



# 2010 SARC Annual Report

## California Department of Transportation, District 12

**Alternative Names(s):** Caltrans District 12

**Agency Type(s):** CalTrans Facilities

3347 Michelson Drive, Suite 100  
Irvine, CA 92612

Total Employees: 968

**CalRecycle Representative**

Danielle Aslam

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(562) 492-9347

**Annual Report Status: Submitted**

Submitted on August 25, 2011

### Contacts

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**Lisa Riley** - Recycling Coordinator

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Phone: (949) 553-3565

Fax: (949) 724-2201

*Address*

3347 Michelson Drive, Suite 100  
Irvine, CA 92612

### Facilities

**1) University Construction Field Office** (28 employees)

*Facility Address*

3251 1/4 University Dr.  
Irvine, CA 92512

Lisa Riley

[lisa\\_riley@dot.ca.gov](mailto:lisa_riley@dot.ca.gov)

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*Contact Address*

3347 Michelson Drive, Suite  
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**2) District Office** (617 employees)

*Facility Address*

3347 Michelson Drive, Suite 100  
Irvine, CA 92612

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**3) Batavia Maintenance Station (50 employees)**

*Facility Address*  
1808 North Batavia Street  
Orange, CA 92865

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**4) Bolsa Chica Maintenance Station (11 employees)**

*Facility Address*  
13072 Bolsa Chica Road  
Westminster, CA 92683

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**5) Brea Maintenance Station (18 employees)**

*Facility Address*  
13571 Central Avenue  
Brea, CA 92621

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**6) Huntington Beach Construction Field Office (15 employees)**

*Facility Address*  
19601 Beach Blvd  
Huntington Beach, CA 92648

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**7) Orange Maintenance Station (15 employees)**

*Facility Address*  
691 South Tustin Street  
Orange, CA 92866

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**8) San Juan Maintenance Station (13 employees)**

*Facility Address*  
32941 Camino Capistrano  
San Juan Capistrano, CA 92675

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**9) Stanton Maintenance Station (15 employees)**

*Facility Address*  
8122 Katella Ave.  
Stanton, CA 90680

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**10) Costa Mesa Maintenance Station (48 employees)**



*Facility Address*  
1090 S. Bristol St.  
Costa Mesa, CA 92626

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**State Agency Reporting Center (SARC)**

*Contact Address*  
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Irvine, CA 92612

**11) Traffic Management Center - TMC (8 employees)**

*Facility Address*  
6681 Marine Way  
Irvine, CA 92618

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**12) Toll Road Maintenance Station (19 employees)**

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6685 Marine Way  
Irvine, CA 92618

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**13) McFadden Construction Field Office (29 employees)**

*Facility Address*  
15700 Tustin Village Way  
Tustin, CA 92780

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**14) Marine Way Maintenance Station (42 employees)**

*Facility Address*  
6641 Marine Way  
Irvine, CA 92618

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**15) Marine Way Construction Field Office (19 employees)**

*Facility Address*  
6521 Marine Way, Trailer 1; 6533  
Marine Way, Trail  
Irvine, CA 92618

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**16) Savi Ranch Construction Field Office (9 employees)**

*Facility Address*  
22800 Savi Ranch Parkway, Suite 206  
Yorba Linda, CA 92887

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**17) Brea Construction Field Office (6 employees)**



*Facility Address*  
3020 Saturn Street, Suite 100  
Brea, CA 92821

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**State Agency Reporting Center (SARC)**

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**18) Rossmoor Construction Field Office (3 employees)**

*Facility Address*  
3030 Old Ranch Parkway, Suite 375  
Seal Beach, CA 90740

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**19) Bixby Knolls Construction Field Office (3 employees)**

*Facility Address*  
3020 Old Ranch Road, Suite 250  
Seal Beach, CA 90740

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**Program Information**

Program	Existing	Planned/Expanding
Business Source Reduction	X	
Material Exchange	X	
Beverage Containers	X	
Cardboard	X	
Glass	X	
Newspaper	X	
Office Paper (white)	X	
Office Paper (mixed)	X	
Plastics	X	
Scrap Metal	X	
Special Collection Events	X	
Other Materials	X	
Xeriscaping, grasscycling	X	
On-site composting/mulching	X	
Self-haul greenwaste	X	
Commercial pickup of compostables	X	
Ash	X	
Sludge (sewage/industrial)	X	



Tires	X	
White/brown goods	X	
Scrap Metal	X	
Wood waste	X	
Concrete/asphalt/rubble (C&D)	X	
Rendering	X	
MRF	X	
Alternative Daily Cover	X	
Other facility recovery	X	

Total Tonnage Disposed: 12,141.0  
 Total Employees: 968  
 Total Additional Factor (Visitors): 6,397

Annual Per Capita Disposal (pounds/employee/day): 68.7  
 50% Equivalent Per Capita Disposal Target (pounds/employee/day): 74.8

Annual Additional Factor Per Capita Disposal (pounds/person/day): 10.4  
 Additional Factor 50% Equivalent Per Capita Disposal (pounds/person/day): 148.3

**Hazardous Materials**

*Note: Hazardous waste, including [universal waste](#), may NOT be disposed as ordinary trash.*

Program	Existing	Planned/Expanding
Electronic Waste	X	
Batteries	X	
Used Oil/Antifreeze	X	
Paint	X	
Other Universal Waste	X	
Other Hazardous Waste	X	

**Promotional Programs**

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 2010.

- 1) Web Page
- 2) Brochures, Newsletters, Publications

- 3) Fliers
- 4) Office Paper Recycling Guide
- 5) Waste Information Exchange
- 6) Waste Evaluations/Survey
- 7) Other Promotional Programs

## Procurement Activities Implemented in 2010

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 2009. (Note: Completing this section does not meet the [SABRC reporting requirements](#) (PCC Section 12162(b)).

- 1) Department-Wide Recycled-Content Procurement (RCP) Policy
- 2) Department-Wide Automated Procurement Tracking System
- 3) Requiring Recycled- Content Product Certification for All Purchases
- 4) Annual Submittal of SABRC Report
- 5) Staff Recycled-Content Procurement Training
- 6) Proactively Working With RCP Suppliers

## Question/Answer

### 1) IN THE TEXT BOX BELOW, PLEASE PROVIDE ANSWERS TO A and B.

**We would like to understand what is still being thrown away and help you find ways to increase recycling.**

**Please describe the types of waste that are thrown away.**

**What difficulties or obstacles have you had with finding ways to recycle these wastes?**

*1a. District 12 recycles wastes produced at our District, Construction and Maintenance offices.*

*The District 12 building is housed in a leased facility and property management has an in-house recycling program and they provide recycling containers for paper wastes, batteries and ink/toner cartridges. When recycle containers are full, property management collects and disposes/recycles wastes.*

*Property Management also holds bi-annual e-cycle events, open to all tenants, where e-wastes can be collected and recycled properly. District 12, including Construction and Maintenance field offices, fully participate in this event and submit electronic wastes including computers, laptops, printers, copiers, fax machines, batteries, cables, calculators, etc.*

*District 12 Construction projects/contracts have vendors that provide recycling/disposition of wastes generated from construction projects. Recycling reports are required for all construction projects and data is recorded on a form CEM-4401, Solid Waste Disposal and Recycling Report.*

*District 12 Maintenance has a contract with SA Recycling (contract number DRR10024) to recycle their scrap metal wastes.*

*1b. No difficulties or obstacles experienced.*

**2) SELECT YES OR NO FROM THE DROP DOWN LIST BELOW. IF YOU SELECT YES, YOU MUST DESCRIBE IN THE TEXT BOX BELOW.**

**Were there any changes in your recycling/waste reduction programs during the report year? For example, did you start, discontinue, or make significant changes to your recycling/waste reduction programs?**

*No*

**3) IN THE TEXT BOX BELOW, PLEASE ANSWER THE FOLLOWING QUESTION.**

**If the per capita disposal for the current report year is greater than the per capita disposal from the previous report year, then, to the best of your ability, explain why there was an increase. (To find these numbers, look for "View Report" in the left menu and click either "Current Year" or "Previous Year" to display a report summary.)**

*The per capita disposal for the current report year is: 68.7*

*The per capita disposal for the previous report year is: 47.9*

*There is an increase in the per capita disposal for current report year because:*

- 1. The tonnage disposed is greater*
- 2. There is a decrease in number of employees*
- 3. There is an increase in number of visitors*

**4) IN THE TEXT BOX BELOW, PLEASE PROVIDE ANSWERS TO A AND B.**

**In Section III, you entered total tons disposed (thrown away at a landfill) by your agency/facility during the report year. Having an accurate method to consistently calculate this number each year is important because it is used in the calculation to determine the report year per capita disposal for your agency/facility.**

**Examples of types of methods that may be used include, but are not limited to, conducting a waste generation study, using actual disposal weights provided by a trash hauler, or estimating using weight-to-volume conversions.**

**Explain the method you, or the person that provided you with this number, used to calculate the total tons disposed. Please provide a detailed explanation of the method so that it could be used in the event someone else from your agency/facility had to produce the same number.**

**Is this the same method used for last year's report? If not, explain the reason for the change.**

*4a: The tonnage disposed is obtained from form CEM-4401, Solid Waste Disposal and Recycling report.*

*These reports are completed for all construction projects and obtained by the District 12 Recycling Coordinator. The Recycling Coordinator then inputs all figures into an excel spreadsheet to compute the total tonnage disposed.*

*4b: This is the same method used as last year.*

**5) IN THE TEXT BOX BELOW, PLEASE PROVIDE ANSWERS TO A AND B.**

In Part I of this report, you entered the number of employees for your agency/facility. This information is usually available from your human resources or payroll department. Having an accurate method to consistently calculate this number each year is important because it is used in the calculation to determine the report year per capita disposal for your agency/facility.

(Note: If your agency submits a modified report, per capita disposal is not calculated, but the number of employees is important in verifying your continued eligibility to submit a modified report).

**IN THE TEXT BOX BELOW, PLEASE PROVIDE ANSWERS TO A AND B.**

Explain the method you, or the person that provided you with this number, used to calculate the number of employees (e.g. total number of full time employees, full time equivalents, total number of full and part time employees, etc.). Please provide a detailed explanation of the method so that it could be used in the event someone else from your agency/facility had to produce the same number.

Is this the same method used for last year's report? If not, explain the reason for the change.

*5a: A District 12 Budget Analyst (Stephanie Huynh) was contacted to obtain the number of employees working in District 12 and the District 12 building. A District 12 Budget Associate Administrator (Christian Cox) was contacted to obtain the breakdown of District 12 employees working in our Maintenance Field Offices. District 12 Construction employee, Neshat Motallebi, provided a breakdown of District 12 employees working in our Construction Field offices, and Headquarters Construction employee, Ken Bocchicchio, provided a breakdown of Headquarters employees working in our District 12 Construction Field offices.*

*5b: This is the same method used last year.*

**6) IN THE TEXT BOX BELOW, PLEASE PROVIDE ANSWERS TO A AND B. (Skip to the next question if you did not enter a non-employee population in Part I.)**

**NOTE:** If there was not an option in Part I to report an additional population, but you believe doing so would be valuable, or if you provided this in the past, but no longer wish to do so, please contact your CalRecycle representative to discuss the merits of adding or deleting this option for future reports.

If your agency/facility also has a non-employee population (such as students, visitors, inmates, residents, patients, etc.) that significantly contributes to the waste your agency/facility creates, Part I of this report asks you for a number for that population. This information is in addition to your employee information - it does not replace it.

Explain the method you (or the person that provided you with this number) used to calculate that number (e.g. full time equivalent students, average number of patients during the report year, etc.). Please provide a detailed explanation of the method so that it could be used in the event someone else from your agency/facility had to produce the same number.

Is this the same method you used for last year's report? If not, explain the reason for the change.

*No*

**7) Additional information you wish to provide in your annual report.**

*District 12's recycling information for 2010 is as follows:*

- 1. Construction wastes diverted from landfill: 71, 536 tons*
- 2. Construction wastes reused: 7,579 tons*
- 3. Maintenance wastes recycled: 33,127 tons*
- 4. E-cycle wastes recycled: 383 pieces, including computers, monitors, printers, copiers, etc.*