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Advisory Committee Members

Jan Ameen, Executive Director, Franklin County Solid Waste Management District
Jane Ammons, Georgia Institute of Technology
Steve Andrews, Nebraska State Recycling Association
Christine Beling, Environmental Engineer, EPA New England
Heather Bowman, Environmental Affairs Manager, Electronic Industries Alliance
Patty Dillon, Research Associate, Gordon Institute, Tufts University
Lorraine Graves, Environmental Scientist, EPA, New York
Peg Hall, Solid Waste Manager, Town of Branford, Connecticut
Priscilla Hayes, Coordinator, New Jersey Solid Waste Policy Group, Rutgers University
Robin Heston, New Jersey Department of Environmental Protection
Gordon Hui, Program Analyst, EPA Headquarters
Tom Hyatt, Pennsylvania Department of Environmental Protection
Robin Ingenthron, American Retroworks
Scott Menrath, Western Facilities Section Chief, Bureau of Solid Waste & Land
Management, New York Department of Environmental Conservation
Arlene Miller, MRIP Coordinator, Western Massachusetts, Massachusetts Department
of Environmental Protection
Ray Moreau, Associate Director, Southeast Waste Information eXchange
Julie Rhodes, Executive Director, Reuse Development Organization, Inc.
Joanne Shafer, Centre County Solid Waste Authority, Pennsylvania
Mark Toussaint, WasteCap New Hampshire
Christopher Way, Supervisor, Planning and Community Assistance Section, New
Hampshire Department of Environmental Services

Northeast Recycling Council, Inc. - Survey For Municipal Electronics Recycling Programs

Please consider completing this survey on-line at www.nerc.org/surveyresidential.html

If you have any questions, or need assistance answering this survey, contact: John Leigh, Northeast Recycling Council, john@nerc.org. Phone: 802-254-3636.

General

Please provide a copy of any general program information that you think will help to understand your program.

Contact name:

Organization:

Mailing address:

Physical location of program, if different:

Telephone:

Fax:

Email:

Website:

Geographic area or community served:

Population served (#):

Comments:

Collection method: One-day events Ongoing drop-off Curbside
 1-day events plus ongoing drop-off Processor contracted to operate special collection
 Other _____

Comments:

Materials accepted: Televisions VCRs Computer monitors
 Computer hardware in addition to monitors Printers or other computer peripherals
 Other _____

Comments:

Are small businesses and/or municipal buildings able to participate?

Yes No Comments:

Are fees charged? Yes No If yes, please describe

Comments:

How old is the program? Less than 6 months 6 months to 1 year
 More than 1 year More than 3 years Other _____

Comments:

How often is the program available? Weekdays Once a week
 One day a month One-day event (please specify times per year below)
 Other _____

Comments:

Where is the program operated? DPW yard Recycling Center
 Retail outlet Electronics recycler Charity
 Other _____

Comments:

Who operates the program?

Municipal or regional government/authority Private contractor
 Charity Original equipment manufacturer Electronics recycler
 Retail outlet Other _____

Comments:

Who provides the transportation after collection?

Municipal or regional government/authority Private contractor
 Charity Original equipment manufacturer Electronics recycler
 Retail outlet Other _____

Comments:

Financial Information – If Available

Please provide a copy of any financial analysis of the program that you already have.

How were the initial costs of establishing the program paid for?

Grant Government entity recycling/solid waste budget
 Private company Other _____

Comments:

To the best of your knowledge, how much did it cost to set-up the program? Please include staff time, real property, supplies & equipment, signage, advertising, permitting, etc.. Less than \$1,000 \$1,000 - \$5,000 \$5,000 - \$10,000 More than \$10,000 Don't know

Comments:

To the best of your knowledge, how much does the program cost to operate on an annual basis? Please include staff time, supplies & equipment, advertising, recycling fees, and transportation costs.

Less than \$1,000 \$1,000 - \$5,000 \$5,000 - \$10,000
 More than \$10,000 More than \$50,000 Don't know

Comments:

To the best of your knowledge, how much are you paying per ton, including transportation, to recycle the used electronics?

- How are the annual operating costs funded? Grants Fees
 Municipal/government budget Receipts from recyclers
 A combination of the above (please detail which)
 Other _____

Comments:

- How many tons/year are you collecting? Less than 5 tons
 5 -10 tons 10 – 15 tons 15 – 20 tons
 Other _____

Comments:

Fate of Materials Collected

- Is there a re-use component to your program? Yes No
If yes, what percentage of the materials is re-used? Less than 15%
 15 - 25% 25 – 50% 50 – 75% More than 75%

Comments:

Where are your electronics going for recycling or reuse?

- Demanufacturer Remanufacturer Recycler Charity
 Re-use or repair program Original equipment manufacturer
 Other _____

Comments:

Program Statistics

Please provide a copy of any program statistics that you already have.

Follow-up Conversation? Would you be willing to participate in a follow-up phone conversation? Yes No

Thank you for your time and assistance!

Please return, along with copies of relevant materials, to:

John Leigh, NERC, 139 Main St., Suite 401, Brattleboro, VT 05301

Email: john@nerc.org Phone: 802-254-3636 Fax: 802-254-5870

List of Communities that Responded to Survey

Arkansas

Pulaski County

California

Berkeley, Fremont, Humboldt and Del Norte Counties, Los Angeles, Manteca, San Joaquin County, Thousand Oaks

Colorado

Boulder County, Larimer County

Connecticut

Branford, Mansfield

District of Columbia

Washington

Florida

Alachua County, Hillsborough County, Pasco County, Tallahassee/Leon County

Iowa

Clinton County, North Central Iowa

Illinois

DuPage County, Jackson County, Kane County, Naperville, Northern Cook County

Indiana

Allen County, Southeastern Indiana, St. Joseph County

Massachusetts

Acushnet, Amherst, Andover, Arlington, Attleboro, Ayer, Belchertown, Berkeley, Berkshire County, Billerica, Bourne, Buckland, Cape Cod (mid-Cape area), Charlemont, Chelmsford, Chelsea, Chicopee, Concord, Conway, Dedham, Dover, Easthampton, Erving, Foxborough, Framingham, Franklin County, Gardner, Gloucester, Goshen, Granville, Hampden, Hanover, Hingham, Ipswich, Lawrence, Malden, Manchester, Marblehead, Marlborough, Marshfield, Mashpee, Medfield, Medford, Merrimac, Middleton, Millis, Cliquot, Natick, New Bedford and Dartmouth, Newburyport, Northbridge, Orange, Oxford, Peabody, Plymouth, Plympton, Quincy, Scituate, Seekonk, Sherborn, Shrewsbury, Shutesbury, Somerset, South Hadley, Springfield, Sterling, Stockbridge, Stoneham, Washington, Webster, West Boylston, Westfield, Westport, Westwood, Weymouth, Wilbraham, Wilmington

Maryland

Howard County, Montgomery County, Prince George's County

Maine

Portland, Lewiston/Auburn, Union

Michigan

Eaton County, Emmet County, Kalamazoo County, Kent County, Lenawee County, SE Oakland County, Washtenaw County

Minnesota

Andover, Carver County, Coon Rapids, Duluth, Farmington, Goodhue County, Hennepin County, Inver Grove Heights, Martin County, Ramsey, Stearns County, Washington County

North Carolina

Cabarrus County, Cary, Davidson County, Rowan County, Wake County
Nebraska
Lincoln and Lancaster Counties
New Jersey
Bergen County, Burlington County, Mercer County, Morris County, Passaic County,
Salem County, Somerset County, Union County
New York
Bethlehem, Oneida and Herkimer Counties, Oswego County, Ulster County,
Westchester County
Ohio
Cuyahoga County, Erie County, Hamilton County, Lane County
Oregon
Marion County, Portland, Washington County
Pennsylvania
Cumberland County, Lancaster County
Rhode Island
Rhode Island Resource Recovery Corporation
Texas
Arlington, Carrollton, Denton, Fort Worth
Virginia
Arlington County, Falls Church, Manassas, Newport News, Southeast Public Service
Authority
Vermont
Addison County, Lamoille County, Greater Upper Valley
Washington
Bellevue, Clark County
Wisconsin
Marathon and Lincoln Counties, St. Croix County

Complete List of Communities Identified with Collection Programs

Arkansas

Madison County, Pulaski County,

California

Alameda, Arcata, Bakersfield/Kern County, Berkeley, Central Contra Costa Solid Waste Authority, Milpitas, Del Norte County, Fremont, Lakewood, Los Angeles, Manteca, Merced County, Monterey, Palo Alto, Sacramento, Salinas, San Diego, San Francisco, San Joaquin County, Santa Monica, Thousand Oaks, West Hollywood

Colorado

Boulder County, Colorado Springs, Greeley, Larimer County, Pitkin County, Summit County

Connecticut

Branford, Bridgewater/Roxbury, Connecticut Resource Recovery Authority, Housatonic Resources Recovery Authority, Mansfield, Southeast Connecticut Regional Resources Recovery Authority

District of Columbia

Washington

Delaware

Delaware Economic Development Office (pilot with CompUSA), Delaware Solid Waste Authority (statewide program)

Florida

Alachua County, Hillsborough County, Palm Beach County, Pasco County, Pinellas County, Tallahassee/Leon County

Iowa

Clinton County, Linn County

Illinois

Algonquin Township, DuPage County, Grundy County, Jackson County, Kane County, Kendall County, Lake County, LaSalle County, Madison County, Naperville, Northern Cook County, West Cook County, Will County

Indiana

Allen County, Greene County, Monroe County, Southeastern Indiana Solid Waste District, St. Joseph County

Kentucky

Jefferson County

Maryland

Howard County, Montgomery County, Prince George's County, Washington County

Massachusetts

280 Communities

Maine

Maine State Planning Office (pilot in Portland, Lewis and Auburn)

Michigan

Massachusetts State Contract CRT Pricing Memorandum, August 31, 2001

TO: Massachusetts Municipal Recycling Contacts
 FROM: Brooke Nash, Municipal Recycling Branch Chief, DEP
 CC: ElectroniCycle, Inc. and Superior Special Services, Inc.
 DATE: August 31, 2001
 RE: Cathode Ray Tube (CRT) Recycling Contract Update

As you may know, in May 2001 the Massachusetts Department of Environmental Protection (DEP) renewed its contract for cathode ray tube and computer recycling with ElectroniCycle, Inc. and Superior Special Services, Inc. This memo provides a pricing update for this contract, including a price reduction for ElectroniCycle that became effective August 23, 2001. The following pricing is in effect until May 15, 2002.

State Contract Number STOJ211: This contract was issued and awarded by the Department of Environmental Protection and authorized by the Operational Services Division as a Statewide Contract. It provides for recycling of cathode ray tubes (CRTs) found in TVs and computer monitors. The contract also covers recycling of computer peripherals including CPUs, keyboards and mice.

Vendor Name	Mixed CRTs and computers	CPU Only*	Color Monitors Only*	Mono-chrome monitors *	TVs*
ElectroniCycle, Inc. ** Gardner, MA 800-829-5082	\$0.13/lb.	0	\$0.13/lb.	\$0.17/lb	\$0.13/lb.
Superior Special Services Stoughton, MA Amanda Poverchuk 781-341-6080, x213	\$0.15/lb	0	0	\$0.15	\$0.15

The above prices apply to electronics **delivered** to the listed vendors. Prices do not include transportation to the vendor's facility or packaging materials (gaylords and pallets). To have electronics collected at a municipal location, it is the responsibility of the municipality to negotiate transportation costs with the vendor.

*Sorted prices only apply to pallets of 200 lbs. or more on total loads (sorted and unsorted) greater than 6,000 lbs.

**ElectroniCycle, Inc. pricing is based on tonnage processed annually. When contract tonnage exceeds 500 tons, the pricing for all contract users will drop to \$0.10/lb. for mixed CRTs and computers.

Parties eligible to deliver materials to the state contractors' facilities at the above prices include:

- All municipalities and/or their contracted haulers (including grantee and non-grantee communities)
- 3rd party vendors delivering municipally collected materials (with prior approval from DEP if from a grantee municipality).
- Other political subdivisions of the Commonwealth of Massachusetts (state agencies, regional groups, etc.)

CRT Grant Communities

ElectroniCycle, Inc. and Superior Special Services, Inc. will invoice DEP for materials received from grantee municipalities at the mixed per pound rate for unsorted electronics. The DEP grant does not cover packaging materials (pallets and gaylords), or the transportation of electronics to the vendors' facilities. However, if a municipality wishes to have materials picked up, they may negotiate a transportation price directly with the vendor. Superior Special Services has agreed to charge municipalities a transportation fee not to exceed \$.12/lb; this fee may be lower if fluorescent lamps or other mercury-bearing wastes are also being collected at the same time. Transportation costs with ElectroniCycle will vary depending on the municipality's location.

Alternate Contract: (Number ST7J211)

Municipalities that wish to pay one price for CRT recycling, inclusive of transportation of materials to the vendor's site, may use this alternate contract between the Operational Services Division and Superior Special Services. This contract covers collection of CRTs in amounts of 200 lbs. or more (orders for less than 200 lbs. will be assessed the minimum charge of \$50). Transportation and packaging (pallets or gaylords) are included in the pricing as follows:

Superior Special Services: **Collection of mixed CRTs and computers (Contract Number ST7J211)**

200 to 2,000 lbs = \$0.25/lb. (\$300 maximum charge for up to 2,000 lbs)
>2,000 lbs = \$0.15/lb.

Since there are two CRT recycling contracts with Superior Special Services, to avoid billing errors please specify which contract you are requesting services under because the pricing and services vary.

Packaging of Electronics:

Both contracts hold the municipality (including grantees) responsible for packing their electronics according to the vendors' specifications (on pallets or in gaylords). If materials are not properly packed and the vendor has to spend time at the municipal site to properly pack and load them, additional labor charges will be incurred by the municipality. Please ensure that your materials are packaged properly to avoid paying these charges.

For more information about the CRT Recycling Grant Program or the state contract, please call Jim McQuade at 617-348-4095.

United States Environmental Protection Agency's Policy - Regarding Electronic Waste Management, Region 5, August 3, 2001

*US EPA Region 5
77 West Jackson Boulevard
Chicago, IL 60604-3590
August 3, 2001*

*REPLY TO THE ATTENTION OF:
Ms. Jennifer Volkman
Minnesota Pollution Control Agency
520 Lafayette Rd.
St. Paul, MN 55155-4194*

Dear Ms. Volkman,

This is in response to your recent email to Jason Swift regarding the United States Environmental Protection Agency's (U.S. EPA) policy regarding electronic waste management. Thank you for your comments about the U.S. EPA's recent fact sheet on electronics. I've responded to each of your questions below, however, as you are aware, there are many activities underway regarding electronics waste management, therefore, some of these responses may change over time.

1. Does U.S. EPA assume that electronics are hazardous unless tested to prove otherwise?

No. As with any other waste stream, the generator of the waste is responsible for determining if the waste is hazardous. That determination can be made based on knowledge of the material or by testing. See response to question 2 for information specific to CRTs.

2. Has U.S. EPA drawn any bright lines on which electronics are or are not hazardous? The data available from the University of Florida indicate that color Cathode Ray Tubes (CRTs) are likely to fail the Toxicity Characteristic Leaching Procedure (TCLP) test for lead. Therefore, like the Minnesota Pollution Control Agency, the U.S. EPA believes that most end-of-life color CRTs are hazardous waste. As you know, the U.S. EPA is working on a rulemaking to reduce regulatory barriers to recycling CRTs. The Agency plans to propose a conditional exclusion from the definition of solid waste for CRTs that are recycled. In response to questions you and other State officials have raised, Regions 5 and 4 are supporting the University of Florida's work to conduct TCLP test on other electronics. This information may be used by the States and the U.S. EPA to determine the next steps for non-CRT electronics.

3. Does the U.S. EPA have a written or unwritten regulatory and/or enforcement policy on electronics management?

The U.S. EPA is developing a national strategy document outlining our goals and activities related to electronics management. This strategy should be available for public review later this year. Generally, the U.S. EPA's goals, as they relate to electronics waste, are to ensure that management of electronics is safe and environmentally sound, increase reuses and recycling, foster a life-cycle approach to product stewardship of electronics, and provide federal leadership on government procurement and management of electronics. Activities to support this strategy include the CRT rulemaking (see #2). As you know, there are other existing rules that affect management of components of electronics, such as circuit boards and batteries. The U.S. EPA has not developed a regulatory or enforcement policy specifically for electronics. The Agency will be discussing the applicability of current regulations in the preamble to the CRT rule.

4. What will U.S. EPA do if they see business generated CRTs in Subtitle D landfills?

The U.S. EPA would follow the same procedure used for any mismanagement of a hazardous waste.

5. Was the enforcement action taken out East against a business putting CRTs in a dumpster destined for a Subtitle D landfill an aberration?

Although your question refers to a business, the enforcement action I am aware of involved the Department of Health and Human Services (please send additional information to Jason Swift or Susan Mooney if you are aware of a different action). This action was not an aberration. U.S. EPA New England issued a Notice of Violation to the Department of Health and Human Services for placement of monitors and other electronic equipment in a solid waste dumpster. A copy of the Notice of Violation is attached for your information. As indicated above, the U.S. EPA Regional office followed the same procedure that would be used for other violations of RCRA.

6. What is U.S. EPA's current timeline for establishing streamlined regulations and policy?

The U.S. EPA plans to propose the CRT rulemaking in the Federal Register for public comment by the end of 2001.

7. Will enforcement policy on improper management of hazardous electronics follow or proceed the rulemaking?

At this time the U.S. EPA does not plan to issue an enforcement policy specific to electronics. I hope this information is helpful. If you have additional questions regarding the U.S. EPA's activities related to electronics, please contact either Jason Swift (312-886-0754) or Susan Mooney (312 -886-3585).

*Sincerely,
Robert Springer, Director, Waste, Pesticides and Toxics Division*

**California Department of Toxic Substances Control - Letter of Clarification on
Management of Used CRTs**

April 3, 2001

*Ms. Sheila D. Davis
Community Development Director
Materials for the Future Foundation
Presidio Building 1016
P.O. Box 29091
San Francisco, California 94129-0091*

*MANAGEMENT OF USED CATHODE RAY TUBES
(SUPERCEDES LETTER DATED MARCH 20, 2001)*

Dear Ms. Davis:

Thank you for your letter to the Department of Toxic Substances Control (DTSC) dated December 20, 2000 posing questions regarding the proper management of discarded cathode ray tubes (CRTs). DTSC appreciates the Materials for the Future Foundation's interest in clarifying how CRTs are regulated in California. While every effort was made to provide clear and concise answers to your questions, some of the words contained in those questions have both a colloquial meaning and a specific regulatory definition. If upon receipt of this letter, you find that our responses need additional clarification, please do not hesitate to contact me.

I would like to emphasize that both the United States Environmental Protection Agency (U.S. EPA) and DTSC are currently considering a new regulatory structure for waste CRTs. At present, DTSC is working with industry, the California Integrated Waste Management Board (CIWMB), the California Environmental Protection Agency (Cal/EPA) and other interested parties in evaluating several options for alternate management schemes that will encourage the safe management and recycling of waste CRTs. While we pursue these efforts, DTSC will continue to focus its enforcement resources on complaint response and on violations of the hazardous waste regulations that present immediate and significant risks to public health or the environment (e.g., the improper disposal of cathode ray tubes to municipal solid waste landfills or other unauthorized locations).

The responses contained in this letter are based upon current federal and State law. California's Hazardous Waste Control Law is found in Division 20, Chapter 6.5 of the Health and Safety Code (HSC). The corresponding regulations are found in Title 22 of the California Code of Regulations (22 CCR). DTSC is aware of the fact that conflicting interpretations of these laws, in regard to CRTs, have been issued by various regulatory agencies. DTSC is also aware that, based upon those interpretations, some entities are handling waste CRTs in a manner that is inconsistent with the existing hazardous waste management requirements. By responding to your questions, DTSC does not intend to

disrupt the current, safe collection and recycling of CRTs. DTSC recognizes the value of an alternate regulatory scheme that achieves the goal of maintaining environmental protection while encouraging recycling by providing for the efficient collection and recycling of these wastes.

CRTs or "picture tubes," of the type used in televisions and computer monitors, typically contain concentrations of lead that cause them to exhibit the characteristic of toxicity under both federal and State law. In addition, many CRTs contain panel glass that contains high levels of barium and may exhibit the State characteristic of toxicity due to barium. Under both federal and State law, used CRTs are considered spent materials. Therefore, when discarded, CRTs are identified as a hazardous waste under both federal and State law and are required to be managed in accordance with all applicable requirements, including generator, transporter and facility requirements. Monitors or televisions that are not discarded (e.g., monitors or televisions that are donated for continued use as monitors or televisions) are not identified as hazardous waste under federal or State law. Any person managing used CRTs in California should consult DTSC.

While both federal and State law are similar, California's Hazardous Waste Control Law is broader in scope and more stringent than the federal program. For example, California law does not contain the household or conditionally exempt small quantity generator (CESQG) exemptions. Therefore, in California, persons that generate hazardous waste at their home, or who are small generators, must transport their hazardous waste to a household hazardous waste collection facility (HHWCF) for disposal. Since California does not exempt CRTs from these sources, the disposal of waste CRTs in municipal landfills has always been prohibited in California.

Both federal and State law contain provisions that exclude hazardous wastes from the hazardous waste requirements when they are managed in certain manners. The federal recycling exclusions may be found in Title 40 of the Code of Federal Regulations (40 CFR) part 261.2(e)(1). The analogous recycling exclusions in State law are located in HSC 25143.2(b). The recycling exclusions exclude materials from the definition of a waste and a solid waste when they are recycled, provided that the materials are not reclaimed. By definition, a material is reclaimed if it is processed to recover a useable product or if it is regenerated. The next two paragraphs briefly discuss the regulatory status of the most common methods of CRT recycling.

"CRT glass to CRT glass" refers to a recycling method in which CRTs are broken, crushed, and ground into small pieces. The CRT glass particles (referred to as cullet) are then physically separated from the other materials. Finally, the glass cullet is washed (to remove the phosphor coatings and any remaining dirt particles adhering to the glass) and used as feedstock to manufacture new CRT glass. As this type of recycling constitutes reclamation, (the CRT glass is reclaimed), CRTs that are recycled in this manner do not qualify for an exclusion.

Monitors and CRT glass are often sent to secondary smelters for recycling. If a secondary smelter utilizes the CRT glass as an effective substitute for a fluxing agent (silica, a commercial product) then the CRT glass could qualify for the exclusion found in 40 CFR 261.2(e)(1)(ii) and HSC 25143.2(b)(2). DTSC recognizes that a secondary smelter could also utilize the CRT glass as a source for lead. DTSC believes the recycling of CRT glass at a rate that greatly exceeds the normal utilization rate for silica fluxing agents could be indicative of sham recycling. Whole intact monitors can also be sent to primary smelters and used as an ingredient in an industrial process to make a product. CRTs recycled in this manner qualify for the exclusion from solid waste pursuant to 40 CFR 261.2(e)(1) and HSC 25143.2(b)(1).

The attached responses to your questions will further illustrate the extent of the impact of the current federal and State hazardous waste regulations upon persons that generate CRTs and businesses that handle discarded CRTs. We have repeated each of your questions with the original numbering and followed each question with our response in the appendices that follow.

As mentioned, we are considering a new regulatory structure for waste CRTs. Please feel free to contact me at (916) 324-7663 regarding this effort or if you have any other questions.

Sincerely,

Peggy Harris, P.E., Chief
State Regulatory Programs Division
Hazardous Waste Management Program

Excerpt of California EPA CRT Management Fact Sheet

August 2001

Background

Computer monitors, televisions, some camcorders and other electronic devices contain cathode ray tubes (CRTs), often called "picture tubes," which convert an electronic signal into a visual image. A typical CRT contains between two and five pounds of lead. Lead is a toxic substance which may cause lead poisoning and can be especially harmful to young children. If products containing lead are disposed of to the trash, the lead can potentially contaminate the soil and our water supplies.

When tested, most CRT's exceed the regulatory threshold for lead and are identified as hazardous waste when discarded. Waste CRTs are subject to hazardous waste regulations which went into effect August 3, 2001. The regulations protect the environment by promoting the safe collection and recycling of waste CRT's. Disposing of CRTs to the trash or to a municipal landfill is prohibited. People should take their waste CRT's to a collection facility for recycling.

This fact sheet provides general information about the regulations pertaining to CRT's. People who handle waste CRT's should consult the regulations before making any decision that may impact regulatory compliance. A table is provided to guide handlers to the applicable sections of the regulations. If you have questions about the requirements for managing CRT's, contact the Department of Toxic Substances Control at 916-324-8286.

Frequently Asked Questions

Q: Who is affected by the new regulations?

A: Anyone who generates, handles, collects, transports, or recycles CRTs or CRT-containing devices in California.

Q: Where can I find a copy of the regulations?

A: The regulations can be found in Title 22 of the California Code of Regulations, section 66273. You may download them from the Internet at www.dtsc.ca.gov.

Q: Are there any health risks associated with handling CRT's?

A: No. There are no health hazards associated with handling intact unbroken televisions or CRT's.

Q: What do the regulations do?

A: The regulations facilitate the collection and recycling of CRT's. Under the Universal Waste rule, disposing of CRT's to the trash or to a municipal solid waste landfill is still prohibited. Additionally, the regulations require generators and handlers of CRTs to manage them as universal wastes. However, many household and small business generators (who meet the definition of an Electronic Product Generator or EPG) are exempt from most of the management requirements.

Q: What is a Universal Waste?

A: A Universal Waste is a hazardous waste that is regulated under a section of the state's hazardous waste regulations that deals with high volume, low-risk wastes such

as batteries, fluorescent lamps and CRTs. Universal wastes are not subject to traditional hazardous waste requirements, but are subject to management requirements that are commensurate with the risks involved with handling these materials.

Q: Who qualifies for the Electronic Product Generator exemption?

A: Any person who produces five or fewer CRTs per calendar year may qualify for the electronic product generator exemption from the universal waste requirements for CRT's.

Q: What does an Electronic Product Generator have to do?

A: An EPG must:

- Store their waste CRT devices in a manner that prevents breakage until they can take the television, monitor or other CRT device to a collection facility to be recycled or to a household hazardous waste collection facility.

An EPG must not:

- Dispose of a television, monitor or CRT; or
- Disassemble or break a television, monitor or CRT

Q: What should I do if I break a CRT?

A: Immediately sweep up the CRT glass and place it in a suitable container such as a bag or a box. Do not dispose of the glass in the trash. Instead, handle the glass as if it were a CRT and ensure it is taken to a collection center for recycling.

Q: Do I need an EPA I.D. number for CRTs?

A: No, under the new regulations CRT handlers are not required to obtain an EPA I.D. number. However, in lieu of obtaining an EPA I.D. number, handlers that generate 5,000 kilograms or more (about 200 monitors) of CRTs per year or that accept more than five CRTs from offsite sources must notify DTSC of their actions. Please refer to the regulations for more specific information about the notification. Of course, if they generate or manage other hazardous wastes, an EPA I.D. may be required for those activities.

Q: Do I have to fill out a hazardous waste manifest and use a registered transporter for shipments of CRTs?

A: No, under the new regulations CRT's destined for recycling may be transported using a bill of lading. Neither a hazardous waste manifest, nor the services of a registered hazardous waste transporter are required.

Q: So, what do generators of waste CRT devices have to do?

A: Except for electronic product generators (five or fewer CRTs per year), CRT handlers must:

- Manage CRTs in a manner that prevents any release of CRT glass to the environment.
- Properly package or contain the CRTs when they are no longer in use.
- Label or mark the CRTs.
- Not accumulate CRTs for longer than one year.
- Ensure that employees who handle CRTs are trained to safely perform those operations.
- Immediately clean up any spills of CRT glass.
- Use a bill of lading for any shipments of CRTs and maintain records of such shipments.

- Comply with applicable regulations for exporting hazardous wastes if they export CRTs to another country.

Sample Planning Timeline for Special Events

Activity	6 month	5 month	4 month	3 month	2 month	1 month	3 weeks	2 weeks	1 week	2 days	1 day
Regulatory Research											
Meetings with Contractor											
Committee Planning Meetings											
Develop Goals and Objectives											
Send Sponsor letters											
Sponsor follow-up calls											
Obtain Site/set exact date											
Develop Advertising for Print Media											
Design Postcard/Brochure											
Send Postcard/Brochure											
Solicit Volunteers											
Develop radio and TV ads											
Reserve Equipment/other needs/Advertising/etc.											
Run Print Advertising											
Run TV/Radio Advertising											
Volunteer Training											
Call to check on any rentals											
Event											

Setup/Sign placement											
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Web-Based Directories for Finding Local Electronics Recyclers and Reuse Organizations

August 2001

National Directories

Business 2.0

<http://www.business2.com/webguide/0,1660,35717|125|0|0|1|a,00.html>

Electronic Industries Alliance

<http://www.eiae.org/>

ElectronicsRecycling.Net

<http://www.electronicsrecycling.net/>

HEAVEN

<http://heavens.org/y2c/donate.html#national>

International Association of Electronics Recyclers

<http://www.iaer.org/search/iaersearch.cfm>

National Recycling Coalition

<http://www.nrc-recycle.org/Programs/electronics/search/getlisting.asp>

National Safety Council

<http://www.nsc.org/ehc/epr2/cntctlst.htm>

PEP

http://www.microweb.com/pepsite/Recycle/recycle_index.html

Used Computer Mall

<http://www.usedcomputer.com/nonprof.html>

Regional Directories

EPA New England

<http://www.epa.gov/region1/steward/oldpc/reuse.html> and

<http://www.epa.gov/region1/steward/oldpc/demanu.html>

State Specific Directories

California

<http://www.svtc.org/cleancc/recycle/recycletable.html>

<http://www.ciwmb.ca.gov/Reuse/Links/ComputerCo.htm>

New Jersey

<http://aesop.rutgers.edu/~wastemgmt/>

Vermont

<http://www.anr.state.vt.us/dec/wastediv/recycling/compR3.htm>

Web-Based Used Electronics Brokers - North America Only
August 2001

Altech Company -- <http://www.altechco.com/altech/recyc.htm>

Back Through the Future Micro -- <http://www.backthruthefuture.com/online.htm>

Computer Junk.com! -- www.computerjunk.com/

Computer Recycling Organizations --
<http://www.ecompanynow.com/webguide/0,1660,35717%7C125%7C0%7C0%7C1%7Ca,00.html>

Computer Remarketing Group -- <http://www.computerremarketing.com/>

Electronic Recycling -- <http://www.electronic-recycling.ie/profile.htm>

The Internet's Used Stuff Marketplace – <http://used.recycle.net/>

Micro-Star Computers -- <http://www.micro-star.com/aboutus.html>

Online Used Computer Swap -- <http://www.creativelement.com/swap/>

PC Outlet Used Computer Exchange -- <http://www.usedcomputerexchange.com/>

PC Surplus Online -- <http://www.pcsurplusonline.com/>

Recycle Broker -- <http://www.recyclebroker.com/>

Recycler's Exchange -- <http://www.recycle.net/exchange/>

Share the Technology -- <http://sharetechnology.org/>

Used Computer Exchange -- http://www.cooksmill.com/cooksmill/comp_xx.html

The Used Computer Mall [™] -- <http://www.usedcomputer.com/>

Used Computer Shop -- <http://www.usedcomputershop.com/>

Used Computer.Com -- <http://www.used-computer.com/>

How the list was developed: Web search and review for listings (over the period of June – July 2001) that appear to both buy and sell, or provide exchange services or listings, for used computers and/or televisions. NERC does not in any way warrant the accuracy of the information or the viability or quality of the listed entities.

Excerpts From Web Sites
Briefly Describing Web-Based Used Electronics Brokers

Altech Company

Altech and Altech metals, inc. buy, sell, broker and process computer and electronic scrap and non-ferrous metals. Items we buy include scrap circuit boards, bad hard drives, floppy drives, cd roms, motherboards, insulated wire, aluminum, copper, brass and stainless steel.

Back Through the Future

On-line computer store. We recycle surplus microcomputer equipment to maximize its economic value and minimize its environmental impact. New York: 973-884-2282.

Computer Junk.com!

Computer Junk.com! was created to liquidate a tremendous amount of New & Used computer and related equipment accumulated over time from client trade-ups, over-stock and acquisitions. We Buy, Sell and Trade Products!!

Computer Remarketing Group

Your pipeline to the used computer hardware market! We work with end users all over the country finding them the used computer hardware that they need, as well as buying from them used computer hardware that they don't need. Our product coverage includes all elements of the mainframe and CMOS technologies (IBM, HDS, Amdahl) with a special focus on HDS (Hitachi).

Electronic Recycling

Electronic Recycling provides a total environmental management service for the disposal of obsolete computer, telecommunications and other electronic office equipment. We provide a secure destruction service for hard drives and other information storage systems, CD ROMs, floppy drives, computer printouts etc. After destruction, all product is processed through our recycling programs. Our recycling program is based on the EU waste management directive (WEEE) which promotes reuse and recycling in the management of electronic waste.

The Internet's Used Stuff Marketplace

Presented by RecycleNet Corporation: Free BUY/SELL/TRADE/ listings for used computers and home electronics.

Micro-Star Computers

If you're looking to buy or sell an item, I place you on a list and each month I review the "Wanting to Buy" and "Have to Sell" databases. Who would think in this day and age with Pentium-II/400 computers available that my best selling items are 500mb hard drives, 4 speed cd-rom's and 4mb 30 pin simms, I can never keep these items in stock.

Online Used Computer Swap

The Online Used Computer Swap is back, and it's better than ever. It is intended to provide a free, organized forum for private users to buy and sell used computers and computer components

PC Outlet Used Computer Exchange

PC Outlet has been assisting customers in extending the life of their computer products, and sourcing recently discontinued computer products for over six years. Our direct partnerships with manufacturers, like Compaq and Hewlett-Packard, have made us the leaders in Canada in providing access to a ready inventory of recently discontinued or refurbished servers, desktops, portables, connectivity products, accessories and parts.

PC Surplus Online

PC Surplus (a division of PC Parts, Inc.) is a worldwide distributor of new and used computers, computer parts, and peripherals. We are big enough to get great bulk prices on the goods we sell, but small enough to stay personal with our customers. Located in Harrisburg, PA, we have experienced full-time salespeople and customer service reps dedicated exclusively to Internet Online sales.

Recycle Broker

Recycle Broker, an online electronic information service designed to promote the recycling and the trading of recycling commodities, has helped hundreds of companies around the world build and promote their recycling business on the internet.

Recycle Exchange

The Recycler's Exchange is a FREE worldwide information exchange for those companies and individuals who BUY/SELL/TRADE commodities, materials, goods and services relevant to this industry.

Share the Technology (non-profit organization)

Connecting donors with nonprofit organizations seeking computer donations.

LOCATE DONATION SEEKERS - Locate schools, charities and people with disabilities seeking donations in your area.

REVIEW DONATION OFFERS - Search for donation offers in your area.

OFFER DONATIONS - If you don't find a suitable local organization listed, post your computer donation offer here.

REQUEST DONATIONS - Only schools, charities and people with disabilities are eligible to post in this database.

OTHER DONATION SEEKERS - Unregistered community organizations and non-disabled individuals may post donation requests here.

LOCATE OTHER RECYCLING ORGANIZATIONS - Lists of computer recycling organizations and scrap dealers in the US.

664 online donations made so far in 2001 - as of July 7.

965 donations facilitated through our database in 2000.

UsedComputer.com

Used-Computer.Com opened in the North Vancouver in July 1998, NOT as another computer store, but rather a better, more reasonably priced place BUY, SELL or REPAIR computers. Call us, you'd be surprised about our great prices and impressed with our service. Because of our great pricing and customer care, we now have attracted customers from all over the world.

Used Computer Exchange

Free Buy/Sell/Trade Listing Service: A free World Wide electronic information exchange service, for Used Computers.

The Used Computer Mall(tm)

Used Computer Dealer Classifieds.

The Used Computer Shop

The Used Computer Shop is in the business of buying and selling used computers. We offer high quality used and refurbished computers at discount prices. Our selection includes a wide variety of PC and Mac hardware.

Sample Request for Proposals #1



Jackson County Health Department
PO Box 307 • 415 Health Dept. Road • Murphysboro, IL 62966

REQUEST FOR QUALIFICATIONS/PROPOSALS

Processing of Used Electronic Equipment
June 4, 2001

Jackson County Health Department (JCHD) seeks qualifications & proposals from qualified firms to provide processing services for used electronic equipment. JCHD is in search of a contractor to perform the above activities for a two-day collection event to be held in Carbondale, Illinois in October 2001. Carbondale is located two hours southeast of St. Louis, MO at the crossroads of US Hwy. 51 and IL Rt. 13, 15 miles west of Interstate 57.

Electronics will be delivered to the collection site by area residents, schools and businesses. JCHD will promote the event and provide the collection site, on-site labor, and equipment. Contractor must be able to process electronics and have legitimate reuse and/or recycling outlets for the materials. At JCHD's first collection in 2000, approx. 40,000 pounds of equipment was collected, filling two semi-trailers.

For the 2001 collection, JCHD estimates it will collect somewhere between two and four semi-trailers full of equipment, but will not guarantee a minimum or maximum amount. The contractor will be required to enter into a service agreement with JCHD. All equipment collected becomes property of the contractor.

All responses to the RFQ/RFP **must** contain:

- Title of firm, address, telephone, fax, Web site and electronic mail (if applicable), and contact person
- Background on the company, description of general services, and any relevant experience
- List of former clients, including contact information
- List of any federal, state or local permits or site identification numbers
- Completed form (attached) seating which electronic equipment will be accepted
- Description of the on-site sorting needed
- Description of any on-site assistance the contractor can provide, such as labor, equipment, transportation, etc.

- Description of how the electronics will be processed, including location of processing site(s), equipment used, end materials which result from processing, and examples of recycling/disposal market(s) for each end material (glass, plastics, metals, etc.)
- Estimated costs for the services to be provided

Interested firms should submit their qualifications and proposals by July 2, 2001. Mail submissions to:

Bart Hagston
County Recycling Coordinator
Jackson County Health Department
PO Box 307, 415 Health Dept. Road
Murphysboro, IL 62966

Questions can be directed to Mr. Hagston at (618) 684-3143, ext. 128 or by e-mail: bhag33@yahoo.com.

Sample Request for Proposals #2
STATE OF MAINE
STATE PLANNING OFFICE
WASTE MANAGEMENT & RECYCLING PROGRAM

**REQUEST FOR PROPOSALS FOR
CATHODE RAY TUBE (CRT) /COMPUTER COLLECTION**

(Proposals Due by 2:00 PM July 12, 2001)

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I. Introduction:

A. Purpose of Document

The purpose of this document is to provide interested parties with information to enable them to prepare and submit a proposal for the collection and transportation of cathode ray tubes (CRT's), present in TV sets and computer monitors, as well as computer peripherals (CPU, keyboard, mouse, speakers, printers, scanners, etc.) from three (3) collection points in Maine, and to arrange for their reuse, recycling, sale, dismantling, and/or salvage.

B. Purpose of CRT Collection Program

The State of Maine desires to offer a pilot program for the collection and transportation, with appropriate dismantling, salvage, sale, reuse, and/or recycling of residentially generated CRTs and computer peripherals. It is believed that the disposal of CRTs and computer peripherals in landfills, MSW incinerators, or environmentally inappropriate sites, may be a threat to public health and safety.

The Office has keen interest in data that will help determine what happens to these items, particularly CRTs and CPUs. The data from this project, focused on residentially generated CRTs and computer peripherals, obtained through collection events, will include the number of collected units actually returned to the marketplace, the level of refurbishment needed to do this, and the actual percentage that have been sold back to consumers one (1) year out from the date of collection, versus the number of units in inventory and the number of units waiting to be refurbished.

C. Description of Collection Event

The Maine State Planning Office has selected three collection areas for this project: two of these areas are urban centers and the third is a rural region. Of the two urban centers, one serves approximately 225,000 residents and the other 100,000 residents; the rural region serves approximately 10,000 residents. Collection points are in southern and southeastern Maine, within a 150-mile range of Kittery, Maine. The local community will be responsible for providing the outdoor collection area. The collection area will have suitable access for residential vehicles as well as tractor-trailer trucks.

Collections shall be held on two (2) consecutive Saturdays. It is planned that collection at the smaller urban center and the rural region will be held on the same day while the larger urban center's collection will be held on a different Saturday. All collection events shall be completed on or before the last Saturday in August 2001.

The Contractor will arrive on site the day of the collection event, with adequate and appropriate staff, support equipment and trucking capability. Contractor shall allow for time to set-up and present a brief (20 minutes) visual training and information exchange for municipal officials and other interested parties. {This training will occur only at the two urban collection events.} It is planned that the actual collection will be provided from 9 AM to 3 PM that day. Only residentially generated materials will be accepted. To minimize confusion and residential contact with the program, the contractor will be

expected to remove the CRTs and/or computer peripherals from the public's vehicles at each collection site. At the conclusion of the collection event, the Contractor shall remove all collected electronic materials and support equipment from the site. Acceptable items are listed in Appendix A.

II. Scope of Work:

A. Prior To Collection

The Contractor shall meet with the Project Manager from the Maine State Planning office at each collection location a minimum of one (1) time prior to the event to review the program, the schedule, and all operatives and coordination necessary to achieve optimal efficiency for the collection effort.

The Maine State Planning Office will develop and coordinate a public awareness and education campaign in conjunction with local entities to promote each collection event.

B. Site Operations

The contractor is responsible for providing all equipment, packing supplies and labor necessary to appropriately manage the accumulated items at the collection events.

The contractor shall provide a minimum of twenty (20) minutes of visual training and information exchange about the collection, transportation, and proper handling of CRTs and computer peripherals prior to any material collection on the day of the collection event. This training shall be offered to municipal employees and other interested parties.

The Contractor shall be responsible for all site operations from the point where the general public vehicles containing the CRTs and/or computer peripherals enter the unloading area until the general public vehicles leave the unloading area. Upon the public arriving at the collection point, the Contractor personnel, upon permission, shall open the doors of the vehicles and remove the CRTs and/or computer peripherals. A Contractor shall accept up to three (3) CRTs per vehicle. There will be no local residency requirements for participants.

The Contractor shall have sufficient personnel to promptly handle at least one (1) vehicle at a time from the rural region location and sufficient personnel to handle at least three (3) vehicles at one time at each of the two urban centers. The collection day will begin at 9:00 AM and end at 3:00 PM. At the end of each collection event, the Contractor shall provide to each Program Manager the number of vehicles delivering items and an estimated weight for all CRTs and computer peripherals collected during the event from residents.

C. End of Collection Event

The contractor shall load all collected materials into their vehicles, clean up and stow all equipment at the end of the days' event. The Contractor shall meet with the Project

Manager and appropriate staff to ensure that nothing is left behind from the collection effort and shall verify that the site is in as good as or better condition in all respects than it was prior to set-up and preparation for the collection. No vehicles or equipment shall remain at the collection site overnight after the day of collection, unless approved by the Project Manager.

D. Transportation, Dismantling, Salvage, Sale, Reuse, and/or Recycling of Collected Items

The Contractor shall assume title and ownership for all CRTs and computer peripherals collected at each site. The Contractor shall maximize the reuse and recycling of CRTs and computer peripherals collected. The Contractor shall transport and arrange for the reuse, recycling, sale, and/or dismantling of the CRTs and computer peripherals with the vendors specified in their proposal. The State reserves the right to change, alter or disallow use of any proposed vendor should information submitted not accurately reflect the vendors status or history with environmental rules, regulations and/or laws.

The Contractor shall provide written documentation of the ultimate dismantling, salvage, sale, reuse, and/or recycling sites for CRTs and computer peripherals collected at the collection event. The Contractor shall also verify that any hazardous substances contained in the CRTs and computer peripherals collected are reused, salvaged, and/or recycled in a manner that constitutes strict adherence with the regulations of the US Environmental Protection Agency.

E. Record keeping and Reporting

Within sixty (60) days after the completion of the final collection event, the Contractor shall report to the Maine State Planning Office all data gathered from each collection site. Data shall be reported on the number and weight of CRTs and computer peripherals collected by type (e.g.: computer monitor, T.V., keyboard, etc.) at each location, and their final disposition.

Twelve months after the completion of the final collection event, the Contractor shall report to the Maine State Planning Office information on the disposition of the collected CRTs, CPUs and computer peripherals, specifically: the number of collected units actually returned to the marketplace and the level of refurbishment needed to do this; the actual percentage that have been sold back to consumers one (1) year out from the date of collection; the number of units in inventory; and, the number of units waiting to be refurbished. In the case where the contractor has relied upon a subcontractor for the refurbishing, retrofitting, reuse and sale, contractor shall obtain this data from the subcontractor.

F. Contract and Payment

The successful bidder is expected to enter into a contract with the State of Maine to provide the services outlined in this Request for Proposals. Payment shall be made as follows:

Seventy (70) percent of bid price paid on invoice submitted by Contractor within thirty days of the last collection event;

Fifteen (15) percent of bid price paid on invoice submitted by Contractor within thirty days of receipt of report due within sixty (60) days of the last collection event;

Fifteen (15) percent of bid price paid on invoice submitted by Contractor within thirty days of receipt of report due twelve (12) months after the last collection event.

III. Requirements for award of contract:

A. Licenses and Permits

Bidders must provide documentation that they possess the federal and state licenses and/or permits needed to provide the services requested in this RFP. The Contractor shall supply copies of any and all relevant permits, licenses, and other regulatory items required under federal and state regulations or standards relating to the collection and transportation of CRTs and computer peripherals. The contractor is also required to provide regulatory compliance information relating to the intended recipients of the collected used electronics, including those industries who will be responsible for the dismantling, salvage, sale, reuse, and/or recycling of the collected used electronics. The Maine State Planning Office shall secure necessary Maine DEP approvals for the location and offering of these specific collection events.

B. Compliance with Applicable Laws and Regulations

All services provided under this contract must be carried out in compliance with all applicable federal and state laws and regulations. Regulations to be complied with include, but are not limited to, environmental protection, occupational health and safety, and transportation.

C. Hold Harmless

The Contractor shall indemnify, defend, and hold harmless the municipality in which the collection is made, all municipal officials and householders, collection site owners, all volunteers associated with the collection program, the State of Maine and all officials, employees and participating householders of the State of Maine against any losses, claims, actions, damages, liability, and expenses, including but not limited to those in connection with loss of life, bodily and personal injury, or damage to property occasioned wholly or in part by the Contractor or by persons employed directly or indirectly by the Contractor in connection with the CRT and computer peripheral collection, transportation, dismantling, salvage, sale, reuse, and/or recycling.

D. Insurance

The Contractor shall obtain and maintain in full force for as long as necessary to fund the Contractor's indemnification and defense obligations, the following types and amounts of insurance:

1. A Commercial General Liability Insurance policy shall afford limits no less than the following:

- \$2,000,000 – General Aggregate*
- \$1,000,000 – Products & Completed Operations Aggregate*
- \$1,000,000 – Personal & Advertising Injury*
- \$1,000,000 – Each Occurrence*
- \$ 50,000 – Fire Damage*
- \$ 5,000 – Medical Expense*

2. An automobile/truck liability insurance policy covering owned, non-owned, and hired vehicles. Said policy of insurance to have a minimum limit of \$1,000,000.00 per occurrence combined single limit for bodily injury, including death and property damage (with Pollution Exclusion Removed).

3. A Workers' Compensation and Employer's Liability insurance policy with Maine statutory limits for workers compensation and a minimum of \$1,000,000.00 per accident for employer's liability.

4. Contractors Pollution Liability coverage in an amount not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate.

The Contractor shall provide proof of insurability with submission of the proposal. Contractor shall name as additional insured on Contractor's General Liability Insurance policy the municipality in which the collection effort will be held, the individual site owner, and the State. The Contractor shall also furnish signed original certificates or bona-fide copies of the certificates of insurance to the Program Manager or the State of Maine and its affiliates upon request within seven (7) days but no more than thirty (30) days prior to the first collection event.

IV. Requirements for Proposal Submission:

A. Description of Collection Event

The Contractor shall provide in the proposal a complete description of how the work is to be performed. This description shall include at least the following four (4) elements:

1. A typical site set-up plan, including the estimated times required for set-up, training, collection, and cleanup at the site.

2. The proposed method of handling the CRTs and computer peripherals at the site and how the various items accepted will be inventoried and manifested.

3. *A Contingency Plan to include the following elements:*

a. *Description of provisions for the prevention of environmental contamination, and the management and cleanup necessary in the event of an explosion, fire, or release of toxic or hazardous substances.*

b. *Description of how the following will be handled: unknown wastes, inclement weather, spills of hazardous waste, and accidents.*

A list of all emergency equipment and supplies the Contractor proposes to bring to or provide at the site.

4. *A list of any subcontractors or consultants to be used during the collection event and describe the specific activities for which they are to be used.*

B. CRT/Computer Peripheral Dismantling, Salvage, Sale, Reuse, and/or Recycling
The Contractor shall describe the plan intended for managing the used electronics accepted during the collection events, including dismantling, salvaging, sale, reuse, and/or recycling to be employed for each type of CRT and computer peripheral collected.

The Contractor shall provide a general overview description of the company(ies)/facility(ies) proposed to be used for the dismantling, salvage, sale, reuse, and/or recycling of CRTs and computer peripherals collected.

If a Bidder desires to propose an alternative method to meet any of the specifications required in this RFP, the Bidder's response must include the following information; (a) identify the specification, (b) the proposed alternative, and (c) thoroughly describing how the proposed alternative achieves substantially equivalent or better performance to the performance required in the RFP specification. The Office will determine if a proposed alternative method of performance meets or exceeds the original specification.

C. Qualifications of the Contractor

The Contractor shall demonstrate that it has substantial expertise in all areas relating to the collection, transportation, dismantling, salvage, sale, reuse, and/or recycling of CRTs and computer peripherals.

The Contractor shall include in the proposal a brief description of the firm, its general nature and background including its experience in the specific field of handling CRTs and computer peripherals. Length of experience, skilled personnel and specialized equipment available and other resources or particular expertise shall be included.

In particular, the following information shall be provided:

1. *Name and address on the firm (and its parent firm if the firm is owned or a subcomponent of a larger firm), and name, address and telephone number of the*

particular office to be responsible for the CRT and computer peripheral collection program (if different from the firm's headquarters)

2. Characteristics of the firm including number of employees, types of work undertaken by the firm, typical clients, and other relevant information with emphasis on dealing with CRTs and computer peripherals
3. Qualifications and the number of personnel who will be at each collection site.
4. Documentation of their regulatory history, identifying any incidences of noncompliance with federal, state, or local laws and regulations. Bidders shall document any past notices of violation they have received from the EPA or any other state or local regulatory body within the last three (3) years and provide a brief description of when, where, and what the violation was.
5. If any subcontractors and/or consultants are to be used, the same information as requested in items 1 through 4 shall be provided.

D. Monetary Bid Proposal

The Contractor shall offer a price per pound for all CRTs and computer peripherals collected. This shall include the cost of collection, transportation, dismantling, salvage, sale, reuse, and/or recycling. This per pound cost shall be the only cost allocated to the State for this contract.

Costs shall be reported for each of the following items in a cost per pound dollar amount similar to the example in Table I (variations will be accepted):

TABLE I:

Television sets:

[20" screen	\$ _____/lb	
> 20" screen	\$ _____/lb	
Television Consoles	\$ _____/lb	
Computers {CPU's}	\$ _____/lb	
Laptop Computers	\$ _____/lb	
Computer monitors		
[14" screen	\$ _____/lb	
> 14" screen	\$ _____/lb	
Computer keyboards	\$ _____/lb	
Computer mice	\$ _____/lb	
	Computer speakers	\$ _____/lb
	Computer printers	\$ _____/lb
	Computer scanners	\$ _____/lb
Computer gaming controls	\$ _____/lb	

V. Instructions to respondents:

A. Clarification of the Specifications

If additional information is necessary to assist the Contractor or vendor in interpreting these specifications, their questions may be forwarded in writing to the State Planning Office:

*Tom Miragliuolo, Planner
Waste Management and Recycling Program
Maine State Planning Office
38 State House Station
Augusta, ME 04333-0038
Telephone: (207)287-9074
FAX: (207) 287-6489*

Email: Tom.Miragliuolo@state.me.us

If a Contractor discovers any significant ambiguity, error, conflict, omission or other deficiency in this Request for Proposal, the Contractor shall immediately notify the above named individual of such an error and request modification or clarification.

A pre-bid informational meeting will only be held upon the request of a potential bid Contractor. If a pre-bid meeting is scheduled then all known recipients of this Request for Proposal will receive written notice prior to the meeting date.

B. Revisions to the Request for Proposal

No changes or exceptions will be made to this Request for Proposal except by the State Planning Office, which will issue an immediate written notice (by FAX and certified mail) to all known recipients of this Request for Proposal. Recipients should advise the State Planning Office of their FAX numbers and addresses and the name of their representative responsible for the response upon requesting this Request for Proposal in order to facilitate any necessary communication.

C. Response Submission

In order to be considered in the proposal evaluation process, all proposals must be packaged in triplicate, sealed, and show the following information on the outside of the package:

*Contractor's name and address
Bid: CRT/Computer Peripheral Collection*

Contractors must submit all materials required for acceptance of their proposal no later than 2:00 PM EST on July 12, 2001, to:

*Division of Purchases
Burton M. Cross Building, 4th Floor
9 State House Station
111 Capitol Street
Augusta, ME 04333-0009*

All proposals received after the above date will be returned to the Contractor unopened. Adequate postage to cover mailing must be affixed in order to insure prompt delivery of the proposal. The State will not be responsible nor will accept proposals delivered late or with postage due.

D. Contract Award

The successful bidder will be notified by July 20, 2001. A contract will be awarded based upon the following four (4) criteria:

- 1. General Contractor experience and ability to perform a successful collection event. This includes the Contractor's safety record (25%)*
- 2. Contractor experience with collection of these special wastes, primarily CRTs and computer peripherals. (25%)*
- 3. The intended plan to maximize the reuse, recovery and recycling of CRTs and computer peripherals collected (25%)*
- 4. The cost to fulfill the requirements of this RFP and resulting contract (25%)*

E. Form of Contract

The successful bidder will be expected to enter into a Standard State of Maine Agreement to Purchase Services (BP54), a blank copy of which is attached to this Request For Proposals.

The State reserves the right to reject any or all proposals submitted under this Request for Proposals. In addition, the State reserves the right to enter into negotiations with successful bidder(s) to modify the final project to reflect any changes found to be appropriate.

VI. Materials To Be Accepted:

*Television Sets
Computers (CPUs)
Computer monitors
Computer speakers
Computer keyboards
Computer mice*

*Television Consoles
Laptop Computers
Computer printers
Computer Scanners
Computer gaming controls*

Sample Contract for Electronics Recycling Services
(WasteCap of Lincoln, Nebraska)

**A. Agreement between WasteCap of Lincoln and Environmental Compliance Enterprises For Computer Collection and Processing Services
At Computer Collection Event Wednesday, April 25, 2001**

***This contract made and entered into** this _____ day of _____, 2001 by and between WasteCap of Lincoln and Environmental Compliance Enterprises, hereinafter referred to as "Contractor."*

General Standards

The contractor agrees to collect and/or process computer equipment including but not limited to monitors, CPUs, keyboards, mice, speakers, printers, and scanners from Lincoln/Lancaster County businesses and households. Upon collection, all equipment becomes the property of Contractor and does not ever become the liability of WasteCap of Lincoln.

The Contractor agrees to indemnify and hold harmless and defend WasteCap of Lincoln and any of their officers, agents, volunteers and employees from any and all claims resulting from injuries, including death, bodily injury, property damage, or any other losses arising out of or in connection with or in any way associated with the performance of the terms and conditions of this agreement.

It is the express interest of the parties hereto that this agreement shall not create an employer-employee relationship; and the Contractor, his employees and any person acting on behalf of the Contractor shall be deemed an independent contractor during the term of the agreement.

The generator (business or household) must make every reasonable effort to reduce contamination.

The contractor agrees to record quantity collected and any associated fees, and report these amounts to the generators as well as the WasteCap of Lincoln Director within two days immediately following the computer collection event.

The contractor must meet all Federal, State and Local guidelines applicable to the hauling and processing of computer-related equipment. Contractor must also provide WasteCap of Lincoln and State Fair Park with certificates of insurance for general liability, automobile liability, and workers compensation.

In the event the contractor disposes of the material in a manner not consistent with the desires of the generator (i.e.: landfilled), the generator may terminate this agreement immediately.

The contractor agrees to maintain the confidentiality of all documents collected or processed during the term of this contract.

Any amendments to the collection and processing agreement must be in writing and acceptable to both parties.

Collection

Cost of collection/ hauling shall be \$15 per monitor and \$0.50 per pound for all peripheral equipment. All peripheral equipment must be weighed on a scale that is certified by the Nebraska Department of Agriculture. Members of the INFORM Coalition will be given a discounted price of \$12 per monitor. A current list of INFORM members will be provided by the WasteCap of Lincoln Director.

Processing

*All equipment collected for refurbishing shall be transported to **Materials Processing Corporation, 2805 West Service Road, Eagan, MN 55121**. Once received on site, materials shall be tested, refurbished and sent for resale or recycled. Any other handling of materials collected at this event shall be considered a breach of contract.*

WasteCap of Lincoln

Environmental Compliance Enterprises

Carrie Hakenkamp, Director

Joe Engler, Owner

Sample Event Sponsorship Request Letter
(WasteCap of Lincoln, Nebraska)

December 15, 2000

«Prefix» «FirstName» «LastName»
«OrganizationName»
«Address»
«City», «State» «PostalCode»

Dear «Prefix» «LastName»,

WasteCap of Lincoln, a local Chamber of Commerce program will be hosting a used computer collection event for businesses in April, 2001. We will be collecting used computer equipment for refurbishing, resale, or recycling. This project is aimed at assisting businesses with the growing problem of old computer disposal. Based on the results of similar events nationwide and the great interest in computer management that has been expressed by our local business community, we anticipate that this event will be a great success.

This event will draw a great deal of media and business attention and will target local businesses. WasteCap of Lincoln would like to share this positive attention with «OrganizationName» by offering you a sponsorship opportunity. As a computer retailer, being involved with this type of project will show the community your corporate environmental responsibility and will allow your name to be shared with a great event designed to assist businesses. Attached is an outline of the sponsorship categories available.

I hope you will strongly consider being a sponsor for this used computer collection event. We would like to secure all sponsorships before January 5, 2001 so that we may give our sponsors proper recognition. Please have your response in no later than January 5, 2001. If you have any questions about this event, please feel free to contact me at 472-0888.

Thank you for your consideration.

Sincerely,

*Carrie Hakenkamp
Director, WasteCap of Lincoln
A program of the Lincoln Chamber of Commerce*

Sample Event Sponsorship Request Letter - Continued

USED COMPUTER COLLECTION EVENT

SPONSORSHIP CATEGORIES

GOLD SPONSORSHIP: \$500

Company recognition on all printed materials

Recognition in all advertising, including radio and print

Company logo on printed materials and signs at event

Distribution of sponsor marketing material (1 brochure or giveaway) per participant

SILVER SPONSORSHIP: \$250

Company recognition on all printed materials

Recognition in 75% of advertising, including radio and print

Company name on printed materials and signs at event

Distribution of sponsor marketing material (1 brochure or giveaway) per participant

BRONZE SPONSORSHIP: \$150

Company recognition on all printed materials

Recognition in 50% of advertising, including radio and print

Company name on printed materials and signs at event

Distribution of sponsor marketing material (1 brochure or giveaway) per participant

IN-KIND SPONSORSHIPS

Company recognition on all printed materials

Recognition in 50% of advertising, including radio and print

Company name on printed materials and signs at event

Distribution of sponsor marketing material (1 brochure or giveaway) per participant

Don't delay . . . please respond by January 5, 2001! Simply complete this form and fax (472-2246) or mail it with payment to: WasteCap of Lincoln, P.O. Box 83006, Lincoln, NE 68501-3006. Checks should be made payable to WasteCap of Lincoln. For more information, please call Carrie Hakenkamp at 472-0888.

Yes, Count me in as a computer collection Sponsor at the Sponsorship level.

Company Name:

Contact Name:

Address:

Phone:

- Check is enclosed**
- Please send an invoice**

Sample Volunteer Agreement
(WasteCap of Lincoln, Nebraska)

Agreement between WasteCap of Lincoln And _____ (volunteer)

For Volunteer Services at
Computer Collection Event Wednesday, April 25, 2001

This contract made and entered into this 25th day of April, 2001 by and between WasteCap of Lincoln and _____, Hereinafter referred to as "volunteer."

General Standards

The volunteer agrees to indemnify and hold harmless and defend WasteCap of Lincoln, Environmental Compliance Enterprises, and State Fair Park and any of their officers, agents, volunteers and employees from any and all claims resulting from injuries, including death, bodily injury, property damage, or any other losses arising out of or in connection with or in any way associated with the performance of the terms and conditions of this agreement.

It is the express interest of the parties hereto that this agreement shall not create an employer-employee relationship; and the volunteer shall be deemed an independent contractor during the term of the agreement.

The volunteer agrees to maintain the confidentiality of all documents collected or processed during the term of this contract.

I have read and understand the contract stating that I am volunteering for this event and will not hold WasteCap of Lincoln responsible for any injury resulting from my participation in this event. I have also received information regarding proper lifting techniques so as to prevent any injuries.

WasteCap of Lincoln

Volunteer

Carrie Hakenkamp, Director

Sample Press Release #1

(Cabarrus County, North Carolina)

***For Immediate Release
Monday, April 23, 2001***

Contact Eileen Benson XXX

*Press Release... Press Release
The Results are in... Way to go Cabarrus County!*

Computel IG, LLC, the company that Cabarrus County sent electronics to for their Electronics Recycling Event this past March, has reported the tonnage from the collection event.

The four-day event was held at the Carolina Mall in Concord March 8th-12th. Staff counted 285 cars that participated in the event. In addition to that, some people made more than one trip and some cars were not counted. Though the bulk of the items came from homes, many businesses, churches, and other organizations brought their electronics down to be recycled.

During the event Cabarrus County Solid Waste and City of Concord staff with the assistance of Community Service workers loaded 3.5 trailers full of computer and electronic equipment. Additionally, Computel sent a truck to area businesses to collect large quantities. The collection event itself yielded 29.7 tons of computer and electronic equipment. Contributions from miscellaneous others brought in an additional amount bringing the total for Cabarrus County to 38.0 tons for the first quarter of 2001.

"We had a great response during the recycling event," said Eileen Benson, the Waste Reduction/ Recycling Coordinator for Cabarrus County. "We are still receiving calls from the residents and businesses that missed the event wondering when we will do the event again." The county Solid Waste department plans to continue with annual electronics recycling events.

The computers and electronics from the collection event were brought to Computel in Charlotte. The company repairs and rebuilds items that are still of use to people and sells them at a great discount. The remaining electronics are sent to markets that recycle the materials.

"We expect next year's collection event to receive an even bigger response," said Benson. "Carolina Mall is a great central location for the county and the staff at the mall was very helpful and supportive, we plan to be there again next year."

For Immediate Release

Contact Eileen Benson (704)920-2953

Friday, February 23, 2001

Sample Press Release #2
(WasteCap of Lincoln, Nebraska)

FOR IMMEDIATE RELEASE (in April 2001 editions):
WasteCap to Host Computer Drop-off Event for Lincoln Businesses

CONTACT: Carrie Hakenkamp, Director of WasteCap of Lincoln,
(402) 472-0888, wastecap@alltel.net

WasteCap to Host Computer Drop-off Event for Lincoln Businesses

Many businesses are unaware that cathode ray tubes (CRTs) found in color computer monitors and television sets contain toxic metals (i.e. lead, silver, and chromium) that are considered a hazardous waste and are banned from disposal in the landfill by businesses. Today's advancements in technology continually render computer equipment obsolete and businesses must replace that equipment to keep up date.

*To assist businesses in clearing out some of their old computer equipment, WasteCap of Lincoln, as a service of the Lincoln Chamber of Commerce, will be hosting a computer collection event for local businesses. The collection will be held from **10:00 a.m. to 4:00 p.m. on Wednesday, April 25th at State Fair Park**. Each business will be allowed to bring up to five (5) computer systems (including monitor, CPU, printers, scanners, and other peripherals). Broken computer monitors, because of their hazardous waste status, can not be accepted at this event. For businesses with more than five (5) computer systems for refurbishing or with broken monitors, please call WasteCap at 472-0888 to make other arrangements.*

The equipment will be collected and sent to a refurbisher for testing, remanufacturing, resale, or recycling. The cost for refurbishing is \$15 per monitor and \$0.50 per pound for peripherals. Members of the INFORM Coalition will have this cost discounted. Each participant will receive information about computer recycling and other options available for used computer equipment. Please call WasteCap of Lincoln at 472-0888 for more information or if you are interested in volunteering for this event.

Special thanks to our sponsors for the computer collection event: City of Lincoln, Lincoln Journal Star, Lamar Outdoor Advertising, HWS Consulting, Inc., Sir Speedy, Retrofit Recycling, Clear Channel Communications, SDMS, Inc., Time Warner Cable, Strictly Business, and Environmental Compliance Enterprises.

Responses on Interference of Labels with Recycling Plastic

From Computers

Provided by Priscilla Hayes, Rutgers University, Cook College
October 2001

Dr. Thomas Nosker, Rutgers University Center for Packaging Science and Engineering

The answer to your question is – it depends. A lot of label materials are on the inside and outside of the computers already. When we granulate them, some of them come off, and some stick to each little piece of plastic. If a recycler wants to, they can wash the chips in hot water and in a high shear environment, which should put any paper and adhesive in the detergent solution. If the recycler opts not to wash the chips (saving money), any label material will surely be pulverized at 225 C in the high shear zone of the extruder. That's what we have done, and it seems to work. If that's not satisfactory, the plastic can be run through a melt filter (screen) in the extruder. Ultimately, the end-user must decide if it's worth the extra 6 or so cents to wash the flakes-and 3 or so cents to dry them.

It takes the markets several years to mature on these issues. Some plastic lumber companies did wash their plastic materials, but most didn't notice any difference in performance (so most don't now). That took a few years. The PET recyclers all wash their chips, but they want to make either clear bottles or thin fibers.

Mike Fisher, American Plastics Council

In a telephone conversation on April 19, 2001, Mr. Fisher commended the person (Kara Kwiatkowski) who had raised the issue concerning labels as a contaminant in the process of recycling the plastic housing of computers. He noted that the technology for processing computer plastics is very rigorous, but he felt that a conventional mailing label from an office supply store should not be a problem. The types of labels that might cause problems would be metallic labels and/or labels with strong adhesives, since residual label or adhesive on the plastic would lower its value. Indeed, computer manufacturers, who do put labels on the outside of some computer components, are being encouraged to use labels that are compatible with recycling.

Linda Headley, Headley Pratt Consulting (represents American Plastics Council)

As I mentioned, I am not an expert on this subject. I do have some relevant information I can share with you from APC's report entitled "Plastics from Residential Electronics Recycling: Report 2000," which draws on what we learned from MBA Polymers while conducting our Hennepin County characterization analysis.

First, MBA uses fairly stringent criteria in accepting or rejecting plastic parts. With regard to labels, it rejects any parts that have 20 percent of their surface covered by labels and/or lamination that cannot easily be removed.

In practice, that criterion resulted in 29 percent of plastic parts from televisions, 28 percent of parts from computers, and 27 percent of parts from miscellaneous products being rejected prior to processing. This was during a characterization of plastics from Hennepin County, and it is important to note that the County's demanufacturer was not asked to exercise any quality control measures prior to shipping materials to MBA.

I think this data is relevant because it shows how much material can be lost due to labels and lamination (which are usually lumped together). My understanding is that limiting labels and lamination is important because they both cause difficulties in the separation process, making it particularly challenging to recover a relatively pure stream of plastic, free enough from impurities to make it back into higher end markets.

As was discussed at NERC, there are other middle- and lower-end applications in which labels may not present problems. But, if your goal is to put the material back into higher-end uses, then limiting labels is imperative.

I was very pleased to hear you asking your question. There clearly is a trade-off between using labels to inform consumers to recycle their computers and turning around and asking that plastics--to which the labels most likely will be affixed--be recycled into high-end uses. As long as we understand what the trade-offs really are, we can make more informed decisions.

Guidance on Handling “Bare” Cathode Ray Tubes

(television or computer glass monitors that have been removed from original casing)

Due to the health and safety danger presented by glass monitors that are no longer in their original casing (such as a television or computer) they **WILL NOT BE ACCEPTED.**

The health and safety dangers are:

1. By touching the bare glass it is possible to receive a serious shock. The tube carries a latent charge of up to 25,000 volts for up to a year.
2. Parts of the glass are very sharp and can cut skin.
3. If mishandled or broken the glass tube can implode. The tube is under vacuum pressure; while difficult to break, broken glass is dangerous and safety glasses designed for exposure to exploding particles should be worn when handling bare CRTs.
4. Like all appliances the cathode ray tube is heavy. Improper lifting can result in serious back or foot injuries, or even implosion (see #3).

The Town of _____ assumes absolutely no liability by providing you with guidance about how to safely handle the cathode ray tubes. We offer the following guidance in order to assist you with safely removing it from your vehicle. If you are at all concerned, find a television repair store that will agree to remove the device from your vehicle and safely pack it into a box for you before returning it to your vehicle.

Consumer Handling Guidance

DO NOT REMOVE THE TUBE FROM THE HOUSING!! But, if you already have,

1. Try to avoid handling of the cathode ray tube. Contact local television repair shops and try to locate one that will remove the tube from your vehicle and dispose of it for you. You should expect that there may be a fee charged.
2. If you are unsuccessful in finding assistance from a television repair shop, be extremely careful removing the cathode ray tube from your vehicle.
 - ☐ Be sure to be wearing heavy gloves to avoid getting cut.
 - ☐ Have a sturdy, intact cardboard box ready that will entirely contain the cathode ray tube.
 - ☐ **ONLY** handle the cathode ray tube by the face (the part you would look at when using a computer or watching TV).
 - ☐ **DO NOT** lift, push, or support by the neck or the sides.
 - ☐ Avoid touching the glass other than the face with any part of your body.
 - ☐ Carefully place the cathode ray tube in the box and close the box.

Once the cathode ray tube is in the box it can be safely moved.

Contact the town office to make special arrangements for disposal.

Computer Recycling Programs Offered By Manufacturers

September 2001

Compaq is working with United Recycling on their program. **United Recycling Industries**, Inc. offers a solution called the Electronic Take-Back Program for recycling your obsolete or end-of life computer equipment. You put your computer equipment in a box, affix a pre-paid shipping label provided by United, and drop it off at any UPS pick-up location. The cost of the program is \$27.99 per box, which includes a prepaid shipping label for the cost of handling and transportation to United's Illinois recycling facility and the dismantling and recycling of the equipment.

<http://www.unitedrecycling.com/takeback/main.html>

NOTE: Currently, the Program is only available to residents of Illinois, Wisconsin, Indiana, Missouri, Minnesota, Michigan and Iowa.

In addition, **Compaq Computer** will give each participant discounts on future purchases of selected Compaq equipment.

Dell offers its customers a variety of ways to manage end-of-life computer equipment from any manufacturer. U.S. consumers can trade-in, donate or auction old PCs through DellExchange (www.dell4me.com/dellexchange).

Dell Financial Services, L.P. offers business, educational and government customers PC Recycling and Asset Recovery services to maximize value from obsolete and end-of-life equipment through recycling, reuse and resale options (http://www.dellfinancialservices.com/solutions/asset_recovery.asp).

Gateway's recycling program offers customers a \$50 rebate after they purchase a new Gateway computer and then donate or recycle their old system. Customers are responsible for finding a recycler or receiving organization for their computer, after which they submit confirmation forms to Gateway to receive the rebate (<http://www.gateway.com/home/programs/tradein.shtml>).

Hewlett-Packard Company has a service that allows consumers and businesses to recycle unwanted computers and equipment from any manufacturer. The cost of this service ranges from \$13 to \$34 per item, depending upon the type and quantity of hardware to be returned.

http://www.hp.com/hpinfo/newsroom/feature_stories/takeback.htm

<http://www.hp.com/hpinfo/community/environment/recycle.htm>

Through the **IBM PC Recycling Service**, consumers and small businesses can recycle any manufacturer's PCs, including system units, monitors, printers and optional attachments for \$29.99, which includes shipping. IBM PC Recycling Service will either recycle the equipment or refurbish the system and arrange for its donation to Gifts in Kind International (GIKI). <http://www.ibm.com/ibm/environment/products/prp.phtml>

Sony has teamed up with the Minnesota Office of Environmental Assistance (OEA) and Waste Management, Inc. (WMI), to establish a takeback and recycling program for Sony electronic products in Minnesota. Under the program, consumers throughout Minnesota can return all Sony electronic products free of charge for recycling through WMI's existing waste disposal structure. Sony hopes to expand the program to five additional states shortly, and then go nationwide within five years (<http://www.sel.sony.com/SEL/esh/mnproj/index.html>).

Sample Participant Survey #1
(Town of Bethlehem, NY)

COMPUTER AND TV COLLECTION
September 28 & 29, 2001

Name _____

Address _____

WHAT DID YOU BRING?

Item	Number	Works
Monitor	_____	YES / NO/ ?
Printer	_____	YES / NO/ ?
CPU/terminal	_____	YES / NO/ ?
Television	_____	YES / NO/ ?
OTHER	_____	

Sample Participant Survey #2
(National Electronics Product Stewardship Initiative)

1. How did you hear about this electronics collection event?

- TV Ad Radio Flyer
 Newspaper Ad Friend/word of mouth Other _____

2. Why did you come here today to recycle your electronic product(s)?

- The product is not working.
 The product is obsolete.
 I got a newer model.
 Other (please specify): _____

3. How far did you travel today to recycle your electronics (give your best estimate)?
_____ miles

4. What items did you bring in today?

Item	How many?	How old is the item? (in years)
TV		
Computer (CPU)		
Computer Monitor		
Computer Peripheral:		
Mouse		
Keyboard		
Printer		
Scanner		
Other: _____		
Other: _____		

5. How many computers and TVs do you have at home? _____

6. What is the most convenient way for you to recycle your electronics?

- Take them to a municipal recycling center Mail them back to a manufacturer
 Take them to a retail store Other (please specify): _____
 Take them to a local charity

7. Who do you think should pay for the safe recycling and disposal of these electronic products? (Check no more than 2)

- Customer/user Government
 Retail store Other (please specify): _____
 Electronics manufacturer

8. If you had to pay to recycle your electronics, when would you prefer to pay?

When I purchase the item

When I recycle the item

Other (please specify): _____

9. If you had to pay to recycle your electronics, what is the most you would be willing to pay? \$_____

10. The electronics you brought in today were used by a

Residence

Government

Business

Institution

Thank you for participating in today's electronics collection event.

(To be filled out by collection event host)

Collection event location (city, state): _____ Date: _____

Collection event type (e.g. municipal drop off, retailer): _____

Participant Number _____

III. Program Sponsor Reporting Form

This program sponsor reporting form has been developed to help you better understand the results of your efforts and to allow you to compare your results with the results of other events across the country. This form is designed to be a generic reporting form. Feel free to leave blanks if a specific question is not relevant.

I. General Information

Event Sponsor:			
Retailer, Manufacturer, or Charity Project Partners:			
Location:			
Date(s):			
Number/Frequency of Events:			
Collection Type: (circle one)	Municipal Dropoff	Curbside	Retailer Charity Other: _____
Program Type:(circle one)	Permanent Collection	Pilot Collection	Special Event Other: _____
Total Tonnage Collected (lbs.)			
Total Tonnage Recycled (lbs.)			
Estimated Population Served:		Total Number of Electronics Collected:	
Total Number of Participants:		Program Yield (%) (optional)	
Waste Collected per Resident (lb/person):		(total # of electronics collected / population	
Waste Collected per Participant (lb/person)		of material in distribution)	

II. Cost Analysis Summary

	Overall Cost (\$)	Cost per Participant (\$/person)	Cost per Pound (\$/lb.)
Collection			
Transportation			
Recycling			
Total Costs	0	0	0

III. Yield Analysis Summary

	\$ Spent on Collection	\$ Spent on Transportation	\$ Spent on Recycling	\$ Spent Total
Collection Yield (lbs. of material collected / \$ spent)				
Recycling Yield (lbs. of material recycled / \$ spent)				

Reported by:

Name:	
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