

UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

Facilities & Services
Physical Plant Services Building

1501 South Oak Street
Champaign, IL 61820



ATTN: Ben McCall, Chair, iCAP Working Group

May 19, 2015

RE: PWR002 Standard Signage

Hello iWG,

Thank you for your recommendation to standardize the signage on recycling bins across campus. We intend to put together a more detailed implementation plan, with the associated budget, for updating the signage on the recycling bins that are handled by F&S Building Service Workers. We will also identify a list of additional campus units that should be contacted for recycling bin sign updates.

We will consider options for the layout and production of the signs, calculate the costs for the purchase and application of the signs, and define a timeline for the sign upgrades. Here are the key steps that will be taken:

1. **Review signage alternatives and associated costs.** There are currently standard signs available to print on the [F&S website](#). These are encouraged by the iSEE Certified Green Office program, as a required action for offices interested in being certified. They are based upon the [Recycle Across America](#) color coding as the SWATeam recommended. We will review the design with the PWR SWATeam, and select the appropriate design, sizes, and printing/purchasing options for our campus.
2. **Review recycling bin inventory and calculate total costs for F&S applying the new signs.** F&S Building Services recently created a list of all recycling bins in 213 campus buildings. They counted the 23-gallon paper containers, the 33-gallon paper barrel containers, and the 35-gallon bottle and can containers, with a total of almost 3,000 recycling bins in these buildings. We will review the buildings included in the inventory to confirm that it covers all the buildings in which F&S manages the recycling bins. We will also identify which of these buildings are under the responsibility of F&S for signage updates. Then we will calculate the total costs for F&S.
3. **Define a timeline for the implementation.** We believe the costs will be covered by the F&S waste management budget for FY16. If this becomes an issue as the budgets are finalized and the total costs are calculated, then we will bring the issue back to the iWG's attention in the fall. Presuming the waste management budget allows for this expense, we will proceed with implementation during the first half of FY16. We would prefer to complete this task before the start of the fall 2015 semester, if possible.

4. **Identify additional campus units to be contacted.** There are some buildings on campus that do not handle their waste management through F&S. There are also some buildings that utilize F&S building service workers and have special design guidelines for signage and/or for their waste receptacles. We will supply a list of the campus units we know need to be contacted separately, with the understanding that our list may not be comprehensive for the entire campus.

Please let me know if you have any questions, concerns, or suggestions about this plan.

Thanks,

Morgan B. Johnston

Morgan Johnston

Director of Sustainability, F&S

cc. Carl Wegel, Director of Operations, Maintenance, and Alterations
Al Stratman, Executive Director of F&S