



2011 SARC Annual Report

California Department of Transportation, District 7

Alternative Names(s): Caltrans District 7, DOT - District 7

Agency Type(s): Caltrans

Report Type: Full

Physical Address

100 South Main Street
Los Angeles, CA 90012
Los Angeles County
Jurisdiction: Los Angeles

Mailing Address

CalRecycle Representative

Edward Reidhead
Edward.Reidhead@CalRecycle.ca.gov

Number of Employees at Agency: 1807

Annual Report Status: Submitted

Submitted by Teresa Gutierrez (teresa_gutierrez@dot.ca.gov) on April 10, 2012

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) Amy Fuiava (Recycling Coordinator) - Recycling Coordinator

amy_fuiava@dot.ca.gov
Phone: (213) 897-0491
Fax: (213) 897-2507

Physical Address
100 South Main Street
Los Angeles, CA 90012

Mailing Address
100 South Main Street
Los Angeles, CA 90012

2) Jack Ezekiel (Other) - PE

jack.ezekiel@dot.ca.gov
Phone: (916) 651-8254

Physical Address
1120 N St
Sacramento, CA 95814

Mailing Address
1120 N St
Sacramento, CA 95814

3) Michael Miles (Director) - District Director

Michael_Miles@dot.ca.gov
Phone: (213) 897-0362

Physical Address
100 South Main Street
Los Angeles, CA 90012

Mailing Address
100 South Main Street
Los Angeles, CA 90012

4) Teresa Gutierrez (Supervisor) - Recycling Coordinator



teresa_gutierrez@dot.ca.gov
Phone: (213) 897-2350
Fax: (213) 897-2507

Physical Address
100 South Main Street
Los Angeles, CA 90012

Mailing Address
100 South Main Street
Los Angeles, CA 90012

Facilities

1) District Office (0 employees)

Facility Address
100 South Main Street
Los Angeles, CA 90012

Teresa Gutierrez
teresa_gutierrez@dot.ca.gov
Phone: (213) 897-2350
Fax: (213) 897-2507

Contact Address
100 South Main Street
Los Angeles, CA 90012

2) Maintenance - North Region #3 (168 employees)

Facility Address
28820 N. Old Road
Valencia, CA 91355

Wallie Jordan
Wallie_Jordan@dot.ca.gov
Phone: (661) 775-5465
Fax: (661) 775-5497

Contact Address
23922 San Fernando Road
Newhall, CA 91321

3) Maintenance - West Region #2 (148 employees)

Facility Address
4821 Adohr Ln
Camarillo, CA 93012

James Fowler
James_Fowler@dot.ca.gov
Phone: (805) 389-1565
Fax: (805) 445-2983

Contact Address
4821 Adohr Ln
Camarillo, CA 93012

4) Maintenance - Special Crews Region #4 (215 employees)

Facility Address
7300 East Bandini Blvd.
Commerce, CA 90040

Robert Vennard
Robert_Vennard@dot.ca.gov
Phone: (213) 620-3110
Fax: (213) 620-2075

Contact Address
7300 E. Bandini Blvd.
Commerce, CA 90040

5) Maintenance - East Region #4 (144 employees)

Facility Address
1940 S Workman Mill Road
Whittier, CA 90601

John Janton
John_Janton@dot.ca.gov
Phone: (562) 692-0823
Fax: (562) 692-7903

Contact Address
1940 S. Workman Mill Road
Whittier, CA 90601

6) Maintenance - South Region #5 (164 employees)

Facility Address
5360 W Imperial Hwy
Los Angeles, CA 90045

Christine Anderson
Christine_Anderson@dot.ca.gov
Phone: (310) 342-6161
Fax: (310) 342-6144

Contact Address
5360 W Imperial Hwy
Los Angeles, CA 90045



7) Surveys Newhall Field Office (13 employees)

Facility Address
25111 Old Road
Newhall, CA 91321

Ralph Ricketson
Ralph_Ricketson@dot.ca.gov
Phone: (213) 897-9640
Fax: (213) 897-4313

Contact Address
100 South Main Street
Los Angeles, CA 90012

8) Surveys Ventura Field Office (8 employees)

Facility Address
156 Garden Street
Ventura, CA 91381

Ralph Ricketson
Ralph_Ricketson@dot.ca.gov
Phone: (213) 897-9640
Fax: (213) 897-4313

Contact Address
100 South Main Street
Los Angeles, CA 90012

9) Ventura Sattelite District Office (1 employees)

Facility Address
950 Country Square
Ventura, CA 91381

Ralph Ricketson
Ralph_Ricketson@dot.ca.gov
Phone: (213) 897-9640
Fax: (213) 897-4313

Contact Address
100 South Main Street
Los Angeles, CA 90012

10) Surveys - Santa Fe Springs (16 employees)

Facility Address
13230 E. Firestone Blvd., Unit C
Santa Fe Springs, CA 90607

Ralph Ricketson
Ralph_Ricketson@dot.ca.gov
Phone: (213) 897-9640
Fax: (213) 897-4313

Contact Address
100 South Main Street
Los Angeles, CA 90012

11) Surveys - Monrovia (18 employees)

Facility Address
750 Royal Oaks Dr.,
Monrovia, CA 91016

Ralph Ricketson
Ralph_Ricketson@dot.ca.gov
Phone: (213) 897-9640
Fax: (213) 897-4313

Contact Address
100 South Main Street
Los Angeles, CA 90012

12) Surveys - Woodland Hills Office (4 employees)

Facility Address
23369 Leonora Dr.
Woodland Hills, CA 91367

Ralph Ricketson
Ralph_Ricketson@dot.ca.gov
Phone: (213) 897-9640
Fax: (213) 897-4313

Contact Address
100 South Main Street
Los Angeles, CA 90012

13) Construction - Diamond Bar Field Office (10 employees)

Facility Address
721 Brea Canyon Road, Suite #6
Walnut, CA 91789

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012



14) Construction - Downey Field Office (27 employees)

Facility Address
11229 S. Woodruff Avenue
Downey, CA 90241

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

15) Construction - Glendale Field Office (12 employees)

Facility Address
2090 Fern Ln
Glendale, CA 91208

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

16) Construction - Covina Field Office (15 employees)

Facility Address
1041 W. Badillo St., Ste 112
Covina, CA 91722

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

17) Construction - Long Beach Field Office (11 employees)

Facility Address
17912 Crusader Avenue, Suite 101
Cerritos, CA 90703

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

18) Construction - Norwalk Field Office (12 employees)

Facility Address
14620 Carmenita Rd
Norwalk, CA 90650

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

19) Construction - South Bay Field Office (12 employees)

Facility Address
18730 S. Wilmington Ave., Suite 103
Rancho Dominguez, CA 90220

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

20) Construction - Sylmar Field Office (11 employees)

Facility Address
13171 Telfair Ave., Suite 101 & 102
Sylmar, CA 91320

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

21) Construction - Thousand Oaks Field Office (18 employees)



Facility Address
1525 Rancho Conejo Blvd., Suite 102
Thousand Oaks, CA 91320

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

22) Construction - Valencia Field Office (5 employees)

Facility Address
25061 W. Avenue Stanford, Suite 70
Valencia, CA 91355

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

23) Construction - Lancaster Field Office (5 employees)

Facility Address
45120 13th West
Lancaster, CA 93534

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

24) Construction - West L. A. Field Office (11 employees)

Facility Address
12975 W. Culver Blvd
Los Angeles, CA 90066

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

25) 1-405 Design Build (9 employees)

Facility Address
6060 Center Drive, #200
Los Angeles, CA 90045

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

26) Construction-Baldwin Park (7 employees)

Facility Address
1201 Baldwin Park Blvd
Baldwin Park, CA 91706

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

27) Construction-Pacoima/Burbank (7 employees)

Facility Address
9225 Cranford Ave.
Pacoima, CA 91331

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

28) Construction-Rosemead (11 employees)



Facility Address
902 San Gabriel Blvd.,
Rosemead, CA 91770

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

29) Construction-El Monte (8 employees)

Facility Address
3212 ROSEMEAD BLVD #100
El Monte, CA 91731

Fekade Mesfin
Fekade_Mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main St.
Los Angeles, CA 90012

30) Construction-Pacoima/Burbank (5 employees)

Facility Address
9225 Cranford Ave.,
Pacoima, CA 91331

Fekade Mesfin
fekade_mesfin@dot.ca.gov
Phone: (213) 897-0096
Fax: (213) 897-0073

Contact Address
100 S. Main Street,
Los Angeles, CA 90012

Annual Per Capita Disposal

Employees

Total Number of Employees: 2,902

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

*The number is included the total employees in District 7 and field offices of all divisions.
I received the data from the managers of all divisions as well as the Office of Business Management.*

Non-Employee Population

Total number of non-employee population: 39,872

Population Type: Visitors

How was this population number determined?

*This number is included all visitors of LADOT and Caltrans.
I received the data from the Security Supervisor (Captain Brian), his department is tracking the visitor count.*

Disposal

Total amount disposed: 69,909.00 tons

How was this disposal number determined?

For the field offices, I received the disposed tons data from the managers of all divisions; for our building I received the data from all the disposal companies .

I asked the managers and we do not have the transformation number.



Annual Results

	Employee Population		Non-Employee Population	
	Target	Annual	Target	Annual
Per Capita Disposal Rate (pounds/person/day):	321.300 000000 000000	132.00	0.000000 00000000 0	9.61

Questions

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

I have no knowledge about it.

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

N/A

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
- Tires
- Construction materials/debris

We usually return the universal waste to headquarter in Sacramento.

For the electronic waste, if they are salvageable after checking, we remove the hard drives and send them to DGS in Sacramento. IT will make sure all the data and hard drives removed in addition with DGS approval before releasing the electronic waste to local recycling companies.

In Caltrans, our colleagues at the Office of Privacy Protection hosted a short "webinar" (1/28/10) on how to protect the personal data when we want to sell, donate, or recycle the personal computer. Agencies are encouraged to help spread the work throughout their organization about this event.

Organics Recycling

None

We don't have organics recycling. The food scraps from our cafeteria go to the regular trash.

Material Exchange

Nonprofit/school donations

We were told by L.A. Recycling that our toners are recycled to school donations.

Waste Prevention/Re-use

Paper forms reduction - online forms

Bulletin boards

Electronic document storage

Reuse of office furniture, equipment & supplies

Double-sided copies

Email vs. paper memos

It's widely use in our office to utilize both sided of papers to print from printers, we practice that to save papers. All unwanted office furniture, equipment and supplies from employees are surveyed out to the Office of Business Mgmt. Our staff will check and repair them then store them in the room for the future request from employees. Lotus Notes is the email system we utilize in Caltrans, it contains the archieve function in order for staff to save the files electronically. This is the main communication tool and is popular used through out the district instead of sending memos via mail or personal distribution.

Green Procurement

Recycled Content Product (RCP) procurement policy

Environmentally Preferable Purchasing (EPP) procurement policy

In Caltrans, we earn an innovation credit for the facility on LEED program, this is the energy savings efforts undertaken at this green building make it use, lose, and waste less energy than 93% of other comparable buildings. Our facility is as a part of the building's ongoing commitment in saving water. DGS utilizes custodial green products in our facility, e.g. cleaner, floor finish, floor stripper, degreaser, carpet shampoo, spotter, restroom cleaner, bowl cleaner, furniture polish, stainless steel polish, laundry detergent, hand soap and bath tissue.

Training and Education

Web page (intranet or internet)

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

Office recycling guide, fact sheets



The web page is located in the intranet of our division page and it gives updated info related to recycling facts. All of our recycling bins come with specific signage to give directions what to discard in the bins.

In Caltrans, we send out informational notices in regards of recycling effort throughout the years due to the valuable cooperation of each employee. The growing national consensus about "Greening the Environment" has raised the awareness of a great number of people to the values of recycling.