

South San Francisco Scavenger Waste Service Guidelines

Sorting and Collection

To ensure compliance with State and local regulations, property owner or manager shall:

1. Subscribe to weekly garbage, recycling, and organic waste collection with appropriately sized bins. Be advised that:
 - a. California Senate Bill 1383 requires that organic waste (such as paper, cardboard, food scraps, food-soiled paper, and yard trimmings) be sorted into appropriate recycling and compost bins. These bins should be located side by side so that it is no more difficult to use one than another.
 - b. Recyclables must be sorted into three separate bins: one for paper, one for containers (bottles and cans), and one for cardboard. Materials should be placed directly into the appropriate bin provided by SSF Scavenger. Liner bags should not be used.
 - c. South San Francisco Scavenger Company (SSF Scavenger) is the exclusive waste collection service provider in the cities of South San Francisco, Millbrae and Brisbane.
2. Provide waste sorting instructions to all who use the waste collection area. This must be done at least once per year and within 14 days of onboarding any new resident, tenant, vendor, or other user.
3. Designate staff to regularly check the use of waste collection bins and address incorrect sorting behavior. To avoid service delays and additional fees, materials placed in the wrong bin should be removed before scheduled collection.
4. Keep collection bin lids closed and the surrounding area clear and swept.
5. Assure that any waste collection bins that are used on the property and emptied into the bins provided by SSF Scavenger are the required colors (gray or black for garbage, blue for recycling, and green for organics). Each bin must also be clearly labeled to indicate common items that belong inside as well as common items that are prohibited.

Please refer to Chapter 8 of the [City of South San Francisco Municipal Code](#), Chapter 6 of the [City of Millbrae Municipal Code](#), or Chapter 8.24 of the [City of Brisbane Municipal Code](#) for exact requirements. Also review details of [California Senate Bill 1383](#); be sure to visit the [City of South San Francisco](#), [City of Millbrae](#), or [City of Brisbane](#) website.

Please contact the SSF Scavenger outreach team for educational materials and training assistance. Send an email to outreach@ssfscavenger.com or call 650.589.4020.

Waste Enclosure Design Specifications

For a well-designed collection area, please plan to:

1. Provide driving surfaces of sufficient strength to withstand regular traversing of collection vehicles.

2. Install and maintain a concrete pad in front of enclosure that will accommodate maximum gross vehicle weight of 60,000 pounds.
3. Assure that the roadway in front of enclosure has a level surface that prevents a waste container from rolling away while positioned for emptying.
4. Provide adequate space for collection vehicle(s) to safely turn around and back-up. Collection vehicles have a wheelbase of approximately 252 inches, a turning radius of approximately 43 feet, and a turning diameter of approximately 94 feet.
5. Assure that the gate opening of enclosure is at least 12 feet wide and maintain tie backs on each enclosure gate/door.
6. Provide adequate room (2-3 feet) to walk around each waste collection bin without needing to move one to access another.
7. If chutes will be used, design so that appropriate waste collection bin(s) will fit at the bottom. Equip the collection areas at the top of each chute with bins for the separate collection of materials like cardboard, food scraps, and food soiled paper which do not travel well in chutes. Create a plan for transporting these materials to SSF Scavenger bins.
8. Install and maintain bumpers or rub rails along the walls inside the enclosure. Place protective guards on all piping (gas, electrical, water, etc.).
9. Install a sewer drain in the enclosure or wherever bins might be rinsed. Rinse water cannot be discharged into a storm drain.
10. Make sure the collection area is well ventilated.
11. Assure there are no obstacles above or in front of enclosure. Collection vehicles require 30' feet of vertical clearance. Paint NO PARKING on ground and/or post on front of enclosure.
12. Discourage illegal dumping by fully enclosing (including a roof) and locking waste collection bins and/or the enclosure itself. Install cameras and lighting. Post signs prohibiting illegal dumping.

SSF Scavenger is not responsible for any damage to driving surfaces traveled while servicing waste containers.

Please contact the SSF Scavenger outreach team to review plans, determine necessary service levels and bin sizes, schedule a site visit, and obtain a "Will Serve" letter. Send an email to outreach@ssfscavenger.com or call 650.589.4020. Be aware that changes made to service levels, collection bin locations, and waste enclosures after the "Will Serve" letter has been issued may result in noncompliance with municipal code as well as service delays.