



# Sustain Evanston 2019

## Restaurant Checklist

In order to gain recognition, you must complete the required actions\* and 8 additional actions for a total of 10 completed actions. For information about the required documentation for each action, please visit [www.sustainevanston.com/restaurant](http://www.sustainevanston.com/restaurant).

### Required

- 1. \*Provide clear sorting for recycling and achieve a 50% recycling diversion rate.
- 2. \*Implement a composting program.

### Energy

- 3. Get a free, on-site facility assessment for your business from ComEd, Nicor Gas, or a third party and implement at least one recommended action.
- 4. Purchase renewable energy certificates or carbon offsets from your utility.
- 5. Replace 50% lighting with LED light bulbs.
- 6. Install lighting controls, such as occupancy sensors in spaces of variable occupancy, daylighting controls, or time clocks.
- 7. Make a policy requiring the purchase of ENERGY STAR, EPEAT, and WaterSense qualified equipment and appliances.

### Water

- 8. Replace all pre-rinse spray valves with low flow ones.
- 9. Install low flow faucet aerators on all restroom sinks.
- 10. Utilize green infrastructure to decrease total volume of stormwater runoff.
- 11. Switch all-purpose cleaning products to low toxic cleaning products.

### Resources

- 12. Identify one disposable item to be eliminated, switched to a reusable option, or provided only upon request.
- 13. Eliminate the use of Styrofoam and plastic bags, minimize the amount of packaging, and only provide utensils, napkins, and condiments upon request for to-go orders.
- 14. Provide at least one dish on the menu with a fair trade, organic, or local ingredient.
- 15. Purchase 3 paper products with at least 30% post-consumer recycled material (e.g. printing paper, paper towels, bags, napkins, etc.).
- 16. Reuse or work with vendors to minimize and/or take back product packaging where possible.

### Community

- 17. Conduct a survey of employee commute and identify if it would be beneficial to install a bike rack or enroll in the RTA Transit Benefit Fare Program.
- 18. Implement 3 strategies that show you are an Age-Friendly Business.
- 19. Give unserved food to employees or donate it to food kitchens and other community programs.
- 20. Implement a hiring policy that prioritizes Evanston residents and have 30% of your business's payroll include Evanston residents.



## Calculating Waste Generation and an Estimated Recycling Diversion Rate

Managing waste properly by reducing and diverting the amount of trash sent to the landfill can help conserve natural resources and landfill space, while also helping your business reduce disposal costs. Contact Groot today to receive a free 95 gallon cart and be sure to put up signage to help educate employees on what is recyclable (visit [cityofevanston.org/waste](http://cityofevanston.org/waste) for signs). Follow this worksheet to track the amount of waste you produce to determine if you can reduce your trash collection frequency or container size. Estimating your recycling diversion rate will help you know how much waste your business is diverting from landfills. For help, please contact [sustainability@cityofevanston.org](mailto:sustainability@cityofevanston.org).

|  | Trash   | Recycling   | Example                    |                                |
|--|---|---|----------------------------|--------------------------------|
| <b>1. Size of Container</b><br>Dumpsters are sized in cubic yards (1 to 2 yd <sup>3</sup> each).<br>Carts are sized in gallons (95 gallons = 0.5 yd <sup>3</sup> each).  | 1. _____ yd <sup>3</sup>                              | 1. _____ yd <sup>3</sup>                              | Trash<br>4 yd <sup>3</sup> | Recycling<br>1 yd <sup>3</sup> |
| <b>2. Number of Containers</b>   | 2. _____  | 2. _____  | 4 dumpsters                | 2 dumpsters                    |
| <b>3. Collection Frequency</b><br>How many days per week is your trash collected?  | 3. _____ days/week                                    | 3. _____ days/week                                    | Once per week              | Once per week                  |
| <b>4. Total Weekly Trash/Recycling Capacity</b><br>If your containers are always full at pickup, it is your capacity.  | Line (1 x 2 x 3) =<br>4. _____ yd <sup>3</sup> / week | Line (1 x 2 x 3) =<br>4. _____ yd <sup>3</sup> / week | 16 yd <sup>3</sup>         | 2 yd <sup>3</sup>              |
| <b>5. Weekly Cost for Trash/Recycling Removal</b><br>Divide the monthly cost by four to obtain the average weekly cost. For a price matrix, please see the next page.  | 5. \$ _____ / week                                    | 5. \$ _____ / week                                    | \$90.25                    | \$18.45                        |
| <b>6. Cost per yd<sup>3</sup></b>  | Line (5/4) =<br>6. _____ yd <sup>3</sup>              | 6. _____ yd <sup>3</sup>                              | \$5.64/ yd <sup>3</sup>    | \$9.22/ yd <sup>3</sup>        |
| <b>7. Average Fullness of Container</b><br>Observe the fullness of each container by percentage before it is picked up. Add the percentages for each container and divide it by the number of total containers.    | 7. _____ %  | 7. _____ %  | 75%                        | 100%                           |
| <b>8. Total Trash/Recycling Generated</b><br>Compare this value to Line 4. If line 4 is significantly greater than Line 8, you may want to contact your hauler to decrease collection frequency or container size. | Line (4 x 7) =<br>8. _____ yd <sup>3</sup>            | Line (4 x 7) =<br>8. _____ yd <sup>3</sup>            | (16 x 0.75) = 12           | (2 x 1) = 2                    |
| <b>9. Recycling Diversion Rate</b><br>You will need the totals from line 8 for both trash (8T) and recyclables (8R) for this calculation.  | Line (8R/ (8T + 8R) x 100 =<br>9. _____ %             |   | (2/(12+2)) x 100 = 14%     |                                |

**Price Matrix for Recycling**

| Container Size   | Weekly Collection Frequency |          |          |          |          |
|------------------|-----------------------------|----------|----------|----------|----------|
|                  | 1x                          | 2x       | 3x       | 4x       | 5x       |
| <b>95 gallon</b> | *Free                       | \$22.72  |          |          |          |
| <b>1</b>         | \$36.90                     | \$73.82  | \$110.75 |          |          |
| <b>1.5</b>       | \$40.36                     | \$80.73  | \$121.09 | \$161.43 | \$201.80 |
| <b>2</b>         | \$46.81                     | \$93.61  | \$140.42 | \$187.21 | \$234.02 |
| <b>4</b>         | \$90.25                     | \$180.46 | \$270.71 | \$360.95 | \$451.19 |
| <b>6</b>         | \$108.97                    | \$217.97 | \$326.95 | \$435.96 | \$544.95 |
| <b>8</b>         | \$129.18                    | \$258.39 | \$387.56 | \$516.79 | \$645.96 |
| <b>10</b>        | \$147.52                    | \$295.05 | \$442.57 | \$590.10 | \$737.60 |

**Price Matrix for Trash**

| Container Size   | Weekly Collection Frequency |          |          |          |            |
|------------------|-----------------------------|----------|----------|----------|------------|
|                  | 1x                          | 2x       | 3x       | 4x       | 5x         |
| <b>65 gallon</b> | \$23.63                     |          |          |          |            |
| <b>95 gallon</b> | \$23.63                     | \$40.94  | \$56.39  |          |            |
| <b>1</b>         | \$43.45                     | \$81.16  | \$113.79 | \$151.39 |            |
| <b>1.5</b>       | \$53.27                     | \$93.34  | \$131.73 | \$173.45 | \$213.51   |
| <b>2</b>         | \$65.02                     | \$123.50 | \$177.46 | \$240.14 | \$297.73   |
| <b>4</b>         | \$108.08                    | \$196.43 | \$284.75 | \$372.88 | \$459.13   |
| <b>6</b>         | \$161.09                    | \$292.83 | \$421.36 | \$558.49 | \$680.76   |
| <b>8</b>         | \$196.11                    | \$365.59 | \$527.99 | \$696.48 | \$873.99   |
| <b>10</b>        | \$232.63                    | \$429.80 | \$627.09 | \$824.28 | \$1,021.36 |

For more information, please visit [cityofevanston.org/waste](http://cityofevanston.org/waste).