STATE OF CALIFORNIA 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 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 reach your OLA representative.

Mail completed documents to:

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

General Instructions:
Please check the box for 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 **City of Redwood City**		County **San Mateo**	
Authorized Signature		Title Finance Director	
Type/Print Name of Person Signing		Date	Phone ( ) Include Area Code
Brian Ponty			(650) 780-7072
Person Completing This Sheet (please print or type)		Title	
Nanette Sartoris		Project Manager, Environmental Science Associates	
Affiliation:	Consultant		
Mailing Address	City	State	ZIP Code
8950 Cal Center Dr., Bldg. 3, Suite 300	Sacramento	CA	95826-3259

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:
1997	**2002**

3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:

Diversion for the City of Redwood City is not accurately calculated by the Board's Adjustment Methodology. The City believes that the proposed generation study year is representative of actual generation in the City in 2002.

For the most part, the City believes that the 2002 generation rate enumerated here is representative of the average annual jurisdiction disposal in recent years. The increase in disposal in 2001 and 2002 (relative to 2000) can be linked to the City's two largest generators, a wastewater treatment plant and an auto shredding facility. In 2001, biosolids from the wastewater treatment plant (20,328 tons) were landfilled rather than being used as ADC as in past years. In 2002, 7,170 tons of biosolids were disposed of. As was the case in 2000 and 2001, the City's auto shredding facility continued to send a portion of its waste material to an out-of-county landfill (with a low tipping fee) in 2002 where the auto shredder waste is landfilled rather than used as ADC.

With respect to diversion, Redwood City has implemented all of the programs selected in its SRRE, or suitable alternatives thereto. The City continues to emphasize programs targeting the residential, commercial, and industrial waste sectors; program activity in 2002 is described in the PARIS Report notes submitted separately and electronically as part of its 2002 Annual Report. The City believes that the year 2002 diversion tons reported here are representative of actual diversion in 2002 and are consistent with diversion program implementation in the City.

4. Enter diversion rate information below.

Diversion rate calculated using existing base year	**a. 27%**	**Diversion rate calculated using new generation-based study**	**b. 46%**
For existing base year pounds/person/day based on generation	13.2	**For new generation based study pounds/person/day based on generation**	17.8
Residential generation 32 % **Non-Residential generation** 68 %		**Residential generation** 17 % **Non-Residential generation** 83 %	
Population existing generation-based study	76,100	**Population new generation-based study**	76,100

5. If there is an increase from 4a to 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide examples (e.g., change in jurisdiction's demographics).

Regarding diversion implementation efforts, see response to Question 3 above and PARIS Report program notes submitted separately and electronically as part of the 2002 Annual Report process. The City has documentation to substantiate all diversion claims for 2002.

The proposed new generation tonnage results in an increase in the per capita generation rate from 13.2 to 17.8 pounds/person/day when comparing the generation calculated using the existing base year to that calculated as part of this generation-based study. The 2002 generation tonnage reported for Redwood City is based on actual disposal and diversion tons. The higher-than-average per capita generation rates can be explained in part by the large industrial facilities within the City, such as the South Bayside System Authority Wastewater Treatment Plant that treats wastewater from multiple jurisdictions in San Mateo County and an auto shredding facility, among others.

6. If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)

The City believes that the 2002 disposal is representative of current conditions, and that the diversion rate calculated for 2002 is reasonable, supportable, and consistent with the City's diversion program efforts. Documentation of all diverted and disposed tons is available upon request. See also the response to Question 3 above.

7. Disposal Tonnage (enter values):	21,076.8	111,979.3	133,056.0
	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 Section 8.)

☐ 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)

☐ 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)

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. **Note**: *The Board expects the jurisdictions 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 calculations). If any diversion is from restricted wastes, agricultural wastes,inert solids [e.g., concrete, asphalt, dirt,] white goods, and scrap metal, please identify those programs/waste types and fill out Section 10. Please mark as Attachment 8 all copies of survey forms.

*Please provide detailed Non-Residential waste information in Section 9.

Note: The Board has indicated that it will be scrutinizing total source reduction amounts greater than 5% of total generation. Please be prepared to provide additional details subsantiating your claim.

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	Actual tons (A)	Relative Percent to Total Generation (A/Total Generation)	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Residential Source Reduction Activities					
Backyard composting	672.0	0.3%	Organic Matter	646 lbs/bin/year. Source: San Mateo County Composting Program. Total assumes that 88% of the bins distributed to date are still in use (based on County survey of bin owners).	Bin Distribution Record; San Mateo County Composting Coordinator
Grasscycling					
Other Residential Source Reduction (list each program separately)					
Subtotal, Residential Source Reduction	**672.0**	**0.3%**			

Residential Recycling Activities					
Curbside Recycling	5,091.0	2.1%	OCC, ONP, MP, Bottles & Cans, Plastics	Actual weights	Hauler Records for 2002
Buyback Centers	6,955.5	2.8%	Beverage containers (glass, aluminum, and plastic), mixed paper grades	Actual weights	Aggregate Volume Report for Redwood City in 2002; Department of Conservation, Division of Recycling; Buy-back center info. on mixed paper grades, Records for 2002
Drop-off Centers					
Other Residential Recycling (list each program separately)					
Subtotal, Residential Recycling	**12,046.5**	**4.9%**			
Residential Composting Activities					
Green Waste Drop-off	1,564.2	0.6%	Plant material and wood	Assumes 15% of self-hauled green waste reported by franchised hauler is residential.	Hauler Records for 2002
Curbside Green Waste	6,868.0	2.8%	Plant material, includes Christmas trees	Actual weights	Hauler Records for 2002
Christmas Tree Program					
Other Residential Composting (list each program separately)					
Subtotal, Residential Composting	**8,432.2**	**3.4%**			
Subtotal, Residential Diversion	**21,150.7**	**8.6%**			
Non-Residential Source Reduction Activities:					
Non-Residential Waste Audits*	830.0	0.3%	**See Section 9**	**See Section 9**	**See Section 9**
Other Non-Residential Source Reduction (list each program separately)					
Other Business Audits (Grasscycling)			**See Section 9**	**See Section 9**	**See Section 9**
Subtotal, Non-Residential Source Reduction	**830.0**	**0.3%**			
Non-Residential Recycling Activities					
Non-Residential Waste Audits*	3,610.5	1.5%	**See Section 9**	**See Section 9**	**See Section 9**
Other Non-Residential Recycling (list each program separately)					
Other Business Audits (Recycling)	17.5	0.0%	**See Section 9**	**See Section 9**	**See Section 9**
Commercial On-Site Pick-Up	6,016.1	2.4%	OCC, MP, Bottles & Cans, plastic, and plant material	Actual weights	Hauler Records for 2002
Subtotal Non-Residential Recycling	**9,644.0**	**3.9%**			

Non-Residential Composting Activities					
Non-Residential Waste Audits*			**See Section 9**	**See Section 9**	**See Section 9**

Other Non-Residential Composting (list each program separately)					
Green Waste Drop-off	8,863.8	3.6%	Plant material and wood	Assumes 85% of self-hauled green waste reported by franchised hauler is non-residential.	Hauler Records for 2002
Subtotal Non-Residential Composting	**8,863.8**	**3.6%**			
Subtotal Non-Residential Diversion	**19,337.8**	**7.8%**			
Residential/Non-Residential Diversion Activities					
ADC	50,794.0	20.6%	Includes auto shredder waste used as ADC (50,301 tons) at Altamont LF, WCCSL, Kirby Canyon LF, Vasco Road LF, and Potrero Hills LF; C&D debris used as ADC (356 tons) at Newby Island LF, Guadalupe LF, Kirby Canyon LF, and Potrero Hills LF (see Section 10); and other material used as ADC (137 tons) at WCCSL.	Note: excludes plant material, auto shredder waste, and C&D debris sent to Ox Mountain LF (11,039 tons) for use as ADC. Ox Mountain LF tons are reported under other collection/recovery programs conducted by the City's franchised hauler prior to use as ADC; see tons under residential and non-residential green waste drop-off and residential curbside green waste programs shown above. C&D and auto shredder waste tons used at Ox Mountain LF are included under the totals for landfill salvage below.	CIWMB DRS Database System 2002
Sludge Used as ADC					
Scrap Metal					
Construction and Demolition					
Landfill Salvage (TS & LF Diversion)	22,243.5	9.0%	OCC, scrap metal, plant material, soil, clean inerts, and unsorted C&D material. (See Section 10)	Actual weights	Hauler, TS, and LF Records for 2002
Subtotal Residential/ Non-Residential Diversion	**73,037.5**	**29.6%**			
Total Res/Non-Res Source Reduction Tons	**1,502.0**	**0.6%**			
Total Diversion Tons	**113,526.1**	**46.0%**			
Total Disposal Tons from Sec.7	**133,056.0**	**54.0%**			

Total Generation Tons (Div+Dis)	246,582.1				
Diversion Rate	**46.0%**				

9. Specific Non-Residential Sector Waste Audits–Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from the largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets.
(Table will perform all calculations).

Type of Non-Residential Generator	Audit Reference Number	Specific Diversion Activities Including Material Type (e.g. paper recycling, grasscycling). (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section 8)	Survey Method Phone (P) Mail (M) On-site (O) Other ___
Supermarket	1	OCC, Plastics, Organics, Tallow		1,548.0		**1,548.0**	0.6%	P
Department Store	2	OCC		648.9		**648.9**	0.3%	P
Dept. of Parks and Rec	3	Grasscycling	628.4			**628.4**	0.3%	P
Department Store	4	OCC		369.8		**369.8**	0.1%	P
Supermarket	5	OCC, Plastics, Organics, Mixed Paper, Tallow, Waxed OCC		351.3		**351.3**	0.1%	P
Supermarket	6	OCC		243.2		**243.2**	0.1%	P
Department Store	7	OCC, Plastic		218.1		**218.1**	0.1%	P
Supermarket	8	OCC, Plastic, Organics, Tallow		159.1		**159.1**	0.1%	P
School District	9	Grasscycling, Mixed Recyclables	72.0	72.1		**144.1**	0.1%	P
Golf Course	10	Grasscycling	129.6			**129.6**	0.1%	P
Totals			**830.0**	**3,610.5**		**4,440.5**	1.8%	

Also provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name) diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors/sources. Include copies of survey form(s) used.

Summarize the non-residential diversion activities for the top 10 generators quantification methodology and applicable conversion factors and sources (e.g., cardboard recycling: quantified by monthly tonnage receipts provided by the contact person at the business).

Cardboard Recycling: Total equals 2,624.74 tons. Generator 1: Tonnage provided by generator, 890.92 tons. Generator 2: 4 bales/day at 2.22 cu yards/bale at 365 days/year and 400 lbs/cu yard is 1,297,778 lbs, which equals 648.89 tons. Generator 4: 7.5 bales/week at 4.74 cu yards/bale at 52 weeks/year and 400 lbs/cu yard is 739,556 lbs, which equals 369.78 tons. Generator 6: 14 bales/week at 1.67 cu yards/bale at 52 weeks/year and 400 lbs/cu yard is 486,304 lbs, which equals 243.15 tons. Generator 5: Tonnage provided by generator, 217.68 tons. Generator 8: Tonnage provided by generator, 149.00 tons. Generator 7: 12.5 bins/week at 3.24 cu yards/bin at 52 weeks/year and 100 lbs/cu yard is 210,684 lbs, which equals 105.32 tons.

Plastics Recycling: Total equals 207.72 tons. Generator 7: 60 plastics bales/week at 52 weeks/year and 72.32 lbs/bale is 225,638 lbs, which equals 112.82 tons. Generator 5: Tonnage provided by generator, 52.85 tons. Generator 1: Tonnage provided by generator, 27.4 tons. Generator 11: Tonnage estimate provided by generator, 12.71 tons. Generator 8: Tonnage provided by generator, 1.94 tons.

Mixed Paper Recycling: Total equals 5.83 tons. Generator 11: Tonnage estimate provided by generator, 4.75 tons. Generator 5: Tonnage provided by generator, 1.08 tons.

Organics Recycling: Total equals 577.98 tons. Generator 1: Tonnage provided by generator, 520.48 tons. Generator 5: Tonnage provided by generator, 53.14 tons. Generator 8: Tonnage provided by generator, 4.36 tons.

Tallow/Rendering Recycling: Total equals 127.80 tons. Generator 1: Tonnage provided by generator, 109.23 tons. Generator 5: Tonnage provided by generator, 14.77 tons. Generator 8: Tonnage provided by generator, 3.80 tons.

Waxed OCC Recycling: Total equals 11.77 tons. Generator 5: Tonnage provided by generator, 11.77 tons.

Mixed Recyclables Recycling: Total equals 72.07 tons. Generator 9: Tonnage provided by generator, 72.07 tons.

Grasscycling: Total equals 830.00 tons. Generator 3: 87.28 acres at 7.2 tons/acre/year is 628.40 tons. Generator 10: 18 acres at 7.2 tons/acre/year is 129.60 tons. Generator 9: 10 acres at 7.2 tons/acre/year is 72 tons.

10. 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, please provide the following information:

a. If the diversion program started on or after January 1, 1990, complete the following table.
Note: *program name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste department.)*

Restricted Waste Type	Specific Program Name	Year Started	Tonnage
Inert Solids	San Carlos Transfer Station Diversion (Mixed Recyclables)	1999	11,851
Inert Solids	Ox Mountain LF Diversion (Mixed Recycables)	1999	7,128
Inert Solids	Zanker MPF Salvage/Recycling (Mixed Recyclables)	1999	1,681
Inert Solids	Zanker Road LF Salvage/Recycling (Mixed Recyclables)	1999	1,042
Inert Solids	Newby Island LF Salvage/Recycling (Mixed Recyclables)	2001	8
Inert Solids	Guadalupe LF Salvage/Recycling (Mixed Recyclables)	2000	8
Inert Solids	Zanker Road LF Inerts Used	1999	36
Inert Solids	Zanker MPF Inerts Used	1999	175
Inert Solids	Guadalupe LF Inerts Used	2000	25
Inert Solids	Kirby Canyon LF Inerts Used	1997	185
Inert Solids	Newby Island Inerts Used	2001	106
Inert Solids	Newby Island C&D Used as ADC	1998	304
Inert Solids	Guadalupe LF C&D Used as ADC	2000	26
Inert Solids	Kirby Canyon LF C&D Used as ADC	1997	6
Inert Solids	Potrero Hills LF C&D Used as ADC	2000	20

b. 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 10b,"give the program and waste type, and provide 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 the entire jurisdiction, not 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 10b for that waste type and program.*
Instead, please provide date of Board approval of previous submitted information.) _____ (Date)
If documentation is not available, go to 10d.

c. If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Diversion Tonnage

d. If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. ***Note**: Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.*

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Tonnage	1990 Diversion Tonnage	Difference

Other Non-Residential Recycling Identified In Redwood City's 2002 Annual Report

All weights in tons

Category	Audit Ref. #	OCC	Wax OCC	Plastic and Plastic Pallets	Organics/ Food Waste	Mixed Paper	Glass	Wood Pallets	Tallow	Mixed Recyclables	Total Tons
Supermarkets											
Supermarket	8	149.00	0.00	1.94	4.36				3.80		159.10
Supermarket	6	243.15						0 ~~104.00~~			243.15
Supermarket	1	890.92		27.40	520.48				109.23		1548.03
Supermarket	5	217.68	11.77	52.85	53.14	1.08		0 ~~1.99~~	14.77		351.29
Department Stores/Retailers											
Department Store	4	369.78						0 ~~12.00~~			369.78
Department Store	2	648.89						0 ~~41.60~~			648.89
Department Store	7	105.32		112.82				0 ~~6.24~~			218.14
Other Businesses											
Retailer	11			12.71		4.75					17.46
Schools/Institutions											
School District	9									72.07	72.07

Subtotals		**2624.74**	**11.77**	**207.72**	**577.98**	**5.83**	**0.00**	**0 ~~165.83~~**	**127.80**	**72.07**	**3627.91 ~~3793.74~~**