

RECYCLING @ A GLANCE

Not quite sure where your item should go? Keep this guide handy and help us reach our goal.

Mixed Recycling

Hard Plastic, Clean Paper, Cans, Bottles



These items will be sorted at the transfer station.

YES: Cans (Aluminum/Metal); Cardboard; Envelopes; Foil (or any metal); Glass; Hard Plastic (all #'s); Newspapers; Plastic Bottles; Styrofoam, Paper (Clean)

NO: Candy Wrappers; Food-Soiled Paper or Plastic; Plastic Bags

Fact: To assure recyclability, separate and clean items, empty bottles and remove caps.

Compost

Food Scraps, Used Paper Products



These items will breakdown and be used as mulch in the garden.

YES: Coffee Grounds & Filters; Cups (Waxed Cardboard/paper); Food Scraps; Food-Soiled Paper; Paper towels (used); Twigs, Plants, Flowers; Wood Coffee Stirrers

NO: Plastic, Metal, Styrofoam

Fact: Plastic is not biodegradable - it will break down, but it does not go away.

Waste/Landfill

These items cannot be recycled and will get buried, never to be seen again.

YES: Candy Wrappers; Coffee Packets; Detergent Bottles; Meat Trays; Straws; Styrofoam Peanuts

NO: Recyclable Items; Compostable Items; Plastic Bags

Fact: To avoid toxic contamination, buried waste is mummified - it is not sorted and may never breakdown.



S H O R E N S T E I N



Special Use Items

For toner, cell phone and battery pick-up, place a work order in Angus under request type "Janitorial" and a dayporter will pick the items up or call the property management office.

For larger electronics disposal contact:
Metech Recycling Phone: 866-479-4920

TechnoRescue Phone: 303-482-2207

YES: Batteries, DVD's, CD's, Cell Phones, Cell Phone Batteries

NO: Chemicals, Liquids, Light Bulbs

Each item will be sent to an approved facility for handling.

For More Information

**Contact Property Management
303 295-6200**

General Manager, Ashton Steele
Assistant Property Manager, Tim Uyeno

Remember...

Reduce. Do you really need it?

Reuse. Don't just toss it...use it again!

Recycle. It is available, you have to make the choice to participate.

Rot. Compost when possible!

RECYCLING DENVER CITY CENTER



GOAL ▶▶▶ 95% Diversion of Trash from Landfills to Recycling and Reuse

PROGRAM

- 1) Tenant space will have main sorting stations in kitchens and common areas
- 2) Employee desks will have one container for mixed recycling

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- 1) Kitchens and Common Areas – Empty containers, replace liners
- 2) Employee Desks – Empty mixed recycling container, no liners

OCCUPANTS

- 1) Understand sorting process
- 2) Place only clean mixed recycling in desk side container
- 3) Bring all other trash and items to the main sorting station

SORTING

- 1) **Blue: Mixed Recycling** (Paper, Plastic, Cans, Bottles)
- 2) **Green: Compostable** (Food Scraps, Soiled Paper)
- 3) **Brown: WasteLandfill** (Non Recyclable)

SUCCESS

- 1) Participation – Contamination of sorted trash can void the efforts
- 2) Understanding – Learn concepts of recycling to simplify sorting
- 3) Commitment – Reduce landfill

Mixed Recycling

Please think before you trash! The U.S. EPA estimates that up to 50% of the typical municipal trash stream can be recycled.

About Our Recycling Program:

Since the items recycled at your desk should be “clean” no plastic liners are needed. Any non-recyclable items should be brought to the main sorting station in your kitchen or common area. Mixed recycling is gathered in a dumpster in the building's trash sorting area, brought to a transfer station and hand sorted. Every item you place in a blue bin will eventually be separated at an off site location, into four piles:

- **Hard Plastic:** This pile is further sorted based on the type of plastic. Soft plastic can not be separated or recycled effectively.
- **Paper:** This pile includes all colors, shapes and sizes; it will be boiled down to pulp and formed into new paper products.
- **Glass:** This pile is crushed and melted and formed into new bottles.
- **Metal:** Aluminum is the most common, but any metals are acceptable.

If the sorters at the transfer station cannot separate the items as they pass by on a conveyer belt, they will end up as landfill.

Consider the handling and sorting process:

- NO needles, blades, soiled items, food or items that cannot be separated.
- Rinse off food waste and separate items before placing them in the blue container.

Clear bags are used to transport mixed recycling from your space to the dumpster so possible contamination can be identified.

Common items that should be recycled:

Paper, soda cans, plastic bottles, glass bottles, plastic “to go” containers, paper clips, plastic spoons and forks, hard plastic items, cardboard, plastic trays.

Compost

Our experience has proven that 80% of trash that currently goes to landfill (in office spaces) can be composted.

Any item or substance that biologically breaks down can be used for compost. If it originated from the soil it can be returned to the soil.

Examples:

- **Paper products, wood products, cardboard products**
- **Meat, vegetables, grains, starch**
- **Corn based items, compostable silverware, wax coated plates**

Things that have plastic or metal do not break down in the composting process; these items should be separated and recycled.

Paper and products made from paper are very common in the office setting and you have some choices about what to do with paper after you use - the “R’s” of recycling very much apply.

Reduce: Do you really need to print?

Reuse: If it is blank on one side can it be used again?

Recycle: Paper is made up of fibers...it can be recycled if the fibers are long enough to make new paper out of used paper.

Rot: If the fibers are torn or shredded, they cannot be recycled this is why you may choose to compost shredded, wet or soiled paper. Compost used paper towels and napkins.

Common items that should be composted:

Wood stir sticks, used paper towels, used napkins, paper plates, paper cups, food, tea bags, coffee grounds, coffee filters, milk cartons, soiled paper, corn-based packing peanuts, flower arrangements, compostable disposable cups, shredded paper.

Waste/Landfill

Using the Waste container should be your last resort; our goal should be to get to a point where we do even not need this category.

Everything you sort into the Waste container will end up as landfill. Waste is not inspected, sorted, processed or evaluated; it will be buried.

The process of landfill is based on mummification. In order to contain hazards and reduce ground water contamination, the landfill is sealed, virtually eliminating any possibility for biological breakdown to occur.

Example: A banana peel buried in a landfill can take 100 years to decompose.

Almost any item can be recycled if it is separated into raw components. Due to the cost of separation, it is not economical to sort and recycle many items.

Example: A used plastic “to go” lunch container is considered Waste; however, if the container is rinsed it is Recyclable (and the used napkin is Compostable).

Some items are combined in production and are currently impossible to separate. Most common is the “plastic / foil” used for packaging (like potato chip bags). Such materials are considered Waste.

Black plastic liners are used in Waste bins. Any container that has a black liner is for items that are not acceptable in other containers.

Common items that should be considered waste:

- Potato chip bags, candy bar wrappers, ground coffee packets.