

State Agency Waste Management Annual Report for

**California Department of Transportation (366)  
2002 - Annual Report**

## Annual Report Summary -

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### Part I

State Agency Name: California Department of Transportation  
Address: 1120 N Street Sacramento, CA 95814  
Director: Jeff Morales  
Title: Director  
Recycling Coordinator: Eric Rischer  
Address: 1120 N Street, MS-60 Sacramento, CA 95814  
Work Phone: (916) 654-6166 Ext: 0  
Fax Number: (916) 654-6011  
Email Address: eric\_rischer@dot.ca.gov  
Total Employees: 3,895

### Part II

<b>Verified</b>	Headquarters Office 1120 N St. Sacramento, CA 95814 Number of Employees: 1896	Eric Rischer 1120 N Street, MS-60 Sacramento, CA 95814 Phone: (916) 654-6166 Ext: 0 Fax: (916) 654-6011 Email: eric_rischer@dot.ca.gov
<b>Verified</b>	Farmers Market Complex 1801 30th St. Sacramento, CA 95814 Number of Employees: 768	Eric Rischer 1120 N Street, MS-60 Sacramento, CA 95814 Phone: (916) 654-6166 Ext: 0 Fax: (916) 654-6011 Email: eric_rischer@dot.ca.gov
<b>Verified</b>	Farmers Market 1727 30th St. Sacramento, CA 95814 Number of Employees: 643	Eric Rischer 1120 N Street, MS-60 Sacramento, CA 95814 Phone: (916) 654-6166 Ext: 0 Fax: (916) 654-6011 Email: eric_rischer@dot.ca.gov
<b>Verified</b>	M & R Laboratory 5900 Folsom Boulevard Sacramento, CA 95816 Number of Employees: 388	Eric Rischer 1120 N Street, MS-60 Sacramento, CA 95814 Phone: (916) 654-6166 Ext: 0 Fax: (916) 654-6011 Email: eric_rischer@dot.ca.gov
<b>Verified</b>	HQ Equipment Shop 3400 R Street Sacramento, CA 95816 Number of Employees: 155	Eric Rischer 1120 N Street, MS-60 Sacramento, CA 95814 Phone: (916) 654-6166 Ext: 0 Fax: (916) 654-6011 Email: eric_rischer@dot.ca.gov
<b>Verified</b>	HQ Warehouse 1900 Royal Oaks Sacramento, CA 95815 Number of Employees: 45	Eric Rischer 1120 N Street, MS-60 Sacramento, CA 95814 Phone: (916) 654-6166 Ext: 0 Fax: (916) 654-6011 Email: eric_rischer@dot.ca.gov
<b>Total Employees: 3895</b>		

## Part III Section 1

Summary of program information entered to date.

### Diversion Calculations

Program	Existing	Planned/ Expanding	Tons
Material Exchange	X		144.710
Beverage Containers	X		8.150
Cardboard	X		22.300
Office Paper (white)	X		132.600
Office Paper (mixed)	X		117.130
Wood waste	X		3.000
<b>Total Tonnage Diverted</b>			<b>427.890</b>
Total Tonnage Disposed			972.820
<b>Total Tonnage Generated</b>			<b>1,400.710</b>
<b>Overall Diversion Percentage</b> (Tonnage Diverted / Tonnage Generated)			<b>30.5%</b>

### Hazardous Materials (Programs not included in calculations)

Program	Existing	Planned/ Expanding	Tons
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## Part III Section 2

This section of the annual report presents the methods in which your agency informed both employees and customers served that a recycling program was being implemented. Below are identified the programs you reported were continued or implemented during 2002.

1. Web Page
2. Newspaper Articles/Ads
3. Office Paper Recycling Guide
4. Outreach (technical assistance, presentations, awards, fairs, field trips)

5. Workshops
  
6. Recycled Goods Procurement Training
  
7. Speakers (staff available for presentations)
  
8. Technical Assistance
  
  
  
  
  
  
  
  
  
  
9. Waste Evaluations/Survey

## Part III Section 3

### Procurement Activities Implemented in 2002

This section of the annual report presents your compliance with the State Agency Buy Recycled Campaign (SABRC). The activities identified below were reported as implemented or continued during 2002. (Note: Completing this section does not meet the [SABRC reporting requirements](#) (PCC Section 12162(b)).

1. Department-Wide Recycled-Content Procurement (RCP) Policy
2. Exceeding SABRC Goals
3. Department-Wide Automated Procurement Tracking System
4. Requiring Recycled- Content Product Certification for All Purchases
5. Annual Submittal of SABRC Report
6. Staff Recycled-Content Procurement Training
7. Proactively Working With RCP Suppliers
8. Sharing Success Stories With SABRC
9. Joint Purchase Pools
10. Other Procurement Activities

## Part IV

1. **Is the mission statement of the State agency/large State facility the same as reported in the previous year?**

Yes

**If No, what is the new mission statement?**

2. **How has the waste stream (i.e. those materials disposed in landfills) changed since the Integrated Waste Management Plan was submitted? (Changes include kinds and quantities of materials disposed in landfills.)**

The waste stream has probably remained pretty much the same since the Integrated Waste Management Plan was submitted. It appears to have increased slightly due to more accurate record keeping.

3. **Summarize what [waste diversion programs](#) were continued or newly implemented in 2002.**

At Headquarters typically office supplies, furniture, and equipment are recycled. For example, white paper, mixed paper, beverage containers, cardboard, wood pallets and toner cartridges are diverted.

At some of the smaller facilities, the employees are encouraged to recycle the above-mentioned materials; but because of their location or relatively small amount of waste generated, it's not always tracked and therefore not included in the report. When appropriate, office furniture and computer equipment is donated to charitable organizations.

4. **How were the tonnages determined for the materials disposed and diverted? (e.g. waste assessments, per capita generation and extrapolation, actual disposal weights, or actual recycling weights)**

The tonnages for the materials disposed were provided by Waste Management (vendor for the state-owned buildings) and CPM (property managers for the leased buildings).

C&C Recycling provided monthly reports on white paper, mixed paper and cardboard for April through December of 2002. January through March was extrapolated from the averages of the reported months.

Conversion charts were used to determine the weights of office furniture and equipment that were donated or diverted.

The Mail Center supervisor gave me the amount of wood pallets diverted and their weight.

5. **What types of activities are included in each of the reported programs? (The following link of [category definitions](#) may assist you in answering this question.)**

We use e-mail, online forms, double-sided photocopying, reusing envelopes, reusing boxes, reusing file folders, and recycling toner cartridges.

While these activities are included in our programs, they do not figure into the diversion calculations.

For material exchange, office furniture and computer equipment is donated to charitable organizations.

6. **Has the State agency/large State facility adopted or changed its waste reduction policy?**  
No

**If Yes, what is the new waste reduction policy?**

7. **What resources (staff and/or funds) did the State agency/large State facility commit toward implementing its Integrated Waste Management Plan in 2002 to help meet the waste diversion goals?**

The Department has identified one recycling coordinator in each district and at headquarters along with a Resource Conservation Senior in the Headquarters Resource Conservation Branch. No additional PVEs were allocated for these positions. The recycling coordinators have

the responsibility to report on AB 75 in addition to their prior duties.

It is the intent of the Department to include specification language in all new contracts that will require future construction projects to report on the amount of c&d waste which is both disposed of and diverted from landfills. this change is under development and will be implemented once all processes have been fully detailed. In the interim, should there be any questions, please contact Jack Ezekiel at (916) 651-8254.

## Part IV Miscellaneous

8. We have instruction from our Director's Office to refer to our organization as the California Department of Transportation instead of Caltrans in all correspondence. This policy has been in place for about a year. I tried to change the name in the report, but evidently was not allowed access to do so. Big thanks to Dorothy Woody for her expert assistance and consistent positive attitude. Thanks also to CIWMB for the training conference this year. It was good to network with other Departments and share strategies.