



2012 SARC Annual Report

California Department of Transportation, District 6

Alternative Names(s): Caltrans District 6, Department of Transportation, District 6

Agency Type(s): Caltrans

Report Type: Full

Physical Address
1352 West Olive Avenue
Fresno, CA 93728
Fresno County
Jurisdiction: Fresno

Mailing Address

CalRecycle Representative
Arlene Miller
Arlene.Miller@CalRecycle.ca.gov

Number of Employees at Agency: 288

Annual Report Status: Submitted

Submitted by Melissa Hare (melissa_hare@dot.ca.gov) on April 30, 2013

Additional Annual Report Information

The information below is additional information for this annual report provided by the Agency to CalRecycle staff.

No additional information provided.

Contacts

1) Melissa Hare (Recycling Coordinator) - Recycling Coordinator

Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311
Fax: (559) 488-4195

Physical Address
1352 W Olive Ave
Fresno, CA 93728

Mailing Address
1352 W Olive Ave
Fresno, CA 93728

2) Patti Van Loon (Supervisor) - Supervisor

patti.van.loon@dot.ca.gov
Phone: (559) 488-4009
Fax: (559) 488-4170

Physical Address
1352 West Olive Avenue
Fresno, CA 93728

Mailing Address
1352 W Olive Ave
Fresno, CA 93728

3) Sharri Bender-Ehlert (Director) - District 6 Director

sharri_bender_ehlert@dot.ca.gov
Phone: (559) 488-4057 x0
Fax: (559) 488-4195

Physical Address
1352 West Olive Avenue
Fresno, CA 93728

Mailing Address
1352 West Olive Avenue
Fresno, CA 93728

Facilities**1) Big Cedar Springs Maintenance Station (0 employees)**

Facility Address
44017 State Route 41
Oakhurst, CA 93604

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

2) Buttonwillow Rest Area Northbound (0 employees)

Facility Address
I5; 2 miles N. of Route 58
Kern County, CA 93206

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

3) Buttonwillow Rest Area Southbound (0 employees)

Facility Address
I5; 2 miles N. of Route 58
Kern County, CA 93206

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

4) Coalinga/ Avenal Rest Area Northbound (0 employees)

Facility Address
I5; 1.2 miles N. of Lassen Ave.
Fresno County, CA 93210

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

5) Coalinga/ Avenal Rest Area Southbound (0 employees)

Facility Address
I5; 1.2 miles N. of N Lassen Ave.
Fresno County, CA 93210

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

6) Coalinga Maintenance Station (17 employees)

Facility Address
30933 West Gayle Avenue
Coalinga, CA 93210

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

7) Coarsegold Maintenance Station (17 employees)

Facility Address
33500 Highway 41
Coarsegold, CA 93614

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728



8) Bakersfield Construction Office (61 employees)

Facility Address
1824 Norris Road
Bakersfield, CA 93380

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

9) Visalia Construction Office (62 employees)

Facility Address
8530 West Roosevelt
Visalia, CA 93291

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

10) C.H. Warlow Rest Area (0 employees)

Facility Address
Route 99 @ Dodge Avenue
Tulare, CA 93274

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

11) Delano Maintenance Station (24 employees)

Facility Address
805 South Lexington
Delano, CA 93215

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

12) Glennville Maintenance Station (0 employees)

Facility Address
Hwy 155; 1.5 miles W. of Glennville
Glennville, CA 93226

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

13) Happy Camp Sand Storage (0 employees)

Facility Address
Fre-180-108.8
Storage Only. Not Staffed, CA 96039

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

14) Huntington Lake Maintenance Station (0 employees)

Facility Address
56320 Highway 168
Lakeshore, CA 93605

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

15) Kettleman City Maintenance Station (16 employees)



Facility Address
Racine & SR41
Kettleman, CA 93239

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

16) Lemoore Maintenance Station (16 employees)

Facility Address
455 South Lemoore Avenue
Lemoore, CA 93245

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

17) Lost Hills Maintenance Station (0 employees)

Facility Address
Ker-46-30.4
Storage Only. Not Staffed, CA 93249

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

18) Madera Maintenance Station (30 employees)

Facility Address
130 West Almond
Madera, CA 93637

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

19) McKittrick Maintenance Station (0 employees)

Facility Address
Ker-33-34.3
Storage Only. Not Staffed, CA 93251

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

20) Mendota Maintenance Station (17 employees)

Facility Address
Hwy 180; .5 miles S. of Belmont
Mendota, CA 93640

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

21) North Region Maintenance Station (93 employees)

Facility Address
1635 West Pine Avenue
Fresno, CA 93728

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

22) Phillip S. Raine Rest Area Northbound (0 employees)



Facility Address
Route 99; 2.5 miles N. of Tipton
Tulare County, CA 93272

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

23) Phillip S. Raine Rest Area Southbound (0 employees)

Facility Address
Route 99; 2.5 miles N. of Tipton
Tulare County, CA 93272

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

24) Pierpoint Springs Maintenance Station (0 employees)

Facility Address
177 Pierpoint Drive
Camp Nelson, CA 93208

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

25) Pinehurst Maintenance Station (24 employees)

Facility Address
54153 N Highway 245
Miramonte, CA 93641

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

26) Porterville Maintenance Station (33 employees)

Facility Address
1331 South Second Street
Porterville, CA 93257

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

27) Shaver Lake Maintenance Station (27 employees)

Facility Address
41477 Tollhouse Road
Shaver Lake, CA 93668

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

28) South Region Maintenance Office (13 employees)

Facility Address
1226 Olive Dr
Bakersfield, CA 93308

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

29) Taft Maintenance Station (37 employees)



Facility Address
27450 Highway 33
Taft, CA 93268

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

30) Tejon Pass Rest Area Northbound (0 employees)

Facility Address
I5; 3.5 miles N. of Gorman
Kern County, CA 93243

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

31) Tejon Pass Rest Area Southbound (0 employees)

Facility Address
I5; 3.5 miles N. of Gorman
Kern County, CA 93243

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

32) Tulare Maintenance Station (28 employees)

Facility Address
1250 E. San Joaquin Street
Tulare, CA 93724

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

33) Visalia Maintenance Station (61 employees)

Facility Address
15337 Avenue 296
Visalia, CA 93221

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

34) Wasco Maintenance Station (7 employees)

Facility Address
201 J St
Wasco, CA 93280

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

35) West Avenue Maintenance Station (61 employees)

Facility Address
1283 North West Avenue
Fresno, CA 93728

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

36) Tower Building Downtown Fresno (254 employees)



Facility Address
855 M St
Fresno, CA 93721

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

37) Bodfish Maintenance Station (17 employees)

Facility Address
3115 Kern Canyon Road
Bodfish , CA., CA 93205

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

38) Millbrook Construction Office (83 employees)

Facility Address
3240 N. Millbrook Ave
Fresno CA., CA 93726

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

39) Manchester (470 employees)

Facility Address
2015 E. Shields Ave
Fresno, CA., CA 93726

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

40) John "Chuck" Erreca (0 employees)

Facility Address
0.7 mi. N. of Fresno Co Line
Fresno, CA 93711

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

41) Delano Construction Office (31 employees)

Facility Address
805 S Lexington St
Delano, CA 93215

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

42) Kingsburg Construction Office (34 employees)

Facility Address
183 W Ventura
Kingsburg, CA 93631

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

43) Equipment Shop 6 (33 employees)



Facility Address
1385 N West Ave
Fresno, CA 93728

Melissa Hare
Melissa_Hare@dot.ca.gov
Phone: (559) 488-7311 x0
Fax: (559) 488-4195

Contact Address
1352 W Olive Ave
Fresno, CA 93728

Annual Per Capita Disposal

Employees

Total Number of Employees: 1,854

Explain who was included in this number and how was this employee number calculated.

District 6 covers a large area. I contacted each building manager and had them send me the count for each facility. I then verified it by contacting our Budgets Department.

Non-Employee Population

Total number of non-employee population: 7,860

Population Type: Visitors

How was this population number determined?

Our offices have a security posted at the entrances. All visitors have to sign in before entering the facility. Our count is calculated using the sign in sheets that security provides us.

Disposal

Total amount disposed: 855.00 tons

How was this disposal number determined?

Our Construction and Maintenance Divisions send me the information of what has been disposed of. I also have the Building Managers give me the amount hauled away and disposed of. When I receive the information from Construction and Maintenance it has already been converted to tons.

The remaining amount is calculated as last year.

The report shows the approximate tonnage of each load delivered to the disposal site.

Example:

The method of calculation used is as follows:

350 pounds per year, per 1000 square feet of lawn area

7.6 tons per acre, per year of grasscycling source reduction credit

5 acres X 7.6 tons per year X 6 / 12 months per year - 19 tons for 6 months

Annual Results

Employee Population		Non-Employee Population	
Target	Annual	Target	Annual



State Agency Reporting Center (SARC)

Per Capita Disposal Rate (pounds/person/day):	27.5000	2.53	0.000000	0.60
	000000		00000000	
	00000		0	

Questions

What types of waste are still thrown away (not reused, recycled, or composted)?

we are still trying to find a way to recycle styrofoam. We try to recycle as much as we can.

What difficulties or obstacles have you had with finding ways to recycle, reuse or compost these types of wastes?

We need to find a recycling company that will take styrofoam. We do re-use some of it in the mail room and our Information Technology Division.

Programs

Recycling

- Beverage containers
- Glass
- Plastics (#3-7)
- Cardboard
- Newspaper
- Office paper (white)
- Office paper (mixed)
- Confidential shredded paper
- Copier/toner cartridges
- Scrap metal
- Wood waste
- Textiles
- Tires

Our Property Controller works with a recycling company that is a small business. We have recycling containers for paper, bottles/glass, cans, and batteries. Our Maintenance Department recycles scrap metal, wood waste, concrete, asphalt, and rubble on a daily basis. Our employees are very aware of the need to recycle and seem to use our containers for their trash.

Organics Recycling

- Grasscycling
- Green Waste - On-site composting and mulching
- Green Waste - Commercial pickup



Our Special Crews office works with our Maintenance Offices to recycle all grass when possible we use it in our landscaping of the District Office and along the freeway. We also have a contract with an outside agency that picks up the unusable green waste and recycles it.

Material Exchange

- Nonprofit/school donations
- State surplus (accepted by DGS)

All of the Districts State Wide check with other areas to see if they have furniture; (desks, chairs, filing cabinets, etc.) or modular furniture that can be utilized. Our Head Quarters has a property control division and we go through them first. Our Building Maintenance employees tear down and rebuild cubicles throughout our offices. We use the furniture we have until it is non-functional.

Waste Prevention/Re-use

- Paper forms reduction - online forms
- Bulletin boards
- Remanufactured toner cartridges
- Washable/Reusable cups, service ware, towels
- Reusable boxes
- Reusable pallets
- Electronic document storage
- Intranet
- Reuse of office furniture, equipment & supplies
- Reuse of packing materials
- Reuse of construction/remodeling materials
- Double-sided copies
- Email vs. paper memos
- Remanufactured equipment

Every year we use email to submit our contracts, requests, packets to head quarters instead of sending originals in the mail. We use fill in forms that can be saved, signed, and submitted without printing. Or printing one original and that is all instead of multiple copies, we reuse foam boards for bulletin boards, we purchase remanufactured toner cartridges, most employees bring dishes from home for lunch and wash and reuse daily, the pallets are reused for sending large packages and to store large items on, we reuse office furniture by giving to other districts if they are in need.

Green Procurement

- Recycled Content Product (RCP) procurement policy
- Environmentally Preferable Purchasing (EPP) procurement policy
- RCP/EPP language included in procurement contracts for products and materials



Our Procurement Offices are purchasing Recycled materials, paper, toners, some pens and pencils, any items that we can purchase recycled is one of the first things we look at. We have policies in place to purchase Recycled Supplies over other items. The prices of recycled is compareable or less than the other products we purchase. All vendors clearly mark all recycled products giving us the correct information to choose the recycled products. Since we have these practices every year we become more and more active in recycling throughout our offices.

Training and Education

Web page (intranet or internet)

Signage (signs, posters, including labels for recycling bins)

Brochures, flyers, newsletters, publications, newspaper articles/ads

We are using the internet / intranet to find new ways of letting our employees know where to locate recycling facilities. We have purchased new recycling containers for batteries for all of the offices. We have paper recycling containers and ones for bottles and cans located throughout our offices. We have some posters throughout the offices reminding employees to recycle. Our Adopt-A-Highway group is posted on email once a month inviting employees to join the Caltrans Group.