



# 2010 SARC Annual Report

## California Department of Transportation, District 2

**Alternative Names(s):** Caltrans District 2

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

1657 Riverside Drive  
Redding, CA 96001

Total Employees: 693

**CalRecycle Representative**

Cindi Rumenapp  
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(916) 341-6604

**Annual Report Status: Submitted**

Submitted on August 15, 2011

### Contacts

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*Address*

1657 Riverside Drive  
Redding, CA 96001

### Facilities

**1) District 2 Office** (161 employees)

*Facility Address*

1657 Riverside Drive  
Redding, CA 96001

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1657 Riverside Drive  
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**2) Seaid Maintenance** (8 employees)

*Facility Address*

14 Diamond J Road  
Salud Valley, CA 96086

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**3) Weaverville Maintenance (9 employees)**

*Facility Address*  
Memorial Drive  
Weaverville, CA 96039

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**4) Susanville Maintenance (26 employees)**

*Facility Address*  
471-800 Diane Drive  
Susanville, CA 96130

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**5) Quincy Maintenance (10 employees)**

*Facility Address*  
1555 East Main  
Quincy, CA 95971

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**6) Special Crews (60 employees)**

*Facility Address*  
5056 Mountain Lakes Drive  
Redding, CA 96001

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**7) West Venture Building (216 employees)**

*Facility Address*  
1031 Butte Street  
Redding, CA 96001

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**8) Adin Maintenance Station (8 employees)**

*Facility Address*  
672150 HWY 299E  
Adin, CA 96006

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**9) Alturas Maintenance Station (11 employees)**

*Facility Address*  
406 E. Hwy 395  
Alturas, CA 96101

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**10) Beckwourth Maintenance Station (8 employees)**



State Agency Reporting Center (SARC)

*Facility Address*  
81313 Hwy 70  
Beckwourth, CA 96129

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**11) Burney Maintenance Station (9 employees)**

*Facility Address*  
37334 Main St.  
Burney, CA 96013

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**12) Chester Maintenance (9 employees)**

*Facility Address*  
1187 Hwy 36  
Chester, CA 96020

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**13) Gibson Maintenance Station (6 employees)**

*Facility Address*  
25305 Gibson Rd.  
Lakehead, CA 96051

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**14) Grass Lake Maintenance Station (7 employees)**

*Facility Address*  
21021 Hwy 97  
Weed, CA 96094

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**15) Hat Creek Maintenance Station (7 employees)**

*Facility Address*  
13191 Briane`s Way  
Old Station, CA 96071

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**16) Hayfork Maintenance (7 employees)**

*Facility Address*  
.3 miles North of SR 3, Morgan Hill Rd.  
Hayfork, CA 96041

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1657 Riverside Drive  
Redding, CA 96001

**17) Mineral Maintenance (6 employees)**



State Agency Reporting Center (SARC)

*Facility Address*  
1 mile W. of Mineral, Hwy 36  
Mineral, CA 96063

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*Contact Address*  
1657 Riverside Drive  
Redding, CA 96001

**18) Newell Maintenance** (7 employees)

*Facility Address*  
Hwy 139, 7 miles South of Tulelake  
Newell, CA 96134

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**19) Platina Maintenance** (3 employees)

*Facility Address*  
4600 Hwy 36  
Platina, CA 96076

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**20) Pulga Maintenance** (7 employees)

*Facility Address*  
13756 Hwy 70  
Stonia, CA 96980

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*Contact Address*  
1657 Riverside Drive  
Redding, CA 96001

**21) Red Bluff Maintenance** (7 employees)

*Facility Address*  
4000 Hess Road  
Red Bluff, CA 96080

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**22) Redding Maintenance (Region)** (22 employees)

*Facility Address*  
1450 George Drive  
Redding, CA 96003

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*Contact Address*  
1657 Riverside Drive  
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**23) Trinity Center Maintenance** (6 employees)

*Facility Address*  
no physical address (PO Box 216)  
Trinity, CA 96091

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*Contact Address*  
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Redding, CA 96001

**24) Bogard SRRA** (0 employees)



State Agency Reporting Center (SARC)

*Facility Address*  
Lassen County, Hwy 44, Post Mile  
14.5  
n/a, CA 96071

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*Contact Address*  
1657 Riverside Drive  
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**25) Collier SRRA (0 employees)**

*Facility Address*  
Siskiyou County, Hwy 5, Post Mile  
56.0  
n/a, CA 96097

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**26) Corning SRRA NB/SB (0 employees)**

*Facility Address*  
Tehama County, I-5, Post Mile 10.3  
n/a, CA 96080

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*Contact Address*  
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**27) Douglas City SRRA (0 employees)**

*Facility Address*  
Trinity County, Hwy 299, Post Mile  
56.9  
n/a, CA 96039

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**28) Grass Lake SRRA (0 employees)**

*Facility Address*  
Siskiyou County, Hwy 97, Post Mile  
21.7  
n/a, CA 96094

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**29) Hillcrest SRRA (0 employees)**

*Facility Address*  
Shasta County, Hwy 395, Post Mile  
60.6  
n/a, CA 00000

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**30) Honey Lake SRRA (0 employees)**

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Lassen County, Hwy 395, Post Mile  
49.6  
n/a, CA 96130

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**31) Chester SRRA (0 employees)**



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*Facility Address*  
Plumas County, Hwy 36, Post Mile  
12.8  
n/a, CA 96020

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**32) Lakehead SRRRA** (0 employees)

*Facility Address*  
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n/a, CA 96051

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**33) L.T. Davis SRRRA** (0 employees)

*Facility Address*  
Plumas County, Hwy 70, Post Mile  
79.2  
n/a, CA 95971

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**34) Massack SRRRA** (0 employees)

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n/a, CA 95980

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**35) O'Brian SRRRA** (0 employees)

*Facility Address*  
Shasta County, I-5, Post Mile 33.3  
n/a, CA 96051

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**36) Red Bluff SRRRA NB** (0 employees)

*Facility Address*  
Tehama County, I-5, Post Mile 34.3  
n/a, CA 96080

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**37) Secret Valley SRRRA** (0 employees)

*Facility Address*  
Lassen County, Hwy 395, Post Mile  
96.5  
n/a, CA 96101

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**38) Shingletown SRRRA** (0 employees)



**State Agency Reporting Center (SARC)**

*Facility Address*  
 Shasta County, Hwy 44, Post Mile  
 34.7  
 n/a, CA 96071

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**39) Weed SRRA NB/SB (0 employees)**

*Facility Address*  
 Siskiyou County, Hwy I-5, Post Mile  
 25.8  
 n/a, CA 96067

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**40) Shop II (35 employees)**

*Facility Address*  
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 Redding, CA 96003

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**41) Yreka Maintenance (26 employees)**

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 Yreka, CA 96097

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**42) Mt.Shasta Maintenance Station (12 employees)**

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 1625 Mott Road  
 Mt.Shasta, CA 96067

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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        | X                 |
| Office Paper (mixed)      | X        | X                 |



|                               |   |  |
|-------------------------------|---|--|
| Plastics                      | X |  |
| Scrap Metal                   | X |  |
| Special Collection Events     | X |  |
| Other Materials               | X |  |
| Sludge (sewage/industrial)    | X |  |
| Tires                         | X |  |
| Scrap Metal                   | X |  |
| Wood waste                    | X |  |
| Concrete/asphalt/rubble (C&D) | X |  |
| Rendering                     | X |  |
| MRF                           | X |  |

Total Tonnage Disposed: 961.6  
 Total Employees: 693  
 Total Additional Factor (Visitors): 13,322,108

Annual Per Capita Disposal (pounds/employee/day): 7.6  
 50% Equivalent Per Capita Disposal Target (pounds/employee/day): 710.5

Annual Additional Factor Per Capita Disposal (pounds/person/day): 0.0  
 Additional Factor 50% Equivalent Per Capita Disposal (pounds/person/day): 0.0

**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        | 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) Fact Sheets
- 6) New Employee Package
- 7) Recycled Goods Procurement Training
- 8) Speakers (staff available for presentations)
- 9) Technical Assistance
- 10) Waste Evaluations/Survey
- 11) 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) 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

### 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?**

A. Pavement markers, treated posts and blocks, wood/cleared vegetation, asphalt concrete, misc garbage, asphalt thermoplastic grindings, concrete, misc debris and junk pipe.

B. Most Caltrans projects are contracted out to the lowest bidder. It is up to the contractor to complete projects and handle the disposal of waste materials in compliance with the Federal statutes. Some contractors are able to recycle Mixed Debris, Wood/Cleared vegetation and some use the landfill as a means of disposal.

**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?**

*This year we started taking our obsolete/excess printer cartridges to a small business, printer cartridge refurbisher instead of setting them out for the Haz Waste pick-up as done in the past.*

*Due to staff relocation to a new lease building, we added 8 additional paper recycle bins from the City of Redding. We added these bins for units to enable them to purge multiple files and move towards paperless files altogether.*

**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.)**

*No*

**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.**

*Amounts of materials disposed were determined by a variety of methods. For materials, which were disposed of, the primary source for documents was to extrapolate by determining the approximate average weight of the material in the weights of the C&D debris the construction contractor supplied Caltrans with the information. Weight conversion charts from the CIWMB were used to convert volumes to tons.*

**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.

*The PERMIS Report from Human Resources Department is were I ascertain employee numbers. Caltrans Dist 2 "employees" are full time normal 40 hour reporting workweek. Caltrans also employs permanent intermittent employees up to 1500 hours per year, retired annuitants up to 960 hours per year, student assistants on a limited term part time basis,*

*Dist 2 "visitor" numbers are calculated with visitor sign in logs at both buildings. The rest area visitor numbers are calculated with mechanical vehicle/axle counters and averages. ical vehicle/axle counters and averages.*

**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.

*Same method used as last year.*

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

*No*