

Depot Collections: Existing System and Anticipated System Expansion

This document is part of a series of six support documents Circular Action Alliance (CAA) created to help **local governments** prepare for their next step in the implementation of the Recycling Modernization Act (RMA).

Specifically, CAA is asking each community to use these documents as tools to prepare for the Oregon Recycling System Optimization Project (ORSOP), which will take place from May through August of 2024. These documents call out the areas of consideration and data necessary for communities to **effectively identify their system expansion needs** for the ORSOP effort. When funding requests are made during the ORSOP response period (May – August 2024), supporting documentation gathered from these preparedness documents may be requested.

This document will help local governments and their service providers gather the necessary information about their systems for material collection at depots. The goal is to help anticipate the impacts that the collection requirements of the RMA and the Uniform Statewide Collection List (USCL) might have on these collection networks. In subsequent stages of the ORSOP effort, local governments will be asked to identify the infrastructure and start-up investments that will be necessary to successfully achieve the anticipated system expansion for their community. Local governments and their service providers should use the information captured in this worksheet to identify the system expansion areas needed to successfully implement the RMA.

→ **Jurisdiction:**

Existing Depots

Please list existing depots where packaging materials are collected for recycling. If listing multiple depot facilities, please fill out the below sections for each site.

→ Depot Address:

→ Is this depot sited at a reload facility? YES NO

→ Please describe:

→ If no, is the depot located at a facility with other commercial activity? YES NO

→ Please describe:

USCL Materials

Please indicate the individual USCL product categories that are currently accepted at the depot:

Fiber Product Categories	Currently Accepted?	
	YES	NO
Corrugated Cardboard		
Paperboard packaging		
All kraft paper		
Molded pulp packaging		
Polycoated cartons		
Tissue paper		
Non-metalized gift wrap		
High-grade office paper		
Newspaper/newsprint		
Magazines, catalogs and similar glossy paper		
Telephone directories		
Other printing and writing paper		
Paperback books		

Plastic Product Categories	Currently Accepted?	
	YES	NO
Plastic bottles larger than 2" (PET, HDPE, PP)		
Plastic tubs (PET, HDPE, PP)		
Plastic buckets, pails, storage containers, and other bulky containers (HDPE, PP)		
Nursery packages (HDPE, PP)		

Scrap Metal Products	Currently Accepted?	
	YES	NO
Aluminum food and beverage containers		
Steel cans, including empty/dry paint cans		
Scrap metal less than 10 lbs. in weight and less than 18 inches in length		

Current Collection Material Categories

The table below is designed to help gather information about how packaging materials collected for recycling at the depot are collected and managed.

Material/ Material Mix (list all materials collected in each bin)	Type of Bin Used for Collection (including size) <i>If collected in a bunker, please indicate that.</i>	How Often is the Bin Filled? (on average)	Describe How Material is Prepared for Market (baled, shipped loose, etc.)	Annual Volume Estimates (tons)	Downstream Partner (list CRPF or end market). <i>If moved to a reload facility, indicate the location.</i>
EXAMPLE: Mixed plastic rigids (tubs, lids, buckets, pails)	30-yard container	Every 20 days	Baled	75	

Depot Users

- In your estimation, how many visitors utilize the recycling depot on a monthly basis?

- Please describe the service area your depot is intended to serve (e.g., county-wide, serves residents in the range of particular cities, etc.)?

- Please provide an estimate of the population in your service range.

- Approximately what percentage of recycling depot users are self-haulers, i.e. they lack residential garbage service and self-haul waste and recyclables to the site? If you don't have a sense of this percentage, please indicate that.

Facility Details

The next set of questions seek to understand the condition of the depot collection area and the equipment that may be used.

- Please check all that apply. The area is:
 - Covered
 - Paved
 - Staffed with customer interaction at the depot area
 - Staffed but personnel not present at the collection bin area

- Additional description of depot location:

→ Describe any current limitations the depot might have to accepting more materials:

→ Alternatively, in your estimation, is there available space at the depot site to accommodate collection of new materials?

YES NO

→ Describe the current equipment used to aid collection and management of depot materials (e.g., forklifts, balers, compactors, etc.):

Equipment	Estimated date of purchase (year)	% of time used to manage USCL materials	% of the time equipment is idle
EXAMPLE: Baler 1	2022	100%	75%
EXAMPLE: Forklift	2016	10%	20%

→ Are there HHW collections available at this location? YES NO

→ If yes, are the HHW collections permanent or events? PERMANENT EVENTS

→ If events, list the frequency of events in 2023.

→ Which hauler(s) serve the depot or manage the site?

→ Do you have a map or rough sketch of the site available? YES NO