



GreenWorks NEWSLETTER

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New Year's Resolutions

What You Can Save

It's a new year. After overindulging during the holidays, some folks are hoping to cut the fat and reduce their waists. And some businesses, after riding high on the super-powered economy of the 90s, are also hoping to cut the fat and reduce their waste. Whether it involves personal or economic health, we all know that cutting waste is the right thing to do.

Fortunately, you can do a lot of simple things in your business to conserve resources and reduce waste. These simple things can also save money, reduce stress and generally make your business run better. When you think about it, waste is a symptom of an inefficient process—whether it's wasted labor, wasted energy, water or paper.

May we suggest a few New Years' resolutions for your consideration?

1. REDUCE YOUR JUNK MAIL

The American Small Business Alliance says that dealing with unwanted mail is "a drain on the time and resources of any business."

- One office in Seattle showed that its mailroom staff was spending 25 percent of its time sorting Standard Class mail (junk mail).
- A major corporation in Minneapolis calculated that they receive more than 40,000 pieces of advertising mail each month, discard almost 88 percent of it and spend more than \$75,000 a year for disposal.

You can fix the problem by getting off of two major business mailing lists (Dun & Bradstreet and InfoUSA). Contact them directly to request that they delete you from their mailing lists and ask vendors up-front not to share your name.

To reach Dun & Bradstreet, InfoUSA and more valuable contacts, visit: dnr.metrokc.gov/swd/nwpc/

2. BUY ENERGY STAR CERTIFIED PRODUCTS FOR YOUR BUSINESS

ENERGY STAR is a program of the US Environmental Protection Agency (EPA). The program identifies and labels energy-efficient products that reduce carbon dioxide emissions. Over 11,000 product models in more than 30 product categories (everything from copiers to exit signs to transformers) carry the ENERGY STAR label. These products save energy and money.

story continues inside on page 2

A "New" Newsletter

Recycling Works is now the King County Green Works Newsletter. For nearly ten years, this quarterly publication has been a vital communications piece for businesses on recycling, waste reduction and recycled products.

So why the name change? When Volume #1 was produced in autumn 1992, recycling was the primary focus for Green Works, the business assistance team at the King County Solid Waste Division.

But over the years, the King County Green Works program has placed a growing emphasis on waste prevention and reuse. Businesses are encouraged to recycle all recyclable materials leftover after waste prevention strategies have been followed.

In addition, King County Green Works now offers a wider range of information about resource conservation, with referrals to programs that address both energy and water.

So it is with great pride that we unveil the first edition of the King County Green Works Newsletter. ☺



Turn over a new leaf this year—help your business and the environment!

Fun Facts

What You Can Save

Reduce your junk mail

- A Minneapolis office of a major corporation disposes of more than 68 tons of unwanted mail every year. That's about the same weight as 20 elephants.

Buy ENERGY STAR products for your office

- When you need to buy new computers, look for the ENERGY STAR label. ENERGY STAR certified computers produce less carbon emissions during operation. Emission savings from six of these computers is equal to taking a single car off the road for one year.
- For every 1,000 ENERGY STAR computer monitors in use, organizations save about \$20,000—and enough electricity to power 230 homes for one month.

Use efficient lighting

- That incandescent desk lamp turns only about 10 percent of its electricity into light. That's why it's too hot to touch, since 90 percent of the bulb's energy escapes as heat.
- If you think that's hot, check out the halogen floor lamp in your office lobby. It warms up to between 700 and 1,100° F, hot enough to fry an egg in 3–5 minutes. ENERGY STAR bulbs burn cooler and are 75 percent more energy efficient.

Save water

- If every business in the lodging industry alone cut water use by 30 percent, we could save 32 billion gallons annually—enough to supply 250,000 average sized households. (Seattle has 270,500). ☺

New Year's Resolutions

continued from front page

For instance, ENERGY STAR labeled copiers automatically turn off after a period of inactivity, reducing a copier's annual electricity costs by over 60 percent. And that's not all. You can reduce paper costs by choosing a high-speed copier preset to automatically make double-sided copies.

And think of all of those computer monitors that stay on even when everyone's in a meeting. Use the power management features on your monitors to save money and energy. EPA even offers free software to help your business take advantage of these power-saving features. You can download the software at yosemite.epa.gov/estar/consumers.nsf/content/powersoftware.htm

So, when purchasing new equipment, look for the ENERGY STAR label, and check out www.energystar.gov for information on tools to make your business more energy-efficient.

3. USE ENERGY EFFICIENT LIGHTING

With today's high energy costs, it makes sense to be efficient. And if you're a small business, interior lighting may account for up to 60 percent of your energy bill.

Consider installing ENERGY STAR certified bulbs. For other specific tips, please see "Replace your lights" in the "You've Got the Power" article on page 3.

Check with your power utility—Seattle City Light or Puget Sound Energy. Both offer free assistance and significant rebates on lighting that conserves energy.

4. SAVE WATER

Perhaps you remember learning in school that just three percent of the Earth's water is fresh. But what does that mean to your business?

Fresh water is a finite resource that requires everyone's care, from the corporate bathroom to the sprinkler on your grounds to the washing system on your assembly line. No matter what your business, there are steps you can take to help make that three percent work for all of us.

Most water conservation measures don't cost any money, and can save big on water, energy and cash. Take a look around your business and see where you're using water and how you might conserve. Check with your water utility as well—many utilities offer free conservation assistance.

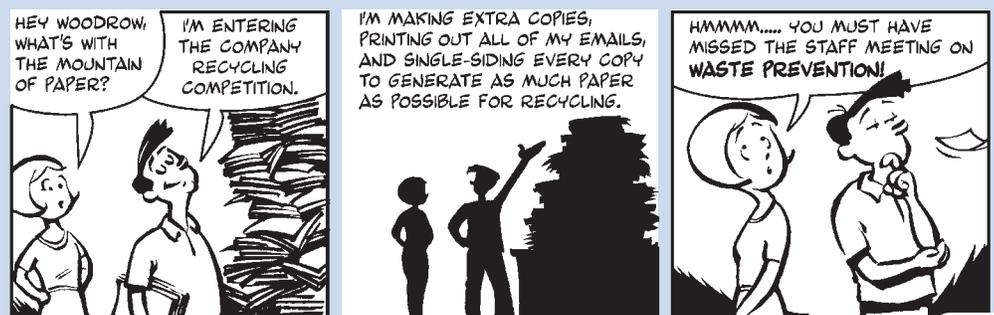
When it's time to buy new toilets, replace faucets or install new landscaping, you can really make a difference.

- Install efficient showerheads, faucet aerators in sinks and low-flow toilets.
- For landscaping, minimize the amount of turf and use native plants that require less water.
- Use drip or low-flow irrigation systems and incorporate automatic timers.

Many utilities will help you cover the costs of replacing water-wasting fixtures. Right now, local water utilities are offering \$60 to \$120 per fixture for water efficient toilets and urinals, rebates from \$200–\$1,000 to replace water-cooled commercial ice machines with air-cooled machines, and up to 50 percent off qualifying irrigation systems. Go to www.savingwater.org for more information. ☺

Dumped on at the Office

A humorous look at the misadventures of a wasteful office worker



You've Got the Power!

Now that the energy crisis of 2000 is seemingly over, the Northwest business community may be tempted to relax. But as the saying goes, "It ain't over 'til the fat lady sings," or at least until her microphone cuts out during a power brownout.

As demand continues to increase, energy conservation should be the first line of defense. And it's good for business. Energy conservation not only saves money, it also saves resources so that industry can operate full-throttle during times of peak demand.

Equally as important, it protects the environment by limiting fossil fuel emissions from electric plants. In Washington, 85% of all emissions that cause global warming come from electricity and transportation.

In the Northwest, where hydroelectric power is prevalent, energy conservation measures keep water behind the dams for salmon restoration, irrigation and generation of power in times of drought.

With the cold of winter upon us, your business can fire up some conservation programs that will help reduce demand on regional energy sources.

Think about all of the office equipment sucking electricity right now. There are lights, computers, the coffee machine, copiers, the space heater

under your colleague's desk — the list goes on

and on. Sure, some of these items need to be powered up all day long, but not everything needs to be on 24/7.

Those nighttime skyline postcards are beautiful, but they show just how much electricity is being wasted in offices overnight. A property manager recently surveying a building found 30 percent of the electricity was consumed between 10:00 p.m. and 6:00 a.m. when the site was completely vacant!

From wearing a sweater instead of turning up the heat, to running the break room dishwasher only when it's full, energy conservation is a monumentally important task with simple, everyday steps that can conserve resources, lower your overhead—and make a real difference.

TURN IT OFF WHEN NOT IN USE

- When you leave your workspace, power down—your computer, your radio, your lights, everything. If you're the last one to leave the office, take a few moments to turn off the lights and copier.
- If you have a seldom-used room, consider installing a motion-sensitive switch. By purchasing switches that start at less than \$20, you can significantly cut waste. If your co-workers only drink coffee in the morning, a timer that shuts the machine down after 11:00 a.m. would be useful.

REPLACE YOUR LIGHTS

- If incandescent bulbs, halogen lamps or other high-energy lamps light your space, consider installing fluorescent lights. They use a fraction of the energy needed for other lamps, putting out an equivalent amount of lumens for about 75 percent less wattage. If budget is a concern, buy compact fluorescent lamps that fit into standard screw-in fixtures, and save the cost of rewiring your space. ☺

Contact the Experts

Plug into information on energy conservation

Energy Efficiency Consulting

Puget Sound Energy

www.pse.com

800-562-1482

Available to large-load customers to help identify and implement energy-efficient opportunities in new and existing facilities.

Business Conservation Programs

Seattle City Light

www.energysmartservices.com

206-684-3254

A range of technical assistance and financial incentives for medium and large commercial and industrial customers are offered through the Energy Smart Services Program.

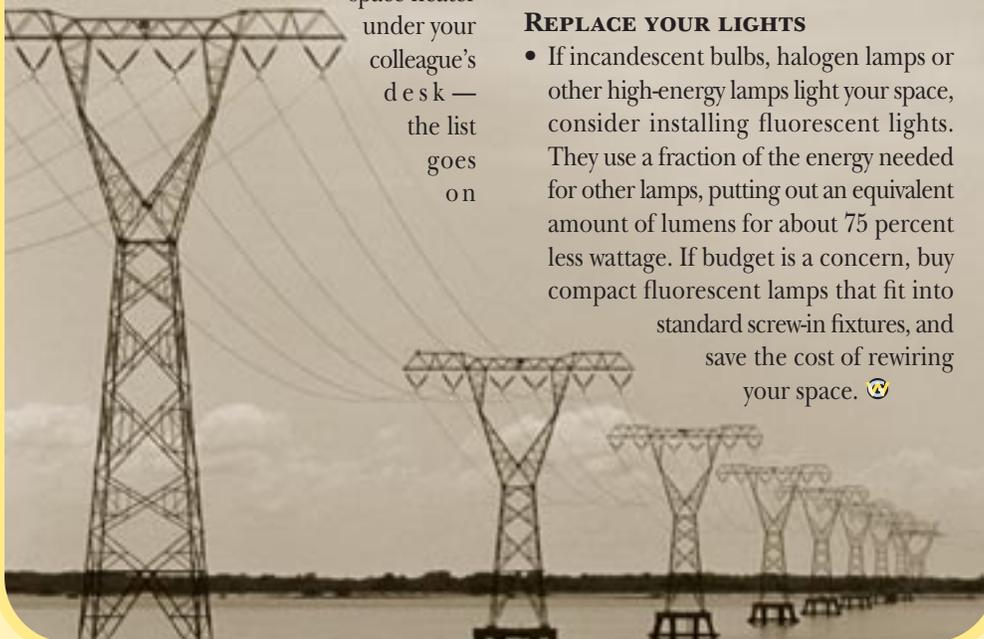
ENERGY STAR

U.S. Environmental Protection Agency

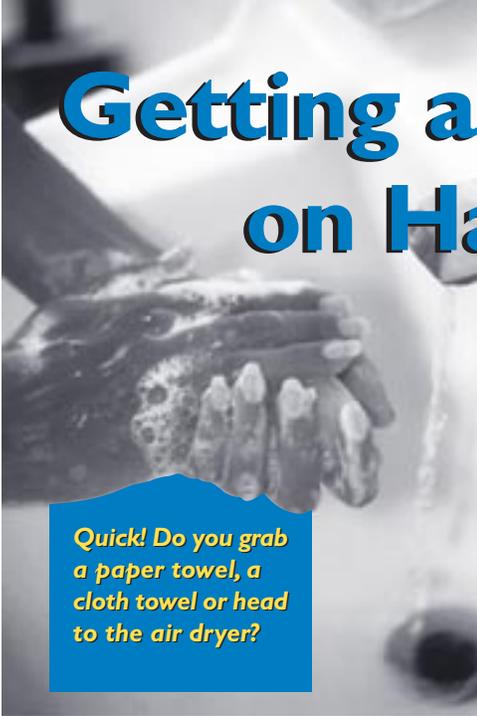
www.energystar.gov

888-STAR-YES

ENERGY STAR provides information on products and practices that save energy—for businesses of all sizes, schools, churches and government—even kids! The website has product listings, program partners listings and energy-efficiency benchmarking for buildings. ☺



Getting a Handle on Hand Drying



Quick! Do you grab a paper towel, a cloth towel or head to the air dryer?

Some waste reduction issues suggest obvious solutions. But when it comes to hand drying, it's not so "cut-and-dried." Should you use air dryers to save paper, or paper towels to save energy, or hand-cranked cloth towels that save paper and energy, but require water and detergent for laundering?

There are no easy answers, but knowing the facts can help businesses make the best decisions. Below are three important considerations.

1. Paper towels are often the largest single component of an office building's total solid waste. Thus, from the perspective of solid waste reduction, air dryers are a good choice.

2. Automated units, whether they are air dryers or paper dispensers, are always a better environmental choice since they limit the amount of electricity or paper dispensed to a user. Units with motion sensors also control contamination since users don't actually touch anything. Both features cost more initially, but eventually pay for themselves in paper or energy savings.

3. If you use a paper dispenser, check with your supplier to ensure that you're getting recycled paper that is processed chlorine free. You will be supporting your office's paper recycling program by purchasing recycled-content paper towels. And if the paper is manufactured without chlorine bleach, it won't contribute to the release of dioxins into the air and water.

Some janitorial companies offer analysis of usage patterns to help their business customers make better decisions. Besides environmental concerns such as energy use and paper waste, four additional factors should be considered: image; cost; ease of maintenance for owners; and ease of use by customers.

These factors can change by business type. For instance, air dryers are relatively expensive to purchase, but cost-efficient for high-traffic businesses such as theaters, malls, schools or sports stadiums. Paper or cloth dispensers may make sense for some smaller businesses.

HERE ARE THE CHOICES:

1. Air dryer

Pros: Minimal electricity use, especially if motion-sensor activated; no paper waste or litter; "high-end" image

Cons: Relatively high purchase cost; noisy; less convenient for users; unsanitary if not used correctly

A new air dryer (XLerator) has recently been developed by Excel Dryer, Inc. that claims to draw only 1,500 watts, instead of the usual 2,200. Although noisier than a conventional air dryer, it is reported to dry hands in less time (12-15 seconds versus 30-45 seconds).

2. Pull-down or allocated paper rolls

Pros: Easy to use; neat; offers allocated amount to limit waste

Cons: Paper waste and litter; limited paper-product availability; environmental impacts from production of paper

3. Hand-cranked paper rolls

Pros: Controls amounts dispensed by requiring user effort; good user familiarity; low maintenance; dispensers are often free

Cons: Paper waste and litter; mechanism jamming; poor image; lever contamination; environmental impacts from production of paper

4. Multi-fold or "c-fold" paper dispensers

Pros: Familiar to users; easy to use

Cons: Often wasteful since users may take multiple sheets; environmental impacts from production of paper

5. Cloth dispensers

Pros: No waste except via laundering; quick and easy to use

Cons: More expensive (for purchase and regular maintenance and laundering) than the other options; prone to jamming; poor image; cross-contamination potential ☹️

Taking the Next Step

According to King County Executive

Ron Sims, the County's Cedar Hills Landfill will be the region's newest power source by 2003. County leaders have put a program in motion that will single-handedly improve the environment, bolster the quality of living and could even serve as a source of revenue.

As the garbage at the landfill decomposes, it produces gases including carbon dioxide and methane. Presently this byproduct is disposed of through a high-energy flame. But that will soon change.

The County is searching for a private company to purchase the landfill gas and use it to produce energy. It is estimated the gas escaping from the landfill can generate 22 to 26 megawatts of electricity, enough to power 60,000 homes.

Similar projects around the United States channel landfill gas energy for a variety of purposes including lighting households and powering pharmaceutical plants. At completion, Cedar Hills will support the fourth largest landfill gas to energy project in the nation.

After processing proposals for the project, King County will hold open houses in Maple Valley and areas surrounding Cedar Hills to inform stakeholders of project particulars. ☺️

King County plans to harness landfill gases to create energy

Recycling Saves Energy

We all know that recycling saves resources. But energy is also a vital component in manufacturing finished goods. And it takes considerably less energy to make goods from recycled materials, relative to the energy required for initial production from extracted materials. Using less energy

also significantly reduces carbon-dioxide emissions from the manufacturing process. Want to see the facts and figures? Just check out the chart below which documents energy savings and CO² reductions from materials that were recycled in Washington State during the year 2000. ☺

Material Recycled	Tons Recovered	Reduction of Energy	BTUs* Saved	Barrels of Oil Saved	Reduction of CO ² † (tons)
Aluminum	17,945	95%	3,517,220	667,554	247,641
Paper	1,048,656	35%	17,870,256	3,393,472	3,224
Glass	84,062	31%	398,454	75,656	32,784
Ferrous Metals	357,220	61%	5,108,246	986,066	542,974
Plastics	14,623	66%	835,244	158,948	8,319
Total			27,729,420	5,263,696	834,941

* BTU's are British Thermal Units; one BTU is the amount of energy it takes to raise a pound of water by one degree Fahrenheit.

† Carbon dioxide, CO², is regarded as the major greenhouse gas contributing to global warming and climate change.

STOP

Don't read the answers until you've taken the quiz on the back panel!

Answers & A

1. False. While a screen saver is running, the monitor is still consuming large amounts of energy. Screen savers do not save energy.

2. False. It is a commonly accepted myth that switching on fluorescent bulbs uses more power than operating them for short periods of time. It does shorten bulb life, however. To balance energy savings and bulb life to save the most money, leave lights on if a room is used frequently (up to every 15 or 20 minutes), but turn them off if you're absent for longer periods of time.

3. False. Actually Americans throw away enough aluminum to rebuild the nation's entire commercial air fleet every three months.

4. True. Millions of gallons of used motor oil are being disposed of in garbage cans, sewers, backyards and business sites—practices that contaminate soil and have the potential to contaminate drinking water.

5. True. Ensuring the efficient use of our limited water resources is a key component to energy conservation.

6. False. Energy conservation strategies can actually reduce energy costs an average of 30 percent!

How do you rate?

5–6 correct: You're a wiz on environmental issues. Make sure to pass your knowledge on to friends and colleagues. Remember to call King County Green Works with your ideas and feedback!

3–5 correct: You have some basic knowledge, but need more reading. Check out the rest of our King County Green Works web site to find out more, plus discover great web links to other helpful sites.

0–2 correct: King County Green Works could really help your business. To learn more about ways that King County can help you with technical assistance, information or referrals on business waste prevention, recycling and conservation issues, give us a call at 206-296-8800.

For more complete answers to each of these questions, go to

www.metrokc.gov/greenworks ☺

New Green Works Members

Distinguished Members

- Enviro Bright, Seattle
- EnviroIssues, Seattle
- GGLO, Seattle
- Immaculate Window Cleaning, Seattle
- Lindblad Expeditions, Seattle
- Mithun, Seattle

Members

- Camp Dresser & McKee, Bellevue
- CVS.com, Seattle
- Four Seasons Cleaners, Seattle
- Internet Central, Seattle
- Opperman Design, Seattle
- The ReStore, Seattle
- Visimation, Inc., Issaquah



GreenWorks

So what is Green Works?

King County Green Works is a waste prevention and recycling assistance program for businesses. It is sponsored by the King County Solid Waste Division along with partnering suburban cities. If your business needs help reducing waste, sourcing recycled content products or finding recycling vendors for office waste, contact our business assistance team. We can also provide information and referrals on energy and water conservation issues.

King County Green Works Newsletter is a quarterly publication written and produced by the King County Solid Waste Division. Inclusion of a business, product or service in this newsletter does not constitute an official endorsement or sponsorship by the Solid Waste Division or King County. Please send us your questions, story ideas or other suggestions and comments.

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Cut down on waste and receive the newsletter via email. We'll send it to you in Portable Document Format (PDF) that's read with Adobe's Acrobat Reader; a free software download available on the Internet. Just send your email address, name and company name to our email address below.

This material will be provided in alternate formats upon request.

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Q&A Do you know your environmental facts?

1. Computer screen savers save energy. True False
2. It takes more energy to start a fluorescent light than it does to run it, so leaving these lights on all the time saves energy. True False
3. Every year, Americans throw away enough aluminum to rebuild the nation's entire commercial air fleet. True False
4. Annually Americans throw away enough used motor oil to fill 120 supertankers. True False
5. Energy consumption accounts for 50 to 75 percent of the cost of operating municipal water systems. True False
6. By taking energy conservation measures, a company can reduce energy costs by up to 10 percent. True False

For the answers, look inside on page 5!

In The Works...

Spring Issue: Focus on Spring Cleaning

- Hazardous materials in the work place—waste reduction and cleanup—valuable tips and resources
- A look at recycling efforts at the World Trade Center site
- Let Your Fingers Do the Walking—Introducing the new Construction Recycling Directory
- Another comic strip misadventure with Woodrow the Wasteful

We at King County Green Works—producer of this newsletter—take pride in putting into practice what we preach. This newsletter is printed using soy-based inks on French Paper Company's Speckletone Basics—Pepper Off-White—an acid and chlorine free 100% post-consumer non-deinked recycled paper.



What Have We Here?

Return Service Requested

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KING COUNTY

