State of California
Revised April 30, 2005

California Integrated Waste Management Board

Base Year Modification Request Certification
Part 1: Generation Study - No Extrapolation Diversion Data

To request a substitution for a previously approved base year used in calculating the diversion rate report year generation study for your jurisdiction, 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
1001 I Street, (MS-25)
PO Box 4025
Sacramento, CA 95812-4025

General Instructions:
Please select the **ONE** choice below that best explains your request to the Board.
☐ 1. Use a recent generation-based study to calculate our current reporting year generation amount, but not officially change our existing Board-approved base year.
☐ 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

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 Hesperia	County San Bernardino	
Authorized Signature	Title	
Type/Print Name of Person Signing	Date	Phone ( ) Include Area Code
Person Completing This Form (please print or type)	Title	
Affiliation:		

Mailing Address	City	State	ZIP Code
E-Mail Address			

Section II: Information for New Generation-Based Study for Existing or New Base Year	
Attach additional sheets if necessary—reference each response to the appropriate cell number (e.g.,"4").	
Note: New base years must be representative of a jurisdiction's disposal and diversion.	
1. Current Board-approved existing base year:	**2.** Proposed new generation-based study year:
1990	**2004**
3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:	

4. Enter diversion rate information below.			
Diversion rate calculated using existing base year	**a. 38 %**	**Diversion rate calculated using new generation-based study**	**b. 54%**
Existing base year pounds/person/day based on generation	**7.62**	**New generation based study pounds/person/day based on generation**	**11.22**
Existing base year: **Residential generation 57 %** **Non-Residential generation 43 %**		**New generation based study:** **Residential generation 30 %** **Non-Residential generation 70 %**	
Population existing generation-based study	50,418	**Population new generation-based study**	70,744
5. Please explain how the new diversion rate is consistent with your current diversion implementation efforts and also explain the specific reasons for the difference.			
6. If the proposed new generation tonnage results in an increase in your pounds per day, please explain how this is consistent with your current diversion implementaion efforts and provide examples (e.g., change in jurisdiction's demographics). In addition, If your pounds per person is over the state average of 11.2 pounds, please explain why.			

Section III - Disposal and Diversion Information

1. Disposal Tonnage (enter values):	37659	28409	66068
	Residential	Non-Residential	**Total**

Please select the **ONE** choice below that best explains your **disposal** data and complete the required tables.

☑ a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Number 2.)

☐ b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc and submit with

☐ c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc and submit with the new bas year

2. In the table below, list the summarized diversion activities, tonnages,material types, actual or conversion factors, and diversion data records that support your claim and are available for Board verification **Note**: *The Board expects the jurisdiction to be able to provide all back-up documentation, if requested.* Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition and percentage calculations). If any diversion is from restricted wastes, agricultural wastes,inert solids [e.g., concrete, asphalt, dirt, white goods, and scrap metal,] you must identify those programs and waste types and complete Section VI. Survey forms for the top ten businesses must be included as an attachment with the generation study year and should be identified as Attachment IVa.
(Note: The Board has indicated that total source reduction amounts greater than five percent will be scrutinized. Please be prepared to substantiate the amounts.)

Note: Detailed Non-Residential waste audit information for the top ten businesses surveyed must be included in Section IV.

http://www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm

Diversion Activity Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	Total Tons (A)	Percent of Total Generation (A/Total Generation)	Specific Material Type(s) (List diversion program activity w/multiple materials in one box)	Indicate whether Actual Tons or Specific Conversion Factor and Source of Factor	Type of Record (include copy with submittal)
Residential Source Reduction Activities					
Backyard composting					
Grasscycling					
Other Residential Source Reduction (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Source Reduction	**0**	**0%**			
Residential Recycling Activities					
Curbside Recycling					
Buyback Centers	1613	1%	CRV containers	Actual tons	Department of Conservation, Division Of Recycling records
Drop-off Centers					

Diversion Activity Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	Total Tons (A)	Percent of Total Generation (A/Total Generation)	Specific Material Type(s) (List diversion program activity w/multiple materials in one box)	Indicate whether Actual Tons or Specific Conversion Factor and Source of Factor	Type of Record (include copy with submittal)
Other Residential Recycling (list each program separately)					
Residential Recycling Activities	2835	2%	Newspaper, OCC, mixed paper, white goods, wood	Actual tons	Hauler's records
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Recycling	**4448**	**3%**			
Residential Composting Activities					
Green Waste Drop-off					
Curbside Green Waste	1739	1%	Greenwaste	Actual tons	Hauler's records
Christmas Tree Program	1	0%	Greenwaste	Actual tons	Hauler's records
Other Residential Composting (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Composting	**1740**	**1%**			
Subtotal, Residential Diversion	**6188**	**4%**			
Non-Residential Source Reduction Activities:					
Non-Residential Waste Audits	**13**	0%	**Detailed information must be included in Section V**	**Detailed information must be included in Section V**	**Detailed information must be included in Section V**
Other Non-Residential Source Reduction (list each program separately)					
Parks Xeriscaping/ Grasscycling	282	0%	Greenwaste	37.1 acres Parks grounds (7.6 tons/acre/year) CIWMB	Park District Records
School Xeriscaping/ Grasscycling	771	1%	Greenwaste	101.37 acres school grounds (7.6 tons/acre/year) CIWMB	School District Records
Golf Course Xeriscaping/ Grasscycling	724	0%	Greenwaste	95.23 acres Golf Course (7.6 tons/acre/year) CIWMB	Park District Records
Enter program name					
Enter program name					
Subtotal, Non-Residential Source Reduction	**1790**	**1%**			

Diversion Activity Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	Total Tons (A)	Percent of Total Generation (A/Total Generation)	Specific Material Type(s) (List diversion program activity w/multiple materials in one box)	Indicate whether Actual Tons or Specific Conversion Factor and Source of Factor	Type of Record (include copy with submittal)
Non-Residential Recycling Activities:					
Non-Residential Waste Audits	**10008**	7%	**Detailed information must be included in Section V**	**Detailed information must be included in Section V**	**Detailed information must be included in Section V**
Other Non-Residential Recycling (list each program separately)					
Rendering	110	0%	Bone/scrap	Actual tons	Company Records
Commercial Collection	2128	1%	Newspaper, OCC, mixed paper, white goods, wood	Actual tons	Hauler's Records
Commercial Collection	7	0%	School District mixed paper recycling	Actual tons	Hauler's Records
Commercial Collection	4	0%	City Hall mixed paper recycling	Actual tons	Hauler's Records
Commercial Collection	2	0%	City Hall document shredding recycling	Actual tons	Shredding Company's Invoice
Subtotal Non-Residential Recycling	**12259**	**8%**			
Non-Residential Composting Activities					
Non-Residential Waste Audits	**943**	1%	**Detailed information must be included in Section V**	**Detailed information must be included in Section V**	**Detailed information must be included in Section V**
Other Non-Residential Composting (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Subtotal Non-Residential Composting	**943**	**1%**			
Subtotal Non-Residential Diversion	**14993**	**10%**			
Other Diversion Activities **(Note: If you are unable to provide the actual residential/non-residential split, please provide your best estimates of the split in each program type or put all the diversion under non-residental.**					
Residential					
ADC					
Sludge (must submit sludge cert form)					
Scrap Metal					
Construction and Demolition					
Landfill Salvage					
Other (e.g., ag waste)					
Subtotal Residential Waste	**0**	**0%**			

Diversion Activity Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	Total Tons (A)	Percent of Total Generation (A/Total Generation)	Specific Material Type(s) (List diversion program activity w/multiple materials in one box)	Indicate whether Actual Tons or Specific Conversion Factor and Source of Factor	Type of Record (include copy with submittal)
Non-Residential					
ADC	7089	5%	Green waste & C&D	Actual tonnage	DRS report
Sludge (must submit sludge cert form)					
Scrap Metal	6024	4%	Water pipeline/meter/signs replacement	Actual tonnage	City Engineering Department
Construction and Demolition	44203	31%	Asphalt from City's Road Rehabilitation Program	Project Quantity	City Engineering Department
Landfill Salvage	348	0%	Mixed household recyclables, metal. OCC	Actual Tons	County Landfill Report
Other (e.g., ag waste)					
Subtotal Non-Residential Waste	**57664**	**40%**			
Subtotal Residential/ Non-Residential Other Diversion	**57664**	**40%**			
Total Residential/Non-Residential Source Reduction Tons	**1790**	**1%**			
Total Diversion Tons	**78845**	**54%**			
Total Disposal Tons from Number 1	**66068**	**46%**			
Total Generation Tons (Div+Dis)	**144913**				
NEW GENERATION STUDY DIVERSION RATE	**54%**				
Additional Information for Report Year Calculations - Biomass and Transformation Activities (Note: you cannot claim both biomass and transformation.)					
Biomass (must submit biomass cert form and must be 10% or less of generation--use the calculator to calculate)					
Transformation					
Report Year Diversion Rate with Biomass or Transformation Credit					

Section IV - Specific Non-Residential Sector Waste Audits

Top 10 Non-Residential Generators

Please complete this table for the top ten non-residential businesses that were surveyed. **Use the business type in lieu of the specific business name** (e.g., grocery store vs. Bestway Grocery Store) List each non-residential business separately from largest to smallest, based on total diversion tons. Audit reference number should be the same number used to identify businesses on the survey/audit sheets, and must be identical to the data in the Section V spreadsheet.

Audit Reference Numbe	Type of Non-Residential Generator	Include Material Type (e.g., paper, grasscycling). (List materials on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section III)	Survey Method Phone (P) Mail (M) On-site (O) Other ___
12	Recycling Center	OCC and Newspaper		349		348.74	0.2%	
9	Recycling Center	Scrap Metal, OCC, Newspaper		3148		3147.95	2.2%	
6	Grocery	OCC, Plastic		802		801.6	0.6%	
87	Landscaper	Greenwaste			626	625.99	0.4%	
28		Wood		461		461.3	0.3%	
30	Manufacturing	Wood		265		265	0.2%	
14	Recycling/Manufacturing	Asphalt, Concrete		4176		4176	2.9%	
47	Grocery	OCC, Compost, Rendering, Food Banks, Plastic, Scrap Metal, Wood	3	154	83	239.61	0.2%	
86	Landscaper	Greenwaste			235	234.77	0.2%	
31	Manufacturing	Wood		201		201.25	0.1%	
Totals			**2.97**	**9555.96**	**943.28**	**10502.21**	7.2%	

Section V - Non-Residential Generator Audit Diversion Spreadsheet

Use the type of business and audit reference number in lieu of the specific business name. For each business include the diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors and sources. Copies of the audit survey form(s) for each of the top ten businesses should be included as an attachment.
Click on the Section Button to add a section for another generator (ten rows and a subtotal row added to the table for each new generator). If you have any questions, please contact your OLA Representative at (916) 341-6199.

Add Section

Non-Residential Generator Audit Diversion

Non-Residential Generator Survey or Audit Identification Number	Generator Type (Example - grocery store, retail, manufacturer)	Material Type (Example - cardboard, glass, plastic, etc.)	Specific Conversion Factor and Source or Actual Weight	Source Reduction (Tons)	Recycling (Tons)	Composting (Tons)	Total Tons
Retail	Tires		Conversion Factor (CIWMB Table)		65.82		**65.82**
			6,582 tires collected by Lakin @				
			avg 40 lb/tire and approx 50%				
			recycled into crumb rubber.				
			(Company records)				
Subtotal -				**0**	**65.82**	**0**	**65.82**
5	Grocery	OCC	Actual tonnage from corporate office		17.32		**17.32**
		Food Banks	Actual tonnage from corporate office	7.95			**7.95**
		Rendering	Actual tonnage from corporate office		3.46		**3.46**
		Plastic	Actual tonnage from corporate office		3.62		**3.62**
Subtotal -				**7.95**	**24.4**	**0**	**32.35**
6	Grocery	OCC	Actual tonnage from corporate office		789		**789**
		Plastic	Actual tonnage from corporate office		12.6		**12.6**

Non-Residential Generator Survey or Audit Identification Number	Generator Type (Example - grocery store, retail, manufacturer)	Material Type (Example - cardboard, glass, plastic, etc.)	Specific Conversion Factor and Source or Actual Weight	Source Reduction (Tons)	Recycling (Tons)	Composting (Tons)	Total Tons
Subtotal -				**0**	**801.6**	**0**	**801.6**

Non-Residential Generator Survey or Audit Identification Number	Generator Type (Example - grocery store, retail, manufacturer)	Material Type (Example - cardboard, glass, plastic, etc.)	Specific Conversion Factor and Source or Actual Weight	Source Reduction (Tons)	Recycling (Tons)	Composting (Tons)	Total Tons
9	Recycling Center	Scrap Metal	Actual (company reports)		3131.35		**3131.35**
		OCC	Actual (company reports)		16.36		**16.36**
		Newspaper	Actual (company reports)		0.24		**0.24**
Subtotal -				**0**	**3147.95**	**0**	**3147.95**
12	Recycling Center	Scrap Metal	Actual (company reports)		0		
		OCC	Actual (company reports)		270.65		**270.65**
		Newspaper	Actual (company reports)		78.09		**78.09**
Subtotal -				**0**	**348.74**	**0**	**348.74**
14	Recycling/Manuf	Asphalt	Actual (company reports)		178		**178**
		Concrete	Actual (company reports)		3998		**3998**
Subtotal -				**0**	**4176**	**0**	**4176**
19	Office Building	Paper	Actual (company records)		4.21		**4.21**
Subtotal -				**0**	**4.21**	**0**	**4.21**

Non-Residential Generator Survey or Audit Identification Number	Generator Type (Example - grocery store, retail, manufacturer)	Material Type (Example - cardboard, glass, plastic, etc.)	Specific Conversion Factor and Source or Actual Weight	Source Reduction (Tons)	Recycling (Tons)	Composting (Tons)	Total Tons
27	Manufacturing	Wood	Tonnage based on company invoices and 13,180 lbs/40cy container x 7 loads picked up		46.13		**46.13**
Subtotal -				**0**	**46.13**	**0**	**46.13**
28	Manufacturing	Wood	Tonnage based on company invoices and 13,180 lbs/40cy container x 70 loads picked up		461.3		**461.3**
Subtotal -				**0**	**461.3**	**0**	**461.3**
30	Manufacturing	Wood	Tonnage based on company invoices and 5 tons per load x 53 loads picked up		265		**265**
Subtotal -				**0**	**265**	**0**	**265**
31	Manufacturing	Wood	Tonnage based on company invoices and 5.75 tons per load x 35 loads picked up		201.25		**201.25**

Non-Residential Generator Survey or Audit Identification Number	Generator Type (Example - grocery store, retail, manufacturer)	Material Type (Example - cardboard, glass, plastic, etc.)	Specific Conversion Factor and Source or Actual Weight	Source Reduction (Tons)	Recycling (Tons)	Composting (Tons)	Total Tons
Subtotal -				**0**	**201.25**	**0**	**201.25**
39	Retail	Tires	Conversion Factor (CIWMB Table)		47.74		**47.74**
			6,365 tires collected by Lakin @				
			avg 30 lb/tire and approx 50%				
			recycled into crumb rubber.				
Subtotal -				**0**	**47.74**	**0**	**47.74**
40	Retail	Tires	Conversion Factor (CIWMB Table)		38.87		**38.87**
			5,182 tires collected by Lakin @				
			avg 30 lb/tire and approx 50%				
			recycled into crumb rubber.				
Subtotal -				**0**	**38.87**	**0**	**38.87**
45	Retail	OCC	Actual weights (shipping report)		123.21		**123.21**
Subtotal -				**0**	**123.21**	**0**	**123.21**
47	Grocery	OCC	Actual tonnage from corporate office		119.19		**119.19**
		Compost	Actual tonnage from corporate office			82.52	**82.52**

Non-Residential Generator Survey or Audit Identification Number	Generator Type (Example - grocery store, retail, manufacturer)	Material Type (Example - cardboard, glass, plastic, etc.)	Specific Conversion Factor and Source or Actual Weight	Source Reduction (Tons)	Recycling (Tons)	Composting (Tons)	Total Tons
		Rendering	Actual tonnage from corporate office		15.32		**15.32**
		Food Banks	Actual tonnage from corporate office	2.97			**2.97**
		Plastic	Actual tonnage from corporate office		5.16		**5.16**
		Scrap Metal	Actual tonnage from corporate office		1.63		**1.63**
		Wood (pallets)	Actual tonnage from corporate office		12.82		**12.82**
Subtotal -				**2.97**	**154.12**	**82.52**	**239.61**
52	Office Building	Paper	Actual (company records)		6.97		**6.97**
Subtotal -				**0**	**6.97**	**0**	**6.97**
85	Retail	OCC	Actual tonnage from corporate office		4.5		**4.5**
		Food Banks	Actual tonnage from corporate office	2.07			**2.07**
Subtotal -				**2.07**	**4.5**	**0**	**6.57**
86	Compost/Landscaping	Greenwaste	Actual (company records)			234.77	**234.77**

Non-Residential Generator Survey or Audit Identification Number	Generator Type (Example - grocery store, retail, manufacturer)	Material Type (Example - cardboard, glass, plastic, etc.)	Specific Conversion Factor and Source or Actual Weight	Source Reduction (Tons)	Recycling (Tons)	Composting (Tons)	Total Tons
Subtotal -				**0**	**0**	**234.77**	**234.77**
87	Compost/Landscaping	Greenwaste	Actual (company records)			626	**626**
Subtotal -				**0**	**0**	**626**	**626**
46	Bank	Paper	Actual (company records)		3.8		**3.8**
Subtotal -				**0**	**3.8**	**0**	**3.8**
88	Paper Shredding/Recycli	Paper	Actual (company records)		24.35		**24.35**
Subtotal -				**0**	**24.35**	**0**	**24.35**
56	Rendering	Fat & Bone	Actual (company records)		47.24		**47.24**
		Used Cooking Oil	Actual (company records)		15.2		**15.2**

Non-Residential Generator Survey or Audit Identification Number	Generator Type (Example - grocery store, retail, manufacturer)	Material Type (Example - cardboard, glass, plastic, etc.)	Specific Conversion Factor and Source or Actual Weight	Source Reduction (Tons)	Recycling (Tons)	Composting (Tons)	Total Tons
Subtotal -				**0**	**62.44**	**0**	**62.44**
Grand Total				**13**	**10,008**	**943**	**10,965**

Section VI - Restricted Waste

For each restricted waste type (i.e., agricultural waste, inert solids, [e.g. concrete, asphalt, dirt, etc.] scrap metals and white goods [PRC section 41781.2]) and associated program or generator, please provide the following information:

Insert 1

1. If the diversion program started on or after January 1, 1990, complete the following table.
Note: *Specific Program Name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept."). Please input the complete program name with business type if appropriate. If you need to add additional programs, insert a row by clicking on the button for that section.*

Restricted Waste Type	Audit Reference Number	Specific Program Name	Year Started	Generation Study Diversion Tonnage
Scrap Metal	9	Scrap Metal salvage at processsing centers	1994	3131
Inert Solids	14	Concrete/Asphalt recycled at local inert material processing facility	1996	4176
Scrap Metal	47	scrap metal recycling	1995	2
Inert Solids	NA	City's Pavement Rehabilitation Program	1999	44203
Scrap Metal	NA	City's Pipeline Replacement Program	1999	6024
White Goods	NA	MRF processing and recycling (residential & commercial) and salvage	1992	630
Inert Solids	NA	ADC (C&D) at Azusa Landfill (per DRS)	2004	7

2. If the diversion program started before January 1, 1990 - and if documentation on the program and waste type has not been approved by the Board, on a separate sheet marked "Attachment Section VI. 2", provide the documentation that indicates:

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).

- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (**Note**: this criterion is applicable to individual programs (PRc sec 41781.2(c)(2). Please include documentation.
- The jurisdiction is implementing, and will continue to implement, the diversion programs in its Source Reduction and Recycling Element.

Note: *If documentation for a waste type and program has already been approved by the Board, you do not have to provide an "Attachment Section VI.2" for that waste type and program.*

Instead please provide date of Board approval of previously submitted information. _____ (Date)

If documentation is not available, go to Number 4.

Insert 3

3. If the diversion program started before January 1, 1990, and the documentation requested in Section VI.2" is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Audit Reference Number	Specific Program Name	Generation Study Diversion Tonnage
Pull Down for Waste Types			
Pull Down for Waste Types			
Pull Down for Waste Types			
Pull Down for Waste Types			
Pull Down for Waste Types			

4. If the diversion program started before January 1, 1990, and the documentation requested in Section VI.2 is not available, complete the table below for each program claimed:

Ins 4

Restricted Waste Type	Audit Reference Number	Specific Program Name	Specific Program Generation Study Diversion Tonnage	1990 Diversion Tonnage	Difference
Pull Down for Waste Types					
Pull Down for Waste Types					