

### Sunnyvale's Recycling Business Leaders

Whether you are in high-tech, food service or the automotive business, recycling in the workplace is easier than you think and you can save money! Some businesses in Sunnyvale have already proven recycling can be a success and have taken steps to streamline their garbage and recycling service.

Green leaders like European Autoworks, a car repair and maintenance shop, and Promega Biosystems, a life sciences company, were concerned about the amount of waste they were generating and the rising cost they were paying to have it hauled away. After learning the Recycling Program could assist them in reducing their waste, both companies took initiative to have a free and confidential waste assessment done. As a result, both companies were able to downsize their garbage service and increase recycling service which helped reduce their bottom line garbage costs.



### Additional Green Business Tips

**1 Reduce first, Reuse second, then Recycle.**

For additional information visit [Recycling.inSunnyvale.com](http://Recycling.inSunnyvale.com).



**2 Become a Bay Area Green Business.** Get certified as a Green Business. For more information visit [greenbiz.gov](http://greenbiz.gov).



**3 Turn off printers, computers and other office electronics on nights and weekends.** Save yourself the money! For additional information visit [fypower.org](http://fypower.org).



**4 Print using dual-sided and 100% recycled content paper.** Look for FSC (Forest Stewardship Council) certified materials. [fsc.org](http://fsc.org).



**5 Sustainable Office & Janitorial Supplies.**

For additional information visit [epa.gov](http://epa.gov).



**6 How much carbon is your business emitting?** Find out by using a carbon calculator at [coolcalifornia.org](http://coolcalifornia.org).



City of Sunnyvale Environmental Services Department, Recycling Program (408) 730-7262, TDD (408) 730-7501

Find us on  

# Guide to Recycling for Sunnyvale Businesses



**EASY SOLUTIONS TO HELP REDUCE WASTE AND CUT COSTS**

## Welcome to the City of Sunnyvale

We invite you to join other Sunnyvale businesses in helping move the City towards its goal of achieving zero waste and remaining in compliance with AB 341, a mandatory commercial recycling law that took effect July 1, 2012. The Recycling Program is here to help you identify easy ways to reduce your waste, cut garbage costs and actually save money by recycling items of high value you might be currently throwing away. With assistance from the City, many Sunnyvale companies are finding innovative ways to lower their businesses' carbon footprint and easily make the necessary transition to meet the requirements of AB 341's mandatory recycling law.



Cliff Greenman displaying his recycling bins

“ I went from a 2 cubic yard bin to a 1 cubic yard bin and saved \$100 monthly on my hauler bill.

— Cliff Greenman, European Autoworks ”

# FAQs

The City of Sunnyvale provides technical assistance and resources to help you recycle and reduce waste at work. Here are some frequently asked questions about our programs.

## What recycling services does the City offer?

**Cardboard Recycling** — a cost effective way to manage large volumes of cardboard. If your company generates 200 lbs a week or more, call Specialty Solid Waste and Recycling at (408) 566-1804 to set up service.

**Technical Assistance** — the Commercial Recycling Program can help you set up a recycling program, audit your waste stream and help you find a private recycler for many different materials (paper, plastics, cans, glass, electronic waste, and more) Call (408) 730-7484 for assistance.

## What happens to the trash my company produces?

The City of Sunnyvale's franchised hauler, Specialty Solid Waste and Recycling, collects all of Sunnyvale's trash and takes it to the Sunnyvale Materials Recovery and Transfer Station (SMaRT Station®) where it is mechanically and manually sorted to recover recyclables and keep valuable resources from the landfill. Up to 25% of the material diverted from the trash is recycled.

## If the SMaRT Station separates recyclables from our trash, why would I need to set up a recycling program at my place of business?

The City wants to provide you with options for managing your materials. Some companies need to track their diversion and implement recycling and waste reduction programs, while others don't generate enough material or have the space to set up recycling. Whichever option you choose, we can help you meet your goals.

## Does the City have to meet State required diversion goals? If so, how does that affect my business?

Currently Sunnyvale diverts 67% of its material from the landfill. However, AB 341, a new mandatory commercial recycling law that takes effect July 1, 2012 requires businesses like yours to recycle in order to meet the State's 75% diversion goal. Fortunately, the SMaRT Station is a unique facility whose practices of sorting recyclables from the waste stream already meet the AB 341 requirements, and all your business has to do to remain in compliance with the law is to have your garbage collected by the franchised hauler, Bay Counties Waste Services (BCWS). BCWS also will collect clean, separated cardboard for businesses that meet volume requirements.

For more information on AB 341 Mandatory Commercial Recycling Law, visit <http://www.calrecycle.ca.gov/climate/recycling>.

## Can I really cut costs by recycling?

Yes! Depending on your businesses' waste needs, recycling can reduce your garbage bill. Check out the example below showing potential cost savings for setting up a cardboard recycling program. You can estimate how much material you generate by visiting our recycling calculator at [Recycling.inSunnyvale.com/recyclingcalculator](http://Recycling.inSunnyvale.com/recyclingcalculator).

# Recycling in 5 Easy Steps

### 1 Determine what your recycling needs are.

Conduct a visual inspection of internal and external garbage bins to estimate what items are being thrown away that can be recycled instead. Go to [Recycling.inSunnyvale.com](http://Recycling.inSunnyvale.com) and click on *Commercial* under *Recycling Services* for assistance. For additional assistance in setting up a recycling service feel free to call (408) 730-7484.

### 2 Find the right recycler to pick up your materials.

Once you know what recyclables need to be collected, find a hauler that best fits your needs. The City's hauler Specialty Solid Waste & Recycling provides cardboard collection for companies that generate 200 lbs a week or

more. To find out if you qualify call (408) 730-7484. For all other materials inquiries visit [Recycling.inSunnyvale.com](http://Recycling.inSunnyvale.com) and click on *A-Z Recycling* to find an approved hauler.

### 3 Find the right recycling bins.

Not sure what bins to use? Recycling haulers usually provide large outdoor bins, but recycling bins may also be needed inside your business. For a list of recycling containers that encompasses all budgets, visit: [www.calrecycle.ca.gov/Recycle/Tools/Containers.htm](http://www.calrecycle.ca.gov/Recycle/Tools/Containers.htm).

### 4 Partner with your custodial service to ensure materials are properly separated for recycling.

Initial and periodic refresher training is essential to ensure custodial staff understands proper separation of recyclables. For more information visit: [Recycling.inSunnyvale.com/janitorialpartnerships](http://Recycling.inSunnyvale.com/janitorialpartnerships).

### 5 Post recycling goals and achievements in the workplace.

Promote and encourage recycling. Post program achievements / awards / goals that will generate employee interest, support, and generation of new ideas, all essential to making a successful recycling program.

## Cardboard Recycling Example

Bin Size	Recycling (once a week, flat monthly fee, up to 5 days a week service available)	Garbage (monthly fee, 1x a week)	Monthly Savings w/Recycling Services	Annual Savings w/Recycling Services
3 cubic yards	\$19.16*	\$325.07*	\$286.75*	\$3,441.00*
6 cubic yards	\$21.58*	\$601.37*	\$558.21*	\$6,698.52*

\*2011/2012 rates

For more information, visit [Recycling.inSunnyvale.com](http://Recycling.inSunnyvale.com)



Recycling Set Up is Easy

Promega Biosystem's recycling bins at every workstation



Once we provided separate bins for recyclables at each work station, employees learned to stop and say, 'This isn't trash.'

— Nela Veis,  
Promega Biosystems