

## Attachment B

# **RULES AND REQUIREMENTS OF THE SPRINGFIELD MATERIAL RECYCLING FACILITY AND AUTOMATED MATERIALS HANDLING FACILITY**

This document outlines the requirements for use of the Springfield Materials Recycling Facility (SMRF) and Automated Materials Handling Facility (AMH). Failure to comply with these rules and requirements may result in rejection of loads and, if repeated violations occur, termination of delivery rights.

### **I. Location**

#### Dual Stream Deliveries:

Springfield Materials Recycling Facility (SMRF)  
84 Birnie Avenue  
Springfield, MA 01107

#### Commingled (single stream) Deliveries:

Automated Materials Handling Facility  
203 Tremont Street  
Springfield, MA 01104

### **II. Hours of Operation**

The Facility and Delivery Site will receive Recyclable Materials from 7:00 AM to 4:30 PM, Monday through Friday. For weeks during which a Holiday is observed, the Facility and Delivery Site will receive Recyclable Materials on the Saturday following the Holiday from 9:00 AM to 2:00 PM.

### **III. Acceptable Recyclable Materials**

#### Recyclable Containers:

- 1.A.1. Aluminum cans and foil.
- 1.A.2. Tin/Steel cans and lids.
- 1.A.3. Glass – green, brown and clear (less than 2 gallons in size).
- 1.A.4. Plastics tubs and lids, jars and bottles #1-7 (less than 2.5 gallons in size).
- 1.A.5. Gable-top and aseptic containers.

#### Recyclable Paper:

1. Newsprint – all the newsprint plus inserts that come with daily papers.
2. Mixed paper – magazines, mail, catalogs, used writing paper, brown paper bags, boxboard (cereal boxes), clean pizza boxes, and office paper.
3. Corrugated Cardboard.

## **I. Acceptance Standards**

### Recyclable Containers:

- 1.A.6. Containers must be empty and clean.
- 1.A.7. Glass beverage containers must be intact, excessive broken glass is not acceptable.
- 1.A.8. Must only include the containers listed in Section III. Ceramics, Pyrex, light bulbs, laundry baskets, containers greater than 2.5 gallons, planting pots, Styrofoam, window and auto glass, broken glass, and motor oil jugs are not acceptable.

### Recyclable Paper:

- 1.A.9. All paper must be clean and dry.
- 1.A.10. Paper should not be placed in plastic bags.
- 1.A.11. No soda or beer holders/cartons, or egg cartons.
- 1.A.12. No waxed paper or waxed cardboard.
- 1.A.13. No paper or cardboard should be bundled in string.
- 1.A.14. Cardboard must be flattened and strings must be removed.
- 1.A.15. Paper must be free of solid waste.

Incoming loads that contain an unacceptable level of contamination which includes, but is not limited to, the following: dirt, sand, food waste, toys, appliances, household and commercial trash, asphalt, wood, concrete, snow, water, hazardous waste, and any other non-recyclables may be rejected, as outlined in Section IV (B) of the Municipal Agreement.

## **II. On Site Traffic**

Users of the Facility and/or Delivery Site shall obey and adhere to any posted traffic control signs or directions provided by onsite personnel. The speed limit within the Facility and Delivery Site is five (5) miles per hour. This will be strictly enforced to ensure maximum safety at the facility.

## **III. User Check-In**

Upon entering the Facility or Delivery Site, all users shall check in at the scale house to be weighed in, complete paperwork, and then proceed as directed to the appropriate tipping area.

## **IV. Inspection**

The contents of all deliveries, to determine compliance with the Acceptance Standards set forth herein, are subject to inspection and analysis by the Operator, DEP or its agents or designees prior to, during, and/or after unloading.

