

State Agency Waste Management Annual Report for

**California Department of Transportation, District 1 (352)
2002 - Annual Report**

Annual Report Summary -

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Part I

State Agency Name: California Department of Transportation, District 1

Address: 1656 Union Street Eureka, CA 95501

Director: M. Timothy Fisher

Title: Deputy District Director

Recycling Coordinator: Debbie Butler

Address: 1656 Union Street Eureka, CA 95501

Work Phone: (707) 441-5818

Fax Number: (707) 441-5871

Email Address: Debbie_Butler@dot.ca.gov

Total Employees: 597

Total Visitors, inmates, etc : 1,817,833

Part II

Verified	District Office Complex 1656 Union Street Eureka, CA 95501 Number of Employees: 245	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Equipment Shop I 1650 Albee Street Eureka, CA 95501 Number of Employees: 13	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	District Lab 1726 Albee Street Eureka, CA 95501 Number of Employees: 7	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Bracut Maintenance Office 6100 North Highway 101 Eureka, CA 95501 Number of Employees: 1	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Drill Crew Office 1637 Union Street Eureka, CA 95501 Number of Employees: 4	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Traffic Electrical 1726 Albee Street Eureka, CA 95501 Number of Employees: 2	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov

Verified	Maintenance Field Office (Idlewild) 15600 Highway 199 Gasquet, CA 95543 Number of Employees: 8	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Willits) 21340 Baechtel Road Willits, CA 95490 Number of Employees: 11	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Ukiah) 90 West Lake Mendocino Drive Ukiah, CA 95482 Number of Employees: 28	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Crescent City) 711 Highway 101 North Crescent City, CA 95531 Number of Employees: 12	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Fortuna) 1924 Smith Lane Fortuna, CA 95540 Number of Employees: 9	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Bridgeville) Highway 36 Bridgeville, CA 95526 Number of Employees: 8	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Manchester) Highway 1 Manchester, CA 95459 Number of Employees: 8	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Booneville) Highway 128 Booneville, CA 95415 Number of Employees: 10	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Clearlake) 13070 East Highway 20 Clearlake, CA 95442 Number of Employees: 10	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Garberville) 1500 Redwood Drive Garberville, CA 95542 Number of Employees: 12	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Leggett) Highway 271 Leggett, CA 95585 Number of Employees: 12	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Fort Bragg) 925 No. Franklin Fort Bragg, CA 95437 Number of Employees: 8	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Orleans) Highway 96 Orleans, CA 95556 Number of Employees: 9	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Lakeport) 3218 Hill Rd. East Lakeport, CA 95452	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext:

	Number of Employees: 10	Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Willow Creek) Highway 96 Willow Creek, CA 95556 Number of Employees: 11	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Shop (Ukiah) 3290 North State Street Ukiah, CA 95482 Number of Employees: 6	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Construction Field Office (Eureka) 5601 Spruce Point Eureka, CA 95501 Number of Employees: 8	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Construction Field Office (Gasquet) 9851 Highway 199 Gasquet, CA 95543 Number of Employees: 2	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Construction Field Office (Crescent City) 700 Park Place Crescent City, CA 95531 Number of Employees: 6	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Construction Field Office (Redwood Valley) 20 West School Way Redwood Valley, CA 95470 Number of Employees: 5	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Construction Field Office (Hopland) 18950 S. Highway 101 Hopland, CA 95449 Number of Employees: 4	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Construction Field Office (Hydesville) 3575 Johnson Road, Suites 1 & 2 Hydesville, CA 95547 Number of Employees: 7	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Construction Field Office (Leggett) 68601 N. Highway 101 Leggett, CA 95585 Number of Employees: 5	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Construction Field Office (Fort Bragg) 510 South Main Street Fort Bragg, CA 95437 Number of Employees: 6	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Construction Field Office (Clearlake) 15513 40th Avenue Clearlake, CA 95442 Number of Employees: 5	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Del Norte County Rest Stop (Collier Tunnel) 3 miles south of Oregon State Line Collier Tunnel, CA 95543 Number of Employees: 0	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Humboldt County Rest Stop (Trinidad) 0.5 miles south of Patrick's Point U.C. Trinidad, CA 95570 Number of Employees: 0	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov

Verified	Humboldt County Rest Stop (Trinidad) 0.5 miles south of Seawood Drive U.C. Trinidad, CA n/a Number of Employees: 0	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Mendocino County Rest Stop (Empire Camp) 9.0 miles south of Leggett Empire Camp, CA n/a Number of Employees: 0	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Mendocino County Rest Stop (Irvine Lodge) 7.9 miles south of Laytonville Irvine Lodge, CA n/a Number of Employees: 0	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Mendocino County Rest Stop (Moss Cove) 10.5 miles south of Laytonville Moss Cove, CA n/a Number of Employees: 0	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Construction Field Office (Arcata) 5065 Boyd Road Arcata, CA 95521 Number of Employees: 6	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Caltrans Annex 1835 6th Street Eureka, CA 95501 Number of Employees: 42	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Caltrans Fairhaven Office 1900 Ben Dixon Road Samoa, CA 95564 Number of Employees: 44	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Verified	Maintenance Field Office (Arcata) South G. Street Arcata, CA 95521 Number of Employees: 13	Debbie Butler 1656 Union Street Eureka, CA 95501 Phone: (707) 441-5818 Ext: Fax: (707) 441-5871 Email: Debbie_Butler@dot.ca.gov
Total Employees: 597		

Part III Section 1

Summary of program information entered to date.

Diversion Calculations

Program	Existing	Planned/ Expanding	Tons
Business Source Reduction	X		0.300
Material Exchange	X		1.317
Beverage Containers	X	X	15.672
Cardboard	X	X	5.290
Glass	X	X	1.044
Newspaper	X	X	0.480
Office Paper (white)	X	X	73.600
Special Collection Events	X	X	0.528
Tires	X		47.000

White/brown goods	X		189.360
Scrap Metal	X		118.590
Wood waste	X		326.000
Concrete/asphalt/rubble (C&D)	X		25,032.050

Total Tonnage Diverted **25,811.231**

Total Tonnage Disposed 1,336.720

Total Tonnage Generated **27,147.951**

Overall Diversion Percentage **95.1%**
(Tonnage Diverted / Tonnage Generated)

Hazardous Materials (Programs not included in calculations)

Program	Existing	Planned/ Expanding	Tons
Batteries	X		(3.650)
Used Oil/Antifreeze	X		(23.172)
Paint	X		(9.340)
Other HHW	X		(87.548)

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. Brochures, Newsletters, Publications
2. Office Paper Recycling Guide
3. Fact Sheets
4. Outreach (technical assistance, presentations, awards, fairs, field trips)
5. Seminars

6. Workshops
7. Waste Information Exchange

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. Department-Wide Automated Procurement Tracking System
3. Annual Submittal of SABRC Report
4. Proactively Working With RCP Suppliers
5. Joint Purchase Pools

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. There have been some new programs that have recently been implemented that should help to decrease the waste stream in the future. One in particular is with the Adopt-A-Highway program. In June 2002, some of the Adopt-A-Highway groups in Districts 4 & 8, and all of the Adopt-A-Highway groups in District 1 were given specially made bags for the volunteers to use in order to separate out recyclables from the rest of the waste that is picked up along the highways. This is currently being done as a pilot project and upon its success, these bags will be distributed to all of the Adopt-A-Highway groups. The Department is also looking into other possibilities to increase our

diversion efforts. These include establishing recycling containers at all of the 88 Road Side Rest Stops throughout the state. Another possibility being examined is the possibility of recycling damaged traffic safety cones, thus diverting some 35,000 cones from entering the landfills annually. With the implementation of these projects along with gathering valuable information from our annual AB 75 reports, the Department anticipates that the waste stream in future years shall decrease.

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

At the District Offices, Headquarters, and the larger field offices, typical office supplies, furniture, and equipment are recycled. For example, white paper, mixed paper, beverage containers, cardboard, and toner cartridges are diverted. At some of the smaller field offices, the employees are encouraged to recycle the above-mentioned materials, but because of their location or relatively small amount of waste generated, is not always tracked and therefore not included in the report. When appropriate, office furniture and computer equipment is donated to charitable organizations.

Other types of materials that are generated by the Department are a result of the fleet of vehicles owned by Caltrans. Some of these materials include motor oil, engine lubricants, anti-freeze, tires, and solvents. Even though these waste materials do not count towards AB 75, they still do get recycled. Over the years, the Department has undergone a significant move to lower emissions from our vehicles. Caltrans has termed this "Greening the Fleet". More information on this can be found at <http://www.dot.ca.gov/hq/eqsc/CleanAir/greenfleet.htm>.

Another source of waste that Caltrans generates is construction and demolition (C & D) debris generated from our construction projects and from our maintenance crews. Types and amounts vary widely and can include concrete, asphalt, steel, guard railing, and vegetation. Even though this material is being diverted from the landfills, how this will be tracked and documented is still being evaluated within the Department. For the 2001 AB 75 Report, one construction project per district was selected to determine the amount of C & D debris that was diverted from the landfills. The intent is to have information from all construction projects and maintenance operations report on their recycling activities in the future.

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)**

Amounts of materials disposed and diverted were determined by a variety of methods. For materials generated within the District Offices and Headquarters, which were recycled, the documentation was achieved by reviewing the actual receipts from the independent vendors who supply this service. In cases where obtaining actual receipts was not feasible, estimates were used by extrapolating the size and weight of containers and multiplying by the frequency of service. For materials, which were disposed of, the primary source for documentation was to extrapolate by determining the approximate average weight of the material in the disposal containers multiplied by the frequency of service. For determining the weights of the C & D debris and for some of the office supplies that were donated, the use of conversion charts was used.

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.)**

The Department does encourage the use of email, double-sided photocopying, and the reuse of envelopes. While these activities are included in the programs, they do not figure into the diversion calculations.

Business Source Reduction included toner cartridges.

Scrap metal included several large oven scales from the Materials Lab that were replaced (which infrequently occurs), metal guardrails, steel beams, old metal and aluminum highway signs, etc.

Wood Waste was comprised of wood chips.

White/brown goods included appliances and furniture that was collected from highways.

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 PY's were allocated for these positions. The recycling coordinators have the responsibility to report on AB 75 in addition to their prior duties.

Part IV Miscellaneous

8. 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.