



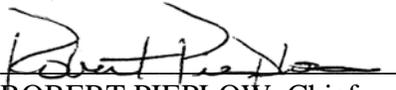
Construction Policy Bulletin

CPB 04-1 **Solid Waste Disposal and Recycling Report**

References: *Assembly Bill 75*
 Deputy Directive DD-17 (11/17/93)

Effective Date: February 1, 2004

Approved:


ROBERT PIEPLOW, Chief
Division of Construction

Approval Date: January 23, 2004

Background

Assembly Bill 75 requires that each state agency or large state facility divert at least 25 percent of its solid waste from landfills or transformation facilities by January 1, 2002, and 50 percent by January 1, 2004. Solid waste diversion may be achieved by a variety of methods including recycle, reuse, salvage, donation, or reprocessing into an alternative product.

Each calendar year, Caltrans reports its solid waste diversion activities to the California Integrated Waste Management Board.

Existing Procedure

Currently, unless specified in a construction contract, existing procedures for recycling are limited to recycling asphalt concrete, portland cement concrete, and certain other readily reusable materials, such as signs, fence posts, and other materials. Most solid waste including demolition and construction wastes, but not hazardous waste, is disposed of in a public or commercial landfill.

New Procedure

Contracts containing special provisions for solid waste disposal and recycling reports require the contractor to chronicle landfill disposal and material recycling activity performed through the duration of the contract. The contractor reports this information via the Division of Construction Form CEM-2025, "Solid Waste Disposal and Recycling Report". The Form CEM-2025 is attached to this document and is also available electronically via the Caltrans Electronic Forms System (CEFS) web site at:

<http://admin.dot.ca.gov/CEFS/>

The contractor submits the annual report to the resident engineer by the 15th day of January, and five days following contract acceptance. If no work was conducted during the reporting period, the report states no work was performed during that period.

Contract special provisions require that all reports be received from the contractor in good order before the contract can be finalized. Review all reports submitted by the contractor for accuracy. Compare the total volumes of materials taken to, and diverted from, landfills from the Solid Waste Disposal and Recycling Reports with the approximate volume of work requiring the removal of materials. Before approving each report, resolve any discrepancies in material type or volume with the contractor. Each report submitted by the contractor that is either delinquent or grossly inaccurate is subject to a deduction of \$10,000 (Ten thousand dollars) for non-compliance.

Submit the approved Solid Waste Disposal and Recycling Reports directly to the district recycling coordinator and a copy to the statewide recycle coordinator in the Division of Design. Contact information for district and statewide recycling coordinators is available via the Division of Design web site at:

<http://www.dot.ca.gov/hq/oppd/>

Attachment

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION
SOLID WASTE DISPOSAL AND RECYCLING REPORT
 CEM-2025 (NEW 12/2003)

ADA Notice For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

Project Name:		Type of Work:	
Contract Number:	Co./Rte/PM	Reporting period (month and year): from _____ to _____	
Contractor Name:		Phone Number	FAX Number
Street Address:		City, State, Zip	
Preparer's Name (Please Print)		Signature	Date

***NOTE: Earth and rock material shall not be reported as either waste material diverted from or disposed to landfills.**

Name and location of Recycling or Disposal Facility	Type of material Enter letter as follows: A=Asphalt C=Concrete M=Metal D=Mixed Debris W=Wood/cleared Vegetation O=Other [described] *See Note above	Type of activity Enter number as follows: 1=Source-Separated Materials Recycling 2=On-Site Reuse 3=Mixed Debris Recycling 4=Reuse of salvageable items 5=Disposal at landfill or Transfer Station 6=Other [described]	Amount of material taken to landfills quantity (tonne or M ³)	Amount of material diverted from landfills quantity (tonne or M ³)

I certify under penalty of perjury that the information provided above is complete and accurate.

The information provided by the contractor has been reviewed.

contractor signature

resident engineer signature

Date