

**REQUEST FOR APPROVAL**

**To:** Mark de Bie, Deputy Director  
Waste Permitting, Compliance & Mitigation Division

Howard Levenson, Deputy Director  
Materials Management and Local Assistance Division

**From:** Loretta Sylve, Supervisor  
LEA Training and Support

**Request Date:** May 30, 2014

**Decision Subject:** Consideration of Allocation, Scope of Work, and Contractor for Local Enforcement Agency/Tire Enforcement Agency Technical Training Program and Technical Training Series, FY 2013/14 and 2014/15.

**Action By:** May 30, 2014

**Summary of Request:** Staff requests approval of the funding allocations, Scope of Work (SOW), and award of contract to California State University, Sacramento for a three-year contract involving the administration of training workshops and Technical Training Series for Local Enforcement and Tire Enforcement Agencies. The two program training workshops and Technical Training Series are managed within the Waste Permitting, Compliance & Mitigation (WPCM) Division. Funding for this multi-year contract will not exceed six hundred thirty four thousand seven hundred and forty eight dollars (\$634,748) for fiscal years 2013/14 and 2014/15, from IWMA account and the Tire Recycling Management Fund Account.

**Recommendation:** Staff recommends approval of the Scope of Work (attachment 1); and California State University, Sacramento, as the Contractor, and the allocation for the Integrated Waste Management Account funds of four hundred four thousand seven hundred forty eight dollars (\$404,748) and Tire Recycling Management Fund of two hundred thirty thousand dollars (\$230,000). The Permitting and Assistance Branch will utilize one hundred and sixty thousand dollars (\$160,000) from the Waste Tire Enforcement Support Activities line item for FY 2013/14, and the seventy thousand dollars (\$70,000) for FY 2014/15 will be comprised of twenty thousand dollars (\$20,000) from the existing 2014/15 branch allocation, with an additional fifty thousand dollars (\$50,000) redirected from the Waste Tire Enforcement Support Activities line item from the 2013/14 – 2017/18 Tire Five-Year Plan.

<b>Fund Source</b>	<b>Amount Available</b>	<b>Amount to Fund Item</b>	<b>Amount Remaining</b>	<b>Line Item</b>
Integrated Waste Management Account (FY 2013/14)	\$158,748	\$158,748	\$0	Consulting and Professional Services
Tire Recycling Management Fund (FY 2013/14)	\$160,000	\$160,000	\$0	Consulting and Professional Services
Tire Recycling Management Fund (FY 2014/15)	\$70,000	\$70,000	\$0	Consulting and Professional Services
Integrated Waste Management Account (FY 2014/15)	\$246,000	\$246,000	\$0	Consulting and Professional Services

**Deputy Director Action:**

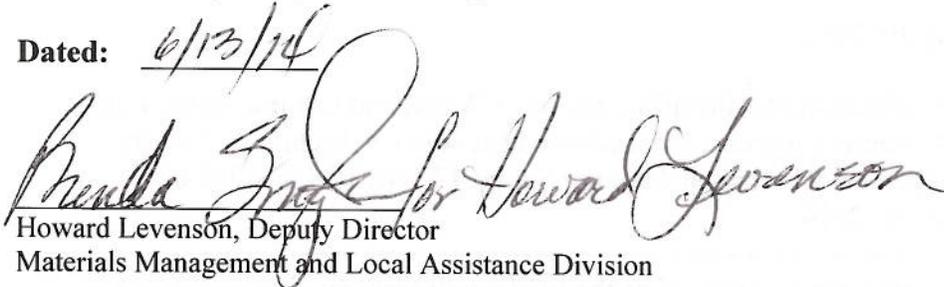
On the basis of the information and analysis in this Request for Approval and the findings set out above, I hereby approve the funding allocations, the Scope of Work, and California State University, Sacramento, as the Contractor.

**Dated:** 6/13/14



Mark de Bie, Deputy Director  
Waste Permitting, Compliance & Mitigation Division

**Dated:** 6/13/14



Howard Levenson, Deputy Director  
Materials Management and Local Assistance Division

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**Attachment 1:** Scope of Work: Conduct Program Training Workshops/Technical Training Series throughout the State of California  
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**Background Information, Analysis and Findings:**

This request is for the allocation of funds, the approval of the Scope of Work (SOW) and award of a three year, Inter-Agency Agreement with California State University, Sacramento (CSUS) for the administration of a variety of training workshops and the Technical Training Series to be sponsored by CalRecycle. Specifically, the SOW details logistical support that will be provided by the Contractor, including facility coordination, registration and onsite facilitation for Local Enforcement Agency and Tire Enforcement Agency training workshops and Technical Training Series.

Two hundred thirty thousand (\$230,000) in Tire funding will fund the interagency agreement to account for the increase in Tire Enforcement grantee and staff attendance and to realign costs with funding sources. The funding is part of the 5-year tire plan under Waste Tire Enforcement Support Activities.

The purpose of the training workshops and Technical Training Series is to share information between Local Enforcement Agencies, Tire Enforcement Agencies, local government representatives, solid waste facility staff, CalRecycle staff and other staff working with these program in California. The workshops and Technical Training Series will provide interactive stakeholder discussions on CalRecycle programs, including sharing relevant information on program issues, current and upcoming regulations, and providing training for field personnel, grantees and others. Details regarding funding for the workshops and Technical Training Series are provided in the SOW (Attachment 1).

Staff proposes that these services be delivered through an Interagency Agreement with CSUS. CSUS is an excellent choice to provide these services for the following reasons: 1) CSUS will perform the required contract tasks at a lower costs than other interested parties; and 2) CSUS has successfully delivered training, event planning and coordination services to CalRecycle.

The following is a summary of the proposed training workshop and Technical Training Series activities:

**Training Workshops & Technical Training Series** – CalRecycle has conducted a Technical Training Series every 12 to 18 months and technical training workshops every one to two months for over 15 years. The purpose of the Workshops and Technical Training Series is to provide interactive stakeholder discussions on solid waste and waste tire issues. These Workshops and Technical Training Series offer a venue for staff and stakeholders to meet and focus on issues of common concerns. This also provides an opportunity to discuss all aspects of solid waste and tire management including permitting, enforcement, regulations, hauling, disposal and other related activities.

This proposed training workshop and Technical Training Series contract request is essential to the continued success of these programs as it will facilitate achieving established program goals and objectives. Information from post-workshop and Technical Training Series evaluations will be assessed regularly along with other program measurement tools to evaluate the effectiveness of these events and to make adjustments as needed during this contract.

