attachments: Eugene08 cover letter.doc; Eugene08 Sustainability Detailed Report.pdf

I mentioned to each of you briefly today that an award that will be given to Lane County, Eugene, and Springfield Public Works Departments at the Oregon American Public Works Association (APWA) Conference in Welches next week. Although it is an APWA award and acknowledges the work that PW staff did in terms of sustainability etc., the recognition really belongs to Lane County in general and the Board and you Bobby in particular. Celia Barry will accept the award on behalf of Lane County. I'd like to present it to the Board at the next available meeting which would be the 29th. Your thoughts? Thanks.

Marsha Miller

From: SCHOENING Mark A
Sent: Tuesday, October 14, 2008 11:31 AM
To: COREY Kurt A; SMITH Susan; 'MILLER Marsha A'
Cc: CUYLER Alex D
Subject: The Julian Prize

Kurt, Susie & Marsha,

Alex Cuyler and I submitted a successful nomination for a Julian Prize for Sustainability awarded by the Oregon Chapter of the American Public Works Association. The award is for the work of the Eugene 08 Sustainability Committee which was a collaborative effort of the public works departments of Eugene, Springfield and Lane County. I have attached the nomination package for your information. The award will be presented at the APWA fall conference banquet, the evening of Thursday, October 23. Kurt will be attending the conference and can accept on the behalf of the City of Eugene. Susie and Marsha can accept on the behalf of their departments if they are attending the conference or have someone from their departments accept on their behalf. There is only one plaque, so if will need to be shared over time. Congratulations!

Mark

<<Eugene08 cover letter.doc>> <<Eugene08 Sustainability Detailed Report.pdf>>

The Julian Prize

APWA Oregon Chapter

Demonstrating Sustainability in Public Works

Eugene, Springfield & Lane County

Eugene 08 Sustainability Committee

10/22/2008

Dear Ted and Members of the Julian Prize Selection Committee,

I am honored to nominate the Eugene 08 Sustainability Committee for the Julian Prize for Sustainability. The Committee led the effort to make the 2008 Track and Field Olympic Trials in Eugene sustainable with regard to the economy, the community and the environment. The committee exemplified the positive collaboration of the public and private sectors that can be achieved with a shared vision. While the Track and Field Olympic Trials were not a public works event, public works including solid waste and recycling, transportation, water supply, wastewater collection, and energy supply – were a major aspect of a successful Track and Field Olympic Trials. The attached PowerPoint presentation and Final Report documents the truly remarkable effort and success of holding a world class event while achieving a high level of sustainability.

As a community member, I personally benefited from many of the sustainable elements of the Track and Field Olympic Trials. My family rode our bicycles to the Olympic Trials and used the valet bicycle parking with our donation going to the Center for Appropriate Transportation. We watched trial events on two large video screens at no cost, we ate food from local restaurants on compostable plates using compostable flatware, and drank water produced by the Eugene Water and Electric Board. What was truly remarkable was the giveaways from the exhibitors that my children love to collect were items that we would normally purchase including lip balm, water bottles for our bicycles and reusable grocery bags.

Our APWA spring conference planning committee tapped the knowledge and expertise of the Eugene 08 Sustainability Committee members to incorporate many sustainable elements in the APWA spring conference. Many of these elements have been carried forward to the fall conference and helped establish sustainability as one of the goals for future APWA conferences.

Finally, by completing a critical review of what went well and what didn't go so well the Committee is well positioned to raise the sustainability bar when the Track and Field Olympic Trials return to Eugene in 2012.

Thank you for your consideration of the Eugene 08 Sustainability Committee for the Julian Prize for Sustainability.

Sincerely,

Mark Schoening, P.E.
City Engineer

Cc: Alex Cuyler, Co-Chair Eugene 08 Sustainability Committee

Eugene 08 Sustainability Detailed Report

Committee's Mission/Charter

The Sustainability Committee is charged with providing assistance and inspiration around Sustainability to the other committees as they plan and implement the 2008 Olympic Track and Field Trials. We are available to assist with conceptual issues as well as the mundane. Providing language for vendors and contracts as well as a list of items to be considered when making local purchases.

see appendix A for policy adopted by the LOC

Who Involved:

The following list is the composition of the committee at formation. By early 2008 some individuals became less involved and other stepped up involvement or brought in people to help (listed at end, after alphabetical order)

Alex Cuyler, Co-Chair, Legislative Analyst, City of Eugene 777 Pearl, Eugene, Or 97401
503-378-1535 alex.d.cuyler@ci.eugene.or.us

Lorna Baldwin, Co-Chair, Solid Waste and Recycling Analyst, City of Eugene
99 W 10th Avenue, Eugene OR 97401 682-6830 lorna.j.baldwin@ci.eugene.or.us

Barbara Kousky, Northwest Event Management, PO Box 10825 Eugene, OR 97440 687-1989
bktrack@nwevent.com

Bill Kasper, Purchasing Manager, Facilities Services, University of Oregon
1276 University of Oregon 97403-1276 346-1525 kasper@uoregon.edu

Jan Oliver, Assoc. VP Institutional Affairs, University of Oregon
1238 University of Oregon, 97403346-2820 joliver@uoregon.edu

Jason Giles, VP Sustainability, REXIUS PO Box 2276 Eugene OR 97402
335-8021 jasong@rexius.com

Karyn Kaplan, Environmental Resource and Recycling Manager, U of O,
1276 University of Oregon 97403 346-1545 knowaste@uoregon.edu

Kathryn Cox, Commercial Sales, Sanipac, PO Box 10928, Eugene OR 97440
736-3633 Kathryn@sanipac.com

Kevin Finney, Parks Operations Manager, City of Eugene, 1820 Roosevelt
Eugene, OR 97402, 682-4809 kevin.p.finney@ci.eugene.or.us

Leslie Scott, General Manager, Oregon Country Fair, 442 Lawrence, Eugene, 97401 344-8795
gm@oregoncountryfair.org

Matt McRae, Stream Team Coordinator, City of Eugene, 1820 Roosevelt,
Eugene, OR 97402 682-4850 matt.a.mcrae@ci.eugene.or.us

Sarah Grimm, Waste Reduction Specialist, Lane County , 3100 E 17th, Eugene 97403 682-4339
Sarah.GRIMM@co.lane.or.us

Tom Williams, Key Accounts Manager, Eugene Water & Electric Board,
PO Box 10148, Eugene OR 97440, 341-8577 Tom.Williams@eweb.eugene.or.us

Bill Almquist, Assistant Planner, City of Eugene, 99 W. 10th Ave Eugene, OR 97401
(541) 682-5437 bill.j.almquist@ci.eugene.or.us

Phillip Sprague, Environmental Technician, City of Springfield, 225 Fifth Street Springfield OR
97477, 541-726-3675, Psprague@ci.springfield.or.us

Jane Holloway, Marketing Manager, Lane Events Center, 796 W. 13th Ave. Eugene, Or. 97401,
682-7374 jane@laneeventscenter.org
(Retired 6/30/08, email talkabouttrees@msn.com) after it.

Charles Ruff Assistant Manager, Oregon Country Fair, 442 Lawrence, Eugene, 97401
344-8795 am@oregoncountryfair.org

Mary Ellen Mansfield, documentation subcommittee, Fiscal Coordinator, University of Oregon,
541-225-8964, marsie12@aol.com

Laurel Peterson, documentation subcommittee, 2161 Madison St. Eugene, OR 97405, 541-687-
9073, laurel28@gmail.com

Others who were instrumental in sustainability action items (contracted):

BJ Hurwich, Master Recycler, 3525 Glen Oak Dr. Eugene, OR 97405
342-5027 bjhurwich@yahoo.com

Lindsey Newkirk, Elysium Events LLC, PO BOX 15163, Portland, OR 97293
503-789-2018 lindsey@elysiumeventsllc.com

Willy Breninghouse, Shari Smith, Waste Free Oregon
334 Broadway, Springfield OR 97477, 541-746-2975, 541-232-2834
willywray@yahoo.com, www.wastefreeoregon.com

Structure:

Generally we had chair and co-chair, others participated in what was related to their area of expertise and interest, becoming the "lead" for specific action items. Sub committees were formed for accomplishing tasks specific to complex activities:

Documentation: Alex Cuyler, Leslie Scott, Sarah Grimm, Laurel Peterson
Zero Waste: Kathryn Cox, Sarah Grimm, Alex Cuyler,
Climate Concerns: Charles Ruff, David Stuky, Steve Mital

Liaisons to the committees that were deemed most instrumental to success of sustainability actions were assigned:

Marketing and Media: Alex Cuyler
Facilities: Sarah Grimm
Hospitality: Jane Holloway

Transportation: Matt McRea.

Recommend: It will lead to an even greater level of success if the LOC has an adopted sustainability policy in place before, not after, committees begin to meet. Assign a sustainability liaison to each and every committee; or instruct each and every committee to assign one person as the sustainability liaison; or instruct each committee to include sustainability as one of their subcommittees. This would ensure that someone involved in the all committee conversations from the start can point out sustainability options, and plans and budgets will not be finalized before sustainability is thought explored.

Timeline:

The sustainability committee began meeting August of 2006 and continued biweekly until the event.

The committee spent many months on how to interact with the other committees and the project managers in order to introduce concepts and action items related to sustainability. An extensive list of sustainability action items that could be employed by the event was finalized by February of 2007 (See appendix B) and strategies to interact with committee that would employ that action item were explored (such as a response form describing do-ability) A Power Point presentation was developed in May of 2007 and it took several months to acquire agenda time on all committees' meetings.

Recommend: Include sustainability in initial plans of the LOC. Provide sustainability policy to all committees from the start, perhaps with action item list as a brainstorming piece. By forming the sustainability committee parallel with other committees, the channels of communication and organization will be greatly improved as well as the success of desired action items.

Recommend: Better access to the Sponsorship, and financial and marketing committees. We feel that there was a greater potential in marketing and local fundraising than was realized.

Throughout the rest of 2007 the sustainability committee pursued action items with the applicable committees through liaisons and direct contact. We found that in many cases we were too late, purchases had been made or program had been set up. By fall of '07 the committee had landed on 5 main sustainability issues and action items with high likelihood for success to address them:

Goals

a. Think Zero Waste:

A solid waste management plan and budget was drafted and submitted to the LOC in fall of 2007. Sanipac, the contracted hauler, UO and local recyclers that may have a hand in the event were all contacted and consulted. (see appendix C)

The most important elements of the plan were 1) to ensure that recycling and compost containers accompanied each and every waste can 2) that all food service would use 100% biodegradable serviceware—i.e. forks, straws, cups, etc. for items they sell. For the former, ClearStream wire recycle bins made by Resourceful Bag and Tag were used in all public areas because of their system uses clear bags and it improves security concerns Both City and County recycling divisions loaned existing supplies to the event. City of Eugene received EPA grant to provide some bins, and the event purchased the trash bins so the whole set matched. For the “back of house” areas, Sanipac generously donated use of 90 gal. roll carts for recycling and 30 gal. green roll carts for trash. Signage was consistent throughout the event footprint.

For the later, a Request for Proposal for biodegradable serviceware was issued to vendors, seeking cost and scope of product availability. The resulting information was given to the caterers and prices were found to be reasonable enough. (see appendix D) PaperService Co. was the selected vendor. We were impressed with the willing cooperation of food service contractors, and during the event, the only non-compliance seemed to be a small vendor on 15th near Agate.

Daily operations at the event diverged from the Solid waste management plan in only a few areas. The area labeled "zone 5" --Park and ride shuttle stations and neighborhood bins-- did not need as many the bins as we assigned to them and did not need the volunteers originally planned. The vendor recycling tents became corrals due to lack of tents and need for daily access to dumping. Four locations were set up for these vendor corrals instead of three and an additional small crew was created to work 5am – 8am at same time Sanipac trucks came in to empty corrals. This crew proved to be very important to prepare the site for the day.

Also critical to the success of the recycling effort was the volunteers or staff that roamed from bin to bin putting things in the correct place. The contracted managers proved to be essential to the handle hectic on-the-ground operations and demanding details related to volunteers. As were the radios and vehicles.

The volunteer requests and schedule ended up nearly exactly what was needed. Staffing of each area was and should be scheduled to begin one hour before are is open to activity. Volunteers were not provided to fully staff the job, which was a big problem, but the contracted janitorial company with plenty of strong young men, proved to be a big solution, they assisted by carting full bags to the sort station and cleaning up overflowing staging areas for us. A system of having them move bags and our volunteers roaming to keep the sort clean might be a good set up in the future—if the janitorial staff is all trained in recycling in advance, not just one or two shifts.

Anticipated bag use was dramatically overestimated. We purchased enough bags for 10 switch-outs per bin per day. This is was reasonable for the liner bags, lining all three ClearStream bins, but even so, 150 cases were ordered and 84 cases were returned. Custom bags were necessary to ensure that bags fit Sanipac's bins, but they were not returnable: for the large 90 gal. commingle recycling roll carts we ordered 90 cases (50 bags/cs) of clear bags measuring 33x30x69 (gusseted), and still had 63 untouched cases at the end; for the 32 gal. trash roll carts we ordered 64 cases (100/cs) of black bags measuring 22X20X59 (gusseted) and had 40 cases left at the end.

In general this Zero Waste effort should be duplicated as it was extremely successful and popular among visitors and volunteers alike. Appendix E contains reports from Sanipac on the financial and recycling impact of the effort, and a compiled report follows that includes recycling and reuse conducted by others.

In the future, the Solid Waste Management Plan needs to address pre and post event issues in a much more comprehensive manner. These efforts were at best chaotic and lead to unnecessary conflicts. One item that planners need to examine very closely is that after January 1, 2008, water bottles will be covered under Oregon's bottle bill. The potential for significant revenue from that waste stream needs to be evaluated and planned for (water bottles were not sorted from other recyclables during Eugene '08). The planning of this requires significant collaboration between the Festival, UO facilities, Sustainability Planning, and Volunteers

committees. 2012 plans should include sections for pre-event, during event, and post event activities.

Recommend: Zero waste coordinators interact with volunteer coordinators in advance to ensure full staffing, and to train (now that we know what its going to look like) and orient crew captains. Easy to use rolling carts should be acquired more successfully for use in each zone.

Recommend: the staffing plan should include more volunteers for pre event and post event. Promised meals and coordination of volunteers need to be provided at these times. Recommend volunteer coordination fully staff the requested shifts and improve services to area coordinators such as printouts of daily scheduled volunteers.

It was great to have Volunteer coordination distribute the work gloves as volunteers arrived, that worked well. It also worked well when JaniKing helped with the movement of bags. Training the Hayward clean up crews to sort correctly and bring material directly to the Agate sort area worked well, and the side panels Alex build on the flatbed vehicles worked well. With a few bumps notwithstanding it was a pleasure to work with SportsOne as they were responsive to the needs of such an important infrastructure piece: waste removal.

b. **Alternate Transportation:** The bicycle valet parking (contracted with Center for Appropriate Transport, CAT) was extremely well utilized, but was under-served in the set up phase in terms of getting the necessary fencing and bike parking stands as well as supplying the needed volunteers. The bicycle route map was not accurate nor helpful due to a breakdown in communication. Shuttle parking and ridership was excellent.

(more details to follow)

c. **Local Food:** In the fall of 2007, a Eugene '08 Food Service Brief was developed to provide a framework for all food service providers to follow. The primary points in the document included:

- 1) Supporting local food systems that avoid the long-distance travel that is common in our fossil fuel intensive food production and distribution.
- 2) Supporting the local economy, environmental and human health by purchasing as much locally grown, organic food as possible (local being defined as a radius of under 150 miles from Eugene).
- 3) Requesting food service contractors to:
 - Procure food products that meet sustainable standards including safe and fair working conditions.
 - Utilize "green" cleaning products that are biodegradable.
 - Develop a meaningful partnership with local growers and producers.

Primary Food Service Vendor

Michael's Catering from Phoenix, Arizona, were chosen as the primary caterer for the event. Sustainability committee member, Lorna Baldwin immediately arranged a meeting between Michael's Executive Chef, David Judd, Sports One Vice President, Susan Etzel and David Lively of the Eugene based Organically Grown Company (OGC).

The meeting was very positive. All parties were very willing and eager to work together. OGC offered to serve as the contact to reach local cheese and meat producers as well as fruit and vegetable farmers.

As a result of this collaborative effort, Michael's reported the following numbers at the end of the event.

- 40%, 4000 lbs. of local produce within 150 miles of Eugene.
- 40%, 4000 lbs. outside of 150 miles but within Oregon, Washington, Idaho.
- 20%, 2000 lbs. outside of Oregon, Washington, Idaho.

Recommend

A challenge for local farmers was the early date of the event. Some of the items requested by Michael's would not be ripe/available in Eugene until later in the summer. Menus could possibly be modified to utilize more local produce available in late June/early July.

Local Food Vendors

There was some concern that the primary food vendor was not a local business. Consequently, there were six local food vendors and two novelty food vendors chosen to provide food from booths in the event's Festival Area. Local food vendors we also asked to seek local organic foods first and to follow the same measurements set for all food service providers. Below are the local food vendor's who reported their numbers:

| Local Foods Gathered | <i>Papaya's</i> | <i>Café Glendi</i> | <i>Ritta's Burritos</i> | <i>Lorenzo's BBQ</i> | <i>Bubba's BBQ</i> | <i>Kettle Popcorn</i> | <i>Paradise Shaved Ice</i> |
|--|------------------|--------------------|---|----------------------|--------------------|-----------------------|----------------------------|
| Within 150 mile radius of Eugene | 27% 1115 lbs. | 60% | Chips 210 lbs. Tortillas 20 cases | 26% 500 lbs. | 63% 846 lbs. | | 2000 lbs. 90% |
| Outside 150 mile radius but within Or. Wa. and Idaho | 56% 2340 lbs. | 40% | Tillamook Cheese 700 lbs. Darigold Sour Cream 600 lbs. | 65% 1244 lbs. | 38% 513 lbs. | 17% 500 lbs. | 400 lbs. 10% |
| Outside of 150 miles and beyond Or. Wa. Idaho | 18% 760 lbs. | | 300 lbs. of chicken and 200 lbs of rice - purchased local Cash and Carry | 10% 180 lbs. | | 83% 3335 lbs. | 0% |

Recommend:

1. The local food vendors were very appreciative of Michael's and Sports One's efforts. The pre-planning meetings were helpful and the ability to have the compostable food ware provided was HUGE.

2. Refine local food measurement standards. The three measurement areas used for the '08 Trials came from the research done by the Documentation Sub-committee. Though what was used was the industry norm for measurement – there was some confusion on whether a purchase from a local business is really local when the item purchased was shipped to the local store from another country i.e. Rice. The purchase of these items helped local businesses which was good. . . but these purchases should be measured separately. Vendors prefer to use % over dollars spent on purchases made. Also, not all produce is measured by pounds so you may receive cases, boxes, bushels etc. that is hard if not impossible to convert.

This effort was successful but under-promoted. It could have been even better had the communication between caterers and local food providers been established several months earlier. The goal for next time ought to be an improvement in that communication such that local growers can actually plant crops earmarked for the Trials.

d. Renewable Energy: Tom Williams, member of the sustainability committee and EWEB staff member, was efficient and effective in coordinating between EWEB and other agencies to achieve dramatic successes with little effort.

The local organizing committee agreed to purchase 100% renewable energy with EWEB Greenpower. Estimated energy use was projected at 200,000 kWh for the ten days of the Trials.

- The Northwest Power and Conservation Council www.nwccouncil.org estimates 1 lb of CO₂ per kWh.
 - So 200,000 kWh of renewable energy = 200,000 lbs of CO₂ avoided.
- The EUGENE'08 Festival also utilized EWEB's Sun Rover as a demonstration of photovoltaic electricity generation.
 - The EWEB Oasis water booth provided complimentary water for thirsty festival-goers. EWEB employees staffed the booth during the 10-day event. Using the water fountains for filling water bottles was so popular they installed a second water bottle station.
 - EWEB staff coordinated with U of O to hook up temporary electric service to use in place of diesel generators. In addition to dramatically reducing air and noise pollution impacts for athletes and the public, the following results were achieved: A total of four services were located. Each location electric demand was about 30 KW. The total energy use was 17,183 kWh.
 - So if one kWh = 3412 BTU
 - Diesel is 125,000 BTU/gal
 - At full load and highest efficiency a 30 KW gen set burns 2.9 Gal/Hr
 - 10.3 kWh/ gal
 - 17,183 kWh/10.3 = 1,668 gallons of diesel
 - One gallon of Diesel = 22.3 lbs of CO₂
 - 1,668 x 22.3 lbs of CO₂ = 37,196 lbs of CO₂ avoided
 - Staff identified and repaired areas of concern on EWEB electric facilities to maximize reliability to the UO, Autzen Stadium (Emergency Operations Center) and Sacred Heart Hospital.

This effort was extremely well received through partnerships with EWEB, Safeway, and the solar stage (developed and arranged through SportsOne). The committee worked on the issue of biofuels, and establishing a renewable fuel standard that could be much more comprehensive for the next event.

e. Climate Considerations: This effort was not fully realized due to budget constraints. An impressive tire inflation project was developed and proposed by Steve Mital, Director for Sustainability, University of Oregon (smital@uoregon.edu 541-346-0709), that would develop real-life locally applied carbon reductions through volunteers inflating tires and tracking levels. Student groups would learn and apply statistical skills, recipients of the inflations would save money on gas, community would realize reduced pollution and the event would achieve great climate consideration and community impact. A Compact Florescent lightbulb fundraising program was started with local schools, but too late to gain impressive numbers. A tree planting project involving community volunteers and a local agency McKenzi River was proposed and gained some traction, but the status of that is unknown at this time. Lastly, a standard carbon offset purchase was recommended. Climate Trust of Oregon was recommended as they are local, experienced and very transparent in their programs. These or other attentions to climate issues should be included within the earliest planning structure for 2012, many creative funding options can be explored, i.e. a green ticket surcharge or education or environmental grants.

Goals that didn't quite make it but can and should:

1.) Purchasing policy, non-food items. This small emphasis, if embedding into every committee can produce a huge impact from very little effort. We were able to suggest and develop a purchasing policy, although it was unclear how, if at all, it was applied. It was sent to project managers for distribution to committees in late 2007, but in speaking with some committee members, it does not appear to have been sent. Also, many committees were already finalizing purchases by the time this was produced late in 2007.

Recommend: Purchasing guidelines be distributed to all committees at the beginning with other foundational materials. (See appendix F)

2) Promotion, education and outreach: In addition to the above purchasing guide, several useful resources were produced –Guide to local biofuels, guide to dining sustainably—also probably a bit too late to be put into good use. These documents/resources should be included in initial committee materials, on the website, and provided to all visitors. (see appendix F)

Recommend: Now that the documents are made they should be updated and employed early on in the planning of the next event.

EUGENE '08 STATEMENT OF COMMITMENT TO SUSTAINABILITY

Whereas the Oregon Track Club, the communities of Eugene and Springfield, Oregon, Lane County, Oregon, and the University of Oregon are hosting the 2008 U.S. Olympic Trials – Track & Field and;

Whereas the community defines sustainability as a methodology to allow future generations to enjoy a healthy environment, a robust economy, and equal opportunities for all citizens and;

Whereas the International Olympic Committee adopted an agenda which addresses the improvement of socio-economic conditions, conserving and managing resources, and strives to strengthen the role of major groups in planning and carrying out Olympic events;

Now therefore; the Steering Committee of Eugene '08 creates a sub-committee to be known as Sustainability Planning. It will:

- Consider citizens needs of today and tomorrow within the context of Eugene '08.
- Integrate and optimize sport, environmental, social and economic considerations.
- Help build community, domestic and international support for sustainability.
- Help to create sustainable legacies of resource conservation.
- Enable the Olympic Trials to become a showcase of sustainability to the citizens of Eugene/Springfield including the sport community.
- Increase understanding of sustainability through the Eugene '08 medium.

The Sustainability Planning Committee will support the work of the other Planning Committees through recommending strategies and assisting in action items related to sustainable development in the following areas:

- Transportation
- Energy
- Water
- Waste – Minimize waste production and maximize recycling
- Social Justice – Access to events across socio-economic sectors
- Labor – Support of non-profit organizations through labor opportunities
- Purchasing – Local purchasing of goods and services and support of sustainable practices
- Community Legacy

The Sustainability Planning Committee will develop a way to measure the degree to which sustainability will have been implemented into Eugene '08 and the 2008 Olympic Team Trials – Track & Field and will issue a report outlining the accomplishments realized in Eugene.

The Steering Committee directs each committee to assess their plans from the perspective of sustainability and to incorporate the stated sustainability goals during implementation wherever possible.

Appendix B

2008 Olympic Track & Field Sustainability Committee: Recommended Action Strategies

| Action Strategies | | Responsible Committee | Time Line | Funding Need (from LOC) | Sp |
|--|--|---|--------------|-------------------------|----|
| <p>Environmental</p> <p>Local vendors given preference. (environ, social and economic)</p> <p>Vendors purchasing food grown within 50 (or ??) mile radius given preference.</p> <p>Establish materials review process (recycled content in tickets, merchandise, programs, biobased plastic wristbands, etc)</p> <p>No foam fingers (Process to evaluate discards, ie, lawn signs, banners, etc. Develop standards dependent on recycling infrastructure)</p> <p>Ask Oregon Dept. of Agriculture to suspend field burning prior to event to ensure air quality for athletes</p> <p>LEED certified or equivalent for new construction related to event</p> <p>Photovoltaic lighting/scoreboard/other</p> <p>Integrated pest management practices, xeriscaping</p> <p>Facilitate composting of organics from targeted locations (may include purchase/use of biodegradable disposables)</p> <p>Temporary power hookups for RV parking to reduce noise and air pollution from gas generators.</p> <p>Green power sourced and promoted for event related electrical needs</p> <p>Site recycling kiosks throughout event (no stand alone trash containers)</p> <p>Vendors given waste reduction policy --no individual condiment packs---use bulk instead.</p> <p>Vendors given recycling policy with contract specifying materials to be recycled (plastic, tin, cardboard, compost, glass etc) and expectations. A refundable deposit could be charged to ensure compliance and an incentive given to those who comply fully.</p> <p>All food vendors sign written contract specifying the use of compostable cutlery and food service materials (or durables).</p> <p>Provide a shopping and visitors guide to the GREEN in Eugene. i.e. Saturday market, BRING, biofuel station, Arora Glass, etc.</p> <p>Hotels encouraged to provide recycling containers in all rooms, on all floors, in lobby etc.</p> | | | | | |
| | | All | early | none | |
| | | All | early | none | |
| | | All | early | low-medium | |
| | | All | early | low | |
| | | Athlete Services, Transportation | early | none | |
| | | Facilities | early | low | |
| | | Facilities | early-medium | depends if sponsored | |
| | | Facilities | early | low | |
| | | Facilities | early-medium | low | |
| | | Facilities | medium | low | |
| | | Facilities, Meet Production, Sponsorship | early | depends if sponsored | |
| | | Facilities, Meet Production | late | medium | |
| | | Hospitality | early | none | |
| | | Hospitality | early | low | |
| | | Hospitality, Sponsorship | early | low to none | |
| | | Hospitality, Sponsorship, Media/Communication | medium | none-low | |
| | | Housing | early | low | |

TIMELINE NOTE: "early" means work needs to be accomplished in the planning stages, late 2006 or early 2007 "medium" means the work can be accomplished towards the latter part of 2007 "late" means the work doesn't need to occur until several months prior to the event

FUNDING NOTE: "low" means \$1,000 or less "medium" means \$1,000 to \$5,000 "high" means above \$5,000

2008 Olympic Track & Field Sustainability Committee: Recommended Action Strategies

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| | Action Strategies | Responsible Committee | Time Line | Funding Need | Sp |
|----|--|---|--------------|--------------------------------|----|
| 19 | Hotels encouraged to provide door hangers offering "laundry conservation" – not daily service unless requested. | Housing | early | low | |
| 20 | Hotels encouraged to facilitate bike rentals. | Housing | early | low | |
| 21 | UO open dormitories for walking distance accommodations | Housing | early | none | |
| 22 | Bike maps, bus schedules, walking routes available at hotels/ online for folks booking and planning their trip. | Housing, Transportation | early | none-low | |
| 23 | Identify who is collecting garbage... UO or other hauler? | Meet Production, Facilities | early | medium | |
| 24 | Messaging on scoreboard to promote sustainability elements | Meet Production, Marketing/communication | medium-late | low | |
| 25 | Provide durable, preferably steel, water containers and provide EWEB Oasis booths instead of bottled water to everyone but athletes. | Sponsorship, Merchandising | early middle | low | |
| 26 | Provide for bicycle valet parking | Transportation | medium | low (coupons for incentives) | |
| 27 | Shuttles from PDX and other well traveled locales (Salem, Springfield, Corvallis) | Transportation | medium | medium | |
| 28 | Trial run "Bike Boulevard" temporarily on appropriate streets to accommodate N/S and local travel by bike (18th from hillyard to Agate?) | Transportation | early-medium | low | |
| 29 | Encourage bike taxi service by providing "bike taxi only" parking near events. | Transportation | medium | none | |
| 30 | Carbon offset (esp. athlete travel, public travel) | Transportation, Athlete Services, Sponsorship, Marketing | early | none if sponsored or voluntary | |
| 31 | Facilitate carpooling | Transportation, Community Services | medium | low-medium | |
| 32 | Utilize alternative transport on site (electric cars, utility bicycles) | Transportation, Community Services | early-medium | medium | |
| 33 | Links on City of Eugene Website to "Olympic Trials" should include LTD schedules, bike maps rentals and alt. transport | Transportation, Community Services, Media/communications | early-medium | none | |
| 34 | Develop discounts/incentives for walkers, bikers and bus riders | Transportation, Merchandising, Sponsorships, Community Services | early | low - medium | |

2008 Olympic Track & Field Sustainability Committee: Recommended Action Strategies

TIMELINE NOTE: "early" means work needs to be accomplished in the planning stages, late 2006 or early 2007 "medium" means the work can be accomplished towards the latter part of 2007 "late" means the work doesn't need to occur until several months prior to the event

FUNDING NOTE: "low" means \$1,000 or less "medium" means \$1,000 to \$5,000 "high" means above \$5,000

| | Action Strategies | Responsible Committee | Time Line | Funding Need | S |
|----|--|-------------------------------------|-----------|--------------|---|
| | Economic | | | | |
| 1 | Encourage City of Eugene to direct development staff to work on business development in the arena of alternative transportation, especially bicycle rental companies, bike taxis, and shuttle services | Community Services | early | none | |
| 2 | Promote "Green Hotels" | Community Services | late | low | |
| 3 | Create local Green Eating Guide | Community Services (Sustainability) | medium | low | |
| 4 | Preference for food vendors purchasing food grown locally (50 miles??) | Hospitality | medium | none | |
| 5 | Local carbon offset credit sales, promoted as athlete travel offset | Marketing | early | medium | |
| 6 | Post requests for vendors on Eugene '08 website homepage | Marketing | early | low | |
| 7 | Iconography for impacted businesses (sustainability logo development and use implied) | Marketing, Sponsorship | medium | medium | |
| 8 | Local commemoratives sourcing effort | Merchandising | medium | low | |
| | Social | | | | |
| 15 | Beyond Zero Waste Reunion Dinner (organic, local, no disposables) | Hospitality | medium | low | |
| 1 | Returning athletes reunion | Athlete Services | early | medium | |
| 2 | Develop homestay network | Community Services | medium | none | |
| 3 | Develop educational signage/kiosks along walkway between Autzen and Hayward | Community Services | early | none | |
| 4 | Tours of UO Green Building projects and solar installations or other "green" tour destination (BRING, Sequential Biofuels, Arora Glass, Computer Reuse and Recycling, etc) | Community Services (Sustainability) | late | none | |
| 5 | Host workshop on sustainability | Community Services (Sustainability) | medium | low | |
| 6 | Contract with local non profit community groups (scouts, Mission, schools, youth corp, etc) to recycle specific events/locations/day--not just all of it goes to one | Facilities | medium | medium | |
| 7 | Vendors using low income or other disadvantaged groups to assist in booths given preference/recognition | Facilities | early | low | |
| 8 | Sponsors, vendors, attendees etc encouraged to "give back". Example, vendors donate 1% of profits to community non-profit | Facilities | early | none | |
| 9 | Arrange vendors to donate unused or surplus food to FFCL | Facilities | medium | none | |
| 10 | Organize a Rations for Runners day and encourage public to bring cans of food for FFCL | Facilities, Meet Production | early | medium | |
| 11 | Sponsors encouraged to donate to local organizations | Sponsorships | early | none | |
| 12 | Earmark parking revenue for a legacy project in the impacted neighborhood | Transportation/Parking | early | medium | |

Appendix C

Eugene 08 Waste and Recycling Plan

Towards Zero Waste

The geographic foot print of the event is broken up in to 5 Zones or work areas. Staff and volunteers must be able to move freely between zones in order to do their job effectively.

Zone One - Ticketed Area (Hayward Field)

Bin Placement and Type

Common Areas

- | | |
|--|-----------|
| • Gate 1: Bowerman Building | 2 kiosks |
| • Gate 2: Powell Plaza | 2 kiosks |
| • Gate 5/6/7: East 17 th Ave. | 3 kiosks |
| • Gate 8: East 17 th Ave | 1 Kiosk |
| • Gate 16: Pars | 1 Kiosk |
| • East grandstand | 10 kiosks |
| • West grandstand | 9 kiosks |
| • Grandstand T (Hammer) | 2 kiosks |
| • Sides of east grandstand | 2 kiosks |
| • Temporary stands U | 4 kiosks |
| • Temporary stands S | 3 kiosks |
| • Temporary stands K | 1 kiosks |
| • Temporary stands J | 2 kiosks |
| • Temporary stands G | 2 kiosks |
| • Hammerfield Grandstand | 4 kiosks |

Hospitality

- | | |
|--------------------------|----------|
| • Skybox PP (big one) | 4 kiosks |
| • Skybox TE (scoreboard) | 4 kiosks |
| • Skybox SE (hammer) | 3 kiosks |
| • Skybox R | 4 kiosks |
| • Bowerman Building | 4 kiosks |

Track infield

14 gallon blue boxes for water bottles locations TBD

TOTAL kiosks 67 (201 individual bins)

Management Plan, Ticketed Zone

1. The grandstands and temporary seating areas “swept” for discards each evening by AD crews. The crews will be managed by UO staff, and will be instructed to collect discards such that commingled recycling will be collected first, compostables second, with the remaining materials destined for landfill. Crews will deliver discards to Recycle Station behind Agate Hall. Training and laminated instruction for cleanup groups will be provided.
2. All kiosks will be installed prior to security sweep on June 24.
3. Volunteer staffers begin generally 1 hour before competition begins each day. Depending upon volunteers available and needs at the time, They will roam from kiosk to kiosk (including hospitality suites) checking and fixing sortation, (topsorting) changing out bags as necessary, or some kiosks will be staffed for education purposes, and the other volunteers will roam.
4. *Track infield will be provided with 18 gal. blue boxes for discards. Track Volunteers (not recyclers) will empty and maintain full blue bins by taking materials to closest waste station.*

KEY - Definitions.

Kiosk = 3 bin station with Trash, Compost and Recycle ClearStream

Recycle set = one 30 gal. waste can, one 90 gal. Recycle roll cart

Top-sort = make sure materials in the bins are correctly sorted so public can see what goes where.

Rove = to move from station to station checking and fixing misplaced materials, switching out full bags and doing whatever is necessary.

Staffing

Crew Captains and Manager A, with radio at all times

Eight volunteers (6 on rest days) and one crew captain at any given moment, for a total of 27 shifts daily, or 270 shifts over the ten day event. Volunteers generally begin 1 hour before competition. begins.

Storage Tents/Staging Areas

2- 10'x10' requested (*locations TBD*) Joe Kaleel checking for understorage locations (*four*)

Vehicles Employed

Up to 4 garden carts, no motorized within ticketed area during daytime hours
paneled flat bed gater for morning and evening access to empty tents,

Expected Discards

Plastic beverage containers

Compostable utensils

Paper programs

Food and soiled paper

Aluminum beverage containers

Zone Two – Eugene '08 Festival (Pars Field, 15th Avenue, and Agate St.)

Bin Placement and Typing

Common Areas

- | | | |
|--|--|-------------------------------------|
| • Main Entry 1: Agate and 15th | 2 kiosks | 2 rollcarts for confiscated liquids |
| • Main Entry 2: Public Safety entrance | 2 kiosks | 2 rollcarts for confiscated liquids |
| • Main Entry 3: Agate South | 2 kiosks | 2 rollcarts for confiscated liquids |
| • East 15 th Ave | 6 kiosks | |
| • Agate St | 6 kiosks | |
| • Pars Field | 7 kiosks | |
| • Kid Zone | 2 kiosks | |
| • Enclosed Vendor Recycling Tents | 3 each with containers for waste and recycling | |

TOTAL kiosks 29 (87 total bins)

Management Plan, Festival

1. Sponsors/merchandisers will be responsible for moving their own discards into disposal areas.— enclosed tents at SW corner of Pars field and on 15th Ave. Clear instructions will be provided on the kinds of recycling opportunities available, including plastic film, cardboard and paper, Styrofoam peanuts. See Draft of instructions at end of this doc. Roving volunteers will monitor tents to maintain them in a neat and clean manner.
2. Food booths and vendors along 15th and Agate St will be responsible for moving their discards to the tents on those streets. Bins in the tents will be provided for plastic films, plastic containers, organic discards, cardboard and other paper, and bagged garbage Booth owners and workers will be provided with clear instructions on the kinds of recycling opportunities available at that location. See Draft of instructions at end of this doc.
3. Volunteers begin when festival opens. Five volunteers (4 on rest days) will be stationed at kiosks to educate and assist the public in recycling correctly. Seven volunteers (6 on rest days) will be available to 1) keep unstaffed kiosks orderly, 2) switch out and transport full bags to the transfer station 3) switch out confiscated liquids containers from security gates by taking them to the transfer station. 4) transfer any overflow from the vendor recycling tents to the Recycle Station behind Agate Hall.

Staffing

Crew captain in radio contact with Manager at all times

- 12 volunteers (10 on rest days) available at any given moment for a total of 27 shifts, or 270 shifts over the ten day event. 5 staffing kiosks, 7 roving. Volunteers shifts generally begin when Festival opens

Storage Tents

3- 10'x10' enclosed tents (*locations TBD, consider sizing, especially 15th*) likely incorporated into streetscape, per Joe Kaleel one at Southwest, Pars Field one on 15th and one on Agate

Vehicles Employed

Golf cart 1 with access to Pars Field, South serves that area

Golf cart 2 for Agate and 15th route for transport of full bags within Festival area during daytime hours, materials may be transported from this zone via garden cart or some other quiet cart.

Sanipac morning and evening access to empty tents

Expected Discards

Plastic beverage containers

Compostable utensils

Paper programs

Food and soiled paper

Aluminum beverage containers

Commercial stream from vendors/sponsors (cardboard, shrink wrap and bags, strapping, pallets) (it is assumed that no grease recycling will be necessary here as all cooking will be done at Agate St. kitchen)

Zone Three – Volunteers and Meet Officials Support Area (tennis courts)

Bin Placement and Typing

Tennis Courts

- Feeding areas 4 kiosks
- Food prep/staging areas 4 Recycle sets
- USA Track and Field Hospitality 1 kiosk

TOTAL kiosks 5 (15 individual clearstream bins) and 4 recycle sets (12 individual toters)

Management Plan, Volunteer Support

1. One crew captain and one volunteer will be on hand at all times to monitor kiosks, topsort and switch out full bags.
2. Table top reminders will be utilized to remind users how the system is designed to be used. Accumulated materials from this area will be delivered to the back of the catering operation for collection and transport to the recycle station behind Agat Hall. .
3. Food Service staff for this area will be responsible for separating for recycling any cardboard, paper, or film plastic generated by their activities. at the the back of the catering operation. (bins behind Mc Court)
4. Bins behind Mac Court for recycling and trash will be serviced by regular hauler contracts after hours. Compostables from vendor and public will be transported to transfer station

Staffing

Crew captain in radio contact with Manager at all times

- One volunteer rover available at any given moment for a total of 2 shifts, or 20 shifts over the ten day event.

Vehicles Employed

Golf Cart 1 with access to tennis court via Pars Field south and 18th will serve this area

Expected Discards

Plastic beverage containers

Compostable utensils

Paper programs
Food and soiled paper
Aluminum beverage containers
Table cloths?
Commercial stream from catering (cardboard, shrink wrap and other film, strapping, pallets, food prep)

Zone Four – Athlete Support and Media Area

Bin Placement and Typing

| | |
|--------------------------------------|--|
| Media Tent (food) | 2 kiosks |
| Media Tent (operations) | 4 Recycle sets (plus e-waste blue box) |
| Athlete respite | 2 kiosks |
| Medical Tents | 6 Recycle sets |
| Testing | 4 Recycle sets, plus blue boxes available) |
| Entries Field 2 | 4 recycle sets |
| Practice Fields | 4 Recycle sets |
| Back of house , Media Trailers, etc. | 3 Recycle sets |

TOTAL kiosks 4 (12 ClearStream bins) and 25 recycle sets (50 rollcarts)

Management Plan, Media Support

1. This area will be set up with bins June 23rd . a skeleton crew will be available 24th-27th.
2. Recycle sets in Media work tent will also contain bins for any kind of e-waste generated (spent toner cartridges, discs, batteries, wiring, laptops, cell phones, chargers, etc)
3. Volunteer shifts generally begin at 8 am. Recycle crew captain for that area or manager will be available should there be needs before that .
4. It is assumed that Medical Personnel will handle all bio waste disposal as part of their own operations. Recycle volunteers are not to handle bio waste of any kind.

Staffing

Crew captain in radio contact with Manager at all times

- two roving volunteers available at any given moment for a total of 4 shifts, or 40 shifts over the ten day event.

Storage Tents

None required in this zone

Vehicles Employed

Golf Cart 1 with access to media tent,

Expected Discards

Plastic beverage containers

Compostable utensils

Paper programs, office paper

Food and soiled paper

Aluminum beverage containers

Table cloths?

E waste(discs and other media, toner cartridges, rechargeable batteries, broken equipment)

paper packing boxes

Zone Five - Perimeter Entries, Neighborhood Access, Park and Rides.

Bin Placement and Typing

| | |
|---------------------------------------|----------------------------------|
| Agate St north | 6 Sanipac resi carts (65 gallon) |
| Agate St south | 6 Sanipac resi carts |
| 19 th Avenue | 6 Sanipac resi carts |
| Autzen Park and Ride | 2 recycle sets |
| South Eugene Highschool park and ride | 2 recycle sets |
| TOTAL bins, (no kiosks) | 22 roll cart bins |

Management Plan, Media Support

1. Sanipac will chain or otherwise secure a rollcart for on each street providing access to the event in order to minimize impact to neighborhoods (limited to neighborhoods to the south and east of the superblock). Volunteers will rove to pick recycling out of bins.
2. Twice a day bins will be checked and maintained for orderliness.
3. Four recycle stations will be maintained along the walking path between Autzen Stadium and Hayward Field through a community program sponsored by Nancy Nathanson.

Staffing

Crew captain in radio contact with Manager at all times

- One volunteer for a total of three volunteer shifts required, or 30 total shifts.

Storage Tents

None required in this zone

Vehicles Employed

Pick up truck or other vehicle available

Expected Discards

Plastic beverage containers

Compostable utensils

Paper programs, office paper

Food and soiled paper

Aluminum beverage containers

RECYCLE TRANSFER STATION (behind Agate Hall, 17th & Agate St.)

Bin Placement and Typing

- several 40 yard boxes along alley
- several 1 or 2 yard dumpsters for film, other source separated recyclables
- 12 toters and sort table
- 12 blue bins
- Grease Collection bin
-

Management Plan

1. Commingled recycling will get directly de-bagged into rolloff drop boxes by those that bring the material on site. Recycling bags are to be shaken of debris and placed in bag recycling bin.
2. Bagged waste will go directly into waste rolloff box by those delivering it to the site.
3. Volunteers will work with paid staff to will sort through each compost bag to ensure material is free of trash, and consolidate into clearly marked compostable bags to ensure minimum chance of contamination.

4. Container dump boxes or recycle roll carts will be available for bag/ film plastic, glass, and any other recyclable material.
5. Sanipac will switch out roll of drop boxes and recycling daily or more if needed
6. Ewaste from the Media operations will be staged here for pick up by NextStep Recycling
7. Grease collection container will be placed and managed on call by EC Rendering.
8. Volunteers will empty liquids from container confiscated by security into sanitary sewer system here.
9. Groups cleaning the "bowl" Hayward stands will be delivering materials directly to this site, placing materials in their correct place as described above. Compost should remain for the sort team to go through.

Staffing

Recommend contracting with Waste Free Oregon, in radio contact with Manager at all times.

- 2 volunteers for a total of 8 shifts per day or 80 for the 10 day event

Vehicles Employed

Sanipac access for roll-offs and dumpsters

Expected Discards

Plastic beverage containers
 Compostable utensils
 Paper programs, office paper
 Food and soiled paper
 Aluminum beverage containers

OTHER

- River Bend Salmon Bake - Two people move 4 kiosks from Hayward to event and return them that evening. Waste and recycling can be sent off through hospital, compost will be returned to Agate sort station
- Hammerfield needs bins for events there. Coordinators check meet schedule and move bins to that area as needed.

Signs

Public Hayward and festival bins--signs come with the bins.

Other areas: recycle signs will be mounted with bungee cord made from discarded bicycle inner tubes cut into strips. Trash bins will have basic laminated signs attached with bungee.

Enclosed tents ----ordered signs from Andy w/ Eugene 08

Ewaste Bin signs----NextStep to provide

Transfer station needs signs for all boxes and dumpsters.

Summary

Total Volunteers Required

- Scenario One, three shifts per day (8 AM-8PM), 660 total shifts (includes one volunteer at all times at staging area if my suggested increase allowed in media area)
- Scenario Two, two shifts per day (12 noon-8 PM), 440 total shifts (includes one volunteer at all times at staging area).

Total Number of Event Kiosks

- 105 kiosks = total of 315 bins (clear streams)

Total Number of Other Bins

- 120-130 Rollcars
- 50 Blue bins
- 50+ 32gal waste cans
-

Other Equipment

- two electric vehicles, flatbed with panel sides
- 4 container bins for temporary staging
- 4-6 easy to handle roll carts—such as UO athletics uses

Total Budget—see below

Pre-Event Planning

check with UO, Sanipac or Weyerhaeuser to provide bins for construction crews(they will sort)

- Transfer station set up 6/22. Bins prepped the 23rd, all bins in place before security sweep at 5 pm 6/24th.
- Tents set up, to coincide with street closures, as early as possible
- UO existing container switch out Monday 6/23
- Kiosk set up June 24th **NEED CREW FOR THIS**
- Neighborhood set up, _____

Post-Event Planning

- Surplus stuff (signs, electronic equipment, banners, beverages, etc) Food For Lane County!
- Need to make Take down instructions for move out?
- Monitored centralized areas (volunteer job?) is this necessary?

Transfer Station Operations

- Staffing Contract with Waste Free Oregon to do sorting of compost
- Security/creds ??
- Water and electricity
- parking for key personnel. Alley or parking lot?
- Utility Drain to sanitary system available

Issues

- *Do our proposed zones work with the limitations created through credentialing. Our personnel MUST have access to all areas so they can be reassigned as necessary in response to service need.*
- *Liquids will not be recovered separately. System in place to collect liquids from compost as it is sorted.*
- *Storage for bags and, other supplies, as well as a meeting location needed in each Zone.*
- *vehicles (2 flat bed utility vehicles, one for 18th serving covered tennis courts Media and athlete areas, and one for the 15th Pars Field route. , quiet garden carts for bag transfer during open hours, bikes or pick up for outlying areas*

Solid Waste and Recycling Eugene '08

PROPOSED BUDGET

| Item | Description | Estimated Cost | Sponsorable? | Status |
|-------------------------------------|--|-----------------------|---------------------------------|-------------------------------------|
| Tents | 4-10X20 four sides 1-20X20 no sides | | | SportsOne getting estimate |
| w/i superblock material transport | Gator/Golf Cart rental | \$450 ? | SportsOne provide? | need 2 gator |
| w/I superblock material transport | Garden Way Carts | | | Sports One? |
| Gloves | Atlas (300 pair) | \$675(\$2.24 per) | | Per Sanderson |
| Trash pickers | 25 - For pulling contaminants | \$625 | | |
| | | | | |
| Liners (compostable) | 42 X 48 1 mil 8000 ct | \$3,500 (\$0.80 ea) | We cut this in half by | 10 per day per bin |
| Liners (regular) | 42 X 48 1 mil 8500 ct | \$3700 | Using reg. liners to sort table | Per Anne |
| Bag/Tag bags (outers) | 1 new/bin/day 100 bins | \$0 | | EPA Grant Supplied |
| Cleaning supplies | Simple green/rags/etc | \$50.00 | | |
| Labor | 5 crew leaders/day/shift | \$13,500.00 (\$15/hr) | | 2 9 hr shifts/day 6AM-3PM 3 PM-12PM |
| Labor | Compost Sort Crew of 4 | \$4,680 (\$13/hr) | | WasteFree Oregon? 9hr/day |
| | | | | |
| Compost Disposal | \$75 per 20 yd Plus \$3.50 yd | \$1450 | | Per Sanipac and Rexius 1 per day |
| Garbage Disposal (transfer station) | \$95 per 20 yd Plus \$65/ton | \$2575 @250#/yd | | Per City Code 1 per day (10 days) |
| Garbage Disposal (tents) | 4-4 yd Emptied once each day | \$3418 | | (Assumes 1 per day 15 days) |
| Commingle recycling | 1-20 yd, 4-4 yd | \$0 | | Per Sanipac |
| Bins | 100 clear stream | \$0 | | EPA Grant supplied |
| Signs | 200 (2 per bin) | | Covered in EPA grant | Towers Mkting (assumes new signs) |
| UO disposal service replacement | 2 yd 3X wk, 3 yd 3X wk, 2-3yd 1X wk | \$653 | | Per Steve McB-- UO, reimbursable |
| TOTAL | | \$35,276.00 | | |



Partner and Vendor Garbage and Recycling Guide

Welcome to the "Think Zero Waste" efforts of Eugene '08

All food vendors are expected use 100% biodegradable paper or plant based plastic serviceware. So everything the public is given to eat or drink (except hot cup lids) can be easily tossed into one place—the compost bin! Volunteers will be keeping close watch on the bins to help folks recycle it right.

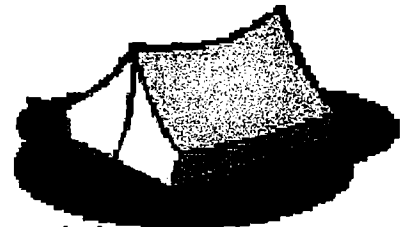
The Public Bins will look like this



We ask that vendors, sponsors and other operations do not use these bins for commercial discards.

Instead, there will be several "vendor disposal tents" available: on Agate, on 15th and accessible to Pars Field. They will be fully enclosed to protect ambiance.

Your staff will be responsible for transferring waste and Recycling from your booth area to the 4-walled tents that are provided throughout the festival.



Inside the tent, you will find a separate location each for:

- 1 Commingled Recycling: Cardboard, Rinsed metal cans and plastic bottles, Office paper, news, brochures, boxboard--no other paper
- 2 Plastic bags and shrink wrap and clear sheeting (ice bags, 6pk rings ok)
- 3 Glass
- 4 Compost --food scraps and the biodegradable service wares
- 5 Trash

Anything else (pallets, broken display or structure parts) must be delivered to the Transfer Station behind the Kitchen at Agate and 17th

If you have questions, feel free to contact Lane County Waste Management Waste Reduction Specialist at 682-4339



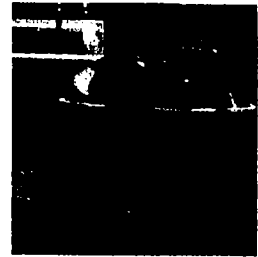
Think Zero Waste!

Instructions for Clean Up Crews

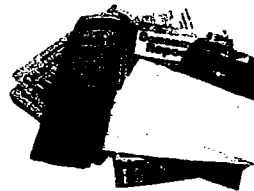
There will be a 3-bag sort:

1. Into **First** bag (clear) put all compostables --that's any food product **and also** the plates, cups, forks, knives, straws, napkins etc. that food is served on.

HOT Cup lids are the only food related item that can **NOT** go in the compost, (they are trash)



2. Into the **Second** bag (clear) put all recycling --that's plastic bottles, aluminum cans, paper programs and newspapers.



3. Into the **Third** bag (black) goes anything else, this is trash.



All bags **MUST** be delivered to Recycle Center

behind Agate Hall:

- Trash bags go directly into the trash drop box.
- Recycle bags need to be emptied directly into the recycle dropbox. Then shake empty bag inside out, and put bag in bin labeled for Plastic Bags.
- Compost bags go under the covered porch area in designated location (unless otherwise directed by a recycling manager)

CATERING AND VENDOR RECYCLING GUIDELINES

CO-MINGLED RECYCLING

Metal

Cans

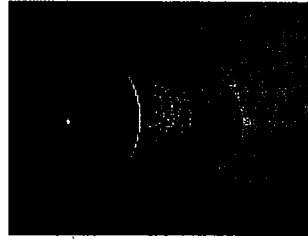
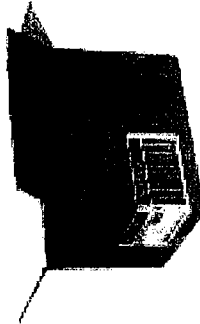
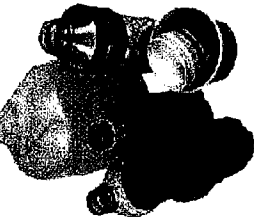
Plastic

Tubs

Cardboard

Plastic Bottles

Clean Paper



COMPOSTABLE

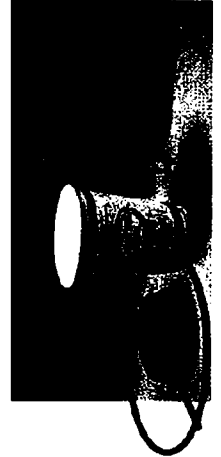
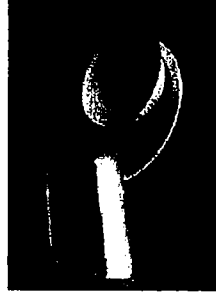
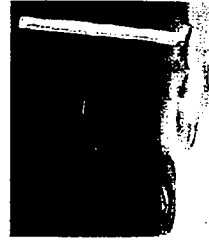
Food Scraps including meat

Biodegradable Food Service Ware

Chopsticks and Wooden Sticks/Skewers

Napkins and other food soiled paper

Paper towels

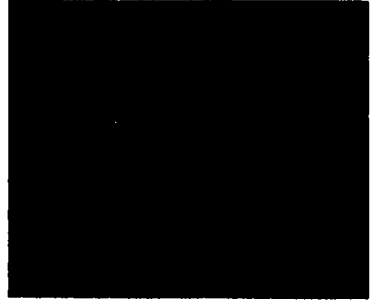
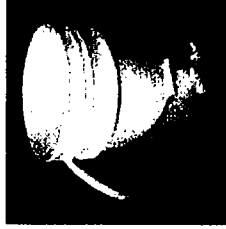


Other Separate Recycling

Clean Plastic Film; shrink wrap, bags, 6pk rings, bubble wrap—must be free of food waste and Liquids

Glass—food and beverage class only, all colors, no plastic lids

Bagged Styrofoam Peanuts



Think Zero Waste!

Dear Crew Captain,

Thank you again for your volunteer support in this very important role in helping to make the Eugene '08 Track and Field Olympic Trials a sustainable event!

Enclosed are instructions and guidelines for your responsibility as a Think Zero Waste Crew Captain. There will be a Sustainability Manager on site during your shift that will support you in this role.

Remember your goals:

Crew captains are the leaders and educators for crews of community volunteers who may be on different levels of knowledge about recycling. Your goals are to:

- Make this a green event by helping volunteers and the public put discards in the right bins (or fix misplaced items) Consistent top sorting is essential for a clean sort.
- Coordinate movement of bagged sorted materials to the recycle station behind the kitchen at 17th and Agate.
- Create a good working atmosphere by being positive and appreciative of peoples efforts
- Create a safe environment by monitoring safety (below).

When you arrive:

You will need to check in at the Volunteer Area prior to each shift, then proceed to the zone you are assigned to and find the previous shift Crew Captain. Make sure to get any pertinent information about current issues on site, special volunteer issues or re-stock of supplies (these can be found in the trailer at the Recycling Station). Make sure to radio in to the managers that the shift change has occurred and then prepare for your volunteer training. You will need to be at your zone meeting location at least 30 minutes early. Volunteers were instructed to show up early, so please expect to meet them before the scheduled shift.

When your crew arrives:

When your crew arrives, communicate the below orientation with them. If you have suggestions for improvements to the trainings or system in place, please discuss with the on site Sustainability Manager before implementing major changes.

- 1) Make sure all volunteers have gloves, and aprons if they wish. Make sure to emphasis that volunteers must return the non-disposable gloves to either you, to the supply bin, or to the dirty glove bin (at recycle station) at the end of their shift.
- 2) Distribute volunteers to the tasks required in your zone according the system that has been set up and the training that you have received. The best policy is to have people working in pairs; this keeps them motivated and accountable. If possible try to match up less knowledgeable volunteers with volunteers that have more recycling knowledge. If you have plenty of volunteers to rove your zone and to take care of transferring full bags, it will be great to have volunteers stationed at some, if not all of the kiosks. This will be especially important in educating the public. In fact, in the first few days of the trials, it may be beneficial to staff as many kiosks as possible (keeping the buddy system with volunteers) so that they have a chance to educate the public from the beginning of the event.

Think Zero Waste!

- 3) There may need to be some crew rearrangements. For example, if volunteers assigned to sorting compost are too grossed out by it, if they just don't think getting dirty for the cause is worth it, then the manager may communicate with other crew captains to see if someone on another crew can switch. Another example is that some duties/areas require physical exertion such as going up and down many stairs, so if someone is assigned there who cannot manage that, a rearrangement may be necessary. Please try to assess individuals on your crews that are willing and able to do these specific tasks, just in case changes are necessary.
- 4) If you need more volunteers, or if you have extras, let the manager know by radio.
- 5) When your shift is completed, please wait until the next scheduled crew captain has arrived, transfer the radio to them with a radio check to managers, and then communicate to them any important observations from your shift (both identifying challenges and highlights!). Drop your gloves in the dirty glove bin if you do not wish to be responsible for bringing them to your next shift and then feel free to take off with thanks and gratitude for your help here!

Volunteer Orientation Training – Basic instructions to give your team

General:

- Use care where you leave your jackets etc – they are likely to disappear if they aren't stashed at volunteer check-in.
- Everyone please wear the gloves you were given. When your shift is over, please turn them in to the crew captain, the supply bin or the recycle station's glove bin. OR you will need to be sure to bring them to your next shift. Aprons are available if you wish.
- Work safely, by only lifting weights comfortable for you, staying hydrated, using sun tan lotion, wearing gloves, resting as needed.
- Our goals are to make this a green event by diverting items from landfill to designated compost and recycling bins. We do this by direct (smiling) intervention and education. Our goal is to treat attendees as honored guests, and for all interactions to be positive, instructive and fun!

Waste Stations and Kiosks:

There are 105 waste stations (or Kiosks) for the public, all have 3 bins:

| | |
|----------|---|
| Compost: | All food service items: Plate, cup, utensil, straw, napkin, wood stir stick etc. But NO hot cup lids, no other plastic) ; All food stuffs, including meat, dairy, veggie and etc. |
| Recycle: | Aluminum Cans, Plastic bottles, any clean Programs, newspaper, small boxes (flattened) |
| Trash: | Anything that does not belong in one of the first two; This includes hot cup lids. |

By roving through your assigned zone and/or performing other tasks, you are responsible for keeping contaminants (things that don't belong) out of the recycling and compost bins by doing a "top-sort". This simply means view top and sides of contents, and remove anything that does not belong. This is usually easily done by lifting the side of the plastic bag until you can reach the item and

remove it. You do NOT need to bend your body into the bin to reach for something. These waste stations must have the correct sort visible at all times to match sign directions as this helps the public properly dispose of their items, since as you will learn, signage doesn't always work!

The number one and two jobs for recycle volunteers is to help the public put discards in the right bins (or fix misplaced items) and to move correctly sorted materials to the recycle station behind the kitchen at 17th and Agate.

Vendor Transfer Tents:

- The kiosks and public recycling bins are for the public, vendors and commercial operations on site have been asked to use either the "transfer tents" designed specifically for their use or to take materials directly to the Recycling Stations on Agate. If you get an employee of a vendor tent trying to use a public waste station, (unless of course it is a very small amount of an allowable item), please inform them of the vendor tent option. If they have corrugated cardboard, plastic film, glass, or large quantities, pleasantly direct them to a vendor tent or to the Recycling Station if more convenient. It is vendor's responsibility to properly dispose of their waste and recycling, is not your responsibility to transfer vendor materials for them. It is however encouraged for you to help them carry, or personally guide them; whatever will work to make it the most positive experience for all.
- We have provided each booth with recycling instructions, and arranged for 3 vendor transfer tents with a separate place each for:
 - Bagged trash
 - Bagged compostables
 - Glass
 - Plastic bags and film
 - Recycling (cardboard, other clean paper, plastic bottles and tubs, metal cans).

Zone Specific Instructions

Keep in mind, there are many things we cannot know until this event is in operation. What is listed here is how we think it will go most smoothly. That is why it is MOST important to attend one of the two on-site training meetings. If you have suggestions or encounter a necessary change in our system, please notify the working manager.

Zone 1.

Meeting Location: Just inside service gate, at far South East corner of Hayward Field. Number of Volunteers. 8 or 9

This will be a very athletic job. There are many stairs to traverse to check in on kiosks in the many hospitality suites. We are servicing Kiosks in the traffic areas



at entrances and in the upstairs Hospitality suites where food is being served. There will also be several locations that the Food Service folks have carved out of their staging kitchens' footprint, for the placement of waste and recycling from their operations. We will need to switch out their bins, and in return, I'm hoping it will work out that we can stash bags when waiting for a cart to come by.

Working in pairs, volunteers should rotate through their designated areas tidying up each station, changing out bags and being friendly and helpful to any inquiries or interactions with the public, then moving on to the next. To check bins that are on upper levels, leave one person with the cart (perhaps servicing a kiosk nearby), and one goes up.

We have tall, bright blue rolling carts that can move material out to the gate to either be loaded onto another vehicle, or roll the cart across the street to the transfer station.

Zone 2

Meeting location: In front of the EWEB Watering station at corner of Agate and 15th. Number of volunteers: 7 waste station instructors, and 5 rovers. This is the only zone with assigned kiosk staffing.

There are several activities that need to get done in this Zone.

1. Service the Kiosks, staffing some full time for educational purposes.
2. Service the Vendor Recycling Transfer Tents. The dumpsters for Commingled Recycling and for Waste will be emptied each morning by Sanipac. We need to move all other materials to the recycle transfer station and we need to maintain the area in a tidy manner.
3. Service security check point. The three entrances (W, end 15th, 15th/Agate, S. end Agate) will not be allowing ANY beverage—sealed or not—so we will maintain two recycle rollcarts at each security station, when one fills we roll it out and bring an empty one, then at our recycle station, we need to empty the containers into a greywater tank and recycle the container.

With any luck there will be a bike trailer doing routes to move materials out to the recycle station. If that is not available we will have an electric cart for the purpose.

Zone 3

Meeting location: right at perimeter of volunteer check in area. Number of volunteers: 1

This area is a big feeding area for Volunteers, Media, and Officials. The two of you should be able to maintain kiosks in these areas, but be prepared for a dining rush! Plus there will be Kitchen debris, we are providing bins to the kitchen, but location is just out back door, so I am hoping we can train the kitchen staff to take stuff out back but we will see.

Out back, there are dumpsters for trash and commingled recycling. We will have roll cart recycle bins for glass, plastic film and compost, and we will need to move those materials to the recycle transfer station. When the dumpsters close to the building are full, take materials to dumpsters scattered throughout the back

parking areas there. Others may not want to do that and we may need to put a closed sign on this, sending people to the further ones. Or perhaps Facilities Ops can use fork lift to switch them out (not a favored option) we will see

Zone 4

Meeting location: Just inside Gate E (service entrance, west entrance from 18th street) **Volunteers:** 2

This is a large area. Recommend two roving crews in golf carts or one with golf cart and one with blue big Cart. Top sort bins, empty full bags. The large recycle cart bags might be too heavy if you wait 'til their full to change them out, so keep an eye on it. We need to take care to NOT run out of bags, but we need to stay safe

Zone 5

Volunteers should check in with manager and be reassigned

| | CS trash city county | CS recycle city county | CS compost city county | Rollcarts -from Sanipac | blue boc -from Sanipac | rollcart waste cans -Sanipac | sanipac 1 or 2 yard dumpster |
|----------------------------------|----------------------------|---------------------------------|---------------------------------|-------------------------------|------------------------------|------------------------------------|------------------------------------|
| Zone 1, Ticketed area | | | | | | | |
| common areas | 48 | 48 | 48 | | | | |
| Suites | 19 | 19 | 19 | | | | |
| Track Infield | | | | | 10 | | |
| Zone 2 | | | | | | | |
| public entries | 6 | 6 | 6 | 6 | | | |
| E. 15th | 6 | 6 | 6 | | | | |
| E. Agate | 6 | 6 | 6 | | | | |
| Kid Zone | 2 | 2 | 2 | | | | |
| Zone 2 Festival | | | | | | | |
| Pars Field | 7 | 7 | 7 | | | | |
| 3 enclosed Tents | | | | 30 | | | 6 |
| hammer field s | 2 | 2 | 2 | | | | |
| Zone 3, tennis courts | | | | | | | |
| dining | 4 | 4 | 4 | | | | |
| officials | 1 | 1 | 1 | | | | |
| food service | | | | 12 | | 12 | 2 |
| Zone 4, Athlete and Media areas | | | | | | | |
| Media Food | 2 | 2 | 2 | | | | |
| Media Office | | | | 2 | 14 | 2 | |
| Athlete support | 2 | 2 | 2 | | | | |
| Medical / Fields | | | | 12 | | 12 | |
| back of house media trailer area | | | | 3 | 3 | 3 | ? |
| Testing tents | | | | 4 | 4 | 4 | |
| Entries Fld 2 | | | | 4 | | 4 | |
| Zone 5, remote areas | | | | | | | |
| Neighborhood | | | | 18 | | | |
| Autzen and path | | | | 9 | | 9 | 3 |
| South Eugene | | | | 6 | | 6 | |
| Transfer Station | | | | 12 | 12 | | 3 20yd/2 4yd |
| Total Bins | 105 | 105 | 105 | 118 | 43 | 52 | 11 |

6 need daily
access



2008 U.S. Olympic Team Trials – Track & Field Food Service Provider Brief

PURPOSE: To inform potential food service providers about meals and services needed and the specific guidelines and provisions required for event subcontractors.

GOAL: To receive a projected per person, per meal price inclusive of product cost, labor, service ware and delivery.

Proposal should include suggested menus and mode of delivery, as well as outline how provider will address the sustainability goals as outlined by the organizing committee below.

SPECIFICS:

Meals and snacks will be served and available in three different locations, serving different groups of people in each. All will have credentials.

- Tennis courts – volunteers, meet production, officials (primarily snacks only).
Two Service Areas:
 - Volunteers, etc.: Recommend buffet set-up – cafeteria style for meals, self-service for snacks (tent.). *See #32 on Event Facility Map.*
 - Officials Only Area: Self service snacks and beverages. *See - #33 on Event Facility Map.*
- Media Services – Recommend buffet set-up – cafeteria style for meals, self service for snacks (tent.). *See #11 on Event Facility Map.*
- Press box – Recommend containers so that meals can be retrieved and taken to work stations for consumption (box or sack-style lunches – however with as minimal packaging as possible).

Food service staff to: prepare, deliver, serve and replenish food and beverages. Volunteers will be available to deliver and distribute container meals to the Press Box location.

Organizers to: clear tables, oversee recycling efforts and check credentials.

All food must be delivered to service locations already prepared. No cooking of any kind will be permitted at the service sites.

SUSTAINABILITY:

Food Service Sustainability Goals

Currently, our food is transported an average of 1,500 to 2,400 miles before final purchase. The environmental and economic costs of truck transport indicate that this

practice is no longer sustainable. Many practices of large scale commercial farms are also not sustainable from a social and environmental perspective. Lane County currently supports many local, organic farmers and a major organic food distributor. With the international spotlight on the region during Eugene 08, the Local Organizing Committee has chosen to be a catalyst for change by supporting a sustainable food program during the ten days of the event.

Statement of Intent

- Eugene 08 seeks to support local food systems that avoid the long-distance travel that is common in our fossil fuel intensive food production and distribution.
- Eugene 08 seeks to support the local economy, environmental and human health, by purchasing as much locally grown, organic food as possible (local being defined as Oregon, Washington, California and Idaho with preference given to those within 150 miles of Eugene).
- Eugene 08 desires a provider, who can deliver a variety of high quality, sustainable produced and procured foods on a daily basis and thus create strong customer satisfaction.

Eugene 08 supports and encourages the procurement of goods produced in environmentally friendly and socially responsible ways.

- Contractor shall procure food products that meet sustainability standards including safe and fair working conditions to the maximum extent feasible.
- Contractor shall utilize sustainable, "green" cleaning products to the maximum extent feasible during the performance of this contract, with an emphasis on using products that are: biodegradable, least toxic, with minimal use of unnecessary dyes and fragrances.
- The contractor shall develop meaningful partnerships with local growers and producers whenever possible.

All bidders have the following requirements:

- Contractor to provide post-event report to Eugene 08 documenting the actual percent of cost of sales that are local and organic.
- With the bid please state specifically how your company addresses the environmental, economic and social aspects of Sustainability.

For more information, please contact Jane Holloway, Lane County Fair Board; Email: jane@laneeventcenter.org; telephone: 541-682-4292.

Compostable Foodware

Respondents to this RFP should be aware that this event is actively working to minimize or eliminate garbage that is sent to the local landfill as part of the overarching commitment to sustainability. A three-bin collection system will be employed during the event to capture recyclable items, compostable materials, and garbage from event goers. All vendors for the event are being asked to plan ahead and distribute only materials that are locally recyclable or compostable.

This will involve supplying compostable food wares that will readily decompose when processed by the local compost facility. Food wares used at this event must meet standards developed for consumer items that are considered compostable. Vendors should indicate an ability to supply food wares with any of the following certifications: ASTM D6400 or D6868 or certified by the Biodegradable Products Institute (BPI).

For questions about these standards, please contact Alex Cuyler, Chair, Sustainability Committee, 541-682-6830.

All bidders are required to answer the following questions:

- How will you help Eugene 08 minimize waste and maximize waste diversion?
- What types of containers or materials will be used for serving the food products you are proposing?

Information regarding vendors of such products can be found by visiting the City of Eugene's Recycling Program website: www.eugenerecycles.org. At that site there is an on-line resource called "Compostable Products Sources" located in the Special Event Toolkit Information section.

ADDITIONAL NOTES / COMMENTS:

Please note that there will be guests from all over the world attending. Any attention given to the multi-cultural environment would be appreciated.

It is possible, but not determined that a sponsor will be secured to provide beverages and/or pre-packaged snacks for the food and beverage locations. But please include a cost for snack service in your bid.

The intent is to have meals available for 2 hrs around meal times and snacks and beverages available at all other times in the service locations.

Snacks: Please have coffee, juice and morning type snacks (rolls, bagels, granola bars, and fresh fruit) available for morning service times. Change to alternate snacks in the afternoon and evening (soft drinks, salty and sweet snacks, and fresh fruit).

QUESTIONS

Please direct any questions that you may have regarding the event, requirements or logistics to either Project Managers, email: projectmanagers@nwevent.com; telephone: 541-687-1989 or Hospitality Chair, Janis Ross, CVALCO; email: jross@cvalco.org; telephone: 541-3343-8115.

DEADLINE

Please submit your proposal no later than October 8, 2007, to Project Managers, Eugene 08, PO Box 10825, Eugene, OR 97440; (projectmanagers@nwevent.com) with a copy to Janis Ross, CVALCO, PO Box 10286, Eugene, OR 97440; jross@cvalco.org.

June 12, 2007

Franklin Blvd.

Legend for Athletes / Coaches

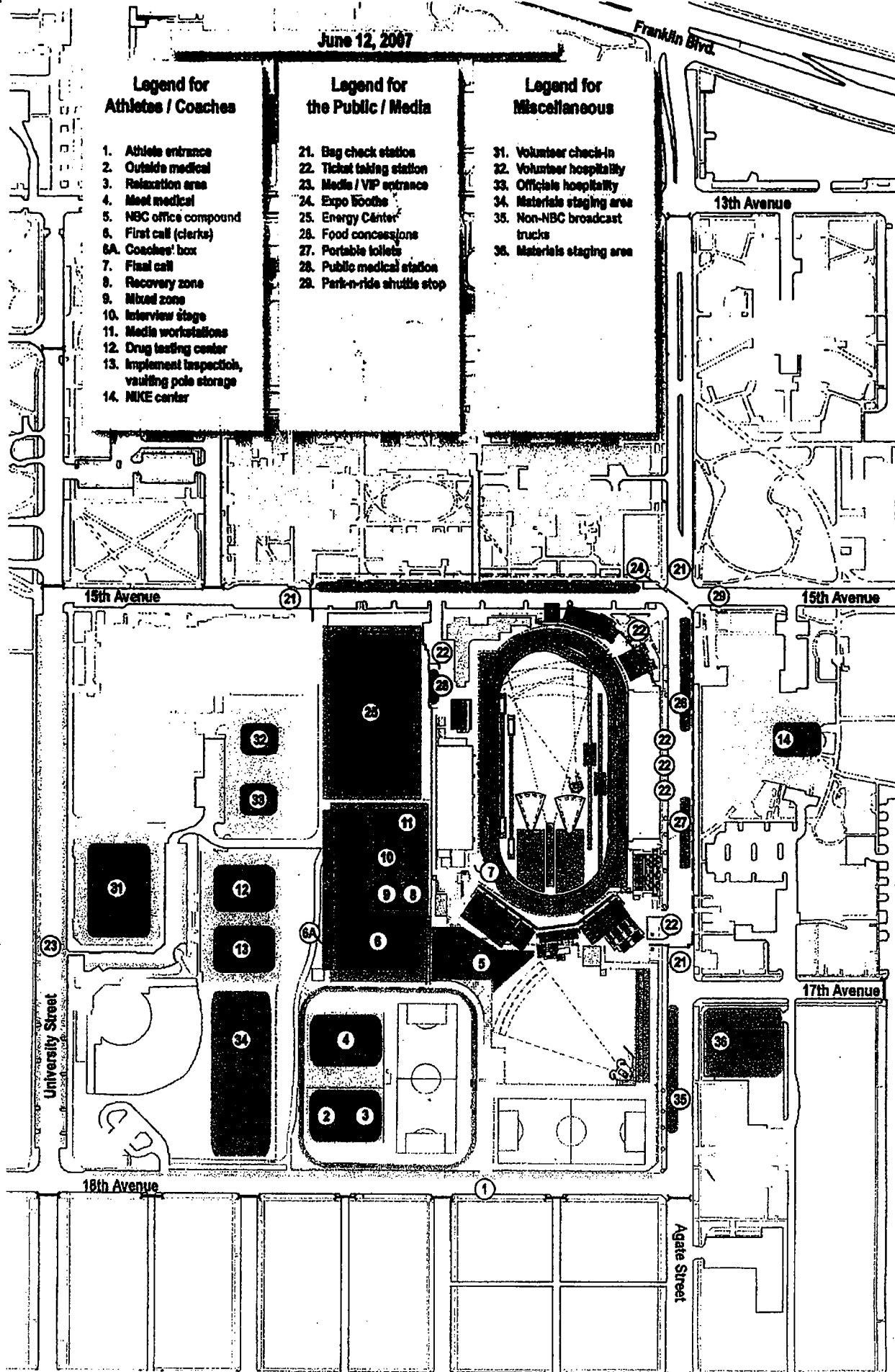
- 1. Athlete entrance
- 2. Outside medical
- 3. Relaxation area
- 4. Meet medical
- 5. NBC office compound
- 6. First call (clerks)
- 6A. Coaches' box
- 7. Final call
- 8. Recovery zone
- 9. Mixed zone
- 10. Interview stage
- 11. Media workstations
- 12. Drug testing center
- 13. Implement inspection, vaulting pole storage
- 14. NIKE center

Legend for the Public / Media

- 21. Bag check station
- 22. Ticket taking station
- 23. Media / VIP entrance
- 24. Expo booths
- 25. Energy Center
- 26. Food concessions
- 27. Portable toilets
- 28. Public medical station
- 29. Park-n-ride shuttle stop

Legend for Miscellaneous

- 31. Volunteer check-in
- 32. Volunteer hospitality
- 33. Officials hospitality
- 34. Materials staging area
- 35. Non-NBC broadcast trucks
- 36. Materials staging area



**Eugene 08
Meal Service**

| | event hrs | meal svcs | brkfst | lunch | dinner | snacks | |
|------|------------------|--------------------------------|---------------|--------------|---------------|---------------|--|
| 6.27 | Volunteers | 1p-10p | 11a-9p | | | 400ppl | |
| | Media Svcs | | | | | 400ppl | |
| | Press Box | | | | | 150ppl | |
| 6.28 | Volunteers | 12.45-6p | 11a-5p | | | 300ppl | |
| | Media Svcs | | | 400ppl | | 250ppl | |
| | Press Box | | | 150ppl | | 150ppl | |
| 6.29 | Volunteers | 10a-5p | 8a-4p | | | 400ppl | |
| | Media Svcs | | | 400ppl | | 400ppl | |
| | Press Box | | | 150ppl | | 150ppl | |
| 6.30 | Volunteers | 11.30-10p | 9.30a-9p | | | 400ppl | |
| | Media Svcs | | | 400ppl | 400ppl | 400ppl | |
| | Press Box | | | 150ppl | 150ppl | 150ppl | |
| 7.1 | DARK DAY | Volunteers at the Festival (?) | | | | | |
| 7.2 | DARK DAY | Volunteers at the Festival (?) | | | | | |
| 7.3 | Volunteers | 7p-10p | 5p-9p | | | 400ppl | |
| | Media Svcs | | | | 400ppl | 400ppl | |
| | Press Box | | | | 150ppl | 150ppl | |
| 7.4 | Volunteers | 5:30-10p | 3:30-9p | | | 400ppl | |
| | Media Svcs | | | | 400ppl | 400ppl | |
| | Press Box | | | | 150ppl | 150ppl | |
| 7.5 | Volunteers | 11-3p | 9a-2p | | | 400ppl | |
| | Media Svcs | | | 400ppl | | 400ppl | |
| | Press Box | | | 150ppl | | 150ppl | |
| 7.6 | Volunteers | 2-6p | 12-5p | | | 400ppl | |
| | Media Svcs | | | | | 400ppl | |
| | Press Box | | | | | 150ppl | |

Appendix E

AVOIDED COSTS CALCULATIONS

Compares the costs of recycling materials with the costs of disposing the same material as trash

Savings on Commingle

Commingle in containers:

371 yards @ \$15/yard if hauled as trash \$5565.00

Commingle in drop boxes 11 loads haul fees @ \$94.55 per load \$1040.05

11 loads haul fees @ \$60 per load 660.00

savings \$ 380.05

7.4 tons disposal if hauled as trash 481.00

savings \$ 481.00

Total savings on Commingle \$6426.05

Savings on Compost Recycling

Compost in drop boxes 10 loads haul fees @ \$94.55 per load \$ 945.50

10 loads @ \$60 per load 600.00

savings \$ 345.50

17.47 tons disposal as trash \$1135.55

17.47 tons recycled at Rexius 480.08

Savings \$ 655.47

Total savings on Compost \$1000.97

Savings on Wood Recycling

2 loads haul fees as trash @ 94.55/load \$ 189.10

2 loads hauled @ \$60.00/load 120.00

savings \$ 69.10

tons as trash @ \$65/ton savings \$ 390.00

savings \$ 390.00

Total savings on wood recycling \$ 459.10

Savings on Glass Recycling

13 yards as trash at \$15/yard \$ 195.00

Total savings from glass recycling \$ 195.00

Total of All Costs Avoided by Recycling \$8081.12

Eugene 08 Olympic Trials

Waste Diversion Report

| Date | Container trash | Container commingle | Container glass | Drop Box trash | Drop Box commingle | Drop Box compost | Drop Box other |
|-------------------|------------------|---------------------|-----------------|-----------------|--------------------|------------------|-----------------|
| S 6/22 | 10 yds | | | | | | |
| M 6/23 | | | | | | | |
| T 6/24 | 10 yds | | | | | | |
| W 6/25 | | | | | | | |
| Th 6/26 | 4 yds | | | | | | |
| F 6/27 | 9 yds | 23 yds | | | | | |
| S 6/28 | 20 yds | 36 yds | | | 40 yds 0.97 T | 20 yds 1.53 T | |
| Su 6/29 | 21 yds | 27 yds | | 20 yds 1.11 T | 20 yds 0.90 T | 20 yds 1.45 T | |
| M 6/30 | 22 yds | 35 yds | | | 20 yds 1.03 T | 20 yds 1.07 T | |
| Tu 7/1 | 21 yds | 35 yds | 3 yds | 20 yds 1.24 T | 20 yds 0.56 T | 20 yds 1.59 T | |
| W 7/2 | 4 yds | 26 yds | | | 20 yds 0.52 T | 20 yds 1.69 T | |
| Th 7/3 | 3 yds | 17 yds | 4 yds | | | | |
| F 7/4 | 21 yds | 36 yds | | | 20 yds 0.54 T | 20 yds 1.47 T | |
| S 7/5 | 19 yds | 27 yds | 4 yds | 20 yds 1.50 T | 20 yds 0.54 T | 20 yds 1.79 T | |
| Su 7/6 | 13 yds | 26 yds | | | 20 yds 0.80 T | 40 yds 3.86 T | |
| M 7/7 | 18 yds | 39 yds | 2 yds | 20 yds 1.53 T | 20 yds 0.95 T | 20 yds 3.02 T | |
| T 7/8 | 12 yds | 23 yds | | 20yds 1.23 T | 20 yds 0.59 T | | |
| W 7/9 | 14 yds | 12 yds | | | | | |
| Th 7/10 | 5 yds | 9 yds | | | | | |
| Fr 7/11 | | | | | | | 40 yds wood |
| | | | | | | | |
| | | | | | | | |
| Total yds | 226 yds | 371 yds | 13 yds | 100 yds | 220 yds | 200 yds | 40 yards |
| Total tons | **28.25 T | *23.19 T | 4 T | 6.61 T | 7.40 T | 17.47 T | 6 T |
| Service | \$1577.48 | Ø | Ø | \$472.75 | \$660.00 | \$600.00 | \$120.00 |
| Disposal | \$1812.52 | Ø | Ø | \$431.67 | Ø | \$480.08 | Ø |
| Total | \$3390.00 | Ø | Ø | \$904.42 | \$660.00 | \$1080.08 | \$120.00 |

** estimated weights

Miscellaneous charges: see attached list \$1855.20

Grand Total \$7889.70

ACTUAL COSTS

ESTIMATED AVOIDED COSTS

COMPARED TO HAULING THESE LOADS AS TRASH

| | | | |
|-------------------|-------------------------------|--|-----------------------|
| Total Yardage | 1170 yards | Avoided cost/co-mingled | (\$ ±6426.05) |
| Recycled Yardage | 844 yards | Avoided cost/compost | (\$ ±1000.97) |
| % Recycled | 72% | Avoided cost/wood | (\$± 459.10 |
| | | Avoided cost/glass | (\$ ± 195.00) |
| Total Cost | \$ 7889.70 (\$6.74/yd) | Total cost avoided by recycling | (\$ ± 8081.12) |

Eugene 08 Compiled Waste and recovery Data

| Material | Date | Volume | Weight |
|----------------------|---------|--------|---------|
| Plastic Film | 6/27/08 | 20.00 | 2000 |
| Msc. Plastic | 7/6/08 | 3.00 | 1086.00 |
| Ewaste NextStep | 7/7/08 | 0.25 | 272 |
| wood waste | 7/11/08 | 40.00 | 12000 |
| Food For Lane County | | 27.87 | 6969 |
| Comingle W | 6/22/08 | 4.00 | 500 |
| Comingle W | 6/23/08 | 4.00 | 500 |
| Comingle W | 6/24/08 | 3.04 | 380 |
| Comingle W | 6/25/08 | 0.96 | 120 |
| Comingle W | 6/26/08 | 0.80 | 100 |
| Comingle Snpc | 6/27/08 | 23.00 | 2875 |
| Comingle Snpc | 6/28/08 | 36.00 | 4500 |
| Comingle Snpc | 6/28/08 | 40.00 | 1940 |
| Comingle Snpc | 6/29/08 | 27.00 | 3375 |
| Comingle Snpc | 6/29/08 | 20.00 | 1800 |
| Comingle Snpc | 6/30/08 | 35.00 | 4375 |
| Comingle Snpc | 6/30/08 | 20.00 | 2060 |
| Comingle Snpc | 7/1/08 | 35.00 | 4375 |
| Comingle Snpc | 7/1/08 | 20.00 | 1000 |
| Comingle Snpc | 7/2/08 | 26.00 | 3250 |
| Comingle Snpc | 7/2/08 | 20.00 | 1040 |
| Comingle Snpc | 7/3/08 | 17.00 | 2125 |
| Comingle Snpc | 7/4/08 | 36.00 | 4500 |
| Comingle Snpc | 7/4/08 | 20.00 | 1080 |
| Comingle Snpc | 7/5/08 | 27.00 | 3375 |
| Comingle Snpc | 7/5/08 | 20.00 | 1080 |
| Comingle Snpc | 7/6/08 | 26.00 | 3250 |
| Comingle Snpc | 7/6/08 | 20.00 | 1600 |
| Comingle Snpc | 7/7/08 | 39.00 | 4875 |
| Comingle Snpc | 7/7/08 | 20.00 | 1900 |
| Comingle Snpc | 7/8/08 | 23.00 | 2875 |
| Comingle Snpc | 7/8/08 | 20.00 | 1180 |
| Comingle Snpc | 7/9/08 | 12.00 | 1500 |
| Comingle Snpc | 7/10/08 | 9.00 | 1125 |
| Comingle W | 6/27/08 | 4.32 | 540 |
| Comingle W | 6/28/08 | 1.60 | 200 |
| Comingle W | 6/29/08 | 2.00 | 250 |
| Comingle W | 6/30/08 | 2.40 | 300 |
| Comingle W | 7/1/08 | 1.28 | 160 |
| Comingle W | 7/2/08 | 0.64 | 80 |
| Comingle W | 7/2/08 | 6.40 | 800 |
| Comingle W | 7/3/08 | 0.96 | 120 |
| Comingle W | 7/4/08 | 4.32 | 540 |
| Comingle W | 7/5/08 | 3.04 | 380 |
| Comingle W | 7/6/08 | 1.20 | 150 |
| Comingle W | 7/7/08 | 2.56 | 320 |
| Comingle W | 7/8/08 | 1.44 | 180 |
| Comingle W | 7/9/08 | 2.24 | 280 |
| Comingle W | 7/10/08 | 2.56 | 320 |

| Material | Date | Volume | Weight | Notes |
|------------|---------|--------|---------|-----------|
| Trash Snpc | 6/22/08 | 10.00 | 1650.00 | container |
| Trash Snpc | 6/24/08 | 10.00 | 1650.00 | container |
| Trash Snpc | 6/26/08 | 4.00 | 660.00 | container |
| Trash UO | 6/27/08 | 7.00 | 1155.00 | |
| Trash Snpc | 6/27/08 | 9.00 | 1485.00 | container |
| Trash UO | 6/28/08 | 5.00 | 825.00 | |
| Trash Snpc | 6/28/08 | 20.00 | 3300.00 | container |
| Trash Snpc | 6/29/08 | 21.00 | 3465.00 | container |
| Trash Snpc | 6/29/08 | 20.00 | 2220.00 | drop box |
| Trash UO | 6/29/08 | 5.00 | 825.00 | |
| Trash Snpc | 6/30/08 | 22.00 | 3630.00 | container |
| Trash UO | 6/30/08 | 6.00 | 990.00 | |
| Trash Snpc | 7/1/08 | 21.00 | 3465.00 | container |
| Trash Snpc | 7/1/08 | 20.00 | 2480.00 | drop box |
| Trash UO | 7/1/08 | 8.00 | 1320.00 | |
| Trash Snpc | 7/2/08 | 4.00 | 660.00 | container |
| Trash UO | 7/2/08 | 3.00 | 495.00 | |
| Trash Snpc | 7/3/08 | 3.00 | 495.00 | container |
| Trash UO | 7/3/08 | 3.00 | 495.00 | |
| Trash Snpc | 7/4/08 | 21.00 | 3465.00 | container |
| Trash UO | 7/4/08 | 4.00 | 660.00 | |
| Trash Snpc | 7/5/08 | 19.00 | 3135.00 | container |
| Trash Snpc | 7/5/08 | 20.00 | 3000.00 | drop box |
| Trash UO | 7/5/08 | 3.00 | 495.00 | |
| Trash Snpc | 7/6/08 | 13.00 | 2145.00 | container |
| Trash UO | 7/6/08 | 5.00 | 825.00 | |
| Trash Snpc | 7/7/08 | 18.00 | 2970.00 | container |
| Trash Snpc | 7/7/08 | 20.00 | 3060.00 | drop box |
| Trash Snpc | 7/8/08 | 12.00 | 1980.00 | container |
| Trash Snpc | 7/8/08 | 20.00 | 2460.00 | drop box |
| Trash Snpc | 7/9/08 | 14.00 | 2310.00 | container |
| Trash Snpc | 7/10/08 | 5.00 | 825.00 | container |

TOTAL TRASH **375.00** **58595.00**

| | | |
|------------------------|----------------|------------------|
| | volume | weight |
| TOTAL RECYCLED | 856.80 | 110590 |
| TRASH TOTAL | 375.00 | 58595.00 |
| TOTAL GENERATED | 1231.80 | 169185.00 |

| | | |
|----------------------|---------------|---------------|
| | volume | weight |
| EUGENE 08 | | |
| RECOVERY RATE | 69.56% | 65.37% |

| | | | |
|-----------------------|---------|---------------|---------------|
| Comingle W | 7/11/08 | 3.04 | 380 |
| Compost | 6/28/08 | 20.00 | 3060 |
| Compost | 6/29/08 | 20.00 | 2900 |
| Compost | 6/30/08 | 20.00 | 2140 |
| Compost | 7/1/08 | 20.00 | 3180 |
| Compost | 7/2/08 | 20.00 | 3380 |
| Compost | 7/4/08 | 20.00 | 2940 |
| Compost | 7/5/08 | 20.00 | 3580 |
| Compost | 7/6/08 | 40.00 | 7720 |
| Compost | 7/7/08 | 20.00 | 6040 |
| Glass | 7/1/08 | 3.00 | 1845 |
| Glass | 7/3/08 | 4.00 | 2460 |
| Glass | 7/5/08 | 4.00 | 2460 |
| Glass | 7/7/08 | 2.00 | 1230 |
| TOTAL RECYCLED | | 856.80 | 110590 |

Sustainable Purchasing Guide

One of the easiest ways each committee can achieve sustainability goals is to clearly communicate a preference for sustainable features in the products and services being purchased. Whether buying \$15 worth of paper from an office supplies store or \$20,000 worth of catering services, the simple act of requesting recycled content, less packaging or local produce will help us succeed in sustainability.

Even if in the end your committee finds no alternative to the “business as usual” purchase, the written communication outlining a priority for sustainable goods not only exerts potential influence on future decisions of vendors and contractors but more importantly it serves as documentation that the effort was made to aim for sustainable purchasing.

Your committee’s sustainability liaison can assist you in identifying what products might have an available sustainable alternative or in seeking specific products or services.

The following three steps are recommended as an easy guide to adding sustainability to your purchases of product and services.

1)

Consult the State list of Certified Minority, Women and Emerging Small Businesses and include them in your solicitation process, whenever they can provide the product/service. Companies that provide services and products of all kinds are listed. Please be sure to retain record of using this search and resulting information in your solicitation documentation file.

To access the State list go to: <http://imd10.cbs.state.or.us/ex/dir/omwesb/>
From here you can search for a certified firm using multiple criteria such as firm name, product or service keyword search, search by location (Lane County) or certification number.

2)

Add the following sustainable elements to specifications, bid requests, shopping trips and vendor searches. Consult with your sustainability liaison for assistance :

- Recycled Content (type and amount)
- Recyclable in local recycling programs
- Locally sourced products and vendors
- Least Toxic contents or methods
- Alternative Fuel used for shipping of goods or providing services
- Foreign or Domestic Assembly or Production
- Low VOC Paint

3)

Contract Language: Awarding points based upon the ability to supply or perform within the sustainability requirements will give contractors and suppliers the opportunity to become more sustainable themselves, sometime changing corporate policy in order to win the bid. That is why we need to be very specific in what we want, and give them the opportunity to tell us how they will deliver. Contract language can be crucial in explaining the scope of services and qualifications needed, along with product specifications required. Prioritizing sustainability into specifications and inserting clear language in both the written and verbal negotiations with contractors and suppliers will make this process more successful and lessen the chance for protests or lawsuits.

Example:

“The University requires that all construction waste be removed from the jobsite and be recycled according to the guidelines listed in the attachment to this RFP entitled EXHIBIT A. Contractor shall include in the proposal how this will be accomplished, and what costs, if any, are required.”

For procurement that involves bid documents (RFP, ITB, RFQ, RFI) it is easy to include this type of language and requirements, and then give a clear award criteria based on the value of those requirements. A pre-bid meeting with all the bidders can help insure clear understanding of the requirements and specifications, and also the scope of services. Award criteria can be established like the example below:

| | |
|--------------------------|-------------------|
| <i>Price</i> | <i>30 points</i> |
| <i>Qualifications</i> | <i>20 points</i> |
| <i>Recycled Content</i> | <i>20 points</i> |
| <i>Alternative Fuels</i> | <i>20 points</i> |
| <i>References</i> | <i>10 points</i> |
| <i>Total</i> | <i>100 points</i> |

Even when direct negotiation with a vendor using a purchase order is preferred due to a lower scope or dollar value, the same criteria and specifications should be utilized.

Vendors will understand that by working in partnership with the event and providing goods and services that meet sustainability goals, they stand to gain future business opportunities, change their corporate culture, educate their customers and the general public about their companies, and profit from becoming green. Using a few sound business rules can help the event find these companies.



Dear Sponsor, Vendor, Participant, Visitor

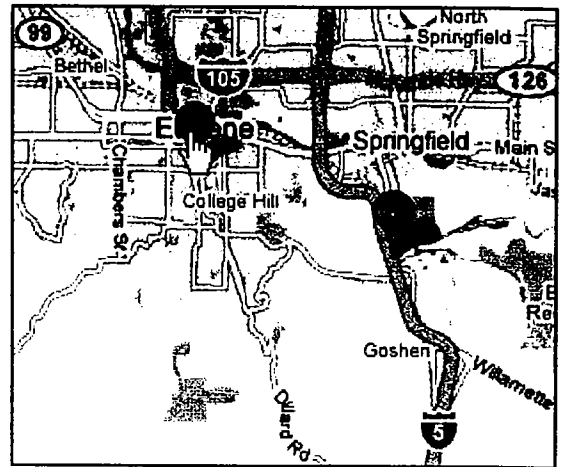
As you may be aware, there is a growing emphasis on sustainability in sporting events around the world. In 1994, the International Olympic Commission adopted definitive policies and goals towards leaving the environment healthy and strong for future athletes; Both the City of Eugene and the University of Oregon have adopted aggressive sustainability goals; and the Steering Committee of the Eugene '08 Olympic Track and

Field Trials has issued a Sustainability Policy that seeks to encourage all planners, participants, vendors and visitors to employ sustainable measures whenever possible.

This letter is to inform you of the conveniently accessible sustainable options that will be available to you while you are in this area. If you have any questions regarding this information, contact Sarah Grimm at 682-4339

Fuels for gators, generators, vehicles and more:

- Ethanol modified fuels, as well as biodiesel blends are available locally in bulk delivery, cardlock (Tyree Oil, Jerry Brown) and public retail applications (Sequential). These fuels meet ASTM standards and do not have any engine warrantee implications nor performance related issues—especially in E10 and B20 blends. These local providers have “wet hose” capacity for convenient onsite fueling at the event.
- Ethanol-blended gasolines, mostly derived from corn grown in the Midwest, have carbon emissions performance 20 percent better than gasoline imported from the Middle East.
- B20 diesel reduces airborne particulate matter by 20 percent over traditional diesel—the better for athletes to breathe!.
- Biodiesel reduces national dependence on foreign sources of fossil fuel access.



Sequential Biofuels - [more info »](#)
86714 Mcvay Hwy, Eugene, OR
(541) 485-7994

Jerry Brown Co - [more info »](#)
2690 Prairie Rd, Eugene, OR
(541) 688-8211

Tyree Oil Inc - [more info »](#)
1355 W 1st Ave, Eugene, OR
(541) 687-0076

Three local companies provide renewable fuels. Together, the full range of fueling services are available to fuel users in the community: drive up pumps, 24 hr. cardlocks, and “wet hosing” or onsite fueling. Sequential Biofuels, (the first of Oregon’s retail fueling stations to provide the full range of biofuels for all cars), is closest to the event, just off exit #189 about 1 mile south of the event on I-5.

Tyree Oil, a local sponsor of the Eugene '08, offers fuels that are locally produced right here in Oregon. In addition to service at their station on West 1st Ave, cardlock accounts can fuel up at two other sites: The cardlock at 65 N. Seneca, and a cardlock at the Sequential station at 86714 McVay Hwy right off exit 189.

Eat Sustainably - Eat Delicious



Eugene '08 organizers have made a commitment to sustainability. This includes buying foods that were locally grown in order to reduce the fuel and pollution impacts of transporting produce long distances. Nestled in the lush Willamette Valley, local farms provide abundant fruits and vegetables that are fresher, tastier and more nutritious than foods that were mass produced, picked months ago and shipped thousands of miles.

When you're not feasting on the local foods offered at the Eugene '08 Festival, use this guide to find restaurants that put a priority on local foods and savor the flavor of sustainability.

| Restaurant Name | Address | Phone | Web Site | Description |
|---|--|---------------------------------------|--|---|
| Adam's Place | 30 East Broadway | 541-344-6948 | www.Adamsplaceresaurant.com | Fine dining bar & grill |
| Bel Ami Restaurant and Lounge & Midtown Marketplace | 1591 Willamette | 541-485-6242 | | Breakfast and lunch bistro, coffee bar, wine shop and wine bar, and Fine Dining restaurant/lounge. |
| Café Soriah | 384 W. 13th Avenue | 541-342-4410 | www.soriah.com | Elegant, yet casual Mediterranean foods |
| Café Yumm! | 130 Oakway Center | 541-465-YUMM | www.cafeyumm.com | Fast food with a uniquely Northwest, Deeply nourishing @ flavor. Chicken, salmon, turkey, vegetarian, vegan choices |
| The Crossroads | 730 E. Broadway | 541-344-YUMM | | |
| North Delta Center, | 3346 Gateway Rd., | 541-767-YUMM | | |
| The Meridian, | 1005 Green Acres Rd. | 541-684-YUMM | | |
| | 1801 Willamette St., | 541-686-YUMM | | |
| Excelsior Inn | 754 E. 13th Avenue | 541-342-6963 | www.excelsiorinn.com | European-style bistro patio, Elegant fine dining restaurant, Private wine room |
| Glenwood | 1340 Alder Street & 2588 Willamette Street | 541-687-0355 | www.glenwoodrestaurants.com | Casual and friendly neighborhood café. Fresh and healthy everyday food made from scratch. |
| Hideaway Bakery | 3377 East Amazon | 541-868-1982 | | Café, espresso bar and lunch menu |
| Holy Cow, Irailla | 1222 E. 13th Avenue 2435 Hillyard | 541-346-2562 541-684-9800 | holycowcafe.com www.irailla.com | All organic vegetarian restaurant featuring comfort foods from around the world. |
| Koho Bistro | 2101 Bailey Hill Road | 541-681-9335 | www.kohobistro.com | Up-scale menu, Mediterranean Northwest |
| Laughing Planet | 760 Blair Boulevard | 541-868-0668 541-683-2260 ext 9 | www.laughingplanetcafe.com | Comfortable, casual fine dining. Northwest cuisine Tasty wholesome foods, quick and upbeat atmosphere. |
| Marché | 296 E. 5th Ave. | | www.marcherestaurant.com | Exquisitely prepared Pacific Northwest meals |
| Mazzi's | 3377 E. Amazon Drive | 541-686-2252 | www.mazzis.com | Family owned Italian restaurant and bakery |
| Park Street Café | 776 W. Park Street | 541-689-7081 | | Breakfast and lunch, wholesome, satisfying, and nutritious cafe fare |
| Sweet Life Patisserie | 755 Monroe Street | 541-683-5676 | www.sweetlifedesserts.com | Incredible cakes and sweets of all kinds. The center of sweet in Eugene |