

To request a Time Extension (TE) or Alternative Diversion Requirement (ADR), please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

California Integrated Waste Management Board
Office of Local Assistance. (MS 25)
1001 I Street
PO Box 4025
Sacramento CA 95812-4025

General Instructions:

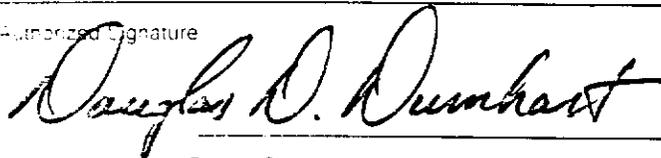
For a Time Extension complete Sections I, II, III-A, IV-A, and V.

For an Alternative Diversion Requirement complete Sections I, II, III-B, IV-B and V.

Section I: Jurisdiction Information and Certification

All respondents must complete this section

I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:

Jurisdiction Name		County	
City of San Juan Capistrano		County of Orange	
Authorized Signature		Title	
		Recycling Coordinator	
Signature of Person Signing	Date	Phone	
Douglas Dumhart	1/30/02	(949) 493-1171	
Person Completing This Form (please print or type)		Title	
Same		Same	
Phone	E-mail Address	Fax	
	ddumhart@sanjuancapistrano.org	(949)493-1053	
Mailing Address	City	State	ZIP Code
32400 Paseo Adelanto	San Juan Capistrano	CA	92675

Section IV A—PLAN OF CORRECTION

A Plan of Correction is required by PRC Section 41820(a)(6)(B). The plan is fundamentally a description of the actions the jurisdiction will take to meet the 50% goal by the expiration of the Time Extension.

Attach additional sheets if necessary.

Residential %		28%	Non-residential %		72%
PROGRAM TYPE	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm					
2030-RC-OSP	Expand	Expand collection of cardboard and other fiber with frontloader routes; increase glass/CRV collection; divert fiber from compactor accounts. See attached sheet for detailed breakdown of annual diversion.	Refuse Rates	December 31, 2003	7%
4060-SP-CAR and 3030-CM-CSG	Expand	Work with County and other cities to site a C&D and green waste sorting facility at the Prima Desecha Landfill.	Refuse Rates	December 31, 2003	2%
7000-FR-MRF	Expand	\$1 million in new equipment was added to the commingled sort line at the CR&R Stanton facility in late 2001. This new equipment combined with efforts to reduce contamination at the source will decrease the residual from the commingled sort line.	Refuse Rates	December 31, 2003	2%
Total Estimated Diversion Percent From New and/or Expanded Programs					11%
Current Diversion Rate Percent From Latest Annual Report					39%
Total Planned Diversion Percent Estimated					50%

PROGRAMS SUPPORTING DIVERSION ACTIVITIES

PROGRAM TYPE	NEW or EXPANDED	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED
6020-PI-ORD	Expand	Once the C&D and green waste sorting facility is established the City will enact a requirement that weight slips from C&D recycling be submitted before a Certificate of Occupancy is issued on new construction and significant remodel projects.	December 31, 2003

5010-ED-PRN and 5020-ED-OUT	Expand	Public education materials will be prepared and distributed to increase participation in residential and commercial recycling programs and to inform self-haulers of availability of C&D and green waste diversion opportunities. City officials and staff plus representatives of CR&R will make presentations at community functions to encourage participation in recycling programs.	December 31, 2003

Section V – PARIS

Office of Local Assistance staff will be reviewing your Jurisdiction's Planning Annual Report Information System (PARIS) database printout as part of the evaluation of your request. Should the Jurisdiction have updates or revisions to the program implementation from the latest Annual Report submitted to the Board, please attach to the application the Jurisdiction's PARIS database printout showing updates or revisions.

Contact your Office of Local Assistance Representative at (916) 341-6199 for a copy of PARIS, or go to the Board's website at www.ciwmb.ca.gov/LGCentral/PARIS/.

Attachment for Section III A

Section IIIA-1:

Why does your jurisdiction need more time to meet the 50% goal?

The City of San Juan Capistrano is requesting a SB 1066 time extension to December 31, 2003. This time extension is needed to address diversion shortfalls attributable to the following barriers and circumstances:

1. Sale of the City's franchised hauler to a new company stalled implementation of the commercial recycling program in 1999 and 2000.
2. The absence of a C/D recycling facility in South Orange County created an institutional barrier to diversion of C/D waste.
3. Self-haul tonnage may have been incorrectly attributed to the City

A more detailed description of each of the above issues follows.

Impact of Sale of Franchisee on Commercial Recycling

Between 1997 and 2000 the City's former franchisee, Solag, was entertaining various offers for purchase of the company. The pending sale of Solag created an institutional barrier to increasing commercial recycling. Solag management deferred work on commercial recycling program implementation in order to reduce costs, increase revenues and position the company for sale at the highest price. The City had two options: (1) to initiate franchise enforcement measures with a company that was leaving the business, or (2) wait until the sale was complete and begin anew with the new franchise holder. The City felt option 2 would achieve AB 939 compliance faster and more effectively than option 1.

The City approved the franchise assignment to CR&R in December 31, 2000. It was CR&R's intention, as expressed in several communications to the City, to begin upgrading the commercial recycling programs, recognizing that considerable work would be required to substantially increase the recovery of commercial waste. These efforts were slowed down by CR&R's need to upgrade the Solag yard, make major management changes, and address basic service concerns during the transition. These circumstances created a barrier to the effective implementation of an expanded commercial recycling program.

It is the City's understanding that the management transition is largely completed. CR&R has demonstrated a much more professional and focused approach to recycling.

Lack of Construction/Demolition Infrastructure

The self-haul component of the City's waste stream is for the year 2000 was 44%. The City's consultant, EcoNomics Inc. and the franchised hauler have researched the validity of this figure and believe that it is in error. The City is working with the County to explore the reasons the figure is so high. A portion of this tonnage is C/D waste and would go into the landfill, as there is no facility in South Orange County that can process mixed C/D waste.

No permitted C&D facility is located within 20 miles of the City. Lack of a C/D processing facility had a negative impact on diversion rates in 2000. Due to the congestion on the freeways and local streets in South Orange County, a distance of 20 miles can mean from one to one and one half-hours of driving in traffic to reach a C&D processing facility. Most construction companies cannot afford the time or cost to haul materials to such a distant facility so they use the landfill instead. In recognition of the current and anticipated levels of construction within the City and surrounding unincorporated areas, a new South Orange County facility to recycle C&D materials must be created to meet the mandates of AB 939.

Both the City's current franchise holder (CR&R) and the previous franchise holder (Solag Disposal) reported to the City that after separate extensive searches, there was no industrial zoned land within the City limits of San Juan Capistrano suitable for a C&D facility. The adjacent South County communities of San Clemente, Laguna Niguel, and Dana Point, likewise have no industrial zoned land that is suitable for siting a C&D facility. This lack of appropriately zoned land has been a significant barrier to implementing a C/D diversion program in 2000.

Given the impacts of construction waste on San Juan Capistrano's diversion and the lack of private land to accommodate a C&D facility, the City, in concert with the other cities, is working with the County of Orange to establish a C&D and green waste sorting facility. The Prima Desecha Landfill site is the only viable candidate based on the site search noted above. The efforts of the cities is described in Section III-A-2.

Self Haul Waste Attributed to the City

There continues to be a periodic fluctuation in the amount of self haul waste attributed to the City by Orange County landfill records. This change in self haul tonnage is the primary reason the City's diversion rate fell from 45% in 1999 to 39% in 2000. A significant increase in self-haul tonnage occurred during the second and third quarters of 2000. The increase appears to correlate with extensive construction-related activities in South Orange County. It is likely that the City's fluctuations in self haul tonnage are due, in part, to the

City's proximity to Prima Desecha Landfill. This close proximity may lead self haulers to mistakenly identify San Juan Capistrano as the point of origin of their loads. The City is investigating this issue and, if an error is confirmed, the City will submit a Tonnage Modification Certification to correct the tonnage error.

SECTION IIIA-2

Why does your jurisdiction need the amount of time requested?

A. Timing for Implementation of Expanded Commercial Recycling Program

It will take until December 31, 2003 to add the additional 240+ commercial recycling accounts that are needed to divert a total of 3% of the City's waste stream. Another 60 accounts will be established at bars and restaurants for diversion of an additional 3% (materials targeted are glass and CRV containers). A total of 300 recycling accounts are being established. Finally, an additional 1% is projected to be diverted from compactors at the hotels and mid-sized mall stores located in the City. This results in a total diversion of 7% from all commercial sources.

The first groups of business targeted for implementation are located in offices and mid-sized shopping malls. A field survey conducted by the City's consultant, EcoNomics, in December 2001 identified these areas of the City that contain the greatest quantity of commercial recyclables. The recyclables targeted for collection are mixed paper grades, and cardboard. Collection routes using front loader refuse vehicles are being constructed with 60 to 90 accounts each. Businesses will be provided with 3 cubic yard containers for the storage of paper and cardboard.

Commercial recycling program implementation from the first set of businesses is projected to add approximately 110 accounts and will recover 2.5% of the City's total diversion from these areas.

The second set of businesses identified by the EcoNomics field survey for commercial recycling is the downtown area by the mission. Implementation of recycling programs in these areas is projected to add another 190 accounts and recover an additional 3.5% of the waste stream. Materials targeted are glass and CRV containers and some cardboard. As part of the implementation 64-gallon carts will be provided to bars and restaurants for storage of glass and CRV containers.

The following are the steps required to accomplish implementation of the expanded commercial recycling program and a list of the work items accomplished to date.

Steps To Implement Program

1. Franchise hauler hires full time recycling coordinator
2. Identify accounts generating the largest to smallest quantities of recyclable materials
3. Establish list of 240 bin and 60 bar and restaurant accounts to be implemented (name and address)
4. Contact first 25 accounts
5. Explain program to each account, provide initial training, signage, bins, and construct new collection routes
6. Identify contamination issues
7. Adjust program where needed and retrain as needed
8. Monitor program on quarterly follow-up basis
9. REPEAT STEPS 4 through 8 FOR THE NEXT 25 ACCOUNTS
10. Continue adding businesses until all 235+ accounts are on-line

The pace of implementation will be approximately 3 accounts per week. At this rate, the full commercial program implementation will take 24 months. As of July 2002, the following steps have been completed.

Work Items Accomplished To Date

1. The City's consultant (EcoNomics, Inc.) completed a field survey of the City's commercial accounts in December 2001 and identified the first series of accounts to be implemented.
2. Wheeled carts and bins are available and ready for painting, signage and placement at accounts as they are implemented.
3. An experienced full-time recycling coordinator has been hired by CR&R and will report to work on September 1, 2002.
4. CR&R has completed its management organization and has hired a new senior vice-president who is directly accountable for the successful implementation of the program.

B. County-wide Study on Origin and Characterization of C/D and Self-Haul Waste

Local efforts to site a South Orange County C/D diversion facility have been unsuccessful. With the encouragement of San Juan Capistrano and the other "Quad Cities", the County has agreed to undertake the following actions in a regional effort to dissolve this institutional barrier:

1. Conduct a waste characterization/origin study of self-haul county tonnage at all three of the County's landfills. (Other Orange County cities are also experiencing self-haul figures that are above what would be expected.) This characterization will include a detailed assessment of the jurisdictional origin of the self-haul waste.
2. The portion of the data obtained for the Quad cities from the study will be used to estimate costs and to design a permanent green waste and C&D diversion facility at Prima landfill. As noted in the attached schedule, this County C/D and self-haul program will not be operational until January 2004.

The City needs a time extension until the end of 2003 to implement the permanent County C/D and green waste diversion program for self-haul and roll off waste. This is a regional effort requiring the cooperation of many cities plus the county. A schedule is attached showing the specific actions that are being taken for this project.

Pilot C/D Diversion Program For Quad Cities

Given the length of time required for implementation of a permanent self haul C/D and green waste diversion facility for the south Orange County region, the Quad cities worked with CR&R and the County to devise a pilot project that could be implemented more quickly. In May 2002 the City of San Clemente, on behalf of San Juan Capistrano and the "Quad Cities", requested that the Orange County Integrated Waste Management Department (IWMD) provide space at the Prima Desecha Landfill for a pilot C/D diversion program for roll-off boxes hauled by the cities' franchised hauler. Pending final approval by the Orange County Board of Supervisors, this project should begin operation by September 2002.

Incoming CR&R roll off trucks carrying loads rich in C/D materials will be weighed at the County-operated landfill scale house and then proceed to the C&D recovery site. C&D from the County unincorporated area will also be processed at the pilot diversion facility. C&D materials will be mechanically and manually sorted into roll off boxes for fiber, metals, concrete, asphalt, drywall, roofing materials, wood and green waste. The materials will be hauled to markets or processors. All residues from the sorting operation will be landfilled at the Prima Desecha Landfill. CR&R will issue a monthly report to the City on the quantity of materials processed and diverted by the pilot C&D operation.

This pilot project will remove a significant barrier that prevented an effective C&D diversion program from being implemented by the City. The effect of a full year of operation of the program should be evident by December 31, 2003. The pilot will also provide local operational data that

can be used in design of the larger, permanent C/D and green waste diversion facility. A site layout for the pilot operation is attached.

SECTION IIIA-3

Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

The City has implemented all but a few of the programs in its SRRE. The City's 2000 Annual Report describes the 33 programs that were operating in 2000.

The following ordinance revisions were completed: requirement for mandatory participation in the curbside recycling program, requirement for space allocation for recycling, an anti-scavenging ordinance, creation of Recycling Enterprise Zones, and recycled product procurement preferences. Public information and education campaigns have been conducted and model/mentor business recognition programs are in place. The City also adopted variable can rate incentives to encourage recycling.

The City has a successful automated residential curbside recycling program. The weekly manual residential green waste program rolled out in early 2000. The recycling programs are publicized in the quarterly newsletter from CR&R. Recycling brochures and a green waste collection schedule are mailed to all customers initiating service. Special recycling is provided for telephone books and Christmas trees. A recycling video is available to all school libraries and the City and CR&R work with the schools to promote recycling and resource recovery projects. Speakers on recycling are available to businesses, schools and for community groups. Field trips are offered at CR&R's commingled sorting facility and yard for public and private schools and other organizations. In conjunction with the other "Quad Cities" San Juan Capistrano sponsors an annual Earth Day celebration and an America Recycles Day event where bagged compost from the Tierra Verde compost facility is given away to residents. The City utilizes procurement practices to promote the purchase of local compost and mulch when it is feasible to do so.

The commercial self-haul green waste program (3030-CM-CSG) was implemented in 1999 and continues in 2000 with commercial self-haulers using the Tierra Verde Composting Facility located in close proximity to the landfill.

The materials recovery facility (MRF) program (7000-FR-MRF) is implemented by use of the CR&R commingled processing facility located in Stanton to process all of the residential curbside materials. The mobile household hazardous waste collection program (9010-HH-MPC) is marked as "dropped in an earlier year" in the 2000 Annual Report. A permanent household hazardous waste facility has been available for many years at the Prima Deshecha Landfill. This obviated the need for the periodic collection

events and also provided residents with a permanent on-going opportunity to properly dispose of household hazardous waste.

With regard to the commercial recycling collection program, the City's previous franchise hauler made a minimal effort to engage the business community in a commercial recovery effort. Commercial cardboard was collected from businesses free of charge. Since program participation caused a decrease in Solag's commercial revenues, the company did not aggressively market the program to businesses.

In summary, the City has, in good faith, implemented 33 programs in its effort to achieve the mandated 50% diversion. The City, CR&R, and the City's consultant, EcoNomics, Inc., are already at work implementing a comprehensive commercial recycling program for San Juan Capistrano. This, coupled with the City's work on siting a new C&D and green waste sorting facility, plus the other programs listed in the Plan of Correction will enable San Juan Capistrano to reach the 50% goal by December 31, 2003

Section IIIA-4:

Provide any additional relevant information that supports the request.

A. Increased Recovery of Recyclable Materials From Existing Programs

San Juan Capistrano's residential recyclables are processed at CR&R's Materials Recovery Facility, which is, located 32 miles away in Stanton. CR&R has recently made a substantial investment to upgrade the facility's ability to sort commingled recyclables. Additional diversion from San Juan Capistrano's commingled recyclables will be achieved using the newly installed equipment. This increase in diversion will be a result of both the increased efficiency of the sorting line and a reduction in the amount of contaminated residuals. The new equipment was installed in the fall of 2001 and, at the time of this submittal, was being de-bugged by CR&R. CR&R projects that additional diversion will be achieved by use of this system in conjunction with efforts to reduce contamination at the source.

B. Increased Public Education

Working with CR&R the City will implement an upgraded recycling education program that is tied directly to supporting the programs identified for increasing diversion in the SB 1066 Plan. Specifically the education program will be tailored to accomplish the following:

1. New public education materials for the curbside and green waste programs will be designed and distributed. These materials will focus on reducing contamination in both the green waste and the single stream curbside materials. Public education materials will be included as inserts in the

monthly refuse bills, in a quarterly newsletter, and as handouts at the annual Earth Day event. City staff and elected officials will speak at community functions to encourage residents and businesses to renew and intensify their participation in the recycling programs.

2. Once the self-haul C&D and green waste sorting facility is in place, the City will inform the public through brochures, public service announcements, and through flyers distributed at the building department when building permits are issued. In the interim the City will issue flyers informing self-haulers that C&D and green waste diversion opportunities are available in central and north Orange Counties, but these facilities are between 20-40 miles from Prima Desecha Landfill. (Note: The pilot C/D diversion program targets only franchise-hauled roll off loads and loads from the unincorporated County. Since the City has directed CR&R to take these loads to the pilot sorting facility, there is no need to advertise the facility through a public education program. The pilot facility will not be able to process self haul loads from the public due to space constraints and the terms of the license between the City and the County.)
3. A brochure and training materials will be prepared and distributed as an integral part of the expanded commercial recycling program. The materials will be specialized for each type of business enrolled in the commercial program (i.e. restaurants, offices, retail stores, etc.)
4. **Policy**
 - 1 The City will assist CR&R in enforcement of the exclusivity of the franchise on construction roll-off box service. This supports the franchised hauler in directing roll off boxes to the pilot C&D diversion facility.
 - 2 Once the City is assured that the permanent regional C&D facility is operating, it will enact ordinances that require submittal of weight slips from C & D recycling before a Certificate of Occupancy is issued for new and remodeled residential and commercial buildings.

As these programs are implemented, the City will work with CIWMB staff on a six-month periodic basis to review the level of diversion being accomplished by the expanded commercial program. As part of the process, the City would like to work with CIWMB staff on reviewing the adjustment method formula's ability to accurately measure seasonal variations in self-haul waste generation.

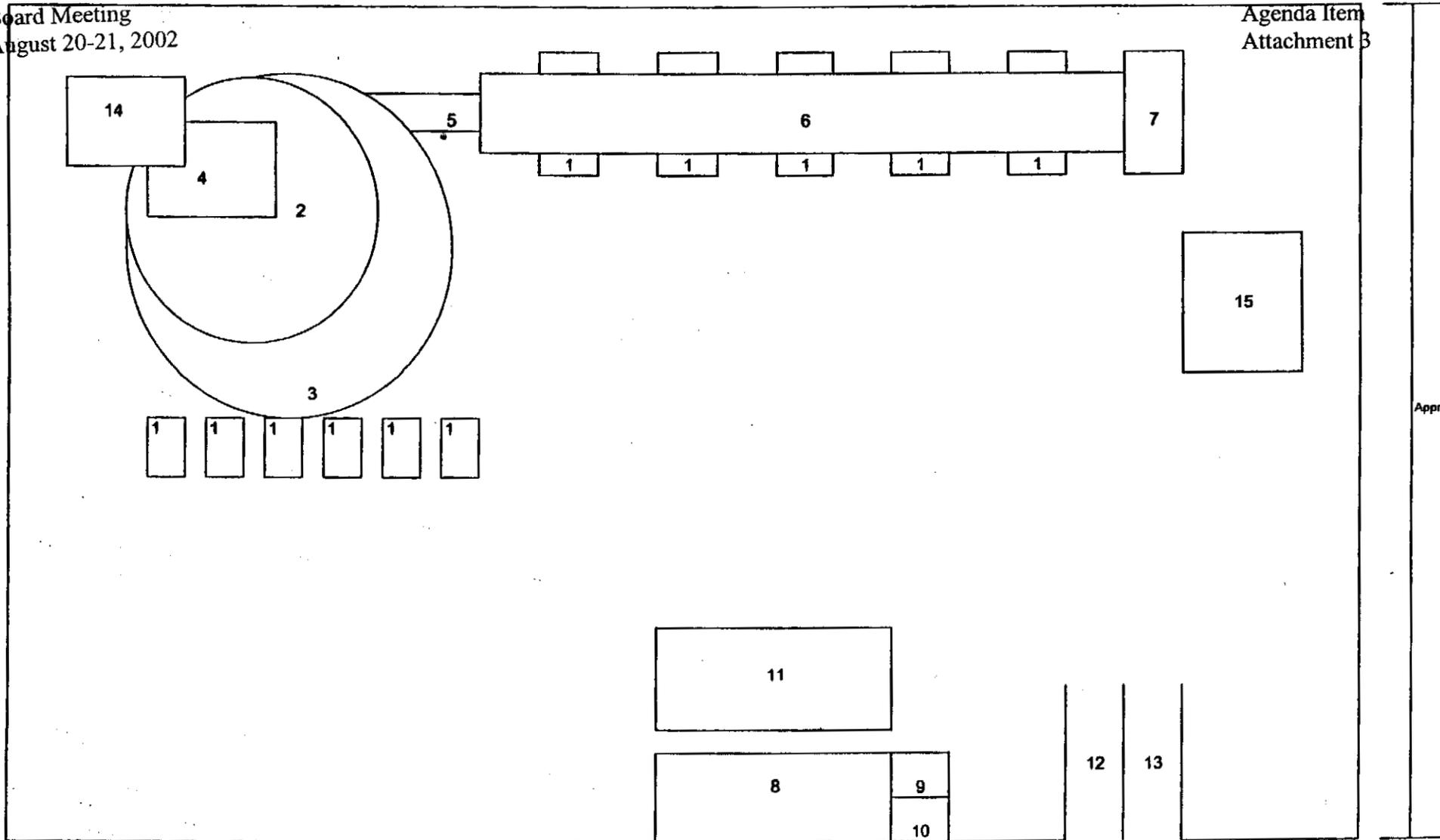
Construction and Demolition Materials Diversion Schedule

Preparation of a Waste Characterization Scope of Work	February, 2002
Waste Characterization Study Procurement, Contract, Award	June, 2002
Waste Characterization Study	September, 2002
Evaluation	November, 2002
Determination regarding a permanent program	December, 2002
Assuming an affirmative decision to establish a permanent program consult with cities on scope and rates	February, 2003
Permitting (to be determined based upon type and scale of the proposed C&D recycling program)	
Bid process for procuring an operator:	August, 2003
Program Start Up	January 1, 2004
Program Diversion numbers	January, 2005

South County Cities Proposed Construction and Demolition (C&D) Recycling Facility Schematic

Board Meeting
August 20-21, 2002

Agenda Item
Attachment B



Approx. 175'

- 1. Recyclable Material Collection Containers
- 2. Inbound Dumping/Tractor Area
- 3. Floor Sorting Area
- 4. Tractor Operating Area
- 5. Sorting Line In-feed Conveyor

- 6. Portable Manual Sorting Line
- 7. Residue Collection Container
- 8. Portable Office
- 9. Men's Portable Restroom
- 10. Woman's Portable Restroom

- 11. Employee Parking Area
- 12. Vehicle Exit Lane
- 13. Vehicle Entrance Lane
- 14. Inbound Truck Dumping Area
- 15. Equipment Parking Area

REQUEST FOR PROPOSAL

Landfill Disposal Characterization Study
January 30, 2002

Scope Of Work

I. SUBJECT

THE COUNTY OF ORANGE INTEGRATED WASTE MANAGEMENT DEPARTMENT (IWMD) IS SEEKING A QUALIFIED ARCHITECT/ENGINEERING (A/E) FIRM AND/OR TEAM OF CONSULTANTS TO PERFORM A COUNTYWIDE LANDFILL-BASED DISPOSAL CHARACTERIZATION STUDY.

II. GENERAL INFORMATION

IWMD is responsible for the administration, management and operation of Orange County's solid waste management system that includes ownership of 3 regional Class III landfills; the Olinda Alpha Landfill located near the City of Brea, the Frank R. Bowerman (FRB) Landfill located near the City of Irvine, and the Prima Deshecha (Prima) Landfill located near the City of San Juan Capistrano. The subject study will be conducted at these landfills.

IWMD is also responsible for the following responsibilities related to integrated solid waste planning:

- To ensure the availability of sufficient long-term regional disposal capacity;
- To ensure that source reduction, recycling and composting technologies are implemented regionally, in accordance with the California Integrated Waste Management Act of 1989
- To ensure that the siting and approval of new or expansion of disposal and non-disposal facilities are conducted in conformance with established state statutes and regulations and county policies; and
- To prepare and maintain a Countywide Integrated Waste Management Plan in accordance with state statutes and regulations.

III. INTRODUCTION

The year 2000 was the key milestone in integrated waste management planning in the State of California. Under AB 939, it was the target year for achieving the 50 percent waste diversion goal. The majority (18) of jurisdictions in Orange County did not reach the 50 percent goal despite implementing all Source Reduction and Recycling Element (SRRE) programs. Moreover, many (11) jurisdictions saw their diversion progress erode

in 2000 despite no reductions in programs and, in many instances, the addition of contingency programs. As a result, several Orange County jurisdictions located in the Prima watershed are preparing SB 1066 requests for time extensions (TE) in meeting the 50 percent diversion requirements.

Why so many Orange County jurisdictions did not meet the diversion goal or experienced a decline in diversion rates is not definitively known. Jurisdictions that are host to or in close proximity of the County's three landfills seem to be most affected. Impacted jurisdictions and some waste haulers surmise that an increase in self-hauled waste may be contributing to the problem. Of particular concern is construction and demolition debris that may be hauled directly to the landfills. Market conditions may also play a part. Additionally, the absence of solid waste processing infrastructure within the Prima Landfill watershed may also be a factor in the diversion decline and/or inability to reach 50 percent for some south county cities.

Notwithstanding the aforementioned discussion, with the passing of AB 939's major milestone, the County believes it is an important time for all Orange County jurisdictions and solid waste haulers to reevaluate the programs developed in the SRREs with regard to their effectiveness and to refine existing programs or establish new programs and/or facilities in order for Orange County jurisdictions to meet and sustain the 50 percent goal.

IV. PURPOSE AND SCOPE OF SERVICES

The disposal characterization study will determine the composition of self-haul solid wastes entering the three landfills during a specified time period in 2002. Self-haul waste is defined as that waste hauled to the landfill by someone other than a franchise waste hauler or by someone whose primary business is not waste hauling. Also included in the scope of the study is roll off box waste. The information obtained from the study will be useful to Orange County jurisdictions, facility operators and solid waste haulers for purposes of:

- 1) Studying the quantities, types, level of contamination (quality), and jurisdiction of origin of the self-haul solid waste stream disposed of at Orange County landfills in 2002;
- 2) Identifying what material types found in the self-haul waste stream are of such amounts, quality and value that they can be feasibly and cost-effectively diverted, processed, and marketed;
- 3) Measuring the effectiveness of current waste diversion programs and practices;
- 4) Planning future waste diversion programs; and
- 5) Designing future waste management facilities.

Generally, the study will include, but not be limited to, the following elements:

- It will be conducted at each of the three County landfills in staging areas to be determined by IWMD.

- Given that several jurisdictions in the Prima watershed are requesting SB 1066 time extensions, the study should begin at the Prima Landfill.
- All self-haul vehicles and roll-off box waste will be targeted for random waste sampling, with the exception of transfer and route collection trucks.
- The waste will be characterized by hand sorting and weighing representative samples of incoming waste during a specified period in 2002.
- The selected A&E firm will be required to closely consult with landfill staff to refine the Work Plan to minimize disruption to landfill operations and customers.
- A market analysis of the major waste types found in the disposed waste stream to determine the feasibility and cost-effectiveness of diverting these materials.

The proposal should address the following areas as detailed in the CCR, Title 14, Division 7, Chapter 9, Article 6.0, Disposal Characterization Studies, but should also take into consideration the intents and purposes of the disposal characterization study with developing its scope:

- Characterization approach (how data will be collected).
- Collection of representative data and the degree of statistical accuracy needed to conduct this study (how samples are selected, number of samples, period for sampling).
- Characterization protocol (sorting protocols, material type definitions, protocols for lumping/splitting material categories, and protocols for classifying composites/problem items according to diversion program potential).
- Health and Safety standards including establishing training, procedures and safeguards.
- Data analysis methods and extrapolation procedures given the purposes and scope of the study.

V. DELIVERABLES

Deliverables for each task are intended to be complete draft documents. After review by IWMD staff, the deliverables will be refined and edited by the A&E for inclusion into the Final Report. Tasks include, but are not limited to:

Task 1- Introductory Meeting

This task will be carried out as soon as possible after IWMD issues the Notice To Proceed. The objectives are to meet with city and County staff, private waste haulers, facility operators, and other interested parties to review the overall intent of the study; verify the needs and expectations of the stakeholders; review the methodology, approach, and logistics to be used; and secure the cooperation of the various entities during the course of this study. Modifications to the Scope of Work will be made as needed based upon the results of this meeting.

Task 2 - State Statute and Regulatory Review:

Review regulations and statutes related to conducting a Disposal Characterization Study.

Deliverable: A summary memorandum that describes the state requirements for a disposal characterization study, how the A&E firm will adapt those requirements for the intents and purposes of the study, and the rationale for the methodology. The selected A&E will solicit guidance from the CIWMB regarding the level of detail and accuracy necessary when developing the study methodology.

Task 3 – Develop Draft Work Plan:

Based upon the Summary Memorandum and the meeting with stakeholders, the A&E will develop a draft Work Plan for conducting the study that includes, but is not limited to, tasks, responsible parties and schedules for completion.

Deliverable: Prepare the Draft Work Plan for IWMD review.

Task 4 – Prepare Final Work Plan

The A&E will prepare a Final Work Plan.

Deliverable: Prepare the Final Work Plan.

Task 5 – Conduct the Disposal Characterization Study

The A&E will conduct the study in accordance with the Final Work Plan.

Task 6 – Conduct a Market Analysis

The A&E will conduct a market analysis of those major waste types identified in the study. The market analysis will:

- Identify the quantities of major waste types found in the disposed waste stream by jurisdiction of origin, landfill watershed, and by county.
- Analyze the diversion potential of those identified waste types by determining if they are of sufficient quantity and quality to be feasibly and cost-effectively diverted; and if so,
- Quantify how diversion of those wastes would effect jurisdictions' diversion rates; and
- Determine existing processing capacity and costs to divert these waste types.

Deliverable: Prepare a Draft Market Analysis Memorandum.

Task 7 – Prepare a Final Draft Report

The A&E will prepare a Final Draft Report, in hard copy and electronic format, that includes, but is not limited to, a discussion and compilation of the all preceding tasks, findings, as well as recommendations for future diversion programs and/or facilities.

Deliverable: Prepare a Draft Final Report

Attachments:

Vehicle type/tonnage/loads for 2001 spreadsheet format