

MEMORANDUM OF UNDERSTANDING (MOU)

Memorandum of understanding between Humboldt State University (HSU) Facilities Management (Ed Goodeyon, Custodial Manager), HSU Office of Sustainability (Tall Chief Comet, Morgan King), HSU Plant Operations (Tim Moxon, Senior Director) and Humboldt Waste Management Authority (Juliette Bohn, Recycling & Waste Reduction).

I. PURPOSE & SCOPE

The purpose of this MOU is to clearly identify the roles and responsibilities of each party as they relate to the diversion of HSU's paper towel waste stream to HWMA's organics diversion program.

In particular, this MOU is intended to:

- Continue to support sustainable waste reduction methods for HSU
- Increase waste diversion efforts on campus
- Reduce disposal costs on campus
- Enhance HSU students' waste reduction awareness
- Support and enhance social and environmental responsibility and action at HSU.

II. NEED STATEMENT

Land-filled waste emits Greenhouse Gases (GHG's), and transporting waste to a landfill consumes significant energy. In 2000, Humboldt County's landfill was capped and closed; consequently, landfill-bound waste is trucked an average of 187 miles (374 miles round trip) to either the Dry Creek Landfill in White City, Oregon or the Anderson Landfill outside of Redding, California.

Paper towel waste has been identified as a section of the HSU waste stream that, with minimal effort, can create large reductions in energy and GHG's. If HSU were to divert 37% of our paper towel waste to HWMA's proposed anaerobic biodigester, the amount of energy generated from that paper towel waste would offset the energy consumed in transporting the remaining paper towel waste to a landfill. This diversion would reduce HSU's paper towel waste stream carbon footprint by 27% or 9 metric tons of carbon annually [supporting data can be found in LCA].

Paper towels are an untapped component of HSU's waste stream that could be put to a more beneficial use than landfill. HSU's paper towel stream could be diverted to HWMA's organics diversion program in order to make a high quality soil amendment and eventually adding electricity generation. Our project focuses in on this "low-hanging fruit", in order to aid HSU on its path towards sustainability. By reducing its waste, HSU meets state and local policy initiatives and incurs the benefits of reduced disposal costs. It also can serve as a model project to illustrate a larger picture towards reducing Humboldt County's dependence on out-of-area landfills and in providing a new local energy source.

III. RESPONSIBILITIES UNDER THIS MOU

Humboldt State University (HSU) Facilities Management (Ed Goodeyon, Custodial Manager), HSU Office of Sustainability (Tall Chief Comet) and Humboldt Waste Management Authority (Juliette Bohn, Recycling & Waste Reduction) shall undertake the following activities:

- HWMA will create a regional example of best practices for handling organic waste streams, building infrastructure capacity to accept those waste streams and provide regional policy leadership for waste reduction strategies.
- In a manner that is in compliance with custodial working condition agreements, HSU custodial services will collect paper towels from appropriate campus facilities and move them to designated collection bins outside of buildings; this will be implemented with a pilot study on a volunteer basis from individual custodians.
- HSU Sustainability Office, Campus Recycling operations is responsible for ensuring transport and/or aggregation of waste paper towels going to HWMA organics diversion program.
- Due to budget constraints, extra collection receptacles for collecting towels in all the buildings of campus in which those particular custodians have volunteered to be part of the pilot will be phased in according to available budget.
- Due to budget constraints, social change marketing and signage in order to promote paper towel diversion practices and decrease contamination of paper towel waste will be phased in according to budget.

IV. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

Modification/Termination: HSU may decide to start eliminating paper towels in bathrooms and start installing air dryers to meet waste and cost goals. If this or another method of reducing paper towel use is implemented, involved parties will be notified and discussions held, if warranted.

V. FUNDING

This MOU does not include the reimbursement of funds between parties.

VI. SIGNATURES

This MOU shall be effective upon Party signatures authorized officials. Parties indicate agreement with this MOU by their signatures.

Agreed upon by:

_____	_____
	Date
_____	_____
	Date
_____	_____
	Date
_____	_____
	Date