

Original

City of Long Beach, Reuse Assistance Grant Proposal

RU 9 - 05 - 3

Exhibit A: Reuse Assistance Grant Application Cover Sheet Form

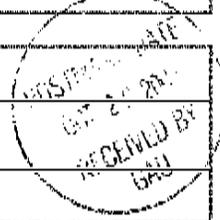
Name of Grant: Reuse Assistance Grants-Fiscal Year 2005/2006 Offering		
Applicant (or Lead Applicant) (MUST BE A LOCAL PUBLIC AGENCY): City of Long Beach		
Mailing Address: ████████████████████	Department: ████████████████████	
City: Long Beach	County: Los Angeles	Zip Code: 90806
Partners – Private Entities (if applicable): ████████████████████		
Primary Contact (Name & Title): ████████████████████		
Phone: ██████████	FAX: ██████████	E-Mail: ████████████████████



Project Director (Name & Title): ████████████████████		
Phone: ██████████	FAX: ██████████	E-Mail: ████████████████████

Finance Officer (Name & Title): ████████████████████		
Phone: ██████████	FAX: ██████████	E-Mail: ████████████████████

Grant Funds Requested: \$ 50,000
Matching Contribution: \$ 59,864.64 (Must be equal to or greater than fifty percent (50%) of the requested grant amount.)
Sum of Grant Funds Requested + Matching Contributions: \$ 109,864.64



Brief Summary of Project (3-5 sentences):

This project focuses on the reuse of food through organizations within Long Beach. The City of Long Beach will work with a local non-profit organization, Food Finders, Inc., that currently specializes in this field. Food Finders accepts donations of food from local markets, restaurants, and large venues and donates the food to homeless shelters, senior centers, and other needy organizations. Since Long Beach is the fifth largest City in California, there is an abundance of food in Long Beach that can be salvaged. Long Beach is the 6th highest City in the nation in terms of adult poverty and 3rd in the nation in child poverty (2005 US Census Bureau Report), so the reuse of food through Food Finders will help those that are impoverished throughout the City of Long Beach.

Certification: I declare, under penalty of perjury, under the laws of the State of California, that all information submitted for the CIWMB's consideration for allocation of grant funds is true and accurate to the best of my knowledge and belief.

Signature of individual as authorized in the Resolution: ~~████████████████████~~
 Type or Print Name and Title: ~~████████████████████~~
 Date: ~~██████████~~
 Phone: ~~██████████~~

APPROVED AS TO
 10/20, 2005
 ROBERT E. SHANNON, City Attorney

City of Long Beach, Reuse Assistance Grant Proposal

The following is an application requirement (check the box and initial):

mm I affirm to the best of my knowledge that the applicant will comply with the principles of Environmental Justice as described below.

Environmental Justice

Public entities that receive grant funding from the California Integrated Waste Management Board for this grant project must also comply with the following principles of Environmental Justice.

Environmental Justice is defined in Government Code Section 65040.12(c) as: "...the fair treatment of people of all races, cultures, and incomes with respect to development, adoption, implementation, and enforcement of environmental laws, regulations, and policies."

SB 115 (Solis, Statutes 1999, Chapter 690) broadly requires all California Environmental Protection Agency boards, departments, and offices to conduct their "programs, policies, and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of people of all races, cultures, and income levels, including minority populations and low-income populations of the state."

City of Long Beach, Reuse Assistance Grant Proposal

Table of Contents

Exhibit A: Application Cover Sheet Form	1
Table of Contents	3
Exhibit B: Proposal Narrative	4
Criterion #1: Need	4
Criterion #2: Goals and Objectives	6
Criterion #3: Evaluation	7
Exhibit C: Work Plan and Budget	8
Exhibit D: Experience and Letters of Support	10
Exhibit E: Recycled Content Purchasing Policy	11
Exhibit F: Preference Criteria	12
Exhibit G: General Checklist of Business Permits, Licenses and Filing Forms	13
Exhibit H: Resolution	15
Exhibit J: Non-Profit/Private Entity Letter of Commitment	19
Attachments Table of Contents	20

City of Long Beach, Reuse Assistance Grant Proposal

Exhibit B: Proposal Narrative**Criterion #1: Need (25 points)**

(5 points) Describe in detail the project proposed for funding with a Reuse Assistance Grant, including an explanation of the need that the project will meet and a description of what the project will accomplish and how it will be accomplished.

This project will expand the Food Finders' collection of donated food throughout the City of Long Beach. Food Finders is presently collecting food from 87 merchants in Long Beach and taking food to 98 Long Beach non-profit agencies such as children's homes, homes for unwed mothers, senior centers, drug and alcohol rehabilitation centers, missions, before-school and after-school programs for children, church food ministries, and many others. The existing 98 agencies receiving food from Food Finders need additional food due to an increase in their client's needs. There are also 21 non-profit agencies in Long Beach on the Food Finders waiting list, currently not receiving food. This project will expand the amount of food available for collection through exposure for Food Finders, thereby identifying new organizations that are in need of their services.

(2 points) Provide necessary background and convincing reasons why your project should be funded, including: the current efforts of reuse by your community, current outreach efforts, how this project would increase reuse, and by how much.

The City of Long Beach and Food Finders have been working together for many years and have a strong working relationship. Food Finders has been in existence for 16 years. They have steadily grown in the amount of food they are able to rescue. They keep clean, wholesome food out of the waste stream and deliver it directly to 213 non-profit agencies throughout the Los Angeles area to feed hungry individuals and draw them into programs that provide basic life skill classes, provide case management, and assist clients with rehabilitation to promote more self reliant citizens.

Since April of 1989, Food Finders has diverted over 40 million pounds of food from the waste stream. This project would increase food reuse approximately 0.5 million pounds in 2006 and an additional 1 million pounds of food in 2007. Food Finders receiving food from 87 merchants in Long Beach presently, but there are twenty-one thousand businesses in Long Beach. Thirteen thousand of these businesses potentially generate food waste that could be salvaged. This project will initially reach out to 5,000 largest generators of food waste in the identified sectors. With an increase in the number of Food Finders staff and vehicles, Food Finders will be better able to identify reusable food waste generators as well as those in need of food. With this grant, Food Finders will expand its scope of work, thereby reusing more food and serving more of Long Beach's needy population.

(2 points) Quantify the amount of material that is currently being reused in your community.

In 2004, there were 87 donors, regular and sporadic, salvaged in Long Beach was 970,012 pounds of food. In 2005, the amount collected has increased to over 1 million pounds of food from Long Beach businesses. This project would increase Food Finders' total current operation of diverting 1.5 million pounds in 2006 and 2.5 million pounds of food in 2007.

(4 points) Describe how the project will significantly enhance or expand an existing program.

By the end of this grant period, it is estimated that Food Finders will increase the amount of food that was donated in Long Beach in 2004 by 100%. This will better meet the need for food at the 21 non-profit agencies that are currently waiting to receive food in the City of Long Beach, and provide additional food for their existing recipient agencies, increasing the recipients by 21%. This would mean salvaging an extra 1.5 million pounds of clean, wholesome food from reputable businesses and putting it on the table for those in need.

City of Long Beach, Reuse Assistance Grant Proposal

(2 points) Describe and justify any targeting of specific sectors based on potential for waste diversion through reuse.

According to the CIWMB 1999 Commercial Waste Stream Analysis, food makes up 19.8% of the waste stream. Out of this total, restaurants consist of 47.8%; food stores make up 12.3%. These will be the first two sectors targeted due to the high volume. Many of the current donors include: grocery stores (such as Ralph's) that already work with Food Finders in some of their other locations, restaurants (such as Hof's Hut), hotels, bakeries (such as Krispy Kreme), hospitals, caterers, large companies that have seminars and meetings, and other large venues. For the City of Long Beach, with a diversion rate of 53% in 2003, an increase of food reuse could increase Long Beach diversion rate during 2006 and 2007.

(2 points) Explain why your agency needs funding for this project. Describe how much funding the project will require, and your agency's current funding capabilities to fund the project.

Funding is needed to:

1. Hire a Part-time Volunteer Coordinator to recruit businesses and volunteers, establish routes, and maintain the routes.
2. Purchase a vehicle for the Volunteer Coordinator to drive.
3. Outreach materials to encourage participation and advertise that a business is involved.
4. An invitation sent to the businesses in the targeted sectors to invite them to join the program.

This will cost \$50,000 for the two-year period. The City of Long Beach currently has the capability to have staff report on this program. Food Finders has an efficient staff currently in place. However, this program will require one fully dedicated staff member to take on the added tasks of marketing, recruiting, and coordinating the new food rescue routes in the City of Long Beach. This funding will help to add a Volunteer Coordinator, outreach materials, and a new vehicle to complete this expansion.

(2 points) Describe what other possible funding sources exist to fund the project. Describe other grants you have applied for and/or received to fund this or related projects.

Food Finders is currently funded by sales from Food Finders' Finders Keepers, a retail furniture, antiques and collectibles store, plus through, small grants and donations. This store focuses on the sale of lightly used items. The sales for this store continue to grow. The City of Long Beach Health Department funds Food Finders, as well. Food Finders' program is ran with \$300,000 cash income for 2004, and was able to rescue 7.7 million pounds of food and provide 44,950 meals a day. In the past, a CIWMB Reuse grant successfully created this same program for the cities of Torrance, Redondo Beach, Palos Verdes, Lakewood, and Lomita.

The City of Long Beach, Environmental Services Bureau operates or oversees all of the trash and recycling programs in the City of Long Beach. The City implements several grants focusing on motor oil recycling, bottle and can recycling, and tire recycling. These programs have all been very successful. The Bureau has a strong budget that helps support all of the grants received. At this time, the Bureau would like to support this food rescue program and make a success.

(3 points) Describe and quantify the consequences, if any, if the project is not funded.

This program will help the City of Long Beach expand the AB 939 food reuse program. An estimated 76 million pounds of food is wasted through Long Beach's commercial sector (according to the CIWMB 1999 Commercial Waste Stream Analysis). If this grant were funded, an increased portion of that food would be captured. The City could still assist Food Finders with outreach materials, but could not help purchase a vehicle or hire a Volunteer Coordinator. If this project is not funded, the main consequence is that food would be wasted instead of feeding the hungry.

City of Long Beach, Reuse Assistance Grant Proposal

(3 points) Quantify the amount of material(s) intended to be reused through the project that will otherwise be disposed should the project not be funded.

At least 1.5 million pounds of food would be reused over 2 years.

Criterion #2: Goals and Objectives (20 points)

(4 points) Explain the project's specific goals and objectives, including desired results, and how they relate to the need.

Objectives:

1. Expand the food waste reuse program in the City of Long Beach by 52% the first year and 103% the second year.
2. Increase collect and redistribution by 1.5 million pounds of food, 3,210,000 meals, and enough food to feed 1,465 people 3 meals a day over 2 years.
3. Establish a program in Long Beach that will be sustainable after the grant period ends.

Goals:

1. Increase the diversion rate from landfills.
2. Exceed the AB 939 mandated diversion rate.
3. Continued expansion of this program through outreach materials provided through the grant funds.

(4 points) Quantify in tons, pounds, etc. how much material will be reused through the project.

Approximately 1.5 million pounds of food will be reused through this project each year, which equals 3.21 million meals, and enough to feed 1,465 people 3 meals a day for 2 years. Food Finders already diverts 1 million pounds of food per year, so the grand total of food reuse each year in Long Beach will be 2.5 million pounds starting in 2007.

(4 points) Quantify outreach goals (e.g., how many people will be affected, impacted, or educated).

An estimated 1,465 people each year will be affected through either living at a facility that is reusing the food or receiving food that is donated to them to take home and put food on their table. With \$50,000 granted and \$59,864.64 matching contribution the cost will be 7.3 cents per pound of the reused food. The food otherwise would be thrown away and would not be able to feed the 1,465 people each year.

Two thousand businesses will be targeted to kick off the program through receiving an invitation to join the project. This invitation will include a letter from the City and a brochure explaining this project. This project will help expand commercial diversion by reaching out to merchants and helping them reduce their waste by 50 percent or more. This would directly impact both the merchant and the waste hauler by reducing the amount of waste generated, which would save the business disposal fees. Merchants would be educated about the program and become better stewards of their resources.

Each organization that donates food will receive a decal to place on their door to show that they are participating in this project. Patrons would see the decal on the door showing the participation in this program. Patrons will read about the merchant donor's participation in this worthwhile program. This way, the project could educate the 500,000 people that live in the City, plus the over 500,000 people that work and shop in the City. This means that over one million people could be educated through this project.

(4 points) Describe (quantify) the amount of material that will continue to be reused after the grant funding has ended.

Once this project is in place, it will continue after the end of the grant funding. At least 2.5 million pounds

City of Long Beach, Reuse Assistance Grant Proposal

Exhibit C: Work Plan and Budget

Task Number	Description of Activity	Who Is Working: Staff or Contractor	Start & End Dates	Rate	Unit	Hours	Cost
Task 1	Hire a Volunteer Coordinator						
Task 1.1	Announce job position in local newspapers and through other online job announcements	Contractor	2/4/06 - 2/7/06	404.28	3		\$200.00
Task 1.2	Interview job candidates and hire a Volunteer Coordinator	Contractor	2/20/06 - 2/24/06	\$24.29	1	40	\$971.32
Task 1.3	Volunteer Coordinator payroll year 1 of grant plus ER payroll tax at 13.85%	Contractor	3/1/06 - 3/1/07	\$11.39	1	1040	\$11,845.60
Task 1.4	Volunteer Coordinator Worker's Comp year 1 at \$1.56 per \$100 earned	Contractor	3/1/06 - 3/1/07	\$1.56	1	1040	\$184.71
Task 1.5	Train Volunteer Coordinator	Contractor	3/1/06 - 3/15/06	\$23.95	1	80	\$1,943.20
Task 1.6	Implement expanded collection areas year 1 of grant (10 volunteers)	Contractor	3/15/06 - 3/15/07	\$8.00 (volunteer)	10	2600, 5 / wk	\$20,800.00
Task 1.7	Volunteer Coordinator payroll year 2 of grant plus ER payroll tax at 13.85%	Contractor	3/16/07 - 3/1/08	\$11.39	1	1040	\$11,845.60
Task 1.8	Volunteer Coordinator Workman's Comp year 2	Contractor	3/16/07 - 3/1/08	\$1.56	1	1040	\$184.71
Task 1.9	Implement expanded collection area year 2 of grant (15 volunteers)	Contractor	3/16/07 - 3/1/08	\$8.00 (volunteer equivalent)	15	3900, 5 / wk	\$31,200.00
Task 2	Outreach methods						
Task 2.1	Design brochure to advertise Food Finders to Long Beach businesses	Contractor	4/16/06	\$2,300.00 for brochure and	1	44	\$2,300
Task 2.2	Design decal for store front advertising	Contractor	4/16/06	\$840 for decal	1		\$840.00
Task 2.3	Print Food Finders brochures	Staff	5/16/06	\$0.36	5,000		\$1,800.00
Task 2.4	Print Food Finders decal	Staff	5/16/06	\$0.21	5,000		\$1,050.12
Task 2.5	Food Finders public service announcement, year 1	Staff and Contractor	5/1/06	Free			\$0
Task 2.6	Send out letter with a brochure to all Food Stores, Restaurants, and other food generators to ask them to join the program	Staff and Contractor	5/20/06	\$0.37	2,000		\$740.00
Task 2.7	Food Finders public service announcement, year 2	Staff and Contractor	5/1/07	Free			\$0
Task 3	Food Finders equipment						
Task 3.1	Van	Contractor	5/15/06	\$ (see quotes)	1		\$20,645.00
Task 3.2	Mileage and equipment maintenance	Contractor	5/15/06 - 5/15/08				\$1,214.38
Task 4	Grant Administration	Staff					
Task 4.1	Managing funds, planning, tracking milestones, record keeping year 1 of grant	Staff	5/1/06 - 5/1/07	\$42.00	1	10	\$420.00
Task 4.2	Managing funds, planning, tracking milestones, record keeping year 2 of grant	Staff	5/1/07 - 5/1/08	\$42.00	1	10	\$420.00

City of Long Beach, Reuse Assistance Grant Proposal

Task 4.3	Submit progress reports & payment requests year 1 of grant	Staff	5/1/06 - 5/1/07	\$42.00	1	10	\$420.00
Task 4.4	Submit progress reports & payment requests year 2 of grant	Staff	5/1/07 - 12/1/07	\$42.00	1	10	\$420.00
Task 4.5	Submit final report to CIWMB	Staff	5/1/08	\$42.00	1	10	\$420.00
Total Grant Funds Requested							\$50,000
Total Matching Contributions							\$59,864.64
Total Project Cost							\$109,864.64

***Bolded tasks indicate grant funds requested.**

City of Long Beach, Reuse Assistance Grant Proposal

**Exhibit D: Application Completeness, Letters of Support, Experience, Etc.
Criterion #6 (5 points)**

<p>(2 points) Two (2) current letters of support for the project are attached: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>(2 points) Explain how you (the applicant), your contractor(s), and/or subcontractor(s) have sufficient staff resources, technical expertise, and experience to carry out the proposed project. Attach resumes, references, etc.</p> <p>The City of Long Beach, Environmental Services Bureau is dedicated to expanding reuse programs throughout the City. The Bureau runs the Recycling Market Development Zone and assists businesses in obtaining low interest loans to expand use of recycled food stock in their products. This bureau also manages the CIWMB Motor Oil Recycling Grant, the Department of Conservation City / County Beverage Container Grant. There is a strong staff that manage these grants, and contractors that collect all recyclables from City residents.</p> <p>Food Finders will partner to carry out this grant project. Food Finders has conducted similar projects with other cities in the past. Food Finders currently has a strong staff and conducts the same program in many other cities. Food Finders already has a successful program in Long Beach, with a lot of room for growth.</p>
<p>(1 point) Completeness Check</p> <p>Application is:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Typed with a minimum 10-point font; <input checked="" type="checkbox"/> Double-sided with one-inch margins; <input checked="" type="checkbox"/> Single-spaced on 8 ½" x 11" paper with pages numbered consecutively; <input checked="" type="checkbox"/> Printed on paper with 100 percent (100%) post-consumer recycled-content fiber that bears a recycled logo or statement confirming the use of recycled paper. Specific pages containing full-color photographs or other ink-intensive graphics may be printed on photographic paper; <input checked="" type="checkbox"/> Prefaced with a Table of Contents identifying each section and its page number; <input checked="" type="checkbox"/> Stapled in the upper left-hand corner and not submitted in a binder or folder; <input checked="" type="checkbox"/> Three-hole punched; <input checked="" type="checkbox"/> Submitted with one (1) original and three (3) copies of the application package (each of the three (3) copies must follow the same requirements as the original application); and <input checked="" type="checkbox"/> Postmarked on or before Thursday, October 27, 2005. <p>Applications postmarked after Thursday, October 27, 2005, will be disqualified.</p>

City of Long Beach, Reuse Assistance Grant Proposal

**Exhibit E: Attach Applicant's and, if Applicable,
Regional Participants' Recycled-Content Purchasing Policy
Criterion #7 (15 points)**

(2 points) Describe your agency's RCP Policy. List the types of recycled products your agency has previously purchased, etc. Attach documentation.

The City of Long Beach's Environmental Preferable Procurement Policy's purpose is to maximize environmental benefits of the City's activities by encouraging the procurement of services and products that:

- Reduces toxicity
- Conserves natural resources, materials, and energy
- Maximizes recyclability and recycled content

The City purchases recycled content paper, plastic bags, and pencils for promoting recycling programs within the City of Long Beach. Also many office supplies, such as paper and file folders have recycled content in them.

(2 points) Evaluate your agency's RCP practices:

1) Describe the aspects that have been successfully implemented.

The policy was used in the RFP for a contract with an office supply store. This was a criteria used to select the current office supply contract. Recycled tires are also used in road paving material, walking track surfacing, and playground mats in the parks.

2) Describe at least one (1) aspect that could use improvement.

The policy was just added to the City's intranet website at <http://clbnet/purchasing/> and additional advertisement would expand the program. We will focus on the advertising this program to all City employees. This will expand the usage of this program.

(3 points) Discuss your agency's use of re-refined oil in vehicles or sustainable practices such as grasscycling, composting, water-efficient landscaping, energy efficiency, etc. Attach documentation.

Until just recently re-refined oil was used in all the City of Long Beach vehicles. Due to budget constraints, the program is on hold with hopes of restarting. Grasscycling is conducted on all Park properties and water-efficient landscaping is used around many of the City of Long Beach buildings. The Long Beach Water Department also teaches Free Landscaping classes for employees and residents to teach the basic principles water-wise and environmentally friendly landscaping. Smart Gardening and Composting classes are taught through the Environmental Services Bureau for residents. The Long Beach Energy Department encourages energy efficiency through written and online outreach, as well as throughout all City of Long Beach buildings.

(8 points)* Applicant has a formal RCP Policy: Yes No

Date Policy was Adopted/Modified: June 17, 2003

*Full credit is available only for policies adopted/modified within the last five (5) years.

To Receive Credit, the Policy Must be Attached to the Application.

City of Long Beach, Reuse Assistance Grant Proposal

**Exhibit F: Preference Criteria
(10 points)**

(7 points) Will the project reuse one (1) or both of the following key priority wastes? If so, describe how:

- **Food**
- **Construction and demolition materials**

Yes, this project will reuse food by taking excess from Stores and restaurants then transport it directly to organizations that give it to organizations that need food.

(3 points) Will the project provide vocational/job skill training? If so, describe how, and how this vocational training will increase the amount of material(s) to be reused.

Yes, this program will provide vocational and job skills training from Food Finders for Americorps, Interns, seniors, and other volunteers. Also, for the Food Finders store, Finders Keepers, a new program is being designed to train young people and give them retail experience and warehouse skills. These are valuable skills in the current job market.

City of Long Beach, Reuse Assistance Grant Proposal

Exhibit G: General Checklist of Business Permits, Licenses and Filings Form

GRANT APPLICANT/GRANTEE NAME

City of Long Beach

GRANT NAME AND CYCLE

Reuse Assistance Grant, 2005/2006 Fiscal Year

GRANT NUMBER

N/A

DATE SUBMITTED/UPDATED

October 21, 2005

Mark (✓ or X) appropriate box on each line below. All lines must be completed.

Note: This list is not all-inclusive. Grant Applicant/Grantee must list other critical permits/licenses/filings not identified below.

<input type="checkbox"/>		Grant Applicant/Grantee currently holds this valid permit/license/filing	
<input type="checkbox"/>		Grant Applicant/Grantee will modify and/or obtain this permit/license/filing	
<input type="checkbox"/>		This permit/license/filing is not applicable for this grant project or business	
		LOCAL PERMITS, LICENSES & FILINGS	REGULATOR OR ISSUER
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Authority to Construct/Permit to Operate	Air Quality Management District
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Building Construction Permit	City or County
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Business License	City or County
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fictitious Business Name Filing	County
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Land Use Permit/Zoning Clearance/Conditional Use Permit	City or County
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Permit By Rule (PBR) for Permanent HHW Facilities or Temporary Collection Events	City, County or Cal/EPA-DTSC
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Waste Hauler Permit	City or County
		STATE PERMITS, LICENSES & FILINGS	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Antifreeze, Battery, Oil & Paint (ABOP) Notification	CUPA or Cal/EPA-DTSC
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Corporate, Company or Partnership Filings	Ca. Secretary of State
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hazardous Waste Haulers Permit	Cal/EPA - DTSC
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Industrial Activities Storm Water General Permit	Cal/EPA - SWRCB
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Non-Profit Organization 501 (C) (3)	Ca. Secretary of State
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Prop. 65 Safe Drinking Water & Toxic Enforcement Act	Cal/EPA - OEHHA
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Solid Waste Facilities Permit	Cal/EPA - CIWMB
<input type="checkbox"/>	<input type="checkbox"/>	State EPA Identification Number	Cal/EPA - DTSC
<input type="checkbox"/>	<input type="checkbox"/>	Waste and Used Tire Hauler Registration	Cal/EPA - CIWMB
<input type="checkbox"/>	<input type="checkbox"/>	Waste Discharge Requirements	Cal/EPA - SWRCB
<input type="checkbox"/>	<input type="checkbox"/>	Waste Tire Facilities Permit	Cal/EPA - CIWMB
		FEDERAL PERMITS, LICENSES & FILINGS	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	US EPA - Identification Number	US EPA
<input checked="" type="checkbox"/>	<input type="checkbox"/>	US EPA - NPDES and/or NSR Permits	US EPA
		OTHER PERMITS, LICENSES & FILINGS	

City of Long Beach, Reuse Assistance Grant Proposal

DO NOT submit copies of the permits/licenses/filings with this form. Please retain all permits/licenses/filings in grant file for audit purposes.

Comments/Notes:

Mark (✓ or X) appropriate box below.

<input type="checkbox"/>	PRIVATE ENTITY CERTIFICATION: I declare under penalty of perjury under the laws of the State of California that the proposed grantee: 1) is in good standing and qualified to do business in the State; and 2) has or will comply with all applicable state, federal, and local laws, ordinances, regulations, license and permit requirements necessary for the proper performance of this grant; and 3) where compliance has not been met, I have attached a letter describing what has been done to achieve full compliance.
<input checked="" type="checkbox"/>	PUBLIC ENTITY CERTIFICATION: I declare under penalty of perjury under the laws of the State of California that the proposed grantee: 1) has or will comply with all applicable state, federal, and local laws, ordinances, regulations, license and permit requirements necessary for the proper performance of this grant; and 2) where compliance has not been met, have attached a letter describing what has been done to achieve full compliance.

Executed at: Long Beach on October 21, 2005
City and State Date

[Redacted Signature] [Redacted Title]
 Print Name of Grant Applicant/Grantee (as identified in resolution) Title
[Redacted Signature] October 21, 2005
 Signature of Grant Applicant/Grantee (as identified in resolution) Date

APPROVED AS TO FORM
10/20 20 05
ROBERT E. SHANNON, City Attorney
 By [Signature]
DEPUTY CITY ATTORNEY

Note: Falsification under penalty of perjury may result in criminal and civil penalties. In addition, pursuant to the terms of the grant agreement, any misrepresentations in the above certification shall constitute a breach of contract that could result in non-payment of grant funds to the grantee; relinquishment by the grantee of funds previously paid; termination of the grant; and/or placing the grantee on the CIWMB's Unreliable Contractors List.

City of Long Beach, Reuse Assistance Grant Proposal

Exhibit H: Resolution

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG BEACH AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD FOR 2006 AND 2007 FOR A PROGRAM TO REDUCE FOOD WASTE BY PROMOTING SURPLUS EDIBLE FOOD COLLECTION AND REDISTRIBUTION, AND TO EXECUTE ALL DOCUMENTS NECESSARY TO ACCEPT FUNDS AND IMPLEMENT THE PROGRAM

Robert E. Shannon
City Attorney of Long Beach
333 West Ocean Boulevard
Long Beach, California 90802-4664
Telephone (562) 570-2200

WHEREAS, the Integrated Waste Management Act of 1989 established a hierarchy for solids waste management with source reduction, including reuse, as the preferred option; and

WHEREAS, the California Integrated Waste Management Board has established the Reuse Assistance Grant Program ("the Program") in order to, among other goals, create and support activities to develop markets for and redistribute reusable materials that would otherwise be discarded; and

WHEREAS, Food Finders, Inc., a Long Beach non-profit organization, currently partners with other cities which have received grants from the Program, collecting and redistributing to recipients in those communities edible food that would otherwise be disposed of as solid waste; and

WHEREAS, Food Finders, Inc. will partner with the City to implement a similar program within the City of Long Beach if the City's grant application is approved; and

WHEREAS, participating government entities must supply an in-kind contribution; and

1 WHEREAS, the City of Long Beach desires to participate in the Program, and
2 will provide its in-kind contribution in the form of volunteer time provided by Food Finders
3 Inc. volunteers, City of Long Beach staff time spent managing the local project, and the
4 creation of educational materials.

5 NOW, THEREFORE, the City Council of the City of Long Beach resolves
6 as follows:

7 Section 1. That the City Manager of the City of Long Beach is hereby
8 authorized to submit an application for funding under the Reuse Assistance Grant
9 Program ("the Program") for the development of an edible food collection and
10 redistribution program that will reduce the disposal of edible food as solid waste ("the
11 Project").

12 Sec. 2. The City Manager is further authorized to conduct all negotiations
13 and execute and submit all documents including but not limited to applications,
14 agreements, amendments, payments requests, and other documents which may be
15 necessary to implement and carry out the purposes specified in the grant.

16 Sec. 3. This Resolution shall take effect immediately on its adoption by
17 the City Council, and the City Clerk shall certify the vote adopting this Resolution.

18 I hereby certify that this Resolution was adopted by the City Council of the

19 ///
20 ///
21 ///
22 ///
23 ///
24 ///
25 ///
26 ///
27 ///
28 ///

Robert E. Stannor
City Attorney of Long Beach
333 West Ocean Boulevard
Long Beach, California 90802-4664
Telephone (562) 570-2200

1 City of Long Beach at its meeting on October 11, 2005, by the following vote:

2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

Ayes: Councilmembers: Lowenthal, Baker, Colonna,
Richardson, Reyes Uranga,
Gabelich, Lerch, Kell.

Noes: Councilmembers: None.

Absent: Councilmembers: O'Donnell.

Lang G. Hansen
City Clerk

Robert E. Shannon
City Attorney of Long Beach
333 West Ocean Boulevard
Long Beach, California 90802-4664
Telephone (562) 578-2208

CERTIFIED AS A TRUE AND CORRECT COPY
Lang G. Hansen
CITY CLERK OF THE CITY OF LONG BEACH
Kathy Basura
DATE: OCT 17 2005

LPM:et
10/06/05
05-04136
L:\APPS\CtyLaw\32\WPDOCS\10008\PI

FOOD FINDERS



3434 Atlantic Avenue Long Beach, California 90807

Phone (562)598-3003 Fax (562) 283-1403 Email: foodfinders@aol.com

Exhibit J: Non-Profit/Private Entity Partner Letter of Commitment

I, [REDACTED] am Founder/Executive Director, and in that capacity am authorized to make this commitment on behalf of Food Finders, Incorporated.

Food Finders authorizes the The City of Long Beach to submit on its behalf as a partner in the application to the California Integrated Waste Management Board for the Reuse Assistance Grant. The City of Long Beach is hereby authorized and empowered to execute all necessary documents, including but not limited to, applications, agreements, amendments, and payment requests to secure grant funds and to implement and carry out the purposes specified in the grant.

I have read the Reuse Assistance Grant Application with which this letter is submitted and am familiar with its contents and the project described therein. Food Finders is committed to participating with The City of Long Beach in the grant project described in the Reuse Assistance Grant Application.

Executed this 2nd day of September, 2005 at Long Beach, California.

[REDACTED SIGNATURE]

Founder/Executive Director



**Attachments
Table of Contents**

1. Letters of Support	21
2. Resumes	23
3. Food Finders Referrals	30
4. Food Finders Organizational Chart	31
5. Estimates	32
6. RCP Policy and Documentation	36
7. Food Finders Current Brochure	40

CAPITOL OFFICE
STATE CAPITOL, ROOM 3048
SACRAMENTO, CA 95814
TEL (916) 651-4027
FAX (916) 327-9113

LONG BEACH OFFICE
115 PINE AVENUE, SUITE 430
LONG BEACH, CA 90802
TEL (562) 495-4786
FAX (562) 495-1876

PARAMOUNT OFFICE
18401 PARAMOUNT BLVD.
PARAMOUNT, CA 90723
TEL (562) 529-6659
FAX (562) 529-6662

SENATOR.LOWENTHAL@SEN.CA.GOV

WWW.SEN.CA.GOV/LOWENTHAL

California State Senate

SENATOR
ALAN LOWENTHAL
TWENTY-SEVENTH SENATE DISTRICT



ENVIRONMENTAL QUALITY
CHAIR

SUBCOMMITTEE ON
CALIFORNIA PORTS AND
GOODS MOVEMENT
CHAIR

BANKING, FINANCE
AND INSURANCE

BUDGET AND FISCAL
REVIEW

EDUCATION

LABOR AND INDUSTRIAL
RELATIONS

NATURAL RESOURCES
AND WATER

TRANSPORTATION AND
HOUSING

October 21, 2005



Long Beach, CA 90806

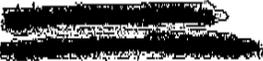
Dear [Redacted]:

I am proud to write in support of Food Finders in their application for an Integrated Waste Management Grant.

Food Finders has a long and outstanding tradition of providing food to the impoverished and hungry of our communities. Since April of 1989, Food Finders has delivered over 41 million pounds of food, collected from grocery stores, bakeries and other establishments. With their operations and collections, Food Finders goes beyond helping the impoverished, to assisting local business with their waste management. For each donation, merchants are in compliance with the California Waste Management Law.

I highly support Food Finders in its efforts to continue these services to our businesses and community through the aforementioned grant. Please feel free to contact my office with any further questions or concerns.

Sincerely,



ASL:bas





August 8, 2005

The City of Long Beach
Environmental Services Bureau
2212 Willow Street
Long Beach, CA 90806

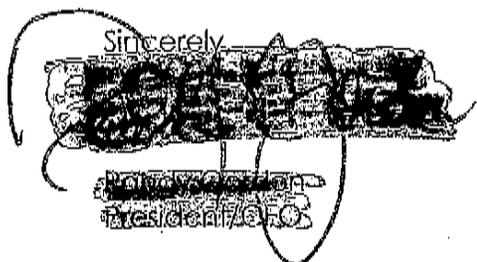
To Whom It May Concern:

Please accept this letter in support of Food Finders who are applying for the California Reuse Assistance Grant with the City of Long Beach.

Food Finders is a conduit that provides food to feed the impoverished, hungry people in Los Angeles and Orange Counties. They are the link between donors, service agencies and the people in need. They inspire merchants to donate food, and then deliver it free of cost to service agencies, making it possible for the agencies to run more cost effectively and feed more people. Food Finders is also a referral source for individuals, directing them where they can go to receive help.

Food Finders is a member of the Long Beach Area Chamber of Commerce and has worked to feed Long Beach under privileged people since April 1989. Food Finders has delivered over 40 million pounds of wholesome food, providing approximately 50,000 meals a day. This food is delivered to 213 agencies such as missions, hospices, children's homes, homes for unwed mothers, homes for battered women and children, alcohol and drug recovery centers, homeless shelters and senior centers.

I strongly support the efforts of Food Finders and hope that you will find it worthwhile to accept and approve their application for the California Reuse Assistance Grant.

Sincerely,

Anthony Gonzalez
President/CEO

~~CONFIDENTIAL~~

~~CONFIDENTIAL~~

~~City of Long Beach~~

~~California AB 939~~

~~562-574-2850 Office~~

~~_____~~

~~_____~~

QUALIFICATIONS SUMMARY

- Senior level management. Expertise in intergovernmental and community relations.
- Determine organizational goals within large governmental agencies, and policy and program development and implementation.
- Current management of a \$ 72 million public agency enterprise involving the balancing of environmental, legal, regulatory, financial, public, organizational and technical considerations.
- Proven ability to formulate and communicate responses to policy issues within the context of a public agency serving a diverse community of 450,000 residents and governed by elected officials.

POLICY AND LEGISLATIVE EXPERIENCE

AB 939 Compliance for the City of Long Beach

Created and facilitated 21-member citizens' advisory committee for development of City of Long Beach AB 939 compliance strategy. Spearheaded development of policy framework for Long Beach's ten-year integrated waste management plan, which included service-fee equity, volume-based refuse rates, private hauler regulation and unlimited residential recycling services. The City of Long Beach exceeded State mandated diversion rates, reaching a 55% solid waste disposal reduction.

Enhanced Effectiveness of RMDZ Program

As Founder and President of the California Association of Recycling Market Development Zones (CARMDZ), successfully worked with California Integrated Waste Management Board (CIWMB) members and staff to develop policies to enhance the RMDZ Loan Program; specifically, converting to a continuous loan application period, a reduction of loan points, a reduction of loan equity requirements and a streamlined loan application process.

Private Waste Hauler Task Force

Created 45-member waste hauler task force for the purpose of defining roles and responsibilities in partnering with the City to comply with the mandates of AB 939. As Chair, managed task force proceedings, maintained the City's objective to remain an open services market, and defined operating parameters. Upon publishing of task force findings, worked with Long Beach City Council to implement funding structure to support recycling programs. As a result of the task force negotiations, the private haulers agreed to help fund the City's AB 939 compliance efforts and support the City's waste reduction and recycling efforts.

RMDZ Reauthorization/SB 1535 (Killca)

Led statewide effort to secure the reauthorization of the Recycling Market Development Zone (RMDZ) Loan Program. Developed the legislative support strategy and coordinated lobbying efforts of key jurisdictions and RMDZ Administrators. SB 1535 was reauthorized without opposition.

**MANAGEMENT
EXPERIENCE**

**Manager, City of Long Beach
Environmental Services Bureau
Long Beach Energy Department**

October 1989 to present

Manage and direct the operation of a public enterprise with annual revenues and expenditures of over \$72 million and 192 employees. Responsible for all aspects of the City's solid waste and recycling programs as well as compliance with environmental mandates and regulations.

Develop and enhance strategic working relationships with regulatory authorities, professional organizations, local governments, solid waste and recycling businesses, environmental activists and community organizations.

Develop and direct City's AB 939 compliance strategy in conjunction with local and regional stakeholders. Long Beach was the first large urban City to be recognized by the CIWMB as meeting and exceeding State-recycling mandates.

Designed and implemented award winning multi-lingual community outreach program to communicate Bureau goals, programs and services to Long Beach's diverse community.

Analyze, recommend and advocate legislative and regulatory proposals impacting City's environmental objectives and Bureau operations. Provide regular updates to the Mayor and City Council and City's legislative representatives on programs, regulatory requirements and environmental justice issues.

Major Accomplishments

- First large urban City to meet State-mandated recycling requirements
- Implemented Citywide automated refuse collection program
- Implemented volume based rates to encourage waste reduction and recycling
- Secured and implemented Long Beach's Recycling Market Development Zone (RMDZ)
- Secured over \$2 million in grant monies for the City of Long Beach
- Developed and implemented incentive pay program for collection employees to enhance productivity and improve employee retention and morale.
- Coordinated construction of \$22 million refuse operations center
- Implemented account management system to enhance customer service
- Developed award winning Traveling Recycling Education Center
- Implemented photo surveillance program to curb illegal dumping
- Designed and implemented new refuse collections routes to enhance customer satisfaction and reduce operating cost.
- Local chair of Solid Waste Association of North America 2002 Wastecon Conference
- Coordinate statewide training for RMDZ Administrators on behalf of CIWMB
- Led effort to create City's Sustainable Purchasing Policy
- Implementing alternative fuel program for collection vehicles and street sweepers

Recycling Coordinator, City of Glendale

July 1988 to October 1989

Administrative Assistant, City of Downey

June 1987 to July 1988

EDUCATION

California State University, Long Beach
Candidate for Masters of Public Administration
Graduate Center for Public Policy

California State University, Northridge
Bachelor of Arts degree in Political Science with Public Administration Specialization

PROFESSIONAL & COMMUNITY AFFILIATIONS

SWANA Founding Chapter – Past President and current Vice President
Los Angeles County Integrated Waste Management Task Force – Representative
California Association of Recycling Market Development Zones – Founder and current Treasurer
Local Government Technical Advisory Committee – State Senate Appointee
League of California Cities/Committee on Environmental Quality – Appointee
California Resource Recovery Association- Past President and current member
America Recycles Day – California Co-chair
American Public Works Association – Member
Northern California Recycling Association-Member
National Recycling Coalition -- Member
Long Beach Children's Clinic -- Fundraising Committee

PROFESSIONAL REFERENCES

[Redacted]
[Redacted]
[Redacted]
2400 Spring Street
Long Beach, California 90806
[Redacted]

[Redacted]
[Redacted]
City of Long Beach
333 West Ocean Boulevard, 14th Floor
Long Beach, California 90802
[Redacted]

[Redacted]
[Redacted]
333 West Ocean Boulevard, 13th Floor
Long Beach, California 90802
[Redacted]

[Redacted]
[Redacted]
State Capital, Room 5100
Sacramento, California 95814
[Redacted]

[Redacted]
[Redacted]
[Redacted]
California Integrated Waste
Management Board
1001 I Street
Post Office Box 4025
Sacramento, California 95812
[Redacted]

[Redacted]
[Redacted]
[Redacted]
California Integrated Waste
Management Board
1001 I Street
Post Office Box 4025
Sacramento, California 95812
[Redacted]

[Redacted]
[Redacted]
1955 Workman Mill Road
Whittier, California 90601
[Redacted]

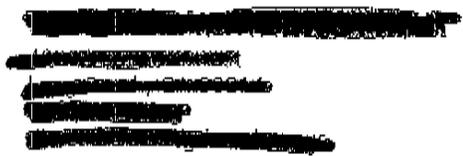
[Redacted]
Robert Lamond
Sierra Club Representative
4008 Blackthorn Avenue
Long Beach, California 90808
[Redacted]

[Redacted]
[Redacted]
General Manager
Talco Plastics
3270 East 70th Street
Long Beach, California 90606
[Redacted]

[Redacted]
[Redacted]
[Redacted]
Port of Long Beach
925 Harbor Plaza
Long Beach, California 90801
[Redacted]

[Redacted]
[Redacted]
L.A. Shares
[Redacted]

[Redacted]
[Redacted]
Legislative Representative
League of California Cities
1400 K Street
Sacramento, California 95814
[Redacted]



OBJECTIVE

To effectively manage municipal solid waste and recycling programs in a progressive and proactive manner for the greatest benefit of residents, businesses and the environment

PROFESSIONAL EXPERIENCE:

5/99 TO PRESENT
 City of Long Beach
 Long Beach Energy
 Environmental Services

ADMINISTRATIVE ANALYST II/III

- Increased Refuse operational productivity by 13% through reengineering/rerouting effort
- Developed and implemented an incentive payment plan for staff to increase productivity
- Managing expansion of residential recycling program to include all City service refuse accounts and provide residents and businesses more opportunities to recycle their waste
- Implemented new automated recycling collection operation through a contracted private waste hauler reducing contract cost by over 25%
- Manage existing citywide residential and commercial recycling contract which serves nearly 120,000 customers each year on a weekly basis
- Direct permitting operation and administrative compliance for 25 private refuse haulers
- Develop and manage annual budget of over \$36,000,000 in expenditures and \$36,000,000 in revenues in Refuse and General Funds
- Maintain City's compliance with the California Integrated Waste Management Act of 1989, AB939, which subjects cities to fines up to 10,000 per day
- Revitalized City's Traveling Recycling Education Classroom (TREC) program which provides recycling education to approximately 2,000 LBUSD 4th graders each year
- Prepare state and federal reports including annual California Integrated Waste Management Act of 1989 (AB939) solid waste diversion report
- Conduct analyses, monitor legislation and provide recommendations regarding feasibility of citywide solid waste diversion strategies to meet state mandated recycling goals
- Secure and implement Bureau grants including those for motor oil recycling, litter abatement and tire recycling
- Developed and implemented electronic waste disposal plan to comply with new state law

6/98 TO 5/99
 City of Long Beach
 Parks, Recreation and
 Marine — Marine Bureau

ASST. ADMINISTRATIVE ANALYST II/ADMINISTRATIVE ANALYST II

- Developed and managed annual budget of \$10,000,000 in expenditures and \$14,000,000 in revenues
- Coordinated Marine Bureau personnel issues
- Prepared Tidelands Fund status reports for the Marine Advisory Commission
- Coordinated Bureau purchasing issues

10/97 TO 6/98
 City of Long Beach
 Parks, Recreation and
 Marine — Recreation

ASST. ADMINISTRATIVE ANALYST II

- Served as acting Supervising Park Ranger overseeing all aspects of the Ranger program including El Dorado Regional Park
- Prepared and implemented competitive grants submitted to Federal, State and County agencies totaling as much as \$600,000 per year in awards
- Developed and monitored Division's \$2,000,000 annual budget
- Managed contracts of vendors operating in El Dorado Regional Park

4/94 TO 10/97
 City of Long Beach
 Parks, Recreation and
 Marine — Recreation

RECREATION ASSISTANT

- Implemented citywide Summer Food Service Program increasing number of clients served by 15% while reducing City's financial subsidy by 50%
- Conducted Americans with Disabilities Act (ADA) audits for all Department facilities
- Responded to Department facility and program related ADA compliance issues as needed
- Developed "ADA Bulletin" as periodic education piece for staff to learn about program related impacts of ADA
- Prepared and submitted competitive grants for recreational services

CONTINUE ON REVERSE ▶

EDUCATION	UNIVERSITY OF CALIFORNIA AT LOS ANGELES Bachelor of Arts, English Literature — 1991
PROFESSIONAL MEMBERSHIPS	<ul style="list-style-type: none">• California Resource Recovery Association• Solid Waste Association of North America
REFERENCES	<ul style="list-style-type: none">• Charles Tripp, Manager, Energy Generation Bureau, City of Long Beach• Steve Uselton, Local Assistance Director, California Integrated Waste Management Board• Skip de la Cuesta, Manager of Municipal Services, Waste Management, Incorporated

Kerry Marie Rasmussen
 kerryrasmussen@yahoo.com
 1834 Mc Nab Ave
 Long Beach, CA 90805
 (562) 430-6101

Qualifications and Skills:

- Over five years of experience in the solid waste field, specifically recycling, waste reduction and composting
- Ability to manage projects with various agencies, including grant writing, administration, and evaluation
- Excellent communication skills in writing, analysis, and speaking for mixed media presentations
- Proficiency in MS Office software, web research, databases, and willingness to learn any programs needed
- Widely adaptable professional computer graphics with Adobe Illustrator, Photoshop, and PageMaker
- Experience working with several organizations managing workshops, seminars, and conferences
- Energetic, team-player, responsible, problem solver, detail oriented, ambitious, and friendly attitude

Education:

- Certificate in Natural Resources Interpretation from Humboldt State University
- Bachelor of Arts Degree in Environmental Geography from University of California, Santa Barbara
- Associate of Arts Degree in Liberal Arts and Business from Antelope Valley College

Relevant Work Experience:

City of Long Beach, CA- Recycling Specialist: January 2005 to Present

- Work with C&D, E-waste and white good recycling programs to enhance
- Coordinate multi agency efforts, such as HHWIE meetings, tire collection events

City of Hawthorne, CA- Environmental Analyst: October 2003 to January 2005

- Created, wrote, and managed grants for Waste Reduction Programs through State and Regional Agencies
- Managed programs such as franchise agreements, AB 939 reporting, storm water, used oil, and clean energy
- Created programs including the Annual Hawthorne Community Earth Day Festival, and managed contractors

SCS Engineers, Long Beach, CA- Environmental Consultant: February to June 2003

- Created interpretive publications such as brochures, flyers, and promotional information for several clients
- Managed several Recycling accounts such as the Los Angeles County Music Center, and Special Events

City of Trinidad, CA- Environmental Programs Coordinator: December 2001 to February 2003

- Organized an educational campaigns through community meetings, presentations, articles, and workshops
- Prepared proposals & reports to the CA Integrated Waste Management Board and Department of Conservation

County of Humboldt, Environmental Health, Eureka, CA- Pollution Prevention Specialist: June 2000 to February 2003

- Coordinated a seminar workshop with multiple agencies and conducted outreach through guides and publicity

Campus Recycling Program, Humboldt State University- Compost-Education Director: September 1999 to May 2001

- Directed the "Annual Humboldt County Compost Festival" at the Campus Center for Appropriate Technology
- Publicized a promotional campaign with newspaper ads and articles; created brochures, flyers and newsletters

Relevant Workshops and Conferences Attended:

- "Looking Back, Moving Forward, The Big Picture," CRRA, Los Angeles, CA 7/2005
- "Managing Unique and Special Wastes," SWANA, Los Angeles, CA 9/2004
- "Southern California Waste Management Forum Conference," Anaheim, CA, 11/2003
- "Composting, Organics Recycling and Bio-Energy," Biocycle West Coast Conference, Los Angeles, CA 3/2003
- "Recycled Product Trade Show," California Integrated Waste Management Board (CIWMB), Anaheim, CA, 3/2002
- "Imagine A World Without Waste," California Resource Recovery Association (CRRA), Pasadena, CA, 7/2001
- "How to Expand Recycling/Composting Programs," Biocycle West Coast Conference, Portland, OR, 3/2001
- "Turning Challenges into Opportunities," CRRA, Sacramento Convention Center, CA, 7/2000
- "Working Together toward Sustainable Solutions," National Association for Interpretation (NAI), Alaska, 10/1998

Biography on [REDACTED]
January, 2005

[REDACTED] is the Director of Food Bank, a multi-regional food bank, which she founded 16 ¼ years ago. She has received many awards because of her work with the less fortunate.

Arlene has an accounting background and has worked in various accounting related positions, most recently as a healthcare administrator before retiring to devote full time to her non-profit agency.

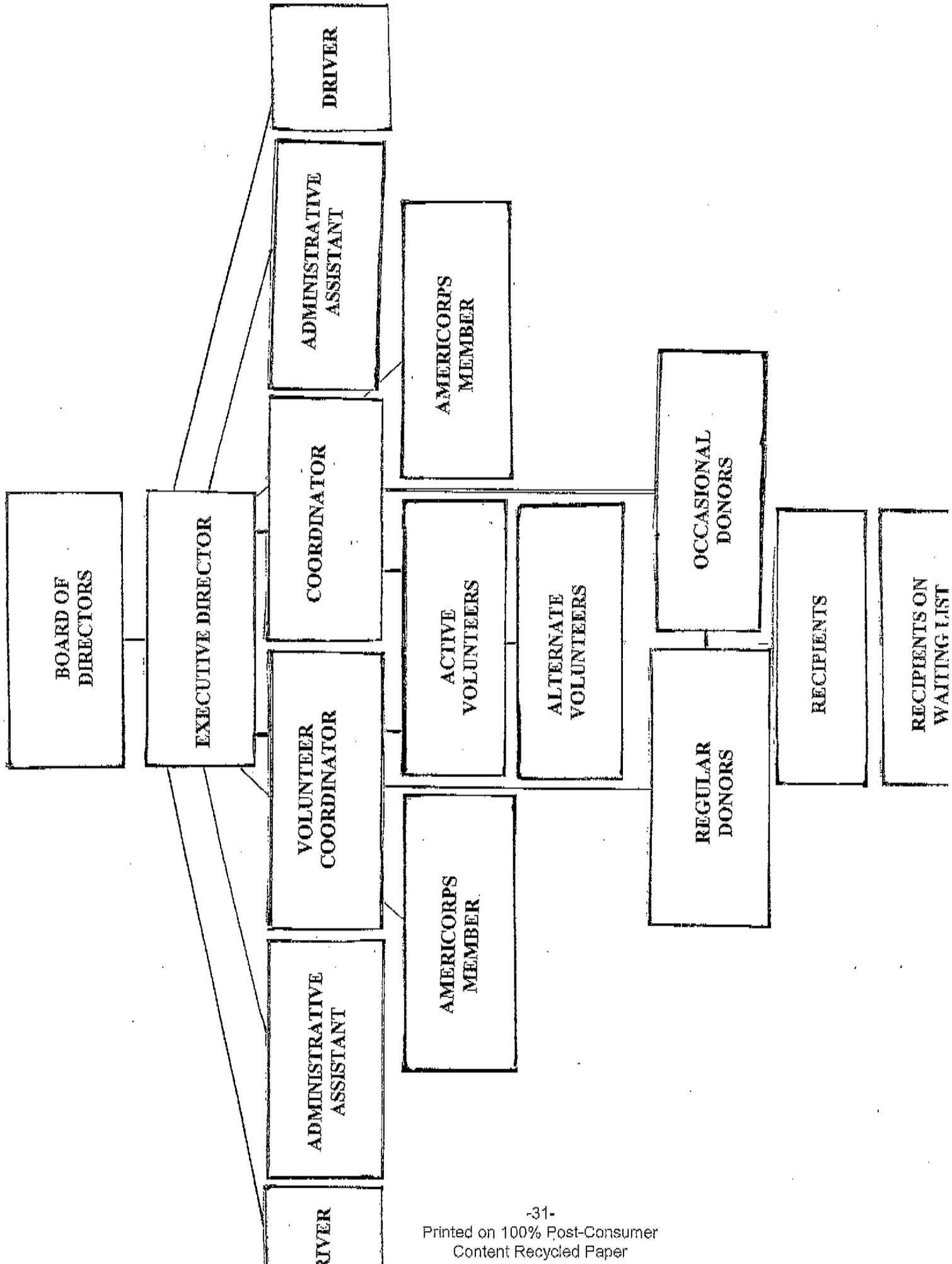
She is an Elder in the [REDACTED] and is a member of the Los Ranchos Presbytery Self Development of People Committee. She is President of the Long Beach Homeless Coalition, a founding member of Long Beach Non-Profit Partnership, a founding partner of Partnership 4 Solutions (a family resource center), a member of California Association of Nonprofits, a member of the Seal Beach Chamber of Commerce, also a member of other organizations.

[REDACTED]

10/21/2005

Food Finders Referrals

1. Catholic Charities – Anna Totta, Director
123 E 14th Street
Long Beach, CA 90813
562-591-1641
2. City of Long Beach – Susan Price, MSW, Homeless Services Coordinator
Health Dept
2525 Grand Avenue
Long Beach, CA 90815
562-216-1957
3. City of Long Beach - Corinne Schneider – Manager
Health Dept.
2525 Grand Avenue
Long Beach, CA
562-570-4001
4. Reverend Charles Ensley
320 Pine Avenue, Suite 1000
Long Beach, CA 90802
562-495-3319
5. Washington Mutual – Donald Cochran, Loan Consultant
5000 E. Spring Street, Suite 580
Long Beach, CA 90815
562-497-8002
6. Josephine S. Gumbiner Foundation – Julia Meenan, Director
249 E. Ocean Blvd., Suite 305
Long Beach, CA 90802-4966
562-437-2882
7. New Image Emergency Shelter – Brenda Wilson, Director
401 E. Ocean Blvd., Suite 206
Long Beach, CA 90802
562-983-7289
8. Reverend Kit Wilke
950 W. 27th Street
Long Beach, CA 90806
562-424-2626
9. Long Beach City Council – Tonia Reyes Uranga, Councilmember
2125 Santa Fe Avenue
Long Beach, CA 90810
562-570-6139
10. California State Senate – Alan Lowenthal, Senator, 29th District
115 Pine Avenue, Suite 430
Long Beach, CA 90802
562-495-47667



Dear [REDACTED]

Thank you for the opportunity to send you a quote on a Dodge Sprinter. I have based my quotation on a 2006 Dodge Sprinter 3500 Super High Ceiling 158" Cargo Van with the options that you had requested. If this vehicle is not perfectly equipped for you, please let me know. I will be happy to give you a revised quotation.

Super High Ceiling Model
 Rear Wheel Drive
 2.7L Mercedes Turbo Diesel Engine
 Five Speed Auto Transmission
 Power Convenience Group (Power windows, door locks and mirrors)
 Speed control
 Front air conditioning
 AM/FM/Cass
 2 Passenger Seating
 Cargo Group I (Interior paneling for noise reduction)
 Additional Left/Right Parabolic Mirrors
 2 Additional Keys
 Maintenance Group (Up to 20,000 miles between oil changes)
 Rear Step Bumper
 Cargo Partition Provisions (Pre-drilled holes for door or wall)
 Exterior Color- Arctic White
 Interior-Gray Cloth Buckets

The MSRP on this vehicle is \$37,664.00. Your net cost is \$34,380.00 plus doc, tax, and license fees.

The standard warranty is 3 years or 36,000 miles. At this time, Daimler Chrysler is also giving a 7 year or 70,000 mile powertrain warranty with a \$100.00 deductible at no additional charge.

Thank you for the opportunity to give you this quotation. If you have any questions please feel free to contact me at (562) 426-5111. I look forward to hearing from you. Have a nice day!!

Sincerely,

[REDACTED]
 Fleet Manager
 Glenn Thomas Dodge

PS: This price quotation is based on placing a factory order for the 2006 Dodge Sprinter 3500 SHC 158 Cargo Van. A \$500.00 Deposit is required to place the order.

Glenn E. Thomas



Dodge
ESTABLISHED IN 1908



(800) LUV-DODGE

[REDACTED]
 Fleet Manager
 Ext. 300 • Fax: (562) 427-0723
 Email: [REDACTED]

FIVE STAR ★★★★★

Design Estimate



F R E E T H / M O R O Z

DATE: 10/10/2005
TO: [REDACTED]
 City of Long Beach
 Environmental Services Bureau

340 LINARES AVE.
 LONG BEACH, CA 90803
 (562) 431-9611
 (562) 431-0978 FAX
 CREATIVE@FREETHMOROZ.COM

PROJECT: Food Recycling Brochure

CONCEPTS/DESIGN: 3 Headline/Visual concepts to promote the program.
 Hours: 9

LAYOUT/PRODUCTION: Design 9x11", 2-fold brochure, 2-color, 2-sides based on chosen concept.
 Hours: 15

COORDINATION AND MEETINGS: Prepare PDF proofs, make edits, prepare final CD, write print specs, research stock photos
 Hours: 6

COPYWRITING: provided by client
 Hours:

Hourly rate: \$60.00 Total hours: 30.00 **TOTAL FEE: \$1,800.00**

FLAT FEES AND OUT-OF-POCKET EXPENSES: Photography: \$500.00
 Illustration agreement (see attached):
 Color comps:
 Discs/Scans/Stats/Film:
 Printing:
 Other: **TOTAL EXP: \$500.00**

SPECIAL NOTE: **GRAND TOTAL: \$2,300.00**

TERMS:

Proofreading is client's responsibility unless otherwise stated. The above estimate does not include delivery or applicable sales tax. Computer files remain property of Freeth/Moroz, Inc. unless otherwise agreed to in writing.

AGREED AND ACCEPTED BY: _____ **DATE:** _____

Design Estimate



F R E E T H / M O R O Z

DATE: 10/10/2005

TO:

[Redacted]
City of Long Beach
Environmental Services Bureau

340 LINARES AVE.
LONG BEACH, CA 90803
(562) 431-9611
(562) 431-0978 FAX
CREATIVE@FREETHMOROZ.COM

PROJECT: Food Recycling Program Logo with window cling

CONCEPTS/DESIGN: 3 Logo designs for review

Hours: 9

LAYOUT/PRODUCTION: Finalize one direction

Hours: 3

COORDINATION AND MEETINGS: Prepare PDF proofs, make edits, prepare final files

Hours: 2

COPYWRITING: provided by client

Hours:

Hourly rate: \$60.00 Total hours: 14.00 TOTAL FEE: \$840.00

FLAT FEES AND OUT-OF-POCKET EXPENSES:

Photography:
Illustration agreement (see attached):
Color comps:
Discs/Scans/Stats/Film:
Printing:

Other:

TOTAL EXP:

SPECIAL NOTE:

GRAND TOTAL: \$840.00

TERMS:

Proofreading is client's responsibility unless otherwise stated. The above estimate does not include delivery or applicable sales tax. Computer files remain property of Freeth/Moroz, Inc. unless otherwise agreed to in writing.

AGREED AND ACCEPTED BY:

DATE:

3. Policies

The City shall acquire its goods and services in a manner that complies with city, state and federal laws. The City shall promote the use of Environmentally Preferable Products in its acquisition of goods and services. Nothing in this policy shall be construed as requiring a department to procure products that do not perform adequately for their intended use or products that are not the lowest price bid, as required by the City Charter.

Procedures and guidelines may be established as necessary to encourage the continuation of a strong Environmental Procurement Program. It is the policy of the City of Long Beach to:

1. Procure Environmentally Preferable Products and services where criteria have been established by governmental or other widely recognized authorities (e.g. Energy Star, Green Seal, and EPA Eco Purchasing Guidelines).
2. Raise staff awareness on the environmental issues affecting procurement by providing relevant information and training.
3. Encourage suppliers and contractors to offer Environmentally Preferable Products at competitive prices.
4. Encourage providers of services to consider environmental impacts of service delivery.
5. Encourage departments to include specifications for Recycled and Environmentally Preferable Products in all City contracts. The City Charter allows departments to evaluate the efficacy of a product prior to formulation of product specifications and further allows departments to specify both Environmentally Preferable Products and standard products in the same bid. Departments may also specify only Environmentally Preferable Products and select the lowest priced bidder.
6. Continue and if possible expand its existing programs to purchase Environmentally Preferable Products (such as re-refined automotive oils and coolants; the use of integrated pest-management, green seal custodian supplies, etc.). City departments are also encouraged to evaluate Environmentally Preferable Products and purchase them when possible.

4. Implementation Recommendations

4.1 Lead Departments

The Environmental Services Bureau of Long Beach Energy will collaborate with the Purchasing Division and the Green Purchasing Implementation Team in the implementation of this policy by providing training, information when requested, and assistance in the evaluation of the Environmentally Preferable Purchasing status of a product or service.

The Green Purchasing Implementation Team will be composed of representatives from the departments of Long Beach Energy, Public Works, Tech Services, Fire, Police, Harbor, Water, and Parks, Recreation and Marine as well as a member of the Chamber of Commerce. Other departments are encouraged to participate in the Green Purchasing Implementation Team. The Green Purchasing Implementation Team will:

- Evaluate specifications for Environmentally Preferable Purchasing on City-wide contracts.
- Undertake LifeCycle Analysis, on a pilot basis, when developing specifications for costly durable products.
- Participate in training and ensure that all departments are represented in training to raise awareness of Environmentally Preferable Purchasing.
- Develop and continue to refine Environmentally Preferable Purchasing benchmarks and measurable goals for the program.
- Promote the Environmentally Preferable Purchasing efforts that departments are currently undertaking.
- Promote department recognition program.
- Work to continuously improve the City of Long Beach's Environmentally Preferable Purchasing performance.
- Apply for grant funding to support Environmentally Preferable Purchasing activities.
- Hold public workshops on Environmentally Preferable Purchasing with minority chambers of commerce, including: Latino Chamber of Commerce, African American Chamber of Commerce, Cambodian Chamber of Commerce as well as the Long Beach Chamber of Commerce.
- Report program outcomes/accomplishments to City Council every two years.

4.2 Purchasing Systems

The Purchasing Division will also facilitate Environmentally Preferable Purchasing by setting up systems to:

- Track Environmentally Preferable Purchases by department and category (e.g. paper, paint) and report the results to all departments and City Council.
- Publish a monthly hot sheet of new Environmentally Preferable Products available for purchase.

- Develop an Environmentally Preferable Purchasing web page which links to existing Environmentally Preferable Purchasing websites with information about products, specifications, cost comparisons, suppliers, etc.
- Identify all Environmentally Preferable Products in City contracts.

4.3 Environmentally Preferable Purchasing Incentives

The City can facilitate implementation of this policy throughout City departments by developing an incentive program. An Environmentally Preferable Purchasing incentive program could include:

- An award (monetary, recognition, etc.) for the Department with the best annual or monthly Environmentally Preferable Purchasing outcomes.
- Creation of an Environmentally Preferable Purchasing VIP award program with its own review panel that includes representatives from purchasing and environmental services.

5. Policy Goals

City departments should work to integrate environmental factors into the City's buying decisions where external authorities have not established purchasing criteria, for example:

- Replace disposables with reusable or recyclable items.
- Support eco-labeling practices by buying products bearing such labels in preference to others, where they are available and provide value for money.
- Take into account life cycle costs and benefits.
- Evaluate, as appropriate, the environmental performance of vendors in providing products and services.

City departments should follow the following specific purchasing recommendations:

- Imprinted letterhead paper, envelopes and business cards used by City of Long Beach Departments should be composed of recycled paper and bear a symbol identifying the paper as recycled, provided the quality and pricing meet City criteria.
- The percentages of post-consumer content (minimum 10%) and recycled content (minimum 20%) should be spelled out in the bid specifications for letterhead and other paper grades based on industry availability.
- City departments are encouraged to request and obtain life-cycle cost analysis from potential suppliers as part of the bid submittal procedure.



International Websites

Login · Register

1-800-GO-D

Browsing 90806 Char

Office Supplies Furniture Technology Business Center Customer Service Company Info Find

Search for

Shopping Cart

0 Item(s) in Cart
Subtotal: \$0.00

Add \$50.00 more for
FREE shipping!

[View Cart](#) | [Check Out](#)

Shopping Tools

Find Printer Supplies

Manufacturer

Find a Store

Order by Item #

Order Tracking

My Account

My Shopping Lists

Request a Catalog

Apply for Credit Card

Advantage Program

Buyer's Edge

**\$40 Off
FABRIC
EXECUTIVE
CHAIR!**

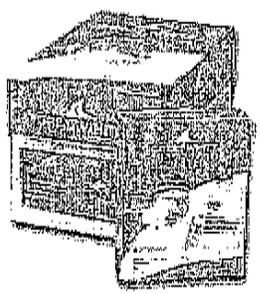
~~\$49.99~~
After Savings**



Great White® MultiUse 20 Paper, 8 1/2" x 14", 20 Lb., 92 Brightness, Ream Of 500 Sheets

[View all Copy & Multipurpose Paper \(White\)](#)

Item#	List Price	Our Price	Units	Quantity	
679985	\$30.47	\$6.49	ream	<input type="text"/>	In Stock
<input type="button" value="Compare"/> <input type="button" value="Add to Cart"/> <input type="button" value="Add to List"/>					



Recycled to benefit the environment? quality-made to benefit your business

- **30% postconsumer recycled fiber meets government standards.** A feel-good product, this paper lets you help the environment with every document you produce and still get top-notch results.
- **20-lb. multipurpose formulation for use in any machine.** You can count on this standard-finish, 92-brightness paper to deliver trouble-free performance in copiers, all-in-one machines, plain paper faxes and inkjet or laser printers.
- **Acid-free for longevity.** Paper resists yellowing so your important documents last longer.
- **Available in a 10?ream case, 500 sheets per ream.**

Product Details

Item #	679985
Manufacturer #	86704RM
sheet size	8 1/2" x 14"
paper color	white
brightness	92
paper weight	20 lb
paper finish type	standard
acid free	yes
quantity	500
brand name	Great White
manufacturer	International Paper

Related Products



Columbian® White #10 Business Env 4 1/8" x 9 1/2", V Box Of 500 Price: \$5.3 Units: box Qty:



Smead® Manila Folders, One-Ply, 1 Letter Size, Box C Price: \$5.8 Units: box Qty:



3M Scotch® Magic Refill Tape, 3/4" x Pack Of 4 Price: \$7.9 Units: 4-pa Qty:

Site Info: Site Map Terms of Use Privacy Policy Products A-Z	Other Depots: Janitation Depot Tech Depot Office Depot en Español	Customer Service: Contact Us Delivery Find a Store Catalog Request Office Depot Gift/Reward Cards	Company Info: Affiliate Program Career Opportunities International Government Programs Real Estate Supply Chain Diversity SCAR ire	Specials: Rebate Center Advertised Specials 5% Back to Schools Program
---	---	---	---	--



International Websites

Login · Register

1-800-GO-1

Browsing 90806 Cha

Office Supplies Furniture Technology Business Center Customer Service Company Info Find a St

Search for

Shopping Cart
 0 Item(s) in Cart
 Subtotal: \$0.00
 Add \$50.00 more for FREE shipping!
[View Cart | Check Out](#)

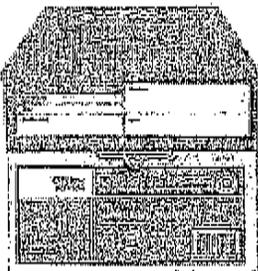
Office Depot® White Copy Paper, 8 1/2" x 11" Letter Size, 20 Lb., 104 Brightness, Case Of 10 Reams

[View all Copy & Multipurpose Paper \(White\)](#)

Shopping Tools

- Find Printer Supplies
- Manufacturer
- Find a Store
- Order by Item #
- Order Tracking
- My Account
- My Shopping Lists
- Request a Catalog
- Apply for Credit Card
- Advantage Program
- Buyer's Edge

Item#	List Price	Our Price	Units	Quantity	
348037	\$70.00	\$27.99	case	<input type="text"/>	In Stock
BUY MORE and SAVE!	Buy 3-5	\$26.99	case	<input type="button" value="Add to Cart"/>	
	Buy 6+	\$25.99	case	<input type="button" value="Add to List"/>	
				<input type="button" value="Compare"/>	



Dependable 20-lb paper ? ideal for hassle-free, everyday use

- **The right weight for day-to-day use.** Standard 20-lb weight for high volume use. Designed for dependable performance in all office copiers, laser printers, inkjet printers and plain paper fax machines.
- **104 brightness for clear black and white text.** This clean, white paper is the perfect choice for crisp black and white printing ? ideal for your everyday copies and memos.
- **Environmentally preferable ? made of 10% postconsumer content.** Use this paper knowing you are helping the environment ? paper contains 10% postconsumer recycled content.
- **Acid-free to prevent deterioration.** A must for documents that you need to keep over a long period of time. Your pages won't yellow or disintegrate.
- **Available in a 10-ream case of 8-1/2" x 11" and 8-1/2" x 14" and a 5-ream case of 11" x 17", 500 sheets per ream.**

Product Image

Columbian® Whit #10 Business Env 4 1/8" x 9 1/2", Box Of 500
 Price: \$5.00
 Units: box
 Qty:

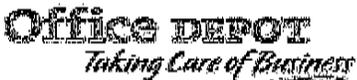
Smead® Manlii Folders, One-Ply, Letter Size, Box
 Price: \$5.00
 Units: box
 Qty:

3M Scotch® Magi Refill Tape, 3/4" x Pack Of 4
 Price: \$7.00
 Units: 4-p
 Qty:

\$40 OFF FABRIC EXECUTIVE CHAIR!
 \$49.99
 After Savings!

Product Details

Item #	348037
Manufacturer #	8510010D
sheet size	8 1/2" x 11"
paper color	white
brightness	104
paper weight	20 lb
paper finish type	standard
number of holes punched	0
acid free	yes
total recycled content	10 %
postconsumer waste recycled content	10 %
	elemental chlorine



International Websites

[Login](#) · [Register](#)

1-800-GO-D

Browsing 90806 Char

Office Supplies Furniture Technology Business Center Customer Service Company Info Find

Search for

Shopping Cart
 0 Item(s) In Cart
 Subtotal: \$0.00
 Add \$50.00 more for
 FREE shipping!*

[View Cart](#) | [Check Out](#)

Wausau Astrobrights® Recycled Bright Color Paper, 8 1/2" x 11", 24 Lb., Re-Entry Red, Ream Of 500 Sheets

[View all Copy & Multipurpose Paper \(Colored\)](#)

Shopping Tools

- [Find Printer Supplies](#)
- [Manufacturer](#)
- [Find a Store](#)
- [Order by Item #](#)
- [Order Tracking](#)
- [My Account](#)
- [My Shopping Lists](#)
- [Request a Catalog](#)
- [Apply for Credit Card](#)
- [Advantage Program](#)
- [Buyer's Edge](#)

Item#	List Price	Our Price	Units	Quantity	
420927	\$21.95	\$10.59	ream	<input type="text"/>	In Stock

[Compare](#) [Add to Cart](#) [Add to List](#)



Brilliant colors get your work noticed

- **Nine gorgeous shades to grab the eye.** Complement your design schemes and draw attention to your documents with this paper's vibrant colors. Great for distinctive announcements and flyers — or any project where spectacular tints can make a difference. Choose from your choice of Lift-off Lemon, Cosmic Orange, Fireball Fuschia, Rocket Red, Venus Violet, Solar Yellow, Pulsar Pink, Terra Green and Pluto Purple.
- **Sturdy 24-pound stock ensures durability.** Heavyweight paper holds up to handling. Engineered to perform well on offset presses, low- and high-speed copiers, laser and inkjet printers. Extra weight gives paper a distinctive feel.
- **89+ brightness provides sparkling contrast for your printed work.**

Product Detail

Xerox® High-Spee
 Paper, 8 1/2" x 11.
 Lb., 92 Brightness,
 Of 500 Sheet
 Price: \$4.1
 Units: ream
 Qty:

Columbian® White
 #10 Business Envr
 4 1/8" x 9 1/2", v
 Box Of 500
 Price: \$5.3
 Units: box
 Qty:

Office Depot® W
 Copy Paper, 8 1/2'
 Letter Size, 20 Lb
 Brightness, Case
 Reams
 Price: \$27.
 Units: case
 Qty:

DONATE
 to the
 Hurricane
 Relief
 Today!

[Details](#)

Product Detail

Item #	420927
Manufacturer #	22551
sheet size	8 1/2" x 11"
paper color	Re-Entry Red
brightness	89+
paper weight	24 lb
paper finish type	smooth
acid free	no
total recycled content	30 %
postconsumer waste recycled content	30 %
meets/exceeds U.S. gov't environmental standards	yes
quantity	500
brand name	Astrobrights
manufacturer	Wausau Paper

3M Post-it® Recycled Paper Notes, 3" x 3", Canary Yellow, Pack Of 10 at Office Depot.

Page 1 of 1



International Websites

[Login](#) · [Register](#)

1-800-GO-D

Browsing 90806 Char

Office Supplies Furniture Technology Business Center Customer Service Company Info Find

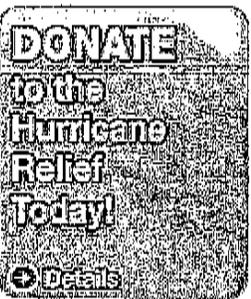
Search for

Shopping Cart

0 Item(s) in Cart
Subtotal: \$0.00
Add \$50.00 more for
FREE shipping!
[View Cart](#) | [Check Out](#)

Shopping Tools

- Find Printer Supplies
- Manufacturer
- Find a Store
- Order by Item #
- Order Tracking
- My Account
- My Shopping Lists
- Request a Catalog
- Apply for Credit Card
- Advantage Program
- Buyer's Edge

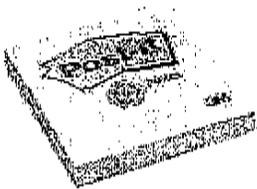


3M Post-it® Recycled Paper Notes, 3" x 3", Canary Yellow, Pack Of 10

[View all Post-it® Notes & Dispensers](#)

Item#	List Price	Our Price	Units	Quantity	
193428	\$12.33	\$8.19	pack	<input type="text"/>	In Stock

[Compare](#) [Add to Cart](#) [Add to List](#)



Self-adhesive, removable and repositionable, these note pads are ideal for jotting down notes or scribbling down a reminder. Meet Federal requirements for recycled content. (100% recycled paper fiber with 30% postconsumer recycled content.)

Product Details

Item #	193428
Manufacturer #	654-RP10PK
note size	3" x 3"
note color	Canary Yellow.
number of notes per pad	100
quantity	10
brand name	Post-It
dispenser included	no
manufacturer	3M

Related Products



Boone® Economy Frame Cork Bulletin Board, 18" x 2
Price: \$15.
Units: each

Qty:



ACCO® Premium Silverette Paper Jumbo, Box Of
Price: \$1.1
Units: box

Qty:



Xerox® High-Speed Paper, 8 1/2" x 11", 92 Brightness, Of 500 Sheet
Price: \$4.1
Units: ream

Qty:

- | | | | | |
|---|---|---|--|--|
| Site Info:
Site Map
Terms of Use
Privacy Policy
Products A-Z | Other Depots:
Janitation Depot
Tech Depot
Office Depot en Español | Customer Service:
Contact Us
Delivery
Find a Store
Catalog Request
Office Depot Gift/Reward Cards | Company Info:
Affiliate Program
Career Opportunities
International
Government Programs
Real Estate
Supply Chain Diversity
NASCAR
More | Specials:
Rebate Center
Advertised Specials
5% Back to Schools Program |
|---|---|---|--|--|

Copyright ©2005 by Office Depot, Inc. All rights reserved.
Prices shown are in U.S. Dollars. Please login for country specific pricing. Prices are subject to change based on your order and delivery location(s) and the applicable retail store location. All orders are subject to the Terms of Use.



INFORMATIONAL COPY

INVOICE/ORDER NUMBER	AMOUNT DUE	PAGE NUMBER
290297312-001	105.39	2 OF 2
DATE		
05/31/2005		

SHIP TO:

ENVIROMENTAL SERVICES BUR
2929 E WILLOW ST
LONG BEACH CA 90806-2303

BILL TO:

ATTN: ACCTS PAYABLE
LONG BEACH ENERGY
2400 E SPRING ST
LONG BEACH CA 90806-2203



ACCOUNT NUMBER	ACCOUNT MANAGER	SHIP TO ID	ORDER NUMBER	ORDER DATE	SHIPPED DATE				
89454900	HARRINGTON, MARIA	ENV SERVICES	290297312-001	05/16/2005	05/17/2005				
PC/REL	INDEX #	ORDERED BY	INDEX #	USER CODES					
DPPW05001936		LINDA BARKSDALE	1ST FLOOR	PW					
LINE	DEPOT ITEM # /MANUF CODE	ITEM DESCRIPTION /CUSTOMER ITEM #	TAX	U/M	QTY OIB	QTY SHP	D/O	UNIT PRICE	EXTENDED PRICE
13	000193428 654-K 10PK	POST-IT,NOTES,REC,3X3,10P	Y	PK	1	1	0	5.380	5.38

*DPPW05001936
Pw ENV SERVICES
05/16/05
VCLB05060728
7/5/05*

021568-000404

-45-
Printed on 100% Post-Consumer
Content Recycled Paper

© 05
105.39

All are based on U.S. currency

Tops® Second Nature® Steno Book, 6" x 9", 80 Pages, White, Pack Of 12 at Office Depot.

Page 1 of 1



International Websites

Login Register

1-800-GO-OD

Browsing 90806 Char

Office Supplies Furniture Technology Business Center Customer Service Company Info Find

Search for 268081

Shopping Cart

0 Item(s) in Cart
Subtotal: \$0.00
Add \$50.00 more for FREE shipping!
[View Cart](#) | [Check Out](#)

Shopping Tools

- Find Printer Supplies
- Manufacturer
- Find a Store
- Order by Item #
- Order Tracking
- My Account
- My Shopping Lists
- Request a Catalog
- Apply for Credit Card
- Advantage Program
- Buyer's Edge

Tops® Second Nature® Steno Book, 6" x 9", 80 Pages, White, Pack Of 12

[View all Steno Notebooks](#)

Item#	List Price	Our Price	Units	Quantity	In-Stock
268081	\$32.40	\$13.29	dozen	<input type="text"/>	<input type="checkbox"/>
BUY MORE and SAVE!	Buy 3+	\$12.79	dozen	<input type="button" value="Add to Cart"/>	<input type="button" value="Add to List"/>
				<input type="button" value="Compare"/>	



Steno books contain 60% recycled paper with a minimum of 30% postconsumer recycled fibers to meet the latest EPA recommendations. Books have 15 lb Gregg ruled paper with a 24-pt. chipboard backing.

Delivery only

Related Products



Xerox® High-Speed Paper, 8 1/2" x 11", 92 Brightness, Of 500 Sheet
Price: **\$4.1**
Units: ream
Qty:



Highland™ Self-Notes, 3" x 3", Yellow
Pack Of 12
Price: **\$6.8**
Units: dozen
Qty:



Smead® Manila Folders, One-Ply, 1 Letter Size, Box C
Price: **\$5.8**
Units: box
Qty:

Product Details

Item #	268081
Manufacturer #	74688
sheet size	6" x 9"
number of pages per pad	80
opening position	top
paper ruling	Gregg
paper weight	16 lb
cover color	White
chipboard backing	30 pt.
quantity	12
brand name	TOPS
manufacturer	TOPS

\$40 Off FABRIC EXECUTIVE CHAIR!
\$49.99
After Savings**

Site Info:	Other Depots:	Customer Service:	Company Info:	Specials:
Site Map	Janitation Depot	Contact Us	Affiliate Program	Rebate Center
Terms of Use	Tech Depot	Delivery	Career Opportunities	Advertised Specials
Privacy Policy	Office Depot en Español	Find a Store	International	5% Back to Schools Program
Products A-Z		Catalog Request	Government Programs	
		Office Depot Gift/Reward Cards	Real Estate	
			Supply Chain Diversity	
			NASCAR	
			More	

Copyright ©2005 by Office Depot, Inc. All rights reserved.
Prices shown are in U.S. Dollars. Please login for country specific pricing. Prices are subject to change based on your order and delivery location(s) and the applicable retail store location. All orders are subject to the Terms of Use.



INFORMATIONAL COPY

INVOICE/ORDER NUMBER	AMOUNT DUE	PAGE NUMBER
299845740-001	26.38	1 OF 1
DATE		
07/31/2005		

SHIP TO:

ENVIROMENTAL SERVICES BUR
2929 E WILLOW ST
LONG BEACH CA 90806-2303

BILL TO:

ATTN: ACCTS PAYABLE
LONG BEACH ENERGY
2400 E SPRING ST
LONG BEACH CA 90806-2203



ACCOUNT NUMBER	ACCOUNT MANAGER	SHIP TO ID	ORDER NUMBER	ORDER DATE	SHIPPED DATE				
89454900	HARRINGTON, MARIA	ENV SERVICES	299845740-001	07/21/2005	07/22/2005				
PO/REL	INDEX #	ORDERED BY	INDEX #	USER CODE					
DPPW05001936		LINDA BARKSDALE	1ST FLOOR	PW					
LINE	DEPT/ITEM / /PART CODE	ITEM DESCRIPTION /CUSTOMER ITEM #	TAX	UOM	QTY	QTY	UOM	UNIT PRICE	EXTENDED PRICE
01	000268081 74688	BOOK,STENO,RECY,GREGG,80P	Y	DZ	1	1	D	17.820	17.82
02	000909119 90911	FLUID,CORRECTION,MULTIPUR 909119	Y	EA	12	12	D	.700	8.40

*DPPW05001936
Part 1000
4/1/05*

VCLB05071664

S/16

8/25/05

012670-000016

SUB-TOTAL		26.38
TAX		2.16
		28.54