



January 11, 2021

Dear Solid Waste and Recycling Hauler:

Section 22-169 of the Prince William County Code requires all companies that collect solid waste or recycling materials within Prince William County, Virginia to annually report their recycling activities to the County's Department of Public Works Solid Waste Division for the previous calendar year. Please complete and return pages 3-5 of the enclosed forms for calendar year 2020 by February 15, 2021. Additional forms are available on the County's website at: www.pwcgov.org/businessrecycling

This year's form is similar to the one used last year. Section A includes contact information; Section B recycling collection activity; Section C is for other materials recycled or reused; Section D is for construction and demolition waste; Section E is for refuse collected. Include on this report only materials collected in Prince William County including the incorporated towns of Dumfries, Haymarket, Occoquan, and Quantico (a list of County Zip Codes appears on the back of this letter). Do not include materials collected within the independent cities of Manassas or Manassas Park (report activities directly to these localities). All information reported should be based on actual weights, but estimates may be used providing that you used the volume-to-weight conversions provided in Attachment 1.

How and Where to Submit Completed Forms: return **pages 3-5 only** of the report by February 15, 2021

By Email: smacdonald@pwcgov.org
By Fax: (703) 792-4617
By Mail: Department of Public Works/Solid Waste
Division
Attention: Hauler Reports
5 County Complex Court, Suite 250
Prince William, Virginia 22192

Last year, Prince William County achieved a Virginia recycling base rate of 33.2% and with your help the County hopes to reach our goal of recycling 40%. Should you have any questions regarding this report, please contact Scott MacDonald at (703) 792-6804.

Sincerely,

Thomas J. Smith, P.E.
Acting Assistant Director of Public Works for Solid Waste

Enclosure: *Calendar Year 2020 Recycling & Refuse Hauler Collection Form*

ADDITIONAL INSTRUCTIONS FOR COMPLETING REPORT

Who Needs to Complete this Report?

Businesses or organizations that collect refuse or recyclable materials (including backhauling) within Prince William County. If you have a business or non-residential property in Prince William County, but do not transport materials refer to information regarding the Business Recycling Report at the bottom of this page.

How do I know if I Transported Materials within Prince William County?

You need to file if your firm transported materials from the list of Zip Codes below. The Zip Codes on the left are *entirely* located within Prince William County and the Zip Codes on the right are *partially* located within Prince William County. For the partially located Zip Codes, refer to the address ranges to see if your business needs to file the County report.

<i>Zip Codes Entirely Located in Prince William County</i>		<i>Zip Codes Partially Located in Prince William County</i>
Zip Code	Location	<u>Zip Code 20110 (Manassas) Ranges in Prince William:</u>
20109	Manassas, Sudley	— Bertalice Ct. (all)
20112	Manassas, Hoadly	— Carolina Dr. (all)
20136	Bristow	— Fiore Ct. (all)
20137	Broad Run	— Freedom Center Blvd. (all)
20143	Catharpin	— George Mason Cir. (all)
20155	Gainesville	— Godwin Dr. (#9220 only)
20169	Haymarket	— Innovation Dr. (all)
20181	Nokesville	— Liberia Ave. (#9399, 9401, 9405, 9471, 9501, 9511, 9655, 9665, 9675, 9685, 9695, 9705, and 9725 only)
22025	Dumfries	— Pennsylvania Ave. (all)
22026	Dumfries	— Residency Rd. (#10103 – 10123, 10224, and 10228)
22125	Occoquan	— University Blvd. (all)
22134	Quantico	<u>Zip Code 20111 (Manassas, Buckhall) Ranges in Prince William:</u>
22172	Triangle	— Centreville Rd. (#7200 - 8393, 8590, 8591, 8595, and 8605)
22191	Woodbridge	— Shoppers Sq. (#8260 – 8283)
22192	Woodbridge, Lake Ridge, and Prince William	
22193	Woodbridge, Dale City	

What about Waste Consultants or Brokers?

If you are a waste consultant or broker and you received this report from a client located in Prince William County, Virginia, please note that the intent of this report is to collect information from companies that actually collect trash and/or recyclable materials in Prince William County. If your firm subcontracts trash and/or recycling collection services, the subcontractors would be responsible for completing this report. Please forward or provide contact information to smacdonald@pwcgov.org.

What about Businesses or Non-Residential Property Managers?

If you are a business or non-residential property manager and you did not transport materials in Prince William County you should complete the on-line Business Recycling Report (see information below). Business recycling reports are now due October 15th of each year and may be completed online at:

www.pwcgov.org/businessrecycling

If you have difficulty accessing report via the link above you can also send an email to recyclingreport@pwcgov.org after September 1, 2021 and you will receive an autoreply with a direct link to the business recycling report. If you are not sure which report to complete, please contact our office at (703) 792-4670.



Prince William County Uniform Recycling & Refuse Report Calendar Year 2020



SECTION A – CONTACT INFORMATION

1. Company: _____
2. Contact Person: _____ Title: _____
3. Mailing Address: _____

<i>Street / PO Box</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
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4. Phone: (____) _____ Fax: (____) _____
5. Email: _____

6. Nature of Business:

- | | |
|---|--|
| <input type="checkbox"/> Broker/Consultant | <input type="checkbox"/> Food Waste Collector |
| <input type="checkbox"/> Paper Collector | <input type="checkbox"/> Textile, Shoes, Clothing Recycling Company |
| <input type="checkbox"/> Glass Collector | <input type="checkbox"/> Commercial / Retail Back-hauler of Cardboard & Other Recyclable Materials |
| <input type="checkbox"/> Electronics Recycling Company | <input type="checkbox"/> Solid Waste – Trash / Recycling Collector |
| <input type="checkbox"/> Secure Document Destruction | <input type="checkbox"/> Construction and Demolition Collector |
| <input type="checkbox"/> Tire Recycling Company | <input type="checkbox"/> Bulk Waste & Junk Collector |
| <input type="checkbox"/> Used Oil / Antifreeze / Solvents – Collector | <input type="checkbox"/> Material Recovery Facility (MRF) |
| <input type="checkbox"/> Metals Recycler (Ferrous & Non-Ferrous) | <input type="checkbox"/> Other |
| <input type="checkbox"/> Battery Recycler | |
| <input type="checkbox"/> Yard Maintenance/Landscaping Company | |

CERTIFICATION:

I certify that to the best of my knowledge the information being submitted on this form is true, accurate, and complete. I understand that these records shall be made available for auditing purposes and that there may be penalties for intentionally submitting false information.

Signature: _____ Date: _____

Printed Name: _____ Title: _____

SECTION B - Tonnage of Materials Collected for Recycling				
MATERIALS COLLECTED FOR RECYCLING <i>Report only tonnages collected from Prince William County</i>	Tons Recycled	Source*	✓ here if est.**	Name of Recycling Processor
MIXED / SINGLE STREAM RECYCLING				
Single Stream / All in One Recycling				
Bottles & Cans Only (no paper items)				
PAPER				
Mixed Paper				
Cardboard				
Newspapers				
Shredded Paper				
Other Paper				
METAL				
Appliances				
Inoperative Motor Vehicles (DMV program only)				
Aluminum Cans				
Other Scrap Metal				
PLASTIC				
Plastic Film (shrink wrap, plastic bags, etc.)				
Other Plastics				
GLASS				
Source Separated Glass Containers only				
Other Glass				
ORGANICS				
Yard Waste (grass & leaves)				
Brush				
Tree Stumps				
Scrap Wood (pallets, reels, crates, sawdust, lumber)				
Organic Waste (cooking oil, bone, etc.)				
Food Waste				
ELECTRONICS / BATTERIES / LAMPS				
Electronics (computers, TVs, etc.)				
Batteries (non automotive)				
Fluorescent Lamps				
OTHER PRINCIPAL RECYCLED MATERIALS				
Motor Oil				
Anti-Freeze				
Auto Batteries (35.9 lbs/each)				
Truck Batteries (60 lbs/each)				
Auto/Light Truck Tires (20 lbs/each)				
Truck Tires (105 lbs/each)				
Oil Filters/Uncrushed (see Attachment 1)				
Oil Filters/Crushed (see Attachment 1)				
TOTAL TONS COLLECTED				

Notes: * Source Codes: R = Residential; C = Commercial; I = Institutional

Attachment 1

Volume to Weight Conversion Table (for estimates only)

Material	Volume	Weight in Pounds
Metal		
Aluminum Cans, Whole	One cubic yard	50-74
Aluminum Cans, Flattened	One cubic yard	250
Aluminum Cans	One full grocery bag	1.5
Ferrous Cans, Whole	One cubic yard	150
Ferrous Cans, Flattened	One cubic yard	850
Automobile Bodies	One vehicle	2,000
Paper		
Newsprint, Loose	One cubic yard	360-800
Newsprint, Compacted	One cubic yard	720-1,000
Newsprint	12" stack	35
Corrugated Cardboard, Loose	One cubic yard	75-100
Corrugated Cardboard, Baled	One cubic yard	1,000-2,000
Plastic		
PETE, Whole, Loose	One cubic yard	30-40
PETE, Whole, Loose	Gaylord	40-53
PETE, Whole, Baled	30" x 62"	500
Film, Baled	30" x 42" x 48"	1,100
Film, Baled	Semi-Load	44,000
Film, Loose	Standard grocery bag	15
HDPE (Dairy Only), Whole, Loose	One cubic yard	24
HDPE (Dairy Only), Baled	32" x 60"	400-500
HDPE (Mixed), Baled	32" x 60"	900
Mixed PET & Dairy, Whole, Loose	One cubic yard	32
Mixed PET, Dairy & Other Rigid (Whole, Loose)	One cubic yard	38
Mixed Rigid, No Film	One cubic yard	49
Glass		
Glass, Whole Bottles	One cubic yard	600-1,000
Glass, Semi-Crushed	One cubic yard	1,000-1,800
Glass, Crushed (Mechanically)	One cubic yard	800-2,700
Glass, Whole Bottles	One full grocery bag	16
Glass, Uncrushed to Manually Broken	55 gallon drum	125-500
Arboreal		
Leaves, Uncompacted	One cubic yard	200-250
Leaves, Compacted	One cubic yard	300-450
Leaves, Vacuumed	One cubic yard	350
Wood Chips	One cubic yard	500
Grass Clippings	One cubic yard	400-1,500
Other		
Battery (Heavy Equipment)	One	60
Battery (Auto)	One	35.9
Used Motor Oil	One gallon	7.4
Used Oil Filters (Uncrushed)	55 gallon drum	66 Lbs./Used Oil + 110 Lbs./Ferrous Metal
Used Oil Filters (Crushed)	55 gallon drum	16.5 Lbs./Used Oil + 368 Lbs./Ferrous Metal
Tire - Passenger Car	One	20
Tire - Truck, Light	One	35
Tire - Semi	One	105
Antifreeze	One gallon	8.42
Food Waste, Solid & Liquid Fats	55 gallon drum	412
Electronics: CRT/CPU/LapTop/TV	Each (avg wt from NCER)	38/26/8/49 respectively