

GOVERNMENT OF THE DISTRICT OF COLUMBIA

Public Report on Recycling

Annual Year 2002

Office of the Deputy Mayor for Operations

Herbert R. Tillery

Introduction

We are proud to present the District's 2002 Annual Public Report on Recycling. This year's report complies with the District's legal reporting requirements, and sheds much light on the efforts that are being made to improve all aspects of recycling in the city.

The past year was a watershed year for recycling in the District of Columbia. In April 2002, the District settled a ten-year long lawsuit with the Sierra Club regarding implementation of the city's existing recycling law¹. Since that time, the District's Office of Property Management (OPM) has been working to revitalize the city's in-house recycling initiative, and has started the process of expanding recycling opportunities for those working in and visiting District Government buildings. OPM has also redoubled its efforts to increase awareness and interest in recycling among government employees. At the same time, the Office of Contracting and Procurement (OCP) has made a concerted effort to increase the amount of recycled paper purchased by District agencies. Thirty-two percent (32%) of paper and paper products procured through OCP in FY 2002 were made from recycled materials.

The District's residential recycling program, which is managed by the Department of Public Works (DPW), continues to make strides in ensuring consistent collections across the city. In FY 2002, approximately 20,400 tons of recyclable materials – paper, plastic, glass and metal – were collected. In FY 2002, over 2,000 commercial on-site inspections were conducted, and 637 commercial recycling plans were received.

The District is simultaneously exploring further opportunities for partnerships with neighboring states, the Federal Government and other entities to do more. The District has joined solid waste management and environmental officials in EPA Region III to launch the first of its kind end-of-life regional electronics collection, refurbishment and recycling effort. This effort focuses on finding ways to spur the growth of the electronics recycling market in the District and neighboring jurisdictions.

Our goal for the upcoming year is to continue our stride toward increasing recycling opportunities and improving diversion rates in the residential and commercial sectors as well as in District owned and leased buildings. OPM will continue to enhance and expand recycling efforts in District owned and leased buildings. OCP will do its part to stimulate the market for recycled products by increasing its procurement of goods made from recycled and environmentally friendly materials. DPW will continue to inform and educate residents and businesses about the benefits of recycling to increase public participation in recycling programs, and will increase its focus on enforcement of our contracts and the law. As we move ahead, District employees and agency heads will share the responsibility to uphold the Mayor's vision that the District Government be a recycling model.

¹ D.C. Law 7-226, the "D.C. Solid Waste Management and Multi-Materials Recycling Act of 1988."

Evaluation of the Mandatory Recycling Program

Residential Sector

The District continues to promote its residential recycling program. As part of that effort, DPW continuously educates and informs the public on the proper methods and benefits of recycling through a host of mediums that include newspaper and radio advertisements, inserts in utility bills and participation at public forums. A total of \$3,361,514 was provided to Waste Management in fiscal year 2002 for the collection of recycled materials in all single-family households (dwellings of three units or less). A total of 20,400 tons of recyclable materials were collected in the District. This total will be used as the basis for future analysis and evaluation of the residential recycling program.

Commercial Sector

The Department of Public Works is charged with advancing recycling in commercial properties including apartment buildings, businesses and office buildings. DPW's commercial sector recycling program is a three-legged stool, consisting of education and outreach, technical assistance, and enforcement. Three dedicated inspectors are supported by the Office of Recycling to provide these services across the city. Among other accomplishments, these inspectors have conducted 2,099 on-site inspections and met with an additional 421 commercial groups. As a result of this outreach effort, DPW has partnered with the Asian and Latino communities to have critical recycling information translated. The result of their work is promising, as the Office of Recycling received 637 commercial recycling plans through FY 2002.

Partial List of Commercial Groups that the Office of Recycling Met with in FY 2002

- DC Consortium of Universities
- Restaurant Association of Metropolitan Washington
- Apartment & Office Building Association of Metropolitan Washington
- District of Columbia Association of Hospitals
- DC Business Roundtable
- Downtown DC BID
- Capitol Hill Business Coalition
- 14th Street Business Association
- Georgetown BID
- U St. Business Association
- Florida Ave. Market and Asian Business Association
- Adams Morgan Business Association

Government Owned and Leased Buildings

The District is taking a multi-phased approach to recycling in government-owned facilities and in facilities leased by the District government. The first phase, which calls for the implementation of recycling programs in the District government's four main buildings (John A. Wilson, One Judiciary Square, Frank D. Reeves Center, and the Municipal Building) has been completed. OPM has provided clearly labeled boxes for the separation of recyclable office paper in each of those four buildings. Office paper recycling is being phased into other DC buildings. The District expects to be conducting office paper recycling in an additional 24 sites by March 31, 2003.

District government employees have been encouraged to participate in office paper recycling by general broadcast e-mails, reminders on their pay stubs, and participation in America Recycles Day at the two largest government buildings.

OPM has recruited and trained 62 recycling coordinators throughout the government. Those coordinators have been trained in recycling and are tasked with training agency employees about recycling and encouraging maximum recycling participation.²

OPM has sent multiple written notices to landlords and property managers of all buildings in which the District government leases space to inform them of the District's recycling law and to encourage their full and voluntary participation. OPM has also requested that those landlords and property managers provide data about office paper and other recycling activities for monitoring purposes. This information is not available for this report; however the District hopes to be able to incorporate such data into future reports.

Evaluation of the Education/ Promotional Campaign

Recognizing that constant encouragement is the key to ensuring widespread participation in recycling, the District's Recycling Office conducts a year-round education and outreach campaign. This campaign informs and educates citizens and commercial establishments about the recycling program through a variety of mediums including:

- placing public announcements and advertisements in local newspapers and on radio;
- inserting flyers about recycling in PEPCO bills sent to District residents;
- disseminating information to District employees via their pay stubs and through e-mails;
- speaking engagements by the Office of Recycling staff with civic and business groups;
- distributing promotional and educational materials promoting participation in recycling such as decals and magnets to the general public; and

² See appendix 1 for a detailed report of recycling collection in those buildings

- participating in a number of public/private partnerships and special projects. For example, the Office of Recycling partnered with the Discovery Creek Children’s Museum and Friends of the National Zoo to increase public outreach programs and to include environmental education in our schools. The Office of Recycling also worked with the Metropolitan Washington Council of Governments on America Recycles Day and the Office of the Federal Executive on electronic recycling.

Revenue/Costs Associated with Recycling Activities

Revenue generated, direct and indirect costs incurred and saved through the implementation of recycling programs

Revenue

The total amount of revenue generated in FY 2002 was \$25,992.03. This amount is derived from \$15,942.03 from the sale of recycling materials, and \$10,050 from fines for missed collections. Furthermore, we estimated that the District saved at least \$938,400 by diverting materials from landfills. This number is derived by projecting the tonnage cost of dumping at local landfills (\$46 per ton), and multiplying that cost by the number of tons the District diverted (20,400 by \$46).

Expenditures

Total direct and indirect costs incurred by the District were \$4,120,201. This includes the cost of operating the residential program and for operating recycling programs in the District’s four main buildings (Wilson Building, One Judiciary Square, Reeves Center and Municipal Building).

	OPM	DPW	OCP	Total
Personnel Costs	\$33,248	\$321,995	\$3,401	\$358,644
Other than Personnel Costs	\$400,043	\$3,361,514		\$3,797,293
Total	\$433,291	\$3,683,509	\$3,401	\$4,120,201

All disbursements for recycling programs during the previous Fiscal Year

As indicated above, the District expended a total of \$4,120,201 in FY 2002. Of this amount \$3,361,514 was paid to Waste Management for the collection and disposition of residential recycling materials. Over \$758,687 was spent on dedicated staff time, including program implementation and operation, monitoring and oversight, and a special effort by OCP to research recycling issues and policies related to procurement.

Recycling Collections Data from Government Buildings

The total tonnage of paper recycled from District owned and leased buildings

Approximately 183,107 pounds (91.5 tons) of office paper were collected in the District government's four main buildings (Wilson Building, Judiciary Square, Reeves Center, and the Municipal Center) during FY 2002. For a more detailed analysis of the District's government building recycling program, please see Appendix 1.

Total percentage of paper recycled as a percentage of the total solid waste stream from District owned and leased Buildings

Paper products made up six percent (6%) of the total solid waste stream collected from the District's four main buildings. Data from the District's leased buildings is not yet available.

Total percentage of material diverted and recycled from the residential solid waste stream of DC

The percentage of materials diverted and recycled from the residential recycling program was 13 percent (13%).

Meeting the recovery targets in DC Code 8-1006 (recycle 45% of total solid waste stream by 1994)

To calculate a city-wide recycling recovery rate, the District still needs more complete data on recycling activity in the federal and commercial sectors. Based only on data drawn from municipal waste it is collecting itself, the District has achieved a residential recovery rate of 13%. This figure is computed using the amount of recyclables collected; 20,400 tons over the total amount of residential waste collected 157,154 tons. This computation does not account for the amount of solid waste diverted and generated from the commercial sector and the Federal Government. That information is not yet available to the District. As the implementation of the commercial recycling plan proceeds, data from the commercial sector will be available and factored into the total. The District is also pursuing the same

information for the Federal offices located in the District and will incorporate that data as well.

A summary of information contained in the log maintained by Commercial property recycling inspectors

The Recycling Log documents complaints for alleged violations of commercial recycling requirements. The Department of Public Works Office of Recycling expects to complete the installation of a database to facilitate the tracking of public inquiries regarding Commercial Recycling conformance issues in FY 2003. Since the monitoring of the hotline began, less than a dozen calls have been received to report compliance issues. In all cases, a tenant of an office building reported that the building manager was not honoring recycling commitments, and that recyclables were being disposed of as trash. The DPW commercial recycling inspectors have investigated each of these calls. Their response has been to conduct a site visit, interview the complaining occupant, and meet with the building manager. In all instances, our investigations revealed that the buildings did have recycling programs; however, building management had failed to educate new tenants on how to use the recycling system. Invariably, the inspectors provided the building managers with the information needed to comply with recycling and received no follow up complaints.

The Recycling Log also documents other significant public contacts as follows:

- Number of commercial on-site inspections conducted: 2099
- Total Number of Commercial Plans received: 637
- Community Meetings with Commercial Establishments: 421

The tonnage of solid waste generated, disposed of and recycled by the District

In FY 2002, the District's Department of Public Works either collected or managed 157,154 tons of municipal solid waste. Residential waste (household trash, bulk, and yard waste from residents living in buildings with three or fewer dwelling units) accounted for 136,755 tons; residential recyclables equaled 20,400 tons. Street and alley sweepings, litter can collections and direct deliveries by citizens to the Fort Totten transfer station accounted for 46,275 tons. This number is not included in the calculation because it is not the residential waste stream.

Procurement of Recycled Materials

Percentage of recycled paper and recycled paper products purchased by the District government during the prior year

The overall percentage of recycled paper purchased through the District's Office of Procurement was thirty-two percent (32%). This figure does not capture purchases made by agency personnel with purchase cards. We will be looking at potential mechanisms to increase the percentage of

recycled paper purchased, and to better capture information about purchases made by agencies using purchase cards. Appendix 2 provides a detailed breakdown of the purchases of recycled paper and paper products processed by OCP.

Analysis of the availability of products other than paper and paper products that are recyclable or that are composed in whole or in part of recyclable materials, that can be purchased for use by the District government and a plan for the purchase of such goods

The District's Office of Contracting and Procurement (OCP) examined products available on the EPA listing of recycled products. OCP also held exploratory discussions with EPA and a nonprofit organization on implementing an environmentally preferable purchasing program. During fiscal year 2003, OCP intends to clarify the authority of the agency to issue environmentally preferable purchasing regulations and to determine the feasibility of green purchasing in possible areas such as janitorial products, energy saving electronics, vehicles, paints, and maintenance facilities. Once OCP determines feasible areas for green purchasing, OCP intends to obtain environmentally friendly specifications to use in future procurements of those products or services.

Evaluation of markets for recycled materials and how District policies have stimulated markets

Current Market Trends

Recycling markets for newspaper metals, glass and plastic have remained fairly stable throughout 2002. For example, No. 6 newspaper (baled news mixed with inserts) ranged between \$10 and \$30 per ton and No. 8 newspaper (baled newspaper only) ranged in price during 2002 between \$70 and \$85 per ton. Based on current market data and conversations with recyclable material processors, the District has concluded that 2003 will not experience a dramatic change in current market conditions.

E-cycling – an Initiative to Stimulate the Electronics Recycling Market.

Market demand for products made from recycled materials is critical to the success of sustaining recycling over the long term. Government, with its purchasing power and policy influence, plays a large role in generating this demand. The District understands the importance of this relationship and is committed to lead by example. One example of this commitment is the District's participation in the EPA Region III E-Cycling Project.

In an effort to identify a regional solution to manage the growth of end-of-life electronics, the District has joined solid waste management and environmental officials from its sister agencies in EPA Region III – Delaware, Maryland, Pennsylvania, Virginia and West Virginia – and the US Environmental Protection Agency to launch the first of its kind end-of-life electronics collection,

refurbishment and recycling effort called the Region III E-Cycling Project. The focus of the E-Cycling project is to find ways to spur the growth of the fledgling electronics recycling market in the mid-Atlantic and at the same time offer citizens an environmentally responsible method of disposing their unwanted computers and televisions. Since 2001, participating government agencies have partnered with businesses to explore the economies of electronics recycling by facilitating their access to end-of-life electronics. In the District, end-of-life electronics recycling is offered at the household hazardous waste collection day held each spring and fall.

Conclusion

As was stated above, 2002 was a watershed year for the District in its recycling efforts. In the coming year, the District will continue to seek ways to improve and expand upon its recycling program. This includes seeking partnerships, and phasing in recycling programs in District owned and leased buildings outside of the four major buildings identified previously in this report. These efforts will also include improving the awareness of, and participation in, the District's recycling program throughout the District. They will also include analyzing and implementing mechanisms for more accurate reporting of recycled materials purchased by District agencies using purchase cards, while expanding opportunities for purchasing other recycled products. The ultimate goal is to leverage the District's efforts in 2002 to build a recycling program that all District residents, employees and visitors can be proud of.

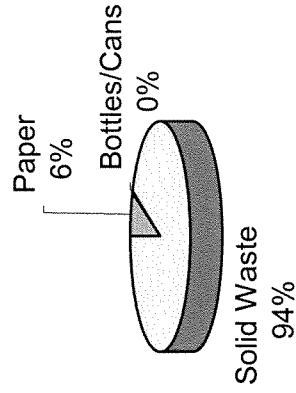
Schedule of Recycling In the District's Four Main Buildings

RECYCLING IN FOUR CORE DISTRICT BUILDINGS, 2002.

Building	Recyclables	Total
Wilson Building	Paper	16,642
	Bottles/Cans	4,420
	Solid Waste	168,876
One Judiciary Square	Paper	72,150
	Solid Waste	942,800
Reeves Center	Paper	53,375
	Solid Waste	783,900
Municipal Center	Paper	47,048
	Solid Waste	966,000

TOTALS	
Year Total Paper:	189,215
Year Total Bottles/Cans:	4,420
Year Total Solid Waste:	2,861,576

Recycling Totals in Four Core Buildings, 2002.



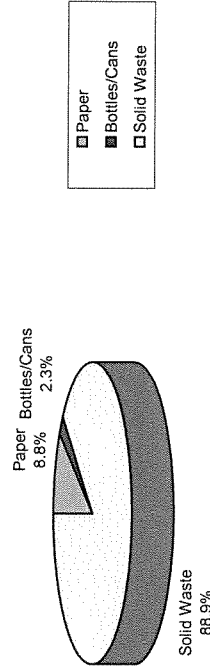
- Year Total Paper:
- Year Total Bottles/Cans:
- Year Total Solid Waste:

RECYCLING IN JOHN A. WILSON BUILDING, 2002.

COLLECTION OF RECYCLABLES (in pounds).

RECYCLABLES COLLECTED	Jan-02	Feb-02	Mar-02	Apr-02	May-02	Jun-02	Jul-02	Aug-02	Sep-02	Oct-02	Nov-02	Dec-02	TOTALS
Office Paper	0	1,036	543	2,399	2,770	1,221	438	286	0	368	0	210	9,271
Cardboard	504	606	1,074	0	48	0	0	350	1,054	552	963	1,592	6,743
Newspaper	0	0	0	0	0	0	180	0	0	0	224	224	628
TOTAL PAPER	504	1,642	1,617	2,399	2,818	1,221	618	636	1,054	920	1,187	2,026	16,642
Glass/Plastic/Aluminum *	0		0	0	0	0	0	0	1,105	1,105	1,105	1,105	4,420
Solid Waste **	14,073	14,073	14,073	14,073	14,073	14,073	14,073	14,073	14,073	14,073	14,073	14,073	168,876
TOTAL RECYCLABLES & WASTE COLLECTED	14,577	15,715	15,690	16,472	16,891	15,294	14,691	14,709	16,232	16,098	16,365	17,204	189,938
Percentage Recycled (Recyclables Collected/ Solid Waste Total)	3.5%	10.4%	10.3%	14.6%	16.7%	8.0%	4.2%	4.3%	13.3%	12.6%	14.0%	18.2%	11.1%

Recycling Totals in the Wilson Building, 2002.



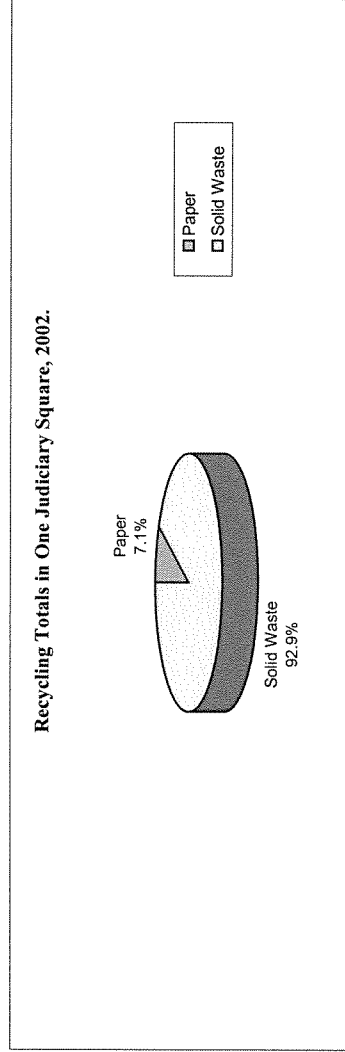
* As of Sep 1, there are (3) 0.5 cu yard commingled recycling totes on site being hauled 1X per week. Participation started sooner, but was very low.

** There are (20) 0.5 cu yard trash totes on site being hauled 5X per week

RECYCLING IN ONE JUDICIARY SQUARE, 2002.

COLLECTION OF RECYCLABLES (in pounds).

RECYCLABLES COLLECTED	Jan-02	Feb-02	Mar-02	Apr-02	May-02	Jun-02	Jul-02	Aug-02	Sep-02	Oct-02	Nov-02	Dec-02	TOTAL
Office Paper	6,240	3,120	3,800	6,560	8,247	2,400	2,220	7,500	4,120	7,000	4,000	3,200	58,407
Cardboard	0	0	0	0	0	0	0	0	0	0	0	0	0
Newspaper	4,450	3,500	875	420	1,818	1,680	0	1,000	0	0	0	0	13,743
TOTAL PAPER	10,690	6,620	4,675	6,980	10,065	4,080	2,220	8,500	4,120	7,000	4,000	3,200	72,150
Glass/Plastic/Aluminum *	0	0	0	0	0	0	0	0	0	0	0	0	0
Solid Waste **	109,860	129,800	111,780	84,080	102,460	63,580	50,700	55,320	30,260	64,560	50,160	90,240	942,800
TOTAL RECYCLABLES & WASTE COLLECTED	120,550	136,420	116,455	91,060	112,525	67,660	52,920	63,820	34,380	71,560	54,160	93,440	1,014,950
Percentage Recycled (Recyclables Collected/ Solid Waste Total)	8.9%	4.9%	4.0%	7.7%	8.9%	6.0%	4.2%	13.3%	12.0%	9.8%	7.4%	3.4%	7.1%



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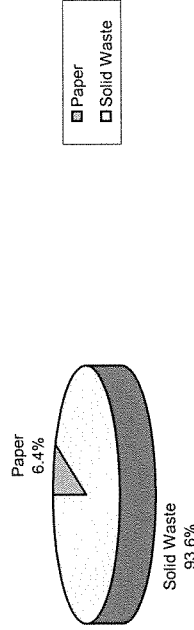
December numbers not available until mid-January.

RECYCLING IN REEVES CENTER, 2002.

COLLECTION OF RECYCLABLES (in pounds).

RECYCLABLES COLLECTED	Jan-02	Feb-02	Mar-02	Apr-02	May-02	Jun-02	Jul-02	Aug-02	Sep-02	Oct-02	Nov-02	Dec-02	TOTAL
	Office Paper	2625	2100	2100	950	1339	1800	1,550	1,800	3,115	2,825	2,000	1500
Cardboard	1,299	1,299	1,299	800	866	4,800	600	600	800	400	2,400	2,400	17,563
Newspaper	4800	960	3118	420	210	250	700	710	940	0	0	0	12,108
TOTAL PAPER	8,724	4,359	6,517	2,170	2,415	6,850	2,850	3,110	4,855	3,225	4,400	3,900	53,375
Glass/Plastic/Aluminum *	0	0	0	0	0	0	0	0	0	0	0	0	0
Solid Waste **	78,560	89,340	67,500	64,440	51,640	49,260	92,080	53,800	39,260	52,700	90,140	55,180	783,900
TOTAL RECYCLABLES & WASTE COLLECTED	87,284	93,699	74,017	66,610	54,055	56,110	94,930	56,910	44,115	55,925	94,540	59,080	837,275
Percentage Recycled (Recyclables Collected/ Solid Waste Total)	10.0%	4.7%	8.8%	3.3%	4.5%	12.2%	3.0%	5.5%	11.0%	5.8%	4.7%	6.6%	6.4%

Recycling Totals in Reeves Center, 2002.



* As of Sep 1, there are (3) 0.5 cu yard commingled recycling totes on site being hauled 1X per week. Participation started sooner, but was very low.

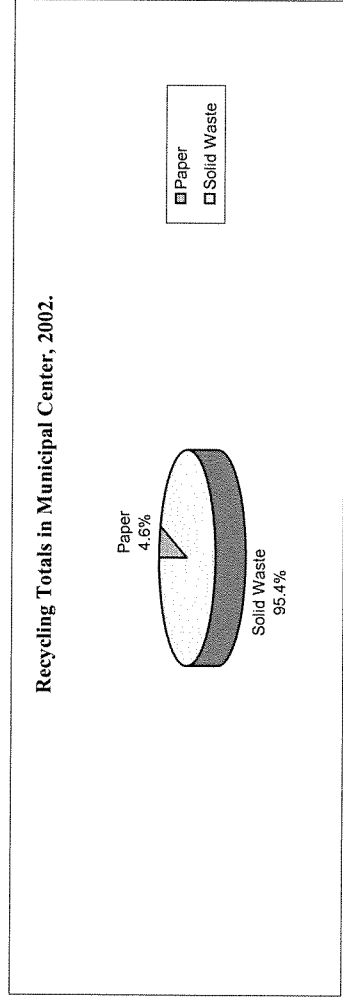
** There are (20) 0.5 cu yard trash totes on site being hauled 5X per week

December numbers not available until mid-January.

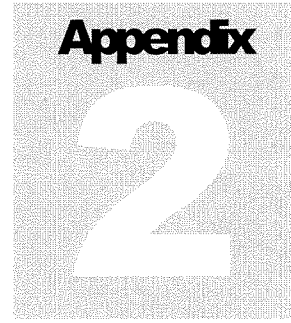
RECYCLING IN MUNICIPAL CENTER BUILDING, 2002.

COLLECTION OF RECYCLABLES (in pounds).

RECYCLABLES COLLECTED	Jan-02	Feb-02	Mar-02	Apr-02	May-02	Jun-02	Jul-02	Aug-02	Sep-02	Oct-02	Nov-02	Dec-02	TOTAL
Office Paper	0	0	0	2,500	3,093	5,600	800	1,200	5,015	3,425	4,800	7,220	33,653
Cardboard	0	0	0	0	0	0	0	0	0	0	0	0	0
Newspaper	0	0	0	0	0	120	0	420	0	0	0	0	540
File Stock	2,000	2,120	1,890	1,100	500	0	1,200	3,100	945	0	0	0	12,855
TOTAL PAPER	2,000	2,120	1,890	3,600	3,593	5,720	2,000	4,720	5,960	3,425	4,800	7,220	47,048
Glass/Plastic/Aluminum *	0	0	0	0	0	0	0	0	0	0	0	0	0
Solid Waste **	80,000	78,000	82,000	80,000	82,000	82,000	80,000	80,000	80,000	82,000	82,000	78,000	966,000
TOTAL RECYCLABLES & WASTE COLLECTED	82,000	80,120	83,890	83,600	85,593	87,720	82,000	84,720	85,960	85,425	86,800	85,220	1,013,048
Percentage Recycled (Recyclables Collected/ Solid Waste Total)	2.4%	2.6%	2.3%	4.3%	4.2%	6.5%	2.4%	5.6%	6.9%	4.0%	5.5%	8.5%	4.6%



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 ### December numbers not available until mid-January.



Office of Contracting and Procurement

**Report on Purchases of Recycled Paper and Paper
Products**

Fiscal Year 2002

The Office of Contracting and Procurement
 Report on Purchases of Recycled Paper and Paper Products
 Fiscal Year 2002

Contract Number/ Purchase Order	Contractor	Caption/Description	Award Date	Total Award Dollar Amount	Recycled Paper \$ Amount	Recycled Paper Products \$ Amount	Non-Recycled Paper \$ Amount
Department of Human Services							
PO-JA-2002-P-0475	Frank Parsons Paper Company	Copier Paper	02/20/2002	\$2,500.00	0	0	\$2,500.00
PO-JA-2002-P-0287	Branch Office Supplies	Copier Paper	07/23/2002	\$473.13	0	0	\$473.13
PO-JA-2002-P-090000264	Host Diversified	Copier Paper	10/31/2002	\$1,000.00	0	0	\$1,000.00
PO-JA-2002-P-0163	Host Diversified	Copier Paper	05/15/2002	\$6,850.00	0	0	\$6,850.00
PO-JA-2002-P-0644	Host Diversified	Copier Paper	03/07/2002	\$10,198.40	0	0	\$10,198.40
Subtotal				\$21,021.53	0	0	\$21,021.53
University of the District of Columbia							
GF2000472-0488	Branch Office Supply	Copier paper	02/21/2002	\$593.75	0	0	\$593.75
GF2000606-0780	Host Diversified	Copier paper	03/14/2002	\$18,700.00	0	0	\$18,700.00
GF2000949-0167	Boise Cascade	Paper	05/20/2002	\$600.00	0	0	\$600.00
GF2001261-0411	Host Diversified	Paper	06/19/2002	\$47.98	0	0	\$47.98
GF2001285-0556	Host Diversified	Copier paper	06/26/2002	\$1,007.58	0	0	\$1,007.58
GF2001831-1037	Frank Parsons Paper Company	Paper	09/13/2002	\$678.70	0	0	\$678.70
GF3000296-0322	Publication	Petersons/Intl Thomp.	12/16/2002	\$3,050.00	\$3,050.00	0	\$0.00
Subtotal				\$24,678.01	\$3,050.00	0	\$21,628.01
Office of the Chief Technology Officer							
P218331	Frank Parsons Paper Company	Office Paper for FY02 at Share Data Ce	11/16/2001	\$26,912.00	0	0	\$26,912.00
Subtotal				\$26,912.00	0	0	\$26,912.00
Department of Employment Services							
P2000287	Standard Office Supply	Paper, laserjet labels and writing pads	12/11/2001	\$1,510.06	\$1,510.06	0	0
P2000281	Single Source	Paper, laserjet labels and writing pads	12/11/2001	\$4,473.70	\$4,473.70	0	0
P2000283	DeskMate	Paper, laserjet labels and writing pads	12/11/2001	\$935.00	\$935.00	0	0
P2000492	Toucan	Printing of pamphlets	04/03/2002	\$5,022.50	0	\$5,022.50	0
P2000493	Toucan	Printing of pamphlets	04/03/2002	\$6,217.00	0	\$6,217.00	0
P2000682	Toucan	Printing of forms	08/20/2002	\$2,304.00	\$2,304.00	0	0
P2000796	Standard Office Supply	Print and mail Quarterly Contribution	12/10/2001	\$17,168.80	0	\$17,168.80	0
P2000770	Frank Parsons Paper	Copier paper	09/11/2002	\$30,943.70	\$30,943.70	0	0
P2000585	Frank Parsons Paper	Copier paper	08/29/2002	\$10,845.00	\$10,845.00	0	0
P2000775	Moore Business Forms	Monetary mailers	09/04/2002	\$9,815.80	\$9,815.80	0	0
P2000502	HMC Printing	Business cards	04/04/2002	\$258.00	0	\$258.00	0
P2000028	Host Diversified	Copier paper	10/22/2001	\$15,113.20	\$15,113.20	0	0
P2000619	Host Diversified	Copier paper	06/04/2002	\$24,701.40	\$24,701.40	0	0
P2000267	HMC Printing	Business cards	12/05/2001	\$2,707.50	0	\$2,707.50	0
P2000644	Host Diversified	Copier paper and Laserjet 8.5 x 11	06/21/2002	\$4,811.50	\$4,811.50	0	0
P2000188	Host Diversified	Copier paper	11/07/2001	\$24,300.00	\$24,300.00	0	0
P2000170	Host Diversified	Copier paper	11/01/2001	\$24,300.00	\$24,300.00	0	0
P2000089	Host Diversified	Copier paper and labels	10/23/2001	\$17,572.65	\$17,572.65	0	0
P2000136	Host Diversified	Copier paper	10/29/2001	\$11,610.00	\$11,610.00	0	0
P2000135	Host Diversified	Copier paper	10/26/2001	\$24,300.00	\$24,300.00	0	0
P2000623	Frank Parsons Paper	Printing of envelopes	06/21/2002	\$5,024.00	0	\$5,024.00	0
P2000174	Frank Parsons Paper	Printing of envelopes	11/01/2001	\$298.00	\$298.00	0	0
P2000433	Frank Parsons Paper	Printing of envelopes	02/26/2002	\$937.50	\$937.50	0	0

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Contract Number/ Purchase Order	Contractor	Caption/Description	Award Date	Total Award Dollar Amount	Recycled Paper \$ Amount	Recycled Paper Products \$ Amount	Non-Recycled Paper \$ Amount
P2000245	Frank Parsons Paper	Print forms	11/26/2001	\$373.50	\$373.50	0	0
P2000141	Frank Parsons Paper	Window envelopes	10/27/2001	\$1,155.00	\$1,155.00	0	0
P2000585	Frank Parsons Paper	Window envelopes	06/07/2002	\$3,680.00	\$3,680.00	0	0
P2000122	Moore Business	Monetary mailers	10/26/2001	\$15,543.50	\$15,543.50	0	0
P2000391	Mission Support	Certificates	02/01/2002	\$255.00	0	\$255.00	0
P2000301	Mailbags, Inc.	Print and mail quarterly report	12/14/2001	\$21,329.12	0	\$21,329.12	0
P2000396	Single Source, Inc.	8.5 x 11 Laserjet labels	02/15/2002	\$665.16	0	\$665.16	0
P2000237	Single Source, Inc.	Copier paper	11/21/2001	\$2,838.00	\$2,838.00	0	0
P2000152	Standard Office Supply	Glossy paper and envelopes	10/28/2001	\$479.40	\$479.40	0	0
P2000485	Standard Office Supply	Easel writing pads lined and unlined	03/26/2002	\$102.02	\$102.02	0	0
P2000415	Toucan	Printing envelopes	02/15/2002	\$5,001.20	\$5,001.20	0	0
P2000444	Toucan	DC Govt. Employment Application	03/08/2002	\$568.20	\$568.20	0	0
P2000571	Tray Business	Print agency business cards &	06/04/2002	\$12,734.22	\$12,734.22	0	0
P2000614	Tray Business	Printing service guide for agency	05/31/2002	\$3,983.50	0	\$3,983.50	0
P2000469	Tray Business	Printing of quarterly Area Labor	03/13/2002	\$7,883.19	0	\$7,883.19	0
P2000414	Tray Business	Printing of quarterly Area Labor	03/13/2002	\$2,956.00	0	\$2,956.00	0
P2000310	Tray Business	Printing of quarterly Area Labor	12/20/2001	\$7,883.19	0	\$7,883.19	0
P2000266	Tray Business	Printing letterhead for the agency	12/05/2001	\$8,534.16	\$8,534.16	0	0
P2000476	Frank Parsons	Printing envelopes	03/15/2002	\$325.00	\$325.00	0	0
P2000616	Toucan	Letterhead for Project Empowerment	06/05/2002	\$2,352.77	0	\$2,352.77	0
P2000441	Single Source	Printing envelopes	02/27/2002	\$649.66	\$649.66	0	0
P2000311	Tray Business	Printing of LMI brochures	12/20/2001	\$13,560.00	0	\$13,560.00	0
Subtotal				\$355,384.10	\$269,459.37	\$92,141.73	\$0.00
Department Of Housing and Community Development							
Purchase Card	Standard Office Supply	Copier Paper	10/21/2001	\$579.80	\$579.80	0	0
Purchase Card	Standard Office Supply	Copier Paper	10/29/2001	\$347.40	\$347.40	0	0
Purchase Card	Standard Office Supply	Copier Paper	11/22/2001	\$519.00	\$519.00	0	0
Purchase Card	Standard Office Supply	Copier Paper	11/28/2001	\$519.00	\$519.00	0	0
Purchase Card	Standard Office Supply	Copier Paper	01/02/2002	\$519.00	\$519.00	0	0
Purchase Card	Standard Office Supply	Copier Paper	11/17/2002	\$599.00	\$599.00	0	0
Purchase Card	Standard Office Supply	Copier Paper	2/4/2002	\$519.00	\$519.00	0	0
Purchase Card	Standard Office Supply	Copier Paper (Blue)	2/7/2002	\$99.40	\$99.40	0	0
Purchase Card	Standard Office Supply	Copier Paper (Pink)	2/7/2002	\$99.40	\$99.40	0	0
Purchase Card	Standard Office Supply	Copier Paper	2/28/2002	\$519.00	\$519.00	0	0
Purchase Card	Standard Office Supply	Copier Paper	3/25/2002	\$519.00	\$519.00	0	0
Purchase Card	Standard Office Supply	Copier Paper (Legal)	4/8/2002	\$115.80	\$115.80	0	0
Purchase Card	Standard Office Supply	3-Hole Copier Paper	4/11/2002	\$239.40	\$239.40	0	0
Purchase Card	Standard Office Supply	Copier Paper	4/11/2002	\$519.00	\$519.00	0	0
Purchase Card	Standard Office Supply	Copier Paper	4/12/2002	\$519.00	\$519.00	0	0
Purchase Card	Standard Office Supply	3-Hole Copier Paper	4/12/2002	\$434.25	\$434.25	0	0
Purchase Card	Standard Office Supply	Copier Paper	5/23/2002	\$415.20	\$415.20	0	0
Purchase Card	Standard Office Supply	Copier Paper	5/28/2002	\$233.55	\$233.55	0	0
Purchase Card	Standard Office Supply	Copier Paper	6/21/2002	\$676.70	\$676.70	0	0
Purchase Card	Standard Office Supply	Copier Paper	6/24/2002	\$319.50	\$319.50	0	0
Purchase Card	Standard Office Supply	Copier Paper (Green)	6/24/2002	\$49.80	\$49.80	0	0
Purchase Card	Capitol Service & Supplies	Copier Paper	7/18/2002	\$579.80	\$579.80	0	0
Purchase Card	Xerox Corporation	Copier Paper	8/22/2002	\$576.00	\$576.00	0	0
Purchase Card	Xerox Corporation	Copier Paper	9/12/2002	\$576.00	\$576.00	0	0
Purchase Card	Capitol Service & Supplies	Copier Paper	9/23/2002	\$276.00	\$276.00	0	0
Purchase Card	Capitol Service & Supplies	Copier Paper	9/23/2002	\$138.00	\$138.00	0	0
Purchase Card	Capitol Service & Supplies	Copier Paper	9/23/2002	\$138.00	\$138.00	0	0
Purchase Card	Xerox Corporation	Copier Paper	9/25/2002	\$618.00	\$618.00	0	0
Subtotal				\$11,263.00	\$11,263.00	0	0
Metropolitan Police Department							
POFA-2002-C-1353	Roberson Design	"Watch Your Car" brochure reprint	08/16/2002	\$9,005.50	0	0	\$9,005.50

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POFA-2002-C-0124	Eastman Kodak Co.	Portra III Paper, Portra 160 VC Film, Cc	11/01/2001	\$84,857.00	0	0	\$84,857.00
POFA-2002-C-0236	Ideal Electrical Supply Co.	Instructors Manual, Tool Kit Compact M	12/05/2001	\$2,952.92	0	0	\$2,952.92
POFA-2002-C-0717	Outdoor Empire Publishing	Boating Safety Books and Student Guid	04/04/2002	\$3,250.00	0	0	\$3,250.00
POFA-2002-C-1146	Medical Supply Systems	Boxes, floor sweeps	07/02/2002	\$5,743.70	0	0	\$5,743.70
POFA-2002-A-0492	Lawmen Supply	BPA for Armorer's Office Supplies	01/28/2002	\$7,000.00	0	0	\$7,000.00
POFA-2002-A-0652	AJ Stationers	BPA for Basic Office Supplies	02/26/2002	\$2,000.00	0	0	\$2,000.00
POFA-2002-A-0353	General Services Admin	BPA for Bond Paper, 8 1/2" x 11"	04/09/2002	\$69,740.00	0	0	\$69,740.00
POFA-2002-A-0030	Branch Office Supply	BPA for Canon Supplies	11/14/2001	\$30,000.00	0	0	\$30,000.00
POFA-2002-A-0040	Host Diversified Systems, Inc.	BPA for Copier Paper	11/06/2001	\$75,000.00	0	0	\$75,000.00
POFA-2002-A-0120	General Services Administration	BPA for File Folders, 6-Part, Letter-Size	11/28/2001	\$3,920.00	0	0	\$3,920.00
POFA-2002-A-0464	Deskmate, Inc.	BPA for Office Supplies	01/17/2002	\$3,000.00	0	0	\$3,000.00
POFA-2002-A-0690	Faith Office Products	BPA for Office Supplies	02/26/2002	\$4,000.00	0	0	\$4,000.00
POFA-2002-A-0148	AJ Stationers	BPA for Office Supplies	03/04/2002	\$6,500.00	0	0	\$6,500.00
POFA-2002-A-0174	Deskmate, Inc.	BPA for Office Supplies	11/20/2001	\$30,000.00	0	0	\$30,000.00
POFA-2002-A-0265	Capital Services & Supplies	BPA for Office Supplies	10/26/2001	\$35,000.00	0	0	\$35,000.00
POFA-2002-A-0284	Branch Office Supply	BPA for Office Supplies	11/27/2001	\$78,700.00	0	0	\$78,700.00
POFA-2002-A-0286	Standard Office Supply	BPA for Office Supplies	11/20/2001	\$92,400.00	0	0	\$92,400.00
POFA-2002-A-0044	Toucan Business Forms, Inc.	BPA for Outside Printing Services	03/04/2002	\$92,500.00	0	0	\$92,500.00
POFA-2002-A-0045	Frank Parson Paper Co.	BPA for Printing Paper	11/30/2001	\$100,000.00	0	0	\$100,000.00
POFA-2002-A-0051	Patton Printer Supplies	BPA for Printing Supplies	11/28/2001	\$41,000.00	0	0	\$41,000.00
POFA-2002-A-0285-M11455	Xerox Corp.	BPA for Xerox Copier Supplies	11/20/2001	\$6,000.00	0	0	\$6,000.00
POFA-2002-A-0781	Capital Services and Supplies	BPA, office supplies	09/17/2002	\$40,000.00	0	0	\$40,000.00
POFA-2002-C-0466	Standard Office Supply	BPA, office supplies	04/02/2002	\$3,500.00	0	0	\$3,500.00
POFA-2002-C-1065	Sav-On Printing Company	Core Middle School Handbooks	06/10/2002	\$14,000.00	0	0	\$14,000.00
POFA-2002-C-1390	U.S. Government Printing Office	Emergency response guidebooks	06/10/2002	\$4,490.25	0	0	\$4,490.25
POFA-2002-C-0578	Faith Office Products	Envelopes and return address stamp	09/05/2002	\$966.00	0	0	\$966.00
POFA-2002-C-0678	SIR Speedy	Folders, Inserts, Flyers and Brochures	03/20/2002	\$100.60	0	0	\$100.60
POFA-2002-C-1296	Roberson Design	Graphic Design for Displays, Posters &	03/05/2002	\$51,236.58	0	0	\$51,236.58
POFA-2002-C-1185	Rockwell Corporation	Opota cardboard targets	07/08/2002	\$7,923.00	0	0	\$7,923.00
POFA-2002-C-0783	J.J. Keller & Associates	Pocket-sized emergency response guid	07/01/2002	\$19,200.00	0	0	\$19,200.00
POFA-2002-C-0784	Sir Speedy	Preparation of recruiting kits	03/22/2002	\$2,120.00	0	0	\$2,120.00
POFA-2002-C-0782	Sir Speedy	Preparation of recruiting kits	04/03/2002	\$20,649.90	0	0	\$20,649.90
POFA-2002-C-1009	NCS, Document Division	Preparation of recruiting kits	03/22/2002	\$10,583.20	0	0	\$10,583.20
POFA-2002-C-0481	Ron Com Photo Supply, Inc.	PD-62 rating forms	05/10/2002	\$20,003.48	0	0	\$20,003.48
POFA-2002-C-0573	Sirchie Fingerprint Lab	White Lift Backing Cards	02/15/2002	\$2,221.34	0	0	\$2,221.34
POFA-2002-C-1140	Emergency 911 Security	White lift backing cards	03/01/2002	\$1,199.00	0	0	\$1,199.00
Subtotal			06/18/2002	\$6,385.00	0	0	\$6,385.00
				\$987,219.22	0	0	\$987,219.22
Department Of Consumer and Regulatory Affairs							
POSR-2002-M-0038	Branch Office Supply	Paper 8 1/2 x 11	10/31/2001	\$2,875.00	\$2,875.00	0	0
POCR-2002-M-0136	Diamond Paper Company	Bond 30% Recycled Paper	12/29/2001	\$21,058.40	\$21,058.40	0	0
POCR-2002-M-0242	Diamond Paper Company	Copy 30% Recycled Paper	08/14/2002	\$21,058.40	\$21,058.40	0	0
POCR-2002-M-0264	Diamond Paper Company	Paper for OTR-99 Cartons	09/27/2002	\$2,462.13	\$2,462.13	0	0
POCR-2002-M-0189	Deskmate	11x17 Copier paper 10 Cases	06/21/2002	\$300.00	\$300.00	0	\$300.00
POCR-2002-M-0093	Xerox Engineering Services	Xerox Paper & Vellum	11/29/2001	\$4,871.06	\$4,871.06	0	\$4,871.06
Subtotal				\$52,624.99	\$47,453.93	0	\$5,171.06
Department of Parks and Recreation							
POHA-2002-M-0206	Xerox Corporation	White Paper	10/31/2001	\$12,275.00	\$12,275.00	0	0
POHA-2002-M-0297	Capitol Services & Supplies	Office Supplies	03/06/2002	\$382.55	\$382.55	0	0
POHA-2002-M-0253	Capitol Services & Supplies	Office Supplies	01/30/2002	\$10,336.70	\$10,336.70	0	0
POHA-2002-K-0346	Office Depot	Office Supplies	03/09/2002	\$4,617.12	\$4,617.12	0	0

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POHA-2002-M-0447	Office Depot	Colored Copier paper	06/14/2002	\$292.48	\$292.48	0	0
POHA-2002-M-0654	Office Depot	Office Supplies	07/16/2002	\$110.25	\$110.25	0	0
POHA-2002-M-0652	Xerox Corporation	Paper for Print Shop	07/18/2002	\$1,586.10	\$1,586.10	0	0
POHA-2002-K-0684	A.C.E.S.	Bathroom Tissue & Paper Towels	08/13/2002	\$2,410.00	0	\$2,410.00	0
Subtotal				\$32,010.20	\$29,600.20	\$2,410.00	0
Fire and Emergency Medical Services Department							
POFB-2002-K-0016	Standard Office	Copier Paper 8 1/2 x 11, White	10/11/2001	\$8,100.00	\$8,100.00	0	0
POFB-2002-P-0023-1	C&E Services, Inc.	Toilet Seat Covers, Toilet Seat	04/23/2002	\$2,547.50	0	\$2,547.50	0
POFB-2002-P-0048-1	Standard Office	Copier Paper 8 1/2 x 11, White	06/17/2002	\$5,600.00	\$5,600.00	0	0
POFB-2002-P-0049-1	MTW Distributors	Toilet Seat Covers, Paper Towels	06/17/2002	\$6,335.00	0	\$6,335.00	0
POFB-2002-M-0104	Standard Office	Office Supplies	01/14/2002	\$1,660.00	\$1,660.00	0	0
Subtotal				\$24,242.50	\$15,360.00	\$8,882.50	0
District of Columbia Public Libraries							
POCE-2002-M-0086	Host Diversified Systems, Inc.	BPA for Paper	11/15/2001	\$5,000.00	0	0	\$5,000.00
POCE-2002-M-0175	Frank Parson Paper Company	BPA for Paper	01/07/2002	\$5,000.00	0	0	\$5,000.00
POCE-2002-M-0335	Standard Office Supply	Xerox Paper (8 1/2" X 11"	05/22/2002	\$119.96	0	0	\$119.96
POCE-2002-M-0324	Standard Office Supply	Paper Plates, Paper Bowls	05/30/2002	\$169.58	0	0	\$169.58
POCE-200-M-0325	Frank Parson Paper Company	Paper, 8 1/2" x 11" & 11" x 17"	05/28/2002	\$306.70	0	0	\$306.70
POCE-2002-M-0348	Consolidated Maintenance	Paper Towels and Toilet Paper	06/05/2002	\$4,842.50	0	0	\$4,842.50
POCE-2002-A-0444	Host Diversified Systems, Inc.	BPA for Paper	06/28/2002	\$10,000.00	0	0	\$10,000.00
POCE-2002-M-0503	Standard Office Supply	Color Paper, Various Sizes	09/05/2002	\$426.12	0	0	\$426.12
POCE-2002-M-0504	General Merchandise Supplies	Toilet Seat Covers and Facial Tissue	09/05/2002	\$504.45	0	0	\$504.45
POCE-2002-M-0217	Daycon Products Company	Toilet Tissue	02/11/2002	\$4,325.00	0	0	\$4,325.00
POCE-2002-M-0220	Laniado Wholesale Corp.	Paper Towels	01/29/2002	\$2,025.00	0	0	\$2,025.00
Subtotal				\$32,719.31	0	0	\$32,719.31
Department of Health							
POHC-2002-M-0649	Balmer Printing & Graphics	Printing Brochures	03/19/2002	\$3,617.00	0	0	\$3,617.00
POHC-2002-M-7500	Alphagraphics	Form Printing	12/07/2002	\$10,000.00	\$10,000.00	0	0
POHC-2002-M-0789	Alphagraphics	Form Printing	01/09/2002	\$10,000.00	\$10,000.00	0	0
POHC-2002-M-0769/M10001	Alphagraphics	Form Printing	05/21/2002	\$5,000.00	0	0	\$5,000.00
POHC-2002-F-6764	Paliadian Partners	Printing Brochures	06/03/2002	\$40,134.94	0	0	\$40,134.94
POHC-2002-M-4311	Ransar Business Associates	Form Printing	08/05/2002	\$11,500.00	0	0	\$11,500.00
POHC-2002-M-4809	Phoenix	Printing Brochures	08/09/2002	\$23,806.00	\$23,806.00	0	0
POHC-2002-M-3447	J.H. Harris & Associates	Printing Booklets	08/15/2002	\$6,780.00	\$6,780.00	0	0
POHC-2002-M-5166	NWA Publications	Form Printing	09/28/2002	\$3,660.00	\$3,660.00	0	0
POHC-2002-M-1047	Foremost Graphics	Booklets	09/12/2002	\$1,980.00	\$1,980.00	0	0
POHC-2002-M-3435	J.H. Harris & Associates	Report	05/22/2002	\$14,426.00	0	0	\$14,426.00
POHC-2002-M-0478	J.H. Harris & Associates	Brochures	04/11/2002	\$14,426.00	0	0	\$14,426.00
POHC-2002-M-3414	J.H. Harris & Associates	Booklets	03/12/2002	\$18,900.00	0	0	\$18,900.00
POHC-2002-M-3439	Phoenix	Report	03/08/2002	\$10,557.00	0	0	\$10,557.00
Subtotal				\$174,786.94	\$67,726.00	0	\$107,060.94
Department of Public Works							
KAOP2000417	Xerox Corporation	Xerox Supplies	11/30/2001	\$6,000.00	\$6,000.00	0	0
KAOP2001026	Deskmate	Wau Paper, Satro	04/25/2002	\$3,319.39	\$3,319.39	0	0
KAOP2000045	Host Diversified Systems, Inc.	Office Supplies	10/16/2001	\$2,000.00	\$2,000.00	0	0
KAOP2000297	Host Diversified Systems, Inc.	Copier Supplies	11/14/2001	\$12,000.00	\$12,000.00	0	0
KAOP2001330	Host Diversified Systems, Inc.	Office Supplies	06/10/2002	\$5,000.00	\$5,000.00	0	0

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Subtotal				\$28,319.39	\$28,319.39	0	0
Office of Contracting and Procurement							
GS26F-1003B	Page After Page, Inc.	Printing Services	03/18/2002	\$13,619.00	0	0	\$13,619.00
GS26F-1003B	Page After Page, Inc.	Printing Services	11/21/2002	\$8,500.00	0	0	\$8,500.00
GS26F-1003B	MPD Business Services	Printing Services	03/19/2002	\$10,000.00	0	0	\$10,000.00
N/A	Reproduction & Copy Center	Printing Services	09/11/2002	\$2,238.76	0	0	\$2,238.76
N/A	Government Printing Office	Printing Services	02/08/2002	\$4,313.00	0	0	\$4,313.00
N/A	Government Printing Office	Printing Services	04/08/2002	\$248.00	0	0	\$248.00
N/A	Government Printing Office	Printing Services	03/06/2002	\$218.00	0	0	\$218.00
N/A	Government Printing Office	Printing Services	05/23/2002	\$211.00	0	0	\$211.00
N/A	Government Printing Office	Printing Services	03/07/2002	\$652.00	0	0	\$652.00
N/A	Government Printing Office	Printing Services	02/11/2002	\$510.00	0	0	\$510.00
2-70020-AA	US GPO	20 Cases @ 8.5x11	01/30/2002	1,098.00	0	0	1,098.00
2-40009-AE	US GPO	10,000 Sheets LH	01/30/2002	94.50	0	0	94.50
2-70021-AA	US GPO	40 Cases @ 8.5x11	03/19/2002	1,098.00	0	0	1,098.00
2-70023-AA	US GPO	40 Cases @ 8.5x11	03/19/2002	1,098.00	0	0	1,098.00
2-70033-AA	US GPO	80 Cases @ 8.5x11	05/02/2002	2,196.00	0	0	2,196.00
2-40019-AE	US GPO	40 Cases @ 8.5x11	05/02/2002	1,098.00	0	0	1,098.00
2-40029-AE	US GPO	20 Cases @ 8.5x11	07/27/2002	549.00	0	0	549.00
2-50011-BA	US GPO	15 Cases @ 8.5x11	Illegible	411.75	0	0	411.75
2-50012-BA	US GPO	25 Cases @ 8.5x11	07/27/2002	686.25	0	0	686.25
2-40030-AE	US GPO	40 Cases @ 8.5x11	08/27/2002	1,098.00	0	0	1,098.00
2-50016-BA	US GPO	40 Cases @ 8.5x11	09/23/2002	1,890.00	1,890.00	0	0
2-50017-BA	US GPO	40 Cases @ 8.5x11	09/23/2002	1,890.00	1,890.00	0	0
Subtotal				\$54,266.26	\$3,780.00	0	\$50,486.26
				Total Award Dollar Amount	Recycle Paper \$ Amount	Recycle Paper Products \$ Amount	Non-Recycle Paper \$ Amount
Grand Totals				\$1,825,447.45	\$476,011.89	\$103,434.23	\$1,252,218.33
Percentage of Recycled Paper of the Total Award \$ Amount				32%			