SixTen and Associates

Mandate Reimbursement Services

EITH B. PETERSEN, President P.O. Box 340430 Sacramento, CA 95834-0430 Telephone: (916) 419-7093

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MAR 2 8 2014

COMMISSION ON STATE MANDATES

E-Mail: Kbpsixten@aol.com 5252 Balboa Avenue, Suite 900 San Diego, CA 92117

Telephone: (858) 514-8605 Fax: (858) 514-8645

March 27, 2014

Heather Halsey, Executive Director Commission on State Mandates 980 Ninth Street, Suite 300 Sacramento, CA 95814

RE: 764/99 Integrated Waste Management

Pasadena Area Community College District Fiscal Years 1998-99 through 2007-08

Incorrect Reduction Claim

Dear Ms. Halsey:

Enclosed is the original and two copies of the above referenced incorrect reduction claim for Pasadena Area Community College District.

SixTen and Associates has been appointed by the District as its representative for this matter and all interested parties should direct their inquiries to me, with a copy as follows:

Robert B. Miller, Senior Vice President Pasadena Area Community College District 1570 East Colorado Boulevard, Room C221 Pasadena, CA 91106-2003

Sincerely,

Keith B. Petersen

Enclosure: Incorrect Reduction Claim

C: Robert B. Miller, Senior Vice President/Assistant Superintendent

COMMISSION ON STATE MANDATES

1. INCORRECT REDUCTION CLAIM TITLE

1116/92 and 764/99 Integrated Waste Management

2. CLAIMANT INFORMATION

Pasadena Area Community College District

Robert B. Miller, Senior Vice President 1570 East Colorado Boulevard, Room C221 Pasadena, CA 91106-2003

Voice: 626-585-7120 Fax: 626-585-3138

E-Mail: rbmiller@pasadena.edu

3. CLAIMANT REPRESENTATIVE INFORMATION

Claimant designates the following person to act as its sole representative in this incorrect reduction claim. All correspondence and communications regarding this claim shall be forwarded to this representative. Any change in representation must be authorized by the claimant in writing, and sent to the Commission on State Mandates.

Keith B. Petersen, President SixTen and Associates P.O. Box 340430 Sacramento, CA 95834-0430

Voice: (916) 419-7093 Fax: (916) 263-9701

E-mail: Kbpsixten@aol.com

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Filing Date:	KECEIVED	,
	MAR 2 8 2014	
	COMMISSION ON	
IRC#:	STATE MANDATES	13-0007-I-01

4. IDENTIFICATION OF STATUTES OR EXECUTIVE ORDERS

Statutes of 1992, Chapter 1116, Statutes of 1999, Chapter 764, Public Resources Code 40418, 40196.3, 42920-928 Public Contract Code 12167 and 12167.1

5. AMOUNT OF *REVISED* INCORRECT REDUCTION

Fiscal Year	Amount of Reduction
1999-2000	\$ 86,458
2000-2001	\$ 171,497
2001-2002	\$ 250,633
2002-2003	\$ 270,739
2003-2004	\$ 251,286
2004-2005	\$ 232,627
2005-2006	\$ 218,549
2006-2007	\$ 289,129
2007-2008	\$ 197,128
TOTAL:	\$1,968,046

6. NOTICE OF NO INTENT TO CONSOLIDATE This claim is **not** being filed with the intent to consolidate on behalf of other claimants.

Sections 7-12 are attached as follows:

7. Written Detailed Narrative:	Pages <u>1</u> to <u>27</u>
8. Final SCO Audit Report:	Exhibit A
9. Parameter's and Guidelines:	Exhibit B
10. Claiming Instructions:	Exhibit C
11. Statute of Limitations Evidence:	Exhibit D
12. Annual Claims:	Exhibit E

13. CLAIM CERTIFICATION

This claim alleges an incorrect reduction of a reimbursement claim filed with the State Controller's Office pursuant to Government Code section 17561. This incorrect reduction claim is filed pursuant to Government Code section 17551, subdivision (d). I hereby declare, under penalty of perjury under the laws of the State of California, that the information in this incorrect reduction claim submission is true and complete to the best of my own knowledge or information or belief.

Robert B. Miller, Senior Vice President and Assistant Superintendent

Signature

Robert B. Miller, Senior Vice President and Assistant Superintendent

Date

1	Claim Prepared by: Keith B. Petersen	
3	SixTen and Associates	
4	P.O. Box 340430	
5	Sacramento, California 95834-0430	
6	Voice: (916) 419-7093	
7	Fax: (916) 263-9701	,
8	BEFO	RE THE
9	COMMISSION ON	STATE MANDATES
10	STATE OF	CALIFORNIA
11	INCORRECT REDUCTION CLAIM OF:)	
12)	No. CSM
13	j.	
14)	Statutes of 1992, Chapter 1116,
15)	Statutes of 1999, Chapter 764,
16)	Public Resources Code 40418,
17)	40196.3, 42920-928 and
18)	Public Contract Code 12167 and
,)	12167.1.
20	PASADENA AREA	Internated March March
21	Community College District	Integrated Waste Management
22 23	Community College District)	Annual Reimbursement Claims:
23 24	Claimant.)	Annual Reimbursement Claims.
2 5	Olaimant.)	Fiscal Year 1999-00
26	'	Fiscal Year 2000-01
27	,	Fiscal Year 2001-02
28	ý	Fiscal Year 2002-03
29	ý	Fiscal Year 2003-04
30	ý	Fiscal Year 2004-05
31	ý	Fiscal Year 2005-06
32)	Fiscal Year 2006-07
33)	Fiscal Year 2007-08
34)	
35	IN	CORRECT REDUCTION CLAIM FILING
36	PART I. AUTHORI	TY FOR THE CLAIM
37	The Commission on State Mandates	has the authority pursuant to Government

Code Section 17551(d) "... to hear and decide upon a claim by a local agency or school district, filed on or after January 1, 1985, that the Controller has incorrectly reduced payments to the local agency or school district pursuant to paragraph (2) of subdivision (d) of Section 17561." Pasadena Area Community College District (hereafter "District") is a school district as defined in Government Code Section 17519. Title 2, CCR, Section 1185 (a), requires the claimant to file an incorrect reduction claim with the Commission.

This incorrect reduction claim is timely filed. Title 2, CCR, Section 1185 (c), requires incorrect reduction claims to be filed no later than three years following the date of the Controller's notice to the claimant of a reduction in payment for an annual claim. A Controller's audit report dated April 4, 2011, has been issued. See Exhibit "A." The audit report constitutes a final adjudication of the claim and notice of payment reduction.

There is no alternative dispute resolution process available from the Controller's office. The audit report states that an incorrect reduction claim should be filed with the Commission if the claimant disagrees with the audit findings.

PART II. SUMMARY OF THE CLAIM

The Controller conducted a field audit of the District's annual reimbursement claims for Fiscal Years 1999-00 through 2007-08 for the cost of complying with the legislatively mandated Integrated Waste Management program. As a result of the audit, the Controller determined that \$1,968,046 of the \$2,145,216 claimed costs were

1 unallowable:

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2 3	Fiscal <u>Year</u>		mount aimed		ıdit <u>ljustment</u>	SC0 Pay			ount Due tate> District
4	1999-00	\$	86,458	\$	86,458	\$	0	\$	0
5	2000-01	\$	171,497	\$	171,497	\$	0	\$	0
6	2001-02	\$	250,633	\$	250,633	\$	0	\$	0
7	2002-03	\$	276,817	\$	270,739	\$	0	\$	6,078
8	2003-04	\$	267,659	\$	251,286	\$	0	\$ 1	6,373
9	2004-05	\$	287,391	\$	232,627	\$	0	\$ 5	4,764
10	2005-06	\$	227,899	\$	218,549	\$	0	\$	9,350
11	2006-07	\$	304,758	\$	289,129	\$	0	\$ 1	5,629
12	2007-08	\$_	272,104	\$	197,128	\$	0	\$ 7	74,976
13	Totals	\$2	2,145,216	\$1	,968,046	\$	0	\$17	77,170

Since the District had not received any payments for these claims as of the date of the audit report, the audit report states that \$177,170 is payable to the District.

PART III. PREVIOUS INCORRECT REDUCTION CLAIMS

The District has not filed any previous incorrect reduction claims for this mandate program. The District is not aware of any other incorrect reduction claims having been filed for this mandate program.

PART IV. BASIS FOR REIMBURSEMENT

A. Mandate Legislation

Statutes of 1992, Chapter 1116, amended Public Contract Code sections 12167

- and 12167.1 allowing the governing board of each college district, on or after July 1,
- 2 1994, to expend funds in the Integrated Waste Management Account, upon
- appropriation by the Legislature, for the purpose of offsetting costs created by the
- 4 recycling program.

Statutes of 1999, Chapter 764, added Public Resources Code sections 40148, 40196.3 and 42920-42928 to require the governing board of each college district, on or before February 15, 2000, to adopt a state agency model integrated waste management plan which specifies that the district: complies with the State Agency Model plan; designate a solid waste reduction and recycling coordinator; divert at least 50 percent of all solid waste from disposal or transformation facilities; submit a report to the board summarizing the progress made in reducing solid waste; and, submit information on quantities of recyclable materials collected on an annual basis to the

B. Test Claim

Board.

The Commission on State Mandates Statement of Decision adopted March 25, 2004, found that Public Resources Code sections 40148, 40196.3, and 42920-42928; Public Contract Code section 12167 and 12167.1; and the State Agency Model Integrated Waste Management Plan constitute new programs or higher levels of service for community college districts within the meaning of Section 6, Article XIII B of the California Constitution. The Commission determined that performing the following specific new activities resulted in increased costs for community college districts to:

1		
2	(1)	Comply with the state model plan (Public Resources Code section 42920(b)(3)
3		and State Agency Model Integrated Waste Management Plan, February 2000).
4	(2)	Designate a district solid waste reduction and recycling coordinator (Public
5		Resources Code section 42920, subdivision (c).
6	(3)	Divert at least 25 percent of all of its solid waste by January 1, 2002, and at least
7		50 percent by January 1, 2004 (Public Resources Code sections 42921 and
8		42922(I). A district may seek an extension from the California Integrated Waste
9		Management Board until December 31, 2005.
10	(4)	Report by April 1 each year to the California Integrated Waste Management
•		Board the progress in reducing solid waste Resources Code sections 42926(a)
12		and 42922(I).
13	(5)	Submit annual recycled material reports to the California Integrated Waste
14		Management Board (Public Contract Code section 12167.1).
15	C.	Parameters and Guidelines
16		On March 30, 2005, the original parameters and guidelines were adopted. As a
17	resul	t of litigation ¹ , amended parameters and guidelines were issued September 26,

State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al. (Sacramento County Superior Court, Case No. 07CS00355)

The Department of Finance and the Integrated Waste Management Board filed a

- 1 2008, with retroactive effect. A copy of the original and amended parameters and
- 2 guidelines is attached as Exhibit "B."

D. <u>Claiming Instructions</u>

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The Controller issued the first claiming instructions on June 6, 2005, for use in submitting the initial claims for Fiscal Years 1999-00 through 2004-05. The claiming instructions have been annually revised for purposes of subsequent fiscal year filing dates. A copy of these claiming instructions is attached. See Exhibit "C." However, since the Controller's claim forms and instructions have not been adopted as regulations, they have no force of law, and, therefore, have no effect on the outcome of

petition for writ of mandate in March 2007, asking the court to set aside the Commission's decision granting the test claim and to require the Commission to issue a new Statement of Decision and parameters and guidelines that give full consideration to the community colleges' cost savings (e.g. avoided landfill disposal fees) and revenues (from recyclables) by complying with the test claim statutes. Petitioners' position was that the Commission had not properly accounted for all the offsetting cost savings from avoided disposal costs, or offsetting revenues from the sale of recyclable materials, in the Statement of Decision or parameters and guidelines. The Judgment and a Writ of Mandate were issued on June 30, 2008, ordering the Commission to:

- 1. amend the parameters and guidelines in Test Claim No. 00-TC-07 to require community college districts claiming reimbursable costs of an integrated waste management plan under Public Resources Code section 42920, et seq. to identify and offset from their claims, consistent with the directions for revenue in Public Contract code sections 12167 and 12167.1, cost savings realized as a result of implementing their plans; and
- 2. amend the parameters and guidelines in Test Claim No. 00-TC-07 to require community college districts claiming reimbursable costs of an integrated waste management plan under Public Resources Code section 42920, et seq. to identify and offset from their claims all of the revenue generated as a result of implementing their plans, without regard to the limitations or conditions described in sections 12167 and 12167.1 of the Public Contract Code.

this incorrect reduction claim.

PART V. STATE CONTROLLER CLAIM ADJUDICATION

The Controller conducted an audit of the District's annual reimbursement claims for Fiscal Years 1999-00 through 2007-08. The audit concluded that \$177,170 (about 8%) of the District's \$2,145,216 costs, as claimed, was allowable. A copy of the April 4, 2011-audit report is attached as Exhibit "A."

VI. CLAIMANT'S RESPONSE TO THE STATE CONTROLLER

By letter dated March 11, 2011, the Controller transmitted a copy of its draft audit report. By letter dated March 23, 2011, the District objected to the proposed adjustments set forth in the draft audit report. A copy of the District's letter of March 23, 2011, is included as an attachment to the final audit report (Exhibit "A") and is incorporated in this claim by reference. The Controller then issued its final audit report without material change to the adjustments as stated in the draft audit report.

PART VI. STATEMENT OF THE ISSUES

Statute of Limitations for Audit

The District asserts that the two-year statute of limitations to complete the audit had expired when the Controller issued its final audit report dated April 4, 2011, and that the audit is therefore a nullity. This issue is not a finding of the audit report. It is a threshold issue as to whether the Commission has jurisdiction to adjudicate the remaining issues raised in this incorrect reduction claim. The factual issue is the determination of the date the audit was "complete" and the date the audit was

"commenced." Government Code Section 17558.5 (as amended by Statutes of 2004, 1 2 Chapter 890, Section 18, operative January 1, 2005) states: A reimbursement claim for actual costs filed by a local agency or school 3 (a) district pursuant to this chapter is subject to the initiation of an audit by the Controller no later than three years after the date that the actual reimbursement 5 claim is filed or last amended, whichever is later. However, if no funds are 6 7 appropriated or no payment is made to a claimant for the program for the fiscal vear for which the claim is filed, the time for the Controller to initiate an audit 8 shall commence to run from the date of initial payment of the claim. In any case, 9 10 an audit shall be completed not later than two years after the date that the audit 11 is commenced. (Emphasis added) 12 All of the annual claims that were the subject of this audit were filed after January 1, 2005. The Commission can take notice that the first parameters and guidelines for the 13 mandate were adopted March 30, 2005, and the first claiming instructions issued June 6, 2005, so annual claims could not have been submitted before January 1, 2005. 15 16 The audit was complete with the issuance of the final audit report dated April 4, 2011. The audit commencement date is the date of first contact made by Controller to 17 the claimant. Jim Spano, Bureau Chief, Mandated Cost Audit Bureau, State 18 Controller's Office, in an e-mail dated November 22, 2011, to Nancy Patton, Assistant 19 Executive Director of the Commission at that time, and Keith Petersen (SixTen and 20 21 Associates) stated the following: 22 At the same meeting, Commission staff asked what we believe constitutes the 23 initiation of an audit pursuant to Government Code section 17558.5. We 24 consider the event that initiates an audit pursuant to Government Code section 25 17558.5 to be the date of the initial contact by the SCO to the auditee (generally

a telephone contact) to inform them and put them on notice of the SCO's

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intention to perform the audit. In addition, we consider this same date as the event that commences the two-year period to complete an audit pursuant to Government Code section 17558.5. (Emphasis added).

The Controller's (Art Luna) audit notification letter to the District (Paulette J. Perfurno, President) dated April 3, 2009, stated that "(T)his letter confirms that Janny Chan [the auditor] has scheduled an audit . . . " thus indicating some prior contact with the District. Therefore, the final audit report was issued more than two years from the date of the audit notification letter as well as the date of initial contact with the District. By e-mail dated November 22, 2011, Keith Petersen notified Mr. Spano that the Pasadena Area CCD final audit report date was more than two years after the initial contact date and requested that the audit be cancelled. There was no response from Mr. Spano to the November 22, 2011 e-mail.

All referenced correspondence is located at Exhibit "D."

Audit Standards

The District asserts that the Controller either used the wrong audit standard for the audit or has misrepresented the actual nature and scope of the audit. The audit report states:

We conducted this *performance audit* under the authority of Government Code sections 12410, 17558.5, and 17561. We did not audit the district's financial statements. We conducted the audit *in accordance with generally accepted government auditing standards*. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives. (*Emphasis added*)

Government Code Section 17558.5

Government Code Section 17558.5 describes the time to commence and finish an audit and is not an audit content or process standard.

Government Code Section 17561

Government Code Section 17561 (d), subdivisions (1) and (2), authorize the Controller to audit initial and subsequent annual reimbursement claims and to "(r)educe any claim that the Controller determines is excessive or unreasonable." This is a distinct scope statement. Adjustments based on lack of documentation are not adjustments based on excessive or unreasonable costs.

Government Code Section 12410

Government Code Section 12410 states: "The Controller shall audit all claims against the state, and may audit the disbursement of any state money, for correctness, legality, and for sufficient provisions of law for payment." However, Section 12410 is found in the part of the Government Code that provides a general description of the duties of the Controller and dates back to 1945. It is not specific to the audit of mandate reimbursement claims. The only applicable audit standard for mandate reimbursement claims is found in Government Code Section 17561(d). It is the case of more specific language circumscribing the general language. Therefore, the Controller may only reduce a mandate reimbursement claim if it specifically finds that the amounts claimed are unreasonable or excessive under Section 17561(d).

was the applicable standard, the audit adjustments were made in accordance with this standard. There is no allegation in the audit report that the claim was in any way illegal. The Section 12410 phrase "sufficient provisions of law for payment" refers to the requirement that there be adequate appropriations prior to the disbursement of any funds. There is no indication that any funds were disbursed for these claims without sufficient appropriations. Thus, even if the standards of Section 12410 were applicable to mandate reimbursement audits, the Controller has failed to put forth any evidence that these standards are not met or even relevant. There is no indication that the Controller is actually relying on the audit standards set forth in Section 12410 for the adjustments to the District's reimbursement claims.

Generally Accepted Government Auditing Standards

The Generally Accepted Government Auditing Standards (GAGAS), commonly referred to as the "Yellow Book,² is for use by auditors of government entities, entities that receive government awards, and other audit organizations performing Yellow Book audits. These standards apply when required by law, regulation, agreement, contract, or policy. The audit report does not cite any law or agreement or policy that makes the Yellow Book applicable to audits of state mandated costs.

The Generally Accepted Government Auditing Standards (GAGAS), commonly referred to as the "Yellow Book," are published by the United States Government Accountability Office (GAO): http://www.gao.gov/govaud/ybook.pdf.

Generally Accepted Government Auditing Standards

1 Regardless, the audit report states that the audit was a "performance audit." The
2 Yellow Book standards for performance audits are:

- 2.6 A performance audit is an objective and systematic examination of evidence for the purpose of providing an independent assessment of the performance of a government organization, program, activity, or function in order to provide information to improve public accountability and facilitate decision-making by parties with responsibility to oversee or initiate corrective action.
- 2.7 Performance audits include economy and efficiency and program audits.
- a. Economy and efficiency audits include determining (1) whether the entity is acquiring, protecting, and using its resources (such as personnel, property, and space) economically and efficiently, (2) the causes of inefficiencies or uneconomical practices, and (3) whether the entity has complied with laws and regulations on matters of economy and efficiency.
- b. Program audits include determining (1) the extent to which the desired results or benefits established by the legislature or other authorizing body are being achieved, (2) the effectiveness of organizations, programs, activities, or functions, and (3) whether the entity has complied with significant laws and regulations applicable to the program.

The audit report made no findings based on the above performance criteria. Rather, a documentation audit was conducted.

Documentation Standards

The audit inconsistently applied the documentation standards stated in the parameters and guidelines. The majority of the direct costs claimed each year is the staff time spent to implement the mandated activities. Most of this time is disallowed by the audit. The audit report essentially asserts that the provided source documents are inappropriately or insufficiently documented. The parameters and guidelines are the legal standard for source documentation:

IV. REIMBURSABLE ACTIVITIES

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To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, receipts, and the community college plan approved by the Board.

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Declarations must include a certification or declaration stating, "I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of Code of Civil Procedure section 2015.5. Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

It should be remembered that the parameters and guidelines were adopted and the first claiming instructions were issued six years into the reimbursement and the audit period. Thus, claimants were not on notice of the activities approved for reimbursement that should be documented until the seventh year of the eligibility period. Further, the amended and retroactive parameters and guidelines were adopted after the end of the audit period. It would seem patently unreasonable to require contemporaneous documentation of daily staff time for the retroactive initial fiscal years. While some historic staff time can be reconstructed from calendars and desk diaries,

other staff time cannot and must be reported as a good-faith estimate where the desired information is not maintained in the regular course of business. While the District agrees with the audit report recommendation that claimants maintain records that document actual time spent on mandate related activities, it would be a more realistic standard only for the fiscal year annual claims filed after the initial fiscal year claims.

None of the governmental entities that establish the financial accounting standards and reporting requirements, that community college districts are otherwise subject to, publish any standards or reporting requirements for state mandate cost accounting. Nor does the Controller, whose particular responsibility has been the payment and audit of the mandate annual claims for more than thirty years, publish cost accounting forms for use by claimants to record staff time spent on mandates. In the absence of governmental standards, claimants must retroactively rely upon documentation produced in the regular course of business, as well as additional forms designed usually by mandate consultants, for the collection of staff mandate time not otherwise available from regular business records. Uniform compliance would be more likely if the Controller published forms for this purpose, as the Controller has done for other programs within the Controller's payment and audit jurisdiction.

This District utilized forms prepared by its consultant to document staff time spent on the mandates. These forms are in the nature of certified declarations of time logs that are within the scope of the parameters and guidelines documentation

standards. Where these forms or other documentation was apparently sufficient, the auditor made qualitative judgments regarding the scope of activities as to whether they were related to the mandate program. Where it was not, the auditor disallowed the claimed costs for insufficient documentation. In some cases annual staff time per activity was disallowed. Other similar forms were accepted, thus validating the concept of using annual times as an acceptable method for the calculation of the mandate costs. The different treatment of similar supporting documentation appears to be the result of anecdotal information gained from post facto interviews with some of the District staff.

The audit report states that the Controller relies on the documentation requirements stated in the parameters and guidelines. However, the Controller's inconsistent treatment of similar District documentation makes that reliance seem capricious and not enforceable. This highlights the challenge in all mandate time reporting in that each individual must interpret the activity descriptions on the forms used to collect staff time. In the case of the forms that were prepared by our mandate consultant and used by the District, the activity descriptions are taken from the parameters and guidelines language, even where it is vague or confusing, since any modification has been criticized over the years by state agency personnel as soliciting a preferred response. Thus, as is often the case, the parameters and guidelines language is inadequate for the task of cost accounting, but since the Controller provides no forms for this purpose, and the state agencies criticize any interpretation by the

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claimants of the parameters and guidelines language, this problem will persist. Given 2 these constraints, it is the District's general position that, absent empirical information to 3 the contrary, the individual staff person's contemporaneous interpretation of the parameters and guidelines language, since they implement the mandate program, is 4 5 more valid than a post facto interpretation by an auditor who does not implement the mandate program. 6

Finding 1 - Overstated salaries, benefits, and related indirect costs

The District claimed \$1,622,451 in salaries and benefits during the audit period. The audit report determined that \$359,256 is allowable and \$1,263,195 is unallowable because the District claimed costs that were based on estimates and were not supported with source documentation. The audit report provides the following table that summarizes the claimed, allowable, and unallowable salaries and benefits for the audit period by reimbursable cost component:

14 15	Reimbursable Activity			ount wable	Audit Adjustment
16	1. Policies and Procedures	\$	7,278	\$ 330	\$ (6,948)
17	2. Staff Training		42,102	14,991	(27,171)
18	3. Complete & Submit Plan to Board		4,411	4,411	
19	4. Designate Recycling Coordinator		19,397	-	(19,397)
20	5. Divert Solid Waste / Maintain Required Leve	l	1,510,036	339,584	(1,170,452)
21	6. Time Extension		2,441	-	(2,441)
22	7. Accounting System		10,625	_	(10,625)
23	8. Annual Recycling Material Reports		26,161		(26,161)
		\$	1,622,451	\$ 359,256	\$ (1,263,195)

1. Policies and Procedures

The District claimed \$7,278 for this activity during the audit period. The audit report concludes that \$330 claimed for FY 1999-2000 is allowable. Costs claimed in subsequent years, totaling \$6,948, were determined to be unallowable because the costs are only allowable as a one-time activity and that the District did not provide documentation showing that these costs relate to the development of new, rather than updates to, policies and procedures. None of the staff time was disallowed as unreasonable.

The parameters and guidelines state that preparing district policies and procedures necessary for the implementation of the integrated waste management plan is reimbursable as a one-time activity. These first year amounts were allowed in full, but the remaining years were disallowed even though essentially the same documentation and support were provided for all fiscal years. There is no stated requirement to distinguish this work performed as either the result of a change in district procedure or only as a direct result of changes in state law. The audit report essentially disallows staff time for policies and procedures after the first instances of reported costs as a duplication of one-time costs without regard to actual subsequent changes made to the policies and procedures.

2. Staff Training

The District claimed \$42,102 for this activity. The audit report concludes that \$14,991 is allowable and \$27,171 is unallowable. Trainee time was allowed for all

employees in the first year of the audit period (FY 1999-2000). For all subsequent years of the audit period, costs were allowed only for employees whose names appeared in the claims for the first time. Trainee time was disallowed if a name appeared a second time and thereafter. None of the staff time was disallowed as unreasonable.

The parameters and guidelines state that training staff who work on the integrated waste management plan is a reimbursable one-time activity. The first year amounts were allowed in full, but the remaining years were disallowed even though essentially the same documentation and support were provided for all fiscal years. The audit report is assuming without findings that no change in training content occurred over the years which would make new training subject to the one-time exclusion. There should be no blanket disallowance of staff time for persons whose name appears more than once, whether a new or existing employee, without a determination of whether the subject matter of the training was duplicate of previously claimed training activities.

Designate Recycling Coordinator

The District claimed salaries and benefits totaling \$19,397 for this activity. The audit report determined that none of the costs claimed are allowable because the District did not provide any support for the time claimed for this activity and that the amount of time claimed appeared unreasonable when compared to the description of the activity in the parameters and guidelines. The District claimed from 11 to 96 hours per year for the District Facilities Supervisor. The time claimed used the same

documentation and support as was provided for the other activities.

The parameters and guidelines state that designating a coordinator for each college in the district to implement the plan is reimbursable as an ongoing activity. The audit report does not indicate which claimed time or activities are unrelated to the mandate.

Divert Solid Waste

The District claimed \$1,510,036 for the solid waste diversion activities. The Controller initially determined that all of the costs claimed were unallowable because they were based on estimates and were not supported by any corroborating documentation. In response, the District conducted a time study in May of 2010 for these activities. The Controller evaluated the time study results, made modifications, and determined that salary and benefit costs totaling \$339,584 are allowable for the solid waste diversion activities.

The parameters and guidelines require districts to divert at least 25 percent of all solid waste by January 1, 2002, and at least 50 percent of all solid waste by January 1, 2004, through source reduction, recycling, and composting activities and to maintain the required level of reduction. After several years of meeting the target percentages, the District began diverting a larger percentage of tonnage than that required by the mandate program. By calendar year 2006, the District was achieving a diversion rate of 86.80%. However, the audit report incorrectly reduces the time results to the statutory targets of 25% and 50%. The staff cannot reduce their activities by 25% or 50%. For

example, all recycling trash receptacles have to be emptied regardless of the amount diverted. District staff does not empty only 25% of the trash receptacle contents or only the trash receptacles from 25% of the locations. Regardless of the statutory target amounts, essentially the same amount of work and time is required here for any amount of waste diversion.

At the audit exit conference, the District proposed a new time study to analyze the cost to process one ton of various recyclable materials. The District later decided not to proceed with a second time study since the Controller would make the same reductions to the statutory amounts.

6. Time Extension

The District included \$2,441 for this activity in its claim for FY 2006-07. The auditor disallowed this time because reimbursement for this activity ended December 31, 2004. The District agrees with the adjustment.

7. Accounting System

The District claimed salaries and benefits totaling \$10,625 for this activity. The audit report determined that none of the costs claimed are allowable because the District did not provide any support for the time claimed for this activity and that the amount of time claimed appeared unreasonable when compared to the description of the activity in the parameters and guidelines. The District claimed from 12 to 48 hours per year for the District Facilities Supervisor. The time claimed used the same documentation and support as was accepted for other claimed activities.

The parameters and guidelines provide for ongoing reimbursement for developing, implementing, and maintaining an accounting system to enter and track the college's source reduction, recycling, and composting activities. The auditor has not provided any empirical findings that contradict the responses of the staff who performed the reimbursable activities. The audit report also stated that the Facilities Coordinator iob description does not fit the activity. This is not a requirement of the mandate.

8. Annual Recycling Material Reports

The District claimed salaries and benefits totaling \$26,161 for this activity. The audit report disallowed all of the costs based on a conclusion that the activities were not performed. The audit report states that Cal Recycle told the Controller staff that the District did not submit any annual reports identifying quantities of recyclable materials. No evidence of that contact or response is provided in the audit report. Nor does it appear that the auditor ascertained what work is represented by the claimed hours. Further, the District believes that the time reported here is applicable to the waste management plan report since recycling is a component of that report.

Finding 2- Overstated contract service costs

The District claimed \$75,697 in contract service costs for the audit period. The audit report determined that \$48,319 is allowable and \$27,378 is unallowable. The unallowable costs relate to disposal of hazardous wastes (lamps and batteries) that are not within the scope of the Public Resources Code Section 40191 definition of solid waste, and thus not a reimbursable mandate activity. The District concurs.

Finding 3- Overstated fixed asset costs

The District claimed \$68,403 for the purchase of six Taylor-Dunn vehicles from Cart Masters used for transporting both trash and recyclables. The audit concluded that 11,401 is allowable (one cart) and \$57,002 (five carts) is unallowable. One cart is used solely for recycling. Since the district is unable to determine the portion of time the other five carts are used for transporting recyclables, the cost of those carts was disallowed. The District does not have that information and must concede the adjustment.

Finding 4- Understated offsetting savings

The District did not report any "offsetting savings" in the annual claims. The audit report concludes that district should have reported offsetting savings totaling \$222,397 for the audit period in the form of "avoided costs" from landfill fees never incurred due to the mandated reduced solid waste disposal. The avoided landfill costs are not revenues; those are the subject of Finding 5.

The Controller's calculation of avoided costs is without legal foundation. The notion of avoided cost for this mandate is a result of the amended (and retroactive) parameters and guidelines adopted September 26, 2008 (which is after the period of reimbursement that is the subject of this audit). This amendment was the result of litigation by the Department of Finance and the Integrated Waste Management Board. The amended parameters and guidelines applied the court decision as follows:

VIII. OFFSETTING COST SAVINGS

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Reduced or avoided costs realized from implementation of the community college districts' Integrated Waste Management plans shall be identified and offset from this claim as cost savings, consistent with the directions for revenue in Public Contract Code sections 12167 and 12167.1. Pursuant to these statutes, community college districts are required to deposit cost savings resulting from their Integrated Waste Management plans in the Integrated Waste Management Account in the Integrated Waste Management Fund; the funds deposited in the Integrated Waste Management Account, upon appropriation by the Legislature, may be expended by the California Integrated Waste Management Board for the purpose of offsetting Integrated Waste Management plan costs. Subject to the approval of the California Integrated Waste Management Board, cost savings by a community college that do not exceed two thousand dollars (\$2,000) annually are continuously appropriated for expenditure by the community college for the purpose of offsetting Integrated Waste Management program costs. Cost savings exceeding two thousand dollars (\$2,000) annually may be available for expenditure by the community college only when appropriated by the Legislature. To the extent so approved or appropriated and applied to the college, these amounts shall be identified and offset from the costs claimed for implementing the Integrated Waste Management Plan. Emphasis added.

There are several hurdles to overcome to properly apply this language. The avoided landfill costs are not revenues that can be deposited into the state account. The concept of avoided costs is not mentioned in the referenced Public Contract Code sections, only revenues, so the Controller's and Commission's reliance on the Public Contract Code is without legal foundation. The phrase "reduced or avoided costs" in the parameters and guidelines assumes a previous legal requirement that would also have to be a subject of the test claim statutes for districts to incur landfill disposal fees to divert solid waste. There is no finding of fact or law from the Commission Statement of Decision for the test claim for this assumed duty nor is it so asserted by the Controller.

Since the parameters and guidelines are silent as to the legal and factual meaning of avoided costs, the audit report cites the Commission on State Mandates

Final Staff Analysis for the proposed amendments to the parameters and guidelines for the premise that "cost savings may be calculated from the annual solid waste disposal reduction or diversion rates that community colleges must annually report to the Board pursuant to Public Resources Code section 42926, subdivision (b)(1)." This citation does not appear in the parameters and guidelines. There is no legal basis to assert that landfill fees not paid are avoided costs from a previous mandate.

Regardless, the audit report calculates that \$222,397 should have been offset by multiplying the tonnage diverted by the "average landfill rate per ton." There are several factual challenges to this calculation. There is no evidence in the audit report that the District claimed landfill costs, and if so, the amount for each fiscal year. Instead, the total adjustment amount for avoided landfill costs is applied to the total annual claim amounts and thus reduces unrelated costs, such as salaries and benefits costs for recycling. There is no factual matching or limitation of the offset of the landfill costs avoided to landfill costs actually claimed.

The calculation is also based on an "average landfill rate per ton" provided by CalRecycle. This information is not provided with the audit report. The source of the average or actual costs that comprise the average is thus unknown and unsupported by audit findings. The audit report invites the District to disprove this missing data, which is

an inappropriate shifting of the burden of proof for an audit. On a more specific level, the tonnage utilized in the calculation is fictional for calendar years 2007 and 2008.

The District agrees that the relevant cost savings should be reported. However, the Controller has not identified a pre-existing state mandate for districts to divert solid waste to landfills, nor provided evidence that any district or all districts did so. Absent this prior mandate, the reduced use of landfills is not a cost savings derived by the statutes that are the subject of this mandate.

Finding 5- Understated offsetting revenues

The District claimed \$9,313 in offsetting revenues received from two vendors during the audit period. The audit report identified \$60,547of offsetting cost revenues by including revenues from two other District accounts. The parameters and guidelines state that offsetting revenue shall include all revenues generated from implementing the plan. Controller staff has stated a belief that some portion of the two other accounts is recycling income potentially attributable to the integrated waste management program, but did not document these amounts or which of the numerous receipts totaling \$51,234 were related to the mandate program. No evidence is provided in the audit report as to the nature of these other revenues, so the adjustment is without foundation.

Late Claim Penalty

This issue was not identified as an adjustment in the audit report. Government Code section 17561 imposes a 10% late-filing penalty for annual claims filed after the due date. For all fiscal years in the audit period, the District reported late-filing penalties

of \$117,789, and the audit report agreed with that amount. However, since the audit allowed only \$177,170 in cost for the audit period, the late-filing penalty should not exceed \$17,717.

PART VIII. RELIEF REQUESTED

The District filed its annual reimbursement claims within the time limits prescribed by the Government Code. The amounts claimed by the District for reimbursement of the costs of implementing the Integrated Waste Management program imposed by the relevant Public Contract and Public Resources Code sections represent the actual costs incurred by the District to carry out this program. These costs were properly claimed pursuant to the Commission's parameters and guidelines. Reimbursement of these costs is required under Article XIIIB, Section 6 of the California Constitution. The Controller's adjustments deny reimbursement without any basis in law or fact. The District has met its burden of going forward on this incorrect reduction claim by complying with the requirements of Section 1185, Title 2, California Code of Regulations. Because the Controller has enforced and is seeking to enforce these adjustments without benefit of statute or regulation, the burden of proof is now upon the Controller to establish a legal basis for its actions.

The District requests that the Commission make findings of fact and law on each and every adjustment made by the Controller and each and every procedural and jurisdictional issue raised in this claim, and order the Controller to correct its audit report findings therefrom.

1		PART VIII. CERTIFICATION
2	By my sig	nature below, I hereby declare, under penalty of perjury under the laws
3	of the State of C	alifornia, that the information in this incorrect reduction claim
4	submission is tru	e and complete to the best of my own knowledge or information or
5	belief, and that th	ne attached documents are true and correct copies of documents
6	received from or	sent by the state agency or person who originated the document.
7	Executed	on March 2 (, 2014, at Pasadena, California, by
8 9 10 11 12	Pasadena Area	Senior Vice President/Assistant Superintendent Community College District ado Boulevard, Room C221
13 14 15	Voice: 626	6-585-7170 6-585-3138
16		APPOINTMENT OF REPRESENTATIVE
17 18		Area Community College District appoints Keith B. Petersen, SixTen
19 20 21	-	Senior Vice President Community College District
22 23 24 25	Attachments: Exhibit "A" Exhibit "B"	Controller's Audit Report dated April 4, 2011 Original Parameters and Guidelines adopted March 30, 2005, and Amended Parameters and Guidelines dated September 26, 2008
26 27 28 29 30	Exhibit "C" Exhibit "D"	Controller's Claiming Instructions Statute of Limitations documents: - Jim Spano e-mail dated November 22, 2011 - Controller's audit notification letter dated April 3, 2009 - Keith Petersen e-mail dated November 22, 2011
31	Exhibit "E"	Annual Reimbursement Claims

PASADENA AREA COMMUNITY COLLEGE DISTRICT

Audit Report

INTEGRATED WASTE MANAGEMENT PROGRAM

Chapter 1116, Statutes of 1992, and Chapter 764, Statutes of 1999

July 1, 1999, through June 30, 2008



JOHN CHIANG
California State Controller

April 2011



JOHN CHIANG

California State Controller

April 4, 2011

William E. Thomson, President Board of Trustees Pasadena Area Community College District 1570 E. Colorado Blvd. – C235 Pasadena, CA 91106-2003

Dear Mr. Thomson:

The State Controller's Office audited the costs claimed by Pasadena Area Community College District for the legislatively mandated Integrated Waste Management Program (Chapter 1116, Statutes of 1992, and Chapter 764, Statutes of 1999) for the period of July 1, 1999, through June 30, 2008.

The district claimed \$2,145,216 (\$2,263,005 less a \$117,789 penalty for filing late claims) for the mandated program. Our audit disclosed that \$177,170 is allowable and \$1,968,046 is unallowable. The costs are unallowable because the district estimated salaries and benefits, claimed reimbursement for hazardous waste and non-mandated equipment, did not offset avoided disposal fees, and understated recycling revenues. The State made no payments to the district. The State will pay allowable costs claimed that exceed the amount paid, totaling \$177,170, contingent upon available appropriations.

If you disagree with the audit findings, you may file an Incorrect Reduction Claim (IRC) with the Commission on State Mandates (CSM). The IRC must be filed within three years following the date that we notify you of a claim reduction. You may obtain IRC information at the CSM's Web site at www.csm.ca.gov/docs/IRCForm.pdf.

If you have any questions, please contact Jim L. Spano, Chief, Mandated Cost Audits Bureau, at (916) 323-5849.

Sincerely,

Original signed by

JEFFREY V. BROWNFIELD Chief, Division of Audits

JVB/sk

cc: Richard Van Pelt, Interim Vice-President

Administrative Services

Pasadena Area Community College District

Odessa Walker, Director of Fiscal Services

Pasadena Area Community College District

Brigitte Norsworthy, Principal Accountant

Pasadena Area Community College District

Christine Atalig, Auditor

Fiscal Services Unit

California Community Colleges Chancellor's Office

Thomas Todd, Principal Program Budget Analyst

Education Systems Unit

Department of Finance

Jay Lal, Manager

Division of Accounting and Reporting

State Controller's Office

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Attachment—District's Response to Draft Audit Report	

Audit Report

Summary

The State Controller's Office (SCO) audited the costs claimed by Pasadena Area Community College District for the legislatively mandated Integrated Waste Management Program (Chapter 1116, Statutes of 1992, and Chapter 764, Statutes of 1999) for the period of July 1, 1999, through June 30, 2008.

The district claimed \$2,145,216 (\$2,263,005 less a \$117,789 penalty for filing late claims) for the mandated program. Our audit disclosed that \$177,170 is allowable and \$1,968,046 is unallowable. The costs are unallowable because the district estimated salaries and benefits, claimed reimbursement for hazardous waste and non-mandated equipment, did not offset avoided disposal fees, and understated recycling revenues. The State made no payments to the district. The State will pay allowable costs claimed that exceed the amount paid, totaling \$177,170, contingent upon available appropriations.

Background

On March 25, 2004, the Commission on State Mandates (CSM) adopted its statement of decision finding that Public Resources Code sections 40148, 40196.3, 42920-42928, Public Contract Code section 12167 and 12167.1; and the State Agency Model Integrated Waste Management Plan (February 2000) require new activities which constitute new programs or higher levels of service for community college districts within the meaning of article XIII B, section 6, of the California Constitution, and impose costs mandated by the state pursuant to Government Code section 17514.

Specifically, the CSM approved this test claim for the increased costs of performing the following specific new activities:

- Comply with the model plan (Public Resources Code section 42920(b)(3) and State Agency Model Integrated Waste Management Plan, February 2000),
- Designate a solid waste reduction and recycling coordinator (Public Resources Code section 42920(c),
- Divert solid waste (Public Resources Code sections 42921 and 42922(i),
- Report to the Board (Public Resources Code sections 42926(a) and 42922(i), and
- Submit recycled material reports (Public Contract Code section 12167.1).

The program's parameters and guidelines establish the state mandate and define the reimbursement criteria. The CSM adopted the parameters and guidelines on March 30, 2005, and last amended it on September 26, 2008. In compliance with Government Code section 17558, the SCO issues claiming instructions to assist local agencies and school districts in claiming mandated program reimbursable costs.

Objective, Scope, and Methodology

We conducted the audit to determine whether costs claimed represent increased costs resulting from the Integrated Waste Management Program for the period of July 1, 1999, through June 30, 2008.

Our audit scope included, but was not limited to, determining whether costs claimed were supported by appropriate source documents, were not funded by another source, and were not unreasonable and/or excessive.

We conducted this performance audit under the authority of Government Code sections 12410, 17558.5, and 17561. We did not audit the district's financial statements. We conducted the audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

We limited our review of the district's internal controls to gaining an understanding of the transaction flow and claim preparation process as necessary to develop appropriate auditing procedures.

We asked the district's representative to submit a written representation letter regarding the district's accounting procedures, financial records, and mandated cost claiming procedures as recommended by generally accepted government auditing standards. However, the district declined our request.

Conclusion

Our audit disclosed instances of noncompliance with the requirements outlined above. These instances are described in the accompanying Summary of Program Costs (Schedule 1) and in the Findings and Recommendations section of this report.

For the audit period, Pasadena Area Community College District claimed \$2,145,216 (\$2,263,005 less a penalty for filing late claims) for costs of the Integrated Waste Management Program. Our audit disclosed that \$177,170 is allowable and \$1,968,046 is unallowable.

The State made no payments to the district. Our audit disclosed that \$177,170 is allowable. The State will pay allowable costs claimed that exceed the amount paid, totaling \$177,170, contingent upon available appropriations.

Views of Responsible Official

We issued a draft audit report on March 11, 2011. Richard Van Pelt, Interim Vice-President, Administrative Services, responded by letter dated March 23, 2011 (Attachment), disagreeing with the audit results. This final audit report includes the district's response.

Restricted Use

This report is solely for the information and use of Pasadena Area Community College District, the California Community Colleges Chancellor's Office, the California Department of Finance, the California Department of Resources Recycling and Recovery, and the SCO; it is not intended to be and should not be used by anyone other than these specified parties. This restriction is not intended to limit distribution of this report, which is a matter of public record.

Original signed by

JEFFREY V. BROWNFIELD Chief, Division of Audits

April 4, 2011

Schedule 1— Summary of Program Costs July 1, 1999, through June 30, 2008

Cost Elements		Actual Costs Claimed		Allowable per Audit		Audit djustment	Reference 1
July 1, 1999, through June 30, 2000							
Direct costs:							
Salaries and benefits Contract services	\$	74,228 854	\$	3,074	\$	(71,154) (854)	Finding 1 Finding 2
Total direct costs		75,082		3,074		(72,008)	
Indirect costs		22,269		922		(21,347)	Finding 1
Total direct and indirect costs Less offsetting savings		97,351		3,996		(93,355)	
Less offsetting revenues Less late filing penalty		(1,287) (9,606)		(5,132) (9,606)		(3,845)	Finding 5
Subtotal		86,458		(10,742)		(97,200)	
Adjustment to eliminate negative balance		_		10,742		10,742	
Total program costs	\$	86,458			\$	(86,458)	
Less amount paid by the State		···					
Allowable costs claimed in excess of (less than	ı) amou	nt paid	\$				
July 1, 2000, through June 30, 2001 Direct costs: Salaries and benefits	\$	145,740	\$	749	\$	(144,991)	Finding 1
Contract services	Ψ	1,965	Ψ	101	Ψ	(1,864)	Finding 2
Total direct costs	_	147,705		850		(146,855)	
Indirect costs		43,722		225		(43,497)	Finding 1
Total direct and indirect costs Less offsetting savings	_	191,427		1,075		(190,352)	
Less offsetting revenues		(875)		(7,643)		(6,768)	Finding 5
Less late filing penalty		(19,055)		(19,055)			Ü
Subtotal		171,497		(25,623)		(197, 120)	
Adjustment to eliminate negative balance	_		_	25,623	_	25,623	
Total program costs	\$	171,497			\$	(171,497)	
Less amount paid by the State		_	_				
Allowable costs claimed in excess of (less than	n) amoı	ınt paid	\$				
July 1, 2001, through June 30, 2002							
Direct costs:							
Salaries and benefits Contract services	\$	208,290 8,026	\$	18,021 5,903	\$	(190,269) (2,123)	
Total direct costs	_	216,316	-	23,924	-	(192,392)	
Indirect costs		62,487		5,406		(57,081)	

Schedule 1 (continued)

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Cost Elements		tual Costs Claimed	Allowable per Audit	A	Audit djustment	Reference 1
July 1, 2001, through June 30, 2002 (continued)						
Total direct and indirect costs		278,803	29,330		(249,473)	
Less offsetting savings			(3,804)		(3,804)	Finding 4
Less offsetting revenues		(322)	(5,792)		(5,470)	Finding 5
Less late filing penalty		(27,848)	(27,848)			
Subtotal		250,633	(8,114)		(258,747)	
Adjustment to eliminate negative balance			8,114		8,114	
Total program costs	\$	250,633	_	\$	(250,633)	
Less amount paid by the State		-				
Allowable costs claimed in excess of (less than) a	amou	nt paid	\$			
July 1, 2002, through June 30, 2003						
Direct costs:						
Salaries and benefits	\$	229,024	\$ 34,529	\$	(194,495)	Finding 1
Contract services	Ψ	9,975	7,655	Ψ	(2,320)	Finding 2
Total direct costs	_	238,999	42,184	_	(196,815)	
Indirect costs		68,707	10,359		(58,348)	Finding 1
Total direct and indirect costs		307,706	52,543		(255,163)	o ,
Less offsetting savings		J07,700	(7,466)		(7,466)	Finding 4
Less offsetting revenues		(131)	(8,241)		(8,110)	Finding 5
Less late filing penalty		(30,758)	(30,758)			_
Total program costs	\$	276,817	6,078	\$	(270,739)	
Less amount paid by the State						
Allowable costs claimed in excess of (less than)	amoı	ınt paid	\$ 6,078			
		•		•		
July 1, 2003, through June 30, 2004						
Direct costs: Salaries and benefits	Ф	220,719	\$ 48,131	\$	(172,588)	Finding 1
Contract services	\$	10,864	8,499	Φ	(172,366) $(2,365)$	Finding 1
Total direct costs	_	231,583	56,630		(174,953)	_
Indirect costs		66,216	14,440		(51,776)	Finding 1
	_		71,070		(226,729)	. 1 11101116 1
Total direct and indirect costs Less offsetting savings		297,799	(17,765)	1	(17,765)	Finding 4
Less offsetting revenues		(400)	(7,192)		(6,792)	-
Less late filing penalty		(29,740)	(29,740)			
Total program costs	\$	267,659	16,373	- <u>-</u>	(251,286)	
Less amount paid by the State	-	, , , , , ,	_	-		•
Allowable costs claimed in excess of (less than)	amo	unt naid	\$ 16,373	-		
A STITUTE COSTS CHAINICA III CACCOS OF (1035 HIAII)	anio	un puid	Ψ 10,575	-		

Schedule 1 (continued)

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Cost Elements	Actual Costs Claimed			llowable er Audit			Reference 1
July 1, 2004, through June 30, 2005							
Direct costs:							
Salaries and benefits Contract services	\$	208,505 12,294	\$ 	60,708 8,600	\$	(147,797) (3,694)	Finding 1 Finding 2
Total direct costs Indirect costs		220,799 68,390		69,308 19,912		(151,491) (48,478)	Finding 1
Total direct and indirect costs Less offsetting savings Less offsetting revenues	_	289,189 — (1,798)		89,220 (28,651) (5,805)	_	(199,969) (28,651) (4,007)	Finding 4 Finding 5
Total program costs Less amount paid by the State	\$	287,391		54,764 —	\$	(232,627)	
Allowable costs claimed in excess of (less than) a	mou	ınt paid	\$_	54,764			
July 1, 2005, through June 30, 2006							
Direct costs: Salaries and benefits Contract services	\$	169,546 4,149	\$	67,011 731	\$	(102,535) (3,418)	Finding 1 Finding 2
Total direct costs Indirect costs		173,695 55,611		67,742 21,979	_	(105,953) (33,632)	Finding 1
Total direct and indirect costs Less offsetting savings Less offsetting revenues		229,306 — (1,407)		89,721 (74,054) (6,317)	_	(139,585) (74,054) (4,910)	Finding 4 Finding 5
Total program costs	\$	227,899		9,350	\$	(218,549)	
Less amount paid by the State			_				
Allowable costs claimed in excess of (less than) a	amo	unt paid	\$_	9,350			
July 1, 2006, through June 30, 2007							
Direct costs: Salaries and benefits Materials and supplies Contract services	\$	173,527 308 6,778	\$	57,065 308	\$	(116,462) — (6,778)	Finding 1 Finding 2
Fixed assets		68,403		11,401		(57,002)	
Total direct costs Indirect costs		249,016 56,917		68,774 18,717		(180,242) (38,200)	. , –
Total direct and indirect costs Less offsetting savings Less offsetting revenues	_	305,933		87,491 (65,334) (6,528)	_	(218,442) (65,334) (5,353)	Finding 4
Total program costs Less amount paid by the State	\$	304,758		15,629	\$	(289,129)	•
Allowable costs claimed in excess of (less than)	amo	ount paid	\$	15,629			
Tito ., acto cools claimed in excess of (loss than)		para	Ψ	10,027			

Schedule 1 (continued)

Cont Florence		ctual Costs		Allowable	Audit Adjustment		Reference 1
Cost Elements		Claimed		per Audit		Adjustment	Reference
July 1, 2007, through June 30, 2008							
Direct costs:							
Salaries and benefits	\$	192,872	\$	69,968	\$	(122,904)	Finding 1
Contract services	_	20,792	_	16,830	_	(3,962)	Finding 2
Total direct costs		213,664		86,798		(126,866)	
Indirect costs		61,140	_	22,180	_	(38,960)	Finding 1
Total direct and indirect costs		274,804		108,978		(165,826)	
Less offsetting savings		_		(25,323)		(25,323)	Finding 4
Less offsetting revenues		(1,918)		(7,897)		(5,979)	Finding 5
Less late filing penalty	_	(782)	_	(782)	_		
Total program costs	\$	272,104		74,976	\$	(197,128)	
Less amount paid by the State						-	
Allowable costs claimed in excess of (less than) a	mou	ınt paid	\$	74,976			
Summary: July 1, 1999, through June 30, 2008							
Direct costs:							
Salaries and benefits	\$	1,622,451	\$	359,256	\$	(1,263,195)	
Materials and supplies		308		308			
Contract services		75,697		48,319		(27,378)	
Fixed assets		68,403	_	11,401	_	(57,002)	
Total direct costs		1,766,859		419,284		(1,347,575)	
Indirect costs		505,459	_	114,140	_	(391,319)	
Total direct and indirect costs		2,272,318		533,424		(1,738,894)	
Less offsetting savings		· · —		(222,397)		(222,397)	
Less offsetting revenues		(9,313)		(60,547)		(51,234)	
Less late filing penalty	_	(117,789)	_	(117,789)	_		
Subtotal		2,145,216		132,691		(2,012,525)	
Adjustment to eliminate negative balance		-	_	44,479	_	44,479	
Total program costs	\$	2,145,216		177,170	\$	(1,968,046)	
Less amount paid by the State			_				
Allowable costs claimed in excess of (less than) a	amo	unt paid	\$	177,170			

¹ See the Findings and Recommendations section.

Findings and Recommendations

FINDING 1— Overstated salaries, benefits, and related indirect costs The district claimed \$1,622,451 in salaries and benefits during the audit period. We determined that \$359,256 is allowable and \$1,263,195 is unallowable. The costs are unallowable because the district claimed costs that were based on estimates and were not supported with source documentation. The related unallowable indirect costs totaled \$391,319.

We initially determined that all of the costs claimed were unallowable because they were based on estimates and were not supported by any corroborating documentation. The district conducted a time study in May of 2010 for the cost component of Diverting Solid Waste. Based on the time study results, we determined that salary and benefit costs totaling \$339,584 are allowable. The related allowable indirect costs totaled \$108,092.

As noted in our comments to the districts response to the draft audit findings, we adjusted the audit adjustment downwards by \$19,672. The related allowable indirect costs totaled \$6,048.

The following table summarizes the claimed, allowable, and unallowable costs for the audit period by fiscal year:

Object Account	Fiscal Year	Amount Claimed			Amount Allowable		Audit Adjustment		
Salaries and benefits	1999-2000	\$	74,228	\$	3,074	\$	(71,154)		
	2000-01		145,740		749		(144,991)		
	2001-02		208,290		18,021		(190,269)		
	2002-03		229,024		34,529		(194,495)		
	2003-04		220,719		48,131		(172,588)		
	2004-05		208,505		60,708		(147,797)		
	2005-06		169,546		67,011		(102,535)		
	2006-07		173,527		57,065		(116,462)		
	2007-08		192,872	_	69,968		(122,904)		
			1,622,451		359,256		(1,263,195)		
Indirect costs		_	505,459		114,140		(391,319)		
Total		<u>\$</u>	2,127,910	\$	473,396	\$	(1,654,514)		

The following table summarizes the claimed, allowable, and unallowable salaries and benefits for the audit period by reimbursable cost component:

Reimbursable Component	_	Amount Claimed	- '	Amount Illowable		Audit Adjustment
Policies and Procedures	\$	7,278	\$	330	\$	(6,948)
Staff Training		42,102		14,991		(27,171)
Complete and Submit Plan to Board		4,411		4,411		
Designate Recycling Coordinator	19,397 —			(19,397)		
Divert Solid Waste / Maintain						
Required Level	1	,510,036		339,584		(1,170,452)
Time Extension		2,441		_		(2,441)
Accounting System		10,625		_		(10,625)
Annual Recycling Material Reports		26,161			_	(26,161)
Total	\$ 1	,622,451	\$	359,256	<u>\$</u>	(1,263,195)

Background

We initially determined that all of the claimed salary and benefit costs were based on estimates and not supported by corroborating source documentation. We met with district representatives on February 25, 2010, to inform them that the costs were unallowable as claimed because they were based on estimates of time spent performing mandated activities.

The district requested that it be allowed to perform a time study during the current period of time spent performing the —dierting solid waste/maintaining the required level" cost component. This cost component is found in section IV.B.5 of the parameters and guidelines, which states:

Divert at least 25 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2002, and at least 50 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2004, through source reduction, recycling, and composting activities. Maintain the required level of reduction, as approved by the Board.

We agreed with the district's proposal to conduct a time study and noted that we would apply the time study results to the audit period as appropriate.

Time Study Results

The district performed a two-week time study during May of 2010. The time study actually consisted of 12 working days, as district employees performing the mandated activities do not work on Sundays. The time study consisted of time spent by ten custodians, six gardeners, and one power sweep operator. These employees kept a log of all of the activities they performed throughout the day, including, but not limited to, stocking supplies, recycling, and picking up litter around the campus.

Time Study Cumulative Hours

The district tallied the total time devoted to recycling and composting activities and calculated 172.9 cumulative hours spent over the 12 days. We reviewed the daily logs and determined that 168.28 hours were spent on mandated activities. We noted that the time study results included 4.62 hours spent on non-mandated activities, such as lawn mowing and discussing the time study record-keeping process with the Facilities Supervisor.

Daily Average per Position

We calculated a daily average of time spent performing mandated activities by employee classification. For instance, the time study revealed that custodians spent 109.03 cumulative hours devoted to mandated activities, which is approximately 9.086 hours per day (109.03) total hours \div 12 time-studied days), or 0.91 hours per day per custodian (9.086) hours per day \div 10 custodians).

The following table summarizes the time study results by employee classification:

	(A)	(B)	(C)
	Cumulative	Average Hours per Day	Average Hours per Day per Employee [(C) = (B) ÷ number
Position	Hours	$[(B) = (A) \div 12]$	of employees]
10 Custodians	109.03	9.086	0.91
6 Gardeners	46.67	3.889	0.65
1 Power Sweep Operator	12.58_	1.048	1.05
Total	168.28	14.023	2.61

Time Study Allocation of Hours

We then determined an allocation of the time study results based on the requirements of the mandated program. Public Resources Code section 42921 requires that 25% of all solid waste be diverted by January 1, 2002, and that 50% of all solid waste be diverted by January 1, 2004. Prior to January 1, 2002, there was no mandated solid waste diversion requirement.

The following table summarizes our calculations of the actual diversion percentages achieved by the district in comparison to the mandated diversion requirements:

		Required Diversion	Actual Diversion
Fiscal Year	Dates	Percentage	Percentage *
1999-2000	07/01/99-12/31/99	0%	0%
1999-2000	01/01/00-06/30/00	0%	0%
2000-01	07/01/00-12/31/00	0%	0%
2000-01	01/01/01-06/30/01	0%	24.10%
2001-02	07/01/01-12/31/01	0%	24.10%
2001-02	01/01/02-06/30/02	25%	26.30%
2002-03	07/01/02-12/31/02	25%	26.30%
2002-03	01/01/03-06/30/03	25%	46.50%
2003-04	07/01/03-12/31/03	25%	46.50%
2003-04	01/01/04-06/30/04	50%	50.10%
2004-05	07/01//04-12/31/04	50%	50.10%
2004-05	01/01/05-06/30/05	50%	50.80%
2005-06	07/01/05-12/31/05	50%	50.80%
2005-06	01/01/06-06/30/06	50%	86.80%
2006-07	07/01/06-12/31/06	50%	86.80%
2006-07	01/01/07-06/30/07	50%	*
2007-08	07/01/07-12/31/07	50%	*
2007-08	01/01/08-06/30/08	50%	*

^{*} Information provided by the California Department of Resources Recycling and Recovery (CalRecycle), formerly the Integrated Waste Management Board, as reported by the Pasadena Area Community College District. The reporting of diversion percentages was no longer required by CalRecycle as of January 1, 2007, although community college districts are still statutorily required to maintain this information.

This table documents that the district was diverting a larger percentage of tonnage than that required by the mandated program during fiscal year (FY) 2001-02 through FY 2006-07. For instance, in calendar year 2006, the district was required to achieve a 50% diversion rate, yet the district was reporting a diversion rate of 86.80%. We noted that CalRecycle no longer required community college districts to report tonnage diverted as of January 1, 2007. The district did not provide information to us related to tonnage of waste diverted in calendar years 2007 and 2008. In the absence of this information, we used the diversion rate of 86.80% for years 2007 and 2008. We allocated the time study results to be consistent with the requirements of the mandated program.

The following table documents how we allocated the time study results for the years included in the audit period:

	(A)	(B)	(C) May 2010	(D) Allocated Time
May 2010 Time Study Re	sults	Required	Actual	Study Hours
Position	Hours	Diversion Percentage	Diversion Percentage	$[(D) = [(B) \div (C)] \times (A)]$
07/01/99-12/31/01:				
Custodians	0.91	0%	86.80%	_
Gardeners	0.65	0%	86.80%	_
Power Sweep Operators	1.05	0%	86.80%	
	2.61			-
01/01/02-12/31/03:				
Custodians	0.91	25%	86.80%	0.26
Gardeners	0.65	25%	86.80%	0.19
Power Sweep Operators	1.05	25%	86.80%	0.30
	2.61			0.75
01/01/04-06/30/08:				
Custodians	0.91	50%	86.80%	0.52
Gardeners	0.65	50%	86.80%	0.37
Power Sweep Operators	1.05	50%	86.80%	0.60
	2.61			1.50

If the district is able to provide documentation showing that it diverted waste at a percentage lower than 86.8% during the time study period of May 2010, we will revise the allocated time study hours shown in column (D) accordingly.

We applied the allocated time study hours for each fiscal year (as shown in column (D)) by the number of employees claimed. Using the average productive hourly rates for these employee classifications, we determined that \$339,584 in salaries and benefits is reimbursable. The related allowable indirect costs totaled \$108,092.

New Time Study Proposal

During our audit exit conference with the district, Richard Van Pelt, Interim Vice President of Administrative Services, expressed dissatisfaction with the methodology used for the time study. His views were echoed by Sarah Flores, Grounds Supervisor. Mr. Van Pelt expressed the district's belief that capturing time spent by district staff over a two-week period performing certain mandated activities did not reflect the actual cost incurred by the district. Mr. Van Pelt proposed a

revised methodology, in which the district would analyze the cost incurred by the district to process one ton of various recyclable materials (aluminum cans, paper, plastics, cardboard, etc.). We responded that the proposal seemed reasonable and asked that the district send us a plan explaining how it intends to capture the costs for these activities. If the district subsequently provides an analysis that more closely captures the costs incurred to perform the mandated activities, we will revise the audit results as appropriate.

Recommendation

We recommend that the district ensure that claimed costs include only eligible costs and are based on actual costs that are appropriately supported by source documentation. Documentation should identify the mandated functions performed and support the actual number of hours devoted to each function.

District's Response

The draft audit report states that the District claimed unallowable salaries and benefits in the amount of \$1,680,234, of which \$1,282,867 are direct costs and \$397,367 are related indirect costs.

1. Estimated and Unsupported Costs

The draft audit report disallows a total of \$112,415 (\$1,622,451-\$1,510,036 = \$112,415) in direct costs for staff time claimed for policies and procedures, staff training, submitting the plan to the state board, recycling coordinator time, report filing extension requests, accounting system, and annual reports. The reason stated is that the time reported is based on -estimates" and are without -eorroborating documentation." None of the time was disallowed as unreasonable. The audit made no findings that the staff time reported was not related to the mandate. The audit report characterizes the disallowed time as -estimates." It should be remembered that the parameters and guidelines were adopted on March 30, 2005, and the first claiming instructions for the initial fiscal years were released thereafter. Claimants had no actual notice of approved reimbursement for this program until that time. It seems unreasonable to require contemporaneous documentation of daily staff time for the retroactive initial fiscal years. While some historic staff time can be reconstructed from calendars and desk diaries, other staff time cannot and must be reported as a good-faith estimate. While the District agrees with the audit report recommendation that the claimants maintain records that document actual time spent on mandate-related activities, it would be more realistic standard for fiscal years after the initial fiscal year claims.

2. Time Study Results

The audit initially determined that he solid waste diversion costs (\$1,510,036) were entirely unallowable because they were unsupported by sufficient or appropriate documentation, as it did for the other program costs discussed above. At the first exit conference on February 25, 2010, the District determined that it would conduct a time study to replace the time reports originally submitted with the claims. The auditor's evaluation of the District time study results accepted the reported time except for time spent lawn mowing and discussing the

time study process. The evaluation determined the daily average time spent by job classification and per person participating in the time study, and then multiplied that amount by the number of working days per year for each person and an average productive hourly rate for each job classification. This is a logical process, except that the audit reduced the average time per day to the statutory targets of 25% and 50%. For example, the average hours per day for custodians from the time study is .91 hours. The auditor reduced this to .26 (25% of .91 hours per day divided by 86.80%). The 80.86% figure is the amount of the actual diversion in 2006 and properly -gosses-up" the measured time to 100% diversion. The time study results for hours per day should not be reduced by the statutory target amounts. The staff cannot reduce their activities by 25% or 50%. All recycling trash receptacles have to be emptied regardless of the amount diverted. One cannot empty only 25% of the locations. Regardless of the statutory target amounts, the same amount of work and time is required here for any amount of waste diversion.

At the second exit conference on February 15, 2011, the District proposed an alternative method of identifying costs based on the cost of the diverted tonnage rather than the study of staff time because of the disproportionate results of the audited evaluation of the time study. A method to more accurately measure the cost of the mandated activities would be to record, for a finite period of time (a day or a week), the time spent by all the persons involved in the collection and processing of the recycled materials. The District will measure what is collected by categories (cans, glass, green waste, paper, etc.) to make a direct measurement of staff time per unit of measure (100 lbs., a ton, etc.) and type of material. Those results will then be used as the basis for determining the overall cost of the diversion program. Since the final audit report must be issued within a month, the District will perform this work after the final audit report is issued on the representation stated in the draft audit report that it will be reviewed and considered for a revised audit report. The District will send a proposed plan before it commences the study.

SCO's Comment

Based on the district's response, we reduced the audit adjustment for salaries and benefits by \$19,672; from \$1,282,867 to \$1,263,195. The related indirect costs totaled \$6,048.

We will address our comments in the order they appear in the district's response:

Estimated and Unsupported Costs

We concur with the district's comment that the parameters and guidelines were adopted on March 30, 2005, and that the district may not have kept any contemporaneous time records for the initial fiscal years of the mandated program. However, we disagree with the district's comment that claimants had no actual notice of approved reimbursement for this program until the parameters and guidelines were adopted. The Statement of Decision for the Integrated Waste Management Program was adopted by CSM on March 25, 2004. Claimants had notice as of this date that a reimbursable state-mandated program existed based on the test claim legislation. When we met with the district representatives on

February 25, 2010, to discuss the estimated costs, they were given an opportunity to perform a time study for these various cost components; they opted to perform a time study only on the —Divert Solid Waste / Maintain the Required Level" cost component.

Regardless of the dates involved and the time studies not performed, we again reviewed the district's claims for the activities it cited in its response (Policies and Procedures, Staff Training, Submitting the Plan to the State Board, Recycling Coordinator Time, Report Filing Extension Requests, Accounting System, and Annual Reports). The following comments relate to these activities.

Policies and Procedures

The parameters and guidelines (Section IV.A.1-One Time Activities) identify the following reimbursable activity, beginning January 1, 2000:

Develop the necessary district policies and procedures for the implementation of the integrated waste management plan.

The district claimed \$7,278 for this activity during the audit period. Based on the requirements of the parameters and guidelines, we determined that \$330 claimed by the district only in its claim for FY 1999-2000 is allowable. This represented 12 hours claimed for the district's Facilities Supervisor to develop policies and procedures. Costs claimed in subsequent years, totaling \$6,948, are unallowable because the costs are only allowable as a one-time activity. The district did not provide documentation showing that these costs relate to the development of, rather than updates to, policies and procedures. The related allowable indirect costs totaled \$99.

Staff Training

The parameters and guidelines (Section IV.A.2-One Time Activities) identify the following reimbursable activity, beginning January 1, 2000:

Train district staff on the requirements and implementation of the integrated waste management plan (one-time per employee). Training is limited to staff working directly on the plan.

The district claimed \$42,102 for this activity during the audit period. Based on the requirements of the parameters and guidelines, we determined that \$14,931 is allowable and \$27,171 is unallowable. The related allowable indirect costs totaled \$4,601.

The following table summarizes the claimed, allowable, and unallowable amounts by fiscal year:

Object Account	Fiscal Year	Amount Claimed		Amount Allowable		Audit Adjustment	
Salaries and benefits	1999-2000	\$	2,414	\$ 2,414	\$	_	
	2000-01		5,267	_		(5,267)	
	2001-02		6,227	2,913		(3,314)	
	2002-03		7,145	2,239		(4,906)	
	2003-04		6,965	2,322		(4,643)	
	2004-05		6,883	2,486		(4,397)	
	2005-06		4,880	846		(4,034)	
	2006-07		610			(610)	
	2007-08		1,711	 1,711			
Subtotal			42,102	14,931		(27,171)	
Indirect costs			13,005	 4,601		(8,404)	
Totals		\$	55,107	\$ 19,532	\$	(35,575)	

We noted that the district claimed costs for training its custodians, gardeners, a power-sweeper operator, a skilled-trades worker, and, in FY 2007-08, the Director of Facilities Services. This training was provided to district employees by the Facilities Supervisor. As noted in the audit report, the district did not provide any support for the hours claimed for training nor the type of training provided. We realize that the district trained its staff on the requirements of the mandated program. We noted that the district claimed 12 hours per year for its entire staff involved with the mandated program in all nine years of the audit period, except for FY 1999-2000, when it claimed six hours (presumably because reimbursement began on January 1, 2000) and for FY 2007-08, when it claimed only training for the Director of Facilities Services. Training in every year was provided by the Facilities Supervisor.

Therefore, allowable costs were based on training all employees in the first year of the audit period (FY 1999-2000). For all subsequent years of the audit period, allowable costs were based on training only for employees who appeared in the district's claims for the first time. In addition, we allowed time claimed for the Facilities Supervisor to provide the training. As noted in the table above, there were no allowable costs for FY 2000-01 and FY 2006-07. For FY 2000-01, training costs were claimed for the same employees who were claimed under the Training cost component in the district's claim for FY 1999-2000. For FY 2006-07, costs were claimed only for the Facilities Supervisor.

Complete and Submit Plan to the Board

The district claimed salaries and benefits totaling \$4,411 for this activity. We determined that all of the costs should be allowable because they are immaterial. The related indirect costs totaled \$1,348.

Designate Recycling Coordinator

The district claimed salaries and benefits totaling \$19,397 for this activity. We determined that none of the costs claimed are allowable.

The parameters and guidelines (Section IV.B.4-Ongoing Activities) identify the following reimbursable activity:

Designate one solid waste reduction and recycling coordinator (-eoordinator") for each College in the district to perform new duties imposed by chapter 18.5 (Pub. Resources Code, Sections 42920-42928). The coordinator shall act as a liaison to other state agencies (as defined By section 40196.3) and coordinators. (Pub. Resources Code, section 42920, subd. (c).

The district claimed 48 hours for this activity in FY 1999-2000; 96 hours per year for FY 2000-01 through 2004-05, 12 hours per year for FY 2005-06 and FY 2007-08, and 11 hours for FY 2006-07. All salary and benefit costs claimed were for the district's Facilities Supervisor. As noted in the audit report, the district did not provide any support for the time claimed for this activity.

We concluded that the amount of time claimed by the district for this activity appears unreasonable when compared to the description of the activity in the parameters and guidelines. Absent some kind of actual cost support for the amount of time claimed by the district, these costs remain unallowable.

Time Extension

The district included \$2,441 for this activity in its claim for FY 2006-07. However, we determined that all of the costs claimed are unallowable as claimed.

The parameters and guidelines (Section IV.C.2—Alternative Compliance) identify the following reimbursable activity:

Seek <u>either</u> an alternative requirement or time extension if a community college is unable to comply with the January 1, 2004, deadline to divert 50 percent of its solid waste...

The parameters and guidelines also note that the activities described within Section IV.C. (Alternative Compliance) are reimbursable only during the period of January 1, 2000, through December 31, 2005. Therefore, costs claimed for FY 2006-07 are unallowable.

Accounting System

The district claimed salaries and benefits totaling \$10,625 for this cost component during the audit period. We determined that all of the costs claimed are unallowable.

The parameters and guidelines (Section IV.D-Accounting System) identify the following reimbursable activities:

Developing, implementing, and maintaining an accounting system to enter and track the college's source reduction, recycling, and composting activities, the cost of those activities, the proceeds from the sale of any recycled materials, and such other accounting systems which will allow it to make its annual reports to the state and determine waste reduction. Note: only the pro-rata portion of the costs incurred to implement the reimbursable activities can be claimed.

The district claimed 24 hours for this cost component in FY 1999-2000—48 hours per year for FY 2000-01 through 2004-05, and 12 hours per year for FY 2005-06 through FY 2007-08. All salary and benefit costs claimed were for the district's Facilities Supervisor. As noted in the audit report, the district did not provide any support for the time claimed for this activity.

We concluded that the amount of time claimed by the district for this activity appears unreasonable when compared to the description of the activities in the parameters and guidelines. The district's Facilities Coordinator involvement in activities related to developing, implementing, and maintaining an accounting system do not fit within the job duties for this employee classification. Further, the district did not provide evidence of any accounting system(s) that were developed, implemented, and maintained during the audit period to comply with the mandated program. Absent some kind of actual cost support for the amount of time claimed by the district, these costs remain unallowable.

Annual Recycling Material Reports

The district claimed salaries and benefits totaling \$26,161 for this cost component during the audit period. We determined that all of the costs are unallowable.

The parameters and guidelines (Section IV.F-Annual Recycled Material Reports) identify the following reimbursable activity:

Annually report to the Board on quantities of recyclable materials collected for recycling.

The district's claims specify that the costs were incurred for —Reptting annually to the Board quantities of recyclable materials collected." We followed up with Cal Recycle (formerly the Integrated Waste Management Board), which stated that the district did not submit any annual reports to it identifying quantities of recyclable materials collected. Therefore, we concluded that it was unreasonable for the district to claim costs for activities not performed.

Time Study Results

The district objects to the methodology that we used to allocate time recorded within the district's time study to the audit period. As we noted in the audit report, the district's time study was performed in May of 2010. The district was achieving a solid waste diversion percentage of 86.8% at that time.

The mandated program requires only that the district achieve a solid waste diversion percentage of 25% beginning January 1, 2002, and a 50% diversion percentage by January 1, 2004. Reimbursement is not available under the mandated program for diversion percentages beyond the target amounts. Therefore, some kind of allocation method is appropriate to reduce reimbursement based on the district's level of effort to that required by the mandated program.

We recognize the district cannot reduce its diversion activities to achieve the mandated levels of 25% or 50%. We also recognize that all recycling trash receptacles have to be emptied regardless of the amount diverted. However, it is reasonable to develop an allocation method when applying a 2010 time study to calendar year 2002. The district did not report any waste diversion percentages to Cal Recycle for waste diversion that occurred after December 31, 2006. The latest percentages that we have available from the district were for calendar year 2006. In that year, district staff diverted 4,491.5 tons compared to only 221.3 tons in 2002. Accordingly, we adjusted the level of effort performed in calendar year 2010 to the level of effort performed in calendar year 2002. In our audit report, we explained that our calculations were based on an assumed diversion percentage of 86.8% in calendar year 2010. We also mentioned in our audit report that if the district can support a diversion percentage lower than 86.8% for calendar year 2010, we will revise the audit results accordingly.

In its response, the district has agreed to perform a new time study using a methodology that should more accurately reflect the costs incurred by the district to perform the mandated activities. Therefore, once the results of this new time study become available, we will revise the audit results as appropriate. As the new time study will be based on costs to divert solid waste by tonnage, no allocation will be required and this entire discussion will then become a moot point.

FINDING 2— Overstated contract service costs

The district claimed \$75,697 in contract service costs for the audit period. We determined that \$48,319 is allowable and \$27,378 is unallowable. The unallowable costs occurred because the district claimed reimbursement for recycling hazardous wastes.

The following table summarizes the claimed, allowable, and unallowable costs for the audit period by fiscal year:

Fiscal Year	_	Amount Claimed	_	Amount llowable	A	Audit djustment
1999-2000	\$	854	\$	_	\$	(854)
2000-01		1,965		101		(1,864)
2001-02		8,026		5,903		(2,123)
2002-03		9,975		7,655		(2,320)
2003-04		10,864		8,499		(2,365)
2004-05		12,294		8,600		(3,694)
2005-06		4,149		731		(3,418)
2006-07		6,778				(6,778)
2007-08		20,792	_	16,830		(3,962)
Total	\$	75,697	\$	48,319	\$	(27,378)

The following table summarizes the claimed, allowable, and unallowable costs by individual vendor.

Vendor	Amount Claimed		Amount Allowable		Α	Audit Adjustment	
Southern California Environmental	\$	31,389	\$	31,389	\$		
Lighting Resources		27,378				(27,378)	
Commercial Waste Services		16,829		16,829		_	
Allan Company		101		101	_		
Total	\$	75,697	\$	48,319	\$	(27,378)	

We noted that the district claimed \$27,378 for recycling batteries and lamps with vendor Lighting Resources. Both lamps and batteries have been determined to contain hazardous waste (such as mercury, silver, lead, and chromium). However, reimbursement for the mandated program is limited to activities involving solid waste. Public Resources Code section 42921(b) states that — each large facility shall divert 50% of all solid waste (emphasis added) through source reduction, recycling, and composting activities." In addition, Public Resources Code section 40191 (b) (1) states that — Slid waste does not include hazardous waste."

Recommendation

We recommend that the district only claim reimbursement for the costs of disposing solid waste.

District's Response

The District has no additional information available at this time regarding the \$27,378 adjustment for the disposal of batteries and lamps.

SCO's Comments

The finding and recommendation remains unchanged.

FINDING 3— Overstated fixed asset costs

The district claimed \$68,403 for fixed assets purchased during FY 2006-07. We determined that \$11,401 is allowable and \$57,002 is unallowable. The unallowable costs occurred because the district claimed reimbursement for unallowable equipment purchases.

In February of 2007, the district purchased six Taylor-Dunn trucks from Cart Masters. The district claimed \$68,043, which represents 100% of the purchase price for all six trucks. However, the district's Facilities Coordinator stated that only one of the six trucks is used 100% for recycling. Therefore, only $1/6^{th}$ of the total purchase is reimbursable (\$68,403 ÷ 6 = \$11,401).

District representatives expressed their belief that the five remaining trucks are sometimes used for mandated activities. If the district can provide support for an applicable allocation percentage, we will revise the audit results as appropriate. Reimbursement under the mandated program is limited to increased costs. Therefore, if the district transports both trash and recyclables in the same vehicle at the same time, no additional costs were incurred.

Recommendation

We recommend that the district claim reimbursement only for mandated costs.

District's Response

The District has no additional information available at this time regarding a potential reimbursable allocation of the asset cost for the five trucks disallowed by the audit based on time used for waste diversion.

SCO's Comment

The finding and recommendation remains unchanged.

FINDING 4— Understated offsetting savings

The district did not identify any offsetting savings in its mandated cost claims for the audit period. We determined the district should have reported offsetting savings totaling \$222,397 for the audit period.

The following table summarizes the audit adjustment for offsetting savings by fiscal year:

Fiscal Year	-	Offset Claimed		Offset Allowable		Audit Adjustment	
1999-2000	\$		\$		\$	_	
2000-01		—				_	
2001-02		—		3,804		3,804	
2002-03		_		7,466		7,466	
2003-04				17,765		17,765	
2004-05		. —		28,651		28,651	
2005-06		_		74,054		74,054	
2006-07				65,334		65,334	
2007-08				25,323		25,323	
Total	\$		\$ 2	22,397	\$	222,397	

Background

The parameters and guidelines for the program (section VIII – Offsetting Cost Savings) state that —aduced or avoided costs realized from implementation of the community college districts' Integrated Waste Management plans shall be identified and offset from this claim as cost savings, consistent with the directions for revenue in Public Contract Code sections 12167 and 12167.1."

Public Contract Code sections 12167 and 12167.1 require agencies in state-owned and state-leased buildings to deposit all revenues from the sale of recyclables into the Integrated Waste Management Account in the Integrated Waste Management Fund, which are continuously appropriated to the Board for the purposes of offsetting recycling program costs. For the audit period, the district did not deposit any revenue into the Integrated Waste Management Account in the Integrated Waste Management Fund. Regardless, we have determined that the district had reduced or avoided costs realized from implementation of its Integrated Waste Management plan that it did not identify and offset from its claims as cost savings.

The Commission on State Mandates' (CSM) Final Staff Analysis of the proposed amendments to the parameters and guidelines (Item #8–CSM hearing of September 26, 2008) states that —ast savings may be calculated from the annual solid waste disposal reduction or diversion rates that community colleges must annually report to the Board pursuant to Public Resources Code section 42926, subdivision (b)(1)."

Offsetting Savings Calculation

In total, we determined that \$222,397 should have been offset on the district's Integrated Waste Management claims for the audit period. We multiplied the tonnage diverted (as reported by Pasadena Area CCD to the IWM Board pursuant to Public Resources Code section 42926(b)(1) by the average landfill rate per ton by the required percentage, as follows:

				Average		Required Mandate Percentage		
Offsetting Savings	=	Tonnage Diverted	×	Landfill Rate per Ton	×	Required Diversion Percentage	×	Actual Diversion Percentage

Tonnage Diverted

For calendar years 2002 through 2006, we used the tonnage diverted as reported by the district to the Integrated Waste Management Board. However, as of January 1, 2007, community college districts are no longer required to report the tonnage of waste diverted, although the requirement to report tonnage disposed remains. Therefore, we used the tonnage of waste disposed to calculate the offsetting savings, under the assumption that the district would have to divert an equivalent tonnage to remain in compliance with the 50% diversion percentage required by the mandated program.

For example, as the district reported 412.9 tons disposed in calendar year 2007, the district is required to divert at least 412.9 tons to remain in compliance with the 50% diversion rate. The following table shows the calculation:

		Calendar	Year 2007
		District	SCO
	Category	Reported Amount	Adjusted Amount
(A)	Tonnage Diverted	?	412.9
(B)	Tonnage Disposed	412.9	412.9
(C)	Total Tonnage Generated [(A) + (B)]	?	825.8
(D)	Diversion Percentage $[(A) \div (C)]$??	50%

Similarly, the district reported 1,381.4 tons of disposed waste for calendar year 2008. Therefore, we calculated offsetting savings based on 1,381.4 tons of diverted waste.

Average Landfill Rate per Ton

The average landfill rates that we used to calculate offsetting savings for the audit period were provided to us by CalRecycle. If the district can provide documentation that it incurred different landfill rates than the ones that we used in our calculations, we will revise the finding as appropriate.

Required Mandate Percentage

As noted in Finding 1, the district was diverting a larger percentage of tonnage than that required by the mandated program. Therefore, we allocated the offsetting savings to be consistent with the requirements of the mandated program.

For example, the district reported to CalRecycle that it diverted 4,491.5 tons during calendar year 2006. However, the period of January 1, 2006 through June 30, 2006 belongs in FY 2005-06 and the period of July 1, 2006 through December 31, 2006 belongs in FY 2006-07. Accordingly, we divided the tonnage in half for each six-month period; this tonnage equals 2,245.75 tons. For the period of January 1, 2006, through June 30, 2006, the district reported that it diverted 86.8% of its trash, although the mandated program requires that the district divert at least 50% of its trash to be in compliance with the mandated program. Therefore we divided 50% by 86.8% and determined an allocation factor of 0.576037. We then multiplied the 2,245.75 tons of diverted trash times this allocation factor and then multiplied the result times the average landfill rate of \$46 to determine offsetting savings of \$59,507.

Recommendation

We recommend that the district offset all savings realized from implementation of the community college district's Integrated Waste Management plan.

District's Response

The draft audit report calculated \$222,397 of understated offsetting cost savings. The parameters and guidelines (Part VIII) now require claimants to identify and offset reduced or avoided costs realized" from implementation of the District integrated waste management plan. The District annual claims did not identify any avoided costs since these annual claims (except for FY 2007-08) were filed before the September 26, 2008, retroactive amendment of the parameters and guidelines that established this requirement as a result of a court decision. The District agrees that the defined cost savings should be reported. However, the District has no additional information available at this time regarding the diverted tonnage or costs charged for landfill disposal.

SCO's Comment

The finding and recommendation remains unchanged.

FINDING 5— Understated offsetting revenues

The district identified \$9,313 in offsetting revenues for the audit period. We determined that the district understated offsetting revenues by \$51,234 and should have reported offsets totaling \$60,547 for the audit period. The following table summarizes the audit adjustment by fiscal year:

Fiscal Year	Offset Claimed		Offset Allowable		Audit Adjustment	
1999-2000	\$ 1,287	\$	5,132	\$	3,845	
2000-01	875		7,643		6,768	
2001-02	322		5,792		5,470	
2002-03	131		8,241		8,110	
2003-04	400		7,192		6,792	
2004-05	1,798		5,805		4,007	
2005-06	1,407		6,317		4,910	
2006-07	1,175		6,528		5,353	
2007-08	 1,918	_	7,897		5,979	
Totals	\$ 9,313	\$	60,547	\$	51,234	

The parameters and guidelines (section VII-Offsetting Revenues and Reimbursements) state that —Offsetting revenue shall include all revenues generated from implementing the Integrated Waste Management Plan."

For the audit period, the district offset revenues received from recycling vendors Allan Company and Smurfit Stone only for recycled paper, plastics, aluminum cans, metal, and glass. Per discussions with district representatives, we noted that the district also receives recycling revenue from other vendors; this revenue is deposited into the following two accounts:

- 01-8890-6502 Other Local Revenue Building Services
- 01-8890-6504 Other Local Revenue Custodial Services

We determined that all of the revenue recorded in these two accounts should be offset on the district's mandated cost claims. If the district can document that certain revenues in these accounts are not from the sale of recyclables as a result of implementing the district's Integrated Waste Management Plan, we will revise the audit adjustment as appropriate.

Recommendation

We recommend that the district offset all revenue received from implementation of the community college district's Integrated Waste Management plan on its mandated cost claims for this mandated program.

District's Response

The draft audit report identified \$51,234 of offsetting cost revenues. The parameters and guidelines (Part VII) require claimants to identify and offset service fees, federal funds, and other state funds relevant to the mandate activities. The District annual claims reported and offset recycling revenue received from two vendors (Allan Company and Smurfit Stone). The draft audit report identifies two —ther local revenue" accounts with amounts of about \$3,000 to \$8,000 per year as recycling income potentially attributable to the integrated waste management program. The draft audit report does not confirm hat these revenues are related to the program. However, the District has no additional information available at this time regarding the nature of those revenues.

SCO's Comment

The finding and recommendation remains unchanged.

OTHER ISSUES

The district's response included other comments related to the management representation letter and a public records request. The district's responses and SCO's comments are presented below.

Management Representation Letter

District's Response

The District will not be providing the requested management representation letter since the District has determined that it is outside the scope of a mandated cost compliance audit and could be construed as a waiver of future appeal rights.

SCO's Comment

We asked the district's representative to submit a written representation letter regarding the district's accounting procedures, financial records, and mandated cost claiming procedures as recommended by generally accepted government auditing standards. Responding to the SCO's management representation letter does not waive the district's future appeal rights.

Public Records Request

District's Response

The District requests that the Controller provide the District any and all written instructions, memoranda, or other writings in effect and applicable to all of the findings for all claiming periods.

Government Code Section 6253, subdivision (c), requires the state agency that is the subject of the request, within ten days from the receipt of a request for a copy of records, to determine whether the request, in whole or in part, seeks copies of disclosable public records in possession of the agency and to promptly notify the requesting party of that determination and the reasons therefore. Also, as required, when so notifying the District, the agency must state the estimated date and time when the records will be made available.

SCO's Comment

The SCO will respond to the public records request in a separate letter dated April 8, 2011.

Attachment— District's Response to Draft Audit Report



March 23, 2011

Fiscal Services

Mr. Jim L. Spano, Chief Mandated Costs Audits Bureau Division of Audits California State Controller P.O. Box 942850 Sacramento, CA 94250-5874

Re:

Integrated Waste Management FY 1999-00 through 2007-08

Pasadena Area Community College District

Dear Mr. Spano:

This letter is the response of the Pasadena Area Community College District to the draft audit report dated March 11, 2011, received by e-mail on March 14, 2011, for the above referenced program and fiscal years, transmitted by the letter from Jeffrey V. Brownfield, Chief, Division of Audits, State Controller's Office.

Finding 1 - Overstated salaries, benefits, and related indirect costs

The draft audit report states that the District claimed unallowable salaries and benefits in the amount of \$1,680,234, of which \$1,282,867 are direct costs and \$397,367 are related indirect costs.

1. Estimated and Unsupported Costs

The draft audit report disallows a total of \$112,415 (\$1,622,451-\$1,510,036 = \$112,415) in direct costs for staff time claimed for policies and procedures, staff training, submitting the plan to the state board, recycling coordinator time, report filing extension requests, accounting system, and annual reports. The reason stated is that the time reported is based on "estimates" and are without "corroborating documentation." None of the time was disallowed as unreasonable. The audit made no findings that the staff time reported was not related to the mandate. The audit report characterizes the disallowed time as "estimates." It should be remembered that the parameters and guidelines were adopted on March 30, 2005, and the first claiming instructions for the initial fiscal years were released thereafter. Claimants had no actual notice of approved

reimbursement for this program until that time. It seems unreasonable to require contemporaneous documentation of daily staff time for the retroactive initial fiscal years. While some historic staff time can be reconstructed from calendars and desk diaries, other staff time cannot and must be reported as a good-faith estimate. While the District agrees with the audit report recommendation that the claimants maintain records that document actual time spent on mandate-related activities, it would be a more realistic standard for fiscal years after the initial fiscal year claims.

2. Time Study Results

The audit initially determined that the solid waste diversion costs (\$1,510,036) were entirely unallowable because they were unsupported by sufficient or appropriate documentation, as it did for the other program costs discussed above. At the first exit conference on February 25, 2010, the District determined that it would conduct a time study to replace the time reports originally submitted with the claims. The auditor's evaluation of the District time study results accepted the reported time except for time spent lawn mowing and discussing the time study process. The evaluation determined the daily average time spent by job classification and per person participating in the time study, and then multiplied that amount by the number of working days per year for each person and an average productive hourly rate for each job classification. This is a logical process, except that the audit reduced the average time per day to the statutory targets of 25% and 50%. For example, the average hours per day for custodians from the time study is .91 hours. The auditor reduced this to .26 (25% of .91 hours per day divided by 86.80%) and .52 hours per day (50% of .91 hours per day divided by 86.80%). The 80.86% figure is the amount of the actual diversion in 2006 and properly "grosses-up" the measured time to 100% diversion. The time study results for hours per day should not be reduced by the statutory target amounts. The staff cannot reduce their activities by 25% or 50%. All recycling trash receptacles have to be emptied regardless of the amount diverted. One cannot empty only 25% of the trash receptacle contents or only the trash receptacles from 25% of the locations. Regardless of the statutory target amounts, the same amount of work and time is required here for any amount of waste diversion.

At the second exit conference on February 15, 2011, the District proposed an alternative method of identifying costs based on the cost of the diverted tonnage rather than the study of staff time because of the disproportionate results of the audited evaluation of the time study. A method to more accurately measure the cost of the mandated activities would be to record, for a finite period of time (a day or a week), the time spent by all the persons involved in the collection and processing of the recycled materials. The District will measure what is collected by categories (cans, glass, green waste, paper, etc.) to make a direct measurement of staff time per unit of measure (100 lbs., a ton, etc.) and type of material. Those results will then be used as the basis for determining the overall

cost of the diversion program. Since the final audit report must be issued within a month, the District will perform this work after the final audit report is issued on the representation stated in the draft audit report that it will be reviewed and considered for a revised audit report. The District will send a proposed plan before it commences the study.

Finding 2- Overstated contract service costs

The District has no additional information available at this time regarding the \$27,378 adjustment for the disposal of batteries and lamps.

Finding 3- Overstated fixed asset costs

The District has no additional information available at this time regarding a potential reimbursable allocation of the asset cost for the five trucks disallowed by the audit based on time used for waste diversion.

Finding 4- Understated offsetting savings

The draft audit report calculated \$222,397 of understated offsetting cost savings. The parameters and guidelines (Part VIII) now require claimants to identify and offset "reduced or avoided costs realized" from implementation of the District integrated waste management plan. The District annual claims did not identify any avoided costs since these annual claims (except for FY 2007-08) were filed before the September 26, 2008, retroactive amendment of the parameters and guidelines that established this requirement as a result of a court decision. The District agrees that the defined cost savings should be reported. However, the District has no additional information available at this time regarding the diverted tonnage or costs charged for landfill disposal.

Finding 5- Understated offsetting revenues

The draft audit report identified \$51,234 of offsetting cost revenues. The parameters and guidelines (Part VII) require claimants to identify and offset service fees, federal funds, and other state funds relevant to the mandate activities. The District annual claims reported and offset recycling revenue received from two vendors (Allan Company and Smurfit Stone). The draft audit report identifies two "other local revenue" accounts with amounts of about \$3,000 to \$8,000 per year as recycling income potentially attributable to the integrated waste management program. The draft audit report does not confirm that these revenues are related to the program. However, the District has no additional information available at this time regarding the nature of those revenues.

Management Representation Letter

The District will not be providing the requested management representation letter since the District has determined that it is outside the scope of a mandated cost compliance audit and could be construed as a waiver of future appeal rights.

Public Records Request

The District requests that the Controller provide the District any and all written instructions, memoranda, or other writings in effect and applicable to all of the findings for all claiming periods.

Government Code Section 6253, subdivision (c), requires the state agency that is the subject of the request, within ten days from the receipt of a request for a copy of records, to determine whether the request, in whole or in part, seeks copies of disclosable public records in possession of the agency and to promptly notify the requesting party of that determination and the reasons therefore. Also, as required, when so notifying the District, the agency must state the estimated date and time when the records will be made available.

Sincerely,

Richard Van Pelt, Interim Vice President

Administrative Services

Pasadena Area Community College District

State Controller's Office Division of Audits Post Office Box 942850 Sacramento, CA 94250-5874

http://www.sco.ca.gov

BEFORE THE COMMISSION ON STATE MANDATES STATE OF CALIFORNIA

IN RE TEST CLAIM ON:

Public Resources Code Sections 40148, 40196.3, 42920, 42921, 42922, 42923, 42924, 42925, 42926, 42927, and 42928; Public Contract Code Sections 12167 and 12167.1:

Statutes 1999, Chapter 764 (AB 75); Statutes 1992, Chapter 1116 (A.B. 3521);

State Agency Model Integrated Waste Management Plan (February 2000).

Filed on March 9, 2001,

By Santa Monica and South Lake Tahoe Community College Districts, Co-claimants No. 00-TC-07

Integrated Waste Management

ADOPTION OF PARAMETERS AND GUIDELINES PURSUANT TO GOVERNMENT CODE SECTION 17557 AND TITLE 2, CALIFORNIA CODE OF REGULATIONS, SECTION 1183.12

(Adopted on March 30, 2005)

PARAMETERS AND GUIDELINES

On March 30, 2005, the Commission on State Mandates adopted the attached Parameters and Guidelines.

PAULA HIGASHI, Executive Director

tor

Date

PARAMETERS AND GUIDELINES

Public Resources Code Sections 40148, 40196.3, 42920-42928
Public Contract Code Sections 12167 and 12167.1

Statutes 1999, Chapter 764 (A.B. 75) Statutes 1992, Chapter 1116 (A.B. 3521)

State Agency Model Integrated Waste Management Plan (February 2000)

Integrated Waste Management (00-TC-07)

Santa Monica and Lake Tahoe Community College Districts, Co-claimants

I. SUMMARY OF THE MANDATE

On March 25, 2004, the Commission on State Mandates (Commission) adopted its Statement of Decision finding that Public Resources Code sections 40148, 40196.3, 42920-42928; Public Contract Code sections 12167 and 12167.1; and the State Agency Model Integrated Waste Management Plan (February 2000) require new activities, as specified below, which constitute new programs or higher levels of service for community college districts within the meaning of article XIII B, section 6, of the California Constitution, and impose costs mandated by the state pursuant to Government Code section 17514.

Specifically, the Commission approved this test claim for the increased costs of performing the following specific new activities:

- Comply with the model plan (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000): A community college must comply with the California Integrated Waste Management Board's (Board) model integrated waste management plan, which includes consulting with the Board to revise the model plan, as well as completing and submitting to the Board the following: (1) state agency or large state facility information form; (2) state agency list of facilities; (3) state agency waste reduction and recycling program worksheet, including the sections on program activities, promotional programs, and procurement activities; and (4) state agency integrated waste management plan questions.
- Designate a solid waste reduction and recycling coordinator (Pub. Resources Code, § 42920, subd. (c)): A community college must designate one solid waste reduction and recycling coordinator to perform new duties imposed by chapter 18.5 (Pub. Resources Code, §§ 42920 42928), including implementing the community college's integrated waste management plan, and acting as a liaison to other state agencies (as defined by section 40196.3) and coordinators.
- Divert solid waste (Pub. Resources Code, §§ 42921 & 42922, subd. (i)): A community college must divert at least 25 percent of all its solid waste from landfill disposal or transformation facilities by January 1, 2002, through source reduction, recycling, and

composting activities, and divert at least 50 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2004, through source reduction, recycling, and composting.

A community college unable to comply with this diversion requirement may instead seek, until December 31, 2005, either an alternative requirement or time extension (but not both) as specified below:

- Seek an alternative requirement (Pub. Resources Code, §§ 42927 & 42922, subds. (a) & (b)): A community college that is unable to comply with the 50-percent diversion requirement must: (1) notify the Board in writing, detailing the reasons for its inability to comply; (2) request of the Board an alternative to the 50-percent requirement; (3) participate in a public hearing on its alternative requirement; (4) provide the Board with information as to (a) the community college's good faith efforts to effectively implement the source reduction, recycling, and composting measures described in its integrated waste management plan, and demonstration of its progress toward meeting the alternative requirement as described in its annual reports to the Board; (b) the community college's inability to meet the 50-percent diversion requirement despite implementing the measures in its plan; (c) the alternative source reduction, recycling, and composting requirement represents the greatest diversion amount that the community college may reasonably and feasibly achieve, and (d) relate to the Board circumstances that support the request for an alternative requirement, such as waste disposal patterns and the types of waste disposed by the community college.
 - Seek a time extension (Pub. Resources Code, §§ 42927 & 42923 subds. (a) & (c)): A community college that is unable to comply with the January 1, 2002 deadline to divert 25 percent of its solid waste, must do the following pursuant to section 42923, subdivisions (a) and (c): (1) notify the Board in writing, detailing the reasons for its inability to comply; (2) request of the Board an alternative to the January 1, 2002 deadline; (3) provide evidence to the Board that it is making a good faith effort to implement the source reduction, recycling, and composting programs identified in its integrated waste management plan; and (4) provide information to the Board that describes the relevant circumstances that contributed to the request for extension, such as lack of markets for recycled materials, local efforts to implement source reduction, recycling and composting programs, facilities built or planned, waste disposal patterns, and the type of waste disposed of by the community college. (5) The community college must also submit a plan of correction that demonstrates that it will meet the requirements of Section 42921 [the 25 and 50 percent diversion requirements] before the time extension expires, including the source reduction, recycling, or composting steps the community college will implement, a date prior to the expiration of the time extension when the requirements of Section 42921 will be met, the existing programs that it will modify, any new programs that will be implemented to meet those requirements, and the means by which these programs will be funded.

- Report to the Board (Pub. Resources Code, §§ 42926, subd. (a) & 42922, subd. (i)): A community college must annually submit, by April 1, 2002 and by April 1 each subsequent year, a report to the Board summarizing its progress in reducing solid waste. The information in the report is to encompass the previous calendar year and shall contain, at a minimum, the following as outlined in section 42926, subdivision (b): (1) calculations of annual disposal reduction; (2) information on the changes in waste generated or disposed of due to increases or decreases in employees, economics, or other factors; (3) a summary of progress implementing the integrated waste management plan; (4) the extent to which the community college intends to use programs or facilities established by the local agency for handling, diversion, and disposal of solid waste. (If the college does not intend to use those established programs or facilities, it must identify sufficient disposal capacity for solid waste that is not source reduced, recycled or composted.) (5) For a community college that has been granted a time extension by the Board, it shall include a summary of progress made in meeting the integrated waste management plan implementation schedule pursuant to section 42921, subdivision (b), and complying with the college's plan of correction, before the expiration of the time extension. (6) For a community college that has been granted an alternative source reduction, recycling, and composting requirement by the Board pursuant to section 42922, it shall include a summary of progress made towards meeting the alternative requirement as well as an explanation of current circumstances that support the continuation of the alternative requirement.
- Submit recycled material reports (Pub. Contract Code, § 12167.1): A community college must annually report to the Board on quantities of recyclable materials collected for recycling.

II. ELIGIBLE CLAIMANTS

Community college districts that incur increased costs as a result of this mandate are eligible to claim reimbursement.

III. PERIOD OF REIMBURSEMENT

Government Code section 17557 states that a test claim must be submitted on or before June 30 following a given fiscal year to establish eligibility for that fiscal year. The test claim for this mandate was filed on March 9, 2001. Therefore, costs incurred for compliance with Public Contract Code sections 12167 and 12167.1 (Stats. 1992, ch. 1116) are eligible for reimbursement on or after July 1, 1999. However, because of the statute's operative date, all other costs incurred pursuant to Statutes 1999, chapter 764 are eligible for reimbursement on or after January 1, 2000.

Seeking an alternative diversion goal or time extension (Pub. Resources Code, §§ 42922, 42923, and 42927) is reimbursable until December 31, 2005.

Actual costs for one fiscal year should be included in each claim. Estimated costs for the subsequent year may be included on the same claim, if applicable. Pursuant to Government Code section 17561, subdivision (d), all claims for reimbursement of initial years' costs shall be submitted within 120 days of the issuance of the claiming instructions by the State Controller.

If the total costs for a given fiscal year do not exceed \$1000, no reimbursement shall be allowed, except as otherwise allowed by Government Code section 17564.

IV. REIMBURSABLE ACTIVITIES

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, receipts, and the community college plan approved by the Board.

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Declarations must include a certification or declaration stating, "I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of Code of Civil Procedure section 2015.5. Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

The claimant is only allowed to claim and be reimbursed for increased costs for reimbursable activities identified below. Increased cost is limited to the cost of an activity that the claimant is required to incur as a result of the mandate.

For each eligible claimant, the following activities are reimbursable:

- A. One-Time Activities (Reimbursable starting January 1, 2000)
 - 1. Develop the necessary district policies and procedures for the implementation of the integrated waste management plan.
 - 2. Train district staff on the requirements and implementation of the integrated waste management plan (one-time per employee). Training is limited to the staff working directly on the plan.
- B. Ongoing Activities (Reimbursable starting January 1, 2000)
 - 1. Complete and submit to the Board the following as part of the State Agency Model Integrated Waste Management Plan (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.):
 - a. state agency or large state facility information form;
 - b. state agency list of facilities;
 - state agency waste reduction and recycling program worksheets that describe program activities, promotional programs, and procurement activities, and other questionnaires; and
 - d. state agency integrated waste management plan questions.

NOTE: Although reporting on promotional programs and procurement activities in the model plan is reimbursable, implementing promotional programs and procurement

activities is not.

- 2. Respond to any Board reporting requirements during the approval process. (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.)
- 3. Consult with the Board to revise the model plan, if necessary. (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.)
- 4. Designate one solid waste reduction and recycling coordinator ("coordinator") for each college in the district to perform new duties imposed by chapter 18.5 (Pub. Resources Code, §§ 42920 42928). The coordinator shall implement the integrated waste management plan. The coordinator shall act as a liaison to other state agencies (as defined by section 40196.3) and coordinators. (Pub. Resources Code, § 42920, subd. (c).)
- 5. Divert at least 25 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2002, and at least 50 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2004, through source reduction, recycling, and composting activities. Maintain the required level of reduction, as approved by the Board. (Pub. Resources Code, §§ 42921 & 42922, subd. (i).)
- C. Alternative Compliance (Reimbursable from January 1, 2000 December 31, 2005)
 - 1. Seek <u>either</u> an alternative requirement or time extension if a community college is unable to comply with the January 1, 2002 deadline to divert 25 percent of its solid waste, by doing the following: (Pub. Resources Code, §§ 42927 & 42923 subds. (a) & (c).)
 - a. Notify the Board in writing, detailing the reasons for its inability to comply.
 - b. Request of the Board an alternative to the January 1, 2002 deadline.
 - c. Provide evidence to the Board that the college is making a good faith effort to implement the source reduction, recycling, and composting programs identified in its integrated waste management plan.
 - d. Provide information that describes the relevant circumstances that contributed to the request for extension, such as lack of markets for recycled materials, local efforts to implement source reduction, recycling and composting programs, facilities built or planned, waste disposal patterns, and the type of waste disposed of by the community college.
 - e. Submit a plan of correction that demonstrates that the college will meet the requirements of Section 42921 [the 25 and 50 percent diversion requirements] before the time extension expires, including the source reduction, recycling, or composting steps the community college will implement, a date prior to the expiration of the time extension when the requirements of Section 42921 will be met, the existing programs that it will modify, any new programs that will be

Attachment 1, California Integrated Waste Management Board, State Agency Model Integrated Waste Management Plan (February 2000).

implemented to meet those requirements, and the means by which these programs will be funded.

- 2. Seek either an alternative requirement or time extension if a community college is unable to comply with the January 1, 2004 deadline to divert 50 percent of its solid waste, by doing the following: (Pub. Resources Code, §§ 42927 & 42922, subds. (a) & (b),)
 - a. Notify the Board in writing, detailing the reasons for its inability to comply.
 - b. Request of the Board an alternative to the 50-percent requirement.
 - c. Participate in a public hearing on its alternative requirement.
 - d. Provide the Board with information as to:
 - (i) the community college's good faith efforts to implement the source reduction, recycling, and composting measures described in its integrated waste management plan, and demonstration of its progress toward meeting the alternative requirement as described in its annual reports to the Board;
 - (ii) the community college's inability to meet the 50 percent diversion requirement despite implementing the measures in its plan;
 - (iii) how the alternative source reduction, recycling, and composting requirement represents the greatest diversion amount that the community college may reasonably and feasibly achieve; and,
 - (iv) the circumstances that support the request for an alternative requirement, such as waste disposal patterns and the types of waste disposed by the community college.
- D. Accounting System (Reimbursable starting January 1, 2000)

Developing, implementing, and maintaining an accounting system to enter and track the college's source reduction, recycling and composting activities, the cost of those activities, the proceeds from the sale of any recycled materials, and such other accounting systems which will allow it to make its annual reports to the state and determine waste reduction. Note: only the pro-rata portion of the costs incurred to implement the reimbursable activities can be claimed.

E. Annual Report (Reimbursable starting January 1, 2000)

Annually prepare and submit, by April 1, 2002, and by April 1 each subsequent year, a report to the Board summarizing its progress in reducing solid waste. The information in the report must encompass the previous calendar year and shall contain, at a minimum, the following as outlined in section 42926, subdivision (b): (Pub. Resources Code, §§ 42926, subd. (a) & 42922, subd. (i).)

- 1. calculations of annual disposal reduction;
- 2. information on the changes in waste generated or disposed of due to increases or decreases in employees, economics, or other factors;
- 3. a summary of progress made in implementing the integrated waste management plan;

- 4. the extent to which the community college intends to use programs or facilities established by the local agency for handling, diversion, and disposal of solid waste (If the college does not intend to use those established programs or facilities, it must identify sufficient disposal capacity for solid waste that is not source reduced, recycled or composted.);
- 5. for a community college that has been granted a time extension by the Board, it shall include a summary of progress made in meeting the integrated waste management plan implementation schedule pursuant to section 42921, subdivision (b), and complying with the college's plan of correction, before the expiration of the time extension;
- 6. for a community college that has been granted an alternative source reduction, recycling, and composting requirement by the Board pursuant to section 42922, it shall include a summary of progress made towards meeting the alternative requirement as well as an explanation of current circumstances that support the continuation of the alternative requirement.

F. Annual Recycled Material Reports (Reimbursable starting July 1, 1999)

Annually report to the Board on quantities of recyclable materials collected for recycling. (Pub. Contract Code, § 12167.1.) (See Section VII. regarding offsetting revenues from recyclable materials.)

V. CLAIM PREPARATION AND SUBMISSION

Each of the following cost elements must be identified for each reimbursable activity identified in Section IV, Reimbursable Activities, of this document. Each claimed reimbursable cost must be supported by source documentation as described in Section IV. Additionally, each reimbursement claim must be filed in a timely manner.

A. Direct Cost Reporting

Direct costs are those costs incurred specifically for the reimbursable activities. The following direct costs are eligible for reimbursement.

1. Salaries and Benefits

Report each employee implementing the reimbursable activities by name, job classification, and productive hourly rate (total wages and related benefits divided by productive hours). Describe the specific reimbursable activities performed and the hours devoted to each reimbursable activity performed.

2. Materials and Supplies

Report the cost of materials and supplies that have been consumed or expended for the purpose of the reimbursable activities. Purchases shall be claimed at the actual price after deducting discounts, rebates, and allowances received by the claimant. Supplies that are withdrawn from inventory shall be charged on an appropriate and recognized method of costing, consistently applied.

3. Contracted Services

Report the name of the contractor and services performed to implement the reimbursable activities. Attach a copy of the contract to the claim. If the contractor bills for time and materials, report the number of hours spent on the activities and all costs charged. If the contract is a fixed price, report the dates when services were performed and itemize all costs for those services.

4. Fixed Assets and Equipment

Report the purchase price paid for fixed assets and equipment (including computers) necessary to implement the reimbursable activities. The purchase price includes taxes, delivery costs, and installation costs. If the fixed asset or equipment is also used for purposes other than the reimbursable activities, only the pro-rata portion of the purchase price used to implement the reimbursable activities can be claimed.

5. Travel

Report the name of the employee traveling for the purpose of the reimbursable activities. Include the date of travel, destination point, the specific reimbursable activity requiring travel, and related travel expenses reimbursed to the employee in compliance with the rules of the local jurisdiction. Report employee travel time according to the rules of cost element A.1, Salaries and Benefits, for each applicable reimbursable activity.

6. Training

Report the cost of training an employee to perform the reimbursable activities, as specified in Section IV of this document. Report the name and job classification of each employee preparing for, attending, and/or conducting training necessary to implement the reimbursable activities. Provide the title, subject, and purpose (related to the mandate of the training session), dates attended, and location. If the training encompasses subjects broader than the reimbursable activities, only the pro-rata portion can be claimed. Report employee training time for each applicable reimbursable activity according to the rules of cost element A.1, Salaries and Benefits, and A.2, Materials and Supplies. Report the cost of consultants who conduct the training according to the rules of cost element A.3, Contracted Services.

B. Indirect Cost Rates

Indirect costs are costs that have been incurred for common or joint purposes. These costs benefit more than one cost objective and cannot be readily identified with a particular final cost objective without effort disproportionate to the results achieved. After direct costs have been determined and assigned to other activities, as appropriate, indirect costs are those remaining to be allocated to benefited cost objectives. A cost may not be allocated as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been claimed as a direct cost.

Indirect costs include: (a) the indirect costs originating in each department or agency of the governmental unit carrying out state mandated programs, and (b) the costs of central governmental services distributed through the central service cost allocation plan and not otherwise treated as direct costs.

Community colleges have the option of using: (1) a federally approved rate, utilizing the cost accounting principles from the Office of Management and Budget Circular A-21, "Cost Principles of Educational Institutions"; (2) the rate calculated on State Controller's Form FAM-29C; or (3) a 7% indirect cost rate.

VI. RECORD RETENTION

Pursuant to Government Code section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a local agency or school district pursuant to this chapter is subject to the initiation of an audit by the Controller no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim. In any case, an audit shall be completed not later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities, as described in Section IV, must be retained during the period subject to audit. If an audit has been initiated by the Controller during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings.

VII. OFFSETTING REVENUES AND REIMBURSEMENTS

Reimbursement for this mandate from any source, including but not limited to, services fees collected, federal funds, and other state funds allocated to any service provided under this program, shall be identified and deducted from this claim. Offsetting revenue shall include the revenues cited in Public Resources Code section 42925 and Public Contract Code sections 12167 and 12167.1.

Subject to the approval of the California Integrated Waste Management Board, revenues derived from the sale of recyclable materials by a community college that do not exceed two thousand dollars (\$2,000) annually are continuously appropriated for expenditure by the community college for the purpose of offsetting recycling program costs. Revenues exceeding two thousand dollars (\$2,000) annually may be available for expenditure by the community college only when appropriated by the Legislature. To the extent so approved or appropriated and applied to the college, these amounts are a reduction to the recycling costs mandated by the state to implement Statutes 1999, chapter 764.

In addition, revenue from a building-operating fee imposed pursuant to Education Code section 76375, subdivision (a) if received by a claimant and the revenue is applied to this program, shall be deducted from the costs claimed.

VIII. STATE CONTROLLER'S CLAIMING INSTRUCTIONS

Pursuant to Government Code section 17558, subdivision (b), the Controller shall issue claiming instructions for each mandate that requires state reimbursement not later than 60 days after receiving the adopted parameters and guidelines from the Commission, to assist local agencies and school districts in claiming costs to be reimbursed. The claiming instructions shall be derived from the test claim decision and the parameters and guidelines adopted by the Commission.

Pursuant to Government Code section 17561, subdivision (d)(1), issuance of the claiming instructions shall constitute a notice of the right of the local agencies and school districts to file reimbursement claims, based upon parameters and guidelines adopted by the Commission.

IX. REMEDIES BEFORE THE COMMISSION

Upon request of a local agency or school district, the Commission shall review the claiming instructions issued by the State Controller or any other authorized state agency for reimbursement of mandated costs pursuant to Government Code section 17571. If the Commission determines that the claiming instructions do not conform to the parameters and guidelines, the Commission shall direct the Controller to modify the claiming instructions and the Controller shall modify the claiming instructions to conform to the parameters and guidelines as directed by the Commission.

In addition, requests may be made to amend parameters and guidelines pursuant to Government Code section 17557, subdivision (d), and California Code of Regulations, title 2, section 1183.2.

X. LEGAL AND FACTUAL BASIS FOR THE PARAMETERS AND GUIDELINES

The Statement of Decision is legally binding on all parties and provides the legal and factual basis for the parameters and guidelines. The support for the legal and factual findings is found in the administrative record for the test claim. The administrative record, including the Statement of Decision, is on file with the Commission.

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BEFORE THE COMMISSION ON STATE MANDATES STATE OF CALIFORNIA

IN RE TEST CLAIM ON:

Public Resources Code Sections 40148, 40196.3, 42920, 42921, 42922, 42923, 42924, 42925, 42926, 42927, and 42928; Public Contract Code Sections 12167 and 12167.1;

Statutes 1999, Chapter 764 (AB 75); Statutes 1992, Chapter 1116 (A.B. 3521);

State Agency Model Integrated Waste Management Plan (February 2000).

Filed on March 9, 2001,

By Santa Monica and South Lake Tahoe Community College Districts, Co-claimants No. 00-TC-07

Integrated Waste Management

ADOPTION OF AMENDMENTS TO PARAMETERS AND GUIDELINES PURSUANT TO DECISION OF THE SUPERIOR COURT OF CALIFORNIA, COUNTY OF SACRAMENTO, No. 07CS00355, State of California, Department of Finance, and California Integrated Waste Management Board v. Commission on State Mandates, et al.

(Adopted: September 26, 2008)

AMENDED PARAMETERS AND GUIDELINES

On September 26, 2008, the Commission on State Mandates adopted the attached Amendments to the Parameters and Guidelines, as directed by the Superior Court of California, County of Sacramento, No. 07CS00355.

Date: September 29, 2008

PAULA HIGASHI, Executive Director

Amended: September 26, 2008 Adopted: March 30, 2005

AMENDMENTS TO PARAMETERS AND GUIDELINES

Public Resources Code Sections 40148, 40196.3, 42920-42928 Public Contract Code Sections 12167 and 12167.1

> Statutes 1999, Chapter 764 (A.B. 75) Statutes 1992, Chapter 1116 (A.B. 3521)

State Agency Model Integrated Waste Management Plan (February 2000)

Integrated Waste Management 00-TC-07

Santa Monica and Lake Tahoe Community College Districts, Co-claimants

I. SUMMARY OF THE MANDATE

On March 25, 2004, the Commission on State Mandates (Commission) adopted its Statement of Decision finding that Public Resources Code sections 40148, 40196.3, 42920-42928; Public Contract Code sections 12167 and 12167.1; and the State Agency Model Integrated Waste Management Plan (February 2000) require new activities, as specified below, which constitute new programs or higher levels of service for community college districts within the meaning of article XIII B, section 6, of the California Constitution, and impose costs mandated by the state pursuant to Government Code section 17514.

Specifically, the Commission approved this test claim for the increased costs of performing the following specific new activities:

- Comply with the model plan (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000): A community college must comply with the California Integrated Waste Management Board's (Board) model integrated waste management plan, which includes consulting with the Board to revise the model plan, as well as completing and submitting to the Board the following: (1) state agency or large state facility information form; (2) state agency list of facilities; (3) state agency waste reduction and recycling program worksheet, including the sections on program activities, promotional programs, and procurement activities; and (4) state agency integrated waste management plan questions.
- Designate a solid waste reduction and recycling coordinator (Pub. Resources Code, § 42920, subd. (c)): A community college must designate one solid waste reduction and recycling coordinator to perform new duties imposed by chapter 18.5 (Pub. Resources Code, §§ 42920 42928), including implementing the community college's integrated waste management plan, and acting as a liaison to other state agencies (as defined by section 40196.3) and coordinators.

• Divert solid waste (Pub. Resources Code, §§ 42921 & 42922, subd. (i)): A community college must divert at least 25 percent of all its solid waste from landfill disposal or transformation facilities by January 1, 2002, through source reduction, recycling, and composting activities, and divert at least 50 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2004, through source reduction, recycling, and composting.

A community college unable to comply with this diversion requirement may instead seek, until December 31, 2005, either an alternative requirement or time extension (but not both) as specified below:

- Seek an alternative requirement (Pub. Resources Code, §§ 42927 & 42922, subds. (a) & (b)): A community college that is unable to comply with the 50-percent diversion requirement must: (1) notify the Board in writing, detailing the reasons for its inability to comply; (2) request of the Board an alternative to the 50-percent requirement; (3) participate in a public hearing on its alternative requirement; (4) provide the Board with information as to (a) the community college's good faith efforts to effectively implement the source reduction, recycling, and composting measures described in its integrated waste management plan, and demonstration of its progress toward meeting the alternative requirement as described in its annual reports to the Board; (b) the community college's inability to meet the 50-percent diversion requirement despite implementing the measures in its plan; (c) the alternative source reduction, recycling, and composting requirement represents the greatest diversion amount that the community college may reasonably and feasibly achieve, and (d) relate to the Board circumstances that support the request for an alternative requirement, such as waste disposal patterns and the types of waste disposed by the community college.
- Seek a time extension (Pub. Resources Code, §§ 42927 & 42923 subds. (a) & (c)): A community college that is unable to comply with the January 1, 2002 deadline to divert 25 percent of its solid waste, must do the following pursuant to section 42923, subdivisions (a) and (c): (1) notify the Board in writing, detailing the reasons for its inability to comply; (2) request of the Board an alternative to the January 1, 2002 deadline; (3) provide evidence to the Board that it is making a good faith effort to implement the source reduction, recycling, and composting programs identified in its integrated waste management plan; and (4) provide information to the Board that describes the relevant circumstances that contributed to the request for extension, such as lack of markets for recycled materials, local efforts to implement source reduction, recycling and composting programs, facilities built or planned, waste disposal patterns, and the type of waste disposed of by the community college. (5) The community college must also submit a plan of correction that demonstrates that it will meet the requirements of Section 42921 [the 25 and 50 percent diversion requirements] before the time extension expires, including the source reduction, recycling, or composting steps the community college will implement, a date prior to the expiration of the time extension when the requirements of Section 42921 will be met, the existing programs that it will modify, any new programs that will be

implemented to meet those requirements, and the means by which these programs will be funded.

- Report to the Board (Pub. Resources Code, §§ 42926, subd. (a) & 42922, subd. (i)): A community college must annually submit, by April 1, 2002 and by April 1 each subsequent year, a report to the Board summarizing its progress in reducing solid waste. The information in the report is to encompass the previous calendar year and shall contain, at a minimum, the following as outlined in section 42926, subdivision (b): (1) calculations of annual disposal reduction; (2) information on the changes in waste generated or disposed of due to increases or decreases in employees, economics, or other factors; (3) a summary of progress implementing the integrated waste management plan; (4) the extent to which the community college intends to use programs or facilities established by the local agency for handling, diversion, and disposal of solid waste. (If the college does not intend to use those established programs or facilities, it must identify sufficient disposal capacity for solid waste that is not source reduced, recycled or composted.) (5) For a community college that has been granted a time extension by the Board, it shall include a summary of progress made in meeting the integrated waste management plan implementation schedule pursuant to section 42921, subdivision (b), and complying with the college's plan of correction, before the expiration of the time extension. (6) For a community college that has been granted an alternative source reduction, recycling, and composting requirement by the Board pursuant to section 42922, it shall include a summary of progress made towards meeting the alternative requirement as well as an explanation of current circumstances that support the continuation of the alternative requirement.
- Submit recycled material reports (Pub. Contract Code, § 12167.1): A community college must annually report to the Board on quantities of recyclable materials collected for recycling.

<u>State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al.</u> (Sacramento County Superior Court, Case No. 07CS00355)

The Department of Finance and the Integrated Waste Management Board filed a petition for writ of mandate in March 2007, asking the court to set aside the Commission's decision granting the test claim and to require the Commission to issue a new Statement of Decision and parameters and guidelines that give full consideration to the community colleges' cost savings (e.g. avoided landfill disposal fees) and revenues (from recyclables) by complying with the test claim statutes. Petitioners' position was that the Commission had not properly accounted for all the offsetting cost savings from avoided disposal costs, or offsetting revenues from the sale of recyclable materials, in the Statement of Decision or parameters and guidelines. The Judgment and a Writ of Mandate were issued on June 30, 2008, ordering the Commission to:

 amend the parameters and guidelines in Test Claim No. 00-TC-07 to require community college districts claiming reimbursable costs of an integrated waste management plan under Public Resources Code section 42920, et seq. to identify and offset from their claims, consistent with the directions for revenue in Public Contract code sections 12167 and 12167.1, cost savings realized as a result of implementing their plans; and 2. amend the parameters and guidelines in Test Claim No. 00-TC-07 to require community college districts claiming reimbursable costs of an integrated waste management plan under Public Resources Code section 42920, et seq. to identify and offset from their claims all of the revenue generated as a result of implementing their plans, without regard to the limitations or conditions described in sections 12167 and 12167.1 of the Public Contract Code.

II. ELIGIBLE CLAIMANTS

Community college districts that incur increased costs as a result of this mandate are eligible to claim reimbursement.

III. PERIOD OF REIMBURSEMENT

Government Code section 17557 states that a test claim must be submitted on or before June 30 following a given fiscal year to establish eligibility for that fiscal year. The test claim for this mandate was filed on March 9, 2001. Therefore, costs incurred for compliance with Public Contract Code sections 12167 and 12167.1 (Stats. 1992, ch. 1116) are eligible for reimbursement on or after July 1, 1999. However, because of the statute's operative date, all other costs incurred pursuant to Statutes 1999, chapter 764 are eligible for reimbursement on or after January 1, 2000.

Seeking an alternative diversion goal or time extension (Pub. Resources Code, §§ 42922, 42923, and 42927) is reimbursable until December 31, 2005.

Actual costs for one fiscal year should be included in each claim. Pursuant to Government Code section 17561, subdivision (d), all claims for reimbursement of initial years' costs shall be submitted within 120 days of the issuance of the claiming instructions by the State Controller.

If the total costs for a given fiscal year do not exceed \$1000, no reimbursement shall be allowed, except as otherwise allowed by Government Code section 17564.

IV. REIMBURSABLE ACTIVITIES

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, receipts, and the community college plan approved by the Board.

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Declarations must include a certification or declaration stating, "I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of Code of Civil Procedure section 2015.5. Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

The claimant is only allowed to claim and be reimbursed for increased costs for reimbursable activities identified below. Increased cost is limited to the cost of an activity that the claimant is required to incur as a result of the mandate.

For each eligible claimant, the following activities are reimbursable:

- A. One-Time Activities (Reimbursable starting January 1, 2000)
 - 1. Develop the necessary district policies and procedures for the implementation of the integrated waste management plan.
 - 2. Train district staff on the requirements and implementation of the integrated waste management plan (one-time per employee). Training is limited to the staff working directly on the plan.
- B. Ongoing Activities (Reimbursable starting January 1, 2000)
 - Complete and submit to the Board the following as part of the State Agency Model Integrated Waste Management Plan (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.):
 - a. state agency or large state facility information form;
 - b. state agency list of facilities;
 - state agency waste reduction and recycling program worksheets that describe program activities, promotional programs, and procurement activities, and other questionnaires; and
 - d. state agency integrated waste management plan questions.

NOTE: Although reporting on promotional programs and procurement activities in the model plan is reimbursable, implementing promotional programs and procurement activities is not.

- 2. Respond to any Board reporting requirements during the approval process. (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.)
- 3. Consult with the Board to revise the model plan, if necessary. (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.)
- 4. Designate one solid waste reduction and recycling coordinator ("coordinator") for each college in the district to perform new duties imposed by chapter 18.5 (Pub. Resources Code, §§ 42920 42928). The coordinator shall implement the integrated waste management plan. The coordinator shall act as a liaison to other state agencies (as defined by section 40196.3) and coordinators. (Pub. Resources Code, § 42920, subd. (c).)

¹ Attachment 1, California Integrated Waste Management Board, State Agency Model Integrated Waste Management Plan (February 2000).

- 5. Divert at least 25 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2002, and at least 50 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2004, through source reduction, recycling, and composting activities. Maintain the required level of reduction, as approved by the Board. (Pub. Resources Code, §§ 42921 & 42922, subd. (i).)
- C. Alternative Compliance (Reimbursable from January 1, 2000 December 31, 2005)
 - 1. Seek either an alternative requirement or time extension if a community college is unable to comply with the January 1, 2002 deadline to divert 25 percent of its solid waste, by doing the following: (Pub. Resources Code, §§ 42927 & 42923 subds. (a) & (c).)
 - a. Notify the Board in writing, detailing the reasons for its inability to comply.
 - b. Request of the Board an alternative to the January 1, 2002 deadline.
 - c. Provide evidence to the Board that the college is making a good faith effort to implement the source reduction, recycling, and composting programs identified in its integrated waste management plan.
 - d. Provide information that describes the relevant circumstances that contributed to the request for extension, such as lack of markets for recycled materials, local efforts to implement source reduction, recycling and composting programs, facilities built or planned, waste disposal patterns, and the type of waste disposed of by the community college.
 - Submit a plan of correction that demonstrates that the college will meet the requirements of Section 42921 [the 25 and 50 percent diversion requirements] before the time extension expires, including the source reduction, recycling, or composting steps the community college will implement, a date prior to the expiration of the time extension when the requirements of Section 42921 will be met, the existing programs that it will modify, any new programs that will be implemented to meet those requirements, and the means by which these programs will be funded.
 - 2. Seek either an alternative requirement or time extension if a community college is unable to comply with the January 1, 2004 deadline to divert 50 percent of its solid waste, by doing the following: (Pub. Resources Code, §§ 42927 & 42922, subds. (a) & (b).)
 - a. Notify the Board in writing, detailing the reasons for its inability to comply.
 - b. Request of the Board an alternative to the 50-percent requirement.
 - c. Participate in a public hearing on its alternative requirement.
 - d. Provide the Board with information as to:
 - the community college's good faith efforts to implement the source reduction, recycling, and composting measures described in its integrated waste management plan, and demonstration of its progress toward meeting the alternative requirement as described in its annual reports to the Board;
 - the community college's inability to meet the 50 percent diversion requirement despite implementing the measures in its plan;

- (iii) how the alternative source reduction, recycling, and composting requirement represents the greatest diversion amount that the community college may reasonably and feasibly achieve; and,
- (iv) the circumstances that support the request for an alternative requirement, such as waste disposal patterns and the types of waste disposed by the community college.

D. Accounting System (Reimbursable starting January 1, 2000)

Developing, implementing, and maintaining an accounting system to enter and track the college's source reduction, recycling and composting activities, the cost of those activities, the proceeds from the sale of any recycled materials, and such other accounting systems which will allow it to make its annual reports to the state and determine waste reduction. Note: only the pro-rata portion of the costs incurred to implement the reimbursable activities can be claimed.

E. Annual Report (Reimbursable starting January 1, 2000)

Annually prepare and submit, by April 1, 2002, and by April 1 each subsequent year, a report to the Board summarizing its progress in reducing solid waste. The information in the report must encompass the previous calendar year and shall contain, at a minimum, the following as outlined in section 42926, subdivision (b): (Pub. Resources Code, §§ 42926, subd. (a) & 42922, subd. (i).)

- 1. calculations of annual disposal reduction;
- 2. information on the changes in waste generated or disposed of due to increases or decreases in employees, economics, or other factors;
- 3. a summary of progress made in implementing the integrated waste management plan;
- 4. the extent to which the community college intends to use programs or facilities established by the local agency for handling, diversion, and disposal of solid waste (If the college does not intend to use those established programs or facilities, it must identify sufficient disposal capacity for solid waste that is not source reduced, recycled or composted.);
- 5. for a community college that has been granted a time extension by the Board, it shall include a summary of progress made in meeting the integrated waste management plan implementation schedule pursuant to section 42921, subdivision (b), and complying with the college's plan of correction, before the expiration of the time extension;
- 6. for a community college that has been granted an alternative source reduction, recycling, and composting requirement by the Board pursuant to section 42922, it shall include a summary of progress made towards meeting the alternative requirement as well as an explanation of current circumstances that support the continuation of the alternative requirement.

F. Annual Recycled Material Reports (Reimbursable starting July 1, 1999)

Annually report to the Board on quantities of recyclable materials collected for recycling. (Pub. Contract Code, § 12167.1.)

V. CLAIM PREPARATION AND SUBMISSION

Each of the following cost elements must be identified for each reimbursable activity identified in Section IV, Reimbursable Activities, of this document. Each claimed reimbursable cost must be supported by source documentation as described in Section IV. Additionally, each reimbursement claim must be filed in a timely manner.

A. Direct Cost Reporting

Direct costs are those costs incurred specifically for the reimbursable activities. The following direct costs are eligible for reimbursement.

1. Salaries and Benefits

Report each employee implementing the reimbursable activities by name, job classification, and productive hourly rate (total wages and related benefits divided by productive hours). Describe the specific reimbursable activities performed and the hours devoted to each reimbursable activity performed.

2. Materials and Supplies

Report the cost of materials and supplies that have been consumed or expended for the purpose of the reimbursable activities. Purchases shall be claimed at the actual price after deducting discounts, rebates, and allowances received by the claimant. Supplies that are withdrawn from inventory shall be charged on an appropriate and recognized method of costing, consistently applied.

3. Contracted Services

Report the name of the contractor and services performed to implement the reimbursable activities. Attach a copy of the contract to the claim. If the contractor bills for time and materials, report the number of hours spent on the activities and all costs charged. If the contract is a fixed price, report the dates when services were performed and itemize all costs for those services.

4. Fixed Assets and Equipment

Report the purchase price paid for fixed assets and equipment (including computers) necessary to implement the reimbursable activities. The purchase price includes taxes, delivery costs, and installation costs. If the fixed asset or equipment is also used for purposes other than the reimbursable activities, only the pro-rata portion of the purchase price used to implement the reimbursable activities can be claimed.

5. Travel

Report the name of the employee traveling for the purpose of the reimbursable activities. Include the date of travel, destination point, the specific reimbursable activity requiring travel, and related travel expenses reimbursed to the employee in compliance with the rules of the local jurisdiction. Report employee travel time according to the rules of cost element

A.1., Salaries and Benefits, for each applicable reimbursable activity.

6. Training

Report the cost of training an employee to perform the reimbursable activities, as specified in Section IV of this document. Report the name and job classification of each employee preparing for, attending, and/or conducting training necessary to implement the reimbursable activities. Provide the title, subject, and purpose (related to the mandate of the training session), dates attended, and location. If the training encompasses subjects broader than the reimbursable activities, only the pro-rata portion can be claimed. Report employee training time for each applicable reimbursable activity according to the rules of cost element A.1., Salaries and Benefits, and A.2., Materials and Supplies. Report the cost of consultants who conduct the training according to the rules of cost element A.3., Contracted Services.

B. Indirect Cost Rates

Indirect costs are costs that have been incurred for common or joint purposes. These costs benefit more than one cost objective and cannot be readily identified with a particular final cost objective without effort disproportionate to the results achieved. After direct costs have been determined and assigned to other activities, as appropriate, indirect costs are those remaining to be allocated to benefited cost objectives. A cost may not be allocated as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been claimed as a direct cost.

Indirect costs include: (a) the indirect costs originating in each department or agency of the governmental unit carrying out state mandated programs, and (b) the costs of central governmental services distributed through the central service cost allocation plan and not otherwise treated as direct costs.

Community colleges have the option of using: (1) a federally approved rate, utilizing the cost accounting principles from the Office of Management and Budget Circular A-21, "Cost Principles of Educational Institutions"; (2) the rate calculated on State Controller's Form FAM-29C; or (3) a 7% indirect cost rate.

VI. RECORD RETENTION

Pursuant to Government Code section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a local agency or school district pursuant to this chapter is subject to the initiation of an audit by the Controller no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim. In any case, an audit shall be completed not later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities, as described in Section IV, must be retained during the period subject to audit. If an audit has been initiated by the Controller during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings.

VII. OFFSETTING REVENUES AND REIMBURSEMENTS

Reimbursement for this mandate from any source, including but not limited to, services fees

collected, federal funds, and other state funds allocated to any service provided under this program, shall be identified and offset from this claim. Offsetting revenue shall include all revenues generated from implementing the Integrated Waste Management Plan.

In addition, revenue from a building-operating fee imposed pursuant to Education Code section 76375, subdivision (a) if received by a claimant and the revenue is applied to this program, shall be deducted from the costs claimed.

VIII. OFFSETTING COST SAVINGS

Reduced or avoided costs realized from implementation of the community college districts' Integrated Waste Management plans shall be identified and offset from this claim as cost savings, consistent with the directions for revenue in Public Contract Code sections 12167 and 12167.1. Pursuant to these statutes, community college districts are required to deposit cost savings resulting from their Integrated Waste Management plans in the Integrated Waste Management Account in the Integrated Waste Management Fund; the funds deposited in the Integrated Waste Management Account, upon appropriation by the Legislature, may be expended by the California Integrated Waste Management Board for the purpose of offsetting Integrated Waste Management plan costs. Subject to the approval of the California Integrated Waste Management Board, cost savings by a community college that do not exceed two thousand dollars (\$2,000) annually are continuously appropriated for expenditure by the community college for the purpose of offsetting Integrated Waste Management program costs. Cost savings exceeding two thousand dollars (\$2,000) annually may be available for expenditure by the community college only when appropriated by the Legislature. To the extent so approved or appropriated and applied to the college, these amounts shall be identified and offset from the costs claimed for implementing the Integrated Waste Management Plan.

IX. STATE CONTROLLER'S REVISED CLAIMING INSTRUCTIONS

The Controller shall, within 60 days after receiving amended parameters and guidelines prepare and issue revised claiming instructions for mandates that require state reimbursement after any decision or order of the commission pursuant to section 17559. The claiming instructions shall be derived from the test claim decision and the parameters and guidelines adopted by the Commission. Pursuant to Government Code section 17561, subdivision (d)(2), issuance of the claiming instructions shall constitute a notice of the right of the local agencies and school districts to file reimbursement claims, based upon parameters and guidelines adopted by the Commission. In preparing revised claiming instructions, the Controller may request the assistance of other state agencies. (Gov. Code, § 17558, subdivision (c).)

If revised claiming instructions are issued by the Controller pursuant to subdivision (c) of section 17558 between November 15 and February 15, a local agency or school district filing an annual reimbursement claim shall have 120 days following the issuance date of the revised claiming instructions to file a claim.

X. REMEDIES BEFORE THE COMMISSION

Upon request of a local agency or school district, the Commission shall review the claiming instructions issued by the State Controller or any other authorized state agency for reimbursement of mandated costs pursuant to Government Code section 17571. If the

Commission determines that the claiming instructions do not conform to the parameters and guidelines, the Commission shall direct the Controller to modify the claiming instructions and the Controller shall modify the claiming instructions to conform to the parameters and guidelines as directed by the Commission.

In addition, requests may be made to amend parameters and guidelines pursuant to Government Code section 17557, subdivision (d), and California Code of Regulations, title 2, section 1183.2.

XI. LEGAL AND FACTUAL BASIS FOR THE PARAMETERS AND GUIDELINES

The Statement of Decision is legally binding on all parties and provides the legal and factual basis for the parameters and guidelines. The support for the legal and factual findings is found in the administrative record for the test claim. The administrative record, including the Statement of Decision, is on file with the Commission.

OFFICE OF THE STATE CONTROLLER

STATE MANDATED COSTS CLAIMING INSTRUCTIONS NO. 2005-05

INTEGRATED WASTE MANAGEMENT (COMMUNITY COLLEGES)

June 6, 2005

In accordance with Government Code (GC) section 17561, eligible claimants may submit claims to the State Controller's Office (SCO) for reimbursement of costs incurred for state mandated cost programs. The following are claiming instructions and forms that eligible claimants will use for the filing of claims for the Integrated Waste Management (IWM) program. These claiming instructions are issued subsequent to adoption of the program's parameters and guidelines (P's & G's) by the Commission on State Mandates (COSM).

On March 25, 2004, the COSM determined that Chapter 764, Statutes of 1999, and Chapter 1116, Statutes of 1992, established costs mandated by the State according to the provisions listed in the P's & G's. For your reference, the P's & G's are included as an integral part of the claiming instructions.

Eligible Claimants

Any community college that incurs increased costs as a direct result of this mandate is eligible to claim reimbursement of these costs.

Filing Deadlines

A. Reimbursement Claims

Initial reimbursement claims must be filed within 120 days from the issuance date of claiming instructions. Reimbursement claims for the period January 1, 2000, to June 30, 2000, and fiscal years 2000-01 through 2004-2005 must be filed with the SCO and be delivered or postmarked on or before **October 4, 2005**. Estimated claims for fiscal year 2005-06 must be filed on or before **October 4, 2005**, or by **January 15, 2006**.

Costs for all initial reimbursement claims must be filed separately according to the fiscal year in which the costs were incurred. In order for a claim to be considered properly filed, it must include any specific supporting documentation requested in the instructions. Claims filed more than one year after the deadline or without the requested supporting documentation will not be accepted.

The reimbursement periods for the following activities are as follows:

- 1. <u>One-Time Activities</u> January 1, 2000, to June 30, 2000, fiscal year 2000-01 and subsequent fiscal years;
- 2. <u>Ongoing Activities</u> January 1, 2000, to June 30, 2000, fiscal year 2000-01 and subsequent fiscal years;
- 3. <u>Alternative Compliance</u> January 1, 2000, to June 30, 2000, fiscal years 2000-01 through 2004-05, and July 1, 2005, to December 31, 2005;

2000 - 2007/08

- 4. Accounting System January 1, 2000, to June 30, 2000, fiscal year 2000-01 and subsequent fiscal years;
- 5. <u>Annual Report</u> January 1, 2000, to June 30, 2000, fiscal year 2000-01 and subsequent fiscal years; and
- 6. Annual Recycled Material Reports Fiscal year 1999-00 and subsequent fiscal years.

B. Late Penalty

1. Initial Claims

AB 3000 enacted into law on September 30, 2002, amended the late penalty assessments on initial claims. Late initial claims submitted on or after September 30, 2002, are assessed a late penalty of 10% of the total amount of the initial claims without limitation.

2. Annual Reimbursement Claims

All late reimbursement claims are assessed a late penalty of 10% subject to the \$1,000 limitation regardless of when the claims were filed.

C. Estimated Claims

Unless otherwise specified in the claiming instructions, a community college is not required to provide cost schedules and supporting documents with an estimated claim if the estimated amount does not exceed the previous fiscal year's actual costs by more than 10%. Claimants can simply enter the estimated amount on form FAM-27, line (07).

However, if the estimated claim exceeds the previous fiscal year's actual costs by more than 10%, claimants must complete supplemental claim forms to support their estimated costs as specified for the program to explain the reason for the increased costs. If no explanation supporting the higher estimate is provided with the claim, it will automatically be adjusted to 110% of the previous fiscal year's actual costs. Future estimated claims filed with the SCO must be postmarked by January 15 of the fiscal year in which costs will be incurred. Claims filed timely will be paid before late claims.

Minimum Claim Cost

GC section 17564(a) provides that no claim shall be filed pursuant to Sections 17551 and 17561, unless such a claim exceeds one thousand dollars (\$1,000).

Reimbursement of Claims

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question.

Source documents may include, but are not limited to, employee time records or time logs, signin sheets, invoices, receipts and the community college plan approved by the Board. Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

Certification of Claim

In accordance with the provisions of Government Code section 17561, an authorized representative of the claimant shall be required to provide a certification of claim stating: "I certify, (or declare), under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of Code of Civil Procedure section 2015.5, for those costs mandated by the State and contained herein.

Audit of Costs

All claims submitted to the SCO are reviewed to determine if costs are related to the mandate, are reasonable and not excessive, and the claim was prepared in accordance with the SCO's claiming instructions and the P's & G's adopted by the COSM. If any adjustments are made to a claim, a "Notice of Claim Adjustment" specifying the claim component adjusted, the amount adjusted, and the reason for the adjustment, will be mailed within 30 days after payment of the claim.

Pursuant to GC section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a community college pursuant to this chapter is subject to the initiation of an audit by the SCO no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the SCO to initiate an audit shall commence to run from the date of initial payment of the claim.

In any case, an audit shall be completed not later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities must be retained during the period subject to audit. If an audit has been initiated by the SCO during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings. On-site audits will be conducted by the SCO as deemed necessary.

Retention of Claiming Instructions

The claiming instructions and forms in this package should be retained permanently in your Mandated Cost Manual for future reference and use in filing claims. These forms should be duplicated to meet your filing requirements. You will be notified of updated forms or changes to claiming instructions as necessary.

Questions or requests for hard copies of these instructions should be faxed to Ginny Brummels at (916) 323-6527, or e-mailed to **LRSDAR@sco.ca.gov**. If you wish, you may call the Local Reimbursements Section at (916) 324-5729.

For your reference, these and future mandated costs claiming instructions and forms can be found on the Internet at www.sco.ca.gov/ard/local/locreim/index.shtml.

Address for Filing Claims

Claims should be rounded to the nearest dollar. Submit a signed original and a copy of form FAM-27, Claim for Payment, and all other forms and supporting documents. (To expedite the payment process, please sign the form in blue ink, and attach a copy of the form FAM-27 to the top of the claim package.)

Use the following mailing addresses:

If delivered by U.S. Postal Service:

Office of the State Controller Attn: Local Reimbursements Section Division of Accounting and Reporting P.O. Box 942850 Sacramento, CA 94250 If delivered by other delivery services:

Office of the State Controller Attn: Local Reimbursements Section Division of Accounting and Reporting 3301 C Street, Suite 500 Sacramento, CA 95816

PARAMETERS AND GUIDELINES

Public Resources Code Sections 40148, 40196.3, 42920-42928 Public Contract Code Sections 12167 and 12167.1

> Statutes 1999, Chapter 764 (A.B. 75) Statutes 1992, Chapter 1116 (A.B. 3521)

State Agency Model Integrated Waste Management Plan (February 2000)

Integrated Waste Management (00-TC-07)

Santa Monica and Lake Tahoe Community College Districts, Co-claimants

I. SUMMARY OF THE MANDATE

On March 25, 2004, the Commission on State Mandates (Commission) adopted its Statement of Decision finding that Public Resources Code sections 40148, 40196.3, 42920-42928; Public Contract Code sections 12167 and 12167.1; and the State Agency Model Integrated Waste Management Plan (February 2000) require new activities, as specified below, which constitute new programs or higher levels of service for community college districts within the meaning of article XIII B, section 6, of the California Constitution, and impose costs mandated by the state pursuant to Government Code section 17514.

Specifically, the Commission approved this test claim for the increased costs of performing the following specific new activities:

- Comply with the model plan (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000): A community college must comply with the California Integrated Waste Management Board's (Board) model integrated waste management plan, which includes consulting with the Board to revise the model plan, as well as completing and submitting to the Board the following: (1) state agency or large state facility information form; (2) state agency list of facilities; (3) state agency waste reduction and recycling program worksheet, including the sections on program activities, promotional programs, and procurement activities; and (4) state agency integrated waste management plan questions.
- Designate a solid waste reduction and recycling coordinator (Pub. Resources Code, § 42920, subd. (c)): A community college must designate one solid waste reduction and recycling coordinator to perform new duties imposed by chapter 18.5 (Pub. Resources Code, §§ 42920 42928), including implementing the community college's integrated waste management plan, and acting as a liaison to other state agencies (as defined by section 40196.3) and coordinators.
- Divert solid waste (Pub. Resources Code, §§ 42921 & 42922, subd. (i)): A community college must divert at least 25 percent of all its solid waste from landfill disposal or transformation facilities by January 1, 2002, through source reduction, recycling, and

composting activities, and divert at least 50 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2004, through source reduction, recycling, and composting.

A community college unable to comply with this diversion requirement may instead seek, until December 31, 2005, either an alternative requirement or time extension (but not both) as specified below:

- Seek an alternative requirement (Pub. Resources Code, §§ 42927 & 42922, subds. (a) & (b)): A community college that is unable to comply with the 50-percent diversion requirement must; (1) notify the Board in writing, detailing the reasons for its inability to comply; (2) request of the Board an alternative to the 50-percent requirement; (3) participate in a public hearing on its alternative requirement; (4) provide the Board with information as to (a) the community college's good faith efforts to effectively implement the source reduction, recycling, and composting measures described in its integrated waste management plan, and demonstration of its progress toward meeting the alternative requirement as described in its annual reports to the Board; (b) the community college's inability to meet the 50-percent diversion requirement despite implementing the measures in its plan; (c) the alternative source reduction, recycling, and composting requirement represents the greatest diversion amount that the community college may reasonably and feasibly achieve, and (d) relate to the Board circumstances that support the request for an alternative requirement, such as waste disposal patterns and the types of waste disposed by the community college.
- Seek a time extension (Pub. Resources Code, §§ 42927 & 42923 subds. (a) & (c)): A community college that is unable to comply with the January 1, 2002 deadline to divert 25 percent of its solid waste, must do the following pursuant to section 42923, subdivisions (a) and (c): (1) notify the Board in writing, detailing the reasons for its inability to comply; (2) request of the Board an alternative to the January 1, 2002 deadline; (3) provide evidence to the Board that it is making a good faith effort to implement the source reduction, recycling, and composting programs identified in its integrated waste management plan; and (4) provide information to the Board that describes the relevant circumstances that contributed to the request for extension, such as lack of markets for recycled materials, local efforts to implement source reduction, recycling and composting programs, facilities built or planned, waste disposal patterns, and the type of waste disposed of by the community college. (5) The community college must also submit a plan of correction that demonstrates that it will meet the requirements of Section 42921 [the 25 and 50 percent diversion requirements] before the time extension expires, including the source reduction, recycling, or composting steps the community college will implement, a date prior to the expiration of the time extension when the requirements of Section 42921 will be met, the existing programs that it will modify, any new programs that will be implemented to meet those requirements, and the means by which these programs will be funded.

- Report to the Board (Pub. Resources Code, §§ 42926, subd. (a) & 42922, subd. (i)): A community college must annually submit, by April 1, 2002 and by April 1 each subsequent year, a report to the Board summarizing its progress in reducing solid waste. The information in the report is to encompass the previous calendar year and shall contain, at a minimum, the following as outlined in section 42926, subdivision (b): (1) calculations of annual disposal reduction; (2) information on the changes in waste generated or disposed of due to increases or decreases in employees, economics, or other factors; (3) a summary of progress implementing the integrated waste management plan; (4) the extent to which the community college intends to use programs or facilities established by the local agency for handling, diversion, and disposal of solid waste. (If the college does not intend to use those established programs or facilities, it must identify sufficient disposal capacity for solid waste that is not source reduced, recycled or composted.) (5) For a community college that has been granted a time extension by the Board, it shall include a summary of progress made in meeting the integrated waste management plan implementation schedule pursuant to section 42921, subdivision (b), and complying with the college's plan of correction, before the expiration of the time extension. (6) For a community college that has been granted an alternative source reduction, recycling, and composting requirement by the Board pursuant to section 42922, it shall include a summary of progress made towards meeting the alternative requirement as well as an explanation of current circumstances that support the continuation of the alternative requirement.
- Submit recycled material reports (Pub. Contract Code, § 12167.1): A community college must annually report to the Board on quantities of recyclable materials collected for recycling.

II. ELIGIBLE CLAIMANTS

Community college districts that incur increased costs as a result of this mandate are eligible to claim reimbursement.

III. PERIOD OF REIMBURSEMENT

Government Code section 17557 states that a test claim must be submitted on or before June 30 following a given fiscal year to establish eligibility for that fiscal year. The test claim for this mandate was filed on March 9, 2001. Therefore, costs incurred for compliance with Public Contract Code sections 12167 and 12167.1 (Stats. 1992, ch. 1116) are eligible for reimbursement on or after July 1, 1999. However, because of the statute's operative date, all other costs incurred pursuant to Statutes 1999, chapter 764 are eligible for reimbursement on or after January 1, 2000.

Seeking an alternative diversion goal or time extension (Pub. Resources Code, §§ 42922, 42923, and 42927) is reimbursable until December 31, 2005.

Actual costs for one fiscal year should be included in each claim. Estimated costs for the subsequent year may be included on the same claim, if applicable. Pursuant to Government Code section 17561, subdivision (d), all claims for reimbursement of initial years' costs shall be submitted within 120 days of the issuance of the claiming instructions by the State Controller.

If the total costs for a given fiscal year do not exceed \$1000, no reimbursement shall be allowed, except as otherwise allowed by Government Code section 17564.

IV. REIMBURSABLE ACTIVITIES

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, receipts, and the community college plan approved by the Board.

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Declarations must include a certification or declaration stating, "I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of Code of Civil Procedure section 2015.5. Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

The claimant is only allowed to claim and be reimbursed for increased costs for reimbursable activities identified below. Increased cost is limited to the cost of an activity that the claimant is required to incur as a result of the mandate.

For each eligible claimant, the following activities are reimbursable:

- A. One-Time Activities (Reimbursable starting January 1, 2000)
 - 1. Develop the necessary district policies and procedures for the implementation of the integrated waste management plan.
 - 2. Train district staff on the requirements and implementation of the integrated waste management plan (one-time per employee). Training is limited to the staff working directly on the plan.
- B. Ongoing Activities (Reimbursable starting January 1, 2000)
 - 1. Complete and submit to the Board the following as part of the State Agency Model Integrated Waste Management Plan (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.):
 - a. state agency or large state facility information form;
 - b. state agency list of facilities;
 - state agency waste reduction and recycling program worksheets that describe program activities, promotional programs, and procurement activities, and other questionnaires; and
 - d. state agency integrated waste management plan questions.

NOTE: Although reporting on promotional programs and procurement activities in the model plan is reimbursable, implementing promotional programs and procurement activities is not.

- 2. Respond to any Board reporting requirements during the approval process. (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.)
- 3. Consult with the Board to revise the model plan, if necessary. (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.)
- 4. Designate one solid waste reduction and recycling coordinator ("coordinator") for each college in the district to perform new duties imposed by chapter 18.5 (Pub. Resources Code, §§ 42920 42928). The coordinator shall implement the integrated waste management plan. The coordinator shall act as a liaison to other state agencies (as defined by section 40196.3) and coordinators. (Pub. Resources Code, § 42920, subd. (c).)
- 5. Divert at least 25 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2002, and at least 50 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2004, through source reduction, recycling, and composting activities. Maintain the required level of reduction, as approved by the Board. (Pub. Resources Code, §§ 42921 & 42922, subd. (i).)
- C. Alternative Compliance (Reimbursable from January 1, 2000 December 31, 2005)
 - 1. Seek either an alternative requirement or time extension if a community college is unable to comply with the January 1, 2002 deadline to divert 25 percent of its solid waste, by doing the following: (Pub. Resources Code, §§ 42927 & 42923 subds. (a) & (c).)
 - a. Notify the Board in writing, detailing the reasons for its inability to comply.
 - b. Request of the Board an alternative to the January 1, 2002 deadline.
 - c. Provide evidence to the Board that the college is making a good faith effort to implement the source reduction, recycling, and composting programs identified in its integrated waste management plan.
 - d. Provide information that describes the relevant circumstances that contributed to the request for extension, such as lack of markets for recycled materials, local efforts to implement source reduction, recycling and composting programs, facilities built or planned, waste disposal patterns, and the type of waste disposed of by the community college.
 - e. Submit a plan of correction that demonstrates that the college will meet the requirements of Section 42921 [the 25 and 50 percent diversion requirements] before the time extension expires, including the source reduction, recycling, or composting steps the community college will implement, a date prior to the expiration of the time extension when the requirements of Section 42921 will be met, the existing programs that it will modify, any new programs that will be implemented to meet those requirements, and the means by which these programs

Attachment 1, California Integrated Waste Management Board, State Agency Model Integrated Waste Management Plan (February 2000).

will be funded.

- 2. Seek <u>either</u> an alternative requirement or time extension if a community college is unable to comply with the January 1, 2004 deadline to divert 50 percent of its solid waste, by doing the following: (Pub. Resources Code, §§ 42927 & 42922, subds. (a) & (b).)
 - a. Notify the Board in writing, detailing the reasons for its inability to comply.
 - b. Request of the Board an alternative to the 50-percent requirement.
 - c. Participate in a public hearing on its alternative requirement.
 - d. Provide the Board with information as to:
 - the community college's good faith efforts to implement the source reduction, recycling, and composting measures described in its integrated waste management plan, and demonstration of its progress toward meeting the alternative requirement as described in its annual reports to the Board;
 - (ii) the community college's inability to meet the 50 percent diversion requirement despite implementing the measures in its plan;
 - (iii) how the alternative source reduction, recycling, and composting requirement represents the greatest diversion amount that the community college may reasonably and feasibly achieve; and,
 - (iv) the circumstances that support the request for an alternative requirement, such as waste disposal patterns and the types of waste disposed by the community college.
- D. Accounting System (Reimbursable starting January 1, 2000)

Developing, implementing, and maintaining an accounting system to enter and track the college's source reduction, recycling and composting activities, the cost of those activities, the proceeds from the sale of any recycled materials, and such other accounting systems which will allow it to make its annual reports to the state and determine waste reduction. Note: only the pro-rata portion of the costs incurred to implement the reimbursable activities can be claimed.

E. Annual Report (Reimbursable starting January 1, 2000)

Annually prepare and submit, by April 1, 2002, and by April 1 each subsequent year, a report to the Board summarizing its progress in reducing solid waste. The information in the report must encompass the previous calendar year and shall contain, at a minimum, the following as outlined in section 42926, subdivision (b): (Pub. Resources Code, §§ 42926, subd. (a) & 42922, subd. (i).)

- 1. calculations of annual disposal reduction;
- 2. information on the changes in waste generated or disposed of due to increases or decreases in employees, economics, or other factors;
- 3. a summary of progress made in implementing the integrated waste management plan;
- 4. the extent to which the community college intends to use programs or facilities established by the local agency for handling, diversion, and disposal of solid waste

(If the college does not intend to use those established programs or facilities, it must identify sufficient disposal capacity for solid waste that is not source reduced, recycled or composted.);

- 5. for a community college that has been granted a time extension by the Board, it shall include a summary of progress made in meeting the integrated waste management plan implementation schedule pursuant to section 42921, subdivision (b), and complying with the college's plan of correction, before the expiration of the time extension:
- 6. for a community college that has been granted an alternative source reduction, recycling, and composting requirement by the Board pursuant to section 42922, it shall include a summary of progress made towards meeting the alternative requirement as well as an explanation of current circumstances that support the continuation of the alternative requirement.

F. Annual Recycled Material Reports (Reimbursable starting July 1, 1999)

Annually report to the Board on quantities of recyclable materials collected for recycling. (Pub. Contract Code, § 12167.1.) (See Section VII. regarding offsetting revenues from recyclable materials.)

V. CLAIM PREPARATION AND SUBMISSION

Each of the following cost elements must be identified for each reimbursable activity identified in Section IV, Reimbursable Activities, of this document. Each claimed reimbursable cost must be supported by source documentation as described in Section IV. Additionally, each reimbursement claim must be filed in a timely manner.

A. Direct Cost Reporting

Direct costs are those costs incurred specifically for the reimbursable activities. The following direct costs are eligible for reimbursement.

1. Salaries and Benefits

Report each employee implementing the reimbursable activities by name, job classification, and productive hourly rate (total wages and related benefits divided by productive hours). Describe the specific reimbursable activities performed and the hours devoted to each reimbursable activity performed.

2. Materials and Supplies

Report the cost of materials and supplies that have been consumed or expended for the purpose of the reimbursable activities. Purchases shall be claimed at the actual price after deducting discounts, rebates, and allowances received by the claimant. Supplies that are withdrawn from inventory shall be charged on an appropriate and recognized method of costing, consistently applied.

3. Contracted Services

Report the name of the contractor and services performed to implement the reimbursable activities. Attach a copy of the contract to the claim. If the contractor bills for time and materials, report the number of hours spent on the activities and all costs charged. If the contract is a fixed price, report the dates when services were performed and itemize all costs for those services.

4. Fixed Assets and Equipment

Report the purchase price paid for fixed assets and equipment (including computers) necessary to implement the reimbursable activities. The purchase price includes taxes, delivery costs, and installation costs. If the fixed asset or equipment is also used for purposes other than the reimbursable activities, only the pro-rata portion of the purchase price used to implement the reimbursable activities can be claimed.

5. Travel

Report the name of the employee traveling for the purpose of the reimbursable activities. Include the date of travel, destination point, the specific reimbursable activity requiring travel, and related travel expenses reimbursed to the employee in compliance with the rules of the local jurisdiction. Report employee travel time according to the rules of cost element A.1, Salaries and Benefits, for each applicable reimbursable activity.

6. Training

Report the cost of training an employee to perform the reimbursable activities, as specified in Section IV of this document. Report the name and job classification of each employee preparing for, attending, and/or conducting training necessary to implement the reimbursable activities. Provide the title, subject, and purpose (related to the mandate of the training session), dates attended, and location. If the training encompasses subjects broader than the reimbursable activities, only the pro-rata portion can be claimed. Report employee training time for each applicable reimbursable activity according to the rules of cost element A.1, Salaries and Benefits, and A.2, Materials and Supplies. Report the cost of consultants who conduct the training according to the rules of cost element A.3, Contracted Services.

B. Indirect Cost Rates

Indirect costs are costs that have been incurred for common or joint purposes. These costs benefit more than one cost objective and cannot be readily identified with a particular final cost objective without effort disproportionate to the results achieved. After direct costs have been determined and assigned to other activities, as appropriate, indirect costs are those remaining to be allocated to benefited cost objectives. A cost may not be allocated as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been claimed as a direct cost.

Indirect costs include: (a) the indirect costs originating in each department or agency of the governmental unit carrying out state mandated programs, and (b) the costs of central governmental services distributed through the central service cost allocation plan and not otherwise treated as direct costs.

Community colleges have the option of using: (1) a federally approved rate, utilizing the cost accounting principles from the Office of Management and Budget Circular A-21, "Cost Principles of Educational Institutions"; (2) the rate calculated on State Controller's Form FAM-29C; or (3) a 7% indirect cost rate.

VI. RECORD RETENTION

Pursuant to Government Code section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a local agency or school district pursuant to this chapter is subject to the initiation of an audit by the Controller no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim. In any case, an audit shall be completed not later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities, as described in Section IV, must be retained during the period subject to audit. If an audit has been initiated by the Controller during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings.

VII. OFFSETTING REVENUES AND REIMBURSEMENTS

Reimbursement for this mandate from any source, including but not limited to, services fees collected, federal funds, and other state funds allocated to any service provided under this program, shall be identified and deducted from this claim. Offsetting revenue shall include the revenues cited in Public Resources Code section 42925 and Public Contract Code sections 12167 and 12167.1.

Subject to the approval of the California Integrated Waste Management Board, revenues derived from the sale of recyclable materials by a community college that do not exceed two thousand dollars (\$2,000) annually are continuously appropriated for expenditure by the community college for the purpose of offsetting recycling program costs. Revenues exceeding two thousand dollars (\$2,000) annually may be available for expenditure by the community college only when appropriated by the Legislature. To the extent so approved or appropriated and applied to the college, these amounts are a reduction to the recycling costs mandated by the state to implement Statutes 1999, chapter 764.

In addition, revenue from a building-operating fee imposed pursuant to Education Code section 76375, subdivision (a) if received by a claimant and the revenue is applied to this program, shall be deducted from the costs claimed.

VIII. STATE CONTROLLER'S CLAIMING INSTRUCTIONS

Pursuant to Government Code section 17558, subdivision (b), the Controller shall issue claiming instructions for each mandate that requires state reimbursement not later than 60 days after receiving the adopted parameters and guidelines from the Commission, to assist local agencies and school districts in claiming costs to be reimbursed. The claiming instructions shall be derived from the test claim decision and the parameters and guidelines adopted by the Commission.

Pursuant to Government Code section 17561, subdivision (d)(1), issuance of the claiming instructions shall constitute a notice of the right of the local agencies and school districts to file reimbursement claims, based upon parameters and guidelines adopted by the Commission.

IX. REMEDIES BEFORE THE COMMISSION

Upon request of a local agency or school district, the Commission shall review the claiming instructions issued by the State Controller or any other authorized state agency for reimbursement of mandated costs pursuant to Government Code section 17571. If the Commission determines that the claiming instructions do not conform to the parameters and guidelines, the Commission shall direct the Controller to modify the claiming instructions and the Controller shall modify the claiming instructions to conform to the parameters and guidelines as directed by the Commission.

In addition, requests may be made to amend parameters and guidelines pursuant to Government Code section 17557, subdivision (d), and California Code of Regulations, title 2, section 1183.2.

X. LEGAL AND FACTUAL BASIS FOR THE PARAMETERS AND GUIDELINES

The Statement of Decision is legally binding on all parties and provides the legal and factual basis for the parameters and guidelines. The support for the legal and factual findings is found in the administrative record for the test claim. The administrative record, including the Statement of Decision, is on file with the Commission.

_	State Controller's Office Con					nmunity College Mandated Cost Manual				
	CLAIM FOR PAYMENT					- For State Controller Use Only Progra			Program	
	Pursuant to Government Code Section 17561				(19) Program Number 256			SEC		
	INTEGRATED WASTE MANAGEMENT						Date Filed/_ .RS Input/	_'	256	
1	(01) Claimant Identification Number					Reimbursement Claim Data				
}	(02) Claimant Name					(22) 1	WM-1, (03)(A)(1)(f)			
: -	County of Location						WM-1, (03)(A)(2)(f)			
4 E	Street Address or P.O. Box Suite						WM-1, (03)(B)(1)(f)	 		
s١	Cily State Zip Code						WM-1, (03)(B)(2)(f)	+		
1	Type of Claim	Reimbursement Claim			-	WM-1, (03)(B)(3)(f)	 			
	Type of Claim	Estimated Claim			анн П			 		
		(03) Estimated	(09) Reimbur			<u> </u>	WM-1, (03)(B)(4)(f)	 		
		(04) Combined	(10) Combine	ed	Ш	(28)	WM-1, (03)(B)(5)(f)			
		(05) Amended	(11) Amende	d 		(29)	WM-1, (03)(C)(1)(f)			
	Fiscal Year of Cost	(06) 20/ 20	(12)	_/ 20		(30)	WM-1, (03)(C)(2)(f)			
	Total Claimed Amount	(07)	(13)			(31)	WM-1, (03)(D)(f)			
	Less: 10% Late Penalty	(14)			(32)	WM-1, (03)(E)(f)				
	Less: Prior Claim Paym	(15)			(33)	WM-1, (03)(F)(f)				
	Net Claimed Amount		(16)			(34)	WM-1, (06)			
	Due from State	(08)	(17)			(35)	IWM-1, (08)			
	Due to State		(18)			(36)	IWM-1, (09)			
	(37) CERTIFICATION	OF CLAIM								
	In accordance with the provisions of Government Code Section 17561, I certify that I am the officer authorized by the community college district to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1098, inclusive.									
	I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reimbursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant.									
	The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.									
	Signature of Authorized Off		Date							
	Type or Print Name					Title			<u> </u>	
	(38) Name of Contact Person	for Claim	Tele	phone Nu	mber	() -	E	xt.	
			E-Mail Address							

Program **256**

INTEGRATED WASTE MANAGEMENT Certification Claim Form Instructions

FORM FAM-27

- (01)Enter the payee number assigned by the State Controller's Office. (02)Enter your Official Name, County of Location, Street or P. O. Box address, City, State, and Zip Code. (03)If filing an estimated claim, enter an "X" in the box on line (03) Estimated. (04)Leave blank. (05)If filing an amended estimated claim, enter an "X" in the box on line (05) Amended. (06)Enter the fiscal year in which costs are to be incurred. Enter the amount of the estimated claim. If the estimate exceeds the previous year's actual costs by more than 10%, complete (07)form IWM-1 and enter the amount from line (10). Enter the same amount as shown on line (07). (80)(09)If filing a reimbursement claim, enter an "X" in the box on line (09) Reimbursement. (10)Leave blank. If filing an amended reimbursement claim, enter an "X" in the box on line (11) Amended. (11)Enter the fiscal year for which actual costs are being claimed. If actual costs for more than one fiscal year are being claimed, (12)complete a separate form FAM-27 for each fiscal year. Enter the amount of the reimbursement claim from form IVM-1, line (10). The total claimed amount must exceed \$1,000. (13)Filing Deadline. Estimated claims for fiscal year 2005-06 must be filed by October 4, 2005. Reimbursement claims must be (14)filed by January 15 of the following fiscal year in which costs were incurred or the claims shall be reduced by a late penalty of 10%. Enter zero if the claim was timely filed; otherwise, enter the product of multiplying line (13) by the factor 0.10 (10% penalty). If filling an actual reimbursement claim or an estimated claim was previously filed for the same fiscal year, enter the amount (15)received for the claim. Otherwise, enter a zero. Enter the result of subtracting line (14) and line (15) from line (13). (16)(17)If line (16), Net Claimed Amount, is positive, enter that amount on line (17), Due from State. If line (16), Net Claimed Amount, is negative, enter that amount on line (18), Due to State. (18)(19) to (21) Leave blank.
 - (22) to (36) Reimbursement Claim Data. Bring forward the cost information as specified on the left-hand column of lines (22) through (36) for the reimbursement claim, e.g. IWM-1, (03)(A)(1)(f), means the information is located on form IWM-1, block (0), line (A)(1), column (f). Enter the information on the same line but in the right-hand column. Cost information should be rounded to the nearest dollar, i.e., no cents. Indirect costs percentage should be shown as a whole number and without the percent symbol, i.e., 7.548% should be shown as 8. Completion of this data block will expedite the payment process.
 - (37) Read the statement "Certification of Claim." If it is true, the claim must be dated, signed by the agency's authorized officer, and must include the person's name and title, typed or printed. Claims cannot be paid unless accompanied by an original signed certification. (To expedite the payment process, please sign the form FAM-27 with blue ink, and attach a copy of the form FAM-27 to the top of the claim package.)
 - (38) Enter the name, telephone number, and e-mail address of the person to contact if additional information is required.

SUBMIT A SIGNED ORIGINAL, AND A COPY OF FORM FAM-27, WITH ALL OTHER FORMS AND SUPPORTING DOCUMENTS TO:

Address, if delivered by U.S. Postal Service:

OFFICE OF THE STATE CONTROLLER ATTN: Local Reimbursements Section Division of Accounting and Reporting P.O. Box 942850 Sacramento, CA 94250 Address, if delivered by other delivery service:

OFFICE OF THE STATE CONTROLLER ATTN: Local Reimbursements Section Division of Accounting and Reporting 3301 C Street, Suite 500 Sacramento, CA 95816 State Controller's Office

Community College Mandated Cost Manual

Program MANDATED COSTS INTEGRATED WASTE MANAGEMENT CLAIM SUMMARY									
(01) Claimant			Fiscal Year						
			/						
Direct Costs									
(03) Reimbursable Activities	(a)	(b)	(c)	(d)	(e)	(f)			
	Salaries and Benefits	Materials and Supplies	Contract Services	Fixed Assets	Travel & Training	Total			
A. One-Time Activities									
Development of Policies and Procedures		12 mm - 大学の大学の		The state of the s	The state of the s	162 - 163 - 163 - 164 - 166 -			
Staff Training									
B. Ongoing Activities									
Completion and Submission of Plan to Board	· · · · · · · · · · · · · · · · · · ·	THE RESERVE OF THE PROPERTY OF	· · · · · · · · · · · · · · · · · · ·	ALTERNATION VIEWS	· 中国的企业管理中的原生量包括	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
Response to Board During Approval Process									
Consultation with Board									
Designation of Waste Reduction and Recycling Coordinator									
5. Diversion and Maintenance of Approved Level of Reduction									
C. Alternative Compliance									
Alternative Requirement or Time Extension for 1/1/02 for 25% Waste									
2. Alternative Requirement or Time Extension for 1/1/04 for 50% Waste									
D. Accounting System									
E. Annual Report									
F. Annual Recycled Material Reports									
(04) Total Direct Costs									
Indirect Costs			20 mm 1 - 100 mm 1						
(05) Indirect Cost Rate	[Federally appr	%							
(06) Total Indirect Costs	[Line (05) x line								
(07) Total Direct and Indirect Costs	[Line (04)(f) + i								
Cost Reduction		- <u> </u>		1 0 2 0 1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	named as N	12 CONT. 10			
(08) Less: Offsetting Savings									
(09) Less: Other Reimbursements									
(10) Total Claimed Amount			{Line (07) - {lir	ne (08) + line (09	9)}]				

INTEGRATED WASTE MANAGEMENT CLAIM SUMMARY Instructions

FORM IWM-1

- (01) Claimant: Enter the name of the claimant.
- (02) Type of Claim: Check a box, Reimbursement or Estimated, to identify the type of claim being filed. Enter the fiscal year of costs.

Form IWM-1 must be filed for a reimbursement claim. Do not complete form IWM-1 if you are filing an estimated claim and the estimate does not exceed the previous fiscal year's actual costs by more than 10%. Simply enter the amount of the estimated claim on form FAM-27, line (07). However, if the estimated claim exceeds the previous fiscal year's actual costs by more than 10%, form IWM-1 must be completed and a statement attached explaining the increased costs. Without this information the estimated claim will automatically be reduced to 110% of the previous fiscal year's actual costs.

- (03) Reimbursable Activities: For each reimbursable activity, enter the total from form IWM-2, line (05), columns (d) through (h) to form IWM-1, block (04), columns (a) through (e) in the appropriate row. Total each row.
- (04) Total Direct Costs: Total column (f).
- (05) Indirect Cost Rate: Enter the indirect cost rate. Community college districts may use the federally approved OMBA-21, rate computed using form FAM-29C, or the 7% indirect cost rate, for the fiscal year of costs.
- (06) Total Indirect Costs: Enter the result of multiplying Total Salaries and Benefits, line (04)(a), by the Indirect Cost Rate, line (05)
- (07) Total Direct and Indirect Costs: Enter the sum of Total Direct Costs, line (04)(f), and Total Indirect Costs, line (06).
- (08) Less: Offsetting Savings. If applicable, enter the total savings experienced by the claimant as a direct result of this mandate. Submit a detailed schedule of savings with the claim.
- (09) Less: Other Reimbursements. If applicable, enter the amount of other reimbursements received from any source including, but not limited to, service fees collected, federal funds, and other state funds, that reimbursed any portion of the mandated cost program. Submit a schedule detailing the reimbursement sources and amounts.
- (10) From Total Direct and Indirect Costs, line (07), subtract the sum of Offsetting Savings, line (08), and Other Reimbursements, line (09). Enter the remainder on this line and carry the amount forward to form FAM-27, line (07) for the Estimated Claim or line (13) for the Reimbursement Claim.

State Controller	s Office			(Community	College Ma	andated C	ost Manual
Program 256			RATED WA	ED COSTS STE MANAG				FORM IWM-2
(01) Claimant				(02) Fisca	l Year			
(03) Reimbursa	ble Activities: Ch	eck only or	e box per fo	orm to identi	fy the activit	y being clai	med.	
One-Time Activites	Development of Procedures	Policies and		Staff Training				
Ongoing	Completion and to Board	Submission of	f Plan	Response to B Approval Proce		Consu	Itation With	Board
Activites	Designation of W Recycling Coord	Vaste Reduction	on and	Maintenance o	of Approved Le	vel of Reductio	n	· .
Alternative Compliance	Alternative Requ Extension for 1/1	irement or Tir 1/02 for 25% V	ne Vaste	Alternative Re	quirement or T	ime Extension	for 1/1/04 for	50% Waste
. [Accounting System			Annual Repor	rt	Annua Repor	al Recycled	Material
(04) Descriptio	n of Expenses				Ob	ject Accour	nts	
Employee Classifications, F	(a) Names, Job unctions Performed on of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training

(05) Total Subtotal Page:

State Controller's Office

Program 256

INTEGRATED WASTE MANAGEMENT ACTIVITY COST DETAIL Instructions

FORM IWM-2

- (01) Claimant: Enter the name of the claimant.
- (02) Fiscal Year: Enter the fiscal year for which costs were incurred.
- (03) Reimbursable Activities: Check the box that indicates the cost activity being claimed. Check only one box per form. A separate form IWM-2 shall be prepared for each applicable activity.
- Description of Expenses: The following table identifies the type of information required to support reimbursable costs. To detail costs for the activity box "checked" in block (03), enter the employee names, position titles, a brief description of the activities performed, actual time spent by each employee, productive hourly rates, fringe benefits, supplies used, contract services, and travel and training expenses. The descriptions required in column (4)(a) must be of sufficient detail to explain the cost of activities or items being claimed. For audit purposes, all supporting documents must be retained by the claimant for a period of not less than three years after the date the claim was filed or last amended, whichever is later. If no funds were appropriated and no payment was made at the time the claim was filed, the time for the Controller to initiate an audit shall be from the date of initial payment of the claim. Such documents shall be made available to the State Controller's Office on request.

Object/ Sub object				Colu	mns				Submit supporting documents
Accounts	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	with the claim
Salaries	Employee Name/Title	Hourly Rate	Hours Worked	Salaries = Hourly Rate x Hours Worked					
Benefits	Activities Performed	Benefit Rate		Benefits = Benefit Rate x Salaries					
Materials and Supplies	Description of Supplies Used	Unit Cost	Quantity Used		Cost = Unit Cost x Quantity Used				
Contract Services	Name of Contractor Specific Tasks Performed	Hourly Rate	Hours Worked Inclusive Dates of Service			Cost≔ Hourly Rate x Hours Worked or Total Contract Cost			Copy of Contract and Invoices
Fixed Assets	Description of Equipment Purchased	Unit Cost	Usage	work share to the state of the			Cost= Unit Cost x Usage		
Travel and Training	Purpose of Trip Name and Title	Per Diem Rate	Days				# 皇妻 - 100	Cost = Rate x Days or Miles	
Travel	Departure and Return Date	Mileage Rate Travel Cost	Miles Travel Mode					or Total Travel Cost	
Training	Employee Name/Title Name of Class		Dates Attended					Registration Fee	

Total line (04), columns (d) through (h) and enter the sum on this line. Check the appropriate box to indicate if the amount is a total or subtotal. If more than one form is needed to detail the activity costs, number each page. Enter totals from line (05), columns (d) through (h) to form IWM-1, block (04), columns (a) through (e) in the appropriate row.

OFFICE OF THE STATE CONTROLLER STATE MANDATED COSTS CLAIMING INSTRUCTIONS NO. 2008-21 INTEGRATED WASTE MANAGEMENT COMMUNITY COLLEGE DISTRICTS DECEMBER 1, 2008

Revised January 21, 2009

In accordance with Government Code (GC) Section 17561, eligible claimants may submit claims to the State Controller's Office (SCO) for reimbursement of costs incurred for state mandated cost programs. The following are claiming instructions and forms that eligible claimants will use for filing claims for the Integrated Waste Management (IWM) program. These claiming instructions are issued subsequent to adoption of the program's Parameters and Guidelines (P's & G's) by the Commission on State Mandates (CSM).

On March 25, 2004, CSM determined that the test claim legislation established costs mandated by the State according to the provisions listed in the P's & G's. For your reference, the P's & G's are included as an integral part of the claiming instructions.

Eligible Claimants

Any community college district that incurs increased costs as a result of this mandate is eligible to claim reimbursement of these costs.

Requirements, Limitations, and Exceptions

Form 1B for Alternative Compliance is to be completed only if the community college is unable to comply with the requirements of B.5. (Divert Solid Waste/Maintain Required Level) on Form 1A, pursuant to Reimbursable Activity C.1. or 2. as listed on page 6 of the P's and G's.

It is not mandatory to re-file claims for fiscal years in which there are no changes. In addition, if there is no "cost avoidance" to report and consequently no additional offsets to the original claim amounts, there is no need to re-file.

Filing Deadlines

A. Reimbursement Claims

A reimbursement claim is defined in GC Section 17522 as any claim filed with SCO by a CCD for reimbursement of costs incurred for which an appropriation is made for the purpose of paying the claim.

In order for a claim to be considered properly filed, it must include documentation to support the indirect cost rate if the indirect cost rate exceeds seven percent. A full discussion of the indirect cost methods available to community colleges may be found in the P's &G's. Documentation to support actual costs must be kept on hand by the claimant and made available to SCO upon request as explained in the P's & G's.

2000 - 2007/08 and RETRO Initial reimbursement claims must be filed within 120 days from the issuance date of the claiming instructions. Costs incurred for compliance with the mandated activities pursuant to Public Contract Code (PCC) Sections 12167 and 12167.1 are reimbursable for fiscal years 1999-00 and subsequent years. Seeking an alternative diversion goal or time extension pursuant to Public Resources Code Sections 42922, 42923, and 42927 are reimbursable from January 1, 2000, to December 31, 2005. All other costs incurred pursuant to Chapter 764, Statutes of 1999, are reimbursable for the period January 1, 2000, to June 30, 2000, and subsequent years. Actual claims must be filed with SCO and be delivered or postmarked on or before March 31, 2009. Claims for fiscal year 2008-09 must be delivered or postmarked on or before February 16, 2010, or a late fee will be assessed. Claims filed more than one year after the deadline will not be accepted.

B. Estimated Claims

Pursuant to AB 8, Chapter 6, Statutes of 2008, the option to file estimated claims has been eliminated. Therefore, estimated claims filed on or after February 16, 2008, will not be accepted by SCO.

Minimum Claim Cost

GC Section 17564(a) provides that no claim may be filed pursuant to Sections 17551 and 17561, unless such claim exceeds one thousand dollars (\$1,000).

Certification of Claim

In accordance with the provisions of the Code of Civil Procedure Section 2015.5, an authorized officer of the claimant is required to provide a certification of claim stating: "I certify, (or declare), under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of GC Section 17561, for the costs mandated by the State and contained herein.

Audit of Costs

All claims submitted to SCO are reviewed to determine if costs are related to the mandate, are reasonable and not excessive, and the claim was prepared in accordance with SCO's claiming instructions and the P's & G's adopted by CSM. If any adjustments are made to a claim, a "Notice of Claim Adjustment" specifying the claim component adjusted, the amount adjusted, and the reason for the adjustment, will be mailed within 30 days after payment of the claim.

Pursuant to GC Section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a community college district for this mandate is subject to the initiation of an audit by SCO no later than three years after the date that the actual reimbursement claim was filed or last amended, whichever is later. However, if no funds are appropriated or no payment was made to a claimant for the program for the fiscal year for which the claim was filed, the time for SCO to initiate an audit shall commence to run from the date of initial payment of the claim.

In any case, an audit shall be completed no later than two years after the date that the audit was initiated. All documents used to support the reimbursable activities must be retained during the period subject to audit. If an audit has been initiated by SCO during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings. On-site audits will be conducted by SCO as deemed necessary.

Retention of Claiming Instructions

The claiming instructions and forms in this package should be retained permanently in your Mandated Cost Manual for future reference and use in filing claims. These forms should be duplicated to meet your filing requirements. You will be notified of updated forms or changes to claiming instructions as necessary.

Questions, or requests for hard copies of these instructions, should be faxed to Angie Lowi-Teng at (916) 323-6527 or e-mailed to **ateng@sco.ca.gov**. Or, if you wish, you may call Angie of the Local Reimbursements Section at (916) 323-0706.

For your reference, these and future mandated costs claiming instructions and forms can be found on the Internet at www.sco.ca.gov/ard/local/locreim/index.shtml.

Address for Filing Claims

Claims should be rounded to the nearest dollar. Submit a signed original and a copy of form FAM-27, Claim for Payment, and all other forms and supporting documents.

To expedite the payment process, please sign the form in blue ink, and attach a copy of the form FAM-27 to the top of the claim package.

Use the following mailing addresses:

If delivered by U.S. Postal Service:

Office of the State Controller Attn: Local Reimbursements Section Division of Accounting and Reporting P.O. Box 942850 Sacramento, CA 94250 If delivered by other delivery services:

Office of the State Controller
Attn: Local Reimbursements Section
Division of Accounting and Reporting
3301 C Street, Suite 500
Sacramento, CA 95816

Amended: September 26, 2008 Adopted: March 30, 2005

AMENDMENTS TO PARAMETERS AND GUIDELINES

Public Resources Code Sections 40148, 40196.3, 42920-42928 Public Contract Code Sections 12167 and 12167.1

> Statutes 1999, Chapter 764 (A.B. 75) Statutes 1992, Chapter 1116 (A.B. 3521)

State Agency Model Integrated Waste Management Plan (February 2000)

Integrated Waste Management 00-TC-07

Santa Monica and Lake Tahoe Community College Districts, Co-claimants

I. SUMMARY OF THE MANDATE

On March 25, 2004, the Commission on State Mandates (Commission) adopted its Statement of Decision finding that Public Resources Code sections 40148, 40196.3, 42920-42928; Public Contract Code sections 12167 and 12167.1; and the State Agency Model Integrated Waste Management Plan (February 2000) require new activities, as specified below, which constitute new programs or higher levels of service for community college districts within the meaning of article XIII B, section 6, of the California Constitution, and impose costs mandated by the state pursuant to Government Code section 17514.

Specifically, the Commission approved this test claim for the increased costs of performing the following specific new activities:

- Comply with the model plan (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000): A community college must comply with the California Integrated Waste Management Board's (Board) model integrated waste management plan, which includes consulting with the Board to revise the model plan, as well as completing and submitting to the Board the following: (1) state agency or large state facility information form; (2) state agency list of facilities; (3) state agency waste reduction and recycling program worksheet, including the sections on program activities, promotional programs, and procurement activities; and (4) state agency integrated waste management plan questions.
- Designate a solid waste reduction and recycling coordinator (Pub. Resources Code, § 42920, subd. (c)): A community college must designate one solid waste reduction and recycling coordinator to perform new duties imposed by chapter 18.5 (Pub. Resources Code, §§ 42920 42928), including implementing the community college's integrated waste management plan, and acting as a liaison to other state agencies (as defined by section 40196.3) and coordinators.

Divert solid waste (Pub. Resources Code, §§ 42921 & 42922, subd. (i)): A community college must divert at least 25 percent of all its solid waste from landfill disposal or transformation facilities by January 1, 2002, through source reduction, recycling, and composting activities, and divert at least 50 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2004, through source reduction, recycling, and composting.

A community college unable to comply with this diversion requirement may instead seek, until December 31, 2005, either an alternative requirement or time extension (but not both) as specified below:

- o Seek an alternative requirement (Pub. Resources Code, §§ 42927 & 42922, subds. (a) & (b)): A community college that is unable to comply with the 50-percent diversion requirement must: (1) notify the Board in writing, detailing the reasons for its inability to comply; (2) request of the Board an alternative to the 50-percent requirement; (3) participate in a public hearing on its alternative requirement; (4) provide the Board with information as to (a) the community college's good faith efforts to effectively implement the source reduction, recycling, and composting measures described in its integrated waste management plan, and demonstration of its progress toward meeting the alternative requirement as described in its annual reports to the Board; (b) the community college's inability to meet the 50-percent diversion requirement despite implementing the measures in its plan; (c) the alternative source reduction, recycling, and composting requirement represents the greatest diversion amount that the community college may reasonably and feasibly achieve, and (d) relate to the Board circumstances that support the request for an alternative requirement, such as waste disposal patterns and the types of waste disposed by the community college.
- Seek a time extension (Pub. Resources Code, §§ 42927 & 42923 subds. (a) & (c)): A community college that is unable to comply with the January 1, 2002 deadline to divert 25 percent of its solid waste, must do the following pursuant to section 42923, subdivisions (a) and (c): (1) notify the Board in writing, detailing the reasons for its inability to comply; (2) request of the Board an alternative to the January 1, 2002 deadline; (3) provide evidence to the Board that it is making a good faith effort to implement the source reduction, recycling, and composting programs identified in its integrated waste management plan; and (4) provide information to the Board that describes the relevant circumstances that contributed to the request for extension, such as lack of markets for recycled materials, local efforts to implement source reduction, recycling and composting programs, facilities built or planned, waste disposal patterns, and the type of waste disposed of by the community college. (5) The community college must also submit a plan of correction that demonstrates that it will meet the requirements of Section 42921 [the 25 and 50 percent diversion requirements] before the time extension expires, including the source reduction, recycling, or composting steps the community college will implement, a date prior to the expiration of the time extension when the requirements of Section 42921 will be met, the existing programs that it will modify, any new programs that will be

implemented to meet those requirements, and the means by which these programs will be funded.

- Report to the Board (Pub. Resources Code, §§ 42926, subd. (a) & 42922, subd. (i)): A community college must annually submit, by April 1, 2002 and by April 1 each subsequent year, a report to the Board summarizing its progress in reducing solid waste. The information in the report is to encompass the previous calendar year and shall contain, at a minimum, the following as outlined in section 42926, subdivision (b): (1) calculations of annual disposal reduction; (2) information on the changes in waste generated or disposed of due to increases or decreases in employees, economics, or other factors; (3) a summary of progress implementing the integrated waste management plan; (4) the extent to which the community college intends to use programs or facilities established by the local agency for handling, diversion, and disposal of solid waste. (If the college does not intend to use those established programs or facilities, it must identify sufficient disposal capacity for solid waste that is not source reduced, recycled or composted.) (5) For a community college that has been granted a time extension by the Board, it shall include a summary of progress made in meeting the integrated waste management plan implementation schedule pursuant to section 42921, subdivision (b), and complying with the college's plan of correction, before the expiration of the time extension. (6) For a community college that has been granted an alternative source reduction, recycling, and composting requirement by the Board pursuant to section 42922, it shall include a summary of progress made towards meeting the alternative requirement as well as an explanation of current circumstances that support the continuation of the alternative requirement.
- Submit recycled material reports (Pub. Contract Code, § 12167.1): A community college must annually report to the Board on quantities of recyclable materials collected for recycling.

State of California, Department of Finance, California Integrated Waste Management Board v. Commission on State Mandates, et al. (Sacramento County Superior Court, Case No. 07CS00355)

The Department of Finance and the Integrated Waste Management Board filed a petition for writ of mandate in March 2007, asking the court to set aside the Commission's decision granting the test claim and to require the Commission to issue a new Statement of Decision and parameters and guidelines that give full consideration to the community colleges' cost savings (e.g. avoided landfill disposal fees) and revenues (from recyclables) by complying with the test claim statutes. Petitioners' position was that the Commission had not properly accounted for all the offsetting cost savings from avoided disposal costs, or offsetting revenues from the sale of recyclable materials, in the Statement of Decision or parameters and guidelines. The Judgment and a Writ of Mandate were issued on June 30, 2008, ordering the Commission to:

 amend the parameters and guidelines in Test Claim No. 00-TC-07 to require community college districts claiming reimbursable costs of an integrated waste management plan under Public Resources Code section 42920, et seq. to identify and offset from their claims, consistent with the directions for revenue in Public Contract code sections 12167 and 12167.1, cost savings realized as a result of implementing their plans; and 2. amend the parameters and guidelines in Test Claim No. 00-TC-07 to require community college districts claiming reimbursable costs of an integrated waste management plan under Public Resources Code section 42920, et seq. to identify and offset from their claims all of the revenue generated as a result of implementing their plans, without regard to the limitations or conditions described in sections 12167 and 12167.1 of the Public Contract Code.

II. ELIGIBLE CLAIMANTS

Community college districts that incur increased costs as a result of this mandate are eligible to claim reimbursement.

III. PERIOD OF REIMBURSEMENT

Government Code section 17557 states that a test claim must be submitted on or before June 30 following a given fiscal year to establish eligibility for that fiscal year. The test claim for this mandate was filed on March 9, 2001. Therefore, costs incurred for compliance with Public Contract Code sections 12167 and 12167.1 (Stats. 1992, ch. 1116) are eligible for reimbursement on or after July 1, 1999. However, because of the statute's operative date, all other costs incurred pursuant to Statutes 1999, chapter 764 are eligible for reimbursement on or after January 1, 2000.

Seeking an alternative diversion goal or time extension (Pub. Resources Code, §§ 42922, 42923, and 42927) is reimbursable until December 31, 2005.

Actual costs for one fiscal year should be included in each claim. Pursuant to Government Code section 17561, subdivision (d), all claims for reimbursement of initial years' costs shall be submitted within 120 days of the issuance of the claiming instructions by the State Controller.

If the total costs for a given fiscal year do not exceed \$1000, no reimbursement shall be allowed, except as otherwise allowed by Government Code section 17564.

IV. REIMBURSABLE ACTIVITIES

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, receipts, and the community college plan approved by the Board.

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Declarations must include a certification or declaration stating, "I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of Code of Civil Procedure section 2015.5. Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

The claimant is only allowed to claim and be reimbursed for increased costs for reimbursable activities identified below. Increased cost is limited to the cost of an activity that the claimant is required to incur as a result of the mandate.

For each eligible claimant, the following activities are reimbursable:

- A. One-Time Activities (Reimbursable starting January 1, 2000)
 - 1. Develop the necessary district policies and procedures for the implementation of the integrated waste management plan.
 - 2. Train district staff on the requirements and implementation of the integrated waste management plan (one-time per employee). Training is limited to the staff working directly on the plan.
- B. Ongoing Activities (Reimbursable starting January 1, 2000)
 - 1. Complete and submit to the Board the following as part of the State Agency Model Integrated Waste Management Plan (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.):
 - a. state agency or large state facility information form;
 - b. state agency list of facilities;
 - state agency waste reduction and recycling program worksheets that describe program activities, promotional programs, and procurement activities, and other questionnaires; and
 - d. state agency integrated waste management plan questions.

NOTE: Although reporting on promotional programs and procurement activities in the model plan is reimbursable, implementing promotional programs and procurement activities is not.

- 2. Respond to any Board reporting requirements during the approval process. (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.)
- 3. Consult with the Board to revise the model plan, if necessary. (Pub. Resources Code, § 42920, subd. (b)(3) & State Agency Model Integrated Waste Management Plan, February 2000.)
- 4. Designate one solid waste reduction and recycling coordinator ("coordinator") for each college in the district to perform new duties imposed by chapter 18.5 (Pub. Resources Code, §§ 42920 42928). The coordinator shall implement the integrated waste management plan. The coordinator shall act as a liaison to other state agencies (as defined by section 40196.3) and coordinators. (Pub. Resources Code, § 42920, subd. (c).)

¹ Attachment 1, California Integrated Waste Management Board, State Agency Model Integrated Waste Management Plan (February 2000).

- 5. Divert at least 25 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2002, and at least 50 percent of all solid waste from landfill disposal or transformation facilities by January 1, 2004, through source reduction, recycling, and composting activities. Maintain the required level of reduction, as approved by the Board. (Pub. Resources Code, §§ 42921 & 42922, subd. (i).)
- C. Alternative Compliance (Reimbursable from January 1, 2000 December 31, 2005)
 - 1. Seek <u>either</u> an alternative requirement or time extension if a community college is unable to comply with the January 1, 2002 deadline to divert 25 percent of its solid waste, by doing the following: (Pub. Resources Code, §§ 42927 & 42923 subds. (a) & (c).)
 - a. Notify the Board in writing, detailing the reasons for its inability to comply.
 - b. Request of the Board an alternative to the January 1, 2002 deadline.
 - c. Provide evidence to the Board that the college is making a good faith effort to implement the source reduction, recycling, and composting programs identified in its integrated waste management plan.
 - d. Provide information that describes the relevant circumstances that contributed to the request for extension, such as lack of markets for recycled materials, local efforts to implement source reduction, recycling and composting programs, facilities built or planned, waste disposal patterns, and the type of waste disposed of by the community college.
 - e. Submit a plan of correction that demonstrates that the college will meet the requirements of Section 42921 [the 25 and 50 percent diversion requirements] before the time extension expires, including the source reduction, recycling, or composting steps the community college will implement, a date prior to the expiration of the time extension when the requirements of Section 42921 will be met, the existing programs that it will modify, any new programs that will be implemented to meet those requirements, and the means by which these programs will be funded.
 - 2. Seek either an alternative requirement or time extension if a community college is unable to comply with the January 1, 2004 deadline to divert 50 percent of its solid waste, by doing the following: (Pub. Resources Code, §§ 42927 & 42922, subds. (a) & (b).)
 - a. Notify the Board in writing, detailing the reasons for its inability to comply.
 - b. Request of the Board an alternative to the 50-percent requirement.
 - c. Participate in a public hearing on its alternative requirement.
 - d. Provide the Board with information as to:
 - (i) the community college's good faith efforts to implement the source reduction, recycling, and composting measures described in its integrated waste management plan, and demonstration of its progress toward meeting the alternative requirement as described in its annual reports to the Board;
 - (ii) the community college's inability to meet the 50 percent diversion requirement despite implementing the measures in its plan;

- (iii) how the alternative source reduction, recycling, and composting requirement represents the greatest diversion amount that the community college may reasonably and feasibly achieve; and,
- (iv) the circumstances that support the request for an alternative requirement, such as waste disposal patterns and the types of waste disposed by the community college.

D. Accounting System (Reimbursable starting January 1, 2000)

Developing, implementing, and maintaining an accounting system to enter and track the college's source reduction, recycling and composting activities, the cost of those activities, the proceeds from the sale of any recycled materials, and such other accounting systems which will allow it to make its annual reports to the state and determine waste reduction. Note: only the pro-rata portion of the costs incurred to implement the reimbursable activities can be claimed.

E. Annual Report (Reimbursable starting January 1, 2000)

Annually prepare and submit, by April 1, 2002, and by April 1 each subsequent year, a report to the Board summarizing its progress in reducing solid waste. The information in the report must encompass the previous calendar year and shall contain, at a minimum, the following as outlined in section 42926, subdivision (b): (Pub. Resources Code, §§ 42926, subd. (a) & 42922, subd. (i).)

- 1. calculations of annual disposal reduction;
- 2. information on the changes in waste generated or disposed of due to increases or decreases in employees, economics, or other factors;
- 3. a summary of progress made in implementing the integrated waste management plan;
- 4. the extent to which the community college intends to use programs or facilities established by the local agency for handling, diversion, and disposal of solid waste (If the college does not intend to use those established programs or facilities, it must identify sufficient disposal capacity for solid waste that is not source reduced, recycled or composted.);
- 5. for a community college that has been granted a time extension by the Board, it shall include a summary of progress made in meeting the integrated waste management plan implementation schedule pursuant to section 42921, subdivision (b), and complying with the college's plan of correction, before the expiration of the time extension;
- 6. for a community college that has been granted an alternative source reduction, recycling, and composting requirement by the Board pursuant to section 42922, it shall include a summary of progress made towards meeting the alternative requirement as well as an explanation of current circumstances that support the continuation of the alternative requirement.

F. Annual Recycled Material Reports (Reimbursable starting July 1, 1999)

Annually report to the Board on quantities of recyclable materials collected for recycling. (Pub. Contract Code, § 12167.1.)

V. CLAIM PREPARATION AND SUBMISSION

Each of the following cost elements must be identified for each reimbursable activity identified in Section IV, Reimbursable Activities, of this document. Each claimed reimbursable cost must be supported by source documentation as described in Section IV. Additionally, each reimbursement claim must be filed in a timely manner.

A. Direct Cost Reporting

Direct costs are those costs incurred specifically for the reimbursable activities. The following direct costs are eligible for reimbursement.

1. Salaries and Benefits

Report each employee implementing the reimbursable activities by name, job classification, and productive hourly rate (total wages and related benefits divided by productive hours). Describe the specific reimbursable activities performed and the hours devoted to each reimbursable activity performed.

2. Materials and Supplies

Report the cost of materials and supplies that have been consumed or expended for the purpose of the reimbursable activities. Purchases shall be claimed at the actual price after deducting discounts, rebates, and allowances received by the claimant. Supplies that are withdrawn from inventory shall be charged on an appropriate and recognized method of costing, consistently applied.

3. Contracted Services

Report the name of the contractor and services performed to implement the reimbursable activities. Attach a copy of the contract to the claim. If the contractor bills for time and materials, report the number of hours spent on the activities and all costs charged. If the contract is a fixed price, report the dates when services were performed and itemize all costs for those services.

4. Fixed Assets and Equipment

Report the purchase price paid for fixed assets and equipment (including computers) necessary to implement the reimbursable activities. The purchase price includes taxes, delivery costs, and installation costs. If the fixed asset or equipment is also used for purposes other than the reimbursable activities, only the pro-rata portion of the purchase price used to implement the reimbursable activities can be claimed.

5. Travel

Report the name of the employee traveling for the purpose of the reimbursable activities. Include the date of travel, destination point, the specific reimbursable activity requiring travel, and related travel expenses reimbursed to the employee in compliance with the rules of the local jurisdiction. Report employee travel time according to the rules of cost element

A.1., Salaries and Benefits, for each applicable reimbursable activity.

6. Training

Report the cost of training an employee to perform the reimbursable activities, as specified in Section IV of this document. Report the name and job classification of each employee preparing for, attending, and/or conducting training necessary to implement the reimbursable activities. Provide the title, subject, and purpose (related to the mandate of the training session), dates attended, and location. If the training encompasses subjects broader than the reimbursable activities, only the pro-rata portion can be claimed. Report employee training time for each applicable reimbursable activity according to the rules of cost element A.1., Salaries and Benefits, and A.2., Materials and Supplies. Report the cost of consultants who conduct the training according to the rules of cost element A.3., Contracted Services.

B. Indirect Cost Rates

Indirect costs are costs that have been incurred for common or joint purposes. These costs benefit more than one cost objective and cannot be readily identified with a particular final cost objective without effort disproportionate to the results achieved. After direct costs have been determined and assigned to other activities, as appropriate, indirect costs are those remaining to be allocated to benefited cost objectives. A cost may not be allocated as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been claimed as a direct cost.

Indirect costs include: (a) the indirect costs originating in each department or agency of the governmental unit carrying out state mandated programs, and (b) the costs of central governmental services distributed through the central service cost allocation plan and not otherwise treated as direct costs.

Community colleges have the option of using: (1) a federally approved rate, utilizing the cost accounting principles from the Office of Management and Budget Circular A-21, "Cost Principles of Educational Institutions"; (2) the rate calculated on State Controller's Form FAM-29C; or (3) a 7% indirect cost rate.

VI. RECORD RETENTION

Pursuant to Government Code section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a local agency or school district pursuant to this chapter is subject to the initiation of an audit by the Controller no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim. In any case, an audit shall be completed not later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities, as described in Section IV, must be retained during the period subject to audit. If an audit has been initiated by the Controller during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings.

VII. OFFSETTING REVENUES AND REIMBURSEMENTS

Reimbursement for this mandate from any source, including but not limited to, services fees

collected, federal funds, and other state funds allocated to any service provided under this program, shall be identified and offset from this claim. Offsetting revenue shall include all revenues generated from implementing the Integrated Waste Management Plan.

In addition, revenue from a building-operating fee imposed pursuant to Education Code section 76375, subdivision (a) if received by a claimant and the revenue is applied to this program, shall be deducted from the costs claimed.

VIII. OFFSETTING COST SAVINGS

Reduced or avoided costs realized from implementation of the community college districts' Integrated Waste Management plans shall be identified and offset from this claim as cost savings, consistent with the directions for revenue in Public Contract Code sections 12167 and 12167.1. Pursuant to these statutes, community college districts are required to deposit cost savings resulting from their Integrated Waste Management plans in the Integrated Waste Management Account in the Integrated Waste Management Fund; the funds deposited in the Integrated Waste Management Account, upon appropriation by the Legislature, may be expended by the California Integrated Waste Management Board for the purpose of offsetting Integrated Waste Management plan costs. Subject to the approval of the California Integrated Waste Management Board, cost savings by a community college that do not exceed two thousand dollars (\$2,000) annually are continuously appropriated for expenditure by the community college for the purpose of offsetting Integrated Waste Management program costs. Cost savings exceeding two thousand dollars (\$2,000) annually may be available for expenditure by the community college only when appropriated by the Legislature. To the extent so approved or appropriated and applied to the college, these amounts shall be identified and offset from the costs claimed for implementing the Integrated Waste Management Plan.

IX. STATE CONTROLLER'S REVISED CLAIMING INSTRUCTIONS

The Controller shall, within 60 days after receiving amended parameters and guidelines prepare and issue revised claiming instructions for mandates that require state reimbursement after any decision or order of the commission pursuant to section 17559. The claiming instructions shall be derived from the test claim decision and the parameters and guidelines adopted by the Commission. Pursuant to Government Code section 17561, subdivision (d)(2), issuance of the claiming instructions shall constitute a notice of the right of the local agencies and school districts to file reimbursement claims, based upon parameters and guidelines adopted by the Commission. In preparing revised claiming instructions, the Controller may request the assistance of other state agencies. (Gov. Code, § 17558, subdivision (c).)

If revised claiming instructions are issued by the Controller pursuant to subdivision (c) of section 17558 between November 15 and February 15, a local agency or school district filing an annual reimbursement claim shall have 120 days following the issuance date of the revised claiming instructions to file a claim.

X. REMEDIES BEFORE THE COMMISSION

Upon request of a local agency or school district, the Commission shall review the claiming instructions issued by the State Controller or any other authorized state agency for reimbursement of mandated costs pursuant to Government Code section 17571. If the

Commission determines that the claiming instructions do not conform to the parameters and guidelines, the Commission shall direct the Controller to modify the claiming instructions and the Controller shall modify the claiming instructions to conform to the parameters and guidelines as directed by the Commission.

In addition, requests may be made to amend parameters and guidelines pursuant to Government Code section 17557, subdivision (d), and California Code of Regulations, title 2, section 1183.2.

XI. LEGAL AND FACTUAL BASIS FOR THE PARAMETERS AND GUIDELINES

The Statement of Decision is legally binding on all parties and provides the legal and factual basis for the parameters and guidelines. The support for the legal and factual findings is found in the administrative record for the test claim. The administrative record, including the Statement of Decision, is on file with the Commission.

State Controller's Office Community College Mandated Cost Manual For State Controller Use Only Program **CLAIM FOR PAYMENT** (19) Program Number 00256 Pursuant to Government Code Section 17561 (20) Date Filed INTEGRATED WASTE MANAGEMENT (21) LRS Input (01) Claimant Identification Number Reimbursement Claim Data (02) Claimant Name (22) FORM-1, (04)(f) Address (23) FORM-1, (05) (24) FORM-1, (08) (25) FORM-1, (09) **Estimated Claim** Type of Claim Reimbursement Claim (26) FORM-1, (10) (09) Reimbursement (03) Estimated (27)(10) Combined (04) Combined (28)(11) Amended (05) Amended (29)Fiscal Year of (06)(12)(30)Cost **Total Claimed** (07)(13)(31)Amount Less: Late Penalty (14)(32)(refer to claiming instructions) Less: Prior Claim Payment Received (33)(15)**Net Claimed Amount** (16)(34)**Due from State** (35)(08) (17)Due to State (18)(36)(37) CERTIFICATION OF CLAIM In accordance with the provisions of Government Code § 17561, I certify that I am the officer authorized by the community college to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1098, inclusive. I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein; and such costs are for a new program or increased level of services of an existing program. All offsetting sayings and reimbursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant. The amounts for the Reimbursement Claim are hereby claimed from the State for payment of actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Date Signature of Authorized Officer Type or Print Name Title (38) Name of Contact Person for Claim Telephone Number E-mail Address

INTEGRATED WASTE MANAGEMENT CERTIFICATION CLAIM FORM INSTRUCTIONS

FORM FAM-27

- (01) Enter the payee number assigned by the State Controller's Office.
- (02) Enter your Official Name, County of Location, Street or P. O. Box address, City, State, and Zip Code.
- (03) Leave blank.
- (04) Leave blank.
- (05) Leave blank.
- (06) Leave blank.
- (07) Leave blank.
- (08) Leave blank.
- (09) If filing a reimbursement claim, enter an "X" in the box on line (09) Reimbursement.
- (10) If filling a combined reimbursement claim on behalf of districts within the county, enter an "X" in the box on line (10) Combined.
- (11) If filing an amended reimbursement claim, enter an "X" in the box on line (11) Amended.
- (12) Enter the fiscal year for which actual costs are being claimed. If actual costs for more than one fiscal year are being claimed, complete a separate form FAM-27 for each fiscal year.
- (13) Enter the amount of the reimbursement claim from Form-1A, line (11). The total claimed amount must exceed \$1,000.
- (14) Reimbursement claims must be filed by **February 15** of the following fiscal year in which costs were incurred or the claims will be reduced by a late penalty. Enter zero if the claim was timely filed, otherwise, enter the product of multiplying line (13) by the factor 0.10 (10 % penalty), not to exceed \$10,000.
- (15) If filing a reimbursement claim or a claim was previously filed for the same fiscal year, enter the amount received for the claim. Otherwise, enter a zero.
- (16) Enter the result of subtracting line (14) and line (15) from line (13).
- (17) If line (16), Net Claimed Amount, is positive, enter that amount on line (17), Due from State.
- (18) If line (16), Net Claimed Amount, is negative, enter that amount on line (18), Due to State.
- (19) to (21) Leave blank.
- (22) to (36) Reimbursement Claim Data. Bring forward the cost information as specified on the left-hand column of lines (22) through (36) for the reimbursement claim, e.g., Form-1, (04)(f), means the information is located on Form-1, block (04), column (f). Enter the information on the same line but in the right-hand column. Cost information should be rounded to the nearest dollar, i.e., no cents. Indirect costs percentage should be shown as a whole number and without the percent symbol, i.e., 7.548% should be shown as 8. Completion of this data block will expedite the payment process.
- (37) Read the statement "Certification of Claim." If it is true, the claim must be dated, signed by the district's authorized officer, and must include the person's name and title, typed or printed. Claims cannot be paid unless accompanied by an original signed certification. (To expedite the payment process, please sign the form FAM-27 with blue ink, and attach a copy of the form FAM-27 to the top of the claim package.)
- (38) Enter the name, telephone number, and e-mail address of the person to contact if additional information is required.

SUBMIT A SIGNED ORIGINAL, AND A COPY OF FORM FAM-27, WITH ALL OTHER FORMS AND SUPPORTING DOCUMENTS TO:

Address, if delivered by U.S. Postal Service:

OFFICE OF THE STATE CONTROLLER ATTN: Local Reimbursements Section Division of Accounting and Reporting P.O. Box 942850 Sacramento, CA 94250 Address, if delivered by other delivery service:

OFFICE OF THE STATE CONTROLLER ATTN: Local Reimbursements Section Division of Accounting and Reporting 3301 C Street, Suite 500 Sacramento, CA 95816

MANDATED COSTS INTEGRATED WASTE MANAGEMENT CLAIM SUMMARY

1A

FORM

						''
(01) Claimant			1	e of Claim mbursement		Fiscal Year
Direct Costs			Object A			
(03) Reimbursable Activities	(a) Salaries and Benefits	(b) Materials and Supplies	(c) Contract Services	(d) Fixed Assets	(e) Travel and Training	(f) Total
A. One-Time Activity						
Develop Policies and Procedures						
2. Train District Staff on IWM Plan						
B. Ongoing Activities						
Complete and Submit IWM Plan to Board	it					
2. Respond to Board Requirements						
3. Consult with Board to Revise Plan)					
4. Designate Coordinat for Each College	or	,				
5. Divert Solid Waste/Maintain Required Level						
(04) Total Direct Costs	3					
Indirect Costs						
(05) Indirect Cost Rate	•		[Refer to Claim	ning Instructions]		
(06) Total Indirect Cos	its		[Refer to Claim	ning Instructions]		
(07) Total Direct and I	ndirect Costs		[Line (05)(f) + line (07)]		
(08) Total from Forms	1A, 1B, and 1C		[Add 1A(07) +	1B(07) + 1C(07)]		
Cost Reduction						
(09) Less: Offsetting	Savings					
(10) Less: Other Rein	nbursements					
(11) Total Claimed An	nount		[Line (08) - {line	e (09) + line (10)}]		

MANDATED COSTS INTEGRATED WASTE MANAGEMENT CLAIM SUMMARY INSTRUCTIONS

FORM A

- (01) Enter the name of the claimant.
- (02) Enter the fiscal year of costs.
- (03) Reimbursable Activities. For each reimbursable activity, enter the totals from form Form-2A, line (09), columns (d) through (h), to form Form-1A, block (03), columns (a) through (e), in the appropriate row. Total each row.
- (B)(5) Divert Solid Waste/Maintain Required Level. If this activity is claimed, Form 1B for Alternative Compliance must not be completed.
- (04) Total Direct Costs. Total columns (a) through (f).
- (05) Use the SCO FAM-29C, Flat 7%, or Federally Approved OMB A-21 methodology if specifically allowed by the P's and G's for this program. See the Community College Mandated Cost Manual, Section 9, Indirect Costs for important instructions on claming indirect costs using the Federally Approved OMB A-21 Rate for electronic claims.
- (06) Enter the result of multiplying Salaries and Benefits Only, line (04)(a), by the Indirect cost rate, line (05).
- (07) Total Direct and Indirect Costs. Enter the sum of Total Direct Costs, line (04)(f), and Total Indirect Costs, line (06).
- (08) Enter the sum total of Forms 1A, 1B and 1C here.
- (09) Less: Offsetting Savings. If applicable, enter the total savings experienced by the claimant as a direct result of this mandate, such as reduction in disposal costs, staff reductions (including benefits), materials and supplies (less purchases due to re-use), elimination of storage, reduction in transportation costs, equipment, and any other relevant reduction in costs. Submit a detailed schedule of savings with the claim.
- (10) Less: Other Reimbursements. If applicable, enter the amount of other reimbursements received from any source including, but not limited to, sale of recyclables, sale of surplus equipment, service fees collected, federal funds, and other state funds, which reimbursed any portion of the mandated cost program. Submit a schedule detailing the reimbursement sources and amounts.
- (11) Total Claimed Amount. From Total Direct and Indirect Costs, line (08), subtract the sum of Offsetting Savings, line (09), and Other Reimbursements, line (10). Enter the remainder on this line and carry the amount forward to form FAM-27, line (13) for the Reimbursement Claim.

Community College Mandated Cost Manual

Program 256

MANDATED COSTS INTEGRATED WASTE MANAGEMENT CLAIM SUMMARY

FORM

1B

							
(01)	Claimant			(02) Type	of Claim	Fi	scal Year
				Kein	ibursement		
C. Al	ternative Compliance	(From 01/01/	2000 to 12/31/2	2005) Do not c	omplete if B5	on Form 1A is	claimed.
(03)	Reimbursable Activities	: Choose eith	er 1 or 2, as a	pplicable.			
Dire	ct Costs			Object A	ccounts		
	Alternative Requirement of Time Extension {If unable to comply with	(a) Salaries	(b) Materials	(c)	(d)	(e) Travel	(f)
	01/01/02 deadline to divert 25% of solid waste per PRC€€ 42927 & 42923 (a) & (c)}	and Benefits	and Supplies	Contract Services	Fixed Assets	and Training	Total
	Provide Written Notification to the Board						
b.	Request Alternative from the Board						
C.	Provide Evidence to the Board						
d.	Provide Relevant Information						
e.	Submit Plan of Correction						
(04)	Total Direct Costs						
Dire	ct Costs			Object A	ccounts		
2.	Alternative Requirement of Time Extension (If unable to comply with	(a)	(b)	(c)	(d)	(e)	(f)
ļ	01/01/04 deadline to divert 25% of solid waste per PRC€€ 42927 & 42922 (a) & (b)}	Salaries and Benefits	Materials and Supplies	Contract Services	Fixed Assets	Travel and Training	Total
a.	Provide Written Notification to the Board						
b.	Request Alternative from the Board						
C.	Participate in Public Hearing						
d.	Provide Information to the Board						
(04)	Total Direct Costs						
Indi	rect Costs						
(05)	Indirect Cost Rate			[Refer to Claim	ing Instructions)		
(06)	Total Indirect Costs			[Refer to Claim	ing Instructions)		
(07)	Total Direct and Indire	ect Costs	[Line (05)(f)	+ line (06)] [For	ward total to Form	n-1A, line (08)]	

MANDATED COSTS INTEGRATED WASTE MANAGEMENT CLAIM SUMMARY

1**B**

This form is to be completed only if the community college is unable to comply with the reimbursable activity, listed on the P's and G's page 6, under IV. REIMBURSABLE ACTIVITIES, B.5., Ongoing Activities, and listed on Form-1A as Divert Solid Waste/Maintain Required Level.

Choose either Reimbursable Activity 1 or 2, as applicable.

If the community college is unable to comply with the **January 1**, **2002**, deadline to divert at least **25**% of all solid waste from landfill disposal or transformation facilities, complete **Reimbursable Activity 1**.

If the community college is unable to comply with the **January 1**, **2004**, deadline to divert at least **50**% of all solid waste from landfill disposal or transformation facilities, complete **Reimbursable Activity 2**.

- (01) Enter the name of the claimant.
- (02) Enter the fiscal year of claim.
- (03) Reimbursable Activities. For each reimbursable activity, enter the total from form 2B, line (09), columns (d) through (h) to form 1A, block (03), columns (a) through (e) in the appropriate row. Total each row.
- (04) Total Direct Costs. Total columns (a) through (f).
- (05) Use the SCO FAM-29C, Flat 7%, or Federally Approved OMB A-21 methodology if specifically allowed by the P's and G's for this program. See the Community College Mandated Cost Manual, Section 9, Indirect Costs for important instructions on claming indirect costs using the Federally Approved OMB A-21 Rate for electronic claims.
- (06) Depending on the direct cost method used, enter the result of multiplying Salaries and Benefits Only, line (04)(1)(a) or line (04)(2)(a), by the *Indirect cost rate*, line (05).
- (07) Total Direct and Indirect Costs. Actual Cost Method: Enter the sum of Total Direct Costs, line (04)(f), and Total Indirect Costs, line (06). Forward this amount to Form-1A, line (08).

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MANDATED COSTS INTEGRATED WASTE MANAGEMENT CLAIM SUMMARY

FORM

							-					
(01)	Claimant			1	e of Claim mbursement	F	Fiscal Year					
Dire	ct Costs			Object A	Accounts							
	Reimbursable Activities	(a)	(b)	(c)	(d)	(e)	(f)					
		Salaries and Benefits	Materials and Supplies	Contract Services	Fixed Assets	Travel and Training	Total					
D.	Accounting System		Re	imbursement be	gins January 1, 20	000						
1.	Develop, Implement & Maintain System											
E.	Annual Report of Progress		Reimbursement begins January 1, 2000									
1.	Calculations of Annual Disposal Reduction											
2.	Information on the Changes											
3.	Summary of Process Made in IWM Plan											
4.	The Extent of CCD's Use of IWM Plan											
5.	Time Extension Summary of Progress											
6.	Alternative Reduction Summary of Progress											
F.	Annual Recycled Material Reports			Reimbursement	begins July 1, 199	99						
1.	Annual Report to the Board											
(04)	Total Direct Costs											
Indi	rect Costs											
(05)	Indirect Cost Rate			[Refer to Clair	ming Instructions]							
(06)	Total Indirect Costs			[Refer to Clair	ming Instructions]							
(07)	Total Direct and Indire	ect Costs	[Line (04)(f)) + line (06)} [Fo	rward total to Form	n-1A, line (08)]						

MANDATED COSTS INTEGRATED WASTE MANAGEMENT CLAIM SUMMARY INSTRUCTIONS

FORM

1C

- (01) Enter the name of the claimant.
- (02) Enter the fiscal year of costs.
- (03) Reimbursable Activities. For each reimbursable activity, enter the totals from form Form-2C, line (09), columns (d) through (h), to form Form-1C, block (03), columns (a) through (e), in the appropriate row. Total each row.
- (B)(5) Divert Solid Waste/Maintain Required Level. If this activity is claimed, Form 1B for Alternative Compliance must not be completed.
- (04) Total Direct Costs. Total columns (a) through (f).
- (05) Use the SCO FAM-29C, Flat 7%, or Federally Approved OMB A-21 methodology if specifically allowed by the P's and G's for this program. See the Community College Mandated Cost Manual, Section 9, Indirect Costs for important instructions on claming indirect costs using the Federally Approved OMB A-21 Rate for electronic claims.
- (06) Enter the result of multiplying Salaries and Benefits Only, line (04)(a), by the Indirect cost rate, line (05).
- (07) Total Direct and Indirect Costs. Enter the sum of Total Direct Costs, line (04)(f), and Total Indirect Costs, line (06). Forward this total to Form-1A, line (08).

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MANDATED COSTS INTEGRATED WASTE MANAGEMENT COMPONENT/ACTIVITY COST DETAIL

FORM **2**Δ

250		С	OMPONE	NT/ACTI	VITY	COST DETA	.IL		ZA
(01) Claimant							(02	2) Fiscal Year	
(03) If filing a c	combined clair name below: Electronic			ed		If filing by der rates, enter th E		nt name belov	
(05) Indirect C	ost Rate Electronic	Claim On	ly		(06)	Indirect Cost E	Rate Base lectronic C	laim Only	
(07) Reimbur	sable Compo	nents: Ch	eck only o	ne box pe	er for	m to identify t	he activity be	eing claimed.	
o	ne-Time Activ	ities				Ongoing Ac	tivities		
	Developmen Train District			dures		Respond	e and Submit to Board Red with Board to		Board
								r for Each Colle	ege
								intain Require	
(08) Descript	ion of Expens	es				Ok	ject Accou	nts	
Employee N Classification Perfo	(a) Employee Names, Job Classifications, Functions Performed and Description of Expenses		(C) Hours Worked or Quantity	(d) Salaries and Benefits		(e) (f) Materials Contract and Service Supplies		(g) Fixed Assets	(h) Travel and Training
(09) Total	Subtotal	Page:	of ·						

INTEGRATED WASTE MANAGEMENT COMPONENT/ACTIVITY COST DETAIL INSTRUCTIONS

FORM 2A

- (01) Enter the name of the claimant.
- (02) Enter the fiscal year for which costs were incurred.
- (03) Leave blank.
- (04) Leave blank.
- (05) Leave blank.
- (06) Leave blank.
- (07) Reimbursable Activities. Check the box that indicates the activity being claimed. Check only one box per form. A separate Form-2 must be prepared for each applicable activity.
- (08) Description of Expenses. The following table identifies the type of information required to support reimbursable costs. To detail costs for the activity box "checked" in block (03), enter the employee names, position titles, a brief description of the activities performed, actual time spent by each employee, productive hourly rates, fringe benefits, supplies used, contract services, and travel and training expenses. The descriptions required in column (4)(a) must be of sufficient detail to explain the cost of activities or items being claimed. For audit purposes, all supporting documents must be retained by the claimant for a period of not less than three years after the date the claim was filed or last amended, whichever is later. If no funds were appropriated and no payment was made at the time the claim was filed, the time for the Controller to initiate an audit shall be from the date of initial payment of the claim. Such documents shall be made available to SCO on request.

Object/ Sub object				Colur	nns				Submit supporting documents
Accounts	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	with the claim
Salaries and Benefits Salaries	Employee Name/Title	Hourly Rate	Hours Worked	Salaries = Hourly Rate x Hours Worked					
Benefits	Activities Performed	Benefit Rate		Benefits = Benefit Rate x Salaries					
Materials and Supplies	Description of Supplies Used	Unit Cost	Quantity Used		Cost = Unit Cost x Quantity Used				
Contract Services	Name of Contractor Specific Tasks Performed	Hourly Rate	Hours Worked inclusive Dates of Service			Cost=Hourly Rate x Hours Worked or Total Contract Cost			Copy of Contract and Invoices
Fixed Assets	Description of Equipment Purchased	Unit Cost	Usage		-		Cost= Unit Cost x Usage		
Travel and Training Travel	Purpose of Trip Name and Title Departure and Return Date	Per Diem Rate Mileage Rate Travel Cost	Days Miles Travel Mode					Total Travel Cost = Rate x Days or Miles	,
Training	Employee Name/Title Name of Class		Dates Attended					Registration Fee	

⁽⁰⁹⁾ Total line (08), columns (d) through (h) and enter the sum on this line. Check the appropriate box to indicate if the amount is a total or subtotal. If more than one form is needed to detail the activity costs, number each page. Enter totals from line (09), columns (d) through (h) to Form-1A, block (03), columns (a) through (e) in the appropriate row.

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MANDATED COSTS INTEGRATED WASTE MANAGEMENT COMPONENT/ACTIVITY COST DETAIL

FORM

(01) Claimant					(02	?) Fiscal Year	
(03) If filing a combined claimant name be Electr			∍d ((epartments with the department Electronic Cla	it name below	
(05) Indirect Cost Rate Electr	ronic Claim On	lÿ	(06) Indirect Cos	t Rate Base Electronic Cl	aim Only	
(07) Reimbursable Co	omponents: Ch	eck only o	ne box per	form to identify	the activity be	ing claimed.	
1. Alternative Re	equirement or Ti	ime	ı	2. Alternativ	ve Requirement	t or Time Exte	nsion
☐ Provide Wri	itten Notification t	o the Board	k	☐ Provide	e Written Notifica	ation to the Boa	ard
☐ Request Alt	ternative from the	Board		Reque	st Alternative fro	m the Board	
☐ Providie Ev	ridence to the Boa	ard		☐ Particip	oate in Public He	aring	
☐ Provide Re	levant Information	n .		☐ Provide	e Information to	the Board	
☐ Submit Plar	n of Correction						
(08) Description of Ex	rpenses			0	bject Accoun	ts	
(a) Employee Names, Job Classifications, Function Performed and Description of Expen	ns Rate or Unit Cost	(C) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
(09) Total Subtot	tal 🔲 Page:	of					

INTEGRATED WASTE MANAGEMENT COMPONENT/ACTIVITY COST DETAIL INSTRUCTIONS

FORM 2B

- (01) Enter the name of the claimant.
- (02) Enter the fiscal year for which costs were incurred.
- (03) Leave blank.
- (04) Leave blank.
- (05) Leave blank.
- (06) Leave blank.
- (07) Reimbursable Activities. Check the box that indicates the activity being claimed. Check only one box per form. A separate Form-2 must be prepared for each applicable activity.
- (08) Description of Expenses. The following table identifies the type of information required to support reimbursable costs. To detail costs for the activity box "checked" in block (03), enter the employee names, position titles, a brief description of the activities performed, actual time spent by each employee, productive hourly rates, fringe benefits, supplies used, contract services, and travel and training expenses. The descriptions required in column (4)(a) must be of sufficient detail to explain the cost of activities or items being claimed. For audit purposes, all supporting documents must be retained by the claimant for a period of not less than three years after the date the claim was filed or last amended, whichever is later. If no funds were appropriated and no payment was made at the time the claim was filed, the time for the Controller to initiate an audit shall be from the date of initial payment of the claim. Such documents shall be made available to SCO on request.

Object/ Sub object				Colur	nns				Submit supporting documents with the claim
Accounts	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
Salaries and Benefits Salaries	Employee Name/Title	Hourly Rate	Hours Worked	Salaries = Hourly Rate x Hours Worked					
Benefits	Activities Performed	Benefit Rate		Benefits = Benefit Rate x Salaries					
Materials and Supplies	Description of Supplies Used	Unit Cost	Quantity Used		Cost = Unit Cost x Quantity Used				
Contract Services	Name of Contractor Specific Tasks Performed	Hourly Rate	Hours Worked Inclusive Dates of Service			Cost=Hourly Rate x Hours Worked or Total Contract Cost			Copy of Contract and Invoices
Fixed Assets	Description of Equipment Purchased	Unit Cost	Usage				Cost= Unit Cost x Usage		
Travel and Training	Purpose of Trip Name and Title	Per Diem Rate Mileage Rate	Days Miles					Total Travel	
Travel	Departure and Return Date	Travel Cost	Travel Mode					x Days or Miles	
Training	Employee Name/Title Name of Class		Dates Attended					Registration Fee	

⁽⁰⁹⁾ Total line (08), columns (d) through (h) and enter the sum on this line. Check the appropriate box to indicate if the amount is a total or subtotal. If more than one form is needed to detail the activity costs, number each page. Enter totals from line (09), columns (d) through (h) to Form-1A, block (03), columns (a) through (e) in the appropriate row.

MANDATED COSTS INTEGRATED WASTE MANAGEMENT COMPONENT/ACTIVITY COST DETAIL

FORM

(02) Fiscal Year (01) Claimant (04) If filing by departments with different indirect cost (03) If filing a combined claim, enter the combined rates, enter the department name below: claimant name below: **Electronic Claim Only Electronic Claim Only** (05) Indirect Cost Rate (06) Indirect Cost Rate Base **Electronic Claim Only Electronic Claim Only** (07) Reimbursable Activities: Check only one box per form to identify the activity being claimed. D. Accounting System E. Annual Report of Progress Develop, Implement & Maintain System Calculations of Annual Disposal Reduction F. Annual Recycled Material Reports ☐ Information on the Changes Anuual Report to the Board Summary of Progress Made in IWM Plan The Extent of CCD's Use of IWM Plan ☐ Time Extension Summary of Progress Alternative Reduction Summary of Progress (08) Description of Expenses **Object Accounts** (b) (c) (d) (e) (f) (g) (h) (a) Employee Names, Job Hourly Salaries Materials Contract Fixed Travel and Hours Assets Training Classifications, Functions Rate or Worked or and and Services Performed Unit Cost Quantity Benefits Supplies and Description of Expenses (09) Total ☐ Subtotal ☐ Page: of

INTEGRATED WASTE MANAGEMENT COMPONENT/ACTIVITY COST DETAIL INSTRUCTIONS

FORM 2C

- (01) Enter the name of the claimant.
- (02) Enter the fiscal year for which costs were incurred.
- (03) Leave blank.
- (04) Leave blank.
- (05) Leave blank.
- (06) Leave blank.
- (07) Reimbursable Activities. Check the box that indicates the activity being claimed. Check only one box per form. A separate Form-2 must be prepared for each applicable activity.
- (08) Description of Expenses. The following table identifies the type of information required to support reimbursable costs. To detail costs for the activity box "checked" in block (03), enter the employee names, position titles, a brief description of the activities performed, actual time spent by each employee, productive hourly rates, fringe benefits, supplies used, contract services, and travel and training expenses. The descriptions required in column (4)(a) must be of sufficient detail to explain the cost of activities or items being claimed. For audit purposes, all supporting documents must be retained by the claimant for a period of not less than three years after the date the claim was filed or last amended, whichever is later. If no funds were appropriated and no payment was made at the time the claim was filed, the time for the Controller to initiate an audit shall be from the date of initial payment of the claim. Such documents shall be made available to SCO on request.

Object/ Sub object				Colu	mns		_		Submit supporting
Accounts	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	documents with the claim
Salaries and Benefits Salaries	Employee Name/Title	Hourly Rate	Hours Worked	Salaries = Hourly Rate x Hours Worked					
Benefits	Activities Performed	Benefit Rate		Benefits = Benefit Rate x Salaries					
Materials and Supplies	Description of Supplies Used	Unit Cost	Quantity Used		Cost = Unit Cost x Quantity Used				
Contract Services	Name of Contractor Specific Tasks Performed	Hourly Rate	Hours Worked Inclusive Dates of Service			Cost=Hourly Rate x Hours Worked or Total Contract Cost			Copy of Contract and Invoices
Fixed Assets	Description of Equipment Purchased	Unit Cost	Usage				Cost= Unit Cost x Usage		
Travel and Training	Purpose of Trip Name and Title Departure and	Per Diem Rate Mileage Rate	Days Miles					Total Travel Cost = Rate x Days or	
Travel	Return Date	Travel Cost	Travel Mode					Miles	
Training	Employee Name/Title Name of Class		Dates Attended					Registration Fee	

⁽⁰⁹⁾ Total line (08), columns (d) through (h) and enter the sum on this line. Check the appropriate box to indicate if the amount is a total or subtotal. If more than one form is needed to detail the activity costs, number each page. Enter totals from line (09), columns (d) through (h) to Form-1A, block (03), columns (a) through (e) in the appropriate row.

FILING A CLAIM

1. Introduction

The law in the State of California, (GC Sections 17500 through 17617), provides for the reimbursement of costs incurred by community college districts (CCD) for costs mandated by the State. Costs mandated by the State means any increased costs which a CCD is required to incur after July 1, 1980, as a result of any statute enacted after January 1, 1975, or any executive order implementing such statute which mandates a new program or higher level of service of an existing program.

Estimated claims that show costs to be incurred in the current fiscal year and reimbursement claims that detail the costs actually incurred for the prior fiscal year may be filed with the State Controller's Office (SCO). Claims for on-going programs are filed annually by January 15. Claims for new programs are filed within 120 days from the date claiming instructions are issued for the program. A 10 percent penalty, up to \$1,000 for continuing claims, no limit for initial claims, is assessed for late claims. The SCO may audit the records of any CCD to verify the actual amount of mandated costs and may reduce any claim that is excessive or unreasonable.

When a program has been reimbursed for three or more years, the Commission on State Mandates (COSM) may approve the program for inclusion in the State Mandates Apportionment System (SMAS). For programs included in SMAS, the SCO determines the amount of each claimant's entitlement based on an average of three consecutive fiscal years of actual costs adjusted by any changes in the Implicit Price Deflator (IPD). Claimants with an established entitlement receive an annual apportionment adjusted by any changes in the IPD and, under certain circumstances, by any changes in workload. Claimants with an established entitlement do not file further claims for the program.

The SCO is authorized to make payments for costs of mandated programs from amounts appropriated by the State Budget Act, by the State Mandates Claims Fund, or by specific legislation. In the event the appropriation is insufficient to pay claims in full, claimants will receive prorated payments in proportion to the dollar amount of approved claims for the program. Balances of prorated payments will be made when supplementary funds are made available.

The instructions contained in this manual are intended to provide general guidance for filing a mandated cost claim. Since each mandate is administered separately, it is important to refer to the specific program for information relating to established policies on eligible reimbursable costs.

2. Types of Claims

There are three types of claims: Reimbursement, estimated, and entitlement. A claimant may file a reimbursement claim for actual mandated costs incurred in the prior fiscal year or may file an estimated claim for mandated costs to be incurred during the current fiscal year. An entitlement claim may be filed for the purpose of establishing a base year entitlement amount for mandated programs included in SMAS. A claimant who has established a base year entitlement for a program, would receive an automatic annual payment which is reflective of the current costs for the program.

All claims received by the SCO will be reviewed to verify actual costs. An adjustment of the claim will be made if the amount claimed is determined to be excessive, improper, or unreasonable. The claim must be filed with sufficient documentation to support the costs claimed. The types of documentation required to substantiate a claim are identified in the instructions for the program. The certification of claim, form FAM-27, must be signed and dated by the entity's authorized officer in order for the SCO to make payment on the claim.

A. Reimbursement Claim

A reimbursement claim is defined in GC Section 17522 as any claim filed with the SCO by a CCD for reimbursement of costs incurred for which an appropriation is made for the purpose of paying the claim. The claim must include supporting documentation to substantiate the costs claimed.

Initial reimbursement claims are first-time claims for reimbursement of costs for one or more prior fiscal years of a program that was previously unfunded. Claims are due 120 days from the date of issuance of the claiming instructions for the program by the SCO. The first statute that appropriates funds for the mandated program will specify the fiscal years for which costs are eligible for reimbursement.

Annual reimbursement claims must be filed by January 15 following the fiscal year in which costs were incurred for the program. A reimbursement claim must detail the costs actually incurred in the prior fiscal year.

An actual claim for 2005-06 fiscal year, may be filed by January 15, 2007 without a late penalty. Claims filed after the deadline will be reduced by a late penalty of 10%, not to exceed \$1,000. However, initial reimbursement claims will be reduced by a late penalty of 10% with no limitation. In order for a claim to be considered properly filed, it must include any specific supporting documentation requested in the instructions. Claims filed more than one year after the deadline or without the requested supporting documentation will not be accepted.

B. Estimated Claim

An estimated claim is defined in GC Section 17522 as any claim filed with the SCO, during the fiscal year in which the mandated costs are to be incurred by the CCD, against an appropriation made to the SCO for the purpose of paying those costs.

An estimated claim may be filed in conjunction with an initial reimbursement claim, annual reimbursement claim, or at other times for estimated costs to be incurred during the current fiscal year. Annual estimated claims are due January 15 of the fiscal year in which the costs are to be incurred. Initial estimated claims are due on the date specified in the claiming instructions. Timely filed estimated claims are paid before those filed after the deadline.

After receiving payment for an estimated claim, the claimant must file a reimbursement claim by January 15 following the fiscal year in which costs were incurred. If the claimant fails to file a reimbursement claim, monies received for the estimated claims must be returned to the State.

C. Entitlement Claim

An entitlement claim is defined in GC Section 17522 as any claim filed by a CCD with the SCO for the sole purpose of establishing or adjusting a base year entitlement for a mandated program that has been included in SMAS. An entitlement claim should not contain nonrecurring or initial start-up costs. There is no statutory deadline for the filing of entitlement claims. However, entitlement claims and supporting documents should be filed by January 15, following the third fiscal year used to develop the entitlement claim, to permit an orderly processing of claims. When the claims are approved and a base year entitlement amount is determined, the claimant will receive an apportionment reflective of the program's current year costs.

Once a mandate has been included in SMAS and the claimant has established a base year entitlement, the claimant will receive automatic payments from the SCO for the mandate. The automatic apportionment is determined by adjusting the claimant's base year entitlement for changes in the implicit price deflator of costs of goods and services to governmental agencies, as determined by the State Department of Finance. For programs approved by the COSM for inclusion in SMAS on or after January 1, 1988, the payment for each year succeeding the three

year base period is adjusted according to any changes by both the deflator and average daily attendance. Annual apportionments for programs included in the system are paid on or before November 30 of each year.

A base year entitlement is determined by computing an average of the claimant's costs for any three consecutive years after the program has been approved for the SMAS process. The amount is first adjusted according to any changes in the deflator. The deflator is applied separately to each year's costs for the three years, which comprise the base year. The SCO will perform this computation for each claimant who has filed claims for three consecutive years. If a claimant has incurred costs for three consecutive years but has not filed a claim in each of those years, the claimant may file an entitlement claim, form FAM-43, to establish a base year entitlement. The form FAM-43 is included in the claiming instructions for SMAS programs. An entitlement claim does not result in the claimant being reimbursed for the costs incurred, but rather entitles the claimant to receive automatic payments from SMAS.

3. Minimum Claim Amount

For initial claims and annual claims filed on or after September 30 2002, if the total costs for a given year do not exceed \$1,000, no reimbursement shall be allowed except as otherwiseallowed by GC Section 17564.

4. Filing Deadline for Claims

Initial reimbursement claims (first-time claims) for reimbursement of costs of a previously unfunded mandated program must be filed within 120 days from the date of issuance of the program's claiming instructions by the SCO. If the initial reimbursement claim is filed after the deadline, but within one year of the deadline, the approved claim must be reduced by a 10% penalty. A claim filed more than one year after the deadline cannot be accepted for reimbursement.

Annual reimbursement claims for costs incurred during the previous fiscal year and estimated claims for costs to be incurred during the current fiscal year must be filed with the SCO and postmarked on or before January 15. If the annual or estimated reimbursement claim is filed after the deadline, but within one year of the deadline, the approved claim must be reduced by a 10% late penalty, not to exceed \$1,000. Claims must include supporting data to show how the amount claimed was derived. Without this information, the claim cannot be accepted.

Entitlement claims do not have a filing deadline. However, entitlement claims and supporting documents should be filed by January 15 to permit an orderly processing of claims. Entitlement claims are used to establish a base year entitlement amount for calculating automatic annual payments. Entitlement does not result in the claimant being reimbursed for costs incurred, but rather entitles the claimant to receive automatic payments from SMAS.

5. Payment of Claims

In order for the SCO to authorize payment of a claim, the Certification of Claim, form FAM-27, must be properly filled out, signed, and dated by the entity's authorized officer.

Reimbursement and estimated claims are paid within 60 days of the filing deadline for the claim, or 15 days after the date the appropriation for the claim is effective, whichever is later. A claimant is entitled to receive accrued interest at the pooled money investment account rate if the payment was made more than 60 days after the claim filing deadline or the actual date of claim receipt, whichever is later. For an initial claim, interest begins to accrue when the payment is made more than 365 days after the adoption of the program's statewide cost estimate. The SCO may withhold up to 20 percent of the amount of an initial claim until the claim is audited to verify the actual amount of the mandated costs. The 20 percent withheld is not subject to accrued interest.

In the event the amount appropriated by the Legislature is insufficient to pay the approved amount in full for a program, claimants will receive a prorated payment in proportion to the amount of approved claims timely filed and on hand at the time of proration.

The SCO reports the amounts of insufficient appropriations to the State Department of Finance, the Chairperson of the Joint Legislative Budget Committee, and the Chairperson of the respective committee in each house of the Legislature, which consider appropriations in order to assure appropriation of these funds in the Budget Act. If these funds cannot be appropriated on a timely basis in the Budget Act, this information is transmitted to the COSM which will include these amounts in its report to assure that an appropriation sufficient to pay the claims is included in the next local government claims bill or other appropriation bills. When the supplementary funds are made available, the balance of the claims will be paid.

Unless specified in the statutes, regulations, or P's & G's, the determination of allowable and unallowable costs for mandates is based on the P's & G's adopted by the COSM. The determination of allowable reimbursable mandated costs for unfunded mandates is made by the COSM. The SCO determines allowable reimbursable costs, subject to amendment by the COSM, for mandates funded by special legislation. Unless specified, allowable costs are those direct and indirect costs, less applicable credits, considered to be eligible for reimbursement. In order for costs to be allowable and thus eligible for reimbursement, the costs must meet the following general criteria:

- 1. The cost is necessary and reasonable for proper and efficient administration of the mandate and not a general expense required to carry out the overall responsibilities of government.
- 2. The cost is allocable to a particular cost objective identified in the P's & G's.
- The cost is net of any applicable credits that offset or reduce expenses of items allocable to the mandate.

The SCO has identified certain costs that should not be claimed as direct program costs unless specified as reimbursable under the program's P's & G's. These costs include, but are not limited to, subscriptions, depreciation, memberships, conferences, workshops general education, and travel costs.

6. State Mandates Apportionment System (SMAS)

Chapter 1534, Statutes of 1985, established SMAS, a method of paying certain mandated programs as apportionments. This method is utilized whenever a program has been approved for inclusion in SMAS by the COSM.

When a mandated program has been included in SMAS, the SCO will determine a base year entitlement amount for each CCD that has submitted reimbursement claims (or entitlement claims) for three consecutive fiscal years. A base year entitlement amount is determined by averaging the approved reimbursement claims (or entitlement claims) for 1982-83, 1983-84, and 1984-85 years or any three consecutive fiscal years thereafter. The amounts are first adjusted by any change in the Implicit Price Deflator (IPD), which is applied separately to each year's costs for the three years that comprise the base period. The base period means the three fiscal years immediately succeeding the COSM's approval.

Each CCD with an established base year entitlement for the program will receive automatic annual payments from the SCO reflective of the program's current year costs. The amount of apportionment is adjusted annually for any change in the IPD. If the mandated program was included in SMAS after January 1, 1988, the annual apportionment is adjusted for any change in both the IPD and average daily attendance.

In the event a CCD has incurred costs for three consecutive fiscal years but did not file a reimbursement claim in one or more of those fiscal years, the CCD may file an entitlement claim for each of those missed years to establish a base year entitlement. An "entitlement claim" means any

claim filed by CCD with the SCO for the sole purpose of establishing a base year entitlement. A base year entitlement shall not include any nonrecurring or initial start-up costs.

Initial apportionments are made on an individual program basis. After the initial year, all apportionments are made by November 30. The amount to be apportioned is the base year entitlement adjusted by annual changes in the IPD for the cost of goods and services to governmental agencies as determined by the State Department of Finance.

In the event the CCD determines that the amount of apportionment does not accurately reflect costs incurred to comply with a mandate, the process of adjusting an established base year entitlement upon which the apportionment is based is set forth in GC Section 17615.8 and requires the approval of the COSM.

7. Direct Costs

A direct cost is a cost that can be identified specifically with a particular program or activity. Each claimed reimbursable cost must be supported by documentation as described in Section 12. Costs that are typically classified as direct costs are:

(1) Employee Wages, Salaries, and Fringe Benefits

For each of the mandated activities performed, the claimant must list the names of the employees who worked on the mandate, their job classification, hours worked on the mandate, and rate of pay. The claimant may, in-lieu of reporting actual compensation and fringe benefits, use a productive hourly rate:

(a) Productive Hourly Rate Options

A CCD may use one of the following methods to compute productive hourly rates:

- · Actual annual productive hours for each employee
- The weighted-average annual productive hours for each job title, or
- 1,800* annual productive hours for all employees

If actual annual productive hours or weighted-average annual productive hours for each job title is chosen, the claim must include a computation of how these hours were computed.

- * 1,800 annual productive hours excludes the following employee time:
- o Paid holidays
- o Vacation earned
- o Sick leave taken
- o Informal time off
- o Jury duty
- o Military leave taken.

(b) Compute a Productive Hourly Rate

Compute a productive hourly rate for salaried employees to include actual fringe benefit
costs. The methodology for converting a salary to a productive hourly rate is to
compute the employee's annual salary and fringe benefits and divide by the annual
productive hours.

Table 1: Productive Hourly Rate, Annual Salary + Benefits Method

- As illustrated in Table 1, if you assume an employee's compensation was \$26,000 and \$8,099 for annual salary and fringe benefits, respectively, using the "Salary + Benefits Method," the productive hourly rate would be \$18.94. To convert a biweekly salary to EAS, multiply the biweekly salary by 26. To convert a monthly salary to EAS, multiply the monthly salary by 12. Use the same methodology to convert other salary periods.
- A claimant may also compute the productive hourly rate by using the "Percent of Salary Method."

Table 2: Productive Hourly Rate, Percent of Salary Method

Example:			
Step 1: Fringe Benefits as a Percent of Salary		Step 2: Productive Hourly Rate	
Retirement	15.00 %	Formula:	
Social Security & Medicare	7.65	[(EAS x (1 + FBR)) ÷ APH] = PHR	
Health & Dental Insurance	5.25	·	
Workers Compensation	3.25	[(\$26,000 x (1.3115)) ÷ 1,800] = \$18.94	
Total	31.15 %		
Description:			
EAS = Employee's Annual Salary		APH = Annual Productive Hours	
FBR = Fringe Benefit Rate		PHR = Productive Hourly Rate	

As illustrated in Table 3, both methods produce the same productive hourly rate.

Reimbursement for personnel services includes, but is not limited to, compensation paid for salaries, wages and employee fringe benefits. Employee fringe benefits include employer's contributions for social security, pension plans, insurance, workmen's compensation insurance and similar payments. These benefits are eligible for reimbursement as long as they are distributed equitably to all activities. Whether these costs are allowable is based on the following presumptions:

- The amount of compensation is reasonable for the service rendered.
- The compensation paid and benefits received are appropriately authorized by the governing board.
- Amounts charged for personnel services are based on payroll documents that are supported by time and attendance or equivalent records for individual employees.
- The methods used to distribute personnel services should produce an equitable distribution of direct and indirect allowable costs.

For each of the employees included in the claim, the claimant must use reasonable rates and hours in computing the wage cost. If a person of a higher-level job position, perform an activity which normally would be performed by a lower-level position, reimbursement for time spent is allowable at the average salary range for the lower-level position. The salary rate of the person at a higher-level position may be claimed if it can be shown that it was more cost effective in comparison to the performance by a person at the lower-level position under normal circumstances and conditions. The number of hours charged to an activity should reflect the time expected to complete the activity under normal circumstances and conditions. The numbers of hours in excess of normal expected hours are not reimbursable.

(c) Calculating an Average Productive Hourly Rate

In those instances where the parameters and guidelines allow a unit as a basis of claiming costs, the direct labor component of the unit cost should be expressed as an average productive hourly rate and can be determined as follows:

	<u>Time</u> Spent	Productive Hourly Rate	Total Cost by Employee
Employee A	1.25 hrs	\$6.00	\$7.50
Employee B	0.75 hrs	4.50	3.38
Employee C	3.50 hrs	10.00	35.00
Total	5.50 hrs		\$45.88
Average Product	tive Hourly Rate is \$	45.88/5.50 hrs. = \$8.34	

Table 3: Calculating an Average Productive Hourly Rate

(d) Employer's Fringe Benefits Contribution

A CCD has the option of claiming actual employer's fringe benefit contributions or may compute an average fringe benefit cost for the employee's job classification and claim it as a percentage of direct labor. The same time base should be used for both salary and fringe benefits when computing a percentage. For example, if health and dental insurance payments are made annually, use an annual salary. After the percentage of salary for each fringe benefit is computed, total them.

For example:

Employer's Contribution	% of Salary
Retirement	15.00%
Social Security	7.65%
Health and Dental	5.25%
Insurance	3.2370
Worker's Compensation	0.75%
Total	28.65%

(e) Materials and Supplies

Only actual expenses can be claimed for materials and supplies, which were acquired and consumed specifically for the purpose of a mandated program. The claimant must list the materials and supplies that were used to perform the mandated activity, the

number of units consumed, the cost per unit, and the total dollar amount claimed. Materials and supplies purchased to perform a particular mandated activity are expected to be reasonable in quality, quantity, and cost. Purchases in excess of reasonable quality, quantity, and cost are not reimbursable. Materials and supplies withdrawn from inventory and charged to the mandated activity must be based on a recognized method of pricing, consistently applied. Purchases shall be claimed at the actual price after deducting discounts, rebates and allowances received by the CCD.

(f) Calculating a Unit Cost for Materials and Supplies

In those instances where the P's & G's suggest that a unit cost be developed for use as a basis of claiming costs mandated by the State, the materials and supplies component of the unit cost should be expressed as a unit cost of materials and supplies as shown in Table 1 or Table 2:

Table 1: Calculating A Unit Cost for Materials and Supplies

Supplies	Cost Per Unit	Amount of Supplies Used Per Activity	Unit Cost of Supplies Per Activity
Paper	0.02	4	\$0.08
Files	0.10	1	0.10
Envelopes	0.03	2	0.06
Photocopies	0.10	4 .	0.40
			<u>\$0.64</u>

Table 2: Calculating a Unit Cost for Materials and Supplies

Supplies	Supplies <u>Used</u>	Unit Cost of Supplies Per Activity
Paper (\$10.00 for 500 sheet ream)	250 Sheets	\$5.00
Files (\$2.50 for box of 25)	10 Folders	1.00
Envelopes (\$3.00 for box of 100)	50 Envelopes	1.50
Photocopies (\$0.05 per copy)	40 Copies	2.00
		\$9.50

If the number of reimbursable instances is 25, then the unit cost of supplies is \$0.38 per reimbursable instance (\$9.50/25).

(g) Contract Services

The cost of contract services is allowable if the CCD lacks the staff resources or necessary expertise, or it is economically feasible to hire a contractor to perform the mandated activity. The claimant must give the name of the contractor, explain the reason for having to hire a contractor, describe the mandated activities performed, give the dates when the activities were performed, the number of hours spent performing the mandate, the hourly billing rate, and the total cost. The hourly billing rate shall not exceed the rate specified in the P's & G's for the mandated program. The contractor's

invoice, or statement, which includes an itemized list of costs for activities performed, must accompany the claim.

(h) Equipment Rental Costs

Equipment purchases and leases (with an option to purchase) are not reimbursable as a direct cost unless specifically allowed by the P's & G's for the particular mandate. Equipment rentals used solely for the mandate is reimbursable to the extent such costs do not exceed the retail purchase price of the equipment plus a finance charge. The claimant must explain the purpose and use for the equipment, the time period for which the equipment was rented and the total cost of the rental. If the equipment is used for purposes other than reimbursable activities, only the pro rata portion of the rental costs can be claimed.

(i) Capital Outlay

Capital outlays for land, buildings, equipment, furniture and fixtures may be claimed if the P's & G's specify them as allowable. If they are allowable, the parameters and guidelines for the program will specify a basis for the reimbursement. If the fixed asset or equipment is also used for purposes other than reimbursable activities for a specific mandate, only the pro rata portion of the purchase price used to implement the reimbursable activities can be claimed.

(j) Travel Expenses

Travel expenses are normally reimbursable in accordance with travel rules and regulations of the local jurisdiction. For some programs, however, the P's & G's may specify certain limitations on expenses, or that expenses can only be reimbursed in accordance with the State Board of Control travel standards. When claiming travel expenses, the claimant must explain the purpose of the trip, identify the name and address of the persons incurring the expense, the date and time of departure and return for the trip, description of each expense claimed, the cost of transportation, number of private auto miles traveled, and the cost of tolls and parking with receipts required for charges over \$10.00.

(k) Documentation

It is the responsibility of the claimant to make available to the SCO, upon request, documentation in the form of general and subsidiary ledgers, purchase orders, invoices, contracts, canceled warrants, equipment usage records, land deeds, receipts, employee time sheets, agency travel guidelines, inventory records, and other relevant documents to support claimed costs. The type of documentation necessary for each claim may differ with the type of mandate.

8. Indirect Costs

Indirect costs are: (a) Incurred for a common or joint purpose benefiting more than one cost objective, and (b) not readily assignable to the cost objectives specifically benefited without effort disproportionate to the results achieved. Indirect costs can originate in the department performing the mandate or in departments that supply the department performing the mandate with goods, services and facilities. To be allowable, a cost must be allocable to a particular cost objective. Indirect costs must be distributed to benefiting cost objectives on bases which produce an equitable result related to the benefits derived by the mandate.

A CCD may claim indirect costs using the Controller's methodology (FAM-29C) outlined in the following paragraphs. If specifically allowed by a mandated program's P's & G's, a district may alternately choose to claim indirect costs using either (1) a federally approved rate prepared in

accordance with Office of Management and Budget (OMB) Circular A-21, Cost Principles for Educational Institutions; or (2) a flat 7% rate.

The SCO developed FAM-29C to be consistent with OMB Circular A-21, cost accounting principles as they apply to mandated cost programs. The objective is to determine an equitable rate to allocate administrative support to personnel who performed the mandated cost activities. The FAM-29C methodology uses a direct cost base comprised of salary and benefit costs and operating expenses. Form FAM-29C provides a consistent indirect cost rate methodology for all CCD's mandated cost programs.

FAM-29C uses total expenditures that districts report in their *California Community Colleges Annual Financial and Budget Report* (CCFS-311), Expenditures by Activity for the General Fund — Combined. The computation excludes Capital Outlay and Other Outgo in accordance with OMB Circular A-21. The indirect cost rate computation includes any depreciation or use allowance applicable to district buildings and equipment. Districts calculate depreciation or use allowance costs separately from the CCFS-311 report and should calculate them in accordance with OMB Circular A-21.

OMB Circular A-21, Section C.4, states that cost is allocable to a particular cost objective in accordance with the relative benefits received. Also, Section E.2.b. states that the overall objective of the cost allocation process is to distribute indirect costs to the institution's major functions in proportions reasonably consistent with their use of the institution's resources. In addition, Section E.2.c. notes that where certain items or categories of expense relate to less than all functions, such expenses should be set aside for selective allocation.

OMB Circular A-21, Section H, describes a simplified method for indirect cost rate calculations. However, Section H.1.b. states that the simplified method should not be used where it produces results that appear inequitable. As previously noted, FAM-29C strives to equitably allocate administrative support costs to personnel that perform mandated cost activities claimed by CCD. For example, library costs and department administration expenses, normally classified fully or partly as indirect costs in OMB Circular A-21, are instead classified as direct costs for FAM-29C. These costs do not benefit mandated cost activities. In summary, FAM-29C indirect costs include Operation and Maintenance of Plant; Planning, Policy Making, and Coordination; General Institutional Support Services (excluding Community Relations); and depreciation or use allowance. Community Relations includes fundraising costs, which are unallowable under OMB Circular A-21. If the district claims any costs from these indirect accounts as a direct mandate-related costs, the same costs should be reclassified as direct on FAM-29C.

Table 4 presents an example of the FAM-29C methodology.

Table 4:	Indirect	Cost Rate	for	Community	Colleges
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	NDATED					ORM
INDIRECT COST RATE FO (1) Claimant	RCOMM	UNITY COLLEGE	DISTRICTS	(02) Period of (M 29-C
(1) Claiman				(OZ) I CHOG OI	Sidiiii	
		Total Costs	Less: Capital Outlay and	FAM 29-C Adjusted		
Activity	EDP	Per CCFS-311	Other Outgo	Total	Indirect	Direct
nstructional Activities	599			\$ 51,561,504		\$ 51,561,504
nstruct. Admin. & Instruct. Governance	6000	6,882,034	(216,518)	6,665,516	what for a particular to the	6,665,516
nstructional Support Services	6100	4,155,095	(9,348)	4,145,747	Participation of the second	4,145,747
Admissions and Records	6200	2,104,543	(3,824)	2,100,719		2,100,719
Student Counseling and Guidance	6300	4,570,658	(1,605)	4,569,053		4,569,053
Other Student Services	6400	5,426,510	(41,046)	5,385,464		5,385,464
Operation and Maintenance of Plant	6500	8,528,585	(111,743)	8,416,842	8,416,842	and the second
Planning, Policy Making, and Coordination	6600	5,015,333	(23,660)	4,991,673	4,991,673	
General Institutional Support Services	6700	The special section of the section o		-		
Community Relations	6710	885,089	(6,091)	878,998		878,998
Fiscal Operations	6720	1,891,424	(40,854)	1,850,570	1,850,570	· · · · · · · · · · · · · · · · · · ·
Human Resources Management	6730	1,378,288	(25,899)	1,352,389	1,352,389	The state of the s
Non-instructional Staff Retirees' Benefits and				_	-	er derman Linguiste de la companya de la comp Linguiste de la companya de la comp
Retirement Incentives	6740	1,011,060		1,011,060	1,011,060	
Staff Development	6750	108,655	(8,782)	99,873	99,873	
Staff Diversity	6760	30,125		30,125	30,125	
Logistical Services	6770	2,790,091	(244,746)	2,545,345	2,545,345	
Management Information Systems	6780	2,595,214	(496,861)	2,098,353	2,098,353	
Other General Institutional Support Services	6790	33,155	(4,435)	28,720	28,720	
Community Services and Economic Development	6800	340,014		340,014		340,014
anciliary Services	6900	1,148,730	(296)	1,148,434	Chicagolica Co.	1,148,434
uxiliary Operations	7000		` ,	· · · -		· · · -
Depreciation or Use Allowance - Building		TOTAL COST SON	Alex Lagrange Comment of the	_	2,620,741	
Depreciation or Use Allowance - Equipment				-	1,706,396	
otals		\$100,687,011	\$ (1,466,612)	\$ 99,220,399	\$26,752,087	\$ 76,795,449
					(A)	(B)
ndirect Cost Rate (A)/(B)					34.84%	

9. Time Study Guidelines

Background

For costs incurred on or after January 1, 2005, a reasonable reimbursement methodology can be used as a formula for reimbursing CCD costs mandated by the state that meets certain conditions specified in GC Section 17518.5(a). For costs incurred prior to January 1, 2005, a time study can only be substituted for continuous records of actual time spent for a specific fiscal year if the program's P's & G's allows for the use of time studies.

Two methods are acceptable for documenting employee time charged to mandated cost programs: Actual Time Reporting and Time Study, which are described below. Application of time study results is restricted. As explained in Time Study Results below, the results may be projected forward a maximum of two years provided the claimant meets certain criteria.

Actual Time Reporting

The P's & G's define reimbursable activities for each mandated cost program. (Some P's & G's refer to reimbursable activities as reimbursable components.) When employees work on multiple activities and/or programs, a distribution of their salaries or wages must be supported by personnel activity reports or equivalent documentation that meets the following standards (which clarify documentation requirements discussed under the Reimbursable Activities section of recent P's & G's):

- They must reflect an after-the-fact (contemporaneous) distribution of the actual activity of each employee;
- They must account for the total activity for which each employee is compensated;
- They must be prepared at least monthly and must coincide with one or more pay periods; and
- They must be signed by the employee.

Budget estimates or other distribution percentages determined before services are performed do not qualify as support for time distribution.

Time Study

In certain cases, a time study may be used to substitute for continuous records of actual time spent on multiple activities and/or programs. An effective time study requires that an activity be a task that is repetitive in nature. Activities that require a varying level of effort are not appropriate for time studies.

Time Study Plan

A time study plan is necessary before conducting the time study. The claimant must retain the time study plan for audit purposes. The plan needs to identify the following:

- Time period(s) to be studied The plan must show that all time periods selected are representative of the fiscal year, and that the results can be reasonably projected to approximate actual costs.
- Activities and/or programs to be studied For each mandated program included, the time study
 must separately identify each reimbursable activity defined in the mandated program's P's &
 G's, which are derived from the program's Statement of Decision. If a reimbursable activity in
 the P's & G's identifies separate and distinct sub-activities, they must also be treated as
 individual activities.

For example, sub-activities (a), (b), and (c) under reimbursable activity (B)(1) of the local agency's Domestic Violence Treatment Services: Authorization and Case Management program relate to information to be discussed during victim notification by the probation department and therefore are not separate and distinct activities. These sub-activities do not have to be separately studied.

- Process used to accomplish each reimbursable activity Use flowcharts or similar analytical tools and/or written desk procedures to describe the process for each activity.
- Employee universe The employee universe used in the time study must include all positions whose salaries and wages are to be allocated by means of the time study.
- Employee sample selection methodology The plan must show that employees selected are
 representative of the employee universe, and the results can be reasonably projected to
 approximate actual costs. In addition, the employee sample size should be proportional to the
 variation in time spent to perform a task. The sample size should be larger for tasks with
 significant time variations.
- Time increments to be recorded The time increments used should be sufficient to recognize
 the number of different activities performed and the dynamics of these responsibilities. Very
 large increments (such as one hour or more) might be used for employees performing only a
 few functions that change very slowly over time. Very small increments (a number of minutes)
 may be needed for employees performing more short-term tasks.

Random moment sampling is not an acceptable alternative to continuous time records for mandated cost claims. Random moment sampling techniques are most applicable in situations where employees perform many different types of activities on a variety of programs with small time increments throughout the fiscal year.

Time Study Documentation

Time studies must:

- · Be supported by time records that are completed contemporaneously;
- · Report activity on a daily basis;
- Be sufficiently detailed to reflect all mandated activities and/or programs performed during a specific time period; and
- Coincide with one or more pay periods.

Time records must be signed by the employee (electronic signatures are acceptable) and be supported by corroborating evidence which validates that the work was actually performed. As with actual time reporting, budget estimates or other distribution percentages determined before services are performed do not qualify as valid time studies.

Time Study Results

Time study results must be summarized to show how the time study supports the costs claimed for each activity. Any variations from the procedures identified in the original time study plan must be documented and explained.

Current-year costs must be used to prepare a time study. Claimants may project time study results to no more than two subsequent fiscal years. A claimant may not apply time study results retroactively.

• <u>Annual Reimbursement Claims</u> – Claimants may use time studies to support costs incurred on or after January 1, 2005. Claimants may not use time studies for the period July 1, 2004,

through December 31, 2004, unless (1) the program's P's & G's specifically allow time studies, and (2) the time study is prepared based on mandated activity occurring between July 1, 2004, and December 31, 2004.

Initial Claims – When filing an initial claim for new mandated programs, claimants may only use
time study results for costs incurred on or after January 1, 2005. Claimants may not use time
studies to support costs incurred before January 1, 2005, unless (1) the program's P's & G's
specifically allow time studies, and (2) the claimant prepares separate time studies for each
fiscal year preceding January 1, 2005, based on mandated activity occurring during those
years.

When projecting time study results, the claimant must certify that there have been no significant changes between years in either: (1) the requirements of each mandated program activity or (2) the processes and procedures used to accomplish the activity. For all years, the claimant must maintain corroborating evidence that validates the mandated activity was actually performed. Time study results used to support subsequent years' claims are subject to the recordkeeping requirements for those claims.

10. Offset Against State Mandated Claims

As noted previously, allowable costs are defined as those direct and indirect costs, less applicable credits, considered to be eligible for reimbursement. When all or part of the costs of a mandated program are specifically reimbursable from local assistance revenue sources (e.g., state, federal, foundation, etc.), only that portion of any increased costs payable from CCD funds is eligible for reimbursement under the provisions of GC Section 17561.

Example 1:

As illustrated in Table 5, this example shows how the "Offset against State Mandated Claims" is determined for a CCD receiving block grant revenues not based on a formula allocation. Program costs for each of the situations equals \$100,000:

	Program Costs	Actual Local Assistance Revenues	State Mandated Costs	Offset Against State Mandated Claims	Claimable Mandated Costs
1.	\$100,000	\$95,000	\$2,500	\$-0-	\$2,500
2.	100,000	97,000	2,500	-0-	2,500
3.	100,000	98,000	2,500	500	2,000
4.	100,000	100,000	2,500	2,500	-0-
5.	100,000 *	50,000	2,500	1,250	1,250
6.	100,000 *	49,000	2,500	250	2,250

Table 5: Offset Against State Mandates, Example 1

Numbers (1) through (4), in Table 5, show intended funding at 100% from local assistance revenue sources. Numbers (5) and (6) show cost sharing on a 50/50 basis with the district. In numbers (1) through (6), included in the program costs of \$100,000 are state mandated costs of \$2,500. The offset against state mandated claims are the amount of actual local assistance revenues, which exceeds the difference between program costs and state mandated costs. This offset cannot exceed the amount of state mandated costs.

^{*} CCD share is \$50,000 of the program cost.

- In (1), local assistance revenues were less than expected. Local assistance funding was not in excess of the difference between program costs and state mandated costs. As a result, the offset against state mandated claims is zero and \$2,500 is claimable as mandated costs.
- In (4), local assistance revenues were fully realized to cover the entire cost of the program, including the state mandate activity; therefore, the offset against state mandated claims is \$2,500, and claimable costs are \$0.
- In (5), the district is sharing 50% of the project cost. Since local assistance revenues of \$50,000 were fully realized, the offset against state mandated claims is \$1,250.
- In (6), local assistance revenues were less than the amount expended and the offset against state mandated claims is \$250. Therefore, the claimable mandated costs are \$2,250.

Example 2:

As illustrated in Table 6, this example shows how the offset against state mandated claims is determined for a CCD receiving special project funds based on approved actual costs. Local assistance revenues for special projects must be applied proportionately to approve costs.

Table 6: Offset Against State Mandates, Example 2

	Program Costs	Actual Local Assistance Revenues	State Mandated Costs	Offset Against State Mandated Claims	Claimable Mandated Costs
1.	\$100,000	\$100,000	\$2,500	\$2,500	\$-0-
2.	100,000 **	75,000	2,500	1,875	625
3.	100,000 **	45,000	1,500	1,125	375

^{**} CCD share is \$25,000 of the program cost.

In (2), the entire program cost was approved. Since the local assistance revenue source covers 75% of the program cost, it also proportionately covered 75% of the \$2,500 state mandated costs, or \$1,875.

If in (3) local assistance revenues are less than the amount expected because only \$60,000 of the \$100,000 program costs were determined to be valid by the contracting agency, then a proportionate share of state mandated costs is likewise reduced to \$1,500. The offset against state mandated claims is \$1,125. Therefore, the claimable mandated costs are \$375.

Federal and State Funding Sources

State school fund apportionments and federal aid for education, which are based on average daily attendance and are part of the general system of financing public schools as well as block grants which do not provide for specific reimbursement of costs (i.e., allocation formulas not tied to expenditures), should not be included as reimbursements from local assistance revenue sources.

Governing Authority

The costs of salaries and expenses of the governing authority, such as the school superintendent and governing board, are not reimbursable. These are costs of general government as described in the Office of Management and Budget Circular (OMB) 2 CFR Part 225.

11. Notice of Claim Adjustment

All claims submitted to the SCO are reviewed to determine if the claim was prepared in accordance with the claiming instructions. If any adjustments are made to a claim, the claimant will receive a "Notice of Claim Adjustments" detailing adjustments made by the SCO.

12. Audit of Costs

All claims submitted to the State Controller's Office (SCO) are reviewed to determine if costs are related to the mandate, are reasonable and not excessive, and the claim was prepared in accordance with the SCO's claiming instructions and the P's & G's adopted by the COSM. If any adjustments are made to a claim, a "Notice of Claim Adjustment" specifying the claim component adjusted, the amount adjusted, and the reason for the adjustment will be mailed within 30 days after payment of the claim.

Pursuant to GC Section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by CCD pursuant to this chapter is subject to the initiation of an audit by the Controller no later than three years after the date that the actual reimbursement claim was filed or last amended, whichever is later. However, if no funds were appropriated or no payment was made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim. In any case, an audit shall be completed no later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities must be retained during the period subject to audit. If an audit has been initiated by the Controller during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings.

On-site audits will be conducted by the SCO as deemed necessary. Accordingly, all documentation to support actual costs claimed must be retained for a period of three years after the end of the calendar year in which the reimbursement claim was filed or amended regardless of the year of costs incurred. When no funds are appropriated for initial claims at the time the claim is filed, supporting documents must be retained for three years from the date of initial payment of the claim. Claim documentation shall be made available to the SCO on request.

13. Source Documents

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, and receipts.

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Declarations must include a certification or declaration stating, "I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct based upon personal knowledge." Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

For costs incurred on or after January 1, 2005, a reasonable reimbursement methodology can be used as a formula for reimbursing a CCD mandated by the state that meets certain conditions specified in 17518.5(a). For costs incurred prior to January 1, 2005, time study can substitute for continuous records of actual time spent for a specific fiscal year only if the program's P's & G's allow for the use of time studies.

14. Claim Forms and Instructions

A claimant may submit a computer generated report in substitution for Form-1 and Form-2, provided the format of the report and data fields contained within the report are identical to the claim forms included with these instructions. The claim forms provided with these instructions should be duplicated and used by the claimant to file an estimated or reimbursement claim. The SCO will revise the manual and claim forms as necessary.

A. Form-2, Component/Activity Cost Detail

This form is used to segregate the detail costs by claim component. In some mandates, specific reimbursable activities have been identified for each component. The expenses reported on this form must be supported by the official financial records of the claimant and copies of supporting documentation, as specified in the claiming instructions, must be submitted with the claims. All supporting documents must be retained for a period of not less than three years after the reimbursement claim was filed or last amended.

B. Form-1, Claim Summary

This form is used to summarize direct costs by component and compute allowable indirect costs for the mandate. The direct costs summarized on this form are derived from Form-2 and are carried forward to form FAM-27.

A CCD has the option of using a federally approved rate (i.e., utilizing the cost accounting principles from the Office of Management and Budget (OMB) 2 CFR Part 225) or from FAM-29C.

C. Form FAM-27, Claim for Payment

This form contains a certification that must be signed by an authorized officer of the CCD. All applicable information from Form-1 must be carried forward onto this form in order for the SCO to process the claim for payment. An original and one copy of the FAM-27 is required.

Claims should be rounded to the nearest dollar. Submit a signed original and one copy of form FAM-27, Claim for Payment, and all other forms and supporting documents (To expedite the payment process, please sign the form FAM-27 with blue ink, and attach a copy of the form FAM-27 to the top of the claim package.) Use the following mailing addresses:

If delivered by U.S. Postal Service:

If delivered by Other delivery services:

Office of the State Controller Attn: Local Reimbursements Section Division of Accounting and Reporting P.O. Box 942850 Sacramento, CA 94250 Office of the State Controller Attn: Local Reimbursements Section Division of Accounting and Reporting 3301 C Street, Suite 500 Sacramento, CA 95816

15. Retention of Claiming Instructions

For your convenience, the revised claiming instructions in this package have been arranged in alphabetical order by program name. These revisions should be inserted in the School Mandated Cost Manual and the old forms they replace should be removed. The instructions should then be retained permanently for future reference, and the forms should be duplicated to meet your filing requirements. Annually, updated forms and any other information or instructions claimants may need to file claims, as well as instructions and forms for all new programs released throughout the

year will be placed on the SCO's web site at www.sco.ca.gov/ard/local/locreim/index.shtml.

If you have any questions concerning mandated cost reimbursements, please write to us at the address listed for filing claims, or send e-mail to Irsdar@sco.ca.gov, or call the Local Reimbursements Section at (916) 324-5729.

16. Retention of Claim Records and Supporting Documentation

All claims submitted to the SCO are reviewed to determine if costs are related to the mandate, are reasonable and not excessive, and that the claim was prepared in accordance with the SCO's claiming instructions and the COSM's P's and G's. if any adjustments are made to a claim, a "Notice of Claim Adjustments" specifying the claim component adjusted, the amount adjusted, and the reason for the adjustment, will be mailed within 30 days after payment of the claim.

On-site audits will be conducted by the SCO as deemed necessary. Pursuant to GC Section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a school district is subject to audit by the SCO no later than three years after the date the actual reimbursement claim was filed or last amended, whichever is later. However, if no funds were appropriated or no payment was made to a claimant for the program for the fiscal year for which the claim was filed, the time for the SCO to initiate an audit shall commence to run from the date of initial payment of the claim. Therefore, all documentation to support actual costs claimed must be retained for the same period, and shall be made available to the SCO on request.

FILING A CLAIM

1. Introduction

The law in the State of California, (GC Sections 17500 through 17617), provides for the reimbursement of costs incurred by community college districts (CCD) for costs mandated by the State. Costs mandated by the State means any increased costs which a CCD is required to incur after July 1, 1980, as a result of any statute enacted after January 1, 1975, or any executive order implementing such statute which mandates a new program or higher level of service of an existing program.

Estimated claims that show costs to be incurred in the current fiscal year and reimbursement claims that detail the costs actually incurred for the prior fiscal year may be filed with the State Controller's Office (SCO). Claims for on-going programs are filed annually by February 15. Claims for new programs are filed within 120 days from the date claiming instructions are issued for the program. A 10 percent penalty, up to \$10,000 for continuing claims, no limit for initial claims, is assessed for late claims. The SCO may audit the records of any CCD to verify the actual amount of mandated costs and may reduce any claim that is excessive or unreasonable.

When a program has been reimbursed for three or more years, the Commission on State Mandates (COSM) may approve the program for inclusion in the State Mandates Apportionment System (SMAS). For programs included in SMAS, the SCO determines the amount of each claimant's entitlement based on an average of three consecutive fiscal years of actual costs adjusted by any changes in the Implicit Price Deflator (IPD). Claimants with an established entitlement receive an annual apportionment adjusted by any changes in the IPD and, under certain circumstances, by any changes in workload. Claimants with an established entitlement do not file further claims for the program.

The SCO is authorized to make payments for costs of mandated programs from amounts appropriated by the State Budget Act, by the State Mandates Claims Fund, or by specific legislation. In the event the appropriation is insufficient to pay claims in full, claimants will receive prorated payments in proportion to the dollar amount of approved claims for the program. Balances of prorated payments will be made when supplementary funds are made available.

The instructions contained in this manual are intended to provide general guidance for filing a mandated cost claim. Since each mandate is administered separately, it is important to refer to the specific program for information relating to established policies on eligible reimbursable costs.

2. Types of Claims

There are three types of claims: Reimbursement, estimated, and entitlement. A claimant may file a reimbursement claim for actual mandated costs incurred in the prior fiscal year or may file an estimated claim for mandated costs to be incurred during the current fiscal year. An entitlement claim may be filed for the purpose of establishing a base year entitlement amount for mandated programs included in SMAS. A claimant who has established a base year entitlement for a program, would receive an automatic annual payment which is reflective of the current costs for the program.

All claims received by the SCO will be reviewed to verify actual costs. An adjustment of the claim will be made if the amount claimed is determined to be excessive, improper, or unreasonable. The claim must be filed with sufficient documentation to support the costs claimed. The types of documentation required to substantiate a claim are identified in the instructions for the program. The certification of claim, form FAM-27, must be signed and dated by the entity's authorized officer in order for the SCO to make payment on the claim.

A. Reimbursement Claim

A reimbursement claim is defined in GC Section 17522 as any claim filed with the SCO by a CCD for reimbursement of costs incurred for which an appropriation is made for the purpose of paying the claim. The claim must include supporting documentation to substantiate the costs claimed.

Initial reimbursement claims are first-time claims for reimbursement of costs for one or more prior fiscal years of a program that was previously unfunded. Claims are due 120 days from the date of issuance of the claiming instructions for the program by the SCO. The first statute that appropriates funds for the mandated program will specify the fiscal years for which costs are eligible for reimbursement.

Annual reimbursement claims must be filed by February 15 following the fiscal year in which costs were incurred for the program. A reimbursement claim must detail the costs actually incurred in the prior fiscal year.

An actual claim for 2006-07 fiscal year, may be filed by February 15, 2008 without a late penalty. Claims filed after the deadline will be reduced by a late penalty of 10%, not to exceed \$10,000. However, initial reimbursement claims will be reduced by a late penalty of 10% with no limitation. In order for a claim to be considered properly filed, it must include any specific supporting documentation requested in the instructions. Claims filed more than one year after the deadline or without the requested supporting documentation will not be accepted.

B. Estimated Claim

An estimated claim is defined in GC Section 17522 as any claim filed with the SCO, during the fiscal year in which the mandated costs are to be incurred by the CCD, against an appropriation made to the SCO for the purpose of paying those costs.

An estimated claim may be filed in conjunction with an initial reimbursement claim, annual reimbursement claim, or at other times for estimated costs to be incurred during the current fiscal year. Annual estimated claims are due February 15 of the fiscal year in which the costs are to be incurred. Initial estimated claims are due on the date specified in the claiming instructions. Timely filed estimated claims are paid before those filed after the deadline.

After receiving payment for an estimated claim, the claimant must file a reimbursement claim by February 15 following the fiscal year in which costs were incurred. If the claimant fails to file a reimbursement claim, monies received for the estimated claims must be returned to the State.

C. Entitlement Claim

An entitlement claim is defined in GC Section 17522 as any claim filed by a CCD with the SCO for the sole purpose of establishing or adjusting a base year entitlement for a mandated program that has been included in SMAS. An entitlement claim should not contain nonrecurring or initial start-up costs. There is no statutory deadline for the filing of entitlement claims. However, entitlement claims and supporting documents should be filed by February 15, following the third fiscal year used to develop the entitlement claim, to permit an orderly processing of claims. When the claims are approved and a base year entitlement amount is determined, the claimant will receive an apportionment reflective of the program's current year costs.

Once a mandate has been included in SMAS and the claimant has established a base year entitlement, the claimant will receive automatic payments from the SCO for the mandate. The automatic apportionment is determined by adjusting the claimant's base year entitlement for changes in the implicit price deflator of costs of goods and services to governmental agencies, as determined by the State Department of Finance. For programs approved by the COSM for inclusion in SMAS on or after January 1, 1988, the payment for each year succeeding the three

year base period is adjusted according to any changes by both the deflator and average daily attendance. Annual apportionments for programs included in the system are paid on or before November 30 of each year.

A base year entitlement is determined by computing an average of the claimant's costs for any three consecutive years after the program has been approved for the SMAS process. The amount is first adjusted according to any changes in the deflator. The deflator is applied separately to each year's costs for the three years, which comprise the base year. The SCO will perform this computation for each claimant who has filed claims for three consecutive years. If a claimant has incurred costs for three consecutive years but has not filed a claim in each of those years, the claimant may file an entitlement claim, form FAM-43, to establish a base year entitlement. The form FAM-43 is included in the claiming instructions for SMAS programs. An entitlement claim does not result in the claimant being reimbursed for the costs incurred, but rather entitles the claimant to receive automatic payments from SMAS.

3. Minimum Claim Amount

For initial claims and annual claims filed on or after September 30 2002, if the total costs for a given year do not exceed \$1,000, no reimbursement shall be allowed except as otherwise allowed by GC Section 17564.

4. Filing Deadline for Claims

Initial reimbursement claims (first-time claims) for reimbursement of costs of a previously unfunded mandated program must be filed within 120 days from the date of issuance of the program's claiming instructions by the SCO. If the initial reimbursement claim is filed after the deadline, but within one year of the deadline, the approved claim must be reduced by a 10% penalty. A claim filed more than one year after the deadline cannot be accepted for reimbursement.

Annual reimbursement claims for costs incurred during the previous fiscal year and estimated claims for costs to be incurred during the current fiscal year must be filed with the SCO and postmarked on or before February 15. If the annual or estimated reimbursement claim is filed after the deadline, but within one year of the deadline, the approved claim must be reduced by a 10% late penalty, not to exceed \$10,000. Claims must include supporting data to show how the amount claimed was derived. Without this information, the claim cannot be accepted.

Entitlement claims do not have a filing deadline. However, entitlement claims and supporting documents should be filed by February 15 to permit an orderly processing of claims. Entitlement claims are used to establish a base year entitlement amount for calculating automatic annual payments. Entitlement does not result in the claimant being reimbursed for costs incurred, but rather entitles the claimant to receive automatic payments from SMAS.

5. Payment of Claims

In order for the SCO to authorize payment of a claim, the Certification of Claim, form FAM-27, must be properly filled out, signed, and dated by the entity's authorized officer.

Reimbursement and estimated claims are paid within 60 days of the filing deadline for the claim, or 15 days after the date the appropriation for the claim is effective, whichever is later. A claimant is entitled to receive accrued interest at the pooled money investment account rate if the payment was made more than 60 days after the claim filing deadline or the actual date of claim receipt, whichever is later. For an initial claim, interest begins to accrue when the payment is made more than 365 days after the adoption of the program's statewide cost estimate. The SCO may withhold up to 20 percent of the amount of an initial claim until the claim is audited to verify the actual amount of the mandated costs. The 20 percent withheld is not subject to accrued interest.

Pursuant to GC section 17561 (d), the Controller shall pay any eligible claim by August 15 or 45 days after the date the appropriation for the claim is effective, whichever is later. In the event the amount appropriated by the Legislature is insufficient to pay the approved amount in full for a program, claimants will receive a prorated payment in proportion to the amount of approved claims timely filed and on hand at the time of proration.

The SCO reports the amounts of insufficient appropriations to the State Department of Finance, the Chairperson of the Joint Legislative Budget Committee, and the Chairperson of the respective committee in each house of the Legislature, which consider appropriations in order to assure appropriation of these funds in the Budget Act. If these funds cannot be appropriated on a timely basis in the Budget Act, this information is transmitted to the COSM which will include these amounts in its report to assure that an appropriation sufficient to pay the claims is included in the next local government claims bill or other appropriation bills. When the supplementary funds are made available, the balance of the claims will be paid.

Unless specified in the statutes, regulations, or P's & G's, the determination of allowable and unallowable costs for mandates is based on the P's & G's adopted by the COSM. The determination of allowable reimbursable mandated costs for unfunded mandates is made by the COSM. The SCO determines allowable reimbursable costs, subject to amendment by the COSM, for mandates funded by special legislation. Unless specified, allowable costs are those direct and indirect costs, less applicable credits, considered to be eligible for reimbursement. In order for costs to be allowable and thus eligible for reimbursement, the costs must meet the following general criteria:

- 1. The cost is necessary and reasonable for proper and efficient administration of the mandate and not a general expense required to carry out the overall responsibilities of government.
- 2. The cost is allocable to a particular cost objective identified in the P's & G's.
- 3. The cost is net of any applicable credits that offset or reduce expenses of items allocable to the mandate.

The SCO has identified certain costs that should not be claimed as direct program costs unless specified as reimbursable under the program's P's & G's. These costs include, but are not limited to, subscriptions, depreciation, memberships, conferences, workshops general education, and travel costs.

6. State Mandates Apportionment System (SMAS)

Chapter 1534, Statutes of 1985, established SMAS, a method of paying certain mandated programs as apportionments. This method is utilized whenever a program has been approved for inclusion in SMAS by the COSM.

When a mandated program has been included in SMAS, the SCO will determine a base year entitlement amount for each CCD that has submitted reimbursement claims (or entitlement claims) for three consecutive fiscal years. A base year entitlement amount is determined by averaging the approved reimbursement claims (or entitlement claims) for 1982-83, 1983-84, and 1984-85 years or any three consecutive fiscal years thereafter. The amounts are first adjusted by any change in the Implicit Price Deflator (IPD), which is applied separately to each year's costs for the three years that comprise the base period. The base period means the three fiscal years immediately succeeding the COSM's approval.

Each CCD with an established base year entitlement for the program will receive automatic annual payments from the SCO reflective of the program's current year costs. The amount of apportionment is adjusted annually for any change in the IPD. If the mandated program was included in SMAS after January 1, 1988, the annual apportionment is adjusted for any change in both the IPD and average daily attendance.

In the event a CCD has incurred costs for three consecutive fiscal years but did not file a

reimbursement claim in one or more of those fiscal years, the CCD may file an entitlement claim for each of those missed years to establish a base year entitlement. An "entitlement claim" means any claim filed by CCD with the SCO for the sole purpose of establishing a base year entitlement. A base year entitlement shall not include any nonrecurring or initial start-up costs.

Initial apportionments are made on an individual program basis. After the initial year, all apportionments are made by November 30. The amount to be apportioned is the base year entitlement adjusted by annual changes in the IPD for the cost of goods and services to governmental agencies as determined by the State Department of Finance.

In the event the CCD determines that the amount of apportionment does not accurately reflect costs incurred to comply with a mandate, the process of adjusting an established base year entitlement upon which the apportionment is based is set forth in GC Section 17615.8 and requires the approval of the COSM.

7. Direct Costs

A direct cost is a cost that can be identified specifically with a particular program or activity. Each claimed reimbursable cost must be supported by documentation as described in Section 12. Costs that are typically classified as direct costs are:

(1) Employee Wages, Salaries, and Fringe Benefits

For each of the mandated activities performed, the claimant must list the names of the employees who worked on the mandate, their job classification, hours worked on the mandate, and rate of pay. The claimant may, in-lieu of reporting actual compensation and fringe benefits, use a productive hourly rate:

(a) Productive Hourly Rate Options

A CCD may use one of the following methods to compute productive hourly rates:

- Actual annual productive hours for each employee
- The weighted-average annual productive hours for each job title, or
- 1,800* annual productive hours for all employees

If actual annual productive hours or weighted-average annual productive hours for each job title is chosen, the claim must include a computation of how these hours were computed.

- * 1,800 annual productive hours excludes the following employee time:
- o Paid holidays
- o Vacation earned
- o Sick leave taken
- o Informal time off
- Jury duty
- o Military leave taken.

(b) Compute a Productive Hourly Rate

Compute a productive hourly rate for salaried employees to include actual fringe benefit
costs. The methodology for converting a salary to a productive hourly rate is to
compute the employee's annual salary and fringe benefits and divide by the annual
productive hours.

Table 1: Productive Hourly Rate, Annual Salary + Benefits Method

Formula: Description:

[(EAS + Benefits) ÷ APH] = PHR EAS = Employee's Annual Salary

APH = Annual Productive Hours

[(\$26,000 + \$8,099)] ÷ 1,800 hrs = 18.94 PHR = Productive Hourly Rate

- As illustrated in Table 1, if you assume an employee's compensation was \$26,000 and \$8,099 for annual salary and fringe benefits, respectively, using the "Salary + Benefits Method," the productive hourly rate would be \$18.94. To convert a biweekly salary to EAS, multiply the biweekly salary by 26. To convert a monthly salary to EAS, multiply the monthly salary by 12. Use the same methodology to convert other salary periods.
- A claimant may also compute the productive hourly rate by using the "Percent of Salary Method."

Table 2: Productive Hourly Rate, Percent of Salary Method

Example:		
Step 1: Fringe Benefits as a Percent of Salary		Step 2: Productive Hourly Rate
Retirement	15.00 %	Formula:
Social Security & Medicare	7.65	[(EAS x (1 + FBR)) ÷ APH] = PHR
Health & Dental Insurance	5.25	
Workers Compensation	3.25	[(\$26,000 x (1.3115)) ÷ 1,800] = \$18.94
Total 31.15 %		·
Description:		
EAS = Employee's Annual Salary		APH = Annual Productive Hours
FBR = Fringe Benefit Rate		PHR = Productive Hourly Rate

• As illustrated in Table 3, both methods produce the same productive hourly rate.

Reimbursement for personnel services includes, but is not limited to, compensation paid for salaries, wages and employee fringe benefits. Employee fringe benefits include employer's contributions for social security, pension plans, insurance, workmen's compensation insurance and similar payments. These benefits are eligible for reimbursement as long as they are distributed equitably to all activities. Whether these costs are allowable is based on the following presumptions:

- The amount of compensation is reasonable for the service rendered.
- The compensation paid and benefits received are appropriately authorized by the governing board.
- Amounts charged for personnel services are based on payroll documents that are supported by time and attendance or equivalent records for individual employees.

 The methods used to distribute personnel services should produce an equitable distribution of direct and indirect allowable costs.

For each of the employees included in the claim, the claimant must use reasonable rates and hours in computing the wage cost. If a person of a higher-level job position, perform an activity which normally would be performed by a lower-level position, reimbursement for time spent is allowable at the average salary range for the lower-level position. The salary rate of the person at a higher-level position may be claimed if it can be shown that it was more cost effective in comparison to the performance by a person at the lower-level position under normal circumstances and conditions. The number of hours charged to an activity should reflect the time expected to complete the activity under normal circumstances and conditions. The numbers of hours in excess of normal expected hours are not reimbursable.

(c) Calculating an Average Productive Hourly Rate

In those instances where the parameters and guidelines allow a unit as a basis of claiming costs, the direct labor component of the unit cost should be expressed as an average productive hourly rate and can be determined as follows:

			·
	<u>Time</u> Spent	Productive Hourly Rate	Total Cost by Employee
Employee A	1.25 hrs	\$6.00	\$7.50
Employee B	0.75 hrs	4.50	3.38
Employee C	3.50 hrs	10.00	35.00
Total	5.50 hrs		\$45.88
Average Product	ive Hourly Rate is	\$45.88/5.50 hrs. = \$8.34	

Table 3: Calculating an Average Productive Hourly Rate

(d) Employer's Fringe Benefits Contribution

A CCD has the option of claiming actual employer's fringe benefit contributions or may compute an average fringe benefit cost for the employee's job classification and claim it as a percentage of direct labor. The same time base should be used for both salary and fringe benefits when computing a percentage. For example, if health and dental insurance payments are made annually, use an annual salary. After the percentage of salary for each fringe benefit is computed, total them.

For example:

Employer's Contribution	% of Salary
Retirement	15.00%
Social Security	7.65%
Health and Dental	5.25%
Insurance	3.2370
Worker's Compensation	0.75%
Total	28.65%

(e) Materials and Supplies

Only actual expenses can be claimed for materials and supplies, which were acquired and consumed specifically for the purpose of a mandated program. The claimant must list the materials and supplies that were used to perform the mandated activity, the number of units consumed, the cost per unit, and the total dollar amount claimed. Materials and supplies purchased to perform a particular mandated activity are expected to be reasonable in quality, quantity, and cost. Purchases in excess of reasonable quality, quantity, and cost are not reimbursable. Materials and supplies withdrawn from inventory and charged to the mandated activity must be based on a recognized method of pricing, consistently applied. Purchases shall be claimed at the actual price after deducting discounts, rebates and allowances received by the CCD.

(f) Calculating a Unit Cost for Materials and Supplies

In those instances where the P's & G's suggest that a unit cost be developed for use as a basis of claiming costs mandated by the State, the materials and supplies component of the unit cost should be expressed as a unit cost of materials and supplies as shown in Table 1 or Table 2:

Table 1: Calculating A Unit Cost for Materials and Supplies

Supplies	Cost Per Unit	Amount of Supplies Used <u>Per Activity</u>	Unit Cost of Supplies Per Activity
Paper	0.02	4	\$0.08
Files	0.10	1	0.10
Envelopes	0.03	2	0.06
Photocopies	0.10	4	0.40
			<u>\$0.64</u>

Table 2: Calculating a Unit Cost for Materials and Supplies

Supplies	Supplies <u>Used</u>	Unit Cost of Supplies Per Activity
Paper (\$10.00 for 500 sheet ream)	250 Sheets	\$5.00
Files (\$2.50 for box of 25)	10 Folders	1.00
Envelopes (\$3.00 for box of 100)	50 Envelopes	1.50
Photocopies (\$0.05 per copy)	40 Copies	2.00
		\$9.50

If the number of reimbursable instances is 25, then the unit cost of supplies is \$0.38 per reimbursable instance (\$9.50/25).

(g) Contract Services

The cost of contract services is allowable if the CCD lacks the staff resources or necessary expertise, or it is economically feasible to hire a contractor to perform the mandated activity. The claimant must give the name of the contractor, explain the

reason for having to hire a contractor, describe the mandated activities performed, give the dates when the activities were performed, the number of hours spent performing the mandate, the hourly billing rate, and the total cost. The hourly billing rate shall not exceed the rate specified in the P's & G's for the mandated program. The contractor's invoice, or statement, which includes an itemized list of costs for activities performed, must accompany the claim.

(h) Equipment Rental Costs

Equipment purchases and leases (with an option to purchase) are not reimbursable as a direct cost unless specifically allowed by the P's & G's for the particular mandate. Equipment rentals used solely for the mandate is reimbursable to the extent such costs do not exceed the retail purchase price of the equipment plus a finance charge. The claimant must explain the purpose and use for the equipment, the time period for which the equipment was rented and the total cost of the rental. If the equipment is used for purposes other than reimbursable activities, only the pro rata portion of the rental costs can be claimed.

(i) Capital Outlay

Capital outlays for land, buildings, equipment, furniture and fixtures may be claimed if the P's & G's specify them as allowable. If they are allowable, the parameters and guidelines for the program will specify a basis for the reimbursement. If the fixed asset or equipment is also used for purposes other than reimbursable activities for a specific mandate, only the pro rata portion of the purchase price used to implement the reimbursable activities can be claimed.

(j) Travel Expenses

Travel expenses are normally reimbursable in accordance with travel rules and regulations of the local jurisdiction. For some programs, however, the P's & G's may specify certain limitations on expenses, or that expenses can only be reimbursed in accordance with the State Board of Control travel standards. When claiming travel expenses, the claimant must explain the purpose of the trip, identify the name and address of the persons incurring the expense, the date and time of departure and return for the trip, description of each expense claimed, the cost of transportation, number of private auto miles traveled, and the cost of tolls and parking with receipts required for charges over \$10.00.

(k) Documentation

It is the responsibility of the claimant to make available to the SCO, upon request, documentation in the form of general and subsidiary ledgers, purchase orders, invoices, contracts, canceled warrants, equipment usage records, land deeds, receipts, employee time sheets, agency travel guidelines, inventory records, and other relevant documents to support claimed costs. The type of documentation necessary for each claim may differ with the type of mandate.

8. Indirect Costs

Indirect costs are: (a) Incurred for a common or joint purpose benefiting more than one cost objective, and (b) not readily assignable to the cost objectives specifically benefited without effort disproportionate to the results achieved. Indirect costs can originate in the department performing the mandate or in departments that supply the department performing the mandate with goods, services and facilities. To be allowable, a cost must be allocable to a particular cost objective. Indirect costs must be distributed to benefiting cost objectives on bases which produce an equitable result related to the benefits derived by the mandate.

A CCD may claim indirect costs using the Controller's methodology (FAM-29C) outlined in the following paragraphs. If specifically allowed by a mandated program's P's & G's, a district may alternately choose to claim indirect costs using either (1) a federally approved rate prepared in accordance with Office of Management and Budget (OMB) Circular A-21, Cost Principles for Educational Institutions; or (2) a flat 7% rate.

The SCO developed FAM-29C to be consistent with OMB Circular A-21, cost accounting principles as they apply to mandated cost programs. The objective is to determine an equitable rate to allocate administrative support to personnel who performed the mandated cost activities. The FAM-29C methodology uses a direct cost base comprised of salary and benefit costs and operating expenses. Form FAM-29C provides a consistent indirect cost rate methodology for all CCD's mandated cost programs.

FAM-29C uses total expenditures that districts report in their *California Community Colleges Annual Financial and Budget Report* (CCFS-311), Expenditures by Activity for the General Fund – Combined. The computation excludes Capital Outlay and Other Outgo in accordance with OMB Circular A-21. The indirect cost rate computation includes any depreciation or use allowance applicable to district buildings and equipment. Districts calculate depreciation or use allowance costs separately from the CCFS-311 report and should calculate them in accordance with OMB Circular A-21.

OMB Circular A-21, Section C.4, states that cost is allocable to a particular cost objective in accordance with the relative benefits received. Also, Section E.2.b. states that the overall objective of the cost allocation process is to distribute indirect costs to the institution's major functions in proportions reasonably consistent with their use of the institution's resources. In addition, Section E.2.c. notes that where certain items or categories of expense relate to less than all functions, such expenses should be set aside for selective allocation.

OMB Circular A-21, Section H, describes a simplified method for indirect cost rate calculations. However, Section H.1.b. states that the simplified method should not be used where it produces results that appear inequitable. As previously noted, FAM-29C strives to equitably allocate administrative support costs to personnel that perform mandated cost activities claimed by CCD. For example, library costs and department administration expenses, normally classified fully or partly as indirect costs in OMB Circular A-21, are instead classified as direct costs for FAM-29C. These costs do not benefit mandated cost activities. In summary, FAM-29C indirect costs include Operation and Maintenance of Plant; Planning, Policy Making, and Coordination; General Institutional Support Services (excluding Community Relations); and depreciation or use allowance. Community Relations includes fundraising costs, which are unallowable under OMB Circular A-21. If the district claims any costs from these indirect accounts as a direct mandate-related costs, the same costs should be reclassified as direct on FAM-29C.

Table 4 presents an example of the FAM-29C methodology.

Table 4: Indirect Cost Rate for Community Colleges

	NDATED (1	ORM
INDIRECT COST RATE FO	R COMMU	JNITY COLLEGE I				M 29-C
(1) Claimant	(02) Period of Claim					
			Less: Capital	FAM 29-C		
		Total Costs	Outlay and	Adjusted		
Activity	EDP	Per CCFS-311	Other Outgo	Total	Indirect	Direct
Instructional Activities	599	. ,		\$ 51,561,504		\$ 51,561,504
Instruct. Admin. & Instruct. Governance	6000	6,882,034	(216,518)	6,665,516		6,665,516
Instructional Support Services	6100	4,155,095	(9,348)	4,145,747		4,145,747
Admissions and Records	6200	2,104,543	(3,824)	2,100,719		2,100,719
Student Counseling and Guidance	6300	4,570,658	(1,605)	4,569,053		4,569,053
Other Student Services	6400	5,426,510	(41,046)	5,385,464	Problem Comments	5,385,464
Operation and Maintenance of Plant	6500	8,528,585	(111,743)	8,416,842	8,416,842	
Planning, Policy Making, and Coordination	6600	5,015,333	(23,660)	4,991,673	4,991,673	1960 and 196
General Institutional Support Services	6700		The second second	-		
Community Relations	6710	885,089	(6,091)	878,998		878,998
Fiscal Operations	6720	1,891,424	(40,854)	1,850,570	1,850,570	
Human Resources Management	6730	1,378,288	(25,899)	1,352,389	1,352,389	era ya sharakaya biran Sanakaya Tanbara
Non-instructional Staff Retirees' Benefits and				-	-	2017 A 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Retirement Incentives	6740	1,011,060		1,011,060	1,011,060	
Staff Development	6750	108,655	(8,782)	99,873	99,873	
Staff Diversity	6760	30,125		30,125	30,125	and the second
Logistical Services	6770	2,790,091	(244,746)	2,545,345	2,545,345	
Management Information Systems	6780	2,595,214	(496,861)	2,098,353	2,098,353	
Other General Institutional Support Services	6790	33,155	(4,435)	28,720	28,720	
Community Services and Economic Development	6800	340,014		340,014		340,014
Anciliary Services	6900	1,148,730	(296)	1,148,434	a the sitting of the site	1,148,434
Auxiliary Operations	7000		, ,	_	101111	<u>-</u>
Depreciation or Use Allowance - Building		a parties	Company (Company)	-	2,620,741	
Depreciation or Use Allowance - Equipment		Appear to the confidence of		-	1,706,396	
Γotals	-	\$100,687,011	\$ (1,466,612)	\$ 99,220,399	\$26,752,087	\$ 76,795,449
					(A)	(B)
ndirect Cost Rate (A)/(B)					34.84%	_

9. Time Study Guidelines

Background

For costs incurred on or after January 1, 2005, a reasonable reimbursement methodology can be used as a formula for reimbursing CCD costs mandated by the state that meets certain conditions specified in GC Section 17518.5(a). For costs incurred prior to January 1, 2005, a time study can only be substituted for continuous records of actual time spent for a specific fiscal year if the program's P's & G's allows for the use of time studies.

Two methods are acceptable for documenting employee time charged to mandated cost programs: Actual Time Reporting and Time Study, which are described below. Application of time study results is restricted. As explained in Time Study Results below, the results may be projected forward a maximum of two years provided the claimant meets certain criteria.

Actual Time Reporting

The P's & G's define reimbursable activities for each mandated cost program. Some P's & G's refer to reimbursable activities as reimbursable components. When employees work on multiple activities and/or programs, a distribution of their salaries or wages must be supported by personnel activity reports or equivalent documentation that meets the following standards which clarify documentation requirements discussed under the Reimbursable Activities section of recent P's & G's:

- They must reflect an after-the-fact (contemporaneous) distribution of the actual activity of each employee;
- They must account for the total activity for which each employee is compensated;
- · They must be prepared at least monthly and must coincide with one or more pay periods; and
- They must be signed by the employee.

Budget estimates or other distribution percentages determined before services are performed do not qualify as support for time distribution.

Time Study

In certain cases, a time study may be used to substitute for continuous records of actual time spent on multiple activities and/or programs. An effective time study requires that an activity be a task that is repetitive in nature. Activities that require a varying level of effort are not appropriate for time studies.

Time Study Plan

A time study plan is necessary before conducting the time study. The claimant must retain the time study plan for audit purposes. The plan needs to identify the following:

- Time period(s) to be studied: The plan must show that all time periods selected are representative of the fiscal year, and that the results can be reasonably projected to approximate actual costs.
- Activities and/or programs to be studied: For each mandated program included, the time study
 must separately identify each reimbursable activity defined in the mandated program's
 P's & G's, which are derived from the program's Statement of Decision. If a reimbursable
 activity in the P's & G's identifies separate and distinct sub-activities, they must also be treated
 as individual activities.

For example, sub-activities (a), (b), and (c) under reimbursable activity (B)(1) of the local agency's Domestic Violence Treatment Services: Authorization and Case Management program relate to information to be discussed during victim notification by the probation department and therefore are not separate and distinct activities. These sub-activities do not have to be separately studied.

- Process used to accomplish each reimbursable activity: Use flowcharts or similar analytical tools and/or written desk procedures to describe the process for each activity.
- Employee universe: The employee universe used in the time study must include all positions whose salaries and wages are to be allocated by means of the time study.
- Employee sample selection methodology: The plan must show that employees selected are
 representative of the employee universe, and the results can be reasonably projected to
 approximate actual costs. In addition, the employee sample size should be proportional to the
 variation in time spent to perform a task. The sample size should be larger for tasks with
 significant time variations.
- Time increments to be recorded: The time increments used should be sufficient to recognize
 the number of different activities performed and the dynamics of these responsibilities. Very
 large increments (such as one hour or more) might be used for employees performing only a
 few functions that change very slowly over time. Very small increments (a number of minutes)
 may be needed for employees performing more short-term tasks.

Random moment sampling is not an acceptable alternative to continuous time records for mandated cost claims. Random moment sampling techniques are most applicable in situations where employees perform many different types of activities on a variety of programs with small time increments throughout the fiscal year.

Time Study Documentation

Time studies must:

- Be supported by time records that are completed contemporaneously;
- Report activity on a daily basis;
- Be sufficiently detailed to reflect all mandated activities and/or programs performed during a specific time period; and
- · Coincide with one or more pay periods.

Time records must be signed by the employee (electronic signatures are acceptable) and be supported by corroborating evidence which validates that the work was actually performed. As with actual time reporting, budget estimates or other distribution percentages determined before services are performed do not qualify as valid time studies.

Time Study Results

Time study results must be summarized to show how the time study supports the costs claimed for each activity. Any variations from the procedures identified in the original time study plan must be documented and explained.

Current-year costs must be used to prepare a time study. Claimants may project time study results to no more than two subsequent fiscal years. A claimant may not apply time study results retroactively.

 Annual Reimbursement Claims: Claimants may use time studies to support costs incurred on or after January 1, 2005. Claimants may not use time studies for the period July 1, 2004, through December 31, 2004, unless (1) the program's P's & G's specifically allow time studies, and (2) the time study is prepared based on mandated activity occurring between July 1, 2004, and December 31, 2004.

Initial Claims: When filing an initial claim for new mandated programs, claimants may only use
time study results for costs incurred on or after January 1, 2005. Claimants may not use time
studies to support costs incurred before January 1, 2005, unless (1) the program's P's & G's
specifically allow time studies, and (2) the claimant prepares separate time studies for each
fiscal year preceding January 1, 2005, based on mandated activity occurring during those
years.

When projecting time study results, the claimant must certify that there have been no significant changes between years in either: (1) the requirements of each mandated program activity or (2) the processes and procedures used to accomplish the activity. For all years, the claimant must maintain corroborating evidence that validates the mandated activity was actually performed. Time study results used to support subsequent years' claims are subject to the recordkeeping requirements for those claims.

10. Offset Against State Mandated Claims

As noted previously, allowable costs are defined as those direct and indirect costs, less applicable credits, considered to be eligible for reimbursement. When all or part of the costs of a mandated program are specifically reimbursable from local assistance revenue sources (e.g., state, federal, foundation, etc.), only that portion of any increased costs payable from CCD funds is eligible for reimbursement under the provisions of GC Section 17561.

Example 1:

As illustrated in Table 5, this example shows how the "Offset Against State Mandated Claims" is determined for a CCD receiving block grant revenues not based on a formula allocation. Program costs for each situation equals \$100,000.

	,					
	Program Costs	Actual Local Assistance Revenues	State Mandated Costs	Offset Against State Mandated Claims	Claimable Mandated Costs	
1.	\$100,000	\$95,000	\$2,500	\$-0-	\$2,500	
2.	100,000	97,000	2,500	-0-	2,500	
3.	100,000	98,000	2,500	500	2,000	
4.	100,000	100,000	2,500	2,500	-0-	
5.	100,000 *	50,000	2,500	1,250	1,250	
6.	100,000 *	49,000	2,500	250	2,250	

Table 5: Offset Against State Mandates, Example 1

Numbers (1) through (4), in Table 5, show intended funding at 100% from local assistance revenue sources. Numbers (5) and (6) show cost sharing on a 50/50 basis with the district. In numbers (1) through (6), included in the program costs of \$100,000 are state mandated costs of \$2,500. The offset against state mandated claims are the amount of actual local assistance revenues, which exceeds the difference between program costs and state mandated costs. This offset cannot exceed the amount of state mandated costs.

^{*} CCD share is \$50,000 of the program cost.

- In (1), local assistance revenues were less than expected. Local assistance funding was not in excess of the difference between program costs and state mandated costs. As a result, the offset against state mandated claims is zero and \$2,500 is claimable as mandated costs.
- In (4), local assistance revenues were fully realized to cover the entire cost of the program, including the state mandate activity; therefore, the offset against state mandated claims is \$2,500, and claimable costs are \$0.
- In (5), the district is sharing 50% of the project cost. Since local assistance revenues of \$50,000 were fully realized, the offset against state mandated claims is \$1,250.
- In (6), local assistance revenues were less than the amount expended and the offset against state mandated claims is \$250. Therefore, the claimable mandated costs are \$2,250.

Example 2:

As illustrated in Table 6, this example shows how the offset against state mandated claims is determined for a CCD receiving special project funds based on approved actual costs. Local assistance revenues for special projects must be applied proportionately to approve costs.

Table 6: Offset Against State Mandates, Example 2

	Program Costs	Actual Local Assistance Revenues	State Mandated Costs	Offset Against State Mandated Claims	Claimable Mandated Costs
1.	\$100,000	\$100,000	\$2,500	\$2,500	\$-0-
2.	100,000 **	75,000	2,500	1,875	625
3.	100,000 **	45,000	1,500	1,125	375

^{**} CCD share is \$25,000 of the program cost.

In (2), the entire program cost was approved. Since the local assistance revenue source covers 75% of the program cost, it also proportionately covered 75% of the \$2,500 state mandated costs, or \$1,875.

If in (3) local assistance revenues are less than the amount expected because only \$60,000 of the \$100,000 program costs were determined to be valid by the contracting agency, then a proportionate share of state mandated costs is likewise reduced to \$1,500. The offset against state mandated claims is \$1,125. Therefore, the claimable mandated costs are \$375.

Federal and State Funding Sources

State school fund apportionments and federal aid for education, which are based on average daily attendance and are part of the general system of financing public schools as well as block grants which do not provide for specific reimbursement of costs (i.e., allocation formulas not tied to expenditures), should not be included as reimbursements from local assistance revenue sources.

Governing Authority

The costs of salaries and expenses of the governing authority, such as the school superintendent and governing board, are not reimbursable. These are costs of general government as described in the Office of Management and Budget Circular (OMB) 2 CFR Part 225.

11. Notice of Claim Adjustment

All claims submitted to the SCO are reviewed to determine if the claim was prepared in accordance with the claiming instructions. If any adjustments are made to a claim, the claimant will receive a "Notice of Claim Adjustments" detailing adjustments made by the SCO.

12. Audit of Costs

All claims submitted to the State Controller's Office (SCO) are reviewed to determine if costs are related to the mandate, are reasonable and not excessive, and the claim was prepared in accordance with the SCO's claiming instructions and the P's & G's adopted by the COSM. If any adjustments are made to a claim, a "Notice of Claim Adjustment" specifying the claim component adjusted, the amount adjusted, and the reason for the adjustment will be mailed within 30 days after payment of the claim.

Pursuant to GC Section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by CCD pursuant to this chapter is subject to the initiation of an audit by the Controller no later than three years after the date that the actual reimbursement claim was filed or last amended, whichever is later. However, if no funds were appropriated or no payment was made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim. In any case, an audit shall be completed no later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities must be retained during the period subject to audit. If an audit has been initiated by the Controller during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings.

On-site audits will be conducted by the SCO as deemed necessary. Accordingly, all documentation to support actual costs claimed must be retained for a period of three years after the end of the calendar year in which the reimbursement claim was filed or amended regardless of the year of costs incurred. When no funds are appropriated for initial claims at the time the claim is filed, supporting documents must be retained for three years from the date of initial payment of the claim. Claim documentation shall be made available to the SCO on request.

13. Source Documents

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, and receipts.

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Declarations must include a certification or declaration stating, "I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct based upon personal knowledge." Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

For costs incurred on or after January 1, 2005, a reasonable reimbursement methodology can be used as a formula for reimbursing a CCD mandated by the state that meets certain conditions specified in 17518.5(a). For costs incurred prior to January 1, 2005, time study can substitute for continuous records of actual time spent for a specific fiscal year only if the program's P's & G's allow for the use of time studies.

14. Claim Forms and Instructions

A claimant may submit a computer generated report in substitution for Form-1 and Form-2, provided the format of the report and data fields contained within the report are identical to the claim forms included with these instructions. The claim forms provided with these instructions should be duplicated and used by the claimant to file an estimated or reimbursement claim. The SCO will revise the manual and claim forms as necessary.

A. Form-2, Component/Activity Cost Detail

This form is used to segregate the detail costs by claim component. In some mandates, specific reimbursable activities have been identified for each component. The expenses reported on this form must be supported by the official financial records of the claimant and copies of supporting documentation, as specified in the claiming instructions, must be submitted with the claims. All supporting documents must be retained for a period of not less than three years after the reimbursement claim was filed or last amended.

B. Form-1, Claim Summary

This form is used to summarize direct costs by component and compute allowable indirect costs for the mandate. The direct costs summarized on this form are derived from Form-2 and are carried forward to form FAM-27.

A CCD has the option of using a federally approved rate (i.e., utilizing the cost accounting principles from the Office of Management and Budget (OMB) 2, CFR Part 225) or from form FAM-29C.

C. Form FAM-27, Claim for Payment

This form contains a certification that must be signed by an authorized officer of the CCD. All applicable information from Form-1 must be carried forward onto this form in order for the SCO to process the claim for payment. An original and one copy of the FAM-27 are required.

Claims should be rounded to the nearest dollar. Submit a signed original and one copy of form FAM-27, Claim for Payment, and all other forms and supporting documents (To expedite the payment process, please sign the form FAM-27 with blue ink, and attach a copy of the form FAM-27 to the top of the claim package.) Use the following mailing addresses:

If delivered by U.S. Postal Service:

If delivered by Other delivery services:

Office of the State Controller Attn: Local Reimbursements Section Division of Accounting and Reporting P.O. Box 942850 Sacramento, CA 94250 Office of the State Controller Attn: Local Reimbursements Section Division of Accounting and Reporting 3301 C Street, Suite 500 Sacramento, CA 95816

15. Retention of Claiming Instructions

For your convenience, the revised claiming instructions in this package have been arranged in alphabetical order by program name. These revisions should be inserted in the School Mandated Cost Manual and the old forms they replace should be removed. The instructions should then be retained permanently for future reference, and the forms should be duplicated to meet your filing requirements. Annually, updated forms and any other information or instructions claimants may need to file claims, as well as instructions and forms for all new programs released throughout the

year will be placed on the SCO's web site at www.sco.ca.gov/ard/local/locreim/index.shtml.

If you have any questions concerning mandated cost reimbursements, please write to us at the address listed for filing claims, or send e-mail to Irsdar@sco.ca.gov, or call the Local Reimbursements Section at (916) 324-5729.

16. Retention of Claim Records and Supporting Documentation

All claims submitted to the SCO are reviewed to determine if costs are related to the mandate, are reasonable and not excessive, and that the claim was prepared in accordance with the SCO's claiming instructions and the COSM's P's and G's. if any adjustments are made to a claim, a "Notice of Claim Adjustments" specifying the claim component adjusted, the amount adjusted, and the reason for the adjustment, will be mailed within 30 days after payment of the claim.

On-site audits will be conducted by the SCO as deemed necessary. Pursuant to GC Section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a school district is subject to audit by the SCO no later than three years after the date the actual reimbursement claim was filed or last amended, whichever is later. However, if no funds were appropriated or no payment was made to a claimant for the program for the fiscal year for which the claim was filed, the time for the SCO to initiate an audit shall commence to run from the date of initial payment of the claim. Therefore, all documentation to support actual costs claimed must be retained for the same period, and shall be made available to the SCO on request.

FILING A CLAIM

1. Introduction

The law in the State of California, (GC Sections 17500 through 17617), provides for the reimbursement of costs incurred by community college districts (CCD) for costs mandated by the State. Costs mandated by the State means any increased costs which a CCD is required to incur after July 1, 1980, as a result of any statute enacted after January 1, 1975, or any executive order implementing such statute which mandates a new program or higher level of service of an existing program.

A reimbursement claim is defined in GC Section 17522 as any claim filed with the State Controller's Office by a CCD for reimbursement of costs incurred for which an appropriation is made for the purpose of paying the claim. An actual claim for the 2007-08 fiscal year, may be filed by February 15, 2009, without a late penalty. If the filing deadline falls on a weekend or holiday, the filing deadline will be the next business day. Since the 15th falls on a weekend in 2009, claims will be accepted without penalty if postmarked or delivered on before February 17th, 2009. Ongoing reimbursement claims filed after the deadline will be reduced by a late penalty of 10%, not to exceed \$10,000. Amended claims filed after the filing deadline will be reduced by 10% of the increased amount not to exceed \$10,000 for the total claim. Initial reimbursement claims filed after the filing deadline will be reduced by a late penalty of 10% with no limitation. Claims filed more than one year after the deadline will not be accepted by the SCO.

In order for a claim to be considered properly filed, it must include documentation to support the indirect cost rate if the indirect cost rate exceeds 7 percent. A more detailed discussion of the indirect cost methods available to community colleges may be found in Section 9 of these instructions. Documentation to support actual costs must be kept on hand by the claimant and made available to the SCO upon request as explained in Section 17 of these instructions.

When a program has been reimbursed for three or more years, the Commission on State Mandates (CSM) may approve the program for inclusion in the State Mandates Apportionment System (SMAS). For programs included in SMAS, the SCO determines the amount of each claimant's entitlement based on an average of three consecutive fiscal years of actual costs adjusted by any changes in the Implicit Price Deflator (IPD). Claimants with an established entitlement receive an annual apportionment adjusted by any changes in the IPD and, under certain circumstances, by any changes in workload. Claimants with an established entitlement do not need to file further claims for the program.

The SCO is authorized to make payments for costs of mandated programs from amounts appropriated by the State Budget Act, by the State Mandates Claims Fund, or by specific legislation. In the event the appropriation is insufficient to pay claims in full, claimants will receive prorated payments in proportion to the dollar amount of approved claims for the program. Balances of prorated payments will be made when supplementary funds become available.

These claiming instructions are issued to help claimants prepare paper, and/or electronic mandated cost claims, for submission to the SCO. These instructions are based upon the State of California statutes, regulations, and parameters and guidelines (P's & G's) adopted by the CSM. Since each mandate is administered separately, it is important to refer to the P's and G's for each program for information relating to established policies and eligible reimbursable costs.

2. Electronic Filing: Local Government e-Claims (LGeC)

LGeC enables claimants and their consultants to securely prepare and submit mandated cost claims via the Internet. LGeC uses a series of data input screens to collect the information needed to prepare a claim and provides a web service so claims can be uploaded in batch files. LGeC also incorporates an attachment feature so claimants can electronically attach supporting documentation if required. The only documentation required to be submitted with the claim is the

support for the indirect cost rate if the indirect cost rate exceeds 10%. A more detailed discussion of the indirect cost methodologies available to community colleges may be found in Section 9 of this manual. All other documentation to support actual costs must be kept on hand by the claimant and made available to the SCO upon request as explained in Section 17 of this manual.

The LGeC system provides an easy and straightforward approach to the claiming process. Filing claims using LGeC eliminates the manual preparation and submission of paper claims by CCDs and the receiving, processing, key entry, verification, and storage of the paper claims by the SCO. LGeC also provides mathematical checks and automated error detection to reduce erroneous and incomplete claims, provides the State with an electronic workflow process, and stores the claims in an electronic format. Making the change from paper claims to electronic claims reduces the manual handling of paper claims and decreases the costs incurred for postage, handling, and storage of claims filed using the LGeC system

In order to use the LGeC system you will need to obtain a user ID and password for each person who will access the LGeC system. To obtain a User ID and password you must file an application with the SCO. The application and instructions are available on the LGeC website located at https://www.sco/ard/local/lgec/index.shtml. Complete the application and other documents as requested and mail them to the SCO using the address provided in the instructions. The SCO will process the application and issue a User ID and password to each applicant.

In addition, you may want to subscribe to an email distribution list to automatically receive timely, comprehensive information regarding mandated cost claim receipts, payments, test claims, guidelines, electronic claims, and other news and updates. You also will receive related audit reports and mandate information disseminated by other state agencies.

You can find more information about LGeC and the email distribution lists at https://www.sco/ard/local/lgec/index.shtml. This website provides access to the LGeC system, an application for User ID's and passwords, an instructional guide, FAQ's and additional help files. Questions about the information on this website may be directed to LRSDAR@sco.ca.gov, or to Angie Lowi Teng at the Division of Accounting and Reporting, Local Reimbursements Section, Local Government e-Claims, (916) 323-0706.

3. Types of Claims

Claimants may file a reimbursement claim for actual mandated costs incurred in the prior fiscal year. An entitlement claim may be filed for the purpose of establishing a base year entitlement amount for mandated programs included in SMAS. A claimant who has established a base year entitlement for a program, would receive an automatic annual payment which is reflective of the current costs for the program.

All claims received by the SCO will be reviewed to verify actual costs. An adjustment of the claim will be made if the amount claimed is determined to be excessive, improper, or unreasonable.

A. Reimbursement Claim

A reimbursement claim is defined in GC Section 17522 as any claim filed with the SCO by a CCD for reimbursement of costs incurred for which an appropriation is made for paying the claim.

Initial reimbursement claims are first-time claims for reimbursement of costs for one or more prior fiscal year(s) of a program that was previously unfunded. Claims are due 120 days from the date of issuance of the claiming instructions for the program by the SCO. The first statute that appropriates funds for the mandated program will specify the fiscal years for which costs are eligible for reimbursement.

Annual ongoing reimbursement claims must be filed by February 15th following the fiscal year in

which costs were incurred for the program. If the filing deadline falls on a weekend or holiday, the filing deadline will be the next business day. Since February 15th falls on a weekend in 2009, claims will be accepted without penalty if postmarked or delivered on before February 17th, 2009.

In order for a claim to be considered properly filed, it must include documentation to support the indirect cost rate if the indirect cost rate exceeds seven percent. A more detailed discussion of the indirect cost methods available to community colleges may be found in Section 9 of this manual.

Documentation to support actual costs must be kept on hand by the claimant and made available to the SCO upon request as explained in Section 17 of this manual.

B. Estimated Claims

Pursuant to AB 8, Chapter 6, Statutes of 2008, the option to file estimated claims has been eliminated. Therefore, estimated claims filed on or after February 17, 2008, will not be accepted for reimbursement.

C. Entitlement Claim

An entitlement claim is defined in GC Section 17522 as any claim filed by a CCD with the SCO for the sole purpose of establishing or adjusting a base year entitlement for a mandated cost program that has been included in SMAS. An entitlement claim should not contain nonrecurring or initial start-up costs. There is no statutory deadline for the filing of entitlement claims. However, entitlement claims should be filed by February 15th, following the third fiscal year used to develop the entitlement claim, to permit an orderly processing of claims. When the claims are approved and a base year entitlement amount is determined, the claimant will receive an apportionment reflective of the program's current year costs.

The automatic apportionment is determined by adjusting the claimant's base year entitlement for changes in the IPD of costs of goods and services to governmental agencies, as determined by the State Department of Finance. For programs approved by the CSM for inclusion in SMAS on or after January 1, 1988, the payment for each year succeeding the three year base period is adjusted according to any changes by both the IPD and average daily attendance (ADA).

The SCO will perform this computation for each claimant who has filed claims for three consecutive years. If a claimant has incurred costs for three consecutive years but has not filed a claim in each of those years, the claimant may file an entitlement claim, form FAM-43, to establish a base year entitlement. The form FAM-43 is included in the claiming instructions for SMAS programs. An entitlement claim does not result in the claimant being reimbursed for the costs incurred, but rather entitles the claimant to receive automatic payments from SMAS. Annual apportionments for programs included in the SMAS system are paid on or before November 30th of each year.

4. Minimum Claim Amount

For initial claims and annual claims filed on or after September 30, 2002, if the total costs for a given year do not exceed \$1,000 no reimbursement shall be allowed except as otherwise allowed by GC Section 17564.

5. Filing Deadline for Claims

Pursuant to GC Section 17561(d) initial reimbursement claims (first time claims) for reimbursement of costs of a previously unfunded mandated program must be filed within 120 days from the date the SCO issues the claiming instructions for the program.

When paying a timely filed claim for initial reimbursement, the Controller shall withhold 20 percent of the amount of the claim until the claim is audited to verify the actual amount of the mandated costs.

Initial reimbursement claims filed after the filing deadline shall be reduced by 10 percent of the amount that would have been allowed had the claim been timely filed. The Controller may withhold payment of any late claim for initial reimbursement until the next deadline for funded claims unless sufficient funds are available to pay the claim after all timely filed claims have been paid. All initial reimbursement claims for all fiscal years required to be filed on their initial filing date for a statemandated local program shall be considered as one claim for the purpose of computing any late claim penalty

In no case may a reimbursement claim be paid if submitted more than one year after the filing deadline specified in the Controller's claiming instructions on funded mandates.

Pursuant to GC Section 17560, annual reimbursement claims (recurring claims) for costs incurred during the previous fiscal year must be filed with the SCO and postmarked on or before February 15th following the fiscal year in which costs were incurred. If the filing deadline falls on a weekend or holiday, the filing deadline will be the next business day. Since February 15th falls on a weekend in 2009, claims will be accepted without penalty if postmarked or delivered on before February 17th, 2009.

If the annual reimbursement claim is filed after the deadline, but within one year of the deadline, the approved claim must be reduced by a 10% late penalty, not to exceed \$10,000. Amended claims filed after the deadline will be reduced by 10% of the increased amount not to exceed \$10,000 for the total claim. Claims filed more than one year after the deadline cannot be accepted for reimbursement.

Entitlement claims do not have a filing deadline. However, entitlement claims should be filed by February 15th to permit orderly processing of the claims.

6. Payment of Claims

In order for the SCO to authorize payment of a claim, the Certification of Claim, form FAM-27, must be properly filled out, signed, and dated by the entity's authorized officer. When using the LGeC system the logon id and password of the authorized officer is used for the signature and is applied by the LGeC system when the claim is submitted. Pursuant to GC 17561(d), reimbursement claims are paid by August 15, or 45 days after the date the appropriation for the claim is effective, whichever is later. In the event the amount appropriated by the Legislature is insufficient to pay the approved amount in full for a program, claimants will receive a prorated payment in proportion to the amount of approved claims timely filed and on hand at the time of proration.

A claimant is entitled to receive accrued interest at the pooled money investment account rate if the payment was made more than 60 days after the claim filing deadline or the actual date of claim receipt, whichever is later. For an initial claim, interest begins to accrue when the payment is made more than 365 days after the adoption of the program's statewide cost estimate. The SCO may withhold up to 20 percent of the amount of an initial claim until the claim is audited to verify the actual amount of the mandated costs.

The SCO reports the amounts of insufficient appropriations to the State Department of Finance, the Chairperson of the Joint Legislative Budget Committee, and the Chairperson of the respective committee in each house of the Legislature, who consider appropriations in order to assure appropriation of these funds in the Budget Act. If these funds cannot be appropriated on a timely basis in the Budget Act, this information is transmitted to the CSM which will include these amounts in its report to assure that an appropriation sufficient to pay the claims is included in the next local government claims bill or other appropriation bills. Any balances remaining on these claims will be paid when supplementary funds are made available.

Unless specified in the statutes, regulations, or P's & G's, the determination of allowable and unallowable costs for mandates is based on the P's & G's adopted by the CSM. The determination of allowable reimbursable mandated costs for unfunded mandates is made by the CSM. The SCO determines allowable reimbursable costs, subject to amendment by the CSM, for mandates funded by special legislation. Allowable costs are those direct and indirect costs, less applicable credits, considered eligible for reimbursement. In order for costs to be allowable and thus eligible for reimbursement, the costs must meet the following general criteria:

- 1. The cost is necessary and reasonable for proper and efficient administration of the mandate and not a general expense required to carry out the overall responsibilities of government.
- 2. The cost is allocable to a particular cost objective identified in the P's & G's.
- The cost is net of any applicable credits that offset or reduce expenses of items allocable to the mandate.

The SCO has identified certain costs that should not be claimed as direct program costs unless specified as reimbursable under the program's P's & G's. These costs include, but are not limited to, subscriptions, depreciation, memberships, conferences, workshops, general education, and travel costs.

7. State Mandates Apportionment System (SMAS)

Chapter 1534, Statutes of 1985, established SMAS, a method of paying certain mandated programs as apportionments. This method is utilized whenever a program has been approved for inclusion in SMAS by the CSM.

When a mandated program has been included in SMAS, the SCO will determine a base year entitlement amount for each CCD that has submitted reimbursement claims (or entitlement claims) for three consecutive fiscal years. A base year entitlement amount is determined by averaging the approved reimbursement claims (or entitlement claims) for 1982-83, 1983-84, and 1984-85 years or any three consecutive fiscal years thereafter. The amounts are first adjusted by any change in the IPD, which is applied separately to each year's costs for the three years that comprise the base period. The base period means the three fiscal years immediately succeeding the CSM's approval.

Each CCD with an established base year entitlement for the program will receive automatic annual payments from the SCO reflective of the program's current year costs. The apportionment amount is adjusted annually for any change in the IPD. If the mandated program was included in SMAS after January 1, 1988, the annual apportionment is adjusted for any change in both the IPD and ADA.

In the event a CCD has incurred costs for three consecutive fiscal years but did not file a reimbursement claim in one or more of those fiscal years, the CCD may file an entitlement claim for each of those missed years to establish a base year entitlement. An "entitlement claim" means any claim filed by a CCD with the SCO for the sole purpose of establishing a base year entitlement. A base year entitlement shall not include any nonrecurring or initial start-up costs.

Initial apportionments are made on an individual program basis. After the initial year, all apportionments are made by November 30th. The amount to be apportioned is the base year entitlement adjusted by annual changes in the IPD for the cost of goods and services to governmental agencies as determined by the State Department of Finance.

In the event the CCD determines that the amount of apportionment does not accurately reflect costs incurred to comply with a mandate, the process of adjusting an established base year entitlement upon which the apportionment is based is set forth in GC Section 17615.8 and requires the approval of the CSM.

8. Direct Costs

A direct cost is a cost that can be identified specifically with a particular program or activity. Documentation to support direct costs must be kept on hand by the claimant and made available to the SCO upon request as explained in Section 17 of these instructions. Costs typically classified as direct costs are:

(1) Employee Wages, Salaries, and Fringe Benefits

For each of the mandated activities performed, the claimant must list the names of the employees who worked on the mandate, their job classification, hours worked on the mandate, and rate of pay. The claimant may use a productive hourly rate in-lieu of reporting actual compensation and fringe benefits:

(a) Productive Hourly Rate Options

A CCD may use one of the following methods to compute productive hourly rates:

- · Actual annual productive hours for each employee
- · The weighted-average annual productive hours for each job title, or
- 1,800* annual productive hours for all employees

If actual annual productive hours or weighted-average annual productive hours for each job title is chosen, the claimant must maintain documentation of how these hours were computed. Documentation to support these costs must be kept on hand by the claimant and made available to the SCO upon request as explained in Section 17 of these instructions.

- * 1,800 annual productive hours excludes the following employee time:
- Paid holidays;
- o Vacation earned;
- Sick leave taken;
- o Informal time off;
- Jury duty;
- o Military leave taken.

(b) Compute a Productive Hourly Rate

Compute a productive hourly rate for salaried employees to include actual fringe benefit
costs. The methodology for converting a salary to a productive hourly rate is to
compute the employee's annual salary and fringe benefits and divide by the annual
productive hours.

Table 1: Productive Hourly Rate, Annual Salary + Benefits Method

Formula:	Description:
[(EAS + Benefits) APH] = PHR	EAS = Employee's Annual Salary
	APH = Annual Productive Hours
[(\$26,000 + \$8,099)] 1,800 hrs = 18.94	PHR = Productive Hourly Rate

As illustrated in Table 1, if you assume an employee's compensation was \$26,000 and \$8,099 for annual salary and fringe benefits, respectively, using the "Salary + Benefits Method," the productive hourly rate would be \$18.94. To convert a biweekly salary to EAS, multiply the biweekly salary by 26. To convert a monthly salary to EAS, multiply the monthly salary by 12. Use the same methodology to convert other salary periods.

A claimant may also compute the productive hourly rate by using the "Percent of Salary Method."

Table 2: Productive Hourly Rate, Percent of Salary Method

		
Example:		
Step 1: Fringe Benefits as a Percent of Salary		Step 2: Productive Hourly Rate
Retirement	15.00 %	Formula:
Social Security & Medicare	7.65	[(EAS x (1 + FBR)) APH] = PHR
Health & Dental Insurance	5.25	
Workers Compensation	3.25	[(\$26,000 x (1.3115)) 1,800] = \$18.94
Total	31.15 %	
Description:		
EAS = Employee's Annual Salary		APH = Annual Productive Hours
FBR = Fringe Benefit Rate		PHR = Productive Hourly Rate

As illustrated in Table 3, both methods produce the same productive hourly rate.

Reimbursement for personnel services includes, but is not limited to, compensation paid for salaries, wages and employee fringe benefits. Employee fringe benefits include employer's contributions for social security, pension plans, insurance, workers compensation insurance and similar payments. These benefits are eligible for reimbursement as long as they are distributed equitably to all activities. Whether these costs are allowable is based on the following presumptions:

- The amount of compensation is reasonable for the service rendered.
- The compensation paid and benefits received are appropriately authorized by the governing board.
- Amounts charged for personnel services are based on payroll documents that are supported by time and attendance or equivalent records for individual employees.
- The methods used to distribute personnel services should produce an equitable distribution of direct and indirect allowable costs.

For each of the employees included in the claim, the claimant must use reasonable rates and hours in computing the wage cost. If a person of a higher-level position, performs an activity which normally would be performed by a lower-level position, reimbursement for time spent is allowable at the average salary range for the lower-level position. The salary rate of the person at a higher-level position may be claimed if it can be shown that it was more cost effective in comparison to the performance by a person at the lower-level position under normal circumstances and conditions. The number of hours charged to an activity should reflect the time expected to complete the activity under normal circumstances and conditions. The numbers of hours in excess of normal expected hours

are not reimbursable. Documentation to support these costs must be kept on hand by the claimant and made available to the SCO upon request as explained in Section 17 of these instructions.

(c) Calculating an Average Productive Hourly Rate

In those instances where the P's & G's allow a unit as a basis of claiming costs, the direct labor component of the unit cost should be expressed as an average productive hourly rate and can be determined as follows:

Table 3: Calculating an Average Productive Hourly Rate

	<u>Time</u> Spent	Productive Hourly Rate	Total Cost by Employee	
Employee A	1.25 hrs	\$6.00	\$7.50	
Employee B	0.75 hrs	4.50	3.38	
Employee C	3.50 hrs	10.00	35.00	
Total	5.50 hrs		\$45.88	
Average Productive Hourly Rate is \$45.88/5.50 hrs. = \$8.34				

(d) Employer's Fringe Benefits Contribution

A CCD has the option of claiming actual employer's fringe benefit contributions or may compute an average fringe benefit cost for the employee's job classification and claim it as a percentage of direct labor. The same time base should be used for both salary and fringe benefits when computing a percentage. For example, if health and dental insurance payments are made annually, use an annual salary. After the percentage of salary for each fringe benefit is computed, total them. Documentation to support these costs must be kept on hand by the claimant and made available to the SCO upon request as explained in Section 17 of these instructions. For example:

Employer's Contribution	% of Salary
Retirement	15.00%
Social Security	7.65%
Health and Dental	5.25%
Insurance	3.2370
Worker's Compensation	0.75%
Total	28.65%

(e) Materials and Supplies

Only actual expenses can be claimed for materials and supplies, which were acquired and consumed specifically for the purpose of a mandated program. The claimant must list the materials and supplies that used to perform the mandated activity, the number of units consumed, the cost per unit, and the total dollar amount claimed. Materials and supplies in excess of reasonable quality, quantity, and cost are not reimbursable. Materials and supplies withdrawn from inventory and charged to the mandated activity must be based on a recognized method-of pricing, consistently applied. Purchases shall be claimed at the actual price after deducting discounts, rebates and allowances received by the CCD. Documentation to support these costs must be kept on hand by

the claimant and made available to the SCO upon request as explained in Section 17 of these instructions.

(f) Calculating a Unit Cost for Materials and Supplies

In those instances where the P's & G's suggest that a unit cost be developed for use as a basis of claiming costs mandated by the State, the materials and supplies component of the unit cost should be expressed as a unit cost of materials and supplies as shown in Table 1 or Table 2:

Table 1: Calculating A Unit Cost for Materials and Supplies

Supplies	Cost Per Unit	Amount of Supplies Used Per Activity	Unit Cost of Supplies Per Activity
Paper	0.02	4	\$0.08
Files	0.10	1	0.10
Envelopes	0.03	2	0.06
Photocopies	0.10	4	0.40
			<u>\$0.64</u>

Table 2: Calculating a Unit Cost for Materials and Supplies

Supplies	Supplies <u>Used</u>	Unit Cost of Supplies Per Activity
Paper (\$10.00 for 500 sheet ream)	250 Sheets	\$5.00
Files (\$2.50 for box of 25)	10 Folders	1.00
Envelopes (\$3.00 for box of 100)	50 Envelopes	1.50
Photocopies (\$0.05 per copy)	40 Copies	2.00
		\$9.50

If the number of reimbursable instances is 25, then the unit cost of supplies is \$0.38 per reimbursable instance (\$9.50/25).

(g) Contract Services

The cost of contract services is allowable if the CCD lacks the staff resources or necessary expertise, or it is economically feasible to hire a contractor to perform the mandated activity. The claimant must keep documentation on hand to support the name of the contractor, explain the reason for having to hire a contractor, describe the mandated activities performed, give the dates when the activities were performed, the number of hours spent performing the mandate, the hourly billing rate, and the total cost. The hourly billing rate shall not exceed the rate specified in the P's & G's for the mandated program. The contractor's invoice, or statement, which includes an itemized list of costs for activities performed. Documentation to support these costs must be kept on hand by the claimant and made available to the SCO upon request as explained in Section 17 of these instructions.

(h) Equipment Rental Costs

Equipment purchases and leases (with an option to purchase) are not reimbursable as a direct cost unless specifically allowed by the P's & G's for the particular mandate. Equipment rentals used solely for the mandate are reimbursable to the extent such costs do not exceed the retail purchase price of the equipment plus a finance charge. The claimant must maintain documentation to support the purpose and use for the equipment, the time period for which the equipment was rented and the total cost of the rental. If the equipment is used for purposes other than reimbursable activities, only the pro rata portion of the rental costs can be claimed. Documentation to support these costs must be kept on hand by the claimant and made available to the SCO upon request as explained in Section 17 of these instructions.

(i) Capital Outlay

Capital outlays for land, buildings, equipment, furniture and fixtures may be claimed if the P's & G's specify them as allowable. If they are allowable, the P's & G's for the program will specify a basis for the reimbursement. If the fixed asset or equipment is also used for purposes other than reimbursable activities for a specific mandate, only the pro rata portion of the purchase price used to implement the reimbursable activities can be claimed. Documentation to support these costs must be kept on hand by the claimant and made available to the SCO upon request as explained in Section 17 of these instructions.

(j) Travel Expenses

Travel expenses are normally reimbursable in accordance with travel rules and regulations of the local jurisdiction. For some programs, however, the P's & G's may specify certain limitations on expenses, or that expenses can only be reimbursed in accordance with the State Board of Control travel standards. When claiming travel expenses, the claimant must maintain documentation to support the purpose of the trip, the name and address of the persons incurring the expense, the date and time of departure and return, a description of each expense claimed, and the cost of transportation, number of private auto miles traveled, and the cost of tolls and parking. Receipts are required for charges over \$10.00. Documentation to support these costs must be kept on hand by the claimant and made available to the SCO upon request as explained in Section 17 of these instructions.

(k) Documentation

It is the responsibility of the claimant to maintain documentation in the form of general and subsidiary ledgers, purchase orders, invoices, contracts, canceled warrants, equipment usage records, land deeds, receipts, employee time sheets, agency travel guidelines, inventory records, and other relevant documents to support claimed costs. The type of documentation necessary for each claim may differ with the type of mandate. The documentation supporting these costs must be kept on hand by the claimant and made available to the SCO upon request as explained in Section 17 of these instructions.

9. Indirect Costs

Indirect costs are: (a) Incurred for a common or joint purpose benefiting more than one cost objective, and (b) not readily assignable to the cost objectives specifically benefited without effort disproportionate to the results achieved. Indirect costs can originate in the department performing the mandate or in departments that supply the department performing the mandate with goods, services, and facilities. To be allowable, a cost must be allocable to a particular cost objective. Indirect costs must be distributed to benefiting cost objectives on bases which produce an equitable result related to the benefits derived by the mandate.

A CCD may claim indirect costs using the Controller's methodology (FAM-29C), or if specifically allowed by a mandated cost program's P's & G's, a district may choose to claim indirect costs using

either (1) a federally approved rate prepared in accordance with the Office of Management and Budget (OMB) Circular A-21, Cost Principles for Educational Institutions; or (2) a flat 7% rate. The FAM-29C indirect cost rate and the flat 7% indirect cost rate are applied to Salaries and Benefits Only, whereas the federally approved rate is applied to the allocation base used in developing the federally approved rate.

If indirect costs are calculated using the OMB Circular A-21 methodology with a base other than Salaries and Benefits Only, the claim cannot be filed using the Local Government e-Claims system as LGeC does not support cost bases other than Salaries and Benefits Only. Instead, these claims must be filed manually using paper forms.

However, if indirect costs are calculated using the OMB Circular A-21 methodology using Salaries and Benefits Only in the base, then the claims can be filed using either the LGeC system or the manual paper process. In these cases, the indirect cost rate is calculated in accordance with the chosen methodology and keyed into the mandated cost form on the appropriate line (usually Form 1, line (06)), Indirect Cost Rate. The LGeC system will apply that rate to Salaries and Benefits Only (usually Form 1, line (5)(a) to arrive at the total indirect costs (usually Form 1, line (7). If the rate is applied to anything other than Salaries and Benefits Only, then the claim must be filed manually using paper forms.

The SCO developed form FAM-29C to be consistent with the OMB Circular A-21 cost accounting principles as they apply to mandated cost programs. The objective is to determine an equitable rate to allocate administrative support to personnel who performed the mandated cost activities. The methodology used in form FAM-29C is a direct cost base comprised of salary and benefit costs. This provides a consistent indirect cost rate methodology for all CCD's mandated cost programs.

FAM-29C uses expenditures that districts report in their California Community Colleges Annual Financial and Budget Report (CCFS-311), Expenditures by Activity for the General Fund – Combined. The computation excludes capital outlay and other outgo in accordance with the OMB Circular A-21. The indirect cost rate computation includes any depreciation or use allowance applicable to district buildings and equipment. Districts calculate depreciation or use allowance costs separately from the CCFS-311 report and should calculate them in accordance with the OMB Circular A-21.

The OMB Circular A-21, Section C.4, states that a cost is allocable to a particular cost objective in accordance with the relative benefits received. Also, Section E.2.b., states that the overall objective of the cost allocation process is to distribute indirect costs to the institution's major functions in proportions reasonably consistent with their use of the institution's resources. In addition, Section E.2.c. notes that where certain items or categories of expense relate to less than all functions, such expenses should be set aside for selective allocation.

The OMB Circular A-21, Section H, describes a simplified method for indirect cost rate calculations. However, Section H.1.b. states that the simplified method should not be used where it produces results that appear inequitable. As previously noted, FAM-29C strives to equitably allocate administrative support costs to personnel that perform mandated cost activities claimed by CCD's. For example, library costs and department administration expenses, normally classified fully or partly as indirect costs in the OMB Circular A-21, are instead classified as direct costs for FAM-29C. These costs do not benefit mandated cost activities. In summary, FAM-29C indirect costs include operation and maintenance of plant; planning, policy making, and coordination; general institutional support services (excluding community relations); and depreciation or use allowance. Community relations include fundraising costs, which are unallowable under OMB Circular A-21. If the district claims any costs from these indirect accounts as direct mandate-related costs, the same costs should be reclassified as direct on FAM-29C.

Table 4 presents an example of the FAM-29C methodology.

Table 4:	Indirect Cos	t Rate for	Communit	y Colleges
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MAND.	FORM FAM 29-C				
INDIRECT COST RATE FOR COMMUNITY COLLEGE DISTRICTS FAM 29-C (1) Claimant					
Activity	EDP	Salaries and Benefits per CCFS-311	Operating Expenses per CCFS-311	Indirect-Salaries, Benefits, and Operating Expenses	Direct-Salaries and Benefits only
Instructional Activities	599	\$46,249,931	\$ 8,289,190		\$ 46,249,931
Instruct. Admin. & Instruct. Governance	6000	5,181,935	631,615		5,181,935
Instructional Support Services	6100	4,361,061	445,196		4,361,061
Admissions and Records	6200	1,251,539	96,634		1,251,539
Student Counseling and Guidance	6300	3,373,121	80,201		3,373,121
Other Student Services	6400	5,511,511	1,116,904		5,511,511
Operation and Maintenance of Plant	6500	5,192,099	3,192,398	8,384,497	
Planning, Policy Making, and Coordination	6600	2,562,909	1,096,833	3,659,742	
General Institutional Support Services	6700				Santa de la companya de la companya La companya de la co
Community Relations	6710	446,207	228,320	674,527	
Fiscal Operations	6720	2,342,316	315,019	2,657,335	
Human Resources Management	6730	1,057,387	102,600	1,159,987	
Non-instructional Staff Retirees' Benefits and					
Retirement Incentives	6740	1,327,125	-	1,327,125	
Staff Development	6750	1,295	34,931	36,226	
Staff Diversity	6760	449,392	394,915	844,307	
Logistical Services	6770	2,853,609	354,953	3,208,562	
Management Information Systems	6780	2,386,511	894,685	3,281,196	
Other General Institutional Support Services	6790	19,635	1,679	21,314	
Community Services and Economic Development	6800	963,036	688,648		963,036
Anciliary Services	6900	723,450	224,961		723,450
Auxiliary Operations	7000	565,859	12,179.00		565,859
Depreciation or Use Allowance - Building				2,620,741	
Depreciation or Use Allowance - Equipment				721,097	
Totals		\$86,819,928	\$ 18,201,861	\$28,596,656	\$68,181,443
				(A) 41.94%	(B)
ndirect Cost Rate (A)/(B)					

10. Time Study Guidelines

Background

A reasonable reimbursement methodology, which meets certain conditions specified in Government Code section 17518.5, subdivision (a), can be used as a "formula for reimbursing local agency and school district costs mandated by the state."

Two methods are acceptable for documenting employee time charged to mandated cost programs: Actual Time Reporting and Time Study. These methods are described below. Application of time study results is restricted. As explained in the Time Study Results section below, the results may be projected forward a maximum of two years or applied retroactively to initial claims, current-year claims, and late-filed claims, provided certain criteria are met.

Actual Time Reporting

Each program's parameters and guidelines define reimbursable activities for the mandated cost program. (Some parameters and guidelines refer to reimbursable activities as reimbursable components.) When employees work on multiple activities and/or programs, a distribution of their salaries or wages must be supported by personnel activity reports or equivalent documentation that meets the following standards (which clarify documentation requirements discussed in the Reimbursable Activities section of recent parameters and guidelines):

- They must reflect an after-the-fact (contemporaneous) distribution of the actual activity of each employee;
- They must account for the total activity for which each employee is compensated;
- · They must be prepared at least monthly and must coincide with one or more pay periods; and
- They must be signed by the employee.

Budget estimates or other distribution percentages determined before services are performed do not qualify as support for actual time reporting.

Time Study

In certain cases, a time study may be used as a substitute for continuous records of actual time spent on multiple activities and/or programs. A time study can be used for an activity when the task is repetitive in nature. Activities that require varying levels of effort are not appropriate for time studies.

Time Study Plan

The claimant must develop a time study plan before a time study is conducted. The claimant must retain the time study plan for audit purposes. The plan must identify the following:

- Time period(s) to be studied the plan must show that all time periods selected are representative
 of the fiscal year and that the results can be reasonably projected to approximate actual costs.
- Activities and/or programs to be studied for each mandated program included, the time study
 must separately identify each reimbursable activity defined in the mandated program's
 parameters and guidelines, which are derived from the program's statement of decision. If a
 reimbursable activity in the parameters and guidelines identifies separate and distinct subactivities, these sub-activities also must be treated as individual activities.

For example, sub-activities (a), (b), and (c) under reimbursable activity (B)(1) of the local

agency's Domestic Violence Treatment Services: Authorization and Case Management Program, relate to information to be discussed during victim notification by the probation department and therefore are not separate and distinct activities. It is not necessary to separately study these sub-activities.

- Process used to accomplish each reimbursable activity use flowcharts or similar analytical tools and/or written desk procedures to describe the process followed to complete each activity.
- Employee universe the employee universe used in the time study must include all positions whose salaries and wages are to be allocated by means of the time study.
- Employee sample selection methodology the plan must show that employees selected are representative of the employee universe and that the results can be reasonably projected to approximate actual costs. In addition, the employee sample size should be proportional to the variation in time spent to perform a task. The sample size should be larger for tasks with significant time variations.
- Time increments to be recorded the time increments used should be sufficient to recognize the number of different activities performed and the dynamics of these responsibilities. Very large increments (such as one hour or more) can be used for employees performing only a few functions that change very slowly over time. Small increments (a number of minutes) can be used for employees performing more short-term tasks.

Random-moment sampling is not an acceptable alternative to continuous time records for mandated cost claims. Random-moment sampling techniques are most applicable in situations where employees perform many different types of activities on a variety of programs with small time increments throughout the fiscal year.

Time Study Documentation

Time studies must:

- Be supported by time records that are completed contemporaneously;
- · Report activity on a daily basis;
- Be sufficiently detailed to reflect all mandated activities and/or programs performed during a specific time period; and
- Coincide with one or more pay periods.

Time records must be signed by the employee and be supported by documentation that validates that the work was actually performed. As with actual time reporting, budget estimates or other distribution percentages determined before services are performed do not qualify as valid time studies.

Time Study Results

Claimants must summarize time study results to show how the time study supports the costs claimed for each activity. Any variations from the procedures identified in the original time study plan must be documented and explained. Current-year costs must be used to prepare a time study. Claimants may project time study results to no more than two subsequent fiscal years. A claimant also may apply time study results retroactively to initial claims, current-year claims, and late-filed claims.

When projecting time study results, the claimant must certify that no significant changes have occurred between years in either (1) the requirements of each mandated program activity; or (2) the processes and procedures used to accomplish the activity. For all years, the claimant must

maintain documentation that shows that the mandated activity was actually performed. Time study results used to support claims are subject to the record-keeping requirements for those claims.

11. Offset Against State Mandated Claims

As noted previously, allowable costs are defined as those direct and indirect costs, less applicable credits, considered eligible for reimbursement. When all or part of the costs of a mandated program are specifically reimbursable from local assistance revenue sources (e.g., state, federal, foundation, etc.), only that portion of any increased costs payable from CCD funds is eligible for reimbursement under the provisions of GC Section 17561.

Example 1:

As illustrated in Table 5, this example shows how the "Offset Against State Mandated Claims" is determined for a CCD receiving block grant revenues not based on a formula allocation. Program costs for each situation equals \$100,000.

Table 5:	Offset Against	State	Mandates,	Example	1 (ĺ
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	Program Costs	Actual Local Assistance Revenues	State Mandated Costs	Offset Against State Mandated Claims	Claimable Mandated Costs
1.	\$100,000	\$95,000	\$2,500	\$-0-	\$2,500
2.	100,000	97,000	2,500	- 0-	2,500
3.	100,000	98,000	2,500	500	2,000
4.	100,000	100,000	2,500	2,500	-0-
5.	100,000 *	50,000	2,500	1,250	1,250
6.	100,000 *	49,000	2,500	250	2,250

^{*} CCD share is \$50,000 of the program cost.

Numbers (1) through (4), in Table 5, show intended funding at 100% from local assistance revenue sources. Numbers (5) and (6) show cost sharing on a 50/50 basis with the district. In numbers (1) through (6), included in the program costs of \$100,000 are state mandated costs of \$2,500. The offset against state mandated claims are the amount of actual local assistance revenues, which exceeds the difference between program costs and state mandated costs. This offset cannot exceed the amount of state mandated costs.

- In (1), local assistance revenues were less than expected. Local assistance funding was not in excess of the difference between program costs and state mandated costs. As a result, the offset against state mandated claims is zero and \$2,500 is claimable as mandated costs.
- In (4), local assistance revenues were fully realized to cover the entire cost of the program, including the state mandated activity; therefore, the offset against state mandated claims is \$2,500, and claimable cost is \$0.
- In (5), the district is sharing 50% of the project cost. Since local assistance revenues of \$50,000 were fully realized, the offset against state mandated claims is \$1,250.
- In (6), local assistance revenues were less than the amount expended and the offset against state mandated claims is \$250. Therefore, the claimable mandated costs are \$2,250.

Example 2:

As illustrated in Table 6, this example shows how the offset against state mandated claims is determined for a CCD receiving special project funds based on approved actual costs. Local assistance revenues for special projects must be applied proportionately to approve costs.

Table 6: Offset Against State Mandates, Example 2

			•		
	Program Costs	Actual Local Assistance Revenues	State Mandated Costs	Offset Against State Mandated Claims	Claimable Mandated Costs
1.	\$100,000	\$100,000	\$2,500	\$2,500	\$-0-
2.	100,000 **	75,000	2,500	1,875	625
3.	100,000 **	45,000	1,500	1,125	375

^{**} CCD share is \$25,000 of the program cost.

In (2), the entire program cost was approved. Since the local assistance revenue source covers 75% of the program cost, it also proportionately covered 75% of the \$2,500 state mandated costs, or \$1,875.

If in (3) local assistance revenues are less than the amount expected because only \$60,000 of the \$100,000 program costs were determined to be valid by the contracting agency, then a proportionate share of state mandated costs is likewise reduced to \$1,500. The offset against state mandated claims is \$1,125. Therefore, the claimable mandated costs are \$375.

Federal and State Funding Sources

State school fund apportionments and federal aid for education, which are based on ADA and are part of the general system of financing public schools as well as block grants which do not provide for specific reimbursement of costs (i.e., allocation formulas not tied to expenditures), should not be included as reimbursements from local assistance revenue sources.

Governing Authority

The costs of salaries and expenses of the governing authority, such as the school superintendent and governing board, are not reimbursable. These are costs of general government as described in the Office of Management and Budget Circular (OMB) 2 CFR Part 225.

12. Notice of Claim Adjustment

All claims submitted to the SCO are reviewed to determine if the claim was prepared in accordance with the claiming instructions. Claimants will receive a "Notice of Claim Adjustments" detailing any adjustments made by the SCO.

13. Audit of Costs

Pursuant to GC section 17558.5, subdivision (b), The SCO may conduct a field review of any claim after the claim has been submitted, prior to the reimbursement of the claim, to determine if costs are related to the mandate, are reasonable and not excessive, and the claim was prepared in accordance with the SCO's claiming instructions and the P's & G's adopted by the CSM. If any adjustments are made to a claim, a "Notice of Claim Adjustment" specifying the claim component adjusted, the amount adjusted, and the reason for the adjustment, will be mailed within 30 days after payment of the claim.

Pursuant to GC section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a community college district for this mandate is subject to the initiation of an audit by SCO no later than three years after the date that the actual reimbursement claim is filed or last amended,

whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for SCO to initiate an audit shall commence to run from the date of initial payment of the claim.

In any case, an audit shall be completed no later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities must be retained during the period subject to audit. If an audit has been initiated by SCO during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings. On-site audits will be conducted by SCO as deemed necessary.

All documents used to support the reimbursable activities must be retained during the period subject to audit. If an audit has been initiated by the Controller during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings. Supporting documents must be maintained by the claimant and made available to the SCO upon request as discussed in Section 17 of this manual.

14. Source Documents

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee records, or time logs, sign-in sheets, invoices, and receipts.

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Declarations must include a certification or declaration stating, "I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of Code of Civil Procedure section 2015.5. Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

All documents used to support the reimbursable activities must be retained during the period subject to audit and must be made available to the SCO upon request as discussed in Section 17 of this manual.

For costs incurred on or after January 1, 2005, a reasonable reimbursement methodology can be used for reimbursing a CCD that meets certain conditions specified in 17518.5(a).

15. Claim Forms and Instructions

A claimant may submit a computer generated report in substitution for Form-1 and Form-2, provided the format of the report and data fields contained within the report are identical to the claim forms included with these instructions. The claim forms provided with these instructions should be duplicated and used by the claimant to file reimbursement claims. The SCO will revise the manual and claim forms as necessary.

A. Form-2, Activity Cost Detail

This form is used to segregate the detail costs by claim activity. In some mandates, specific reimbursable activities have been identified for each activity. The expenses reported on this form must be supported by the official financial records of the claimant. All documents used to support the reimbursable activities must be retained by the claimant and must be made available to the SCO upon request

B. Form-1, Claim Summary

This form is used to summarize direct costs by activity and compute allowable indirect costs for the mandate. The direct costs summarized on this form are derived from Form-2 and are carried forward to form FAM-27.

C. Form FAM-27, Claim for Payment

This form contains a certification that must be signed by an authorized officer of the CCD. All applicable information from Form-1 must be carried forward onto this form in order for the SCO to process the claim for payment. An original and one copy of the FAM-27 are required.

Claims should be rounded to the nearest dollar. Submit a signed original and one copy of form FAM-27, Claim for Payment. (To expedite the payment process, please sign the form FAM-27 with blue ink, and attach a copy of the form FAM-27 to the top of the claim package.) Use the following mailing addresses:

If delivered by U.S. Postal Service:

If delivered by Other delivery services:

Office of the State Controller Attn: Local Reimbursements Section Division of Accounting and Reporting P.O. Box 942850 Sacramento, CA 94250 Office of the State Controller Attn: Local Reimbursements Section Division of Accounting and Reporting 3301 C Street, Suite 500 Sacramento, CA 95816

16. Retention of Claiming Instructions

For your convenience, the revised claiming instructions in this package have been arranged in alphabetical order by program name. This Community College Mandated Cost Manual should be retained permanently for future reference, and the forms should be duplicated to meet your filing requirements. Annually, new or revised forms, instructions, and any other information claimants may need to file claims will be placed on the SCO's Web site located at www.sco.ca.gov/ard/local/locreim/index.shtml.

If you have any questions concerning mandated cost reimbursements, please write to us at the address listed for filing claims, or by e-mail to Irsdar@sco.ca.gov, or call the Local Reimbursements Section at (916) 324-5729.

17. Retention of Claim Records and Supporting Documentation

Pursuant to Government Code section 17558.5, (a), a reimbursement claim for actual costs filed by a CCD pursuant to this chapter is subject to the initiation of an audit by the Controller no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim. In any case, an audit shall be completed not later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities, as described in Section V, must be retained during the period subject to audit. If the Controller has initiated an audit during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings. Supporting documents shall be made available to the SCO upon request.

Subi:

FW: Updated Listing of Outstanding HFE IRCs and Event That Initiates An Audit/Starts the

Two-Year Audit Clock

Date:

11/22/2011 10:51:04 A.M. Pacific Standard Time

From:

jspano@sco.ca.gov

To:

Nancy.Patton@csm.ca.gov, Kbpsixten@aol.com

CC:

ssilva@sco.ca.gov, svanzee@sco.ca.gov

Nancy, Keith,

Attached is the updated listing of outstanding Health Fee Elimination Program Incorrect Reduction Claims (IRCs), detailed by audit issues, as discussed with Keith Petersen and representatives of the Commission and SCO after the October 27, 2011, Commission hearing. The IRCs are in chronological order according to the filing date.

At the same meeting, Commission staff asked what we believe constitutes the initiation of an audit pursuant to Government Code section 17558.5. We consider the event that initiates an audit pursuant to Government Code section 17558.5 to be the date of the initial contact by the SCO to the auditee (generally a telephone contact) to inform them and put them on notice of the SCO's intention to perform the audit. In addition, we consider this same date as the event that commences the two-year period to complete an audit pursuant to Government Code section 17558.5.

I believe the next step is to coordinate a meeting or telephone conference call to discuss the prioritization of outstanding Health Fee Elimination Programs IRCs based on the updated listing.

Jim L. Spano, CPA

Bureau Chief State Controller's Office Division of Audits / Mandated Cost Audits Bureau Office: (916) 323-5849 / Fax: (916) 327-0832 jspano@sco.ca.gov

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JOHN CHIANG

Calitornia State Controller

April 3, 2009

Paulette J. Perfumo, Ph.D.
President
Pasadena Area Community College District
1570 East Colorado Blvd.
Pasadena, CA 91106-2003

Re: Audit of Mandated Cost Claims for Integrated Waste Management Program
For the Period of July 1, 2002, through June 30, 2008

Dear Dr. Perfumo:

This letter confirms that Janny Chan has scheduled an audit of Pasadena Area Community College District's legislatively mandated Integrated Waste Management Program cost claims filed for fiscal year (FY) FY 2002-03, FY 2003 04, FY 2004-05, FY 2005-06, FY 2006-07, and FY 2007-08. Government Code sections 12410, 17558.5, and 17561 provide the authority for this audit. The entrance conference is scheduled for Wednesday, April 15, 2009, at 9:30 a.m. We will begin audit fieldwork after the entrance conference.

Please furnish working accommodations for and provide the necessary records (listed on the Attachment) to the audit staff. If you have any questions, please call me at (310) 342-5639.

Sincerely,

Art Luna, Audit Manager Mandated Cost Audits Bureau

Division of Audits

AL/kr

Attachment

Paulette Perfumo, Ph.D. April 3, 2009 Page 2

cc: Odessa Walker, Director

Fiscal Services

Pasadena Area Community College District

Bridget Norsworthy

Fiscal Services

Pasadena Area Community College District

Jim L. Spano, Chief

Mandated Cost Audits Bureau

Division of Audits

State Controller's Office

Ginny Brummels, Manager

Division of Accounting and Reporting

State Controller's Office

Janny Chan, Auditor-in-Charge

Division of Audits

State Controller's Office

Pasadena Area Community College District Records Request for Mandated Cost Program FY 2002-03, FY 2003-04, FY 2004-05, FY 2005-06, FY 2006-07, FY 2007-08

- 1. Copy of external and internal audit reports performed on the mandated cost program
- 2. Organization charts for the district effective during the audit period, showing employee names and position titles
- 3. Organization charts for the division or units handling the mandated cost program effective during the audit period, showing employee names and position titles
- 4. Chart of accounts
- 5. Worksheets that support the productive hourly rate used, including support for benefit rates
- 6. Employee time sheets or time logs
- 7. Access to payroll records showing employee salaries and benefits paid during the audit period
- 8. Access to general ledger accounts that support disbursements
- 9. Documentation that supports amounts received from other funding sources
- 10. Copies of invoices and other documents necessary to support costs claimed
- 11. Copy of claims filed for the mandated cost program
- 12. Documentation that support the indirect cost rate proposal (ICRP)

Subj:

Audit initiation/completion date rule

Date:

11/22/2011 12:11:14 P.M. Pacific Standard Time

From:

Kbpsixten@aol.com ispano@sco.ca.gov

CC:

ssilva@sco.ca.gov, svanzee@sco.ca.gov, nancy.patton@csm.ca.gov, sharpej@losrios.edu,

nbailey@gavilan.edu, jbreza@4cd.edu, brnorsworthy@pasadena.edu

Jim

Thanks for the list of issues for the HFE claim.

Regarding the "audit initiation date," if you are now starting the 2-year clock at date of first phone contact (see forwarded message below), I believe the following recent audits were issued (date of final audit report) more than 2-years after the initial phone contac:

Contra Costa CCD- EFCW Gavilan CCD-EFCW Pasadena CCD-IWM

Please witdraw/cancel these audits.

It will take me some time to look at my other pending incorrects to check the two-year rule, and I will get back to you later on this.

Thanks

Keith B. Petersen, President SixTen and Associates www.sixtenandassociates.com

Sacramento Office:

P.O. Box 340430 Sacramento, CA 95834-0430

Voice: 916-419-7093 Fax: 916-263-9701

San Diego Office:

5252 Balboa Avenue, Suite 900

San Diego, CA 92117 Voice: 858-514-8605

Fax: 858-514-8645

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In a message dated 11/22/2011 10:51:04 A.M. Pacific Standard Time, jspano@sco.ca.gov writes:

Nancy, Keith,

Attached is the updated listing of outstanding Health Fee Elimination Program Incorrect Reduction Claims (IRCs), detailed by audit issues, as discussed with Keith Petersen and representatives of the Commission and SCO after the October 27, 2011, Commission hearing. The IRCs are in chronological order according to the filing date.

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Jim L. Spano, CPA

Bureau Chief

State Controller's Office

Division of Audits / Mandated Cost Audits Bureau

Office: (916) 323-5849 / Fax: (916) 327-0832

jspano@sco.ca.gov

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SixTen and Associates **Mandate Reimbursement Services**

TH B, PETERSEN, MPA, JD, President 3252 Balboa Avenue, Suite 807 San Diego, CA 92117

Telephone:

(858) 514-8605

Fax:

(858) 514-8645

E-Mail: Kbpsixten@aol.com



September 28, 2006

CERTIFIED MAIL # 7003 3110 0000 2900 4815

Ms. Virginia Brummels, Section Manager Local Reimbursement Section Division of Accounting and Reporting Office of the State Controller P.O. Box 942850 Sacramento, CA 94250

RE:

Annual Reimbursement Claim

Pasadena Area Community College District CC 19335

Dear Ms. Brummels:

Enclosed please find the original claims and extra copies of the FAM-27 for Pasadena Area Community College District's reimbursement claims listed below:

764/99	Integrated Waste Management	1999-2000
764/99	Integrated Waste Management	2000-2001
764/99	Integrated Waste Management	2001-2002
764/99	Integrated Waste Management	2002-2003
764/99	Integrated Waste Management	2003-2004
764/99	Integrated Waste Management	2004-2005

If you have any questions regarding these claims, please contact me at (858) 514-8605.

Sincerely,

	State Controller's Office				Comity College N			
	CLAIM FOR PAYMENT Pursuant to Government Code Section 17561 INTEGRATED WASTE MANAGEMENT				For State Controller Use only (19) Program Number 00256 (20) Date Filed/_/_ (21) LRS Input/_/_			
L	(01) Claimant Identification Number: CC 19335				Reimbursement Claim Data			
A B E	(02) Claimant Name	mmunity College District		(22) IWM-1, (03)(A)(1)(f)	330			
Ĺ	County of Location	Angeles		(23) IWM-1, (03)(A)(2)(f)	2,414			
HER	Street Address	Colorado Blvd.		(24) IWM-1, (03)(B)(1)(f)	330			
			Zip Code 91106-2003		(25) IWM-1, (03)(B)(2)(f)	0		
`	Type of Claim	Estimated Claim	Reimbursement Claim		(26) IWM-1, (03)(B)(3)(f)	0		
		(03) Estimated	(09) Reimbursement	X	(27) IWM-1, (03)(B)(4)(f)	1,321		
		(04) Combined	(10) Combined		(28) IWM-1, (03)(B)(5)(f)	67,382		
		(05) Amended	(11) Amended		(29) IWM-1, (03)(C)(1)(f)	. 0		
	Fiscal Year of Cost	(06)	(12)		(30) IWM-1, (03)(C)(2)(f)	0		
	Total Claimed Amount	(07)	(13)	96,064	(31) IWM-1, (03)(D)(f)	661		
	Less: 10% Late Penalty	(14)	9,606	(32) IWM-1, (03)(E)(f)	0			
	Less : Prior Claim Payment Received		(15)	-	(33) IWM-1, (03)(F)(f)	2,643		
	Net Claimed Amount	(16) \$	86,458	(34) IWM-1, (06)	22,269			
	Due from State	(08)	(17) \$	86,458	(35) IWM-1, (08)	C		
	Due to State		(18)	00,100	(36) IWM-1, (09)	1,286		
In accordance with the provisions of Government Code Section 17561, I certify that I am the officer authorized by the commun to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not viol provisions of Government Code Sections 1090 to 1098, inclusive. I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reforth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently mandain. The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimate costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the focorrect. Signature of Adthorized Officer (USE BLUE INK) Date								
	James Albanese Type or Print Name	<u>·</u>		Interim Vice President, Administrative Services Title				
(38) Name of Contact Person for Claim Telephone Number: (858) 514-8605								
SixTen and Associates E-mail Address: kbpsixten@aol.com								
Form FAM-27 (New 06/05)								

Program MANDATED COSTS INTEGRATED WASTE MANAGEMENT CLAIM SUMMARY								FORM IWM-1		
` '	Claimant: dena Area Community College District	(02) Type of Claim Reimbursement X Estimated]	Fiscal Year 1999-2000				
Dire	ct Costs	Object Accounts								
(03)	Reimbursable Activities .	(a)	(b)	(c)	(d)	(e)		(1)		
		Salaries and Benefits	Materials and Supplies	Contract Services	1		Total			
A. C	ne-Time Activities									
1	Development of Policies and Procedures	\$ 330.36	\$ -	\$ -	.\$ -	\$ -	\$	330.36		
2	Staff Training	\$ 2,414.22	\$ -	\$ -	\$ -	\$ -	\$	2,414,22		
В. С	Ongoing Activities									
1	Completion and Submission of Plan to Board	\$ 330.36	\$ -	\$ -	\$ -	\$ -	\$	330.36		
2	Response to Board During Approval Process	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
3	Consultation with Board	\$ -	\$ -	\$ -	\$ -	\$ -	\$			
4	Designation of Waste Reduction and Recycling Coordinator	\$ 1,321.44	\$ -	\$ -	\$ -	\$ -	\$	1,321.44		
5	Diversion and Maintenance of Approved Level of Reduction	\$ 66,528.36	\$ -	\$ 853.76	\$ -	\$ -	\$	67,382.12		
C. /	Alternative Compliance									
1	Alternative Requirements or Time Extension for 1/1/02 for 25% Waste	\$ -	\$ -	\$ -	\$ -	\$ -	\$			
2	Alternative Requirements or Time Extension for 1/1/04 for 50% Waste	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
D.	Accounting System	\$ 660.72	\$ -	\$ -	\$ -	\$ -	\$	660.72		
E.	Annual Report	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-		
F.	Annual Recycled Material Reports	\$ 2,642.88	\$ -	\$ -	\$ -	\$ -	\$	2,642.88		
(04	Total Direct Costs	\$ 74,228.34	\$ -	\$ 853.76	\$ -	\$ -	\$	75,082.10		
Indirect Costs										
\vdash) Indirect Cost Rate			[Federally approved OMB	A-21, FAM-29C, or 7%]			30.00%		
(06) Total Indirect Costs [Line (05) x line (04)(a)]										
(07) Total Direct and Indirect Costs [Line (04)(f) + line (06))								97,350.60		
Cost Reduction										
'08) Less: Offsetting Savings \$										
(09) Less: Other Reimbursements										
(10) Total Claimed Amount [Line (07) - {Line (08) + Line (09)}] \$								96,064.24		
L Ne	w 06/05						٠			

State Controller's Office community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year 1999-2000 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. X Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material Annual Report **Accounting System** Reports (04) Description of Expenses **Object Accounts** (a) (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Salaries Materials Fixed Travel and Contract Rate Worked Classifications, Functions Performed, and and Training Assets Services Benefits Supplies and Description of Expenses Unit Cost Quantity Developing the necessary district policies and procedures 330.36 Supervisor Facilities \$27.53 12.0 \$ Flores, Sarah

Page 1 of 1

330.36 \$

Total X

Subtotal

community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 1999-2000 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time X Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System** Annual Report Reports **Object Accounts** (04) Description of Expenses (h). (b) (c) (d) (e) (f) (g) Hourly Hours Employee Names, Job Salaries Materials Rate Worked Contract Fixed Travel and Classifications, Functions Performed, and and Services Assets Training Supplies and Description of Expenses Benefits Unit Cost Quantity Training district staff on the requirements and implementation of the plan Gonzalez, Arturo \$22.36 6.0 \$ 134.16 Gardner Jennings, Michael Power Sweeper Operatop \$23.58 6.0 \$ 141.48 Griffith, Bill Gardner \$23.41 6.0 \$ 140.46 Flores, Sarah Supervisor Facilities \$27.53 30.0 \$ \$ \$ 825.90 Glasscock, Ed Gardner \$21.46 6.0 128.76 Petty, Helen 6.0 118.20 Custodian \$19.70 Dunn, Billie \$21.02 6.0 \$ 126.12 Custodian Carlson, Paul Custodian \$22.31 6.0 133.86 Jimenez, Ben Custodian \$20.61 6.0 123.66 Lopez, Eugene Gardner \$24.97 6.0 \$ 149.82 6.0 \$ \$21.24 127,44 Malagon, Apollo Gardner Brown, Stan Lead Custodian \$21.10 6.0 126.60 Lam, Doug Skilled Trades Worker \$22.96 6.01 \$ 137.76

Page 1 of 1

2,414.22 \$

- | \$

\$

\$

Х

Total

(05)

New 06/05

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 1999-2000 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval X Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System** Annual Report Reports **Object Accounts** (04) Description of Expenses (b) (d) (e) (f) (g) (h) (c) Hourly Hours Employee Names, Job Salaries Materials Contract Fixed Travel and Rate Worked Classifications, Functions Performed, and and Training Services Assets and Description of Expenses Benefits Supplies Unit Cost Quantity Completing/submitting the State Agency Model Integrated Waste Management Plan \$27.53 12.0 \$ 330.36 Flores, Sarah Supervisor Facilities

Page 1 of 1

330.36

Total X

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS FORM Program INTEGRATED WASTE MANAGEMENT IWM-2 256 ACTIVITY COST DETAIL (02) Fiscal Year (01) Claimant 1999-2000 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material Annual Report Accounting System Reports (04) Description of Expenses **Object Accounts** (h) (f) (b) (c) (d) (e) (g) Hourly Hours Employee Names, Job Salaries Materials Worked Contract Fixed Travel and Rate Classifications, Functions Performed, Services Assets Training Benefits Supplies and Description of Expenses Unit Cost Quantity Designating one solid waste reduction and recycling coordinator for each college in district 1,321.44 48.0 \$ Flores, Sarah Supervisor Facilities \$27.53

Page 1 of 1

1,321.44 \$

\$

Total

X

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year Pasadena Area Community College District 1999-2000 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator X Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material Annual Report **Accounting System** Reports (04) Description of Expenses **Object Accounts** (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Salaries Materials Fixed Travel and Rate Worked Contract Classifications, Functions Performed, and and or Quantity Assets Training Services and Description of Expenses Benefits Supplies Unit Cost Diverting solid waste from landfill disposal or transformation facilities - source reduction 5,366.40 Gonzalez, Arturo Gardner \$22,36 240.0 \$ Jennings, Michael 240.0 5.659.20 Power Sweeper Operatop \$23.58 \$ 240.0 Griffith, Bill \$23.41 \$ 5,618.40 Gardner Glasscock, Ed Gardner \$21.46 240.0 \$ 5,150.40 240.0 \$ \$24.97 Lopez, Eugene Gardner 5.992.80 Malagon, Apollo Gardner \$21.24 240.0 5,097.60 Diverting solid waste from landfill disposal or transformation facilities - recycling Petty, Heten Custodian \$19.70 240.0 \$ 4,728.00 Dunn, Billie Custodian \$21.02 240.0 5,044.80 Carlson, Paul Custodian \$22.31 240.0 5,354.40 240.0 4,946.40 Jimenez, Ben Custodian \$20,61 Brown, Stan Lead Custodian \$21.10 240.0 5,064.00 240.0 Lam, Doug Skilled Trades Worker \$22.96 5,510.40 Lighting Resources, Inc. Recycling Lighting Tubes & Discha \$100.00 8.5 853.76 Diverting solid waste from landfill disposal or transformation facilities - special waste Petty, Helen Custodian \$19.70 6.0 118.20 Dunn, Billie Custodian \$21.02 6.0 126.12 Custodian \$22.31 6.0 133.86 Carlson, Paul \$ Custodian 6.0 123.66 Jimenez, Ben \$20.61 \$ Brown, Stan Lead Custodian \$21.10 96.0 \$ 2,025.60 Skilled Trades Worker \$22,96 6.0 137.76 Lam, Doug \$ Procuring materials/equipment necessary for maintaining approved level of reduction Flores, Sarah Supervisor Facilities \$27.53 12.0 \$ 330.36

Page 1 of 1

\$ 66,528.36

853.76 \$

X

Total

Subtotal

State Controller's Office community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 WM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year 1999-2000 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material X **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (b) (c) (d) (e) (f) (g) (h) Hours Worked Hourly Employee Names, Job Salaries Materials Travel and Contract Fixed Rate Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Supplies Benefits Unit Cost Quantity Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting Flores, Sarah Supervisor Facilities \$27.53 24.0 \$ 660.72

Page 1 of 1

660.72

(05)

New 06/05

Total

X

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year Pasadena Area Community College District 1999-2000 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing Process Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Requirement or Time Extension for 1/1/02 for 25% Waste Alternative Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance Annual Recycled Material Χ **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (b) (f) (h) (c) (d) (e) (g) Hourly Hours Employee Names, Job Classifications, Functions Performed, Salaries Materials Rate Worked Contract Fixed Travel and and and or Unit Cost Services Assets Training and Description of Expenses Benefits Supplies Quantity Reporting annually to the Board quantities of recyclable materials collected Flores, Sarah Supervisor Facilities \$27.53 96.0 \$ 2,642.88

Page 1 of 1

2,642.88 \$

\$

X

Total

Subtotal

Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
1-00/6-00	6.00	Brown, Stan	Lead Custodian	\$21.10	\$126.60	Training district staff on the requirements and implementation of the plan	Staff Training
1-00/6-00	240.00	Brown, Stan	Lead Custodian	\$21.10	\$5,064.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
1-00/6-00	96.00	Brown, Stan	Lead Custodian	\$21.10	\$2,025.60	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	342.00	Brown, Stan Total			\$7,216.20		
1-00/6-00	6.00	Carlson, Paul	Custodian	\$22.31	\$133.86	Training district staff on the requirements and implementation of the plan	Staff Training
1-00/6-00	240.00	Carlson, Paul	Custodian	\$22.31	\$5,354.40	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
1-00/6-00	6.00	Carlson, Paul	Custodian	\$22.31	\$133.86	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	252.00	Carlson, Paul Total			\$5,622.12		
1-00/6-00	6,00	Dunn, Billie	Custodian	\$21.02	\$126.12	Training district staff on the requirements and implementation of the plan	Staff Training
1-00/6-00	240.00	Dunn, Billie	Custodian	\$21.02	\$5,044.80	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
1-00/6-00		Dunn, Billie	Custodian	\$21.02	\$126.12	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
		Dunn, Billie Total			\$5,297.04		
1-00/6-00		Flores, Sarah	Supervisor Facilities	\$27.53	\$330.36	Developing the necessary district policies and procedures	Development of Policies and Procedures
1-00/6-00		Flores, Sarah	Supervisor Facilities	\$27.53	\$825.90	Training district staff on the requirements and implementation of the plan	Staff Training
1-00/6-00	12.00	Flores, Sarah	Supervisor Facilities	\$27.53	\$330.36	Completing/submitting the State Agency Model Integrated Waste Management Plan	Completion and Submission of Plan to Board
1-00/6-00	48.00	Flores, Sarah	Supervisor Facilities	\$27.53	\$1,321.44	Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinato
1-00/6-00	24.00	Flores, Sarah	Supervisor Facilities	\$27.53	\$660.72	Developing, implementing, maintaining accounting system to track source reduction, recycling, or compound	Accounting System
1-00/6-00	96,00 !	Flores, Sarah	Supervisor Facilities	\$27.53	\$2,642.88	Reporting annually to the Board quantities of recyclable materials collected	Annual Recycled Material Reports
1-00/6-00	12.00 [Flores, Sarah	Supervisor Facilities	\$27.53	\$330.36	Procuring materials/equipment necessary for maintaining approved level of reduction	Maintenance of Approved Level of Reduction
	234.00 1	Flores, Sarah Total	·		\$6,442.02		
1-00/6-00	6.00 (Glasscock, Ed	Gardner	\$21,46	\$128.76	Training district staff on the requirements and implementation of the plan	Staff Training
1-00/6-00	240.00 (Glasscock, Ed	Gardner	\$21,46			Maintenance of Approved Level of Reduction
	246.00	Glasscock, Ed Total			\$5,279.16		, , , , , , , , , , , , , , , , , , ,
1-00/6-00	6.00 (Gonzalez, Arturo	Gardner	\$22.36		Training district staff on the requirements and implementation of the plan	Staff Training
1-00/6-00	240.00 (Gonzalez, Arturo	Gardner			·	Maintenance of Approved Level of Reduction
	246.00 (Gonzalez, Arturo Total			\$5,500.56		
1-00/6-00	6.00 (Griffith, Bill	Gardner	\$23.41	\$140.46	Training district staff on the requirements and implementation of the plan	Staff Training
1-00/6-00	240.00	Griffith, Bill	Gardner	\$23.41	\$5,618.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	246.00 C	Griffith, Bill Total			\$5,758.86		
1-00/6-00	6.00 J	lennings, Michael	Power Sweeper Operator	\$23.58	\$141.48	Training district staff on the requirements and implementation of the plan	Staff Training
1-00/6-00	240,00 J	lennings, Michael	Power Sweeper Operator	\$23.58			Maintenance of Approved Level of Reduction
	246.00 J	lennings, Michael Total			\$5,800.68	·	
1-00/6-00	6.00 J	limenez, Ben	Custodian	\$20.61	\$123.66	Training district staff on the requirements and implementation of the plan	Staff Training
1-00/6-00		imenez, Ben	Custodian	\$20.61			Maintenance of Approved Level of Reduction
1-00/6-00	6.00 J	imenez, Ben	Custodian	\$20.61		· · · · · · · · · · · · · · · · · · ·	Maintenance of Approved Level of Reduction
	252.00 J	imenez, Ben Total			\$5,193.72		
1-00/6-00	6.00 L	am, Doug	Skilled Trades Worker	\$22.96		Training district staff on the requirements and implementation of the plan	Staff Training
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Pasadena Area C ity College District 764/99 INTEGRATEL ASTE MANAGEMENT 1999-2000 Sort by Name

Date	Hours Employee Name	Title	PHR	Salary	. Activity	Component
1-00/6-00	240.00 Lam, Doug	Skilled Trades Worker	\$22.96	\$5,510.40	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
1-00/6-00	6.00 Lam, Doug	Skilled Trades Worker	\$22.96	\$137.76	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	252.00 Lam, Doug Total			\$5,785.92		
1-00/6-00	8.54 Lighting Resources, Inc.	Recycling Lighting Tubes	\$100.00	\$853.76	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	8.54 Lighting Resources, Inc. Total			\$853.76	;	
1-00/6-00	6.00 Lopez, Eugene	Gardner	\$24.97	\$149.82	? Training district staff on the requirements and implementation of the plan	Staff Training
1-00/6-00	240.00 Lopez, Eugene	Gardner	\$24.97	\$5,992.80	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	246.00 Lopez, Eugene Total			\$6,142.62		
1-00/6-00	6.00 Malagon, Apollo	Gardner	\$21.24	\$127.44	Training district staff on the requirements and implementation of the plan	Staff Training
1-00/6-00	240.00 Malagon, Apollo	Gardner	\$21.24	\$5,097.60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	246.00 Malagon, Apollo Total			\$5,225.04		
1-00/6-00	6.00 Petty, Helen	Custodian	\$19.70	\$118.20	Training district staff on the requirements and implementation of the plan	Staff Training
1-00/6-00	240.00 Petty, Helen	Custodian	\$19.70	\$4,728.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
1-00/6-00	6.00 Petty, Helen	Custodian	\$19.70	\$118.20	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	252.00 Petty, Helen Total			\$4,964.40		
	3320.54 Grand Total			\$75,082.10		



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF THE CHIEF FINANCIAL AND CHIEF INFORMATION OFFICER

June 2, 1998

Christine Chen
Acting Principal Accountant
Pasadena Area Community College District
1570 E. Colorado Boulevard
Pasadena, California 91106

Reference: Agreement No. 98-033

Dear Ms. Chen:

The original and one copy of an Indirect Cost Rate Agreement are enclosed. These documents reflect an understanding reached by your organization and the U.S. Department of Education. The rates agreed upon should be used to compute indirect cost for grants, contracts and applications funded by this Department and other Federal agencies.

After reviewing the Rate Agreement, please confirm acceptance by having the <u>original</u> signed by a duly authorized representative of your organization and returned within fifteen (15) calendar days from the date of this letter:

U.S. Department of Education Attention: Paul Brickman Room 3652, ROB #3 600 Independence Avenue, SW Washington, D.C. 20202-4201

The enclosed copy of this agreement should be retained for your files. If there are any additional questions concerning this agreement, please contact on (202) 708-6817.

The next indirect cost proposal based on fiscal year ending June 30, 2000, is due in this office by December 31, 2000. This proposal should be sent to the above address.

Sincerely,

Richard T. Mueller, Chief

Indirect Cost Group

Office of the Chief Financial
And Chief Information Officer

Enclosures

INDIRECT COST RATE AGREEMENT COLLEGE AND UNIVERSITY

ORGANIZATION:

Pasadena Community College 1570 E. Colorado Boulevard Pasadena, California 91106 DATE: June 2, 1998

AGREEMENT NO. 98-033

FILING REFERENCE: This replaces previous Agreement No.95-104 and 95-010

dated July 27, 1995

The rate(s) approved in this Agreement are for use on your grants, contracts, and other agreements with the Federal Government.

This agreement consists of four parts: Section I - Rates and Bases; Section II - Particulars; Section III - Special Remarks; and, Section IV -Approvals.

ion I - Rate(s) and Base(s)

•	Effective	Period			Coverage
TYPE	From	To	Rate_	Base	Location Applicability
Predetermined Predetermined	07-01-95 07-01-98	06-30-98 06-30-2001	30.0% 30.0%	1/ 1/	On-site All Programs

1/ Direct salaries and wages, including fringe benefits.

Treatment of Fringe Benefits: Fringe benefits applicable to direct salaries and wages are treated as direct costs.

Please see special remarks.

Section II - Particulars

- A. LIMITATIONS: The rate(s) in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract, or other agreement only to the extent that funds are available. Acceptance of the rate(s) is subject to the following conditions: (1) Only costs incurred by the institution were included in its indirect cost pool as finally accepted; such costs are legal obligations of the institution and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment, and (4) The information provided by the Institution which was used to establish the rates is not later found to be materially incomplete or inaccurate.
- B. ACCOUNTING CHANGES: If a fixed or predetermined rate is in this Agreement, it is based on the accounting system purported by the institution to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of costs from indirect to direct. Failure to obtain approval may result in cost disallowance.

FIXED RATES: If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

- D. USE BY OTHER FEDERAL AGENCIES: The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-21, and should be applied to grants, contracts, and other agreements covered by Office of Management and Budget Circular A-21, subject to any limitations in A above. The institution may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.
- E. OTHER: If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the institution should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to these programs.

Section III - Special Remarks

- 1. This agreement is effective on the date of approval of the Federal Government.
- 2. Questions regarding this agreement should be directed to the Negotiator.
- 3. Approval of the rate(s) contained herein does not establish acceptance of the State Education Agency's total methodology for the computation of indirect cost rates for years other than the year(s) herein cited.
- 4. U.S. Department of Education training grants containing an eight percent indirect cost rate, cannot utilize indirect costs in excess of eight percent to satisfy matching or cost sharing requirements (34 CFR 75.562 (c)(3)).

Section IV - Approvals	
By the Institution:	For the Federal Government:
Pasadena Community College 10 E. Colorado Boulevard rasadena, California 91106	U.S. Department of Education 600 Independence Ave., SW. Room 3523, ROB#3 Washington, DC 20202-4201
Signature	Signature
christine chen	Richard T. Mueller
Name	Name
Principal Accountant	Chief, Indirect Cost Group
Title	Title
b/12/98 Date	June 2, 1998 Date
	Paul J. Brickman Negotiator
	(202) 708-6817

	DATE	COMPANY	RECEIPT#	AMOUNT REC'D >	
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		ALLAN PAPER	33499	\$283.48 r T	P1,286.36
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		ALLAN PAPER	139695	\$57.63	
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		SMURIFT-STONE	187791	\$405.35 🗸	
		SMURIFT-STONE	192069	\$87.99	
	06/29/05	SMURIFT-STONE	192162	\$54.01 [/]	

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Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 1999-2000 Recycling Costs

Purpose: To summarize recycling costs for Integrated Waste Management.

Source: Copies of checks to recycling companies.

Findings:

Vendor	Description	Date Issued	A	mount
Lighting Resources, Inc.	Recycling of Fluorescent	1/10/2000	\$	602.24
Lighting Resources, Inc.	Lighting Tubes and High	3/31/2000	\$	59.52
Lighting Resources, Inc.	Intensity Discharge Bulbs	6/5/2000	\$	192.00
Lighting Resources, Inc. Tot	\$	853.76		

Conclusion: Findings go forward to IWM-2.

Print Date: 8/26/2006 PASA IWM 99-00array

705

DISTRICT VOUCHER C Y

No. 21211608

01-10-00 DATE ISSUED

00071108 DOCUMENT NO.

3698 REGISTER NO.

451020 DISTRICT SEQ. NO.

21211608 WARRANT NO.

01-06-00 DATE ENTERED

NO AUDITED

0.00 CREDIT/DISCOUNT

602.24 TOTAL

DIST#705

INVOICE DATE	INVOICE/REFERENCE NUMBER	PURCHASE ORDER OR CONTRACT NO.		AMOUNT
09-01-99 11-09-99	2080 2625	P0001806 P0001806	\$	266.24 336.00
COMMENTS:			<u> </u>	
PAID BY:			\$:	602.24 SUBTOTAL

PASADENA AREA COMMUNITY COLLEG

LIGHTING RÉSOURCES, IN 1522 East Victory Street

Suite #4

Phoenix, AZ 85040

Voice:

602-276-4278

Fax:

602-276-5432

FINTE REED JAN 5 - 2000

Invoice

Invoice Number:

2625

Invoice Date:

Nov 9, 1999

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PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD.

PASADENA, CA 91106

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LIGHTING RESOURCES, IN'

1522 East Victory Street.

Suite #4

Phoenix, AZ 85040

voice:

602-276-4278

Fax:

602-276-5432

ENTERED JAN 5 - 2000

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Invoice

Invoice Number:

2080

Invoice Date:

Sep 1, 1999

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PASADENA, CA 91106

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LIGHTING RESOURCES, INC 1522 East Victory Street Suite #4 Phoenix, AZ 85040

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602-276-4278

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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3	Plan Development													
4	Alternative Compliance													
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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March 2005

Employee Time Record Shew for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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salvage Code 6 Code 6 Code 6 chipping	Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copyling, property re-utilization, utilizing CalMAX, food exchange, salvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oil/antifreeze, white and brown goods recycling, wood waste chipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, proactively working with recycled product supplies.													
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6 C	Composting													
6 D	Special Waste											·		
6 E	Procurement Activities										· · ·		· :	
to receir under the only: Employ If you h	EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify under the penalty of perjury to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. Employee Signature Date 5/30/06 If you have any questions, please contact , at PLEASE SUBMIT THIS INFORMATION BY ; TO													

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 2. ONGOING PLAN IMPLEMENTATION

PCC	Sarah Flore	s Facilities	SuperV	isor
District	Employee Name	Exact Position Titl		1900
Facilities services	585-7697	12mo/11mo/10mo/hrly	Fiscal Year:	1799
Department/Location	Telephone #	Work year length	,	San
Code 5 College Coordinator: Coordinati	ion duties not specific to other activit	v codes.		

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Code 6 Plan Implementation: Implementing the Plan other than specific source reduction, recycling and composting activities.

8

Code 7 Accounting System: Developing, implementing, and maintaining an accounting system to enter and track: source reduction, recycling and composting activities, the cost of those activities, and the proceeds from the sale of any recycled materials.

Code 8 Annual Report: Annually preparing and submitting a report to the IWM Board summarizing the district's progress in reducing solid waste,

REPORT TIME IN HOURS PER MONTH Reimbursable Activity Code Sept Oct. July Nov. Dec: Jan. Feb. Mar. April May June Total Aug. College Coordinator 8 8 8 8 8 96 Plan Implementation 8 96. 8 8 8 8 See IWM 1.6 B-3 Accounting System. 96 Annual Report

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only. Employee Signature		Date May 30,06	
If you have any questions, please contact		, at	
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Employee Time Record Smeet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Code 6	B Recycling: Paper, cardboard,	glass, pla	stics, sc							ts				
Code 6	C Composting: commercial pick D Special Waste: Concrete/rubb	-up of gre le, concr	een waste ete/aspha	e, food wa alt, render	aste com ring/grea	posting, a se, tires.	and othéi Iandfills,	r program used oil/	ns antifreeze	, e, white a	nd brown	goods r	ecycling,	wood waste
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March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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March 2005 ·

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Employee Time Record S. at for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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6 A	Source Reduction													
6 B	Recycling :	40	40	40	40	40	40	40	40	40	40.	.40	40	4-80
6 C	Composting													
6 D	Special Waste	/	./		. /	1	/	1	1		/	(/-	12
6 E	Procurement Activities												· .	
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Employee Time Record Shoot for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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1	Policies and Procedures												•	
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March 2005

Employee Time Record Street for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Distri	ct	Em	ployee	Name			Exa	act Pos	ition Ti	tle .		•	•	
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Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction													
6 B	Recycling :	40	40	90.	40	40	90	.40	90	40	40	10	90	480
6 C	Composting							,						
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Employee Time Record Sneet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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March 2005

Employee Time Record S...et for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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REPORT STAFF TIME IN HOURS PER MONTH														
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June .	Total
6 A	Source Reduction					-			:					
6 B	Recycling	40	40	40	40	40	40	40	40	40	40	40	40	480
6 C	Composting	·												· ·
6 D	Special Waste	./	./	1 :	7	/	1	7 ·	1	1	/	1	/	12
6 E	Procurement Activities												· <u></u>	
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March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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1	Policies and Procedures														
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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6 A	Source Reduction	40	40	40	40	40	40	40	40	40	40	40	10	480
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6 D	Special Waste			·.				·						
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March 2005

Employee Time Record Sweet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Code	Reimbursable Activity	July	Aug.	Sept	Oct.				:				June	Total
1	Policies and Procedures		7 129	0071	33						7,51	,		, 304.
2	Staff Training	<i>j</i>	(1	<i>i</i> .	1.	(.	1		7	((1	12_
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4	Alternative Compliance										•			
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Employee Time Record Si...at for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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6 A	Source Reduction													
6 B	Recycling	40	40	40	40	40	40	40	40	40	40	40	40	480
6 C	Composting													
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6 E	Procurement Activities			, .									·:	
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Employee Time Record Sneet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Code	Reimbursable Activity	T	·	T		KE	PORT	I HAIE HA	HOUR	SPER	WONT	1	<u> </u>	
		July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures													
2	Staff Training	1	1			1	1	/	. /		/	/	1	12
3	Plan Development							-						
4	Alternative Compliance													
	.: .					·			·				•	
to receivender the only. Employ If you have	YEE CERTIFICATION: The Stave reimbursement: Your signature penalty of perjury to be true at the Signature are any questions, please contains SUBMIT THIS INFORMATION	ire.on this and correct	form cer et based o	tifles that	you haversonal k	e reporte	d actual of or inform	data or ha	ave provi This infor	ded a go	od faith e	stimäte v	vhich you	certify

Employee Time Record ___et for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

	PCC		كون	9 [an	}				od	iar)		
Distri	•		ployee	Name		•	Exa	act Pos	ition T	itle				
fox	cilities Services	<u> (62</u>	(b) 5	85-	727	s 12	mo/11n	10/10m	o/hrly	Fis	cal Yea	ar:	1999	
	rtment/Location		ephon	e #		W	ork yea	r lengtl	۱		•			
Code: 0	A Course Dadadia Davida		<u> </u>								41411	-1 O-1	100 5-	4
salvage	A <u>Source Reduction</u> : Reusable of yards, grass-cycling, and other	program	s ·					:			ation, utili	zing Cair	VIAX, 100	a exchange,
	B <u>Recycling:</u> Paper, cardboard, of Composting: commercial pick									ts				
Code 6	D Special Waste: Concrete/rubb	le, concr								e, white a	nd brown	goods r	ecýcling,	wood waste
	g/composting, batteries, paint, et E <u>Procurement Activities</u> : State		ede tecvi	cled conte	ent procu	Irement r	odicy rea	uirina red	evoled on	ntent pro	duct certi	fication f	or all pur	chases pro-
actively	working with recycled product s	upplies.	ege recy		one proce	in create in c	oncy, req	diring re-				noution i	or all part	snases, pro-
					R	EPORT	STAFF	TIME	N HOU	RS PEI	R MONT	ГН		
Code	Reimbursable Activity					٠٠.								
		July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May.	June	Total
6 A	Source Reduction						·							
6 B	Recycling	40	40	40	40	40	40	40	40	40	40.	40	40	480
6 C	Composting													
6 D	Special Waste	1.	. /	1	. /	1	1	,		1	/	1	1.	12
6 E	Procurement Activities										·		· :	
EMPLC	YEE CERTIFICATION: The Stat	e of Cali	fornia red	uires tha	t school	district p	ersonnel	naintain	a record	of data fo	or state m	andates	In order	or the district
to recei	ve reimbursement. Your signatur he penalty of perjury to be true ar	e on this d correc	torm ce t based o	ntifies that on your p	i you nav ersonal l	re reporte knowleda	e or infon	nation."	ave provi This Infor	ided a go mation is	od raith e s used for	cost acc	ounting poo	ourposes
only			_			,	,							f
Employ	ree Signature Dunla	71	dans	2	D	ate	/31 /	06				•		
	ave any questions, please conta								<u> </u>	 .		•		
PLEAS	E SUBMIT THIS INFORMATION	BY	·	; TO .								: .		
	LEAGE GODIVITY THIS INFORMATION BY													

COPYRIGHT 2005 SixTen and Associates

March 2005 ·

Integrated waste

	1			
EMPLOYEE NAME	MICHAEL JENNINGS			
TITLE:	Power Sweeper Oper		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
TOOKE TEAT	AITHORE OREALT	TOTAL BLITLE		B+C BY D
			110013	D+C D1 D
99-00	36,532.92	9,265.18	1800	23.58
00-01	38,216.16	9,866.05	.1800	24.76
01-02	40,268.40	10,373.23	1800	26.17
02-03	40,878.84	12,083.11	1800	26.78
03'04	40,963.98	15,748.07	1800	27.10
04-05	42,910.32	16,933.21	1800	28.66
05-06	45,154.56	17,158.49	1800	30.05
EMPLOYEE NAME	BILL GRIFFITH			
TITLE.	0		F1041	· · · · · ·
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
99-00	34,336.08	10,948.69	1800	23.41
00-01	36,396.24	11,424.66		24.71
01-02	38,350.68	12,331.64		
02-03	38,932.20			27.75
03'04	38,932.20			
04-05	40,866.72			
05-06	43,004.04			
EMPLOYEE NAME	ED GLASSCOCK	 	1.	
			·	
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
TIOOAL TLAIC	AITIOAL GALART	TOTAL BLILLO	HOURS	B+C BY
			HOUNG	B+0 B1 1
99-00	32,700.72			
00-01	33,172.20			
01-02	37,437.60			
02-03	38,005.08			
03'04	38,315.98			
04-05	39,870.48			
05-06	41,955.72	9,548.73	3 180	0 24.3

EMPLOYEE NAME	DARYL MONTGOME	RY		
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES		PROD.RT
			HOURS	B+C BY D
00.00				
99-00	7,000,00	2 200 05	4000	4.05
00-01	7,062.03	2,309.85	1800	4.85
01-02 02-03	32,332.23 34,892.10	9,908.18	1800	21.89 23.85
03'04	37,306.74	12,105.03 15,257.77	1800	25.85
04-05	37,971.48	15,982.48	1800 1800	25.19
05-06	39,957.36	16,211.56	1800	27.16
EMPLOYEE NAME	APOLLO MALAGON			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
TIOOAL TEAR	AIIIOAL OALAITI	TOTAL BEALD	HOURS	B+C BY D
99-00	32,311.47	8,878.49	1800	21.24
00-01	34,335.72	9,509.05	1800	22.60
01-02	36,524.16	10,044.48	1800	24.09
02-03	37,077.84	11,639.92	1800	24.66
03'04	37,309.65	15,040.23	1800	25.07
04-05	38,921.04	16,165.27	1800	26.44
05-06	40,956.60	16,393.62	1800	27.72
EMPLOYEE NAME	EUGENE LOPEZ			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	HOURS	PROD.RT
			,	BTC BT L
20.00	00.007.00	0.004.00	1000	04.07
99-00	38,625.00 38,625.00			
00-01				
01-02	42,281.40			
02-03	42,922.44			
03'04	42,922.44			
04-05	43,956.84			
05-06	46,255.80	10,332.21	180	26.76

EMPLOYEE NAME	ARTURO GONZALEZ			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
99-00	34,336.08	9,063.94	1800	22.36
00-01	36,396.24	9,698.61	1800	23.75
01-02	38,350.68	10,204.85	1800	25.10
02-03	38,932.20	11,856.13	1800	25.69
03'04	39,094.34	15,385.92	1800	26.06
04-05	39,905.04	13,532.20	1800	25.42
05-06				
1	į.			

EMPLOYEE NAME:	MARIA JIMENEZ					
EMPLOTEE NAME:	MARIA JIMENEZ			-		
TITLE:	Custodian		Facilities		· · · · · ·	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
TOTAL TEAR	ANNOAL SALAKT	TOTAL BLILLS	HOURS	B+C BY D		
02-03	26,576.74	4,347.15	1800	15.46		
03-04	33,377.12	8,189.55	1800	19.50		
04-05	35,336.72	8,706.72	1800	20.69		
05-06	37,148.52	8,672.86	1800	21.70		
EMBLOVEE NAME	CADALLELODES					
EMPLOYEE NAME:	SARAH FLORES			 		· · · · ·
TITLE:	Supervisor Facilities		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
				·		
00.00	42.620.80	0.045.24	4000	27.52		
99-00	43,630.80	9,915.34		27.53		
00-01	49,849.68	10,936.33		31.22		
01-02	53,481.48	11,533.33		33.51		
02-03	54,279.72	13,645.66		34.22		
03'04	54,619.05			34.68		
04-05	56,977.92	19,641.22		36.47		
05-06	64,490.88	20,681.57	1800	40.79		
	ALEBED CARCIA					
EMPLOYEE NAME:	ALFRED GARCIA		 			
TITLE:	Skilled Trades Wkr		LOCATIO	N: Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
		-				
00.00	39,937.26	11,461.76	3 1800	26.52		
99-00 00-01	44,239.56			29.06		
	46,615.20			30.88		
01-02	47,913.36			30.70		
02-03	48,504.84			34.15		
03'04				35.13	 	
04-05	49,673.76					
05-06	52,271.76	23,101.70	0 1800	36.58		· · · · ·

EMPLOYEE NAME	STAN BROWN					
TITLE:	Lead Custodian		Facilities			
		70741 551174				
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES		PROD.RT		
			HOURS	B+C BY D		
99-00	32,069.16	8,856.30	1800	21.10		
00-01	32,069.16	9,300.52	1800	21.34		
01-02	36,396.24	10,034.25	1800	24.02		
02-03	38,580.90	11,815.17	1800	25.50		
03'04	41,102,16	15,774.84	1800	27.18		<u> </u>
04-05	42,299.28	16,815.58	1800	28.32		
05-06		-	1800			
EMPLOYEE NAME	DOUG LAM					
TITLE:	Skilled Trades Wkr		Facilities		·	
E10041 VE45	ANNULAL CALABY	TOTAL DELIC	ANNULA	DD00 07		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00	33,518.52	10,873.81	1800	22.96		-
00-01	35,529.60	11,344.93				
01-02 Skilled Trade	37,410.32	12,249.08				+
02-03	41,219.44	15,829.39				
03'04	43,280.14	21,346.81				
04-05	45,819.68					
05-06	52,271.76					
		,	-			
EMPLOYEE NAME	BILLIE DUNN					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00	31,922.04	8,842.82	2 1800	21.02		
00-01	34,662.72					
01-02	36,524.16					
02-03	37,077.84					
03'04	38,931.64					
04-05	39,711.95					
05-06	43,413.96					
EMPLOYEE NAME	ALICE HOLDEN					

	0		F = 11141 = =			· · · · · · · · · · · · · · · · · · ·
TLE:	Custodian		Facilities			
	411111111111111111111111111111111111111	TOTAL BENEO	4 5 (5) 7 (4)	2202 27		
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES		PROD.RT		
			HOURS	B+C BY D		
0.00			4000			
9-00	05.400.70	10.004.55	1800	- 10 17		
0-01	25,166.70	10,391.55	1800	18.47		
1-02	27,175.50	11,350.46	1800	20.08		ļ
2-03	28,585.80	14,356.30	1800	22.01		ļ
3'04	30,522.36	18,875.63	1800	24.16		ļ
04-05	34,066.08	20,123.36	1800	26.46		ļ
05-06	35,302.20	10,955.29	1800	22.13		
EMPLOYEE NAME	PAUL CARLSON				· · · · · · · · · · · · · · · · · · ·	
TITLE:	Custodian		Facilities			
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
· · · · · · · · · · · · · · · · · · ·			1			
			!	 		
99-00	33,837.36	9,422.54	1800	22.31		
00-01	35,867.52	10,369.22				1.
01-02	36,362.52	10,030.29				
02-03	38,390.90	11,793.02				1
03'04	39,322.67	15,430.15				
04-05	39,870.00	16,347.95				
05-06	41,955.12	16,575.55				+
	41,000.12	10,070.00	1000	20.27		
EMPLOYEE NAME	BEN JIMENEZ					
TITLE:	Custodian		Facilities			-
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00	30,782.01	9,142.67	7 180	0 20.61		
00-01	33,837.36					-+
01-02	35,128.29					
02-03	37,078.08					
03'04	35,606.78					
04-05	35,751.18					
05-06	39,005.76	20,684.6	4 180	29.21		
EMPLOYEE NAME	CANDELARIO DIAZ					
LIVIT LOTEL MAINE	OCHULLANO DIAZ				+	

.

TITLE:	Custodian		Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
-ISCAL TEAR	ANNOAL SALAKI	TOTAL BENES	HOURS	B+C BY D	
			HOURS	B+C B1 D	
99-00	29,473.56	4,080.50	1800	17.14	
00-01	31,269.58	4,317.52	1800	18.17	
01-02	35,994.00	4,815.94	1800	20.92	
02-03	34,725.20	5,711.59	1800	20.22	
03'04	34,471.44	8,401.52	1800	20.22	
04-05	35,302.20	11,601.07		22.28	
05-06			1800		
U3-U6	38,054.88	15,864.93	1800	26.10	
EMPLOYEE NAME	RIGO HERNANDEZ				
TITLE:	Custodian		Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
		· · · · · · · · · · · · · · · · · · ·	HOURS	B+C BY D	
99-00	6,959.58	2,574.60	1800	4.94	
00-01	28,844.91	10,729.94	1800	20.51	
01-02	31,821.48	11,758.38	1800		
02-03	34,116.16	15,001.14	1800		
03'04	34,471.44	19,640.57	1800		
04-05	35,163.74	20,334.66	1800		 ·
05-06	37,148.52	20,346.25	1800		
			 		<u> </u>
EMPLOYEE NAME	RONNIE LITTLETON				
TITLE:	Custodian		Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	<u> </u>
			HOURS	B+C BY D	
99-00	6,312.48	2,515.32	1800	0 4.58	<u> </u>
00-01	25,285.87	10,402.51	180	18.53	
01-02	29,802.96	11,581.15	180	0 21.54	
02-03	30,894.54	14,625.50	180	0 23.29	
03'04	32,439.15	19,246.91	180	0 25.22	
04-05	34,684.14	20,242.34	180	0 26.81	
05-06	37,148.52				
EMPLOYEE NAME	RAUL GOMEZ		<u> </u>		
TITLE:	Custodian		Facilities		

ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		· · · · · ·
ISUAL TEAR	ANNUAL SALART	TOTAL BENES	HOURS	B+C BY D		ļi
			HUUKS	B+C B1 D		
						
99-00		-				-
00-01		-				
01-02	2,591.10	833.08	1800	1.78		
02-03	32,485.18	11,104.41	1800	22.11		
03'04	33,839.61	14,368.08	1800	23.14		
04-05	35,985.68	15,600.21	1800	24.81		
05-06	37,134.98	15,697.32	1800	25.59		
			ļ			
EMPLOYEE NAME	HELEN PETTY		ļ			
EWIPLOTEE NAME	THE		 			
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
TIOOAL TEAK	ARRIVAL GALARI	TOTAL BLAZO	HOURS	B+C BY D		
99-00	33,518.52	5,007.40				
00-01	35,916.62	11,380.54				
01-02	38,350.68	12,331.64				
02-03	38,932.20	15,562.69				
03'04	38,932.20	20,504.62				
04-05	39,870.48					
05-06	35,314.44	18,880.26	180	0 26.53		
					ļ	

SixTen and Associates **Mandate Reimbursement Services**

TH B. PETERSEN, MPA, JD, President ,252 Balboa Avenue, Suite 807 San Diego, CA 92117

Telephone:

(858) 514-8605

Fax:

(858) 514-8645

E-Mail: Kbpsixten@aol.com

Claim File Copy

September 28, 2006

CERTIFIED MAIL # 7003 3110 0000 2900 4815

Ms. Virginia Brummels, Section Manager Local Reimbursement Section Division of Accounting and Reporting Office of the State Controller P.O. Box 942850 Sacramento, CA 94250

RE:

Annual Reimbursement Claim

Pasadena Area Community College District CC 19335

Dear Ms. Brummels:

Enclosed please find the original claims and extra copies of the FAM-27 for Pasadena Area Community College District's reimbursement claims listed below:

Integrated Waste Management	1999-2000
Integrated Waste Management	2000-2001
Integrated Waste Management	2001-20 0 2
Integrated Waste Management	2002-2003
Integrated Waste Management	2003-2004
Integrated Waste Management	2004-2005
	Integrated Waste Management Integrated Waste Management Integrated Waste Management Integrated Waste Management

If you have any questions regarding these claims, please contact me at (858) 514-8605.

Sincerely,

Keith B. Petersen

New 06/05

	Program		INT		MANDATED CO TED WASTE M. CLAIM SUMMA	ANA	GEMENT					FORM IWM-1
(01)	Claimant: adena Area Community College District		(02) Type of Claim Reimbursement Estimated					I	iscal Year 2000-2001			
Dire	ct Costs		,		· · · · · · · · · · · · · · · · · · ·	-	Object A	cco	unts		-	
(03)	Reimbursable Activities		(a)		(b)		(c)		(d)		(e)	 (I)
			alaries and Benefits		terials and Supplies		Contract Services		Fixed Assets		Travel and Training	Total
Α. (One-Time Activities											
1	Development of Policies and Procedures	\$	749.28	\$	-	\$	-	\$	-	\$	-	\$ 749.28
2	Staff Training	\$	5,267.04	\$	-	\$	-	\$	-	\$	-	\$ 5,267.04
В. (Ongoing Activities											
1	Completion and Submission of Plan to Board	\$	749.28	\$	-	\$	-	\$	-	\$, -	\$ 749.28
2	Response to Board During Approval Process	\$	-	\$		\$	-	\$	-	\$	-	\$ <u>-</u>
3	Consultation with Board	\$	-	\$	•	\$	-	\$	-	\$	-	\$
4	Designation of Waste Reduction and Recycling Coordinator	\$	2,997.12	\$		\$		\$		\$		\$ 2,997.12
5	Diversion and Maintenance of Approved Level of Reduction	\$	131,482.44	\$	•	\$	1,964.65	\$		\$.	•	\$ 133,447.09
C.	Alternative Compliance											
1	Alternative Requirements or Time Extension for 1/1/02 for 25% Waste	\$	-	\$	-	\$	-	\$		\$		\$ -
2	Alternative Requirements or Time Extension for 1/1/04 for 50% Waste	\$	<u>.</u>	\$	· •	\$		\$		\$		\$ -
D.	Accounting System	\$	1,498.56	\$		\$	-	\$	-	\$	-	\$ 1,498.56
E.	Annual Report	\$		\$	<u>-</u>	\$	-	\$	<u> </u>	\$	-	\$ <u> </u>
F.	Annual Recycled Material Reports	\$	2,997.12	\$	-	\$	•	\$	•	\$	<u>.</u>	\$ 2,997.12
(04	I) Total Direct Costs	\$	145,740.84	\$	-	\$	1,964.65	\$	-	\$		\$ 147,705.49
Inc	firect Costs											
(05	5) Indirect Cost Rate					¡Fed	erally approved OMB	A-21,	FAM-29C, or 7%]			30,00%
(06	S) Total Indirect Costs					Line	(05) x line (04)(a)]					\$ 43,722.25
(0)	7) Total Direct and Indirect Costs					[Line	(04)(f) + line (06)]					\$ 191,427.74
Cc	ost Reduction											
(08) Less: Offsetting Savings									\$			
(0:	9) Less: Other Reimbursements									,		\$ 875.46
(1	0) Total Claimed Amount						[Line	e (07	7) - {Line (08) + Lin	e (09	9)}}	\$ 190,552.28

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2000-2001 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (h) (b) (c) (d) (e) (f) (g) Hourly Hours Employee Names, Job Salaries Materials Rate Worked Contract Fixed Travel and Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Benefits Supplies Unit Cost Quantity Developing the necessary district policies and procedures Flores, Sarah Supervisor Facilities \$31.22 749.28

Page 1 of 1

749.28 \$

Total

X

Subtotal

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year 2000-2001 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time X Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance Annual Recycled Material Annual Report **Accounting System** Reports (04) Description of Expenses **Object Accounts** (b) (d) (e) (f) (g) (h) (c) Hourly Hours Employee Names, Job Salaries Materials Contract Fixed Travel and Rate Worked Classifications, Functions Performed, and Services Assets Training and Description of Expenses Benefits Supplies Unit Cost Quantity Training district staff on the requirements and implementation of the plan \$23.75 12.0 \$ 285.00 Gonzalez, Arturo Gardner Jennings, Michael Power Sweeper Operator \$24.76 12.0 297.12 Griffith, Bill \$24.71 12.0 296.52 Gardner \$ Flores, Sarah Supervisor Facilities \$31.22 60.0 1,873.20 \$21.96 12.0 \$ 263.52 Glasscock, Ed Gardner Petty, Helen Custodian \$24.44 12.0 293.28 Dunn, Billie 12.0 Custodian \$22.78 273.36 Carlson, Paul Custodian \$23.85 12.0 286.20 \$23.29 12.0 279.48 Jimenez, Ben Custodian \$25.11 12.0|\$ Lopez, Eugene Gardner 301.32 \$22.60 12.0 271.20 Malagon, Apollo Gardner Brown, Stan Lead Custodian \$21.34 12.0 \$ 256.08 Skilled Trades Worker \$24.23 12.0 \$ 290.76 Lam, Doug

Page 1 of 1

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State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2000-2001 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval X Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for 25% Waste Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance Annual Recycled Material **Annual Report** Accounting System Reports **Object Accounts** (04) Description of Expenses (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Salaries Materials Rate Worked Contract Fixed Travel and Classifications, Functions Performed, and and or Unit Cost or Quantity Services Assets Training and Description of Expenses Benefits Supplies Completing/submitting the State Agency Model Integrated Waste Management Plan \$31.22 Flores, Sarah Supervisor Facilities 24.0 749.28

Page 1 of 1

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Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year 2000-2001 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities X Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (h) (b) (d) (e) (f) (g) (c) Hourly Hours Employee Names, Job Salaries Materials Travel and Rate Worked Contract Fixed Classifications, Functions Performed, and and or Unit Cost or Quantity Training Services Assets and Description of Expenses Benefits Supplies Designating one solid waste reduction and recycling coordinator for each college in district 96.0 \$ 2,997.12 Flores, Sarah Supervisor Facilities

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Page 1 of 1

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Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year 2000-2001 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities X Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System Annual Report** Reports (04) Description of Expenses **Object Accounts** (b) (e) (f) (g) (h) (d) (c) Hourly Hours Employee Names, Job. Materials Salaries Travel and Rate Worked Contract Fixed Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Benefits Supplies Unit Cost Quantity Diverting solid waste from landfill disposal or transformation facilities - source reduction 480.0 \$ 11,400.00 Gonzalez, Arturo Gardner Power Sweeper Operator \$24.76 480.0 \$ 11,884.80 Jennings, Michael Griffith, Bill Gardner \$24.71 480.0 \$ 11,860.80 480.0 \$ Lopez, Eugene Gardner \$25.11 12.052.80 Malagon, Apollo Gardner \$22.60 480.0 \$ 10,848.00 Diverting solid waste from landfill disposal or transformation facilities - recycling 480.0 \$ Custodian \$24.44 11,731.20 Petty, Helen \$22.78 480.0 10,934.40 Dunn, Billie Custodian \$23.85 11,448.00 Carlson, Paul Custodian 480.0| \$ \$23.29 480.0 \$ 11,179.20 Jimenez, Ben Custodian Lead Custodian \$21.34 480.0 10,243.20 Brown, Stan Lam, Doug Skilled Trades Worker \$24.23 480.0 \$ 11,630.40 Baling Wire \$10.00 10.1 101.09 Allan Company \$100.00 18.6 1,863.56 Recycling Lighting Tubes & Discha Lighting Resources Diverting solid waste from landfill disposal or transformation facilities - special waste Petty, Helen Custodian \$24.44 12.0 \$ 293.28 Custodian \$22.78 12.0 273.36 Dunn, Billie \$23.85 12.0| \$ 286.20 Carlson, Paul Custodian Jimenez, Ben Custodian \$23.29 12.0 \$ 279.48 192.0 4,097.28 Lead Custodian \$21.34 Brown, Stan \$ Lam, Doug Skilled Trades Worker \$24.23 12.0 \$ 290.76 Procuring materials/equipment necessary for maintaining approved level of reduction Supervisor Facilities \$31.22 24.0 \$ 749.28 Flores, Sarah

Page 1 of 1

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State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2000-2001 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material X Accounting System **Annual Report** Reports Object Accounts (04) Description of Expenses (b) (h) (d) (e) (f) (g) (c) Hourly Hours Employee Names, Job Classifications, Functions Performed, Salaries Materials Rate Worked Contract Fixed Travel and and Benefits and Services Assets Training and Description of Expenses Supplies Unit Cost Quantity Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting Flores, Sarah Supervisor Facilities \$31.22 48.0 \$ 1,498.56

Page 1 of 1

1,498.56 \$

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State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program **FORM** INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2000-2001 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material X Accounting System Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (b) (f) (h) (d) (e) (g) (c) Hourly Hours Employee Names, Job Materials Salaries Rate Worked Contract Fixed Travel and Classifications, Functions Performed, and Benefits and Services Assets Training Supplies and Description of Expenses Unit Cost Quantity Reporting annually to the Board quantities of recyclable materials collected Flores, Sarah Supervisor Facilities \$31.22 96.0 \$ 2,997,12

Page 1 of 1

2,997.12 \$

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Total

(05)

New 06/05

Pasadena Area nity College District 764/99 INTEGRATE ASTE MANAGEMENT 2000-2001 Sort by Name

			1			
Date	Hours Employee Name	Title	PHR	Salary	Activity	Component
00-01		Baling Wire	\$10.00		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	10.11 Allan Company Total		,	\$101.09	·	
00-01	12.00 Brown, Stan	Lead Custodian	\$21.34	\$256.08	3 Training district staff on the requirements and implementation of the plan	Staff Training
00-01	480.00 Brown, Stan	Lead Custodian	\$21.34		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
00-01	192.00 Brown, Stan	Lead Custodian	\$21.34		B Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	684.00 Brown, Stan Total			\$14,596.56		
00-01	12.00 Carlson, Paul	Custodian	\$23.85	\$286.20	Training district staff on the requirements and implementation of the plan	Staff Training
00-01	480.00 Carlson, Paul	Custodian	\$23.85	\$11,448.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
00-01	12.00 Carlson, Paul	Custodian	\$23.85	\$286.20	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00 Carlson, Paul Total			\$12,020.40		
00-01	12.00 Dunn, Billie	Custodian	\$22.78	\$273.36	Training district staff on the requirements and implementation of the plan	Staff Training
00-01	480.00 Dunn, Billie	Custodian	\$22.78		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
00-01	12.00 Dunn, Billie	Custodian	\$22.78		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00 Dunn, Billie Total			\$11, 4 81.12		
00-01	24.00 Flores, Sarah	Supervisor Facilities	\$31.22		Developing the necessary district policies and procedures	Development of Policies and Procedures
00-01	60.00 Flores, Sarah	Supervisor Facilities	\$31.22		Training district staff on the requirements and implementation of the plan	Staff Training
00-01	24.00 Flores, Sarah	Supervisor Facilities	\$31,22	\$749.28	Completing/submitting the State Agency Model Integrated Waste Management Plan	Completion and Submission of Plan to Board
00-01	96.00 Flores, Sarah	Supervisor Facilities	\$31.22		Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinator
00-01	48.00 Flores, Sarah	Supervisor Facilities	\$31.22	\$1,498.56	Developing, implementing, maintaining accounting system to track source reduction, recycling, or compe	Accounting System
00-01	96.00 Flores, Sarah	Supervisor Facilities	\$31.22		Reporting annually to the Board quantities of recyclable materials collected	Annual Recycled Material Reports
00-01	24.00 Flores, Sarah	Supervisor Facilities	\$31.22		Procuring materials/equipment necessary for maintaining approved level of reduction	Maintenance of Approved Level of Reduction
00.04	372.00 Flores, Sarah Total			\$11,613.84		
00-01	12.00 Glasscock, Ed	Gardner	\$21.96		Training district staff on the requirements and implementation of the plan	Staff Training
	12.00 Glasscock, Ed Total			\$263,52		
00-01	12.00 Gonzalez, Arturo	Gardner	\$23.75	\$285.00	Training district staff on the requirements and implementation of the plan	Staff Training
00-01	480.00 Gonzalez, Arturo	Gardner	\$23.75		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
00.04	492.00 Gonzalez, Arturo Total			\$11,685.00	•	
00-01	12.00 Griffith, Bill	Gardner	\$24.71		Training district staff on the requirements and implementation of the plan	Staff Training
00-01	480.00 Griffith, Bill	Gardner	\$24.71	\$11,860.80	Diverting solid waste from landfill disposal or transformation facilities - source reduction.	Maintenance of Approved Level of Reduction
00.04	492.00 Griffith, Bill Total			\$12,157.32		
00-01	12.00 Jennings, Michael	Power Sweeper Operator			Training district staff on the requirements and implementation of the plan	Staff Training
	480.00 Jennings, Michael	Power Sweeper Operator	\$24.76		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00 Jennings, Michael Total			\$12,181.92		
00-01	12.00 Jimenez, Ben	Custodian	\$23.29		Training district staff on the requirements and implementation of the plan	Staff Training
	480.00 Jimenez, Ben	Custodian			Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
00-01	12.00 Jimenez, Ben 504.00 Jimenez, Ben Tetal	Custodian	\$23.29		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
00-01	504.00 Jimenez, Ben Total 12.00 Lam, Doug	Chilled Teeder Medice	m2 4 02	\$11,738.16	Tradition State to the first transfer of the	0.47
	480.00 Lam, Doug	Skilled Trades Worker	\$24.23			Staff Training
		Skilled Trades Worker			•	Maintenance of Approved Level of Reduction
	12.00 Lam, Doug	Skilled Trades Worker	\$24.23		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00 Lam, Doug Total	D. E. 1111 -		\$12,211.92		
00-01	18.64 Lighting Resources	Recycling Lighting Tubes	\$100.00		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	18.64 Lighting Resources Tota			\$1,863.56		

Pasadena Area nity College District 764/99 INTEGRATE ASTE MANAGEMENT 2000-2001 Sort by Name

					·	
Date	Hours Employee Name	Title	PHR	Salary	Activity	Component
00-01	12.00 Lopez, Eugene	Gardner	\$25.11		Training district staff on the requirements and implementation of the plan	Staff Training
00-01	480.00 Lopez, Eugene	Gardner	\$25,11	\$12,052.80	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00 Lopez, Eugene Total			\$12,354.12		
00-01	12.00 Malagon, Apollo	Gardner	\$22.60		Training district staff on the requirements and implementation of the plan	Staff Training
00-01	480.00 Malagon, Apollo	Gardner	\$22.60	\$10,848.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00 Malagon, Apollo Total			\$11,119.20		
00-01	12.00 Petty, Helen	Custodian	\$24.44		Training electron of the requirements and improvements of the first	Staff Training
00-01	480.00 Petty, Helen	Custodian	\$24.44			Maintenance of Approved Level of Reduction
00-01	12.00 Petty, Helen	Custodian	\$24.44	\$293.28	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00 Petty, Helen Total			\$12,317.76		
	6076.74 Grand Total			\$147,705.49		



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF THE CHIEF FINANCIAL AND CHIEF INFORMATION OFFICER

June 2, 1998

Christine Chen
Acting Principal Accountant
Pasadena Area Community College District
1570 E. Colorado Boulevard
Pasadena, California 91106

Reference: Agreement No. 98-033

Dear Ms. Chen:

The original and one copy of an Indirect Cost Rate Agreement are enclosed. These documents reflect an understanding reached by your organization and the U.S. Department of Education. The rates agreed upon should be used to compute indirect cost for grants, contracts and applications funded by this Department and other Federal agencies.

After reviewing the Rate Agreement, please confirm acceptance by having the <u>original</u> signed by a duly authorized representative of your organization and returned within fifteen (15) calendar days from the date of this letter:

U.S. Department of Education Attention: Paul Brickman Room 3652, ROB #3 600 Independence Avenue, SW Washington, D.C. 20202-4201

The enclosed copy of this agreement should be retained for your files. If there are any additional questions concerning this agreement, please contact on (202) 708-6817.

The next indirect cost proposal based on fiscal year ending June 30, 2000, is due in this office by December 31, 2000. This proposal should be sent to the above address.

Sincerely,

Richard T. Mueller, Chief

Indirect Cost Group

Office of the Chief Financial
And Chief Information Officer

Enclosures

INDIRECT COST RATE AGREEMENT COLLEGE AND UNIVERSITY

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DATE: June 2, 1998

Pasadena Community College 1570 E. Colorado Boulevard Pasadena, California 91106

AGREEMENT NO. 98-033

FILING REFERENCE: This replaces previous Agreement No. 95-104 and 95-010

dated July 27, 1995

The rate(s) approved in this Agreement are for use on your grants, contracts, and other agreements with the Federal Government.

This agreement consists of four parts: Section I - Rates and Bases; Section II - Particulars; Section III - Special Remarks; and, Section IV -Approvals.

ion I - Rate(s) and Base(s)

	Effective	Period			Coverage
TYPE	From	To	Rate_	Base	Location Applicability
Predetermined Predetermined	07-01-95 07-01-98	06-30-98 06-30-2001	30.0% 30,0%		On-site All Programs On-site All Programs

1/ Direct salaries and wages, including fringe benefits.

Treatment of Fringe Benefits: Fringe benefits applicable to direct salaries and wages are treated as direct costs.

Please see special remarks.

Section II - Particulars

- A. LIMITATIONS: The rate(s) in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract, or other agreement only to the extent that funds are available. Acceptance of the rate(s) is subject to the following conditions: (1) Only costs incurred by the institution were included in its indirect cost pool as finally accepted; such costs are legal obligations of the institution and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment, and (4) The information provided by the Institution which was used to establish the rates is not later found to be materially incomplete or inaccurate.
- B. ACCOUNTING CHANGES: If a fixed or predetermined rate is in this Agreement, it is based on the accounting system purported by the institution to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of costs from indirect to direct. Failure to obtain approval may result in cost disallowance.

FIXED RATES: If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

- D. USE BY OTHER FEDERAL AGENCIES: The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-21, and should be applied to grants, contracts, and other agreements covered by Office of Management and Budget Circular A-21, subject to any limitations in A above. The institution may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.
- E. OTHER: If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the institution should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to these programs.

section III - Special Remarks

- 1. This agreement is effective on the date of approval of the Federal Government.
- 2. Questions regarding this agreement should be directed to the Negotiator.
- 3. Approval of the rate(s) contained herein does not establish acceptance of the State Education Agency's total methodology for the computation of indirect cost rates for years other than the year(s) herein cited.
- 4. U.S. Department of Education training grants containing an eight percent indirect cost rate, cannot utilize indirect costs in excess of eight percent to satisfy matching or cost sharing requirements (34 CFR 75.562 (c)(3)).

75.502 (C) (5)).	
Section IV - Approvals	
By the Institution:	For the Federal Government:
Pasadena Community College 10 E. Colorado Boulevard asadena, California 91106	U.S. Department of Education 600 Independence Ave., SW. Room 3523, ROB#3 Washington, DC 20202-4201
Signature	Signature
christine chen	Richard T. Mueller
Name	Name
Principal Accountant	Chief, Indirect Cost Group
Title	Title
6/12/98	June 2, 1998
Date	Date
	Paul J. Brickman Negotiator
	(202) 708-6817 Telephone Number

	DATE	COMPANY	DEACIDE #	ANGUNEDECE	
	DATE	COMPANY	RECEIPT #	AMOUNT REC'D	
		ALLAN PAPER	30239	\$175.48×	
		ALLAN PAPER	30366	\$297.50 ✓	
	03/29/00	ALLAN PAPER	33499	\$283.48 r	
		ALLAN PAPER	36867	\$316.00 🗸	
	06/21/00	ALLAN PAPER	36941	\$213.90<	
· and	03/19/01	ALLAN PAPER ALLAN PAPER	57744	\$621.76	there so
100	05/09/01	ALLAN PAPER	60690	\$253.70 /	807.40
	08/21/01	ALLAN PAPER	74631	\$126.05	
	12/17/01	ALLAN PAPER	81897	\$31.80 /	
	06/10/02	ALLAN PAPER	96866	\$164.30	
	10/18/02	ALLAN PAPER	110889	\$72.80	
	03/14/03	ALLAN PAPER	124689	\$58.65~	
	09/04/03	ALLAN PAPER	139695	\$57.63	
	09/17/03	ALLAN PAPER	139748	\$162.08	
	06/16/04	SMURIFT-STONE	161872	\$180.48 <	
		SMURIFT-STONE	166620	\$66.26	
		SMURIFT-STONE	166774	\$178.98	
		SMURIFT-STONE	173578	\$129.86	
		SMURIFT-STONE	173579	\$413.34	
		SMURIFT-STONE	179734	\$159.75	
		SMURIFT-STONE	187617	\$115.57	
		SMURIFT-STONE	187688	\$186.32	
		SMURIFT-STONE	187791	\$405.35	
		SMURIFT-STONE	192069	\$87.99	
	1	·			
	J6/29/05	SMURIFT-STONE	192162	\$54.01	

. I agrees w/ receipts

Pasadena Area Community College District	57741
REGENERATION SAC/SRC	DATE 3/19/01
ADDRESS FOR YEAR ALL ALL TOH 12399	DOLLARS \$ 86.39
AMOUNT PAID: \$ 0/1 5820-09	107-1700
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PASADENA AREA COMMUNITY COLLEGE DISTRICT 60691
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Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2000-2001 Recycling Costs

Purpose: To summarize recycling costs for Integrated Waste Management.

Source: Copies of checks to recycling companies.

Findings:

Vendor	Description	Date Issued	Amount
Allan Company	Baling Wire	2/26/2001	\$101.09
Allan Company Total			\$101.09

Vendor	Description	Date Issued	Amount
Lighting Resources, Inc.	Recycling of Fluorescent Lighting Tubes and High Intensity Discharge Bulbs	7/31/2000	\$297.60
Lighting Resources, Inc.		10/9/2000	\$364.08
Lighting Resources, Inc.		1/17/2001	\$308.59
Lighting Resources, Inc.		2/21/2001	\$392.01
Lighting Resources, Inc.		4/13/2001	\$199.20
Lighting Resources, Inc.		6/25/2001	\$302.08
Lighting Resources, Inc. T	otal		\$1,863.56

Conclusion: Findings go forward to IWM-2.

ALLAN COMPAN

INVOICE

14618 ARROW HIGHWAY . BALDWIN PARK, CA 91706 (626) 962-4047 • (3234 686-2608 FAX #

(626) 962-7611 • (626) 960-0422

ACCOUNT NO.		ĺ
	PASA00	
	SOLD TO	
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		SMI
FISCAL	SERVICES	9 11 F

PLEASE REMIT TO: ALLAN COMPANY FILE #54303 LOS ANGELES CA 90074-4303 02/06/01

SHIP TO

FISCAL SERVICES PASADENA CITY COLLEGE 1570 EAST COLOREDO BLVD. FP. C. C. FACILITIES DEPT. 150 S. HILL AVENUE

PASADENA,

CA 91106-2003

PASADENA,

CA 91106-2003

01 JS NVOICE DATE INVOICE NUMBER TERMS: NET 30 DAYS DELIVERED TO CU 2/06/01 050028 CAR INITIAL AND NO. DESCRIPTION BILLING WT. GROSS LBS. TARE NET LBS.

0#12808

202092

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93.6000 *

BALING WIRE

2.0000 *

93.60

ORIGIN: BALDWIN PARK, 2 BUNDLES, 13 X 13 GUAGE

@ \$46.80/EACH, PO#12808

0821412

202093

SALES & USE TAX \

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7.4900

1.0000 *

7.49

ENTERED FEB 2 1 2001

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INVOICE TOTAL = 101.09

NT. CODE:

3 Indicates SHIPPED WEIGHT

VI Indicates MILL WEIGHT OR CONSUMER WEIGHT

. AT THE MAXIMUM LEGAL E WILL BE CHARGED ON ALL I DUE ACCOUNTS.

284079 ITROL NO.

LIGHTING RESOURCES, INC. 1522 East Victory Street

Suite #4

Phoenix, AZ 85040

ENTERED JUL 2 6 2000

Invoice

Invoice Number:

4623

Invoice Date:

Jun 30, 2000

Page:

1

602-276-4278

602-276-5432

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD.

PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD.

PASADENA, CA 91106

Custom	er ID	Customer PO			Payment Terms								
PASC	001	B-01086			Net 15	Days							
Sales Re	ep ID	Shipping Method		;	Ship Date	Due Date							
JOHN		LRI		6	/27/00	7/15/00							
Quantity	·	Description			Unit Price	Extension							
900.00	F-96 LAM	PS FOR RECYCLING PS FOR RECYCLING 51 B/L #9432	. •		0.32 0.64	288.0 9.6							
		Jenus de	bled (
-'						,							
		Ω	1-9<01			-							

**805 East Francis Street
Ontario, CA 91761

9/28/00 P. Mullendar CC 108 Invoice

Invoice Number:

11814

Invoice Date: Sep 21, 2000

Page:

e: (909) 923-7252 ax: (909) 923-7510

ENTERED OCT 0, 4 2000

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

1/8

GENERATO

POLICE && SAFETY ROOM CC-108

B-02727

Custom	ner ID	Custome	r PO	Payment Terms								
PASC	001			Net								
Sales R	ep ID	Shipping I	Method		Ship Date		Due Date					
JOHN		LRI	<u> </u>	9	/21/00	10/6/00						
Quantity		Description	<u> </u>		Unit Price	Exte	ension					
1,000.00 53.00 23.00	LBS. OF P	S FOR RECYCLING CB BALLASTS DRUM CB BALLASTS	6967		0.32 0.58 0.58		320.00 30.74 13.34					
			7									
		Q_0	0° ()									

TOTAL INVOICE AMOUNT

364.08

release sign invoice (s) signifying receipt of goods and approval for payment Return immediately to:

ACCOUNTING DEPT. — ACCTS. PAYABLE

KESOURCES, INC. 805 East Francis Street
Ontario, CA 91761

7.Mullendore CC108

Invoice

Invoice Number:

12641

Invoice Date:

Dec 5, 2000 Page:

је: 1

ENTERED DEC 2 1 2000

Je: . ax: (909) 923-7252 (909) 923-7510

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

W/R

GENERATO

POLICE / SAFETY ROOM CC-108

Custon	ner ID	Customer PO		Payment T	erms						
PAS	001	B-02727		Net 15 Days							
Sales R	ep ID	Shipping Method	5	Ship Date	Due Date						
JOHN		LRI	_ _ 1	2/5/00	12/20/00						
Quantity		Description		Unit Price	Extension						
600.00 35.00 75.00 31.00	HID LAMPS FB-40 LAM F-96 LAMP	S FOR RECYCLING FOR RECYCLING PS FOR RECYCLING S FOR RECYCLING		0.32 1.80 0.45 0.64	192.00 63.00 33.75 19.84						

*lease sign invoice (s) signifying receipt of goods and approval for payment Return immediately to: ACCOUNTING DEPT. — ACCTS. PAYABLE TOTAL INVOICE AMOUNT 308.59 /

LIGHTING RESOURCES INC. 805 East Francis Street Ontario, CA 91761

Invoice

Invoice Number: 13259

Invoice Date:

Jan 22, 2001

Page:

ENTERED FEB 1 3 2001

1

oice: Fax:

(909) 923-7252 (909) 923-7510

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

GENERATO

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custor	ner ID	Customer PO		Payment T	erms				
PAS	001	B-02727	2727 Ne						
Sales R	ep ID	Shipping Method	5	Ship Date	Due Date				
DAVID		LRI	1	./22/01	2/6/01				
Quantity		Description		Unit Price	Extension				
600.00 80.00 53.00 64.00 13.00 15.00 3.00	HID LAMPS BIAX LAMS F-30 LAMS FB-40 LAMS F-96 LAMS	PS FOR RECYCLING FOR RECYCLING PS FOR RECYCLING MPS FOR RECYCLING PS FOR RECYCLING LAMPS FOR RECYCLING WAS FOR RECYCLING WAS FOR RECYCLING WAS FOR RECYCLING		0.32 1.80 0.45 0.24 0.45 0.64 0.45	192.00 144.00 23.85 15.36 5.85 9.60 1.35				

TOTAL INVOICE **AMOUNT**

Please sign invoice (s) signifying receipt of goods and approval for payment Return immediately to: ACCOUNTING DEPT. - ACCTS. PAYABLE

LIGHTING KESOUKCES, INC. 805 East Francis Street Ontario, CA 91761

(909) 923-7252

(909) 923-7510

P.Mullendore

P.Mullendore

ENTERED APR 0 5 2001 CC/08

Invoice Invoice Number:

13979

Invoice Date: Mar 16, 2001

Page: 1

Sold To:

€:

. dX.

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

GENERATO

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custom	ner ID	Customer PO	Payment	Terms
PASC	001	B-02727	Net 1	
Sales R	ep ID	Shipping Method	Ship Date	Due Date
ROB ELLIS		LRI	3/16/01	3/31/01
Quantity		Description	Unit Price	Extension
510.00 80.00 4.00	FB-40 LAM	S FOR RECYCLING PS FOR RECYCLING ER DRUMS FOR LAMPS F-40 (190) N	0.3: 0.4	I
	of g	sign invoice (s) signifying receipt oods and approval for payment Return immediately to: NTING DEPT. — ACCTS. PAYABLE		

TOTAL INVOICE **AMOUNT** 199.20

LIGHTING KESOURCES INC. 805 East Francis Street Ontario, CA 91761

Invoice

Invoice Number:

205005

Invoice Date: May 21, 2001

Page: 1

ENTERED JUN 1 9 2004

Sold To:

.: (909) 923-7252

(909) 923-7510

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

GENERATO

POLICE & SAFETY ROOM CC-108

Custor	mer ID	Customer PO		Payment T	erms						
PAS	001	В-02727	١.	Net 15 Days							
Sales R	Rep ID	Shipping Method		Ship Date	Due Date						
ROB ELLIS		LRI	5	/18/01	6/5/01						
Quantity		Description		Unit Price	Extension						
900.00	1	S FOR RECYCLING S FOR RECYCLING		0.32 0.64	288.00 14.08						
AED CE 2											
	A.c.	Please sign invoice (s) signifying receipt of goods and approval for payment Return immediately to: ACCOUNTING DEPT. — ACCTS. PAYABLE	-								
3500		Me of Many of the									

TOTAL INVOICE **AMOUNT** 302.08

P.	C.C.		ART.	GEN.	ZALE	2		_(ADDE	INGR				
Distri				Name				Ex	act Pos	sition T	itle			
	CILITIES			7277						Fis	cal Ye	ar:	000	·
Depa	rtment/Location	Tel	lephon	e# .		Ŵċ	ork yea	r lengtl	h .		٠.		·	
Code 1 Code 2 Code 3	Plan Development: Developing district's plan to the California	staff on to and ado Waste M e event It	he requir pting a S anageme is necess	ements a tate Ager ent Board ary to ob	and imple ncy Mode .tain one	ementation el Integrat or more e listrict Is r	n of the red Wast extension naking a	e Manage s of time good fait	ement Pla to comp h effort to	ly with the	e 25% an ent the pl	d/or 50% an and/o	s minimur	n waste
Code	Reimbursable Activity	T	·	'	Ţ	RE	PORT	IIME IN	HOUR	SPER	MONTH	1 	·	
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures												·	
2	Staff Training	. 1	ſ	(1.	1.	1		7	/	1.	/	12
3	Plan Development													
4	Alternative Compliance													
to recei- under the only. Employ	ave any questions, please conta	re on this nd correc	form cer t based o	tifles that	t you hav ersonal k Da	re reporte nowledge ate3	d actual e or inform 5/30/t , at	data or h mation." 56	ave provi This infor	ded a go	od faith e	stimate v	vhich you	"certify
PLEASI	E SUBMIT THIS INFORMATION	BY		; TO _	· ·									

March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

\mathcal{P}	C.C.		ART GONZALEZ GARRENER											
Distric	et	Em	ployee	Name	•		Exa	act Pos	sition T	itle		•		
FA	allities		81	1277	•	12	mo/11n	10/10m	no/hrly	Fis	cal Yea	ar:	000	
Depar	tment/Location	Tel	Telephone # Work year length											
salvage Code 6 Code 6 chipping Code 6	A <u>Source Reduction</u> : Reusable c yards, grass-cycling, and other B <u>Recycling:</u> Paper, cardboard, g C <u>Composting</u> : commercial pick- D <u>Special Waste</u> : Concrete/rubbl g/composting, batteries, paint, et E <u>Procurement Activities</u> : State working with recycled product si	programs plass, pla up of gre e, concre c. and Colle	s istics, sc en waste ete/aspha	rap metal e, food wa alt, rende	l, special aste com ring/grea	collectio posting, se, tires,	n prograr and other landfills,	ns, clear progran used oil/	i-up even ns antifreeze	ts e, white a	and brown	goods re	ecycling,	wood waste
		· · · · · ·			RI	EPORT	STAFF	TIME	IN HOU	RS PE	R MON	ГН		
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction	40	40	40	40	40	40	40	40	40	40	40	40	480
6 B	Recycling									·				
6 C	Composting	•												
6 D	Special Waste		• .			•								
6 E	Procurement Activities										l		:	
to receivender the conty. Employ If you h	YEE CERTIFICATION: The State of reimbursement. Your signature are penalty of perjury to be true are signature and the state of the stat	e on this nd correc	form cer t based o	tifies that on your p	you haversonal k	ve reporte knowledge ate <u>5/</u>	ed actual of or information of the second of	data or h nation."	ave provi	ided a go	od faith e	stimate v	vuicu you	certily

COPYRIGHT 2005 SixTen and Associates

P	C-C	We:	JEN	NING	?	CARDENER								
Distric	ct			Name						ition T				
	HILITIES			7277	<u> </u>	12r	no/11m	no/10m	o/hrly	Fis	cal Yea	ar: <u>20</u>	000	·
Depai	rtment/Location	ı e	ephon	е <i>#</i> .		VVC	rk yea	r iengu	`] 				·.	
Code 1 Code 2 Code 3 Code 4	Staff Training: Training district Plan Development: Developing district's plan to the California	staff on to g and ado Waste M e event It	he requir pting a S anageme is necess	rements a state Ager ent Board. sary to ob	ind Imple ncy Mode tain one	ementatio el Integrat or more e	n of the need Waste extension	Manage s of time	to compl	ly with the	e 25% an	d/or 50%	minimui	n waste
			RE	PORT 1	TIME IN	HOUR	S PER	MONTH	1					
Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures													
2	Staff Training	j	1	/	7	./	1.	/	. (./	1	1	/	12
3	Plan Development							·			·			
4	Alternative Compliance													
				· ·										
to receive under the only. Employ	OYEE CERTIFICATION: The Stave reimbursement: Your signature penalty of perjury to be true at the Signature	re on this	form cer t based o	tifles that on your pe	you haversonal k	re reporte nowledge	d actual of or inform $\sqrt{30/6}$	data or h	ave provi	ded a go	od faith e	stimate v	vhich you	certify
If you h	ave any questions, please conta	act		·	<u> </u>		, at _			- •				
PLEASI	E SUBMIT THIS INFORMATION	1 BY <u></u>	····	; TO <u>:</u>					•				•	

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

ρ	CC	(Mile	JE	ひとら	' S	•	GARI	ENER	г	·.	•		
Distri	ct			Name			Exa	act Pos	ition T	itle				
F	Acilifier		2817-	7277		121	no/11n	no/10m	o/hrlv	Fis	cal Yea	ar: 2	000	
Depa	rtment/Location	Tel	ephon	e #			ork yea							
Code 6 Code 6 Code 6 Chippin Code 8	A Source Reduction: Reusable of yards, grass-cycling, and other B Recycling: Paper, cardboard, C Composting: commercial pick D Special Waste: Concrete/rubb g/composting, batteries, paint, et E Procurement Activities: State working with recycled product s	programs glass, pla -up of gre le, concre tc. and Colle	s istics, sc een waste ete/aspha	rap metal e, food wa alt, rendel	l, special aste com ring/grea	collection posting, se, tires,	n progran and other landfills,	ns, clean progran used oil/	-up even ns antifreeze	ts e, white a	nd brown	goods re	ecycling, v	wood waste
					R	PORT	STAFF	TIME	N HOU	RS PE	R MONT	ГН		
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction	60	40	40	40	40	40	40	40	40	10	40	40	480
6 B	Recycling													
6 C	Composting													
6 D	Special Waste												·	
6 E	Procurement Activities												:	
to recei under the only. Employ if you h	PYEE CERTIFICATION: The State of reimbursement. Your signature ne penalty of perjury to be true as see Signature and questions, please contains.	re on this nd correc	form cer t based o	tifies that	you haversonal k	re reporte knowledge ate	d actual of or information	data or h nation."	ave provi	ided a go	od faith e	stimate v	vhich you	certify
PLEAS	E SUBMIT THIS INFORMATION	BY		; TO _						•		:		
	•					•								

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March 2005

March 2005

Employee Time Record Sheer for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

Distric	<u> </u>	<u>.</u> Em		G _C Name		-h_				cler sition T	າ ∈ ⊢ itle			•
Fac Depa	cilities Services	(105		35-7		12r Wo	no/11m ork year			Fis	cal Yea	ar: <u>Z</u> ¢	<u>6 00</u>	·
Code 3	Policies and Procedures: Deve Staff Training: Training district Plan Development: Developing district's plan to the California Alternative Compliance: In the reduction requirements, preser	staff on t and ado Waste M event It	he requir pting a S anageme is necess	ements a tate Ager ent Board ary to ob	ind Imple ncy Mode tain one	mentation Integrat or more e strict is n	n of the need Waste extension naking a	Manage s of time good fait	to comp h effort to	ly with the	e 25% an ent the pl	d/or 50% an and/o	minimun	n waste
Code	Relmbursable Activity	Γ			I	REI	PORT 1	IME IN	HOUR	S PER	MONTI	1		- : · · · · · · · · · · · · · · · · · ·
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures											·		
2	Staff Training	1	(/	.,	. 1		1	. /		1		· . · · .	12
3	Plan Development													
4	Alternative Compliance													
		,	L	:	· ·	<u> </u>								
to recei under ti only.	YEE CERTIFICATION: The Stat ve reimbursement. Your signatur ne penalty of perjury to be true ar	e.on this	form cer t based c	tifies that on your pe	you haversonal k	e reporte nowledge	d actual o or inform	lata or h nation."	ave provi This infor	ded a go	od faith e	stimate v	vhich you	"certify
Employ	ee Signature				Da	ite _ <i>5/3</i>	80/06	·						
lf you h	ave any questions, please contac	ct		• :			, at			<u>.</u>				,
PLEAS	E SUBMIT THIS INFORMATION	BY		; TO _					·					

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March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

Distric	Pcc et	Em		Gri Name		h			ition T		·		· 	
	tment/Location		<u>له) S</u> ephon	3 5-7 e#	278	-	no/11m ork yea			Fis	cal Yea	ar: <u>Z</u> 2	500	
salvage Code 6 Code 6 Code 6 chipping Code 6	A <u>Source Reduction</u> : Reusable of yards, grass-cycling, and other B <u>Recycling</u> : Paper, cardboard, of <u>Composting</u> : commercial pick-b <u>Special Waste</u> : Concrete/rubb g/composting, batteries, paint, et <u>Procurement Activities</u> : State working with recycled product si	programs glass, pla up of gre le, concre c. and Colle	stics, sci en waste ete/aspha	rap metal e, food wa lit, render	, special aste com ing/greas	collection posting, a se, tires,	n progran and other landfills,	ns, clean program used oil/a	-up eveni is antifreeze	ts , white a	nd brown	goods re	ecycling,	wood waste
Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, proactively working with recycled product supplies. REPORT STAFF TIME IN HOURS PER MONTH Code Reimbursable Activity														
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May.	June	Total
6 A	Source Reduction	90	40	40	40	40	90	40	40	40	40	40	40	480
6 B	Recycling					• .								
6 C	Composting													
6 D	Special Waste							,				· .		
6 E	Procurement Activities													
to recei	YEE CERTIFICATION: The Stat ve reimbursement. Your signatur ne penalty of perjury to be true ar	e on this	form cer t based o	tifies that on your pe	you have ersonal k	e reporte nowledge	d actual of actu	data or h	ave provi	ded a go	od faith e	stimate v	vhich you	rcertify
Employ	ee Signature Aut				Da	te	130/00	<u> </u>				٠.		
lf you h	ave any questions, please contac	ct					, at _			_•				
PLEASI	E SUBMIT THIS INFORMATION	BY	·	;TO_								:		
						:								

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Distric	ct c		ployee			<u>~5</u>	· 	Exa	ccl Pos	ition T	s S.	per	VISO	<u>.</u>
Fac	the Services	Upz	6) 58 ephone	35-70		<u>12r</u> Wo	no/11n ork yea		o/hrly			ar: <u>2</u>	200.	
Code 2 Code 3	Policies and Procedures: Developing: Training: Training district Plan Development: Developing district's plan to the California Alternative Compliance: In the reduction requirements, presen	staff on t and ado Waste Ma event it i	he requir pting a S anageme s necess	ements a tate Ager nt Board, ary to ob	ind imple ncy Mode tain one (mentatio I Integrat or more e	n of the red Waste	e Manage s of time	to compl	y with the	e 25% an	d/or 50%	minimu	ni waste
Γ	·	1	· · · ·			RE	PORT	TIME IN	HOUR	SPER	MONTH	1		· · · · · · · · · · · · · · · · · · ·
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures	1	I	J-	J_	2	J	2	1	2	5	1	2	24
2.	Staff Training	5	5	5	5	5	5	5	.5	5	5	5	5	60
3	Plan Development	2	7	ゴ	1	J	1	J	2	J	J_	2	2	24
4	Alternative Compliance													
to recei under the only. Employ If you h	PYEE CERTIFICATION: The State ve reimbursement. Your signature are penalty of perjury to be true at ee Signature are any questions, please contact are submit THIS INFORMATION	re on this	form cer t based o	tifles that	t you hav ersonal k Da	e reporte	d actual of or inform	data or ha	ave provi	ded a go	od faith e	stimate v	vhich you	certify

Employee Time Record Sweet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 2. ONGOING PLAN IMPLEMENTATION

Pcc District	Savah Flore: Employee Name	<u>Focilities</u> Exact Position Tit		. <u>0Y</u>
Focilities Services Department/Location	(626) 585-7697 Telephone #	12mo/11mo/10mo/hrly Work year length	Fiscal Year:	2000
Code 5 College Coordinator: Coordin Code 6 Plan Implementation: Implementation Code 7 Accounting System: Develop	enting the Plan other than specific sou	rce reduction, recycling and compo-		recycling and composting

Code 8 Annual Report: Annually preparing and submitting a report to the IWM Board summarizing the district's progress in reducing solid waste,

activities, the cost of those activities, and the proceeds from the sale of any recycled materials.

					R	PORT	TIME II	N HOUF	RS PER	MONT	H		· · ·	
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	. Feb.	Mar.	April	May	June	Total
5	College Coordinator	. 8	8	8	8	8	8	8	8.	8	8	8	8	96
6 .	Plan Implementation See IWM 1.6 B-3	8	8	8	8	8	8	8	8	8	8	8	8	96
7	Accounting System	1	4	4	9	- 4	9	4	4	4	9_	4	9	48

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify under the penalty of perjury to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

Employee Signature

Date

5/30/06

If you have any questions, please contact

, at

PLEASE SUBMIT THIS INFORMATION BY

; TO

Annual Report

Employee Time Record S. t for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

Pa	20		or o	h FI	ore:	5	F	acil	ities	5	Per	11509	<u>.</u>	
Distri	ct	Em	ployee	Name			Exa	act Pos	ition T	itle .		•	. '	
Foc	ilities Services	402	w) 59	<u>BS-</u> -	1697	12r	no/11n	10/10m	o/hrly	Fis	cal Yea	ar: @	1000	<u> </u>
Depa	rtment/Location	Tel	ephon	e#	:	Wo	ork yea	r length	١.		•			
salvage Code 6 Code 6 chippin Code 6 actively	A Source Reduction: Reusable of yards, grass-cycling, and other B Recycling: Paper, cardboard, of Composting: commercial pick D Special Waste: Concrete/rubb g/composting, batteries, paint, et Procurement Activities: State working with recycled product state.	programs glass, pla -up of gre le, concre c. and Colle	s estics, sc en wast ete/aspha	rap metal e, food wa alt, render	, special aste com ring/grea ant procu	collection posting, se, tires, rement p	n prograr and other landfills, olicy, req	ns, clean program used oil/a uiring rec	-up even es antifreeze	ts , white a ntent pro	nd brown	goods re	ecycling,	wood waste
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction		-			·								
6 B	Recycling			. :.										·
6 C	Composting													
6 D	Special Waste		٠.											
6 E	Procurement Activities	1	2	3	5	J	J	2	ت	1	J-	I	2	26
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

. •	Telephone # Work year length Be A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchange, age yards, grass-cycling, and other programs as B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events et al. Special Waste: Concretefrubble, concretefrubble, concretefrubble, concretefrubble, concretefrubble, concretefrubble, concretefrubble, concretefrubble, concretefrubble, state and College recycled content procurement policy, requiring recycled content product certification for all purchases, product working with recycled product supplies. REPORT STAFF TIME IN HOURS PER MONTH Re Reimbursable Activity July Aug. Sept. Oct. Nov. Dec. Jan. Feb. Mar. April May. June. Total Source Reduction Recycling 40 40 40 40 40 40 40 40 40 40 40 40 40 4													
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Employee Time Record Shoot for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Smeet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

District Facilities Services Services Telephone # Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchasalvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oil/antifreeze, white and brown goods recycling, wood waste composting.	aste
Department/Location Telephone # Work year length Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchasalvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs	aste
Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchasalvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs	aste
salvage yards, grass-cycling, and other programs Code 6B <u>Recycling:</u> Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C <u>Composting</u> : commercial pick-up of green waste, food waste composting, and other programs	aste
chipping/composting, batteries, paint, etc. Code 6E <u>Procurement Activities</u> : State and College recycled content procurement policy, requiring recycled content product certification for all purchases, actively working with recycled product supplies.	٠.٠
REPORT STAFF TIME IN HOURS PER MONTH	
Code Reimbursable Activity July Aug. Sept Oct. Nov. Dec. Jan. Feb. Mar. April May June To	al
6 A Source Reduction 40 40 40 40 40 40 40 40 40 40 40 40 40)
6 B Recycling	
6 C Composting	
6 D Special Waste	
6 E Procurement Activities	
EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the of to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certified under the penalty of perjury to be true and correct based on your personal knowledge or information." This information is used for cost accounting purpose only. Employee Signature Date Date , at	,
PLEASE SUBMIT THIS INFORMATION BY; TO	

	Pcc		Sta	n P	070	<i>ک</i> م		_\	eac	l c	55	ocl	an	
Distri	ct	Em	ployee	Name				Exa	act Pos	ition T	itle	·		
	rtment/Location	•	ephone	72- e#	18	<u>12r</u> Wo	no/11m ork yea	no/10m r lengtl	io/hrly	Fis	cal Yea	ar: <u>Z</u>	∞ o	
Code 1 Code 2 Code 3 Code 4	Staff Training: Training district Plan Development: Developing district's plan to the California	staff on t and ado Waste Ma event it i	he requir pting a S anageme is necess	ements a tate Ager nt Board. ary to ob	nd imple icy Modé tain one	mentatio I Integrat or more e	n of the ned Waste extension	e Manage s of time	to compl	y with the	e 25% an	d/or 50%	minimur	n waste
		·		· · · · · · · · · · · · · · · · · · ·	, <u> </u>	·RE	PORT	TIME IN	HOUR	SPER	MONTH	1		·
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures				·								·	
2	Staff Training	1	1	1		1	1.	/	. (./		<i>(</i> .	7	12
3	Plan Development													
4	Alternative Compliance													
				:			•							
to recei under th only. Employ If you h	PYEE CERTIFICATION: The State ve reimbursement. Your signature he penalty of perjury to be true as ree Signature ave any questions, please contact E SUBMIT THIS INFORMATION	e on this	form cer t based o	tifles that	you haversonal k	e reporte nowledge ate	d actual of or inform	data or h mation."	ave provi	ded a go	od faith e	stimáte v	vhich you	"certify

Employee Time Record S. at for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

	PCC		540	an 1	Broa	wn	<u> </u>	ead	· c	25 to	dic	in	_	
Distri	Employee Name Exact Position Title Characteristics Services (1216) SR S=7218 12mo/11mo/10mo/hrly													
Fac	cilities services	(<u>laz</u>	(d) 58	35-	7278	12	mo/11n	10/10m	o/hrly	Fis	cal Ye	ar: <u>2</u>	2000	<u> </u>
Depa	rtment/Location	Te	lephon	e #		Wo	ork yea	r lengti	١ .					
Salvage Code 6 Code 6 Chippin Code 6	yards, grass-cycling, and other B Recycling: Paper, cardboard, C Composting: commercial pick D Special Waste: Concrete/rubbg/composting, batteries, paint, e E Procurement Activities: State	program glass, pla a-up of graple, concr tc. and Coll	s astics, sc een wast ete/aspha	rap meta e, food wa alt, rende	l, special aste com ring/grea	collectio posting, se, tires,	n prograr and other landfills,	ns, clean program used oil/	-up even ns antifreeze	ts e, white a	nd browr	goods r	ecycling,	wood waste
					R	PORT	STAFF	TIME	и нои	RS PE	R MON	ГН	,	
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction													
6 B	Recycling	40	40	40	40	40	40	40	40	40	40.	40	40	480
6 C	Composting	·												
6 D	Special Waste	16	16	16:	16	16	16	16	16	16	16	16	15	192
6 E	Procurement Activities												· .	
to recei under the only. Employ	ve reimbursement. Your signature penalty of perjury to be true a eee Signature	re on this	form cer	tifies that	t you hav ersonal k	e reporte nowledge	ed actual of e or inform	data or h nation." ` <i>I</i> `	ave provi	ded a go	od faith e	stimate v	which you	ı "certify
PLEASI	E SUBMIT THIS INFORMATION	BY		; TO_								:		
						:								

March 2005

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	PCC		00	სყ	La	m	·	(CUS.	tod	iar			
Distri	ct		ployee						act Pos					
Fac	ulities services	(62	6)S	85-	727	8 12r	no/11n	10/10m	o/hrly	Fis	cal Yea	ar:	300	O
	rtment/Location		ephone				rk yea				٠.			
Code 1 Code 2 Code 3 Code 4	Staff Training: Training district Plan Development: Developing district's plan to the California	staff on t and ado Waste Ma event it i	he requir pting a S anageme s necess	ements a tate Ager nt Board. ary to ob	ind imple ncy Mode tain one o	mentatio I Integrat or more e strict is n	n of the need Waste extension naking a	Manage s of time good fait	ement Pla to compl h effort to	ly with the	e 25% an	d/or 50% an and/o	minimur	n waste
				· · · · · · · · · · · · · · · · · · ·	·	·RE	PORT 1	TIME IN	HOUR	S PER	MONTH	1		·
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures													
2	Staff Training	(1	1	/·	/	1.	/	1	./	/	/.		12
3	Plan Development						·					<u>.</u>		,
4	Alternative Compliance										•			
		I.,	<u> </u>											
to recei under ti only. Employ If you h	PYEE CERTIFICATION: The State of relimbursement. Your signature in penalty of perjury to be true as see Signature any questions, please contains any questions, please contains.	re on this nd correct	form cer t based o	tifies that	you have ersonal ki	e reporte nowledge	d actual of or inform	data or ha nation."	ave provi	ded a go	od faith e	stimáte v	vhich you	certify

Employee Time Record Let for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

· .	PCC		کمر	, 9	Lai	\sim		Co	s40	dia	b.			'
Distri	ct			Name			_		ition T					
	rtment/Location		ن) 5 lephon	85- ⁻ e#	127		mo/11n ork yea			Fis	cal Yea	ar:	300c	<u> </u>
salvage Code 6 Code 6 Code 6 chippin Code 6	A Source Reduction: Reusable con yards, grass-cycling, and other B Recycling: Paper, cardboard, GC Composting: commercial pick-b Special Waste: Concrete/rubbig/composting, batteries, paint, et Procurement Activities: State working with recycled product si	program glass, pla -up of gro le, concr c. and Coll	s astics, sc een wast ete/aspha	rap metal e, food wa alt, rendel	, special aste com ring/grea	collection posting, se, tires,	n prograr and other landfills,	ns, clean progran used oil/	-up even ns antifreeze	ts e, white a	nd brown	goods re	ecycling,	wood waste
				·	R	EPORT	STAFF	TIME	N HOU	RS PEF	R MONT	Н		
Code	Reimbursable Activity	July .	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction													
6 B	Recycling	40	40	40	40	40	40	40	40	40	40	.40	40	480
6 C	Composting													
6 D	Special Waste	/ ·	./	1.	. /	7	/	1	/	1	1	1	1.	12
6 E	Procurement Activities													
to recei under ti only.	OYEE CERTIFICATION: The Stat ve reimbursement. Your signatur he penalty of perjury to be true ar ree Signature	e on this	form cer t based o	tifies that	you hav ersonal k	ve reporte knowledge	ed actual	data or h nation."	ave provi	ded a go	od faith e	stimate v	vhich you	ı "certify
lf you h	ave any questions, please contac	ot		· · · · · ·			, at _							
PLEASI	E SUBMIT THIS INFORMATION	BY		; TO_								:		

Integrated waste

,				
MPLOYEE NAME	MICHAEL JENNINGS			
	D 0			
ITLE:	Power Sweeper Oper		Facilities	
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
ISCAL TEAR	ANNUAL SALAKT			B+C BY D
			HOURS	D+C D1 D
99-00	36,532.92	9,265.18	1800	23.58
00-01	38,216.16	9,866.05	1800	24.76
01-02	40,268.40	10,373.23	1800	26.17
02-03	40,878.84	12,083.11	1800	26.78
03'04	40,963.98	15,748.07	1800	27.10
04-05	42,910.32	16,933.21	1800	28.66
05-06	45,154.56	17,158.49	1800	30.05
	10,101.00	17,100.40	1000	00.00
EMPLOYEE NAME	BILL GRIFFITH			,
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
				·
	0.1.000.00	10.010.00	1000	
99-00	34,336.08		1800	
00-01	36,396.24	11,424.66	1800	
01-02	38,350.68	12,331.64	1800	
02-03	38,932.20	15,562.69	1800	
03'04	38,932.20	20,504.62	1800	
04-05	40,866.72	21,432.48	1800	
05-06	43,004.04	21,413.13	1800	31.43
EMPLOYEE NAME	ED GLASSCOCK			
LIVIT LOTEL NAME	LD GLAGGOOK		-	
TITLE:	Gardner		Facilities	-
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.R
			HOURS	B+C BY
			·	
99-00	32,700.72	8,914.15	1800	0 21.40
00-01	33,172.20			
01-02	37,437.60			
02-03	38,005.08			
03'04	38,315.98			
04-05	39,870.48			
05-06	41,955.72			
00-00	41,000.72	0,040.70	, 100	27.0

EMPLOYEE NAME	DARYL MONTGOME	RY		
TITLE:	Gardner	,	Facilities	
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES		PROD.RT
	<u> </u>		HOURS	B+C BY D
99-00				
00-01	7,062.03	2,309.85	1800	4,85
01-02	32,332.23	9,908.18	1800	21.89
02-03	34,892.10	12,105.03	1800	23.85
03'04	37,306.74	15,257.77	1800	25.19
04-05	37,971.48	15,982.48	1800	25.91
05-06	39,957.36	16,211.56	1800	27.16
EMPLOYEE NAME	APOLLO MALAGON			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
I IOOAL ILAN	AITTOAL OALAITT	TOTAL BLILLS	HOURS	B+C BY D
			HOOKO	B.GB. B
99-00	32,311.47	8,878.49	. 1800	21.24
00-01	34,335.72	9,509.05	1800	
01-02	36,524.16	10,044,48	1800	
02-03	37,077.84	11,639.92	1800	
03'04	37,309.65	15,040.23	1800	
04-05	38,921.04	16,165.27	1800	
05-06	40,956.60	16,393.62	1800	
EMPLOYEE NAME	EUGENE LOPEZ			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
			 	
99-00	38,625.00	9,861.09	1800	24.97
00-01	38,625.00			
01-02	42,281.40			
02-03	42,922.44			
03'04	42,922.44			
04-05	43,956.84			
05-06	46,255.80			
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		

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EMPLOYEE NAME	ARTURO GONZALEZ			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
99-00	34,336.08	9,063.94	1800	22.36
00-01	36,396.24	9,698.61	1800	23.75
01-02	38,350.68	10,204.85	1800	25.10
02-03	38,932.20	11,856.13	1800	25.69
03'04	39,094.34	15,385.92	1800	26.06
04-05	39,905.04	13,532.20	1800	25.42
05-06				

PROGRAM: Theleg	nated waste		:			
EMPLOYEE NAME:	MARIA JIMENEZ					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
02-03	26,576.74	4,347.15	1800	15.46		
03-04	33,377.12	8,189.55	1800	19.50		
04-05	35,336.72	8,706.72	1800	20.69		
05-06	37,148.52	8,672.86	1800	21.70		
EMPLOYEE NAME:	SARAH FLORES					
TITLE:	Supervisor Facilities		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
00.00	40,000,00	0.045.04	1000	07.50		
99-00	43,630.80	9,915.34		27.53		
00-01	49,849.68	10,936.33	1800	31.22		
01-02	53,481.48	11,533.33		33.51		
02-03	54,279.72	13,645.66		34.22		
03'04	54,619.05			34.68		
04-05	56,977.92			36.47		
05-06	64,490.88	20,681.57	1800	40.79	*,	
EMPLOYEE NAME:	ALFRED GARCIA	*				
TITLE:	Skilled Trades Wkr		LOCATIO	N: Facilities		· ·
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
1.100/12/12/11			HOURS	B+C BY D		
99-00	39,937.26	11,461.76		26.52		
00-01	44,239.56		1800	29.06		
01-02	46,615.20			30.88		
02-03	47,913.36			30.70		
03'04	48,504.84			34.15		
04-05	49,673.76			35.13		
05-06	52,271.76			36.58		
		· · · · · · · · · · · · · · · · · · ·				
		 			 	
						

MPLOYEE NAME	STAN BROWN					
ITLE:	Lead Custodian		Facilities			
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
ISOAL TEAR	ANNOAL SALAKT			B+C BY D		
9-00	32,069.16	8,856.30	1800	21.10		
0-01	32,069.16	9,300.52	1800	21.34		
1-02	36,396.24	10,034.25	1800	24.02		
2-03	38,580.90	11,815.17	1800	25.50		
3'04	41,102.16	15,774.84	1800	27.18		
4-05	42,299.28	16,815.58	1800	28.32		
5-06		-	1800			
EMPLOYEE NAME	DOUG LAM					
TITLE:	Skilled Trades Wkr		Facilities			
TICOAL VEAD	ANNUAL SALARY	TOTAL BENES	ANNUAL	DBCD DT		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	HOURS	PROD.RT		
· · · · · · · · · · · · · · · · · · ·			HOURS	B+C BY D		
99-00	33,518.52	10,873.81	1800	22.96		
99-00 00-01	35,529.60	11,344.93	1800			
01-02 Skilled Trade	37,410.32	12,249.08	1800			
02-03	41,219.44	15,829.39	1800			
03'04	43,280.14	21,346.81				
04-05	45,819.68	22,385.93	1800			
05-06	52,271.76	23,101.70	1800			
EMPLOYEE NAME	BILLIE DUNN					
EMPLOYEE NAME			· · · · · · · · · · · · · · · · · · ·			
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
. :			HOURS	B+C BY D		
				 		
99-00	31,922:04	8,842.82	1800	21.02		
00-01	34,662.72					
01-02	36,524.16					
02-03	37,077.84					
03'04	38,931.64					
04-05	39,711.95			26.88		
05-06	43,413.96					
		· · · · · · · · · · · · · · · · · · ·		 		
EMPLOYEE NAME	ALICE HOLDEN			 		

ITLE:	Custodian		Facilities			
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNÚAL	PROD.RT		
ISCAL TEAR	ANNUAL SALART	TOTAL BENES	HOURS	B+C BY D		
			HOURS	ם ום סדם		
99-00		<u> </u>	1800	• .		
00-01	25,166.70	10,391.55	1800	18.47		
01-02	27,175.50	11,350.46	1800	20.08		
02-03	28,585.80	14,356.30	1800	22.01		
03'04	30,522.36	18,875.63	1800	24,16		
04-05	34,066.08	20,123.36	1800	26.46		
05-06	35,302.20	10,955.29	1800	22.13		
EMPLOYEE NAME	PAUL CARLSON					
TITLE:	Custodian		Facilities			
EICCAL VEAD	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
FISCAL YEAR	ANNUAL SALAKT	TOTAL BENES	HOURS	B+C BY D		
			HOURS	B+C BT D		
						
99-00	33,837.36	9,422.54	1800			
00-01	35,867.52	10,369.22	1800	23.85		
01-02	36,362.52	10,030.29	1800	24.00		
02-03	. 38,390.90	11,793.02	1800	25.39		
03'04	39,322.67	15,430.15	1800	26.19		
04-05	39,870.00	16,347.95	1800	26.97		
05-06	41,955.12	16,575.55	1800	28.27		
EMPLOYEE NAME	BEN JIMENEZ					
TITLE:	Custodian	 	Facilities			<u> </u>
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
					·	
00.00	30,782.01	9,142.67	7 180	0 20.61		
99-00	33,837.36				 	
00-01	35,128.29				 	
01-02	37,078.08					+
02-03					 	
03'04	35,606.78					+
04-05	35,751.18					
05-06	39,005.76	20,004.0	1.00	29,21	-	
EMPLOYEE NAME	CANDELARIO DIAZ				-	
EMPLOYEE NAME	CANDELARIO DIAZ	<u> </u>			 	·

TTLE:	Custodian		Facilities			<u> </u>
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
ISCAL ILAK	ANNOAL OALAN	TOTAL DENES		B+C BY D		
99-00	29,473.56	4,080.50	1800	17.14		
00-01	31,269.58	4,317.52	1800	18.17		
01-02	35,994.00	4,815.94	1800	20.92		-
02-03	34,725.20	5,711.59	1800	20.22		
03'04	34,471.44	8,401.52	1800	20.11		
04-05	35,302.20	11,601.07	1800	22.28		
05-06	38,054.88	15,864.93	1800	26.10		
			·		•	
EMPLOYEE NAME	RIGO HERNANDEZ					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
		•	HOURS	B+C BY D		
	 					
99-00	6,959.58	2,574.60	1800	4.94		
00-01	28,844.91	10,729.94	1800	20.51		
01-02	31,821.48	11,758.38				
02-03	34,116.16	15,001.14				
03'04	34,471.44	19,640.57				
04-05	35,163.74	20,334.66				
05-06	37,148.52	20,346.25	1800	28.18		ļ
	BONNIE LITTLETON					
EMPLOYEE NAME	RONNIE LITTLETON					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		<u> </u>
			HOURS	B+C BY D		
				<u> </u>		
99-00	6,312.48					
00-01	25,285.87					
01-02	29,802.96					
02-03	30,894.54					
03'04	32,439.15					
04-05	34,684.14					
05-06	37,148.52	20,346.25	180	0 28.18		
EMPLOYEE NAME	RAUL GOMEZ			1		
EMPLOYEE NAME						
TITLE:	Custodian		Facilities			

TIOCAL VEAD	ANNUAL CALABY	TOTAL DENEC	ANNUAL	DDOD DT		
FISCAL YEAR	ANNUAL SALARY			PROD.RT		·
			HOURS	B+C BY D		·
						
99-00						
00-01		-				
01-02	2,591.10	833.08	1800	1.78		
02-03	32,485.18	11,104.41	1800	22.11		
03'04	33,839.61	14,368.08	1800	23.14		
04-05	35,985.68	15,600.21	1800	24.81		
05-06	37,134.98	15,697.32	1800	25.59		
· · · · · · · · · · · · · · · · · · ·						
EMPLOYEE NAME	HELEN PETTY					
TITLE:	Custodian	· ·	Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00	33,518.52	5,007.40	1800	19.70		
00-01	35,916.62		1800	24.44		
01-02	38,350.68			26.29		
02-03	38,932.20			27.75		
03'04	38,932.20			28.83		
04-05	39,870.48		1800	29.69	,	
05-06	35,314.44			26.53		
				1	1	1

(

SixTen and Associates **Mandate Reimbursement Services**

TH B. PETERSEN, MPA, JD, President ∠52 Balboa Avenue, Suite 807 San Diego, CA 92117

Telephone:

(858) 514-8605

Fax:

(858) 514-8645

E-Mail: Kbpsixten@aol.com

Claim File Copy

September 28, 2006

CERTIFIED MAIL # 7003 3110 0000 2900 4815

Ms. Virginia Brummels, Section Manager Local Reimbursement Section Division of Accounting and Reporting Office of the State Controller P.O. Box 942850 Sacramento, CA 94250

RE: Annual Reimbursement Claim

Pasadena Area Community College District CC 19335

Dear Ms. Brummels:

Enclosed please find the original claims and extra copies of the FAM-27 for Pasadena Area Community College District's reimbursement claims listed below:

764/99	Integrated Waste Management	1999-2000
764/99	Integrated Waste Management	2000-2001
764/99	Integrated Waste Management	2001-2002
764/99	Integrated Waste Management	2002-2003
764/99	Integrated Waste Management	2003-2004
764/99	Integrated Waste Management	2004-2005

If you have any questions regarding these claims, please contact me at (858) 514-8605.

Sincerely,

Keith B. Petersen

President

State Controller's Office	·				Community College N For State Controller Use only	landated Cost Manual	
I	CLAIM FOR F uant to Government NTEGRATED WAST	(19) Program Number 00256 (20) Date Filed/_/_ (21) LRS Input/_/_					
(01) Claimant Identification N	lumber:	Reimbursement Claim Data					
(02) Claimant Name	Pasadena	Area Co	mmunity College District		(22) IWM-1, (03)(A)(1)(f)	- 804	
County of Location		Los	Angeles		(23) IWM-1, (03)(A)(2)(f)	6,227	
Street Address		1570 E.	Colorado Blvd.		(24) IWM-1, (03)(B)(1)(f)	804	
City	State		Zip Code 91106-2003		(25) IWM-1, (03)(B)(2)(f)	. 0	
Pasadena Type of Claim	CA Estimated Clai	im	Reimbursement C	laim	(26) IWM-1, (03)(B)(3)(f)	0	
•	(03) Estimated		(09) Reimbursement	X	(27) IWM-1, (03)(B)(4)(f)	3,217	
	(04) Combined		(10) Combined		(28) IWM-1, (03)(B)(5)(f)	200,438	
	(05) Amended		(11) Amended			200,400	
- IV 60 1	(06)		(12)		(29) IWM-1, (03)(C)(1)(f)		
Fiscal Year of Cost	(07)		2001-2002	<u></u>	(30) IWM-1, (03)(C)(2)(f)	1 608	
Total Claimed Amount			\$	278,481	(31) IWM-1, (03)(D)(f)	1,608	
Less : 10% Late Penalty	<i>I</i>		(14) \$	27,848	(32) IWM-1, (03)(E)(f)	(
Less : Prior Claim Payn	nent Received		(15) \$		(33) IWM-1, (03)(F)(f)	3,217	
Net Claimed Amount			(16) \$	250,633	(34) IWM-1, (06)	62,487	
Due from State	(08)		(17)	250,633	(35) IWM-1, (08)	. (
Due to State			(18)		(36) IWM-1, (09)	32	
(18)							
Type or Print Name (38) Name of Contact Po	erson for Claim				Interim Vice President, Ad Title		
			•	ne Number			
SixTen and Asso	ciates		E-m	ail Address	: kbpsixten@aol.com)	

	Program MANDATED COSTS. INTEGRATED WASTE MANAGEMENT CLAIM SUMMARY								
	laimant: Jena Area Community College District			(02) Type of Claim Reimburseme Estimated	nt X			Scal Year 001-2002	
Direc	t Costs			Object	Accounts				
(03)	Reimbursable Activities	(a) Salaries and	(b) Materials and	(c) Contract	(d) Fixed	(e) Travel and		(f) Total	
Δ Ω	ne-Time Activities	Benefits	Supplies	Services	Assets	Training			
-1	Development of Policies and Procedures	\$ 804.24	\$ -	\$ -	\$	\$	\$	804.24	
2	Staff Training	\$ 6,227.22	\$ -	\$ -	\$ -	\$ -	\$	6,227.22	
	ngoing Activities								
1	Completion and Submission of Plan to Board	\$ 804.24	\$ -	\$ -	\$ -	\$ -	\$.	804.24	
2	Response to Board During Approval Process	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-	
3	Consultation with Board	\$ -	\$ -	\$ -	\$ -	\$	\$		
4	Designation of Waste Reduction and Recycling Coordinator Diversion and Maintenance of Approved	\$ 3,216.96	\$ -	\$	\$	\$ -	\$	3,216,96	
5	Level of Reduction	\$ 192,411.92		\$ 8,026,00	\$ -	\$ -	\$	200,437.92	
C. /	Alternative Compliance								
1_	Alternative Requirements or Time Extension for 1/1/02 for 25% Waste Alternative Requirements or Time	\$ -	\$	\$ -	\$ -	\$ -	\$	•	
2	Extension for 1/1/04 for 50% Waste	\$ -	\$ -	\$ -	\$ -	\$ -	\$	•	
D.	Accounting System	\$ 1,608.48	\$ -	\$ -	\$ -	\$ -	\$	1,608.48	
E.	Annual Report	\$ -	\$ -	\$ -	\$ -	\$ -	\$		
F.	Annual Recycled Material Reports	\$ 3,216.96	\$ -	\$ -	\$ -	\$ -	\$	3,216.96	
(04)	Total Direct Costs	\$ 208,290.02	\$ -	\$ 8,026.00	s -	\$ -	\$	216,316.02	
Ind	Irect Costs								
(05) Indirect Cost Rate			[Federally approved OMB	A-21, FAM-29C, or 7%]			30.00%	
(06) Total Indirect Costs			.[Line (05) x line (04)(a)]			\$	62,487.01	
(07	(07) Total Direct and Indirect Costs [Line (04)(f) + line (06)]								
Cost Reduction									
) Less: Offsetting Savings						\$		
(09) Less: Other Reimbursements						\$	322.15	
(10) Total Claimed Amount			Lin	e (07) - {Line (08) + Lin	e (09)]]	\$	278,480.88	
Ne	w 06/05						1		

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2001-2002 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. X Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Afternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Salaries Materials Travel and Worked Contract Fixed Rate Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Benefits Supplies Unit Cost Quantity Developing the necessary district policies and procedures \$33.51 24.0 \$ 804.24 Flores, Sarah Supervisor Facilities

Page 1 of 1

804.24 \$

X

Total

Subtotal

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 ACTIVITY COST DETAIL (02) Fiscal Year (01) Claimant 2001-2002 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures _ X _ Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Requirement or Time Extension for 1/1/02 for Alternative Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material Annual Report **Accounting System** Reports Object Accounts (04) Description of Expenses (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Salaries Materials Fixed Travel and Contract Rate Worked Classifications, Functions Performed, and and Training Services Assets or Quantity and Description of Expenses Benefits Supplies Unit Cost Training district staff on the requirements and implementation of the plan Gonzalez, Arturo Gardner \$25.10 12.0 301.20 12.0 \$ 315.48 Griffith, Bill Gardner \$26.29 Supervisor Facilities 2,010.60 60.0| \$ Flores, Sarah \$33.51 Glasscock, Ed Gardner \$24.60 12.0 \$ 295.20 12.0 \$ Petty, Helen Custodian \$26.29 315.48 Dunn, Billie Custodian \$24.09 12.0 \$ 289.08 12.0 \$ 240.96 Holden, Alice Custodian \$20.08 Littleton, Ronnie Custodian \$21.54 12.0 \$ 258.48 \$24.00 12.0 \$ 288.00 Custodian Carlson, Paul Hernandez, Rigo Custodian \$22.66 12.0 271.92 Custodian \$24.50 12.0 294.00 Jimenez, Ben 329.04 Lopez, Eugene Gardner-\$27.42 12.0 \$ \$24.09 12.0 \$ 289.08 Malagon, Apollo Gardner Lead Custodian 288.24 \$24.02 12.0 \$ Brown, Stan Lam, Doug Skilled Trades Worker \$25.76 12.0 \$ 309.12 \$21.89 6.0 \$ 131.34 Montgomery, Daryl Gardner

Page 1 of 1

6,227.22 \$

\$

\$

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Total

Subtotal

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2001-2002 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board X Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material **Accounting System Annual Report** Reports **Object Accounts** (04) Description of Expenses (a) (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Classifications, Functions Performed, and Description of Expenses Salaries Materials Rate Worked Contract Fixed Travel and and Assets Services Training Supplies Benefits Unit Cost Quantity Completing/submitting the State Agency Model Integrated Waste Management Plan Flores, Sarah Supervisor Facilities \$33.51 804.24 24.0 \$

Page 1 of 1

804.24

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Total

Subtotal

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year 2001-2002 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System Annual Report** Reports (04) Description of Expenses **Object Accounts** (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Salaries Materials Fixed Travel and Worked Contract Rate Classifications, Functions Performed, and and Assets Training Services Supplies and Description of Expenses **Benefits** Unit Cost Quantity Designating one solid waste reduction and recycling coordinator for each college in district 3,216.96 Flores, Sarah Supervisor Facilities \$33.51 96.0 \$

Page 1 of 1

3,216.96 \$

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Total

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New 06/05

Subtotal

ommunity College Mandated Cost Manual State Controller's Office MANDATED COSTS FORM Program INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (02) Fiscal Year (01) Claimant 2001-2002 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator X Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material Annual Report **Accounting System** Reports Object Accounts (04) Description of Expenses (b) (c) (d) (e) (f) (g) (h) Hourly Hours Materials Employee Names, Job Salaries Travel and Contract Fixed Rate Worked Classifications, Functions Performed, and Services Assets Training Supplies and Description of Expenses Benefits Quantity Unit Cost Diverting solid waste from landfill disposal or transformation facilities - source reduction 12,048.00 Gonzalez, Arturo Gardner \$25.10 480.0 \$ 480.0 12,561.60 Jennings, Michael Power Sweeper Operator \$26.17 \$ 12,619.20 Griffith, Bill \$26.29 480.0 Gardner \$ Glasscock, Ed Gardner \$24.60 480.0 \$ 11,808.00 480.0 \$ 13,161.60 Lopez, Eugene Gardner \$27 42 Malagon, Apollo Gardner \$24.09 480.0 \$ 11,563.20 8,756.00 \$21.89 400.0 \$ Montgomery, Daryl Gardner 5,903.12 Southern California Enviror Contractor \$100.00 59.0 Diverting solid waste from landfill disposal or transformation facilities - recycling Custodian \$26,29 480.0 \$ 12,619.20 Petty, Helen 480.0|\$ \$24.09 11,563.20 Dunn, Billie Custodian \$20.08 480.0 9,638.40 Holden, Alice Custodian Custodian 480.0 \$ 10,339,20 \$21.54 Littleton, Ronnie \$24.00 480.0 \$ 11,520.00 Carlson, Paul Custodian \$22.66 480.0 \$ 10.876.80 Hernandez, Rigo Custodian Jimenez, Ben Custodian \$24.50 480.0 11,760.00 Lead Custodian \$24.02 480.0 \$ 11,529.60 Brown, Stan Lam, Doug 480.0 Skilled Trades Worker \$25.76 \$ 12,364.80 2,122.88 Lighting Resources, Inc. Recycling Lighting Tubes & Discha \$100.00 21.2 Diverting solid waste from landfill disposal or transformation facilities - special waste \$26.29 315.48 12.0 Petty, Heien Custodian Custodian \$24.09 12.0 289.08 Dunn, Billie Holden, Alice Custodian \$20.08 12.0 \$ 240.96 Littleton, Ronnie Custodian \$21.54 12.0 \$ 258.48 \$24.00 12.0 \$ 288.00 Carlson, Paul Custodian Hernandez, Rigo Custodian \$22.66 12.0 \$ 271.92 12.0 \$ Custodian \$24.50 294.00 Jimenez, Ben 192.0 \$ 4,611.84 Brown, Stan Lead Custodian \$24.02 12.0 309.12 Lam, Doug Skilled Trades Worker \$25.76 Procuring materials/equipment necessary for maintaining approved level of reduction 804.24 Flores, Sarah Supervisor Facilities \$33.51 24.0 \$

Page 1 of 1

\$ 192,411.92 \$

\$

8,026.00 \$

\$

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Total

Subtotal

State Controller's Office community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year 2001-2002 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Altemative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material X **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (b) (f) (h) (c) (d) (e) (g) Hourly Hours Employee Names, Job Salaries Materials Rate Worked Contract Fixed Travel and Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Benefits Supplies Unit Cost Quantity Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting Flores, Sarah Supervisor Facilities \$33.51 1,608.48

Page 1 of 1

1,608.48 \$

\$

\$

X

Total

Subtotal

State Controller's Office community College Mandated Cost Manual MANDATED COSTS FORM Program INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2001-2002 (03) Reimbursable Activities: Check only one-box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material X Annual Report **Accounting System** Reports (04) Description of Expenses **Object Accounts** (h) (a) (b) (e) (f) (g) (c) (d) Hourly Hours Employee Names, Job Salaries Materials Rate Worked Contract Fixed Travel and Classifications, Functions Performed, and and Training Services Assets and Description of Expenses Benefits Supplies Unit Cost Quantity Reporting annually to the Board quantities of recyclable materials collected Flores, Sarah Supervisor Facilities \$33.51 3,216.96

Page 1 of 1

3,216.96 \$

Total X

Subtotal

Pasadena Area (nity College District 764/99 INTEGRATED WASTE MANAGEMENT 2001-2002 Sort by Name

Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
01-02		Brown, Stan	Lead Custodian	\$24.02		Training district staff on the requirements and implementation of the plan	Staff Training
01-02		Brown, Stan	Lead Custodian			Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
01-02		Brown, Stan	Lead Custodian	\$24.02		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
01-02		Brown, Stan Total	Ecaa Gastogian	Ψ2-1.02	\$16,429.68		
01-02		Carlson, Paul	Custodian	\$24.00		Training district staff on the requirements and implementation of the plan	Staff Training
01-02		Carlson, Paul	Custodian	\$24.00		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
01-02		Carlson, Paul	Custodian	\$24.00		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
01-02		Carlson, Paul Total	Custouian	φ24.00	\$12,096.00	· ·	Maintenance of Approved Level of Neddellon
01.02		Dunn, Billie	Custodian	\$24.09		Training district staff on the requirements and implementation of the plan	Staff Training
		Dunn, Billie	Custodian			Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
		Dunn, Billie	Custodian	\$24.09		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
01-02		Dunn, Billie Total	Custodian	\$24.09	\$12,141.36		Maintenance of Approved Level of Reduction
01-02		Flores, Sarah	Curanian Fasilitian	\$33.51			Development of Delinion and December
01-02		Flores, Sarah	Supervisor Facilities			Developing the necessary district policies and procedures	Development of Policies and Procedures
01-02		Flores, Sarah	Supervisor Facilities	\$33.51		Training district staff on the requirements and implementation of the plan	Staff Training
01-02		Flores, Sarah	Supervisor Facilities	\$33.51		Completing/submitting the State Agency Model Integrated Waste Management Plan	Completion and Submission of Plan to Board
01-02			Supervisor Facilities	\$33.51		Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coording
01-02		Flores, Sarah	Supervisor Facilities	\$33.51		Developing, implementing, maintaining accounting system to track source reduction, recycling, or complementing accounting accounting system to track source reduction, recycling, or complementing accounting accounting accounting accounting system to track source reduction, recycling, or complementing accounting system to track source reduction, recycling, or complementing accounting system to track source reduction, recycling, or complementing accounting system to track source reduction, recycling, or complementing accounting system to track source reduction, recycling, or complementing accounting system to track source reduction, recycling, or complementing accounting system to track source reduction, recycling, or complementing accounting system to track source reduction, recycling, or complementing accounting system to track source reduction, recycling accounting system to track source reduction, recycling accounting system to track source reduction, recycling accounting system to track source reduction.	Annual Recycled Material Reports
01-02		Flores, Sarah	Supervisor Facilities	\$33.51 \$33.51		Reporting annually to the Board quantities of recyclable materials collected	
01-02		Flores, Sarah	Supervisor Facilities	фээ.эт		Procuring materials/equipment necessary for maintaining approved level of reduction	Maintenance of Approved Level of Reduction
01-02		Flores, Sarah Total Glasscock, Ed	Oardras	#04 e0	\$12,465.72	Training district staff on the considerated and implementation of the plan	Staff Training
		Glasscock, Ed Glasscock, Ed	Gardner	\$24.60		Training district staff on the requirements and implementation of the plan	Maintenance of Approved Level of Reduction
01-02			Gardner	\$24.00		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
04.00		Glasscock, Ed Total	Ocedore	COE 40	\$12,103.20	Tarining district of the state of the same of the state of the state	Claff Tarining
		Gonzalez, Arturo	Gardner	\$25.10		Training district staff on the requirements and implementation of the plan	Staff Training
01-02		Gonzalez, Arturo	Gardner	\$25.10		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
04.00		Gonzalez, Arturo Total	0	#00 DO	\$12,349.20	Tarinian II triat at III and a second and implementation of the plan	Ol- W.T. sistem
		Griffith, Bill	Gardner	\$26.29		Training district staff on the requirements and implementation of the plan	Staff Training
01-02		Griffith, Bill	Gardner	\$20.29		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
04.00		Griffith, Bill Total	0	600 00	\$12,934.68	Table of the two transfers of the above	DI-#T -1-1-
01-02		Hernandez, Rigo	Custodian	\$22.66		Training district staff on the requirements and implementation of the plan	Staff Training
		Hernandez, Rigo	Custodian			Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
01-02		Hernandez, Rigo	Custodian	\$22.66		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
04.00		Hernandez, Rigo Total	0 1-5-	# 00 00	\$11,420.64	· · · · · · · · · · · · · · · · · · ·	OLERT states
01-02		Holden, Alice	Custodian	\$20.08		Training district staff on the requirements and implementation of the plan	Staff Training
		Holden, Alice	Custodian	\$20.08		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
01-02		Holden, Alice	Custodian	\$20.08		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
04.00		Holden, Alice Total	D 0 0 1	****	\$10,120.32		
01-02		Jennings, Michael	Power Sweeper Operator	\$20.17		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
01.02		Jennings, Michael Total	Cuetadian	mà / En	\$12,561.60		
		Jimenez, Ben	Custodian	\$24.50	\$294.00	Training district staff on the requirements and implementation of the plan	Staff Training
		Jimenez, Ben	Custodian			Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
01-02		Jimenez, Ben	Custodian	\$24.50		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00 .	Jimenez, Ben Total			\$12,348.00		

Pasadena Area \ nity College District 764/99 INTEGRATE____ASTE MANAGEMENT 2001-2002 Sort by Name

Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
01-02		Lam, Doug	Skilled Trades Worker	\$25.76	\$309.12	Training district staff on the requirements and implementation of the plan	Staff Training
01-02	480.00	Lam, Doug	Skilled Trades Worker	\$25.76	\$12,364.80	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
01-02	12.00	Lam, Doug	Skilled Trades Worker	\$25.76	\$309.12	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00	Lam, Doug Total			\$12,983.04		
01-02	21.23	Lighting Resources, Inc.	Recycling Lighting Tubes	\$100.00	\$2,122.88	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	21.23	Lighting Resources, Inc. Total			\$2,122.88		
01-02		Littleton, Ronnie	Custodian	\$21.54	\$258.48	Training district staff on the requirements and implementation of the plan	Staff Training
01-02		Littleton, Ronnie	Custodian	\$21.54		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
01-02		Littleton, Ronnie	Custodian	\$21.54	\$258.48	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
		Littleton, Ronnie Total			\$10,856.16		
01-02		Lopez, Eugene	Gardner	\$27.42	\$329.04	Training district staff on the requirements and implementation of the plan	Staff Training
01-02		Lopez, Eugene	Gardner	\$27.42		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
		Lopez, Eugene Total			\$13,490.64		
01-02		Malagon, Apollo	Gardner	\$24.09		Training district staff on the requirements and implementation of the plan	Staff Training
01-02		Malagon, Apollo	Gardner	\$24.09		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
		Malagon, Apollo Total			\$11,852.28		
.01-02		Montgomery, Daryl	Gardner	\$21.89		Training district staff on the requirements and implementation of the plan	Staff Training
01-02		Montgomery, Daryl	Gardner	\$21.89	\$8,756.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
		Montgomery, Daryl Total			\$8,887.34		
01-02		Petty, Helen	Custodian	\$26.29		Training district staff on the requirements and implementation of the plan	Staff Training
01-02		Petty, Helen	Custodian	\$26.29		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
01-02		Petty, Helen	Custodian	\$26.29		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
		Petty, Helen Total			\$13,250.16		
01-02		Southern California Environmenta	,	\$100.00		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
		Southern California Environme	ntal Total		\$5,903.12		
	8514.26	Grand Total			\$216,316.02		



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF THE CHIEF FINANCIAL OFFICER

RECEIVED SISSESSIBLE FISCAL SERVICES

2001 JUL -6 P 4: 17

June 27, 2001

Pasadena City College Maria Descalzo, Principal Accountant 1570 East Colorado Boulevard Pasadena, California 91106-2003

Reference: Agreement No. 2001-031

Dear Ms. Descalzo:

The original and one copy of an Indirect Cost Rate Agreement are enclosed. These documents reflect an understanding reached by your organization and the U.S. Department of Education. The rates agreed upon should be used to compute indirect cost for grants, contracts and applications funded by this Department and other Federal agencies.

After reviewing the Rate Agreement, please confirm acceptance by having the <u>original</u> signed by a duly authorized representative of your organization and returned within thirty (30) calendar days from the date of this letter

U.S. Department of Education Attention: Richard Koris Room 4W103, FOB 6 400 Maryland Avenue, SW Washington, D.C. 20202-4201

We have included an 8% restricted rate to be applied to grants your organization may have that can be found on the enclosed list.

The next indirect cost rate proposal based on the fiscal year ending June 30, 2003 is due by December 31, 2003.

The enclosed copy of this agreement should be retained for your files. If there are any additional questions concerning this agreement, please contact Richard Koris on (202) 708-8604 or email: Richard.koris@ed.gov.

Sincerely,

Richard T. Mueller, Director

Indirect Cost Group

rnclosures

INDIRECT COST RATE AGREEMENT COLLEGE AND UNIVERSITY

ORGAN	NIZATION:	DATE: June 27, 2001
1570	dena City College East Colorado Boulevard dena, California 91106-2003	AGREEMENT NO. 2001-031 FILING REFERENCE: This replaces previous Agreement No. 98-033 dated June 2, 1998
	rate(s) approved in this Agreeme racts, and other agreements with the	
	agreement consists of four parts: 8 Particulars; Section III - Special 1	
Sect:	ion I - Rate(s) and Base(s)	
	Effective Period	Coverage
TYPE	From To Rate	Base Location Applicability
Prede	etermined 07-01-01 06-30-04 30%	<u>1</u> / On-site <u>2</u> /
Prede	etermined-07-01-01-06-30-04 8%	
1/	Direct salaries and wages, incluequipment are capitalized if the irof \$5,000 and the useful life is it	nitial acquisition cost is in excess
2/	All programs not requiring the use	of a restricted rate.
<u>3</u> /	All programs requiring the use of 34 CFR 75.564-569.	a restricted rate as defined under

<u>Treatment of Fringe Benefits</u>: Fringe benefits applicable to direct salaries and wages are treated as direct costs.

Section II - Particulars

SCOPE: The indirect cost rate(s) contained herein are for use with grants, contracts, and other financial assistance agreements awarded by the Federal Government to the Pasadena City College and subject to OMB Circular A-21.

LIMITATIONS: Application of the rate(s) contained in this Agreement is subject to all statutory or administrative limitations on the use of funds, and payment of costs hereunder is subject to the availability of appropriations applicable to a given grant or contract. Acceptance of the rate(s) agreed to herein is predicated on the conditions: (A) that no costs other than those incurred by the Pasadena City College were included in the indirect cost pools as finally accepted, and that such costs are legal obligations of the Organization and applicable under the governing cost principles; (B) that the same costs that have been treated as indirect cost are not claimed as direct costs; 8 that similar types of information which are provided by the Organization, and which were used as a basis for acceptance of rates agreed to herein, are not subsequently found to be relially incomplete or inaccurate; and (D) that similar types of costs been accorded consistent accounting treatment.

ACCOUNTING CHANGES: If a fixed or predetermined rate is in this Agreement, it is based on the accounting system purported by the institution to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of costs from indirect to direct. Failure to obtain approval may result in cost disallowance.

FIXED RATES: If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

NOTIFICATION TO OTHER FEDERAL AGENCIES: Copies of this document may be provided to other Federal agencies as a means of notifying them of the agreement contained herein.

OTHER: If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the institution should (1) credit such costs to the affected programs, and apply the approved rate(s) to the appropriate base to identify the per amount of indirect costs allocable to these programs.

tion III - Special Remarks

- 1. This agreement is effective on the date of approval of the Federal Government.
- Questions regarding this agreement should be directed to the Negotiator.
- 3. Approval of the rate(s) contained herein does not establish acceptance of the State Education Agency's total methodology for the computation of indirect cost rates for years other than the year(s) herein cited.

Section IV - Approvals

and the state of the second

For the Educational Institution:

Pasadena City College 1570 East Colorado Boulevard Pasadena, California 91106-2003

_nature funda

Peter Hardash

Name

Vice President, Administrative Services

July 25, 2001

Date

For the Federal Government:

U.S. Department of Education Room 4W103, FOB 6 400 Maryland Avenue, SW Washington, DG 20202-A201

Signature

Richard T. Mueller

Name

<u>Director</u>, <u>Indirect Cost Group</u>
Title

June 27, 2001

Date .

Richard A. Koris

Negotiator

(202) 708-8604

Telephone

	DATE	COMPANY	RECEIPT#	AMOUNT REC'D		
	01/06/00	ALLAN PAPER	30239	\$175.48×		
	02/11/00	ALLAN PAPER	30366	\$297.50 🗸		
	03/29/00	ALLAN PAPER	33499	\$283.48 r		
	05/25/00	ALLAN PAPER	36867	\$316.00 🗸		
	06/21/00	ALLAN PAPER	36941	\$213.90		•
	03/19/01	ALLAN PAPER	57744	\$621.76		
	05/09/01	ALLAN PAPER	60690	\$253.7 <u>0</u> £		
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	07/21/04	SMURIFT-STONE	166620	\$66.26		
	09/01/04	SMURIFT-STONE	166774	\$178.98		•
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	12/01/04	SMURIFT-STONE	173579	\$413.34		
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	03/07/05	S SMURIFT-STONE	187617	\$115.57		
		S SMURIFT-STONE	187688	\$186.32		
	05/09/05	S SMURIFT-STONE	187791	\$405.35		
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Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2001-2002 Recycling Costs

Purpose: To summarize recycling costs for Integrated Waste Management.

Source: Copies of checks to recycling companies.

Findings:

Vendor	Description	Date Issued	Ar	nount
Lighting Resources, Inc.	Recycling of Fluorescent	10/19/2001	\$	226.28
Lighting Resources, Inc.		11/5/2001	\$	210.27
Lighting Resources, Inc.		1/18/2002	\$	441.88
Lighting Resources, Inc.	Lighting Tubes and High	3/8/2002	\$	428.50
Lighting Resources, Inc.	Intensity Discharge Bulbs	4/19/2002	\$	287.95
Lighting Resources, Inc.		5/24/2002	\$	528.00

Lighting Resources, Inc. Total

\$ 2,122.88

Vendor	Description	Date Issued	Amount
So. California Environmental	Green Waste	10/19/2001	\$ 110.00
So. California Environmental	Recycle Fee	10/19/2001	\$ 90.88
So. California Environmental	Green Waste	10/19/2001	\$ 110.00
			\$ 98.24
So. California Environmental	Recycle Fee	10/19/2001	· · · · · · · · · · · · · · · · · · ·
So. California Environmental	Green Waste	12/7/2001	· ·
So. California Environmental	Recycle Fee	12/7/2001	\$ 81.60
So. California Environmental	Green Waste	12/7/2001	\$ 110.00
So. California Environmental	Recycle Fee	12/7/2001	\$ 55.36
So. California Environmental	Green Waste	12/7/2001	\$ 110.00
So. California Environmental	Recycle Fee	12/7/2001	\$ 71.36
So. California Environmental	Green Waste	12/7/2001	\$ 110.00
So. California Environmental	Recycle Fee	12/7/2001	\$ 167.68
So. California Environmental	Green Waste	1/25/2002	\$ 110.00
So. California Environmental	Recycle Fee	1/25/2002	\$ 127.04
So. California Environmental	Green Waste	1/25/2002	\$ 110.00
So. California Environmental	Recycle Fee	1/25/2002	\$ 104.00
So. California Environmental	Green Waste	1/25/2002	\$ 110.00
So. California Environmental	Recycle Fee	1/25/2002	\$ 133.44
So. California Environmental	Green Waste	1/25/2002	\$ 110.00
So. California Environmental	Recycle Fee	1/25/2002	\$ 135.68
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So. California Environmental	Recycle Fee	1/25/2002	
So. California Environmental	Green Waste	2/8/2002	
So. California Environmental	Recycle Fee	2/8/2002	
So. California Environmental	Green Waste	2/8/2002	
So. California Environmental	Recycle Fee	2/8/2002	\$ 106.88

Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2001-2002

Recycling Costs

Vendor	Description	Date Issued	Amount							
So. California Environmental	Green Waste	2/8/2002	\$ 110.00							
So. California Environmental	Recycle Fee	2/8/2002	\$ 92.48							
So. California Environmental	Green Waste	3/1/2002	\$ 110.00							
So. California Environmental	Recycle Fee	3/1/2002	\$ 42.56							
So. California Environmental	Green Waste	3/1/2002	\$ 110.00							
So. California Environmental	Recycle Fee	3/1/2002	\$ 97.60							
So. California Environmental	Green Waste	4/1/2002	\$ 110.00							
So. California Environmental	Recycle Fee	4/1/2002	\$ 124.80							
So. California Environmental	Green Waste	4/1/2002	\$ 110.00							
So. California Environmental	Recycle Fee	4/1/2002	\$ 99.20							
So. California Environmental	Green Waste	4/1/2002	\$ 110.00							
So. California Environmental	Recycle Fee	4/1/2002	\$ 106.24							
So. California Environmental	Green Waste	4/26/2002	\$ 110.00							
So. California Environmental	Recycle Fee	4/26/2002	\$ 112.96							
So. California Environmental	Green Waste	4/26/2002	\$ 110.00							
So. California Environmental	Recycle Fee	4/26/2002	\$ 143.36							
So. California Environmental	Green Waste	4/26/2002	\$ 110.00							
So. California Environmental	Recycle Fee	4/26/2002	\$ 122.56							
So. California Environmental	Green Waste	5/24/2002	\$ 110.00							
So. California Environmental	Recycle Fee	5/24/2002	\$ 143.04							
So. California Environmental	Green Waste	6/24/2002	\$ 110.00							
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So. California Environmental	Recycle Fee	6/24/2002	\$ 121.92							
So. California Environmental	Green Waste	6/24/2002								
So. California Environmental	Recycle Fee	6/24/2002	\$ 128.64							
So Colifornia Environmento	. =		¢ = 002.42							

So. California Environmental Total

\$ 5,903.12

Conclusion: Findings go forward to IWM-2.

BOUNCES INC. אונדדוואר 805 East Francis Street Ontario, CA 91761

ENTERED OCT 1 1 2001

P. Mullendor Invoice Number:

208067

Invoice Date:

Aug 13, 2001 Page: 1

(909) 923-7252 (909) 923-7510

Sold To:

чX:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

GENERATOR:

POLICE & SAFETY ROOM CC-108

Custome	er ID	Customer PO		F	Payment Terms				
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Blease sign invoice (s) signifying receipt of goods and approval for payment Return immediately to: ACCOUNTING DEPT. - ACCTS. PAYABLE

TOTAL INVOICE **AMOUNT** 226.28

LIGHTING RESOURCES NC. 605 East Francis Street Ontario, CA 91761

vuice:

(909) 923-7252

Fax:

(909) 923-7510

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

10/12-P. enson Transportation

Invoice Invoice Number: 210009

> Invoice Date: Oct 2, 2001

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GENERATOR:

POLICE & SAFETY ROOM CC-108

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TOTAL INVOICE

210.27

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LIGHTING RESOURCES, INC.

305 East Francis Street Ontario, CA 91761

/oice:

(909) 923-7252

ax:

(909) 923-7510

MP

Invoice

Invoice Number:

Invoice Date: Dec 12, 2001

Page

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GENERATOR

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Sold To:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

ACCOUNTS PAYABLE

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805 East Francis Street Ontario, CA 91761 Invoice

Invoice Number:

0201175

Invoice Date: Feb 4, 2002

Voice:

(909) 923-7252

Fax:

(909) 923-7510

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PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106 **GENERATOR**

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

ACCOUNTS PAYABLE

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LIGHTING RESOURCES, INC. 805 East Francis Street

Ontario, CA 91761

/oice:

(909) 923-3132

⁼ax:

(909) 923-7510

& P. Hullendore.

Invoice Number:

Invoice Date:

Mar 4, 2002

0203005

Sold To:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

GENERATOR

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

ACCOUNTS PAYABLE

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5/8-1. H. Clandone

ALAING RESOURCES, INC.

805 East Francis Street Ontario, CA 91761

Voice:

(909) 923-3132

Fax:

Sold To:

(909) 923-7510

TERED MAY 15 2002

Invoice

Invoice Number: 0205039

> Invoice Date: May 1, 2002

> > Page

GENERATOR

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

ACCOUNTS PAYABLE

PASADENA, CA 91106

PASADENA CITY COLLEGE

1570 EAST COLORADO BLVD.

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Sales Rep ID	Shipping Method	Ship Date	Due Date	
ROB ELLIS	LRI	5/1/02	S /16/02	

ROB ELLIS	<u> </u>	LRI		1/1/02	5/16/02
Quantity	**	Description		Unit Price	Extension
1,200.00	F-40 LAMPS	FOR RECYCLING		0.3	, i
10,.00	}	FOR RECYCLING		1.8	
2007.00		AMPS FOR RECYCLING		0.4	· '
.80.00	BIAX LAMP	S FOR RECYCLING		0.4	36.00
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			111		
		Please sign invoice (s) signifying receipt	\mathcal{M}	$ \mathcal{U} $	
		of moods and approval for payment			
		Daturn immediately to:	Q.		
		ACCOUNTING DEPT. — ACCTS. PAYASLI			
		Addoditing ==			

TOTAL INVOICE

528.00

Seuthern California Environmenta

PMB #409 15422 Trabuco Road ke Forest, CA 92630 949-770-1768 fax 949-770-1798 Bill To:

3

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003

20494

PO Number

20494

Invoice

Number: 7811

Date:

September 30, 2001

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

Terms

Net 10

Date	Description	Quantity	Price	Amount
09/14/01	Compactor	1.00	110.00	110.00
	Disposal Fee	♣7.31 _♣	32.00	233.92
09/14/01 (40 yard green waste	1.00	110.00	110.00
. (Disposal Fee		32.00	90.88
09/18/01	Compactor	1.00	110.00	110.00
	Disposal Fee	4.09	32.00	130.88
09/18/01	40 yard container	1.00	110.00	110.00
09/21/01	Compactor	1.00	110.00	110.00
	Disposal Fee	6.92	32.00	221.44
09/25/01	Compactor .	1.00	110.00	110.00
	Disposal Fee	3 .76	32.00	120.32
09/28/01	Compactor	1.00	110.00	110.00
	Disposal Fee	6.74	32.00	215.68
	Compactor Disposal Fee Compactor Disposal Fee			
			Total	\$3,420.96

Make Checks Payable To: Southern California Environmental, Inc.

OK to pay 10/2/01 hunder Ruf/

Please sign invoice(s) signifying is sign of goods and approval for payrell FISCAL Return approval for payment ACCTS. PAYABLE

Southern California Environmenta

PMB #409 25422 Trabuco Road ke Forest, CA 92630 949-770-1768 fax 949-770-1798 Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

PO Number

20494

Invoice

Number: **7811**

Date:

September 30, 2001

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

Terms

Net 10

Date	Description	Quantity	Price	Amount
08/31/01	Compactor	1.00	110.00	110.00
	Disposal Fee	<i>-</i> 7.53	32.00	240.96
08/31/01	40-yardegreen-waste	1.00	110.00	110.00
. *	Disposal Fee	07/2	32.00	98.24
09/05/01	Compactor	1.00	110.00	110.00
	Disposal Fee	3.84	32.00	122.88
09/05/01	40 yard container	1.00	110.00	110.00
	Disposal Fee	_* 1.98	32.00	63.36
09/07/01	Compactor	1.00	110.00	110.00
	Disposal Fee	₉ 5.61	32.00	179.52
09/07/01	40 yard container	1.00	110.00	110.00
<u>(_3</u>	Disposal Fee	1.38	32.00	44.16
09/11/01	Compactor	1.00	110.00	110.00
	Disposal Fee	3.71	32.00	118.72

Make Checks Payable To: Southern California Environmental, Inc.

Southern California Environmenta

PMB #409 25422 Trabuco Road ake Forest, CA 92630 949-770-1768 fax 949-770-1798 Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 7989

Date:

October 31, 2001

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms	Ship Via
20494	N-4-10	

Date	Description	Quantity	Price	Amount
10/02/01	40 yard container	1.00	110.00	110.00
	Disposal Fee	2.34	32.00	74.88
10/02/01	40 yard green waste	1.00	110.00	110.00
·	Disposal Fee	2.55	32.00	81.60
10/02/01	Compactor	1.00	110.00	110.00
	Disposal Fee	3.96	32.00	126.72
10/05/01	Compactor	1.00	110.00	110.00
	Disposal Feè	6.59	32.00	210.88
10/09/01	Compactor	1.00	110.00	110.00
	Disposal Fee	3.45	32.00	110.40
10/09/01	40 yard green waste	1.00	110.00	110.00
	Disposal Fee	1.73	32.00	55.36
10/12/01	Compactor	1.00	110.00	110.00
	Disposal Fee	5.93	32.00	189.76

Make Checks Payable To: Southern California Environmental, Inc.

PMB #409 25422 Trabuco Road ake Forest, CA 92630 949-770-1768 fax 949-770-1798 Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 7989

Date:

October 31, 2001

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms
20494	Not 10

Ship Via

Date	Description	Quantity	Price	Amount
10/16/01	Compactor	1.00	110.00	110.00
	Disposal Fee	4.77	32.00	152.64
10/16/01	40 yard green waste	1.00	110.00	110.00
10/16/01	Disposal Fee	2.23	32.00	71.36
10/16/01	40 yard container	1.00	110.00	110.00
i	Disposal Fee	4.36	32.00	139.52
10/19/01	Compactor	1.00	110.00	110.00
	Disposal Fee	6.71	32.00	214.72
10/23/01	Compactor	1.00	110.00	110.00-
	Disposal Fee	4.19	32.00	134.08
10/23/01	40 yard green waste	1.00	110.00	110.00
	Disposal Fee	5.24	32.00	167.68
10/25/01	40 yard container	1.00	110.00	110.00
	Disposal Fee	5.56	32.00	177.92

Page: 3

Invoice

Number: 8143

Date:

November 30, 2001

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

PMB #409

25422 Trabuco Road

Fiscal Services

ake Forest, CA 92630

Pasadena City College

1570 E. Colorado Blvd.

Pasadena, CA 91106-2003

949-770-1768 fax 949-770-1798 Bill To:

Terms

20494

Net 10

Ship Via

Date

Description

Southern California Environmenta

11/30/01

40 yard green waste

Disposal Fee

 Quantity
 Price
 Amount

 1.00
 110.00
 110.00

 3.97
 32.00
 127.04

EMERERED INN S. S. MIL.

Please sign invoice(s) signifying receipt to:

Please sign invoice(s) signifying receipt to:

ACCTS. PAYABLE

Total

\$3,691.92

Make Checks Payable To: Southern California Environmental, Inc.

OK to pay 1.3-02 Lundar Rud D

PMB #409

⁻⁵422 Trabuco Road ke Forest, CA 92630

949-770-1768 fax 949-770-1798 Bill To:

Fiscal Services

Pasadena City College

1570 E. Colorado Blvd.

Pasadena, CA 91106-2003

Invoice

Number: 8143

Date:

November 30, 2001

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

Terms

Ship Via

20494

Net 10

Date	Description	Quantity	Price	Amount
11/16/01	Compactor	1.00	110.00	110.00
	Disposal Fee	6.40	32.00	204.80
11/16/01	40 yard green waste	1.00	110.00	110.00
	Disposal Fee	3.25	32.00	104.00
11/20/01	Compactor	1.00	110.00	110.00
	Disposal Fee	3.96	32.00	126.72
11/23/01	Compactor	1.00	110.00	110.00
	Disposal Fee	3.40	32.00	108.80
11/23/01	40 yard green waste	1.00	110.00	110.00
	Disposal Fee	4.17	32.00	133.44
11/27/01	Compactor	1.00	110.00	110.00
	Disposal Fee	3.69	32.00	118.08
11/30/01	Compactor	1.00	110.00	110.00
	Disposal Fee	5.27	32.00	168.64

Si Waiting for that 25. Lai 94! Page

Page: 1

Invoice

Number: 8143

Date:

November 30, 2001

o:

Hill Avenue

ena, CA 91106-2003

PO Number

Terms

Ship Via

20494

Net 10

Date	Description	Quantity	Price	Amount
11/02/01	Compactor	1.00	110.00	110.00
-	Disposal Fee	5.92	32.00	189.44
11/06/0`	40 yard container	1.00	110.00	110.00
	Disposal Fee	4.58	32.00	146.56
11/06/01	40 yard green waste	1.00	110.00	110.00
	Disposal Fee	4.24	32.00	135.68
11/06/01	Compactor	1.00	110.00	110.00
	Disposal Fee	5.05	32.00	161.60
11/09/01	Compactor	1.00	110.00	110.00
	Disposal Fee	5.93	32.00	189.76
11/09/01	40 yard green waste	1.00	110.00	110.00
	Disposal Fee	2.35	32.00	75.20
11/13/01	Compactor	1.00	110.00	110.00
	Disposal Fee	1.63	32.00	52.16

PMB,#409 25422 Trabuco Road ake Forest, CA 92630 349-770-1768 fax 949-770-1798 Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003

PO Number

Invoice

Number: 8283

Date:

December 31, 2001

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

, FO Number	Term	s ·		Ship Via	
20494	Net 1	0		·	
Date	Description	Qua	intity	Price	Amount
12/18/01	Compactor	•	1.00	110.00	
	Disposal Fee		3.42		110.00
12/21/01	Compactor			32.00	109.44
			1.00	110.00	110:00
	Disposal Fee	•	5.28	32.00	168.96
12/26/01	Compactor		1.00	110.00	110.00
12/28/01	Compactor		1.00	110.00	11.0.00
	Disposal Fee		2.02	32.00	64.64
12/28/01	40 yard green waste		1.00	110.00	110.00
	Disposal Fee		3.75	32.00	
12/28/01	40 yard container		1.00	110.00	120.00
	Disposal Fee	ing recent			110.00
	- 12 12 12 12 12 12 12 12	e igniving of the	2.48	32.00	79.36
		in the less estationed to be a large to the less than the	·-		
		Before to more les estantion payments			
	to Ne Ale				
	, 6	to purple water			
		ox to 1 Her		Total	\$2,983.60
		· (4 ->1"			

Terms

Make Checks Payable To: Southern California Environmental, Inc.

SEN METERS RELEGION TO THE PARTY OF THE PART

PMB #409 25422 Trabuco Road lake Forest, CA 92630 949-770-1768 fax 949-770-1798 Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 8283

Date:

December 31, 2001

Ship Via

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number Terms
20494 Net 10

Date	Description	Quantity	Price	Amount
12/04/01	Compactor	1.00	110.00	110.00
	Disposal Fee	4.62	32.00	147.84
12/04/01	40 yard container	1.00	110.00	110.00
	Disposal Fee	2.19	32.00	70.08
12/07/01	40 yard green waste	1.00	110.00	110.00
	Disposal Fee	3.34	32.00	106.88
12/07/01	Compactor	1.00	110.00	110:00
	Disposal Fee	7.02	32.00	224.64
12/11/01	Compactor	1.00	110.00	110:00
	Disposal Fee	3.06	32.00	97.92
12/14/01	Compactor	1.00	110.00	110.00
	Disposal Fee	8.48	32.00	271.36
12/18/01	40 yard green waste	1.00	110.00	110,00
	Disposal Fee	2.89	32.00	92.48

Make Checks Payable To: Southern California Environmental Inc.

Terms

PMB #409

⁻5422 Trabuco Road ike Forest, CA 92630

949-770-1768 fax 949-770-1798 **Bill To:**

PO Number

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 8437

Date:

January 31, 2002

Ship Via

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

			omp na	
20494	Net 10			
Date	Description	Quantity	Price	Amount
01/18/02	40 yard container	1.00	110.00	110.00
	Disposal Fee	3.45	32.00	110.40
01/18/02	Compactor	1.00	110.00	110.00
	Disposal Fee	7.19	32.00	230.08
01/21/02	40 yard green waste	1.00	110.00	110.00
	Disposal Fee	1.33	32.00	42.56
01/22/02	Compactor	1.00	110.00	110.00
	Disposal Fee	2.04	32.00	65.28
01/22/02	Disposal Fee 40 yard container Disposal Fee	1.00	110.00	110.00
	Disposal Fee	1.81	32.00	57.92
01/25/02	Compactor	1.00	110.00	110.00
	Disposal Fee	6.20	32.00	198.40
01/29/02	Compactor intermedia	1.00	110.00	110.00
	Disposal Fee Steriff for to to to the	3.65	32.00	116.80
	Disposal Fee Compactor Disposal Fee Disposal Fee	3.65 11/02	Total	\$3,068.96

PMB #409 ⁵⁴²² Trabuco Road ake Forest, CA 92630

949-770-1768 fax 949-770-1798 **Bill To:**

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 8437

Date:

January 31, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Te	erms		Ship Via	
20494	Ne	et 10			
Date	Description		Quantity	Price	Amount
01/04/02	Compactor		1.00	110.00	110.00
	Disposal Fee		3.01	32.00	96.32
01/04/02	40 yard container		1.00	110.00	110.00
	Disposal Fee		2.10	32.00	67.20
01/08/02	Compactor		1.00	110.00	110.00
	Disposal Fee		2.59	32.00	82.88
01/11/02	Compactor		1.00	110.00	110.00
	Disposal Fee		2.60	32.00	83.20
01/11/02	40 yard container		1.00	110.00	110.00
	Disposal Fee	•	3.97	32.00	127.04
01/15/02	Compactor		1.00	110.00	110.00
	Disposal Fee		4.79	32.00	153.28
01/15/02	40 yard green waste	>	1.00	110.00	110.00
	Disposal Fee		3.05	32.00	97.60

PMB #409

25422 Trabuco Road ake Forest, CA 92630

949-770-1768 fax 949-770-1798 Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 P620494

Invoice

Number: 8592

Date:

February 28, 2002

Page: 2

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

Terms

Ship Via

20494

Net 10

Date	5			
Date	Description	Quantity	Price	Amount
	Disposal Fee	4.18	32.00	133.76
02/15/02	Compactor	1.00	110.00	110.00
	Disposal Fee	6.19	32.00	
02/19/02	Compactor	1.00	,	198.08
02/22/02	Compactor	1.00	110.00	110.00
	Disposal Fee	7.07	110.00	110.00
J2/22/02		7.07	32.00	226.24
32122102	40 yard green waste	1-00	<i>**</i> 110.00	110.00
	Disposal Fee	3.90	32.00	124.80
02/26/02	Compactor	3.90 1.00 4.14	110.00	110.00
	Disposal Fee	4.14	32.00	132.48

ox to pay 3-15-02 Lunda Parfy

Total

\$3,018.16

Make Checks Payable To: Southern California Environmental, Inc.

Please sign invoice(s) signifying receipt of goods and approval for payment Return immediately to: FISCAL SERVICES - ACCTS. PAYABLE

PMB #409 25422 Trabuco Road ke Forest, CA 92630 949-770-1768 fax 949-770-1798 Bill To:

Fiscal Services

Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Page: 1

Invoice

Number: 8592

Date:

February 28, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

Terms

20494

Net 10

Ship Via

Date	Description	Quantity	Price	Amount
.02/01/02	40 yard green waste)	1.00	110.00	
	Disposal Fee	3.10	32.00	99.20
02/01/02	Compactor	1.00	110.00	110.00
	Disposal Fee	6.49	32.00	207.68
02/05/02	Compactor	1.00	110.00	110.00
	Disposal Fee	3.63	32.00	116.16
J2/05/02	40 yard container	1.00	110.00	110.00
	Disposal Fee	2.03	32.00	64.96
02/08/02	Compactor	1.00	110.00	110.00
	Disposal Fee	5.58	32.00	178.56
-02/08/02	40 yard green waste	1.00	110.00	(110.00)
	Disposal Fee	3.32	32.00	106.24
02/12/02	40 yard container	1.00	110.00	110.00
02/12/02	Compactor	1.00	110.00	110.00

PMB #409 25422 Trabuco Road ke Forest, CA 92630 949-770-1768 fax 949-770-1798 Bill To:

Fiscal Services
Pasadena City College
.1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 8762

Date:

March 29, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms	Ship Via
20494	Net 10	

Date	Description	Quantity	Price	Amount
03/01/02	Compactor	1.00	110.00	110.00
	Disposal Fee	6.57	32.00	210.24
03/02/02	10 yard container	1.00	110.00	110.00
	Disposal Fee	6.94	32.00	222.08
03/05/02	40 yard green waste	1.00	110.00	110.00
	Disposal Fee	3.53	32.00	112.96
J3/05/02	40 yard container	1.00	110.00	110.00
	Disposal Fee	4.09	32.00	130.88
03/05/02	Compactor	1.00	110.00	110.00
	Disposal Fee	3.95	32.00	126.40
03/08/02	Compactor	1.00	110.00	110.00
	Disposal Fee	6.27	32.00	200.64
03/12/02	40 yard container	1.00	110.00	110.00
	Disposal Fee	2.34	32.00	74.88

Make Checks Payable To: Southern California Environmental, Inc.

The state of the 23 to per 1 WIZ APR -1 A 10: 20

SECENTED SECURITIES

RECEIVED FISCAL SERVICES

PMB #409
25422 Trabuco Road
ke Forest, CA 92630
349-770-1768 fax 949-770-1798
Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 8762

Date:

March 29, 2002

Ship Via

32.00

110.00

32.00

110,00

32.00

195.52

110.00

87.04

110.0<u>0</u>

122.56

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

6.11

1.00

2.72

1.00

3.83

PO Number		Terms
20494		Net 10

Date Description Quantity Price Amount 03/12/02 Compactor 1.00 110.00 110.00 Disposal Fee 3.62 32,00 115.84 03/15/02 Compactor 1.00 110.00 110.00 Disposal Fee 6.46 32.00 206.72 40 yard green waste 03/15/02 1.00 110:00 110.00 Disposal Fee 4,48 32.00 143.36 J3/19/02 Compactor 1.00 110.00 110.00 Disposal Fee 3.75 32.00 120.00 03/22/02 Compactor 1.00 110.00 110.00

Make Checks Payable To: Southern California Environmental, Inc.

Disposal Fee

Disposal Fee

Disposal Fee

40 yard container

40 yard green waste

03/22/02

03/22/02

7 47 12 12 12 12 423 1312 APR -1 A 10: 20

TECEIVED RECEIVED

PMB #409 25422 Trabuco Road ke Forest, CA 92630 949-770-1768 fax 949-770-1798 Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

PO Number

Invoice

Number: 8947

Date:

April 30, 2002

Ship Via

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

20494	Net 10			
Date	Description	Quantity	Price	2 Amount
03/29/02	40 yard container	1.00	110.00	110.00
	Disposal Fee	6.15	32.00	196.80
03/29/02	Compactor	1.00	110.00	110.00
	Disposal Fee	5.27	32.00	168.64
04/02/02	Compactor	1.00	110.00	110.00
	Disposal Fee	2.53	32.00	80.96
,+/02/02	40 yard container	1.00	110.00	110.00
	Disposal Fee	1.51	32.00	48.32
04/05/02	40 yard green waste	1.00	110.00	110.00
(Disposal Fee	4.47	32.00	143.04
04/05/02	Compactor	1.00	110.00	110.00
04/09/02	Compactor	1.00	110.00	110.00
	Disposal Fee	5.29	32.00	169.28
04/11/02	40 yard container	1.00	110.00	110.00

Terms

Southern Calif. Environmental, Inc

PMB #409 25422 Trabuco Road lake Forest, CA 92630 949-770-1768 fax 949-770-1798

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 9146

Date:

May 31, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

Terms

20494

Net 10

Ship Via

Date

05/31/02

Description

40 yard green waste

Disposal Fee

 Quantity
 Price

 1.00
 110.00

 2.90
 32.00

110.00 92.80

Please sign invoice(s) signifying receipte

Figure 1900/2 and approval for payment

Figure 2 and approval for payment

Figure 3. Thus.

Total

\$3,610.00

Make Checks Payable To: Southern California Environmental, Inc.

OK to pay 6-12-02 hinda Ruff Southern Calif. Environmental, Inc

PMB #409 25422 Trabuco Road

uke Forest, CA 92630 949-770-1768 fax 949-770-1798

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 9146

Date:

May 31, 2002

Ship To: P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

Terms

Ship Via

20494

Net 10

Date	Description	Quantity	· Price	Amount
04/30/02	Compactor	1.00	110.00	110:00
	Disposal Fee	3.19	32.00	102.08
04/30/02	40 yard green waste	1.00	110.00	110.00
	Disposal Fee	4.30	32.00	137.60
05/03/02	Compactor	1.00	110.00	110.00
	Disposal Fee	6.36	32.00	203.52
Jo/07/02	Compactor	1.00	110.00	110.00
•	Disposal Fee	4.63	32.00	148.16
05/10/02	Compactor	1.00	110.00	110.00
	Disposal Fee	6.10	32.00	19 <u>5.2</u> 0
05/10/02	40 yard green waste	1.00	110.00	110.00
	Disposal Fee	3.81	32.00	121.92
05/15/02	Compactor	1.00	110.00	110.00
	Disposal Fee	3.91	32.00	125.12

Southern Calif. Environmental, Inc

PMB #409

25422 Trabuco Road ake Forest, CA 92630

949-770-1768 fax 949-770-1798

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.

Pasadena, CA 91106-2003

Invoice

Number: 9146

Date:

May 31, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number Terms
20494 Net 10

Ship Via

Date	Description	Quantity	Price	Amount
05/17/02	Compactor	1.00	110.00	110.00
	Disposal Fee	4.91	32.00	157.12
05/21/02	Compactor	1.00	110.00	110.00
_	Disposal Fee	3.69	32.00	118.08
05/21/02	40 yard green waste	1.00	110.00	110.00
	Disposal Fee	4.02	32.00	128.64
05/21/02	40 yard container	1.00	110.00	110.00
	Disposal Fee	3.38	32.00	108.16
05/24/02	Compactor	1.00	110.00	110.00
	Disposal Fee	4.28	32.00	136.96
05/29/02	Compactor	1.00	110.00	110.00
	Disposal Fee	1.50	32.00	48.00
05/31/02	Compactor	1.00	110.00	110.00
	Disposal Fee	4.27	32.00	136.64

Integrated waste

ý				
MPLOYEE NAME	MICHAEL JENNINGS			
TTLE:	Power Sweeper Oper		Facilities	
ISCAL YEAR	ANNUAL SALARY			PROD.RT
			HOURS	B+C BY D
9-00	36,532.92	9,265.18	1800	23.58
00-01	38,216.16	9,866.05	.1800	24.76
01-02	40,268.40	10,373.23	1800	26.17
02-03	40,878.84	12,083.11	1800	26.78
03'04	40,963.98	15,748.07	1800	27.10
04-05	42,910.32	16,933.21	1800	28.66
05-06	45,154.56	17,158.49	1800	30.05
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	10,10 1.00	17,100.40	1000	00.00
	DILL ODIECTI			
EMPLOYEE NAME	BILL GRIFFITH			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
				<u> </u>
99-00	34,336.08	10,948.69	1800	23.41
00-01	36,396.24	11,424.66	1800	
01-02	38,350.68	12,331.64	1800	
02-03	38,932.20	15,562.69	1800	
03'04			1800	
04-05	38.932.20	20 504 62		
114-115	38,932.20 40,866.72	20,504.62		
	40,866.72	21,432.48	1800	30.24
05-06				30.24
05-06	40,866.72 43,004.04	21,432.48	1800	30.24
05-06 EMPLOYEE NAME	40,866.72	21,432.48	1800	30.24
05-06	40,866.72 43,004.04	21,432.48	1800	30.24
05-06 EMPLOYEE NAME TITLE:	40,866.72 43,004.04 ED GLASSCOCK Gardner	21,432.48 21,413.13	1800 1800 Facilities	30.24
05-06 EMPLOYEE NAME	40,866.72 43,004.04 ED GLASSCOCK	21,432.48	1800 1800 Facilities	30.24 31.43 PROD.RT
05-06 EMPLOYEE NAME TITLE:	40,866.72 43,004.04 ED GLASSCOCK Gardner	21,432.48 21,413.13	1800 1800 Facilities	30.24
05-06 EMPLOYEE NAME TITLE:	40,866.72 43,004.04 ED GLASSCOCK Gardner	21,432.48 21,413.13	1800 1800 Facilities	30.24 31.43 PROD.RT
05-06 EMPLOYEE NAME TITLE:	40,866.72 43,004.04 ED GLASSCOCK Gardner ANNUAL SALARY	21,432.48 21,413.13 TOTAL BENES 8,914.15	Facilities ANNUAL HOURS	9 30.24 31.43 PROD.RT B+C BY I
05-06 EMPLOYEE NAME TITLE: FISCAL YEAR 99-00 00-01	40,866.72 43,004.04 ED GLASSCOCK Gardner ANNUAL SALARY 32,700.72 33,172.20	21,432.48 21,413.13 TOTAL BENES 8,914.15 9,402.00	Facilities ANNUAL HOURS	PROD.RT B+C BY I 0 21.46 0 21.96
05-06 EMPLOYEE NAME TITLE: FISCAL YEAR 99-00 00-01 01-02	40,866.72 43,004.04 ED GLASSCOCK Gardner ANNUAL SALARY 32,700.72 33,172.20 37,437.60	21,432.48 21,413.13 TOTAL BENES 8,914.15 9,402.00 10,124.68	Facilities ANNUAL HOURS 1800 1800	PROD.RT B+C BY I 0 21.46 0 24.60
05-06 EMPLOYEE NAME TITLE: FISCAL YEAR 99-00 00-01 01-02 02-03	40,866.72 43,004.04 ED GLASSCOCK Gardner ANNUAL SALARY 32,700.72 33,172.20 37,437.60 38,005.08	21,432.48 21,413.13 TOTAL BENES 8,914.15 9,402.00 10,124.68 11,748.03	1800 1800 Facilities ANNUAL HOURS 1800 1800 1800	PROD.RT B+C BY I 0 21.46 0 24.60 0 25.18
05-06 EMPLOYEE NAME TITLE: FISCAL YEAR 99-00 00-01 01-02 02-03 03'04	40,866.72 43,004.04 ED GLASSCOCK Gardner ANNUAL SALARY 32,700.72 33,172.20 37,437.60 38,005.08 38,315.98	21,432.48 21,413.13 TOTAL BENES 8,914.15 9,402.00 10,124.68 11,748.03 15,235.16	1800 1800 Facilities ANNUAL HOURS 1800 1800 1800 1800 1800	PROD.RT B+C BY I 0 21.46 0 24.60 0 25.18 0 25.63
05-06 EMPLOYEE NAME TITLE: FISCAL YEAR 99-00 00-01 01-02 02-03 03'04 04-05	40,866.72 43,004.04 ED GLASSCOCK Gardner ANNUAL SALARY 32,700.72 33,172.20 37,437.60 38,005.08 38,315.98 39,870.48	21,432.48 21,413.13 TOTAL BENES 8,914.15 9,402.00 10,124.68 11,748.03 15,235.16 9,579.47	1800 1800 1800 Facilities ANNUAL HOURS 1800 1800 1800 1800 1800	PROD.RT B+C BY I 0 21.46 0 24.60 0 25.18 0 25.63 0 23.21
05-06 EMPLOYEE NAME TITLE: FISCAL YEAR 99-00 00-01 01-02 02-03 03'04	40,866.72 43,004.04 ED GLASSCOCK Gardner ANNUAL SALARY 32,700.72 33,172.20 37,437.60 38,005.08 38,315.98	21,432.48 21,413.13 TOTAL BENES 8,914.15 9,402.00 10,124.68 11,748.03 15,235.16 9,579.47	1800 1800 Facilities ANNUAL HOURS 1800 1800 1800 1800 1800 1800 1800 18	PROD.RT B+C BY I 0 21.46 0 21.96 0 25.18 0 25.63 0 23.21

EMPLOYEE NAME	DARYL MONTGOMER	₹Y		
TITLE:	Gardner		Facilities	
			-,	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES		PROD.RT
			HOURS	B+C BY D
99-00				
0 0- 01	7,062.03	2,309.85	1800	4.85
01-02	32,332.23	9,908.18	1800	21.89
02-03	34,892.10	12,105.03	1800	23.85
03'04	37,306.74	15,257.77	1800	25.19
04-05	37,971.48	15,982.48	1800	25.13
05-06	39,957.36	16,211.56	1800	27.16
	39,937.30	10,211.30	1000	27.10
EMPLOYEE NAME	APOLLO MALAGON			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
1 IOOAL 1 LAN	AITTOAL OALATT	TOTAL BEILES	HOURS	B+C BY D
	· · · · · · · · · · · · · · · · · · ·		·	
99-00	32,311.47	8,878.49	1800	21.24
00-01	34,335.72	9,509.05		
01-02	36,524.16	10,044.48		
02-03	37,077.84	11,639.92		
03'04	37,309.65	15,040.23	1800	25.07
04-05	38,921.04	16,165.27	1800	26.44
05-06	40,956.60	16,393.62	1800	27.72
	FLIOENE LODEZ			
EMPLOYEE NAME	EUGENE LOPEZ		 	
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
		 		
99-00	38,625.00	9,861.09	1800	24.97
00-01	38,625.00			
01-02	42,281.40			
02-03	42,922.44			
03'04	42,922.44			
04-05	43,956.84			
05-06	46,255.80			
	10,2000			
3				

EMPLOYEE NAME	ARTURO GONZALEZ			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
99-00	34,336.08	9,063.94	1800	22.36
00-01	36,396.24	9,698.61	1800	23.75
01-02	38,350.68	10,204.85	1800	25.10
02-03	38,932.20	11,856.13	1800	25.69
03'04	39,094.34	15,385.92	1800	26.06
04-05	39,905.04	13,532.20	1800	25.42
05-06				

MPLOYEE NAME:	MARIA JIMENEZ					
ITLE:	Custodian		Facilities			
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	DDOD DT		
ISCAL TEAR	ANNUAL SALART	TOTAL BENES		PROD.RT B+C BY D		
			nouks	BTC BT D		
02-03	26,576.74	4,347.15	1800	15.46		
03-04	33,377.12	8,189.55	1800	19.50		
04-05	35,336.72	8,706.72	1800	20.69		
05-06	37,148.52	8,672.86	1800	21.70		
EMPLOYEE NAME:	SARAH FLORES					
TITLE:	Supervisor Facilities		Facilities			···········
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
TOURL TEAR	AITHOAL OALAN I	I O I AL DENEO	HOURS	B+C BY D		
			HOOKS	B.C BI D		<u> </u>
99-00	43,630.80	9,915.34	1800	27.53		
00-01	49,849.68	10,936.33	1800	31.22		
01-02	53,481.48	11,533.33	1800	33.51		
02-03	54,279.72	13,645.66	1800	34.22		,
03'04	54,619.05	18,393.06	1800	34.68		
04-05	56,977.92	19,641.22	1800	36.47		
05-06	64,490.88	20,681.57	1800	40.79		
	···		ļ			
EMPLOYEE NAME:	ALFRED GARCIA					
TITLE:	Skilled Trades Wkr		LOCATION	Facilities		
11166	Okinou Trades Tha		LOGATION	- dominos		<u> </u>
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
		·	· · · · ·			
99-00	39,937.26	11,461.76	1800	26.52	· ·	
00-01	44,239.56			29.06		<u> </u>
01-02	46,615.20			30.88		
02-03	47,913.36			30.70		
03'04	48,504.84			34.15		
04-05	49,673.76			35.13		
05-06	52,271.76			36.58		<u> </u>
		<u> </u>				
						
						1

EMPLOYEE NAME	STAN BROWN					
TITLE:	Lead Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES		PROD.RT		
		<u> </u>	HOURS	B+C BY D		
99-00	32,069.16	8,856.30	1800	21.10		
00-01	32,069.16	9,300.52	1800	21.34		
01-02	36,396.24	10,034.25	1800	24.02		
02-03	38,580.90	11,815.17	1800	25.50		
03'04	41,102.16	15,774.84	1800	27.18		
04-05	42,299.28	16,815.58	1800	28.32		
05-06	· · · · · · · · · · · · · · · · · · ·	<u> </u>	1800	-		
EMPLOYEE NAME	DOUG LAM					
TITLE:	Skilled Trades Wkr		Facilities			
	1.333411.	70741 55150				
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
<u> </u>			HOURS	B+C BY D	·	
99-00	33,518.52	10,873.81	1800	22.96		·
00-01	35,529.60	11,344.93	1800		· · · · · · · · · · · · · · · · · · ·	
01-02 Skilled Trade	37,410.32	12,249.08	1800			
02-03	41,219.44	15,829.39	1800			
03'04	43,280.14	21,346.81				
04-05	45,819.68	22,385.93				
05-06	52,271.76	23,101.70	1800			
EMPLOYEE NAME	BILLIE DUNN					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		· · · · · ·
						· · · · · ·
99-00	31,922.04	8,842.82	1800	21.02	<u> </u>	
00-01	34,662.72					
01-02	36,524.16					
02-03	37,077.84					
03'04	38,931.64					
04-05	39,711.95					
05-06	43,413.96					
		<u> </u>		-		
EMPLOYEE NAME	ALICE HOLDEN					

		· · · · · · · · · · · · · · · · · · ·		····		
ITLE:	Custodian		Facilities			
IILE:	Custodian		racintles			
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
ISCAL TEAR	ANNOAL SALAKT	TOTAL BENES	HOURS	B+C BY D		
			nouks	DTC DI D		
9-00		·	1800			
0-01	25,166.70	10,391.55	1800	18.47		
1-02	27,175.50	11,350.46	1800	20.08		
2-03	28,585.80	14,356.30	1800	22.01		
03'04	30,522.36	18,875.63	1800	24,16		
04-05	34,066.08	20,123.36	1800	26.46		
05-06	35,302.20	10,955.29	1800	22.13		
70-00		10,000,20	1000			
EMPLOYEE NAME	PAUL CARLSON					
THE LO LEE MAINE	I AUL OAKLOOM					·
TITLE:	Custodian		Facilities			
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
-ISUAL TEAK	ANNUAL SALART	TOTAL DENES	HOURS	B+C BY D		
· · · · · · · · · · · · · · · · · · ·		ļ	HOURS	DTC BT D		
:				-		
99-00	33,837.36	9,422.54	1800	22.31		
00-01	35,867.52	10,369.22				
21.00	36,362.52	10,030.29			-	<u>-</u> -
02-03	38,390.90	11,793.02				
03'04	39,322.67	15,430.15				
04-05	39,870.00	16,347.95				
05-06	41,955.12	16,575.55				
03-00	41,500.12	10,070.00	1000	20.21		
EMPLOYEE NAME	BEN JIMENEZ			-		
EMPLOTEL MAINE	DENTONIENCE			1		
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
FIGUAL ILAIC	ATTIONE ONEART	TOTALBERT	HOURS	B+C BY D		
			- Induito	3.03.5		
00.00	20 702 04	9,142.67	7 180	0 20.61		
99-00	30,782.01 33,837.36					
00-01	35,128.29				 	
01-02	35,126.29				 	
02-03	35,606.78					
03'04	35,751.18					
04-05	39,005.76					
05-06	39,000.70	20,004.04	100	23,21		
	CANDELARIO DIAZ		·			
EMPLOYEE NAME						

TITLE:	Custodian		Facilities			
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
IOOKL TEAT	ANITOAL OALANT	TOTAL DENES		B+C BY D		
			HOUKS	D-C D1 D		
99-00	29,473.56	4,080.50	1800	17.14		
00-01	31,269.58	4,317.52	1800	18.17		
01-02	35,994.00	4,815.94	1800	20.92		
02-03	34,725.20	5,711.59	1800	20.22		
03'04	34,471.44	8,401.52	1800	20.11		
04-05	35,302.20	11,601.07	1800	22.28		
05-06	38,054.88	15,864.93	1800	26.10		
EMPLOYEE NAME	RIGO HERNANDEZ					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00	6,959.58	2,574.60	1800	4.94		
00-01	28,844.91	10,729.94	1800	20.51		
01-02	31,821.48	11,758.38	1800			
02-03	34,116.16	15,001.14	1800	25.08		
03'04	34,471.44	19,640.57	1800			
04-05	35,163.74	20,334.66	1800	27.07		
05-06	37,148.52	20,346.25	1800	28.18		
EMPLOYEE NAME	RONNIE LITTLETON					
TITLE:	Custodian		Facilities	 	ļ	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
		·	HOURS	B+C BY D		
				· · · · · ·		
99- 0 0	6,312.48	2,515.32	1800	4.58		
00-01	25,285.87	10,402.51	1800	18.53		
01-02	29,802.96			21.54		
02-03	30,894.54	14,625.50	1800	23.29		
03'04	32,439.15	19,246.91	1800	25.22		
04-05	34,684.14	20,242.34	1800	26.81		
05-06	37,148.52					
EMPLOYEE NAME	RAUL GOMEZ					
			<u> </u>			
TITLE:	Custodian		Facilities			

FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
00.00						
99-00		•				
00-01				4.70		
01-02	2,591.10	833.08	1800	1.78	·	
02-03	32,485.18	11,104.41	1800	22.11		
03'04	33,839.61	14,368.08	1800	23.14		
04-05	35,985.68	15,600.21	1800	1		
05-06	37,134.98	15,697.32	1800	25.59		
	 	ļ	·			
EMPLOYEE NAME	HELEN PETTY					
TITLE:	Custodian		Facilities			
11166	Custodian		1 dointies			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00	33,518.52	5,007.40	1800	19.70		
00-01	35,916.62	11,380.54				
01-02	38,350.68	12,331.64				<u> </u>
02-03	38,932.20					
03'04	38,932.20					
04-05	39,870.48			_1		
05-06	35,314.44					
						
				T		

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

P.	<i>C-C-</i>	£	ployee	CONT	CALG	2_			GARI					
		Em	ployee	Name				Exa	act Pos	ition T	itle			
FA	rulities	<u></u>	815-	7277		<u>12r</u>				Fis	cal Yea	ar: <u>Zo</u>	00/	 _
Depai	rtment/Location	Tel	ephone	e #		Ŵċ	rk yea	r lengtl	i 		٠.		·	
Code 2 Code 3	Policies and Procedures: Dev Staff Training: Training district Plan Development: Developing district's plan to the California Alternative Compliance: In the reduction requirements; presen	staff on to and ado Waste Ma e event it	he requir pting a S anageme s necess	ements a tate Agen nt Board. ary to ob	ind imple icy Mode tain one	mentation I Integrat or more e	n of the ned Waste	Manage s of time	to compl	y with the	e 25% an	d/or 50%	minimur	n waste
					,	RE	PORT	TIME IN	HOUR	SPER	MONTH		T	·
Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures									·				
2	Staff Training	1	1	(1	·ſ	/.	1	. 1		1	(/	12
3	Plan Development													,
4	Alternative Compliance				•	,		·						
		- !		·										
to receir under the only. Employ If you h	PYEE CERTIFICATION: The Stave reimbursement. Your signature he penalty of perjury to be true a vee Signature have any questions, please contact SUBMIT THIS INFORMATION	re on this	form cer et based c	tifies that	i you hav ersonal k Da	e reporte nowledge ate <u>5/</u>	d actual of or information of the control of the co	data or h	ave provi	ded a go	od faith e	stimate v	vnich you	certity

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

P	CC.		RT &	BONZ	ALE .		·	BARD	א בי אגיי				-	
Distri	ct	Em	ployee	Name	•		Exa	ct Pos	sition T	itle				
FA	CILITIES	<u>ک</u> _	85-7	1277		121	no/11m	io/10m	o/hrly	Fis	cal Yea	ar: <u>2</u> 6	00/	
Depa	rtment/Location	Tel	ephon	e#		Wo	ork year	lengtl	า		•			
Salvage Code 6 Code 6 Chippin Code 6	e yards, grass-cycling, and other particles of Recycling: Paper, cardboard, go Composting: commercial pick-iD Special Waste: Concrete/rubble g/composting, batteries, paint, et Procurement Activities: State	programs glass, pla -up of gre le, concre c. and Colle	s estics, sc en waste ete/aspha	rap metal e, food wa alt, rende	l, special aste com ring/grea	collectio posting, se, tires,	n program and other landfills, t	ns, clean program used oil/	-up even ns antifreez	ts e, white a	and brown	goods re	ecycling,	wood waste
	Employee Name Exact Position Title Secondary Sec													
Code	Reimbursable Activity	July	Aug.	Sept	Oct,	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
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March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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March 2005

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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6 C	Composting											·		
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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	cilities Service				1697					Fis	cal Yea	ar: _ <u> </u>	100	·
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Employee Time Record Societ for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 2. ONGOING PLAN IMPLEMENTATION

PCC	Sarah Flores	<u>Facilities</u>	Supervis	<u>or</u>	·
District	Employee Name	Exact Position Tit	le		
Facilities Services Department/Location	(626)585-7697 Telephone#	12mo/11mo/10mo/hrly Work year length	Fiscal Year: _	2001	
Code 5 College Coordinator: Coordination	on duties not specific to other activity	codes.	,		

Code 6 Plan Implementation: Implementing the Plan other than specific source reduction, recycling and composting activities.

Code 7 Accounting System: Developing, implementing, and maintaining an accounting system to enter and track: source reduction, recycling and composting activities, the cost of those activities, and the proceeds from the sale of any recycled materials.

Code 8 Annual Report: Annually preparing and submitting a report to the IWM Board summarizing the district's progress in reducing solid waste,

					RE	PORT	TIME I	N HOUR	RS PER	MONT	Η		· .	
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	. Feb.	Mar.	April	May	June	Total
5.	College Coordinator	. 8	8	8	8	8	8	8	8	8	8	8	8	76
6	Plan Implementation See IWM 1.6 B-3	8	8	8	8	8	8	8	8	8	8	8	8.	96
7	Accounting System	4	4	4	7	9	4	4	, J	9	4	4	4	4.8
8	Annual Report	8	8	8	8	8	8	8	8	8	8	8 1	8	96

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to receive relmbursement. Your signature on this form certifles that you					
under the penalty of perjury to be true and correct based on your persor	nal knowle	edge or Information." This	s information is used fo	r cost accounting pi	urposes
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Employee Signature	Date	5/30/06	-		
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f you have any questions, please contact		, at	 '.		

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PLEASE SUBMIT THIS INFORMATION BY

March 2005

Employee Time Record St. ...t for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Distri	ct	Em	ployee	Name			Exa	ct Pos	ition Ti	itle				
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Employee Time Record S.__t for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Distri		,		ployee		. '			Exa	act Pos	ition T	itle				
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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	rtment/Location		lephon				Work year length							
Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchange, salvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oil/antifreeze, white and brown goods recycling, wood waste chipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, proactively working with recycled product supplies.														
REPORT STAFF TIME IN HOURS PER MONTH														
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Employee Time Record & __st for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sweet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Codé 3	Staff Training: Training district staff on the requirements and implementation of the mandate. Plan Development: Developing and adopting a State Agency Model Integrated Waste Management Plan on or before July 15, 2000, and submitting the district's plan to the California Waste Management Board. Alternative Compliance: In the event it is necessary to obtain one or more extensions of time to comply with the 25% and/or 50% minimum waste reduction requirements; presenting substantial evidence that the district is making a good faith effort to implement the plan and/or plan of correction. REPORT TIME IN HOURS PER MONTH Ode Reimbursable Activity July Aug. Sept Oct. Nov. Dec. Jan. Feb. Mar. April May June Total														
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March 2005 ·

Employee Time Record S_ et for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sneet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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March 2005

Employee Time Record S. et for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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	ilities servios		<u> 26)58</u>		78					Fis	cal Yea	ar: <u>7</u> ¢		
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March 2005

Employee Time Record Sneet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

District Employee Name Exact Position Title Facilities Services (226) 585-72-78 12mo/11mo/10mo/hrly Fiscal Year: Zoo / Department/Location Telephone # Work year length Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchang salvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oll/antifreeze, white and brown goods recycling, wood was chipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, practively working with recycled product supplies. REPORT STAFF TIME IN HOURS PER MONTH Code Reimbursable Activity July Aug. Sept Oct. Nov. Dec. Jan. Feb. Mar. April May June Total 6 A Source Reduction 40 40 40 40 40 40 40 40 40 40 40 40 40 4					··		enev			2	ape	rel	Ger		·	PC
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Stoot for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Employee Time Record Street for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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6 A	Source Reduction													
6 B	Recycling	40	40	40	40	40	40	40	40	40	40	.40	40	480
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3	Plan Development											·		
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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3	Plan Development									·				
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March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Code 6	B Recycling: Paper, cardboard,	glass, pla	astics, sc	rap metal	, special	collectio	n prograi	ms, clean	I-up even	ts	•			
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	E <u>Procurement Activities</u> : State working with recycled product s		ege recyc	cled conte	ent procu	rement p	olicy, req	luiring rec	cycled co	ntent pro	duct certi	fication f	or all purc	chases, pro-
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SixTen and Associates **Mandate Reimbursement Services**

EITH B. PETERSEN, MPA, JD, President 5252 Balboa Avenue, Suite 807 San Diego, CA 92117

Telephone:

(858) 514-8605

Fax:

(858) 514-8645

E-Mail: Kbpsixten@aol.com

Claim File Copy

September 28, 2006

CERTIFIED MAIL # 7003 3110 0000 2900 4815

Ms. Virginia Brummels, Section Manager Local Reimbursement Section Division of Accounting and Reporting Office of the State Controller P.O. Box 942850 Sacramento, CA 94250

RE:

Annual Reimbursement Claim

Pasadena Area Community College District CC 19335

Dear Ms. Brummels:

Enclosed please find the original claims and extra copies of the FAM-27 for Pasadena Area Community College District's reimbursement claims listed below:

764/99	Integrated Waste Management	1999-2000
764/99	Integrated Waste Management	2000-2001
764/99	Integrated Waste Management	2001-2002
764/99	Integrated Waste Management	2002-2003
764/99	Integrated Waste Management	2003-2004
764/99	Integrated Waste Management	2004-2005

If you have any questions regarding these claims, please contact me at (858) 514-8605.

Sincerely,

At Branwell

Community College Mandated Cost Manual State Controller's Office For State Controller Use only Program CLAIM FOR PAYMENT (19) Program Number 00256 Pursuant to Government Code Section 17561 (20) Date Filed 256 INTEGRATED WASTE MANAGEMENT (21) LRS Input (01) Claimant Identification Number: CC 19335 Reimbursement Claim Data (02) Claimant Name 821 (22) IWM-1, (03)(A)(1)(f) Pasadena Area Community College District County of Location 7,145 Los Angeles (23) IWM-1, (03)(A)(2)(f) Street Address 1570 E. Colorado Blvd. 821 (24) IWM-1, (03)(B)(1)(f) City State Zip Code Ε 0 (25) IWM-1, (03)(B)(2)(f) Pasadena 91106-2003 CA Type of Claim Reimbursement Claim **Estimated Claim** (26) IWM-1, (03)(B)(3)(f) (03) Estimated (09) Reimbursement 3,285 (27) IWM-1, (03)(B)(4)(f) (04) Combined (10) Combined 221,999 (28) IWM-1, (03)(B)(5)(f) (05) Amended (11) Amended (29) IWM-1, (03)(C)(1)(f) (06)(12)Fiscal Year of Cost (30) IWM-1, (03)(C)(2)(f) 2002-2003 (07)(13)Total Claimed Amount 1.643 (31) IWM-1, (03)(D)(f) 307,575 \$ (14)Less: 10% Late Penalty (32) IWM-1, (03)(E)(f) 30,758 (15)3,285 Less: Prior Claim Payment Received (33) IWM-1, (03)(F)(f) (16)68,707 **Net Claimed Amount** (34) IWM-1, (06) 276,817 (08) (17)Due from State 0 (35) IWM-1, (08) 276,817 (18)131 Due to State (36) IWM-1, (09) (37) CERTIFICATION OF CLAIM In accordance with the provisions of Government Code Section 17561, I certify that I am the officer authorized by the community college district to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1098, inclusive. I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reim bursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant. The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and Signature of Authorized Officer (USE BLUE INK) Date 115/00 James Albanese Interim Vice President, Administrative Services Type or Print Name (38) Name of Contact Person for Claim Telephone Number: (858) 514-8605 SixTen and Associates E-mail Address: kbpsixten@aol.com

New 06/05

	Program 256	İNT	MANDATED C EGRATED WASTE I CLAIM SUMN	MANAG	BEMENT						FORM IWM-1
	Claimant: Idena Area Community College District			(02) T	ype of Claim Reimbursemen Estimated	ı	Х				iscal Year 2002-2003
Dire	ct Costs				Object A	ccounts					
(03)	Reimbursable Activities	(a)	(b)		(c)	(0	i)	(e)			(f)
		alaries and Benefits	Materials and Supplies		Contract Services	Fix Ass		Travel and Training			Total
A . C	ne-Time Activities										
1	Development of Policies and Procedures	\$ 821.28	\$ -	\$	-	\$	-	\$	-	\$	821.28
2	Staff Training	\$ 7,145.04	\$ -	\$	-	\$		\$	-	\$	7,145.04
₿. 0	Ongoing Activities										
1	Completion and Submission of Plan to Board	\$ 821.28	\$ -	\$	-	\$	-	\$	-	\$	821.28
2	Response to Board During Approval Process	\$ -	\$ -	\$	-	\$	-	\$	-	\$	
3	Consultation with Board	\$ -	\$ -	\$	-	\$	-	\$	-	\$	-
4	Designation of Waste Reduction and Recycling Coordinator	\$ 3,285.12	\$ -	\$	-	\$	-	\$	-	\$	3,285.12
5	Diversion and Maintenance of Approved Level of Reduction	\$ 212,023.44	\$ -	\$	9,975.35	\$	-	\$	-	\$	221,998.79
C. A	Alternative Compliance										
1	Alternative Requirements or Time Extension for 1/1/02 for 25% Waste	\$	\$ -	\$	-	\$	-	\$	-	\$	-
2	Alternative Requirements or Time Extension for 1/1/04 for 50% Waste	\$ -	\$ -	\$	-	\$		\$	-	\$	-
D.	Accounting System	\$ 1,642.56	\$ -	\$	-	\$		\$		\$	1,642,56
E.	Annual Report	\$ -	\$ -	\$	-	\$		\$	-	\$	-
F.	Annual Recycled Material Reports	\$ 3,285.12	\$ -	\$		\$		\$	-	\$	3,285.12
(04)	Total Direct Costs	\$ 229,023.84	\$ -	\$	9,975.35	\$	-	\$	-	\$	238,999.19
Indi	rect Costs	 								_	
(05)	Indirect Cost Rate			[Feder	ally approved OMB A	-21, FAM-29	C, or 7%)				30.00%
(06)	Total Indirect Costs	 		[Line (05) x line (04)(a)]					\$	68,707.15
(07)	Total Direct and Indirect Costs			(Lîne (04)(f) +line (06))					\$	307,706.34
Cos	t Reduction	 								_	
(08)	Less: Offsetting Savings	 								\$	-
(09)	Less: Other Reimbursements									\$	131.45
(10)	Total Claimed Amount				(Line	e (07) - {Lin	ie (08) + Lin	e (09)}]		\$	307,574.89

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (02) Fiscal Year (01) Claimant Pasadena Area Community College District 2002-2003 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time X Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material Annual Report **Accounting System** Reports **Object Accounts** (04) Description of Expenses (a) (h) (b) (d) (e) (f) (g) (c) Hourly Hours Employee Names, Job Salaries Materials Rate Worked Contract Fixed Travel and Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Benefits Supplies Unit Cost Quantity Developing the necessary district policies and procedures Flores, Sarah Supervisor Facilities \$34.22 24.0 \$ 821.28

Page 1 of 1

821.28 \$

X

Subtotal

Total

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2002-2003 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time X Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Atternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material Annual Report **Accounting System** Reports (04) Description of Expenses Object Accounts (b) (c) (d) (e) (g) (h) Hourly Hours Employee Names, Job Salaries Materials Fixed Contract Travel and Rate Worked Classifications, Functions Performed, and and Assets Services Training or Unit Cost or Quantity and Description of Expenses Benefits Supplies Training district staff on the requirements and implementation of the plan 308.28 Gonzalez, Arturo Gardner \$25.69 12.0 \$ 12.0 \$ Jennings, Michael \$26.78 321.36 Power Sweeper Operator Griffith, Bill \$27.75 12.0 333.00 Gardner Flores, Sarah Supervisor Facilities \$34.22 60.0 \$ 2,053.20 Glasscock, Ed \$25.18 Gardner 12.0 \$ 302.16 12.0 \$ 12.0 \$ Petty, Helen Custodian \$27.75 333.00 Dunn, Billie Custodian \$24.66 295.92 Holden, Alice Custodian \$22.01 12.0 \$ 264.12 Littleton, Ronnie 12.0 \$ 279.48 Custodian \$23.29 Carlson, Paul Custodian \$25.39 12.0 \$ 304.68 12.0 \$ 185.52 Jimenez, Maria Custodian \$15.46 12.0 \$ 12.0 \$ 12.0 \$ 320.64 Jimenez, Ben Custodian \$26.72 Lopez, Eugene Gardner \$25.53 306.36 Maiagon, Apollo Gardner \$24.66 295.92 Brown, Stan Lead Custodian \$25.50 12.0 \$ 306.00 12.0 \$ 348.24 Lam, Doug Skilled Trades Worker \$29.02 Montgomery, Daryl Gardner \$23.85 12.0 \$ 286.20 12.0 \$ \$25.08 300.96 Hernandez, Rigo Custodian

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7,145.04 | \$

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Subtotal

Total

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year 2002-2003 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board X Completion and Submission of Plan to Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material Annual Report **Accounting System** Reports Object Accounts (04) Description of Expenses (h) (a) (b) (d) (e) (f) (g) (c) Hourly Hours Employee Names, Job Salaries Materials Fixed Travel and Rate Worked Contract Classifications, Functions Performed, and and Training or Unit Cost Services Assets and Description of Expenses Benefits Supplies Quantity Completing/submitting the State Agency Model Integrated Waste Management Plan Flores, Sarah Supervisor Facilities \$34.22 24.0 \$ 821.28

Page 1 of 1

821.28 \$

\$

X

Total

(05) New 06/05 Subtotal

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL.** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2002-2003 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing Process Activities _ X Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material **Accounting System Annual Report** Reports (04) Description of Expenses **Object Accounts** (a) (b) (f) (h) (c) (d) (e) (g) Hourly Hours Employee Names, Job Classifications, Functions Performed, Salaries Materials Contract Rate Worked Fixed Travel and and and Services Assets Training and Description of Expenses Benefits Supplies **Unit Cost** Quantity Designating one solid waste reduction and recycling coordinator for each college in district Flores, Sarah 96.0|\$ 3,285.12 Supervisor Facilities

Page 1 of 1

3,285.12 \$

\$

X

Total

Subtotal

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program **FORM** INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (02) Fiscal Year (01) Claimant 2002-2003 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approva Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities X Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System Annual Report** Reports **Object Accounts** (04) Description of Expenses (h) (f) (a) (b) (c) (d) (e) (g) Hourly Hours Employee Names, Job Salaries Materials Contract Fixed Travel and Worked Rate Classifications, Functions Performed. and and Supplies Services Assets Training Benefits and Description of Expenses **Unit Cost** Quantity Diverting solid waste from landfill disposal or transformation facilities - source reduction 480.0 12.331.20 Gonzalez, Arturo Gardner \$25.69 Jennings, Michael Power Sweeper Operator \$26.78 480.0 12,854.40 13,320.00 Griffith, Bill Gardner \$27.75 480.0 \$ 480.0 \$ Glasscock, Ed Gardner \$25.18 12,086.40 Lopez, Eugene 480.0 \$ 12,254.40 Gardner \$25.53 \$24.66 480.0 \$ 11,836.80 Malagon, Apollo Gardner \$23.85 480.0 \$ 11,448.00 Montgomery, Daryl Gardner Diverting solid waste from landfill disposal or transformation facilities - recycling 480.0 \$ 13.320.00 \$27.75 Petty, Helen Custodian Dunn, Billie Custodian \$24.66 480.0 \$ 11,836.80 Holden, Alice Custodian \$22.01 480.0 \$ 10,564.80 480.0 \$ Littleton, Ronnie Custodian \$23.29 11,179.20 Carlson, Paul Custodian \$25.39 480.0 \$ 12,187.20 7,420.80 480.0 \$ \$15.46 Jimenez, Maria Custodian Jimenez, Ben Custodian \$26.72 480.0 \$ 12,825.60 \$25.50 480.0 \$ 12,240.00 Lead Custodian Brown, Stan Skilled Trades Worker \$29.02 480.0 \$ 13,929.60 Lam, Doug 2,320.21 Lighting Resources, Inc. \$100.00 Recycling Lighting Tubes & Discha 23.2 Southern California Enviror Refuse Removal & Recycling Serv \$100.00 7,655.14 76.6 \$25.08 480.0 \$ 12,038.40 Hemandez, Rigo Custodian Diverting solid waste from landfill disposal or transformation facilities - special waste Pelty, Helen Custodian \$27.75 12.0 \$ 333.00 Dunn, Billie Custodian \$24.66 12.0 \$22.01 12.0 \$ 264.12 Holden, Alice Custodian Littleton, Ronnie Custodian \$23.29 12.0; \$ 279.48 304.68 \$25.39 12.0 \$ Carlson, Paul Custodian \$15.46 12.0 \$ 185.52 Jimenez, Maria Custodian 12.0 \$ Custodian \$26.72 320.64 Jimenez, Ben Lead Custodian \$25.50 192.0 4,896.00 Brown, Stan \$29.02 348.24 Lam, Doug Skilled Trades Worker 12.0 \$ Hemandez, Rigo Custodian \$25.08 12.0 \$ 300.96 Procuring materials/equipment necessary for maintaining approved level of reduction Flores Sarah Supervisor Facilities \$34.22 24.01 \$ 821.28

Page 1 of 1

\$

\$ 212,023.44 \$

9,975.35 \$

\$

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Total

Subtotal

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year 2002-2003 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material X **Annual Report Accounting System** Reports (04) Description of Expenses **Object Accounts** (e) (f) (g) (h) (b) (c) (d) Hourly Hours Employee Names, Job Salaries Materials Travel and Rate Worked Contract Fixed Classifications, Functions Performed, and and or Unit Cost Services Assets Training and Description of Expenses Benefits Supplies Quantity Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting 1,642.56 Flores, Sarah Supervisor Facilities \$34.22

Page 1 of 1

1,642.56 \$

\$

\$

\$

Total

X

Subtotal

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year 2002-2003 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material X **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Salaries Materials Fixed Rate Worked Contract Travel and Classifications, Functions Performed, and and Assets Training or Unit Cost Services and Description of Expenses Benefits Supplies Quantity Reporting annually to the Board quantities of recyclable materials collected Flores, Sarah Supervisor Facilities \$34.22 96.0 \$ 3,285.12

Page 1 of 1

3,285.12 \$

\$

X

Total

(05)

New 06/05

Subtotal

Pasadena Area Community College District 764/99 INTEGRATED WASTE MANAGEMENT 2002-2003 Sort by Name

			7				T
							1
Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
02-03	12.00	Brown, Stan	Lead Custodian	\$25.50	\$306.00	Training district staff on the requirements and implementation of the plan	Staff Training
02-03	480.00	Brown, Stan	Lead Custodian	\$25.50	\$12,240.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
02-03	192.00	Brown, Stan	Lead Custodian	\$25.50	\$4,896.00	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	684.00	Brown, Stan Total			\$17,442.00		
)2-03	12.00	Carlson, Paul	Custodian	\$25.39		Training district staff on the requirements and implementation of the plan	Staff Training
12-03	480.00	Carlson, Paul	Custodian	\$25.39		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
12-03	12.00	Carlson, Paul	Custodian	\$25.39	\$304.68	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00	Carlson, Paul Total			\$12,796.56		
2-03	12.00	Dunn, Billie	Custodian	\$24.66	\$295.92	Training district staff on the requirements and implementation of the plan	Staff Training
2-03	480.00	Dunn, Billie	Custodian	\$24.66		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
2-03	12.00	Dunn, Billie	Custodian	\$24.66	\$295.92	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00	Dunn, Billie Total			\$12,428.64		
2-03	24.00	Flores, Sarah	Supervisor Facilities	\$34.22	\$821.28	Developing the necessary district policies and procedures	Development of Policies and Procedures
2-03	60.00	Flores, Sarah	Supervisor Facilities	\$34.22		Training district staff on the requirements and implementation of the plan	Staff Training
2-03	24.00	Flores, Sarah	Supervisor Facilities	\$34.22	\$821.28	Completing/submitting the State Agency Model Integrated Waste Management Plan	Completion and Submission of Plan to Board
?-03	96.00	Flores, Sarah	Supervisor Facilities	\$34.22		Designating one solid waste reduction and recycling coordinator for each college in distri	
?-03	48.00	Flores, Sarah	Supervisor Facilities	\$34.22		Developing, implementing, maintaining accounting system to track source reduction, rec	
!-03	96.00 1	Flores, Sarah	Supervisor Facilities	\$34.22		Reporting annually to the Board quantities of recyclable materials collected	Annual Recycled Material Reports
:-03	24.00 1	Flores, Sarah	Supervisor Facilities	\$34.22	\$821.28	Procuring materials/equipment necessary for maintaining approved level of reduction	Maintenance of Approved Level of Reduction
	372.00 1	Flores, Sarah Total			\$12,729.84		
-03		Glasscock, Ed	Gardner	\$25.18		Training district staff on the requirements and implementation of the plan	Staff Training
-03	480.00 (Glasscock, Ed	Gardner	\$25.18	\$12,086.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00	Glasscock, Ed Total			\$12,388.56		
-03	12.00 (Gonzalez, Arturo	Gardner	\$25.69		Training district staff on the requirements and implementation of the plan	Staff Training
-03	480.00 (Gonzalez, Arturo	Gardner	\$25.69	\$12,331.20	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00	Gonzalez, Arturo Total			\$12,639.48		
.03	12.00 (Griffith, Bill	Gardner	\$27.75		Training district staff on the requirements and implementation of the plan	Staff Training
03	480.00	Griffith, Bill	Gardner	\$27.75		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00	Griffith, Bill Total			\$13,653.00		
03	12.00 H	Hernandez, Rigo	Custodian	\$25.08		Training district staff on the requirements and implementation of the plan	Staff Training
03	480.00 H	Hernandez, Rigo	Custodian	\$25.08		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
03	12.00 H	-lernandez, Rigo	Custodian	\$25.08		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00 H	lernandez, Rigo Total			\$12,640.32		
)3	12.00 ł	Holden, Alice	Custodian	\$22.01		Training district staff on the requirements and implementation of the plan	Staff Training
)3			Custodian	\$22.01		•	Maintenance of Approved Level of Reduction
)3			Custodian	\$22.01		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00 H	łolden, Alice Total			\$11,093.04		

Pasadena Area Community College District 764/99 INTEGRATED WASTE MANAGEMENT 2002-2003 Sort by Name

Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
02-03	12.00	Jennings, Michael	Power Sweeper Operator	\$26.78	\$321.36	Training district staff on the requirements and implementation of the plan	Staff Training
02-03	480.00	Jennings, Michael	Power Sweeper Operator	\$26.78	\$12,854.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00	Jennings, Michael Total			\$13,175.76		•
02-03	12.00	Jimenez, Ben	Custodian	\$26.72	\$320.64	Training district staff on the requirements and implementation of the plan	Staff Training
02-03	480.00	Jimenez, Ben	Custodian	\$26.72	\$12,825.60	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
02-03	12.00	Jimenez, Ben	Custodian	\$26.72	\$320.64	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00	Jimenez, Ben Total			\$13,466.88		
02-03	12.00	Jimenez, Maria	Custodian	\$15.46	\$185.52	Training district staff on the requirements and implementation of the plan	Staff Training
02-03	480.00	Jimenez, Maria	Custodian	\$15.46	\$7,420.80	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
02-03	12.00	Jimenez, Maria	Custodian	\$15.46	\$185.52	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00	Jimenez, Maria Total			\$7,791.84		
)2-03	12.00	Lam, Doug	Skilled Trades Worker	\$29.02		Training district staff on the requirements and implementation of the plan	Staff Training
)2-03		,	Skilled Trades Worker	\$29.02		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
12-03			Skilled Trades Worker	\$29.02		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
		Lam, Doug Total			\$14,626.08		
2-03			Recycling Lighting Tubes	\$100.00		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	23.20	Lighting Resources, Inc. Tot	al		\$2,320.21		
2-03			Custodian	\$23.29		Training district staff on the requirements and implementation of the plan	Staff Training
2-03	480.00	Littleton, Ronnie	Custodian	\$23.29		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
2-03			Custodian	\$23.29		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00	Littleton, Ronnie Total			\$11,738.16		
?-03		, - 0	Gardner	\$25.53		Training district staff on the requirements and implementation of the plan	Staff Training
?-03			Gardner	\$25.53		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
		Lopez, Eugene Total			\$12,560.76		
:-03		•	Gardner	\$24.66		Training district staff on the requirements and implementation of the plan	Staff Training
-03			Gardner	\$24.66		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
		Malagon, Apollo Total			\$12,132.72		Ota # Tarakaka
-03		,, , ,	Gardner	\$23.85		The state of the s	Staff Training
-03		,, ,	Gardner	\$23.85		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
00		Montgomery, Daryl Total	Occasion III	*07.7 5	\$11,734.20	For this self-thirt at 16 and the requirements and involvementation of the plan	Staff Training
.03		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Custodian	\$27.75		Fraining district staff on the requirements and implementation of the plan	Maintenance of Approved Level of Reduction
.03 .03			Custodian Custodian	\$27.75 \$27.75		Diverting solid waste from landfill disposal or transformation facilities - recycling Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
-03		Petty, Helen Total	Custodian	Φ21.13	\$13,986,00	Diverting solid waste from landing disposal of transformation facilities - special waste	Maintenance of Approved Level of Reduction
0.2			Defere Demonstral & Demons	#400 00		N	Maintenance of Assessed Level of Dadretiss
03		Southern California Environme	-	\$100.00		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
		Southern California Environn	nentai lotal		\$7,655.14		
	9135.75 (Grand Total			\$238,999.19		



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF THE CHIEF FINANCIAL OFFICER

RECEIVED SISSERVICES

2001 JUL -6 P 4: 17

June 27, 2001

Pasadena City College Maria Descalzo, Principal Accountant 1570 East Colorado Boulevard Pasadena, California 91106-2003

Reference: Agreement No. 2001-031

Dear Ms. Descalzo:

The original and one copy of an Indirect Cost Rate Agreement are enclosed. These documents reflect an understanding reached by your organization and the U.S. Department of Education. The rates agreed upon should be used to compute indirect cost for grants, contracts and applications funded by this Department and other Federal agencies.

After reviewing the Rate Agreement, please confirm acceptance by having the <u>original</u> signed by a duly authorized representative of your organization and returned within thirty (30) calendar days from the date of this letter

U.S. Department of Education Attention: Richard Koris Room 4W103, FOB 6 400 Maryland Avenue, SW Washington, D.C. 20202-4201

We have included an 8% restricted rate to be applied to grants your organization may have that can be found on the enclosed list.

The next indirect cost rate proposal based on the fiscal year ending June 30, 2003 is due by December 31, 2003.

The enclosed copy of this agreement should be retained for your files. If there are any additional questions concerning this agreement, please contact Richard Koris on (202) 708-8604 or email: Richard.koris@ed.gov.

Sincerely,

Richard T. Mueller, Director

le/hielh

Indirect Cost Group

Enclosures

INDIRECT COST RATE AGREEMENT COLLEGE AND UNIVERSITY

ORGAI	NIZATION:	DATE: June 27, 2001				
1570	dena City College East Colorado Boulevard dena, California 91106-2003	AGREEMENT NO. 2001-031 FILING REFERENCE: This replaces previous Agreement No. 98-033 dated June 2, 1998				
	rate(s) approved in this Agreeme racts, and other agreements with th	ent are for use on your grants, e Federal Government.				
This agreement consists of four parts: Section I - Rates and Bases; Section II - Particulars; Section III - Special Remarks; and, Section IV -Approvals.						
Sect	ion I - Rate(s) and Base(s)					
	Effective Period	Coverage				
TYPE	From To Rate	Base Location Applicability				
Prede	etermined 07-01-01 06-30-04 30%	1/ On-site $2/$				
Prede	etermined 07-01-01 06-30-04 8%					
1/		uding fringe benefits. Items of nitial acquisition cost is in excess n excess of two years.				
<u>2</u> /	All programs not requiring the use	of a restricted rate.				
<u>3</u> /	All programs requiring the use of a restricted rate as defined under 34 CFR 75.564-569.					
	ment of Fringe Benefits: Fringe ries and wages are treated as direc					

Section II - Particulars

SCOPE: The indirect cost rate(s) contained herein are for use with grants, contracts, and other financial assistance agreements awarded by the Federal Government to the Pasadena City College and subject to OMB Circular A-21.

LIMITATIONS: Application of the rate(s) contained in this Agreement is subject to all statutory or administrative limitations on the use of funds, and payment of costs hereunder is subject to the availability of appropriations applicable to a given grant or contract. Acceptance of the rate(s) agreed to herein is predicated on the conditions: (A) that no costs other than those incurred by the Pasadena City College were included in the indirect cost pools as finally accepted, and that such costs are legal obligations of the Organization and applicable under the governing cost principles; (B) that the same costs that have been treated as indirect cost are not claimed as direct costs; 8 that similar types of information which are provided by the Organization, and which were used as a basis for acceptance of rates agreed to herein, are not subsequently found to be terially incomplete or inaccurate; and (D) that similar types of costs mave been accorded consistent accounting treatment.

ACCOUNTING CHANGES: If a fixed or predetermined rate is in this Agreement, it is based on the accounting system purported by the institution to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of costs from indirect to direct. Failure to obtain approval may result in cost disallowance.

FIXED RATES: If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

NOTIFICATION TO OTHER FEDERAL AGENCIES: Copies of this document may be provided to other Federal agencies as a means of notifying them of the agreement contained herein.

OTHER: If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the institution should (1) credit such costs to the affected programs, and 'apply the approved rate(s) to the appropriate base to identify the per amount of indirect costs allocable to these programs.

ection III - Special Remarks

- 1. This agreement is effective on the date of approval of the Federal Government.
- Questions regarding this agreement should be directed to the Negotiator.
- 3. Approval of the rate(s) contained herein does not establish acceptance of the State Education Agency's total methodology for the computation of indirect cost rates for years other than the year(s) herein cited.

Section IV - Approvals

For	the	Educational	<u>Institution:</u>

Pasadena City College 1570 East Colorado Boulevard Pasadena, California 91106-2003

Signature

Peter Hardash

Name

Vice President, Administrative Services

July 25, 2001

Date

For the Federal Government:

U.S. Department of Education Room 4W103, FOB 6

400 Maryland Avenue, SW Washington, DG 20202-4201

Signature

Richard T. Mueller

Name

<u>Director</u>, <u>Indirect Cost Group</u>
Title

Title

June 27, 2001

Date

Richard A. Koris

Negotiator

(202) 708-8604

Telephone

	DATE	COMPANY	RECEIPT #	AMOUNT REC'D	
	01/06/00	ALLAN PAPER	302 39	\$175.48 ×	
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	03/29/00	ALLAN PAPER	33499	\$283.48 ×	
	05/25/00	ALLAN PAPER	36867	\$316.00 🗸	
	06/21/00	ALLAN PAPER	36941	\$213.90 /	
	03/19/01	ALLAN PAPER	57744	\$621.76	
	05/09/01	ALLAN PAPER	60690	\$253.70 €	
	08/21/01	ALLAN PAPER	74631	\$126.05 🗸	
	12/17/01	ALLAN PAPER	81897	\$31.80 ✓	
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	09/01/04	SMURIFT-STONE	166774	\$178.98	
	12/01/04	SMURIFT-STONE	173578	\$129.86	
	12/01/04	SMURIFT-STONE	173579	\$413.34	
	02/08/05	SMURIFT-STONE	179734	\$159.75 /	
	03/07/05	SMURIFT-STONE	187617	\$115.57	
	03/23/05	SMURIFT-STONE	187688	\$186.32	
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Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2002-2003 Recycling Costs

Purpose: To summarize recycling costs for Integrated Waste Management.

Source: Copies of checks to recycling companies.

Findings:

Vendor	Description	Date Issued	Amount
Lighting Resources, Inc.		8/16/2002	\$ 519.80
Lighting Resources, Inc.		9/9/2002	\$ 142.70
Lighting Resources, Inc.	Recycling of Fluorescent Lighting Tubes and High	11/8/2002	\$ 292.05
Lighting Resources, Inc.		1/10/2003	\$ 355.83
Lighting Resources, Inc.		3/14/2003	\$ 334.45
Lighting Resources, Inc.	Intensity Discharge Bulbs	4/25/2003	\$ 102.33
Lighting Resources, Inc.		5/16/2003	\$ 140.30
Lighting Resources, Inc.		6/24/2003	\$ 432.75
Lighting Resources, Inc. To	\$ 2,320.21		

Vendor	Description	Date Issued	Amount
So. California Environmental	Green Waste	8/2/2002	\$ 110.00
So. California Environmental	Recycle Fee	8/2/2002	\$ 86.40
So. California Environmental	Green Waste	8/2/2002	
So. California Environmental	Recycle Fee	8/2/2002	\$ 111.36
So. California Environmental	Green Waste	8/16/2002	\$ 113.30
So. California Environmental	Recycle Fee	8/16/2002	\$ 124.80
So. California Environmental	Green Waste	8/16/2002	\$ 113.30
So. California Environmental	Recycle Fee	8/16/2002	\$ 128.00
So. California Environmental	Green Waste	8/16/2002	\$ 113.30
So. California Environmental	Recycle Fee	8/16/2002	\$ 91.84
So. California Environmental	Green Waste	8/16/2002	\$ 110.00
So. California Environmental	Recycle Fee	8/16/2002	\$ 144.32
So. California Environmental	Green Waste	10/15/2002	\$ 113.30
So. California Environmental	Recycle Fee	10/15/2002	\$ 180.48
So. California Environmental	Green Waste	10/15/2002	\$ 113.30
So. California Environmental	Recycle Fee	10/15/2002	\$ 73.60
So. California Environmental	Green Waste	10/15/2002	\$ 113.30
So. California Environmental	Recycle Fee	10/15/2002	
So. California Environmental	Green Waste	10/15/2002	\$ 113.30
So. California Environmental	Recycle Fee	10/15/2002	\$ 107.84
So. California Environmental	Green Waste	10/18/2002	\$ 113.30
So. California Environmental	Recycle Fee	10/18/2002	\$ 103.68
So. California Environmental	Green Waste	10/18/2002	\$ 113.30
So. California Environmental	Recycle Fee	10/18/2002	\$ 135.36
So. California Environmental	Green Waste	10/18/2002	\$ 113.30
So. California Environmental	Recycle Fee	10/18/2002	\$ 100.80
So. California Environmental	Green Waste	12/9/2002	\$ 113.30
So. California Environmental	Recycle Fee	12/9/2002	\$ 249.60
So. California Environmental	Green Waste	12/9/2002	\$ 113.30

Print Date: 9/2/2006

Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2002-2003 Recycling Costs

Vendor	Description	Date Issued	 Amount
So. California Environmental	Recycle Fee	12/9/2002	\$ 85.76
So. California Environmental	Green Waste	12/9/2002	\$ 113.30
So. California Environmental	Recycle Fee	12/9/2002	\$ 93.76
So. California Environmental	Green Waste	12/9/2002	\$ 113.30
So. California Environmental	Recycle Fee	12/9/2002	\$ 99.20
So. California Environmental	Green Waste	12/19/2002	\$ 113.30
So. California Environmental	Recycle Fee	12/19/2002	\$ 89.28
So. California Environmental	Green Waste	12/19/2002	\$ 113.30
So. California Environmental	Recycle Fee	12/19/2002	\$ 89.60
So. California Environmental	Green Waste	12/19/2002	\$ 113.30
So. California Environmental	Recycle Fee	12/19/2002	\$ 214.72
So. California Environmental	Green Waste	1/24/2003	\$ 113.30
So. California Environmental	Recycle Fee	1/24/2003	\$ 171.84
So. California Environmental	Green Waste	1/24/2003	\$ 113.30
So. California Environmental	Recycle Fee	1/24/2003	\$ 115.52
So. California Environmental	Green Waste	3/7/2003	\$ 113.30
So. California Environmental	Recycle Fee	3/7/2003	\$ 35.84
So. California Environmental	Green Waste	3/7/2003	\$ 113.30
So. California Environmental	Recycle Fee	3/7/2003	\$ 47.68
So. California Environmental	Green Waste	3/7/2003	\$ 113.30
So. California Environmental	Recycle Fee	3/7/2003	\$ 53.44
So. California Environmental	Green Waste	3/7/2003	\$ 113.30
So. California Environmental	Recycle Fee	3/7/2003	\$ 66.24
So. California Environmental	Green Waste	3/24/2003	\$ 113.30
So. California Environmental	Recycle Fee	3/24/2003	\$ 93.12
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So. California Environmental	Green Waste	3/24/2003	\$ 113.30
So. California Environmental	Recycle Fee	3/24/2003	\$ 37.12
So. California Environmental	Green Waste	4/21/2003	\$ 113.30
So. California Environmental	Recycle Fee	4/21/2003	\$ 80.00
So. California Environmental	Green Waste	4/21/2003	\$ 113.30
So. California Environmental	Recycle Fee	4/21/2003	\$ 63.68
So. California Environmental	Green Waste	5/23/2003	\$ 113.30
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So. California Environmental	Green Waste	5/23/2003	\$ 113.30
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So. California Environmental	Recycle Fee	6/24/2003	76.48
So. California Environmental	Green Waste	6/24/2003	 113.30
So. California Environmental	Recycle Fee	6/24/2003	84.80
So. California Environmental	Green Waste	6/24/2003	113.30
So. California Environmental	Recycle Fee	6/24/2003	80.00
So. California Environmental	TOTAL		\$ 7,655.14

Conclusion: Findings go forward to IWM-2.

Print Date: 9/2/2006 PASA IWM 02-03array

8/6 - P. Amllendare

LIGHTING RESOURCE INC. 805 East Francis Street

Omario, CA 91761

Invoic

Invoice Numbe 020709

> Invoice Date Jul 23, 200

> > Page

(909) 923-3132 (909) 923-7510

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Sold To:

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Fax:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

GENERATOR:

AUG 1 2 2002

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

ACCOUNTS PAYABLE

Customer ID		Customer PO		Payment	Terms	
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LIGHTING RESOU CES, INC. 805 East Francis Street Ontario, CA 91761

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Invoice Da^o Aug 21, 20

oice: Fax: (909) 923-3132 (909) 923-7510

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Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

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TOTAL INVOICE

142.70

LIGHTING RESOU. CES, INC.

805 East Francis Street Ontario, CA 91761

oice:

(909) 923-3132

Fax:

(909) 923-7510

WT/P

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Invoice Number:

0210090 Invoice Date:

Oct 21, 2002

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ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

	Custon	ner iD	Customer PO		Payment 7	ems
	PASC	001	B-03470 B-04135		Net 15	Days
ROB	Sales R	ep ID	Shipping Method		hip Date /21/02	Due Date
<u> </u>	antity		Description	1 10	Unit Price	Extension
Qu	780.00 170.00	F-30 LAMPS	FOR RECYCLING FOR RECYCLING FOR RECYCLING Please sign invoice (s) signifying receipt of goods and approval for payment Return immediately to: ACCOUNTING DEPT. — ACCTS. PAYABLE		0.32 0.21 0.45	249.60 35.70 6.75

TOTAL INVOICE

292.05

LIGHTING RESOUL LES, INC. 805 East Francis Street Ontario, CA 91761

oice: Fax:

(909) 923-3132 (909) 923-7510

PASADENA, CA 91106

Invoice Numb
02120

Invoice Da Dec 10, 20

Pag

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD.

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custom	Customer ID Customer PO			Payment Terms		
PAS0	001	B- 03470- 04135		Net 15	Days	
Sales R	ep ID	Shipping Method		Ship Date	Due Date	
ROB ELLIS		LRĮ		12/10/02	12/25/02	
Quantity		Description		Unit Price	Extension	
739.00	F-40 LAMPS	FOR RECYCLING		0.32	236.4	
88.00		FOR RECYCLING		0.40	. 35.2	
187.00	FB-40 LAMPS	FOR RECYCLING		0.45	84.1!	
		• •	•			
			. •		• .	
		Please sign invoice (s) sign of goods and approval Return immediate ACCOUNTING DEPT. — ACCOUNTING DEPT.	for payment ly to:			

**BUTTING RESOURCLS, INC. 805 East Francis Street Ontario, CA 91761

√oice:

(909) 923-3132

Fax:

(909) 923-3962

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

1. P. Willertone

Invoice

Invoice Number:

0302113 Invoice Date:

Feb 24, 2003

Page:

FNTERED MAR 1 0 2003

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Customer	PO		Payment Te	erms
PASO	01	B-03470-	03470 Net 15 Days		ays	
Sales R	ep ID	Shipping M	lethod	Shi	p Date	Due Date
ROB ELLIS		LRI		2/24	1/03	3/11/03
Quantity		Description			Unit Price	Extension
740.00 18.00 4.00 151.00 7.00 27.00	F-60 LAMPS HID LAMPS F BIAX LAMPS FB-40 LAMPS	FOR RECYCLING FOR RECYCLING OR RECYCLING FOR RECYCLING FOR RECYCLING FOR RECYCLING	by Andrews (c) signifying	ng receipt	0.32 0.40 1.80 0.45 0.45	236.80 7.20 7.20 67.95 3.15 12.15
		of good	n invoice (s) signifyings and approval for parties and approval for parties to the second security to the second s	:		

TOTAL INVOICE

334.45

LIGHTING RESOUR(S, INC. 805 East Francis Street Ontario, CA 91761

oice:

Sold To:

(909) 923-3132

Fax:

(909) 923-3962

ACCOUNTS PAYABLE

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD.

PASADENA, CA 91106

4/14 P. Mullendoren

Invoic

Invoice Number:

0304024 Invoice Date

Apr 2, 2003

Page

GENERATOR:

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PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Customer PO		Payment Te	erms
PAS0	01	B-04135		Net 15 Days	
Sales R	ep ID	Shipping Method		Ship Date Due Da	
ROB ELLIS		LRI	4	/2/03	4/17/03
Quantity		Description		Unit Price	Extension
210.00	F-40 LAMPS	FOR RECYCLING		0.32	67.2
3.00		OR RECYCLING		1.80	5.4
57.00		FOR RECYCLING		0.45	25.€
17.00	F-30 LAMPS	FOR RECYCLING		0.24	4.0
		Please sign invoice (s) signify of goods and approval for			
		Return immediately to);		
		ACCOUNTING DEPT. — ACCTS			
			Ald	M	
			Roll II	V	
		6	or Many		
		,	M///		
			VVV		

TOTAL INVOICE

102.33

LIGHTING RESOURC'S, INC. 805 East Francis Street Ontario, CA 91761

Invoic

Invoice Number:

0304235 Invoice Date:

Apr 30, 2003 Page

(oice: гах:

(909) 923-3132 (909) 923-3962

Sold To:

ACCOUNTS PAYABLE

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Customer PO		Payment Te	erms	
PAS001		B-04135		Net 15 D	Net 15 Days	
	Sales Rep ID Shipping Method			Ship Date	Due Date	
ROB ELLIS		LRI	4	/30/03	5/15/03	
Quantity		Description		Unit Price	Extension	
385.00	F-40 LAMPS	FOR RECYCLING		0.32	123.2	
18.00		FOR RECYCLING		0.45	8.1	
20.00	FB-40 LAMPS	FOR RECYCLING		0.45	9.0	
		•				
		Please sign invoice (s) signifying receipt				
		of goods and approval for payment				
		Return immediately to:		·		
ľ		ACCOUNTING DEPT. — ACCTS. PAYABLE				
		10				
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LIGHTING RESOURC 3, INC. 805 East Francis Street Ontario, CA 91761

oice:

(909) 923-3132

Fax:

(909) 923-3962

Sold To:

ACCOUNTS PAYABLE

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD.

PASADENA, CA 91106

1/12-1 "oberts

Invoice

Invoice Number:

REC'D JUN 1 7 2003

0306012 Invoice Date:

Jun 3, 2003

ENTERED JUN 1 9 2003

Page:

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Customer PO	Payment T	ems
PASC		B-04135	Net 15	Days
Sales R	ep ID	Shipping Method	Ship Date Due Date	
ROB ELLIS		LRI	6/3/03	6/18/03
Quantity		Description	Unit Price	Extension
347.00 143.00 123.00 14.00	HID LAMPS F BIAX LAMPS	FOR RECYCLING FOR RECYCLING FOR RECYCLING Please sign invoice (s) signifying rece of goods and approval for paymen Return immediately to: ACCOUNTING DEPT. — ACCTS. PAYA	0.32 1.80 0.45 0.64	111.0 257.4 55.3 8.96

PMB #409 25422 Trabuco Road

Lake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 9343

Date:

June 29, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

20494

Terms

Net 10

01 9501-07

Date Description Disposal Fee 06/25/02 Compactor Disposal Fee 06/25/02 40 yard green waste

Quantity	Price	Amount
6.57	32.00	210.24
1.00	110.00	110.00
2.70	32.00	86.40
1.00	110.00	110.00

Please sign invoice(s) signifying receipt Esone and approval to bayment or goods and approval for payment to: PAYARLE

Return immediately ACCTS. PAYARLE

FISCAL SERVICES

OK to pay 7-12-02 Lenda Ruff

Total

\$3,986.16

Make Checks Payable To: Southern California Environmental, Inc.

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 9343

Date:

June 29, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

Terms

Ship Via

20494

Net 10

Date	Description	Quantity	Price	Amount
06/04/02	40 yard container	1.00	110.00	
	Disposal Fee	2.64	32.00	110.00 84.48
06/04/02	Compactor	1.00	110.00	110.00
	Disposal Fee	3.03	32.00	96.96
06/07/02	40 yard green waste	1.00	110.00	110.00
, and	Disposal Fee	3.48	32.00	(111.36
- 06/07 <i>l</i> 02	Compactor	1.00	110.00	110.00
ā\$	Disposal Fee	5.51	32.00	176.32
06/11/02 63	Compactor	1.00	110.00	110.00
	Disposal Fee	3.23	32.00	103.36
06/12/02	40 yard container	1.00	110.00	110.00
	Disposal Fee	1.06	32.00	33.92
06/14/02	10 yard container	1.00	110.00	110.00
06/14/02	Compactor	1.00	110.00	110.00

PMB #409

 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003

PO 30305

Invoice

Number: 9539

Date:

July 30, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

Terms

Ship Via

30305

Net 10

Date	Description	Quantity	Price	Amount
	Disposal Fee	5.45	32.00	174.40
07/26/02	Compactor	1.00	113.30	113.30
27/22/22	Disposal Fee	3.91	32.00	125.12
07/26/02	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	3.90	32.00	124.80

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(-)

\$3,764.30

Make Checks Payable To: Southern California Environmental, Inc.

OK to pay 8-6-02 Lunda Perfs

PMB #409

25422 Trabuco Road

Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 9539

Date:

July 30, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

Terms

Ship Via

30305

Net 10

Date	Description	Quantity	Price	Amount
	Disposal Fee	4.00	32.00	128.00
07/12/02	40 yard green waste	1.00	113.30	113.30
07/12/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	3.90	32.00	124.80
07/16/02	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.87	32.00	91.84
07/16/02	Compactor	1.00	113.30	113.30
	Disposal Fee	2.55	32.00	81.60
07/18/02	10 yard container disposal fee	6.40	32.00	204.80
07/19/02	Compactor	1.00	113.30	113.30
	Disposal Fee	4.09	32.00	130.88
07/23/02	Compactor	1.00	113.30	113.30
	Disposal Fee	2.19	32.00	70.08
07/23/02	40 yard container	1.00	113.30	113.30

Make Checks Payable To: Southern California Environmental, Inc.

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RECEIVED

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 9539

Date:

July 30, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

Terms

Ship Via

30305

Net 10

Date	Description	Quantity	Price	Amount
06/28/02	40 yard green waste	-		
	Disposal Fee	1.00	110.00	(110.00
		4.51	32.00	144.32
06/28/02	Compactor	1.00	110.00	110.00
	Disposal Fee	3.48	32.00	111.36
07/01/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.57	32.00	82.24
07/02/02	Compactor	1.00	113.30	113.30
	Disposal Fee	1.99	32.00	63.68
07/05/02	Compactor	1.00	113.30	113.30
	Disposal Fee	3.02	32.00	
07/05/02	10 yard container	1.00		96.64 113,30
07/09/02	Compactor		113.30	113,30
01700702	•	1.00	113.30	113.30
	Disposal Fee	2.82	32.00	90.24
07/12/02	Compactor	1.00	113.30	113.30
	·		•	28

Make Checks Payable To: Southern California Environmental, Inc.

"PMB-#409

25422 Trabuco Road .

Laké Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 9759

Date:

August 30, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

Ps 3030s

PO Number 30305

Terms

Net 10

Ship Via

Date	Description	Quantity	Price	Amount
08/22/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	6.32	32.00	202.24
08/23/02	Compactor	1.00	113.30	113.30
	Disposal Fee	7.71	32.00	246.72
08/27/02	40 yard container	7.71 1.00 1.55 1.00 4.43 1.00	113.30	113.30
	Disposal Fee	0 01. 1.55	32.00	49.60
08/27/02	Compactor	1.00	113.30	113.30
	Disposal Fee	4.43	32.00	141.76
08/30/02	Compactor	1.00	113.30	113.30
	Disposal Fee	7.16	32.00	229.12
08/30/02	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	5.64	32.00	180.48
07/30/02	Compactor	1.00	113.30	113.30
	Disposal Fee	2.25	32.00	72.00

Total \$5,024.74

Make Checks Payable To: Southern California Environmental, Inc.

Ox to pay 9-23-02 Linda Ruff

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PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

PO Number

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 9759

Date: August 30, 2002

Ship Via

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

30305	Net 10			
Date	Description	Quantity	Price	Amount
08/13/02	Compactor	1.00	113.30	113.30
	Disposal Fee	2.35	32.00	75.20
08/13/02	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.30	32.00	73.60
08/13/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.44	32.00	78.08
08/16/02	Compactor	1.00	113.30	113.30
	Disposal Fee	4.05	32.00	129.60
08/20/02	Compactor	1.00	113.30	113.30
	Disposal Fee	5.16	32.00	165.12
08/20/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	6.06	32.00	193.92
08/20/02	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	3.14	32.00	100.48

Terms

Make Checks Payable To: Southern California Environmental, Inc.

Invoice

Southern Calif. Environmental, Inc

PMB #409 25422 Trabuco Road

Pasadena, CA 91106-2003

30305

Number: 9759 Lake Forest, CA 92630-2797 Date: August 30, 2002

Bill To: Ship To: Fiscal Services P.C.C.

Pasadena City College 150 S. Hill Avenue 1570 E. Colorado Blvd. Pasadena, CA 91106-2003

PO Number Ship Via **Terms**

Net 10

Date	Description	Quantity	Price	Amount
07/30/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.02	32.00	64.64
07/31/02	40 yard container	1.00	113.30	113.30
08/02/02	Compactor	1.00	113.30	113.30
	Disposal Fee	3.59	32.00	114.88
08/06/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.37	32.00	75.84
08/06/02	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	3.37	32.00	107.84
08/06/02	Compactor	1.00	113.30	113.30
	Disposal Fee	2.62	32.00	83.84
08/09/02	Compactor	1.00	113.30	113.30
	Disposal Fee	4.04	32.00	129.28
08/09/02	Disposal Fee	4.10	32.00	131.20

Make Checks Payable To: Southern California Environmental, Inc.

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 9947

Date:

September 29, 2002

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Ship To: P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

Po 30305 Terms UT/P

Ship Via

30305

Net 10

		,		
Date	Description	Quantity	Price	.
09/17/02	Compactor		File	Amount
	·	1.00	113.30	113.30
00/47/00	Disposal Fee	4.39	32.00	140.48
09/17/02	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	3.24	32.00	
09/20/02	Compactor	1.00	113.30	(103.68)
	Disposal Fee			113.30
09/24/02	40 yard container	6.29	32.00	201.28
00/2 1/02		1.00	113.30	113.30
	Disposal Fee	3.96	32.00	126.72
09/24/02 [□] ○	Compactor	A 600		,
₹ 2	Disposal Fee	2	113.30	. 113.30
09/27/02	}	4.15	32.00	132.80
Z E	¢	1.00	113.30	113.30
<u>≈</u>	Disposal Fee	7.22	32.00	231.04
09/27/02	40 yard green waste	4.15 1.00 7.22 1.00	113.30	113.30
40	Disposal Fee	4.23		
		4.23	32.00	135.36

Make Checks Payable To: Southern California Environmental, Inc.

Total

\$3,565.08

Page: 1

Southern Calif. Environmental, Inc

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 9947

Date:

September 29, 2002

Ship Via

113.30

32.00

113.30

32.00

113.30

32.00

113.30

100.80

113.30

68.16

113.30

209.60

Bill To:

09/10/02

09/13/02

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Ship To: P.C.C.

150 S. Hill Avenue

1.00

3.15

1.00

2.13

1.00

6.55

Pasadena, CA 91106-2003

PO Number Terms 30305 Net 10

40 yard green waste

Disposal Fee

Disposal Fee

Disposal Fee

Compactor

40 yard container

Date	Description	Ouantitu		
09/04/02	Compactor	Quantity	Price	Amount
	·	1.00	113.30	113.30
	Disposal Fee	5.28	32.00	168.96
09/06/02	Compactor	1.00		
	Disposal Fee		113.30	113.30
09/06/02	40 yard container	4.37	32.00	139.84
	Disposal Fee	1.00	113.30	113.30
00/40/00		2.43	32.00	77.76
09/10/02	Compactor	1.00	113.30	
	Disposal Fee	4.45		113.30
09/10/02	40 vard green waste	4.45	32.00	42.40

Make Checks Payable To: Southern California Environmental, Inc.

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 10147

Date:

October 30, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number

Terms

Ship Via

30305

Net 10

Date

Description

10/25/02

40 yard green waste

Disposal Fee

 Quantity
 Price

 1.00
 113.30

 7.80
 32.00

113.30 249.60

Amount

Place Stell invoked state in the Paymont Accis. PAYABLE

Total

\$3,885.42

Make Checks Payable To: Southern California Environmental, Inc.

OK 10 pay 11-15-03 Lunda Ruf

PMB #409

25422 Trabuco Road

Lake Forest, CA 92630-2797

Bill To:

PO Number

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 10147

....

Date:

October 30, 2002

Ship Via

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

30305	Net 10			
Date	Description	Quantity	Price	Amount
10/11/02	Compactor	1.00	113.30	113.30
	Disposal Fee	6.69	32.00	214.08
10/15/02	Compactor	1.00	113.30	113.30
	Disposal Fee	4.67	32.00	149.44
10/18/02	Compactor	1.00	113.30	113,30
	Disposal Fee	5.93	32.00	189.76
10/18/02	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.68	32.00	85.76
10/18/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.07	32.00	66.24
10/22/02	Compactor	1.00	113.30	113.30
	Disposal Fee	4.09	32.00	130.88
10/25/02	Compactor	1.00	113.30	113.30
	Disposal Fee	5.29	32.00	169.28

Terms

PMB #409 、

25422 Trabuco Road

Lake Forest, CA 92630-2797

Invoice

Number: 10147

Date:

October 30, 2002

Bill To:

Fiscal Services

Pasadena City College

1570 E. Colorado Blvd.

Pasadena, CA 91106-2003

Ship To: P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

Ship Via PO Number Terms

30305 Net 10

Date	Description	Quantity	Price	Amount
10/01/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	3.50	32.00	112.00
10/01/02	Compactor	1.00	113.30	113.30
	Disposal Fee	5.76	32.00	184.32
10/03/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.12	32.00	67.84
10/04/02	Compactor	1.00	113.30	113.30
	Disposal Fee	7.29	32.00	233.28
10/04/02	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.93	32.00	93.76
10/08/02	Compactor	1.00	113.30	113:30
	Disposal Fee	4.39	32.00	140.48
10/11/02	40 yard green waste	1.00	113.30	113,30
	Disposal Fee	3.10	32.00	99.20

PMB #409 25422 Trabuco Road \ake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 10322

November 29, 2002

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

Date:

PO Number

Terms

30305

Net 10

Ro 30305 Ship Via

Date	Description	Quantity	Price	Amount
	Disposal Fee	4.36	32.00	
11/19/02	40 yard container	1.00	113.30	139.52 113.30
	Disposal Fee	3.52	32.00	112.64
11/22/02	Compactor	1.00	113.30	113.30
	Disposal Fee	6.23	32.00	
11/26/02	Compactor	1.00	113.30	199.36
	Disposal Fee	3.86	35.00	113.30
11/26/02	40 yard green waste	1.00	113.30	135.10
	Disposal Fee	2.79	32.00	89.28
		Please sign invoices signification in the proof of the party of the proof of the party of the proof of the party of the proof of the party of the pa	Total	\$4,860.28
Make Checks Pay	rable To: Southern California Environmer	King Car	Total	\$4,860.28

Make Checks Payable To: Southern California Environmental, Inc.

ok to pay 12-10-02, hunda Ruff

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

PO Number

11/19/02

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 10322

Date:

November 29, 2002

Ship Via

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

1.00

113.30

113.30

3030	05 Net 10			
Date	Description	Quantity	Price	Amount
11/05/02	Compactor	1.00	113.30	113.30
	Disposal Fee	5.14	32.00	164.48
11/08/02	Compactor	1.00	113.30	113.30
	Disposal Fee	5.30	32.00	169.60
11/08/02	40 yard container	1.00	113.30	113.30
11/12/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.87	32.00	91.84
11/12/02	40 yard green waste	1.00	113.30	713.30
	Disposal Fee	2.80	32.00	89.60
11/12/02	Compactor	1.00	113.30	113.30
	Disposal Fee	2.06	32.00	65.92
11/15/02	Ompactor	1.00	113.30	113.30
E.	Disposal Fee	7.88	32.00	252.16

Terms

Make Checks Payable To: Southern California Environmental, Inc.

Compactor

PMB #409 25422 Trabuço Road Lake Forest, CA 92630-2797

Bill To:

PO Number

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 10322

Date:

November 29, 2002

Ship Via

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

30305	Net 10			
Date	Description	Quantity	Price	Amount
10/29/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	4.11	32.00	131.52
10/29/02	Compactor	1.00	113.30	113.30
	Disposal Fee	3.49	32.00	111.68
10/29/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	9.73	32.00	311.36
11/01/02	Compactor	1.00	113.30	113.30
	Disposal Fee	5.77	32.00	184.64
11/01/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	4.53	32.00	144.96
11/01/02	40 yard green waste	1.00	113.30	113.30
<u>.</u>	Disposal Fee	6.71	32.00	214.72
11/05/02	40 yard container	1.00	113.30	113.30
11° 3	Disposal Fee	3.10	32.00	99.20

Terms

Make Checks Payable To: Southern California Environmental, Inc.

PMB #409 25422 Trabuco Road ake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003

Invoice

Number: 10509

January 03, 2003 Date:

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms
30305	Net 10

Date	Description	Quantity/Hours	Price/Rate	Amount
	Disposal Fee	1.51	32.00	48.32
1-2/17/02	Compactor	1.00	113.30	113.30
	Disposal Fee	4.52	32.00	144.64
12/20/02	Compactor	1.00	113.30	113.30
	Disposal Fee	6.13	32.00	196.16
12/20/02	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	5.37	32.00	171.84
12/24/02	Compactor	1.00	113.30	113.30
	Disposal Fee	2.13	32.00	68.16
12/27/02	Compactor	1.00	113.30	113.30
Č.	Disposal Fee	5.33	32.00	170.56
12/31/02	Compactor	1.00	113.30	113.30
	Disposal Fee	2.19	32.00	70.08
-		20,485	12 CA	
		2.19 2.19 ithiolice of the control o	en dante	
,	OK to pay 1-13-03	Woice Croyes istaly	PA Total	\$3,464.92

Make Checks To: Southern California Environmental, Inc.

LWILERED JAN 2 1 100

PMB #409 25422 Trabuco Road ake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 10509

Date: January 03, 2003

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms
30305	Net 10

Date	Description	Quantity/Hours	Price/Rate	Amount
11/29/02	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.77	32.00	56.64
11/29/02	Compactor	1.00	113.30	113.30
	Disposal Fee	3.89	32.00	124.48
12/03/02	Compactor	1.00	113.30	113.30
	Disposal Fee	6.58	32.00	210.56
12/06/02	Compactor	1.00	113.30	113.30
÷ .	Disposal Fee	6.08	32.00	194.56
12/06/02	40 yard green waste	1.00	113.30	113.30
ं र्	Disposal Fee	3.61	32.00	115.52
12/10/02	Compactor	1.00	113.30	113.30
	Disposal Fee	3.94	32.00	126.08
12/13/02	Compactor	1.00	113.30	113.30
	Disposal Fee	5.66	32.00	181.12
12/13/02	40 yard container	1.00	113.30	113.30

Make Checks To: Southern California Environmental, Inc.

PMB #409 25422 Trabuco Road ',ake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 10698

Date:

January 31, 2003

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms
30305	Net 10

Date	Description	Quantity/Hours	Price/Rate	Amount
	Disposal Fee	2.07	32.00	66.24
01/21/03	Compactor	1.00	113.30	113.30
	Disposal Fee	1.66	32.00	53.12
01/24/03	Compactor	1.00	113.30	113.30
	Disposal Fee	6.70	32.00	214.40
01/24/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.12	32.00	35.84
01/28/03	Compactor	1.00	113.30	97113.30
	Disposal Fee	3.98	32.00	127-36
01/31/03	40 yard green waste	1.00	113.30	113.30
(Disposal Fee	1.49	32.00	47.68
01/31/03	Compactor	1.00	113.30	113.30
	Disposal Fee	18 18 5.93	32.00	189.76
	in significant	0 08,0.0KABITE		
	Compactor Disposal Fee Signification of the compact of the compac	The lecent 1.00 pay ABLE 5.93	200	
	esign and inter-	,	Total	\$3,095.96

Make Checks To: Southern California Environmental, Inc.

OK to Pay 2-18-03 Linda Ruto

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 10698

Date: January 31, 2003

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms
30305	Net 10

Date	Description	Quantity/Hours	Price/Rate	Amount
01/03/03	Compactor	1.00	113.30	113.30
	Disposal Fee	2.68	32.00	85.76
01/07/03	40 yard green waste	1.00	113.30	113.30
(Disposal Fee	1.67	32.00	53.44
01/07/03	Compactor	1.00	113.30	113.30
	Disposal Fee	1.77	32.00	56.64
01/10/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.51	32.00	80.32
01/10/03	Compactor	1.00	113.30	113.30
,	Disposal Fee	2.86	32.00	91.52
01/14/03	Compactor	1.00	113.30	113.30
	Disposal Fee	6.13	32.00	196.16
01/17/03	Compactor	1.00	113.30	113.30
	Disposal Fee	6.61	32.00	211.52
01/17/03 (40 yard green waste	1.00	113.30	113.30

Make Checks To: Southern California Environmental, inc.

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Po 30305

Invoice

Number: 10876

Date:

February 28, 2003

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Fasadena CA 91106-2003

Fasadena, CA 91106-2003

PO Number	Terms
30305	Net 10

Date	Description	Quantity/Hours	Price/Rate	Amount
02/21/03	Compactor	1.00	113.30	113.30
	Disposal Fee	6.95	32.00	222.40
02/25/03	Compactor	1.00	113.30	113.30
	Disposal Fee	6.69	32.00	214.08
02/25/03	40 yard green waste	1.00	113.30	113.30
(Disposal Fee	2.91	32.00	93.12
02/28/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.97	32.00	63.04
02/28/03	Compactor	1.00	113.30	113.30
	Disposal Fee	5.89	32.00	188.48
	OK to Pay 3-7-03 Linda Ruff			

Make Checks To: Southern California Environmental, Inc.

Please sign invoted stanting in ACCTS. PAYARL

CROW

PMB #409 25422 Trabuco Road

_ake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 10876

Date: February 28, 2003

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms
30305	Net 10

Date	Description	Quantity/Hours	Price/Rate	Amount
02/04/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.16	32.00	69.12
02/04/03	Compactor	1.00	113.30	113.30
m years a second	Disposal Fee	3.79	32.00	121.28
02/05/03 (40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.44	32.00	78.08
02/07/03	Compactor	1.00	113.30	113.30
	Disposal Fee	5.95	32.00	190.40
02/11/03	Compactor	1.00	113.30	. 113,30
,	Disposal Fee	6.16	32.00	197.12
02/11/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.16	32.00	37.12
02/14/03	Compactor	1.00	113.30	113.30
	Disposal Fee	6.64	32.00	212.48
02/18/03	Compactor	1.00	113.30	113.30

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

UNCE**N**umber: **11087**

Date:

March 31, 2003

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms
30305	Net 10

Date	Description	Quantity/Hours	Price/Rate	Amount
	Disposal Fee	4.89	32.00	156.48
03/21/03	Compactor	1.00	113.30	113.30
	Disposal Fee	5.54	32.00	177.28
03/21/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.53	32.00	48.96
03/25/03	Compactor	1.00	113.30	113.30
	Disposal Fee	3.02	32.00	96.64
03/28/03	Compactor	1.00	113.30	113.30
	Dispasal Fee	5.18	32.00	165.76
03/28/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.50	32,500	80.00
	OK to pay 4-7-03 hunda Ruff		32,600	
			Total, [*]	\$3,043.46

Make Checks To: Southern California Environmental, Inc.

PME: #409 . 25422 Trabuco Road \ake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice Stander: 11087

March 31, 2003

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms
30305	Net 10

Date	Description	Quantity/Hours	Price/Rate	Amount
03/04/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.99	32.00	63.68
03/04/03	Compactor	1.00	113.30	113.30
	Disposal Fee	4.62	32.00	147.84
03/07/03	Compactor	1.00	113.30	113.30
	Disposal Fee	5.69	32.00	182.08
03/11/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.90	32.00	60.80
03/11/03	Compactor	1.00	113.30	113.30
	Disposal Fee	3.10	32.00	99.20
03/14/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	3.34	32.00	106.88
03/14/03	Compactor	1.00	113.30	113.30
	Disposal Fee	5.78	32.00	184.96
03/18/03	Compactor	1.00	113.30	113.30

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 11303

Date:

April 30, 2003

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms
30305	Net 10

Date	Description	Quantity/Hours	Price/Rate	Amount
04/01/03	Compactor	1.00	113.30	113.30
	Disposal Fee	1.93	32.00	61.76
04/04/03	Compactor	1.00	113.30	113.30
04/04/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	3.28	32.00	104.96
04/04/03	40 yard green wast	1.00	113.30	(113.30
	Disposal Fee	1.70	32.00	54.40
04/08/03	Compactor	1.00	113.30	113.30
	Disposal Fee	4.78	32.00	152.96
04/11/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.16	32.00	37.12
04/11/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.90	32.00	60.80
04/11/03	Compactor	1.00	113.30	113.30
	Disposal Fee	. 5.35	32.00	171.20

Make Checks To: Southern California Environmental, Inc.

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 11519

Date: May 31, 2003

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C. 150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms
30305	Net 10

Date	Description	Quantity	Price	Amount
04/29/03	40 yard green waste	1.00	113.30	113.30
(Disposal Fee	2.39	32.00	76.48
04/29/03	Compactor	1.00	113.30	113.30
	Disposal Fee	3.62	32.00	115.84
04/29/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	4.08	32.00	130.56
05/02/03	Compactor	1.00	113.30	113.30
	Disposal Fee	5.08	3 2.00	162.56
05/06/03	Compactor	1.00	113.30	113.30
	Disposal Fee	4.78	32.00	152.96
05/06/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.26	32.00	40.32
05/09/03	40 yard container	1.00	113.30	113.30
05/09/03	Compactor	1.00	113.30	113.30
,				/

PMB #409 ` 25422 Trabuco Road :Lake Forest, CA 92630-2797 Invoice

Number: 11519

Date:

May 31, 2003

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms
30305	Net 10

Date	Description	Quantity	Price	Amount
	Disposal Fee	5.17	32.00	165.44
05/13/03	Compactor	1.00	113.30	113.30
	Disposal Fee	3.46	32.00	110.72
05/13/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.79	32.00	57.28
05/13/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.65	32.00	84.80
05/16/03	Compactor	1.00	113.30	113.30
	Disposal Fee	4.64	32.00	148.48
05/20/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.67	32.00	85.44
05/20/03	(40 yard green waste)	1.00	113.30	113.30
	Disposal Fee	2.50	32.00	80.00
05/20/03	Compactor	1.00	113.30	113:30
		,		

P-(r.C		lrt 6	CONZA	167			(CARDI	ENER				
Distric		Em	ployee					Exa	act Pos	sition T	itle			
Depar	tment/Location	To	€ ∑°-	7277		121		no/10m r lengtl		Fis	cal Yea	ar:2	002	
Dehai	tillerio Location	16	ephoni	C# .		VVC	лк ува	ı ieriğü	•		٠.		`. ~———	
Code 2 Code 3		t staff on t g and ado Waste M e event it	the requir opting a S anageme is necess	ements a tate Ager nt Board ary to ob	and imple ncy Modé tain one	mentatio il Integrat or more e strict is n	n of the red Wast extension naking a	e Manage s of time good fait	ement Pla to comp h effort to	ly with the	e 25% an ent the pl	d/or 50% an and/o	6 minimun	n waste
Γ	· · · · · · · · · · · · · · · · · · ·		·	. :		RE	PORT	TIME IN	HOUR	SPER	MONTH	 	· 	
Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures					ŀ								
2	Staff Training	1	1	/	1	/	1	/	./	. 7	1	/.		12
3	Plan Development													
4	Alternative Compliance													
				:						:				
to receive under the only. Employed If you have	ave any questions, please conte	re on this	form cer	tifles that	t you hav ersonal k Da	e reporte nowledge ate	d actual e or information 30 / 02 , at	data or h	ave provi This infor	ided a go	od faith e	stimäte v	which you	"certify
	ave any questions, please conto E SUBMIT THIS INFORMATION									<u>.</u>				

Distric			oloyee				- '		ition Ti		,			
	tmont/Leastion	***************************************	8 \ ephone				<u>no/11m</u> rk year			Fisc	cal Yea	r:	2007	
лераі	tment/Location	1 01	sprione	;		770	ik year	iengu	l 			·.		
salvage Code 6 Code 6 Code 6 chipping Code 6	A <u>Source Reduction</u> : Reusable yards, grass-cycling, and othe B <u>Recycling</u> : Paper, cardboard, C <u>Composting</u> : commercial pic D <u>Special Waste</u> : Concrete/rub g/composting, batterles, paint, E <u>Procurement Activities</u> : State working with recycled product	r programs glass, pla k-up of gre ble, concre etc. e and Colle	stics, scr en waste ete/aspha	ap metal, , food wa lt, render	special ste com ing/greas	collection posting, a se, tires,	n program and other landfills,	ns, clean program used oll/	-up event is antifreeze	ts e, white a	nd brown	goods re	ecycling,	wood was
		оприно.			RE	PORT	STAFF	TIME	N HOU	RS PER	R MONT	H T		
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction	40	10	40	40	40	40	40	40	40	40	40	40	480
6 B	Recycling	·				·				·				
6 C	Composting													
6 D	Special Waste				•									
6 E	Procurement Activities												· :	
	DYEE CERTIFICATION: The Stive reimbursement. Your signal	ate of Cali	fornia red form ce	tifies that	t you hav	e reporte	ersonnel ed actual e or infor	data or h	ave prov	ided a go	od faith e	stimate v	which you	i "certify

\mathcal{P}	c.c.		Mile	J	ENNI	N 62			ARDE			***************************************		
Distric	t :	Em	oloyee	Name					ct Posi	•				
FA	relities	7	817-7	277		<u>12n</u>	10/11m	o/10m	o/hrly	Fisc	cal Yea	r: <i>§</i>	2002	
Depar	tment/Location	Tele	ephone	#		Wo	rk year	length	1	•				
Code 1 Code 2 Code 3	Plan Development: Developing district's plan to the California	staff on the and adop Waste Ma event It i	ne require oting a St anageme s necess	ements a late Agen nt Board. ary to obl	nd imple icy Mode tain one	mentation I Integrate or more e strict Is n	n of the med Waste extension making a	Manage s of time good falti	to compl h effort to	y with the	e 25% an ent the pl	d/or 50% an and/o	minimun	n waste
Γ		T	.		T	RE	PORT	INEIN	HOUR	SPER	MONTH	1 	<u> </u>	···1
Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures			•						• ·				
2	Staff Training	/	1	/	1.	1.	1	1	1	1	/	1	7	12
3	Plan Development													
4	Alternative Compliance								·					
to recei under t only. Employ	OYEE CERTIFICATION: The Stative reimbursement. Your signature to be true a system of perjury to be true a system of the station of the statio	act	form ce	rtifles tha on your p	t you have personal l	ve reporte	ed actual e or infor	data or h mation."	ave prov	ided a go	od faith e	estimate	which you	i "certify
3 EMPLO to receiunder to only. Employ	Staff Training Plan Development Alternative Compliance DYEE CERTIFICATION: The Stative relmbursement. Your signature the penalty of perjury to be true at yee Signature	act	form ce	rtIfles tha	t you have personal l	district pove reporte	ed actual e or infor	data or h mation."	ave prov	of data folded a go	od faith e	98	stimate	stimate which you

COPYRIGHT 2005 SixTen and Associates

P	cc	n	alle	JE	22,20	35		CARD	ビルビル	2	٠.			
Distric	ot ·	Em	ployee	Name			Exa	ct Pos	ition T	itle				
FI	YUILITIES		JE 17-	7277		<u>12r</u>	no/11m	no/10m	o/hrly	Fis	cal Yea	ar: <u>20</u>	002	
Depar	tment/Location	Tel	ephone	e #		Wo	rk year	length	1					
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6 C	Composting	·												
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6 A	Source Reduction	40	10	40	40	40	40	40	40	10	40	40	10	188
6 B	Recycling										1			
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2	Staff Training	5	5	5	5	5	5	5	5	_ئ	5	5	5	60
3	Plan Development	3	7	2	2	2	2	2	2	2	2	2	2	24
4	Alternative Compliance							·						
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 2. ONGOING PLAN IMPLEMENTATION

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6	Plan Implementation See IWM 1.6 B-3	8	8	8	8	8	8	8	8	8	8	b	8	76
7	Accounting System	4	1	4	4	9	9	9	7	4	1	1	1	48
8	Annual Report	8	8	8	8	8	8	8	8	.8	8	8	.8	96
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3	Code 2 Staff Training: Training district staff on the requirements and implementation of the mandate. Code 3 Plan Development: Developing and adopting a State Agency Model Integrated Waste Management Plan on or before July 15, 2000, and submitting the district's plan to the California Waste Management Board. Code 4 Afternative Compliance: In the event it is necessary to obtain one or more extensions of time to comply with the 25% and/or 50% minimum waste reduction requirements; presenting substantial evidence that the district is making a good faith effort to implement the plan and/or plan of correction. REPORT TIME IN HOURS PER MONTH Code Relmbursable Activity July Aug. Sept Oct. Nov. Dec. Jan. Feb. Mar. April May June Total 1 Policies and Procedures 2 Staff Training / / / / / / / / / / / / / / / / / / /														
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 2. ONGOING PLAN IMPLEMENTATION

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7	Accounting System													
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Code 6 Code 6 Code 6 Code 6 chipping	Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchange, salvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oil/antifreeze, white and brown goods recycling, wood waste chipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, proactively working with recycled product supplies. REPORT STAFF TIME IN HOURS PER MONTH														
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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						RE	PORT 1	IME IN	HOUR	S PER	MONTH	1 .		
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	2 Staff Training: Training district staff on the requirements and implementation of the mandate. 18 3 Plan Development: Developing and adopting a State Agency Model Integrated Waste Management Plan on or before July 15, 2000, and submitting the district's plan to the California Waste Management Board. 18 4 Alternative Compliance: In the event it is necessary to obtain one or more extensions of time to comply with the 25% and/or 50% minimum waste reduction requirements; presenting substantial evidence that the district is making a good faith effort to implement the plan and/or plan of correction. 18 Reimbursable Activity 29 July Aug. Sept Oct. Nov. Dec. Jan. Feb. Mar. April May June Total 29 Plan Development 20 Plan Development 20 Alternative Compliance 30 Alternative Compliance 20 Plan Development 31 Alternative Compliance 32 Alternative Compliance 33 Alternative Compliance 34 Alternative Compliance 45 PLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district personnel maintain a record of data for state mandates in order for the district personnel maintain a record of data for state mandates in order for the district personnel maintain a record of data for state mandates in order for the district personnel maintain a record of data for state mandates in order for the district personnel maintain a record of data for state mandates in order for the district personnel maintain and the provided a good faith estimate which you "certify er the penalty of perjuiy to be true and correct based on your personal knowledge or information." This Information is used for cost accounting purposes													
2	Staff Training	/	1		/	1	1	/	./	1	1	(/	12
3	Plan Development													
4	Alternative Compliance													
	:			·										
to recei under the only. Employ	ve reimbursement. Your signature he penalty of perjury to be true as ree Signature where signature was any questions, please contains.	re on this nd correc	form cer	tifles that on your p	l you hav ersonal k Da	e reporte nowledge ate <u>Mu</u>	d actual of or information of the desired of the de	data or ha mation." T	ave provi This infor	ded a go	od faith e	stimáte v	vhich you	certify
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

P	cc		Apod	ON	alago	57			den					
Distri	ot	Em	ployee	Name			Exa	act Pos	ition T	itle				
	ไห้เ⊂ร Serviæs rtment/Location		<u>ဖ)</u> 5	e#	27 8		mo/11n ork yea			Fis	cal Yea	ar: <u>Zo</u>)2	
salvage Code 6 Code 6 Code 6 chipping	A <u>Source Reduction</u> : Reusable control of the second of th	programs glass, pla -up of gre le, concre c. and Colle	s istics, sci een waste ete/aspha	rap metal e, food wa alt, render	, special aste com ing/grea	collection posting, a se, tires,	n prograr and other landfills,	ns, clean program used oil/	-up even ns antifreeze	ts , white a	nd brown	goods re	ecycling, v	vood waste
	·	,		·	R	PORT	STAFF	TIME	N HOU	RS PEF	R MONT	TH	r	
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction	40	40	40	40	40	40	40	40	10	40	40	40	480
6 B	Recycling			·				_ :			.,	,		
6 C	Composting													
6 D	Special Waste													
6 E	Procurement Activities												:	
to receive under the only. Employ If you h	YEE CERTIFICATION: The State of reimbursement. Your signature ne penalty of perjury to be true are signature and see Signature and see any questions, please contacts.	re on this nd correc	form cer t based o	tifies that	you haversonal k	re reporte knowledge ate	ed actual e or information	data or h mation."	ave provi This Infor	ded a goo mation is 	od faith e	stimate v	vhich you	"certify

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

	PCC		5Ta	n_'	Bro	WA			Lea	d	cပ :	sto	diqu	j
Distric		Em	ployee	Name				Exa	act Pos	ition T	tle	٠		
	tment/Location		ephone		1278		no/11n rk yea	no/10m r length	o/hrly i	Fis	cal Yea	ar: <u> </u>	200	<u> </u>
Code 2 Code 3	Policies and Procedures: Developing: Training: Training district Plan Development: Developing district's plan to the California \ Alternative Compliance: In the reduction requirements, presen	staff on t and ado Naste Ma event It i	he requir pting a S anageme s necess	ements a tate Ager nt Board. ary to ob	ind imple icy Mode tain one d	mentation I Integrat or more e strict Is m	n of the red Waste extension making a	e Manage s of time good faith	to compl n effort to	y with the	e 25% an ent the pla	d/or 50% an and/o	minimun	n waste
Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	MONTI April	May	June	Total
1	Policies and Procedures													
2	Staff Training	1	1	/		1	/	ſ	. /	1	/			12_
3	Plan Development													
4	Alternative Compliance													
to receivender the control only. Employ If you h	PYEE CERTIFICATION: The State ve reimbursement. Your signature are penalty of perjury to be true at the signature are signature are any questions, please contains SUBMIT THIS INFORMATION	re on this	form cer t based o	tifles that	t you hav ersonal k : Da	e reporte nowledge ate	d actual or infor	data or ha mation." 7	ave provi	ded a go	od faith e	stimate v	which you	"certify

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

Distric	PcC ot	Em	⊃T a ployee	Name	Broc	NU.	<u> </u>	cac act Pos			oclie	3 D	· 	
	the Services		ephone	8 <i>5 -</i> e#	727			no/10m r lengtl		Fis	cal Yea	ar: <u>2</u>)00 z	
salvage Code 6 Code 6 Code 6 chipping Code 6	ode 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchange, alvage yards, grass-cycling, and other programs ode 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events ode 6C Composting: commercial pick-up of green waste, food waste composting, and other programs ode 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oil/antifreeze, white and brown goods recycling, wood waste hipping/composting, batteries, paint, etc. ode 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, procitively working with recycled product supplies. REPORT STAFF TIME IN HOURS PER MONTH													
					RI	PORT	STAFF	TIME	N HOU	RS PEI	R MONT	ГН		
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction					·								,
6 B	Recycling	40	40	.cro	40	40	40	40	40	40	40	. 40	40	480
6 C	Composting													
6 D	Special Waste	16	16	16.	16	16	16	16	16	16	16	16	1.6	192
6 E	Procurement Activities												<u> </u>	·
to recei under ti only. Employ	PYEE CERTIFICATION: The State ve reimbursement. Your signature he penalty of perjury to be true and the signature have any questions, please contains and the submit this information.	re on this nd correct	form cer t based o	tifies that	you haversonal k	re reporte inowledg	ed actual e or infor /30 / 8 /6 , at	data or h mation."	ave provi	ided a do	og faith e	simmate v	Muicii Aoc	i Cerniy

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

Distric	CC			,5		\sim	<u> </u>		<u>ر سح</u>			<u> </u>		
			ployee						act Pos	•				
	ulities Services	(10)	26)5	85.	-72	78 <u>12</u> 1	<u>mo/11n</u>	10/10m	no/hrly	Fis	cal Yea	ar:	2001	
Depar	rtment/Location	Te	lephon	e#		Wd	ork yea	r lengti	h		• .	•	·	
Code 1 Code 2 Code 3	Staff Training: Training district Plan Development: Developing district's plan to the California	t staff on t g and add Waste M e event it	the requirepting a S anagements anagements	ements a tate Ager nt Board ary to ob	and imple ncy Mode tain one	ementatio el Integral or more e	n of the r ted Waste extension	e Manage s of time	ement Pla	y with the	e 25% an	d/or 50%	minimun	n waste
									HOUR					
Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures													
2	Staff Training	1	1	/	1	1	/	1	. /	. /	ſ	(/	12
3	Plan Development											·		
4	Alternative Compliance													
to recei	YEE CERTIFICATION: The Stave reimbursement. Your signature penalty of perjury to be true a	re on this	form cer	tifies that	t you hav ersonal k	e reporte nowledge	d actual of actu	data or h nation." '	ave provi	ded a go	od faith e	stimáte v	vhich you	"certify
Employ	ee Signature <u>////////////////////////////////////</u>	· ·			Da	ate	5/30/	06						
lf you h	ave any questions, please conta	act					, at _		·	<u>.</u>				
PLEAS	u have any questions, please contact, at ASE SUBMIT THIS INFORMATION BY; TO													

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

Pcc Douglam Custo								sloc	dia	<u> </u>		_		
Distri	ct	En	ployee	Name)		Exa	act Pos	sition T	itle	•			
FC	alties Services	(62	6)58	5-7:	278	121	mo/11n	no/10m	no/hrly	Fis	cal Ye	ar: 2	oal	
Depa	rtment/Location	Te	lephon	e #			ork yea				•			
salvage Code 6 Code 6 Code 6 chipping	Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchange, salvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oil/antifreeze, white and brown goods recycling, wood waste chipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, proactively working with recycled product supplies. REPORT STAFF TIME IN HOURS PER MONTH													
					R	EPORT	STAFF	TIME	IN HOU	RS PEI	R MON	ГН		
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May.	June	Total
6 A	Source Reduction													
6 B	Recycling	40	40	40	40	40	40	40	40	40	40	40	40	480
6 C	Composting		Ţ											
6 D	Special Waste	1	1	1.	1	1	/	1			/	1	1.	12
6 E	Procurement Activities												· <u>.</u>	
to recei under the only. Employ	EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify under the penalty of perjury to be true and correct based on your personal knowledge or information." This Information is used for cost accounting purposes													

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

P.C	C	<u>.</u>	Divi	Namo	LONTAL	mv4			GARA	6262				
Distric	ct	Em	ployee	Name				Exa	act Pos	sition T	itle			
FA	cili716/		-285	7277		<u>12r</u>	no/11m	10/10m	o/hrly	Fis	cal Yea	ar:	00 2	
Depar	rtment/Location	Te	ephone	e #			rk yeai			·	٠.	•	•	
Code 2	Policies and Procedures: Dev Staff Training: Training district Plan Development: Developing district's plan to the California Alternative Compliance: In the reduction requirements, presen	staff on to and ado Waste M e event it	he requir pting a S anageme is necess	ements a tate Ager nt Board ary to ob	nd imple ncy Mode tain one	mentatio I Integrat or more e strict is n	n of the need Waste extension naking a	Manage s of time good fait	ement Pl to comp h effort to	ly with th	e 25% an ent the pl	d/or 50% an and/o	minimur	n waste
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures	, cui,	, ag.	Обра	054							,		
2	Staff Training	/	1	ſ	1	1	(1	./	1	/	1	19	12
3	Plan Development													
4	Alternative Compliance													
<u></u>		J		199									· · ·	
to recei under to only. Employ	PYEE CERTIFICATION: The Stave reimbursement. Your signature are Signature are any questions, please contact SUBMIT THIS INFORMATION	re.on this	form cer t based o	tifles that	t you hav ersonal k Da	re reporte nowledge ate	od actual of or information of 100 /	nation."	ave prov	rmation is	od taith e	estimate v	VIIICH YOU	i Cellily

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

P.C.C.			Dan	11 ma	ontgo	mery	·(2 A 1206	じじて		· .	· .		
Distric	ot .	Em	ployee	Name		•	Exa	act Pos	sition T	itle		•		
	tment/Location		ephon					no/10m r lengtl		Fis	cal Ye	ar:	7062	· · · · · · · · · · · · · · · · · · ·
salvage Code 6 Code 6 Chipping Code 6	A <u>Source Reduction</u> : Reusable c yards, grass-cycling, and other B <u>Recycling:</u> Paper, cardboard, g C <u>Composting</u> : commercial pick- D <u>Special Waste</u> : Concrete/rubbl g/composting, batteries, paint, et E <u>Procurement Activities</u> : State a working with recycled product su	programe glass, pla up of greate, concre c. and Colle	s astics, sc een waste ete/aspha	rap metal e, food wa alt, render	, special aste com ing/greas	collection posting, a se, tires,	n prograr and other landfills,	ns, clean r program used oil/a	up even s antifreeze	ts e, white a	ınd browr	goods r	ecycling,	wood waste
					RE	PORT	STAFF	TIME	N HOU	RS PE	R MON	ГН		
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction	40	40	40	40	40	40	40	40	40	10	40	40	480
6 B	Recycling													·
6 C	Composting													
6 D	Special Waste												· .	
6 E	Procurement Activities					<u> </u>			<u> </u>			<u> </u>	<u> </u>	
to receive under the only. Employ If you have	YEE CERTIFICATION: The State of reimbursement. Your signature are penalty of perjury to be true are signature and a support of the state of the support of t	e on this nd correc	form cer t based o	tifies that	you haversonal k	e reporte nowledge ate	ed actual of e or inform	data or h mation." - /06	ave provi This info	ided a go	od faith e	stimate v	vhich you	ı "certify

Integrated waste

- y				
MPLOYEE NAME	MICHAEL JENNINGS			
	5 0			
TITLE:	Power Sweeper Oper		Facilities	
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
				B+C BY D
9-00	36,532.92	9,265.18	1800	23.58
00-01	38,216.16	9,866.05	1800	24.76
)1-02	40,268.40	10,373.23	1800	26.17
02-03	40,878.84	12,083.11	1800	26.78
03'04	40,963.98	15,748.07	1800	27.10
04-05	42,910.32	16,933.21	1800	28.66
05-06	45,154.56	17,158.49	1800	30.05
EMPLOYEE NAME	BILL GRIFFITH			
EMPLOTEE NAME	BILL GRIFFIII			
TITLE:	Gardner		Facilities	
FIGORI VEAD	ANNULAL CALABY	TOTAL DEVICE	A 11111 A 1	DDOD DT
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL HOURS	PROD.RT B+C BY D
			HOURS	DTC DT U
			 	
99-00	34,336.08	10,948.69	1800	23.41
00-01	36,396.24	11,424.66	1800	24.71
01-02	38,350.68	12,331.64	1800	26.29
02-03	38,932.20	15,562.69	1800	27.75
03'04	38,932.20	20,504.62	1800	28.83
04-05	40,866.72	21,432.48	1800	30.24
05-06	43,004.04	21,413.13	1800	31.43
EMPLOYEE NAME	ED GLASSCOCK			· ·
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY C
99-00	32,700.72			
00-01	33,172.20			
01-02	37,437.60	10,124.68	. 180	0 24.60
00.00	38,005.08	11,748.03	180	0 25.18
02-03	00,000.00			
03'04	38,315.98	15,235.16	180	0 25.63
03'04	38,315.98	9,579.47	180	0 23.21

EMPLOYEE NAME	DARYL MONTGOME	RY		
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
				
99-00				
00-01	7,062.03	2,309.85	1800	4.85
01-02	32,332.23	9,908.18	1800	21.89
02-03	34,892.10	12,105.03	1800	23.85
03'04	37,306.74	15,257.77	1800	25.19
04-05	37,971.48	15,982.48	1800	25.91
05-06	39,957.36	16,211.56	1800	27.16
EMPLOYEE NAME	APOLLO MALAGON			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
FISCAL TEAR	ANNUAL SALAK I	TOTAL BENES	HOURS	B+C BY D
99-00	32,311.47	8,878.49	1800	
00-01	34,335.72	9,509.05	1800	
01-02	36,524.16	10,044.48	1800	
02-03	37,077.84	11,639.92	1800	
03'04 04-05	37,309.65	15,040.23	1800	
05-06	38,921.04 40,956.60	16,165.27 16,393.62	1800 1800	
05-06	40,930.00	10,393.02	1000	21.12
EMPLOYEE NAME	EUGENE LOPEZ			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
	<u>.</u>		<u> </u>	<u> </u>
99-00	38,625.00	9,861.09	1800	24.97
00-01	38,625.00	10,131.06		
01-02	42,281.40	10,781.72	1800	27.42
02-03	42,922.44	8,041.15	1800	25.53
03'04	42,922.44			
04-05	43,956.84			
05-06	46,255.80	10,332.21	1800	26.76
-				
				J

EMPLOYEE NAME	ARTURO GONZALEZ			
7771 5	0		F - 11141	
TITLE:	Gardner	<u> </u>	Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
99-00	34,336.08	9,063.94	1800	22.36
00-01	36,396.24	9,698.61	1800	23.75
01-02	38,350.68	10,204.85	1800	25.10
02-03	38,932.20	11,856.13	1800	25.69
03'04	39,094.34	15,385.92	1800	26.06
04-05	39,905.04	13,532.20	1800	25.42
05-06				

ROGRAM: 1/4/9	rated waste				
	·				
MPLOYEE NAME:	MARIA JIMENEZ				
TITLE:	Custodian		F11141		
IILE:	Custodian		Facilities		
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
IOOAL TEAK	ARTIONE GALART	TOTAL BLACE	HOURS	B+C BY D	
			1100110	B.031.5	
				 	
02-03	26,576.74	4,347.15	1800	15.46	
03-04	33,377.12	8,189.55	1800	19.50	
04-05	35,336.72	8,706.72	1800	20.69	
05-06	37,148.52	8,672.86	1800	21.70	
		, , , , , , , , , , , , , , , , , , , ,		+	
EMPLOYEE NAME:	SARAH FLORES			1	
TITLE:	Supervisor Facilities		Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
			HOURS	B+C BY D	
99-00	43,630.80	9,915.34		27.53	
00-01	49,849.68	10,936.33		31.22	
01-02	53,481.48	11,533.33		33.51	
02-03	54,279.72	13,645.66		34.22	
03'04	54,619.05	18,393.06		34.68	
04-05	56,977.92	19,641.22		36.47	
05-06	64,490.88	20,681.57	1800	40.79	
		ļ			
EMPLOYEE NAME:	ALFRED GARCIA				
ENIPLOTEE NAME:	ALFRED GARCIA	 	 		
TITLE:	Skilled Trades Wkr		LOCATIO	N:Facilities	
IIILE.	Skilled Hades VKI	 	LUCATIO	N. Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
TIOOAL TEAT	AITTOAL OALAITT	TOTAL BLILL	HOURS	B+C BY D	
			110010	B.0 B. B	
99-00	39,937.26	11,461.76	1800	26.52	
00-01	44,239.56			29.06	
01-02	46,615.20			30.88	
02-03	47,913.36			30.70	
03'04	48,504.84			34.15	
04-05	49,673.76			35.13	
05-06	52,271.76			36.58	
	32,2		+		
			 		
· · · · · · · · · · · · · · · · · · ·			 	 -	
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EMPLOYEE NAME	STAN BROWN					
TITLE:	Lead Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES		PROD.RT		
			HOURS	B+C BY D		
99-00	32,069.16	8,856.30	1800	21.10		
00-01	32,069.16	9,300.52	1800	21.34		
01-02	36,396.24	10,034.25	1800	24.02		
02-03	38,580.90	11,815.17	1800	25.50		<u> </u>
03'04	41,102.16	15,774.84	1800	27.18		
04-05	42,299.28	16,815.58	1800	28.32		
05-06		<u> </u>	1800	-		
EMPLOYEE NAME	DOUG LAM					
TITLE:	Skilled Trades Wkr		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
TIOOAL TEAR	AIIIOAL GALAITI	TOTAL BLILL	HOURS	B+C BY D	· · · · · · · · · · · · · · · · · · ·	-
99-00	33,518.52	10,873.81	1800	22.96		
00-01	35,529.60	11,344.93	1800	24.23		
01-02 Skilled Trade	37,410.32	12,249.08		25.76		
02-03	41,219.44	15,829.39				
03'04	43,280.14	21,346.81				
04-05	45,819.68	22,385.93				
05-06	52,271.76	23,101.70	1800	36.58		-
EMPLOYEE NAME	BILLIE DUNN					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
I JOSTIL I LITTI	A CALARI		HOURS	B+C BY D		
			Hooko	15.0515		
99-00	31,922.04	8,842.82	2 1800	21.02		
00-01	34,662.72					
01-02	36,524.16					
02-03	37,077.84					
03'04	38,931.64					
04-05	39,711.95					
05-06	43,413.96					
				-		
EMPLOYEE NAME	ALICE HOLDEN					

			· · · · · · · · · · · · · · · · · · ·	 -		
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00	ļ		4000			
00-01	25,166.70	10,391.55	1800	18.47		
01-02	27,175.50	11,350.46	1800	20.08		
02-03	28,585.80	14,356.30	1800	22.01		
03'04	30,522.36	18,875.63	1800	24.16		
04-05	34,066.08	20,123.36	1800	26.46		
05-06	35,302.20	10,955.29	1800	22.13		
	00,002.20	10,303.23	1000	22.10		
EMPLOYEE NAME	PAUL CARLSON					
TITLE:	Custodian		Facilities			
FIGORI VEAD	ANNUAL CALABY	TOTAL DELICO	ANDILLE	DDCD 27		-
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
		· · · · · · · · · · · · · · · · · · ·	HOURS	B+C BY D		
99-00	33,837.36	9,422.54	1800	22.31		
00-01	35,867.52	10,369.22		23.85		
01-02	36,362.52	10,030.29	1800	24.00		
02-03	38,390.90	11,793.02	1800	25.39		
03'04	39,322.67	15,430.15	1800	26.19		
04-05	39,870.00	16,347.95	1800	26.97		
05-06	41,955.12	16,575.55	1800	28.27		
EMPLOYEE NAME	BEN JIMENEZ					
EMPLOTEE NAME	BEN JIMENEZ	<u> </u>	-	 		
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00	30,782.01	9,142.67	1800	20.61		
00-01	33,837.36					
01-02	35,128.29					
02-03	37,078.08					
03'04	35,606.78					
04-05	35,751.18					
05-06	39,005.76					
		· · · · · · · · · · · · · · · · · · ·			-	
EMPLOYEE NAME	CANDELARIO DIAZ					

TITLE:	Custodian		Facilities			
FISCAL VEAD	ANINITAL CALADY	TOTAL DENES	ANIMILAL	PROD.RT		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES				
	ļ		HOURS	B+C BY D		·
99-00	29,473.56	4,080.50	1800	17.14		
00-01	31,269.58	4,317.52	1800	18.17		
01-02	35,994.00	4,815.94	1800	20.92		
02-03	34,725.20	5,711.59	1800	20.22		
03'04	34,471.44	8,401.52	1800	20.11		
04-05	35,302.20	11,601.07	1800	22.28		
05-06	38,054.88	15,864.93	1800	26.10		
EMPLOYEE NAME	RIGO HERNANDEZ					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00	6,959.58	2,574.60	1800	4.94		
00-01	28,844.91	10,729.94	1800			
01-02	31,821.48	11,758.38	1800			
02-03	34,116.16	15,001.14				
03'04	34,471.44	19,640.57	1800			
04-05	35,163.74	20,334.66				
05-06	37,148.52	20,346.25				
		ļ				· · · · · ·
EMPLOYEE NAME	RONNIE LITTLETON					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		·
TIOOAL TLAK	ANTOAL OALANT	TOTAL BLAZO	HOURS	B+C BY D	· · · · · ·	
			Hooko	5.05.15		
00.00	6,312.48	2,515.32	180	0 4.58		
99-00 00-01	25,285.87				 	
01-02	29,802.96					
02-03	30,894.54				 	
03'04	32,439.15				 	
04-05	34,684.14					
05-06	37,148.52					
EMPLOYEE NAME	RAUL GOMEZ	-			-	<u> </u>
TITLE:	Custodian		Facilities			

FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
			HOURS	B+C BY D	
99-00					
00-01		-			
01-02	2,591.10	833.08	1800	1.78	
02-03	32,485.18	11,104.41	1800	22.11	
03'04	33,839.61	14,368.08	1800	23.14	
04-05	35,985.68	15,600.21	1800	24.81	
05-06	37,134.98	15,697.32	1800	25.59	
EMPLOYEE NAME	HELEN PETTY				
TITLE:	Custodian	<u> </u>	Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
			HOURS	B+C BY D	
99-00	33,518.52	5,007.40	1800	19.70	
00-01	35,916.62	11,380.54	1800	24.44	
01-02	38,350.68	12,331.64	1800	26.29	
02-03	38,932.20	15,562.69	1800	27.75	
03'04	38,932.20	20,504.62	1800	28.83	
04-05	39,870.48	21,240.71	1800	29.69	
05-06	35,314.44	18,880.26	1800	26.53	
			·		

()

SixTen and Associates **Mandate Reimbursement Services**

EITH B. PETERSEN, MPA, JD. President 252 Balboa Avenue, Suite 807 San Diego, CA 92117

Telephone:

(858) 514-8605

Fax:

(858) 514-8645

E-Mail: Kbpsixten@aol.com

Claim File Copy

September 28, 2006

CERTIFIED MAIL # 7003 3110 0000 2900 4815

Ms. Virginia Brummels, Section Manager Local Reimbursement Section Division of Accounting and Reporting Office of the State Controller P.O. Box 942850 Sacramento, CA 94250

RE:

Annual Reimbursement Claim

Pasadena Area Community College District CC 19335

Dear Ms. Brummels:

Enclosed please find the original claims and extra copies of the FAM-27 for Pasadena Area Community College District's reimbursement claims listed below:

764/99	Integrated Waste Management	1999-2000
764/99	Integrated Waste Management	2000-2001
764/99	Integrated Waste Management	2001-2002
764/99	Integrated Waste Management	2002-2003
764/99	Integrated Waste Management	2003-2004
764/99	Integrated Waste Management	2004-2005

If you have any questions regarding these claims, please contact me at (858) 514-8605.

Sincerely,

& & Branwell

Telephone Number:

E-mail Address:

(858) 514-8605

kbpsixten@aol.com

SixTen and Associates

(38) Name of Contact Person for Claim

	Program 256	•	INT	MANDATED (EGRATED WASTE CLAIM SUM	MANA	GEMENT			. •	FORM IWM-1
01)	Claimant:				(02)	Type of Claim				Fiscal Year
Pasa	dena Area Community College District					Reimburseme	nt	X		2003-2004
						Estimated				j
Dire	t Costs					Object A	Accou	nts		
03)	Reimbursable Activities		(a)	(b)		(c)		(d)	(e)	(f)
		-	laries and Benefits	Materials and Supplies	1	Contract Services		Fixed Assets	Travel and Training	Total
A. C	ne-Time Activities									
1	Development of Policies and Procedures	\$	832.32	\$ -	\$	-	\$	-	\$ -	\$ 832.32
2	Staff Training	\$	6,964.56	\$ -	\$		\$	-	\$ -	\$ 6,964.56
B. (ngoing Activities									
1	Completion and Submission of Plan to Board	\$	832.32	\$ -	\$		\$	-	\$ -	\$ 832.32
2	Response to Board During Approval Process	\$		\$ -	\$	-	\$	-	\$ -	\$ -
3	Consultation with Board	\$	-	\$ -	\$		\$		\$ -	\$
4	Designation of Waste Reduction and Recycling Coordinator	\$	3,329.28	\$	\$		\$		\$ -	\$ 3,329.28
5	Diversion and Maintenance of Approved Level of Reduction	\$	203,766.72	\$	\$	10,864.13	\$	-	\$ -	\$ 214,630.85
C. /	Alternative Compliance									
1	Alternative Requirements or Time Extension for 1/1/02 for 25% Waste	\$	-	\$	\$		\$		\$ -	\$ -
2	Alternative Requirements or Time Extension for 1/1/04 for 50% Waste	\$	<u>-</u>	\$	\$		\$		\$ -	\$ -
D.	Accounting System	\$	1,664.64	\$	\$	-	\$	-	\$ -	\$ 1,664.64
E.	Annual Report	\$	3,329.28	\$	- \$		\$	-	\$ -	\$ 3,329.28
F.	Annual Recycled Material Reports	\$	-	\$	- \$		\$		s -	\$ -
(04	Total Direct Costs	\$	220,719.12	\$ -	\$	10,864.13	\$	-	\$ -	\$ 231,583.25
Ind	rect Costs									
(05) Indirect Cost Rate				(Fede	erally approved OMB	A-21, FA	M-29C, or 7%]		30.00%
(06) Total Indirect Costs				[Line	(05) x line (04)(a)]				\$ 66,215.74
(07) Total Direct and Indirect Costs				[Lina	(04)(f) +line (06))				\$ 297,798.99
	et Deduction									
-	St Reduction) Less: Offsetting Savings									\$
(09) Less: Other Reimbursements									\$ 400.19
(10	r) Total Claimed Amount					(Lin	ne (07) -	- {Line (08) + Line	e (09)}]	\$ 297,398.80
Nic	w 06/05									

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (02) Fiscal Year (01) Claimant 2003-2004 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time X Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material **Accounting System Annual Report** Reports **Object Accounts** (04) Description of Expenses (h) (a) (f) (g) (b) (e) (c) (d) Hourly Hours Employee Names, Job Materials Salaries Contract Fixed Travel and Rate Worked Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Benefits Supplies **Unit Cost** Quantity Developing the necessary district policies and procedures Supervisor Facilities Flores, Sarah \$34.68 24.0 \$ 832.32

Page 1 of 1

\$

832.32 \$

\$

\$

X

Total

(05) New 06/05 State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 WM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year 2003-2004 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System Annual Report** Reports (04) Description of Expenses **Object Accounts** (h) (b) (f) (g) (d) (e) (c) Hourly Hours Employee Names, Job Salaries Materials Contract Fixed Travel and Rate Worked Classifications, Functions Performed, and and Assets Training Services and Description of Expenses Benefits Supplies Unit Cost Quantity Training district staff on the requirements and implementation of the plan Montgomery, Daryl \$25.19 12.0 302.28 Brown, Stan Lead Custodian \$27.18 12.0 \$ 326.16 Malagon, Apollo Gardner \$25.07 12.0 \$ 300.84 Lopez, Eugene Gardner \$24.80 12.0 \$ 297.60 Jimenez, Ben Custodian \$26.98 12.0 \$ 323.76 Jimenez, Maria Custodian \$19.50 12.0 \$ 234.00 Hemandez, Rigo Custodian \$26.35 12.0 \$ 316.20 Diaz, Candelario Custodian 12.0 \$ 241.32 \$20.11 Littleton, Ronnie Custodian \$25.22 12.0 \$ 302.64 Holden, Alice Custodian \$24.16 12.0 \$ 289.92 12.0|\$ Dunn, Billie Custodian 311.64 \$25.97 Petty, Helen Custodian \$28.83 12.0 \$ 345.96 Glasscock, Ed Gardner \$25.63 12.0 \$ 307.56 Flores, Sarah Supervisor Facilities \$34.68 60.0 \$ 2,080.80 Griffith, Bill Gardner \$28.83 12.0 \$ 345.96 Power Sweeper Operator Jennings, Michael \$27.10 12.0 \$ 325.20 Gardner 312.72 Gonzalez, Arturo \$26.06 12.0

Page 1 of 1

6,964.56 \$

\$

\$

\$

X

Total

(05)

New 06/05

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program **FORM** INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year 2003-2004 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Χ Completion and Submission of Plan to Board Ongoing Process Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction **Alternative** Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compilance Annual Recycled Material **Annual Report Accounting System** Reports **Object Accounts** (04) Description of Expenses (h) (a) (b) (d) (f) (g) (c) (e) Ноипу Hours Employee Names, Job Classifications, Functions Performed, and Description of Expenses Salaries Materials Rate Worked Contract Fixed Travel and and Benefits and Services Assets Training ОΓ Supplies Unit Cost Quantity Completing/submitting the State Agency Model Integrated Waste Management Plan \$34.68 24.0 \$ 832.32 Supervisor Facilities Flores, Sarah

Page 1 of 1

832.32 \$

\$

\$

X

Total

(05)

New 08/05

Subtotal

\$

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (02) Fiscal Year (01) Claimant 2003-2004 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Process Ongoing Activities X Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Annual Report Accounting System** Reports (04) Description of Expenses **Object Accounts** (a) (h) (b) (c) (d) (e) (f) (g) Hourly Hours Employee Names, Job Salaries Materials Rate Worked Contract Fixed Travel and Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Benefits Supplies Unit Cost Quantity Designating one solid waste reduction and recycling coordinator for each college in district Flores, Sarah Supervisor Facilities 96.0 \$ 3,329.28

Page 1 of 1

3,329.28 \$

\$

\$

X

Total

(05) New 06/05 Subtotal

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2003-2004 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing **Process** Activities Designation of Waste Reduction and Recycling Coordinator X Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Salaries Materials Contract Travel and Rate Worked Fixed Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Supplies Benefits **Unit Cost** Quantity Diverting solid waste from landfill disposal or transformation facilities - source reduction Montgomery, Daryl Gardner \$25.19 480.0 \$ 12.091.20 Gardner 12,033.60 Malagon, Apollo \$25.07 480.0 \$ Lopez, Eugene Gardner \$24.80 480.0 \$ 11,904,00 Gardner Glasscock, Ed \$25.63 480.0 \$ 12,302.40 Griffith, Bill Gardner \$28.83 480.0 \$ 13,838.40 Jennings, Michael Power Sweeper Operator \$27,10 480.0 \$ 13,008.00 Gonzalez, Arturo Gardner \$26.06 480.0 \$ 12,508.80 Diverting solid waste from landfill disposal or transformation facilities - recycling Brown, Stan Lead Custodian \$27.18 480.0 \$ 13.046.40 Jimenez, Ben Custodian \$26.98 480.0 \$ 12,950.40 Jimenez, Maria Custodian \$19.50 480.0 \$ 9,360.00 Hernandez, Rigo Custodian \$26.35 12,648.00 480.0 \$ Diaz, Candelario Custodian \$20.11 480.0|\$ 9,652,80 Custodian 480.0 \$ Littleton, Ronnie \$25.22 12,105.60 Holden, Alice Custodian \$24.16 480.0 \$ 11,596.80 Dunn, Billie Custodian \$25.97 480.0 \$ 12,465.60 Petty, Helen Custodian \$28.83 480.0 \$ 13,838.40 Lighting Rescources Recycling Lighting Tubes & Discha \$100.00 2,364.65 23.6 Southern California Enviror Refuse Removal and Recycling Se \$100.00 85.0 8,499.48 Diverting solid waste from landfill disposal or transformation facilities - special waste Lead Custodian Brown, Stan \$27.18 192.0 \$ 5.218.56 Custodian Jimenez, Ben \$26.98 12.0 \$ 323.76 Custodian 12.0 \$ Jimenez, Maria \$19.50 234.00 Hernandez, Rigo Custodian \$26.35 12.0 \$ 316.20 Diaz, Candelano Custodian \$20.11 12.0 \$ 241.32 Littleton, Ronnie Custodian \$25.22 12.0 \$ 302.64 Holden, Alice Custodian \$24.16 12.0 \$ 289.92 Dunn, Billie Custodian \$25.97 12.0 \$ 311.64 Petty, Helen Custodian \$28.83 12.0 345.96 Procuring materials/equipment necessary for maintaining approved level of reduction Supervisor Facilities \$34.68 24.0 \$ 832.32 Flores, Sarah

Page 1 of 1

\$ 203,766.72 \$

\$

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10,864.13 \$

- |\$

Total

X

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year 2003-2004 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Staff Training Development of Policies and Procedures Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board **Process** Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Aitemative Atternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance Annual Recycled Material X **Annual Report Accounting System** Reports **Object Accounts** (04) Description of Expenses (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Salaries Materials Fixed Travel and Contract Rate Worked Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Benefits Supplies Unit Cost Quantity Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting Flores, Sarah Supervisor Facilities \$34.68 48.0 \$ 1,664.64

Page 1 of 1

1,664.64 \$

\$

\$

X

State Controller's Office community College Mandated Cost Manual MANDATED COSTS Program **FORM** INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2003-2004 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing Process Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material **Accounting System** X Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (h) (b) (c) (d) (e) (f) (g) Hourly Hours Employee Names, Job Salaries Materials Travel and Rate Worked Contract Fixed Classifications, Functions Performed, and and Services Assets Training or and Description of Expenses Benefits Supplies Unit Cost Quantity Reporting annually to the Board quantities of recyclable materials collected Flores, Sarah Supervisor Facilities \$34.68 96.0 \$ 3,329.28

Page 1 of 1

3,329.28 \$

\$

\$

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Total

(05)

New 06/05

Pasadena Area Community College District 764/99 INTEGRATED WASTE MANAGEMENT 2003-2004 Sort by Name

Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
03-04		Brown, Stan	Lead Custodian	\$27.18		Training district staff on the requirements and implementation of the plan	Staff Training
03-04		Brown; Stan	Lead Custodian			Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
03-04		Brown, Stan	Lead Custodian	\$27.18		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
20.04		Brown, Stan Total			\$18,591.12		OL-# Ti-i
23-04		Diaz, Candelario	Custodian	\$20.11		Training district staff on the requirements and implementation of the plan	Staff Training
		Diaz, Candelario	Custodian	\$20.11		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
J3-04		Diaz, Candelario	Custodian	\$20.11		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
12.04		Diaz, Candelario Total	Overted in	605.07	\$10,135.44	Training district staff on the considerments and implementation of the plan	Claff Training
)3-04		Dunn, Billie	Custodian	\$25.97		Training district staff on the requirements and implementation of the plan	Staff Training
		Dunn, Billie	Custodian			Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
)3-04		Dunn, Billie	Custodian	\$25.97		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
.0.04		Dunn, Billie Total	0	00400	\$13,088.88	Description that the second of third addition and accordance	Development of Delicina and Development
3-04		Flores, Sarah	Supervisor Facilities	\$34.68		Developing the necessary district policies and procedures	Development of Policies and Procedures
3-04		Flores, Sarah	Supervisor Facilities	\$34.68		Training district staff on the requirements and implementation of the plan	Staff Training
3-04		Flores, Sarah	Supervisor Facilities	\$34.68		Completing/submitting the State Agency Model Integrated Waste Management Plan	Completion and Submission of Plan to Board
3-04		Flores, Sarah	Supervisor Facilities	\$34.68		Designating one solid waste reduction and recycling coordinator for each college in distr	
3-04		Flores, Sarah	Supervisor Facilities	\$34.68		Developing, implementing, maintaining accounting system to track source reduction, rec	
3-04		Flores, Sarah	Supervisor Facilities	\$34.68		Reporting annually to the Board quantities of recyclable materials collected	Annual Recycled Material Reports
3-04			Supervisor Facilities	\$34.68		Procuring materials/equipment necessary for maintaining approved level of reduction	Maintenance of Approved Level of Reduction
		Flores, Sarah Total			\$12,900.96	The state of the s	Claff Tarining
3-04		Glasscock, Ed	Gardner	\$25.63		Training district staff on the requirements and implementation of the plan	Staff Training
3-04		Glasscock, Ed	Gardner	\$25.63		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
		Glasscock, Ed Total			\$12,609.96		01.00
1-04			Gardner	\$26.06		Training district staff on the requirements and implementation of the plan	Staff Training
⊢ 04			Gardner	\$26.06		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
		Gonzalez, Arturo Total			\$12,821.52		#F 11
-04			Gardner	\$28.83		Training district staff on the requirements and implementation of the plan	Staff Training
-04			Gardner	\$28.83		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
		Griffith, Bill Total			\$14,184.36		0. "" : :
-04			Custodian	\$26.35	\$316.20	Training district staff on the requirements and implementation of the plan	Staff Training
-04		, 0	Custodian		\$12,648.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
-04			Custodian	\$26.35		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
0.4		Hernandez, Rigo Total	Overlandia -	00110	\$13,280.40	Table of the state of the servicements and implementation of the plan	Stoff Training
.04		• • • • • • • • • • • • • • • • • • • •	Custodian	\$24.16		Training district staff on the requirements and implementation of the plan	Staff Training Maintenance of Approved Level of Reduction
			Custodian			Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
04			Custodian	\$24.16		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
		Holden, Alice Total			\$12,176.64		
04	12.00		Power Sweeper Operator	\$27.10		Training district staff on the requirements and implementation of the plan	Staff Training
24			Power Sweeper Operator	\$27.10	\$13,008.00 [Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00	Jennings, Michael Total			\$13,333.20		

Pasadena Area Community College District 764/99 INTEGRATED WASTE MANAGEMENT 2003-2004 Sort by Name

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				1			
Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
)3-04	12.00	Jimenez, Ben	Custodian	\$26.98	\$323.76	Training district staff on the requirements and implementation of the plan	Staff Training
13-04	480.00	Jimenez, Ben	Custodian	\$26.98	\$12,950.40	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
13-04	12.00	Jimenez, Ben	Custodian	\$26.98	\$323.76	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
		Jimenez, Ben Total			\$13,597.92		
3-04		Jimenez, Maria	Custodian	\$19.50		Training district staff on the requirements and implementation of the plan	Staff Training
3-04		Jimenez, Maria	Custodian	\$19.50		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
3-04		Jimenez, Maria	Custodian	\$19.50		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
		Jimenez, Maria Total			\$9,828.00		
3-04		Lighting Rescources	Recycling Lighting Tubes & Dis	\$100.00		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
		Lighting Rescources Total			\$2,364.65		
3-04		Littleton, Ronnie	Custodian	\$25.22	,	Training district staff on the requirements and implementation of the plan	Staff Training
3-04			Custodian	\$25.22		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
3-04			Custodian	\$25.22		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
		Littleton, Ronnie Total			\$12,710.88	1	
3-04			Gardner	\$24.80	\$297.60	Training district staff on the requirements and implementation of the plan	Staff Training
⊦04	480.00	Lopez, Eugene	Gardner	\$24.80	\$11,904.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00	Lopez, Eugene Total			\$12,201.60		
-04	12.00	Malagon, Apollo	Gardner	\$25.07	\$300.84	Training district staff on the requirements and implementation of the plan	Staff Training
-04	480.00	Malagon, Apollo	Gardner	\$25.07	\$12,033.60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00	Malagon, Apollo Total			\$12,334.44		
-04		,, , , , ,	Gardner	\$25.19		Training district staff on the requirements and implementation of the plan	Staff Training
-04		,,,,,	Gardner	\$25.19		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
		Montgomery, Daryl Total			\$12,393.48		
-04		, ,	Custodian	\$28.83		Training district staff on the requirements and implementation of the plan	Staff Training
-04		,1	Custodian			, ,	Maintenance of Approved Level of Reduction
-04		,,,	Custodian	\$28.83		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
		Petty, Helen Total			\$14,530.32		
04		Southern California Environments		\$100.00		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
		Southern California Environmer	ıtal Total		\$8,499.48		
	3640.64	Grand Total			\$231,583.25		



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF THE CHIEF FINANCIAL OFFICER

RECEIVED STISSAL SERVICES

2001 JUL -b P 4:17

June 27, 2001

Pasadena City College Maria Descalzo, Principal Accountant 1570 East Colorado Boulevard Pasadena, California 91106-2003

Reference: Agreement No. 2001-031

Dear Ms. Descalzo:

The original and one copy of an Indirect Cost Rate Agreement are enclosed. These documents reflect an understanding reached by your organization and the U.S. Department of Education. The rates agreed upon should be used to compute indirect cost for grants, contracts and applications funded by this Department and other Federal agencies.

After reviewing the Rate Agreement, please confirm acceptance by having the <u>original</u> signed by a duly authorized representative of your organization and returned within thirty (30) calendar days from the date of this letter

U.S. Department of Education Attention: Richard Koris Room 4W103, FOB 6 400 Maryland Avenue, SW Washington, D.C. 20202-4201

We have included an 8% restricted rate to be applied to grants your organization may have that can be found on the enclosed list.

The next indirect cost rate proposal based on the fiscal year ending June 30, 2003 is due by December 31, 2003.

The enclosed copy of this agreement should be retained for your files. If there are any additional questions concerning this agreement, please contact Richard Koris on (202) 708-8604 or email: Richard.koris@ed.gov.

Sincerely,

Richard T. Mueller, Director

Christy

Indirect Cost Group

Enclosures

INDIRECT COST RATE AGREEMENT COLLEGE AND UNIVERSITY

ORGAI	NIZATION:	DATE: June 27, 2001
1570	dena City College East Colorado Boulevard dena, California 91106-2003	AGREEMENT NO. 2001-031 FILING REFERENCE: This replaces previous Agreement No. 98-033 dated June 2, 1998
	rate(s) approved in this Agreeme racts, and other agreements with th	ent are for use on your grants, e Federal Government.
This II -	agreement consists of four parts: Particulars; Section III - Special	Section I - Rates and Bases; Section Remarks; and, Section IV -Approvals.
Sect	ion I - Rate(s) and Base(s)	
<u>.</u> .	Effective Period	Coverage
TYPE	From To Rate	Base Location Applicability
Prede	etermined 07-01-01 06-30-04 30%	$\underline{1}$ / On-site $\underline{2}$ /
Prede	etermined 07-01-01 06-30-04 8%	<u></u>
1/	Direct salaries and wages, incluequipment are capitalized if the in of \$5,000 and the useful life is i	uding fringe benefits. Items of nitial acquisition cost is in excess n excess of two years.
<u>2</u> /	All programs not requiring the use	of a restricted rate.
<u>3</u> /	All programs requiring the use of 34 CFR 75.564-569.	a restricted rate as defined under
	ment of Fringe Benefits: Fringe ries and wages are treated as direc	

Section II - Particulars

SCOPE: The indirect cost rate(s) contained herein are for use with grants, contracts, and other financial assistance agreements awarded by the Federal Government to the Pasadena City College and subject to OMB Circular A-21.

LIMITATIONS: Application of the rate(s) contained in this Agreement is subject to all statutory or administrative limitations on the use of funds, and payment of costs hereunder is subject to the availability of appropriations applicable to a given grant or contract. Acceptance of the rate(s) agreed to herein is predicated on the conditions: (A) that no costs other than those incurred by the Pasadena City College were included in the indirect cost pools as finally accepted, and that such costs are legal obligations of the Organization and applicable under the governing cost principles; (B) that the same costs that have been treated as indirect cost are not claimed as direct costs; 8 that similar types of information which are provided by the Organization, and which were used as a basis for acceptance of rates agreed to herein, are not subsequently found to be terially incomplete or inaccurate; and (D) that similar types of costs have been accorded consistent accounting treatment.

ACCOUNTING CHANGES: If a fixed or predetermined rate is in this Agreement, it is based on the accounting system purported by the institution to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of costs from indirect to direct. Failure to obtain approval may result in cost disallowance.

FIXED RATES: If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

NOTIFICATION TO OTHER FEDERAL AGENCIES: Copies of this document may be provided to other Federal agencies as a means of notifying them of the agreement contained herein.

OTHER: If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the institution should (1) credit such costs to the affected programs, and 'apply the approved rate(s) to the appropriate base to identify the per amount of indirect costs allocable to these programs.

ection III - Special Remarks

- 1. This agreement is effective on the date of approval of the Federal Government.
- Questions regarding this agreement should be directed to the Negotiator.
- 3. Approval of the rate(s) contained herein does not establish acceptance of the State Education Agency's total methodology for the computation of indirect cost rates for years other than the year(s) herein cited.

Section IV - Approvals

For	the	Educational	<u>Institution:</u>
		the state of the state of	17

Pasadena City College 1570 East Colorado Boulevard Pasadena, California 91106-2003

Signature

Peter Hardash

Name

Vice President, Administrative Services
Title

July 25, 2001

Date

For the Federal Government:

U.S. Department of Education Room 4W103, FOB 6 400 Maryland Avenue, SW Washington, DG 20202-4201

Sighature

Richard T. Mueller

Name

<u>Director</u>, <u>Indirect Cost Group</u>
Title

June 27, 2001

Date

Richard A. Koris

Negotiator

(202) 708-8604

Telephone

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		SMURIFT-STONE		187791		\$405.35			
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Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2003-2004 Recycling Costs

Purpose: To summarize recycling costs for Integrated Waste Management.

Source: Copies of checks to recycling companies.

Findings:

Vendor	Description	Date Issued		Amount	
Lighting Resources, Inc.		8/22/2003	\$	220.45	
Lighting Resources, Inc.		10/10/2003	\$	211.35	
Lighting Resources, Inc.	Recycling of Fluorescent	11/17/2003	\$	265.40	
Lighting Resources, Inc.	Lighting Tubes and High	12/8/2003	\$	268.90	
Lighting Resources, Inc.	Intensity Discharge Bulbs	2/17/2004	\$	517.25	
Lighting Resources, Inc.	intensity Discharge Buibs	3/19/2004	\$	471.50	
Lighting Resources, Inc.		4/16/2004	\$	278.60	
Lighting Resources, Inc.		5/14/2004	\$	131.20	
Lighting Resources, Inc. To	Lighting Resources, Inc. Total				

Vendor	Description	Date Issued	Amount
So. California Environmental	Green Waste	8/14/2003	\$ 113.30
So. California Environmental	Disposal Fee	8/14/2003	\$ 60.80
So. California Environmental	Green Waste	8/14/2003	\$ 113.30
So. California Environmental	Disposal Fee	8/14/2003	\$ 74.24
So. California Environmental	Green Waste	8/14/2003	\$ 113.30
So. California Environmental	Disposal Fee	8/14/2003	\$ 61.44
So. California Environmental	Green Waste	8/14/2003	\$ 113.30
So. California Environmental	Disposal Fee	8/14/2003	\$ 68.48
So. California Environmental	Green Waste	8/14/2003	\$ 113.30
So. California Environmental	Disposal Fee	8/14/2003	\$ 56.64
So. California Environmental	Green Waste	8/14/2003	\$ 113.30
So. California Environmental	Disposal Fee	8/14/2003	\$ 67.52
So. California Environmental	Green Waste	9/12/2003	\$ 113.30
So. California Environmental	Disposal Fee	9/12/2003	\$ 73.60
So. California Environmental	Green Waste	9/12/2003	\$ 113.30
So. California Environmental	Disposal Fee	9/12/2003	\$ 105.92
So. California Environmental	Green Waste	9/12/2003	\$ 113.30
So. California Environmental	Disposal Fee	9/12/2003	\$ 72.96
So. California Environmental	Green Waste	10/3/2003	\$ 113.30
So. California Environmental	Disposal Fee	10/3/2003	\$ 66.56
So. California Environmental	Green Waste	10/3/2003	\$ 113.30
So. California Environmental	Disposal Fee	10/3/2003	\$ 65.92
So. California Environmental	Green Waste	10/3/2003	\$ 113.30
So. California Environmental	Disposal Fee	10/3/2003	\$ 69.76

Print Date: 9/2/2006 PASA IWM 03-04array

Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2003-2004

Recycling Costs

Vendor	Description	Date Issued	Amount
So. California Environmental	Green Waste	10/3/2003	\$ 113.30
So. California Environmental	Disposal Fee	10/3/2003	\$ 80.00
So. California Environmental	Green Waste	11/13/2003	\$ 113.30
So. California Environmental	Disposal Fee	11/13/2003	\$ 68.48
So. California Environmental	Green Waste	11/13/2003	\$ 113.30
So. California Environmental	Disposal Fee	11/13/2003	\$ 99.20
So. California Environmental	Green Waste	11/13/2003	\$ 113.30
So. California Environmental	Disposal Fee	11/13/2003	\$ 77.76
So. California Environmental	Green Waste	11/13/2003	\$ 113.30
So. California Environmental	Disposal Fee	11/13/2003	\$ 108.64
So. California Environmental	Green Waste	12/8/2003	\$ 113.30
So. California Environmental	Disposal Fee	12/8/2003	\$ 58.24
So. California Environmental	Green Waste	12/8/2003	\$ 113.30
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Print Date: 9/2/2006

Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2003-2004 Recycling Costs

		T	
Vendor	Description	Date Issued	 Amount
So. California Environmental	Disposal Fee	3/9/2004	\$ 45.76
So. California Environmental	Green Waste	4/9/2004	\$ 113.30
So. California Environmental	Disposal Fee	4/9/2004	\$ 61.76
So. California Environmental	Green Waste	4/9/2004	\$ 113.30
So. California Environmental	Disposal Fee	4/9/2004	\$ 53.44
So. California Environmental	Green Waste	4/9/2004	\$ 113.30
So. California Environmental	Disposal Fee	4/9/2004	\$ 32.00
So. California Environmental	Green Waste	4/9/2004	\$ 113.30
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So. California Environmental	Green Waste	4/30/2004	\$ 113.30
So. California Environmental	Disposal Fee	4/30/2004	\$ 55.36
So. California Environmental	Green Waste	4/30/2004	\$ 113.30
So. California Environmental	Disposal Fee	4/30/2004	\$ 111.36
So. California Environmental	Green Waste	6/7/2004	\$ 113.30
So. California Environmental	Disposal Fee	6/7/2004	\$ 105.60
So. California Environmental	Green Waste	6/7/2004	\$ 113.30
So. California Environmental	Disposal Fee	6/7/2004	\$ 83.84
So. California Environmental	Green Waste	6/7/2004	\$ 113.30
So. California Environmental	Disposal Fee	6/7/2004	\$ 70.40
So. California Environmental	Green Waste	6/7/2004	113.30
So. California Environmental	Disposal Fee	6/7/2004	\$ 41.60
So. California Environmental	Green Waste	6/22/2004	\$ 113.30
So. California Environmental	Disposal Fee	6/22/2004	\$ 50.56
So. California Environmental	Green Waste	6/22/2004	\$ 113.30
So. California Environmental	Disposal Fee	6/22/2004	\$ 64.32
So. California Environmental	Green Waste	6/22/2004	113.30
So. California Environmental	Disposal Fee	6/22/2004	\$ 68.80
So. California Environmental	Total		\$ 8,499.48

Conclusion: Findings go forward to IWM-2.

Print Date: 9/2/2006 PASA IWM 03-04array ÈIGHTING RESOURCES, INC. 805 East Francis Stre

Ontario, CA 91761

Voice: ~ax:

(909) 923-3132 (909) 923-3962 7/23-1, Roberts

Invoice Number

0307045

REC'D AUG - 5 Project Date

Pag-

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

9 2003 GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

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LIGHTING RESOURCF^c INC. 805 East Francis Street Oncario, CA 91761

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Sold To:

(909) 923-3132

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(909) 923-3962

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE

1570 EAST COLORADO BLVD.

PASADENA, CA 91106

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GENERATOR:

PASADENA CITY COLLEGE/FISCAL SERV 1570 E. COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Customer PO		Payment To	erms
PASC	001	B-04695	Net 15 Days		Days
Sales R	ep ID	Shipping Method		Ship Date	Due Date
ROB ELLIS		LRI	9,	/10/03	10/1/03
Quantity		Description		Unit Price	Extension
600.00 10.00 3.00	HID LAMPS F	FOR RECYCLING OR RECYCLING FOR RECYCLING		0.32 1.80 0.45	192.0 18.0 1.3
			٦, ١	sign invoice (s) sig oods and approval Return immediate WIING DEPT. — AC	or payment

TOTAL INVOICE

211.35

LIGHTING RESOURCE INC. 805 East Francis Street Ontario, CA 91761 USA

'oice:

(909) 923-3132 (909) 923-3962 udpop. Mundone

Invoice Numb

Invoice Da

Pa

Sold To:

rax:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

ENTERED NOV 1 1 2005 NERATOR

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Customer ID		Customer PO		Payment Terms	
PAS0	01	B-04695		Net 15 Days	
Sales R	ep ID	Shipping Method		Ship Date	Due Date
ROB ELLIS		LRI	1	0/21/03	11/5/03
Quantity		Description		Unit Price	Extension
490.00 30.00 100.00 15.00	HID LAMPS F BIAX LAMPS	Please sign invoice (s) of goods and approve Return immedia	ataly to	0.32 1.80 0.45 0.64	156.8 54.0 45.0 9.6
			1		
		ok te P	all		
		DIM			

LIGHTING RESOURCF INC. 805 East Francis Street Ontario, CA 91761 USA

W F. Roberts

Invoice Numb

Invoice Da

'oice: Fax: (909) 923-3132

(909) 923-3962

ENTERED DEC 0 3 2003

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268.90

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

TOTAL INVOICE

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custom	ner ID	Customer PO		Payment Te	
PAS0		B-04695		Net 15 Da	ays
Sales Re		Shipping Method		Ship Date Due Da	
ROB ELLIS	E	LRI	11	/12/03	11/29/03
Quantity	· A	Description		Unit Price	Extension
20.00	F-20 LAMPS	FOR RECYCLING		0.16	3.2
700=00	F-40 LAMPS	FOR RECYCLING	1	0.32	224.
15700	HID LAMPS E	OR RECYCLING		1.80	27.
10.00	BIAX LAMPS	FOR RECYCLING		0.45	4.
20.00	F-30 LAMPS	FOR RECYCLING	1	0.24	4.
12.00	FB-40 LAMPS	FOR RECYCLING		0.45	5.
		Return Immedia ACCOUNTING DEPT. —	AUGTE, PAYABLE		

-LIGHTING RESOURC. , INC. 805 East Francis Street Onțario, CA 91761

USA

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Voice: Fax:

(909) 923-3132 (909) 923-3962

Invoice

Invoice Number: 0312124

> . Invoice Date: Dec 17, 2003

> > Page:

Sold To:

ENTERED FEB 0 6 2004 GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Customer PO		Payment Te	erms
PASC	01	B-04695	Net 15 Days		Days
Sales R	ep ID	Shipping Method			Due Date
ROB ELLIS		LRI	12	2/17/03	1/1/04
Quantity		Description		Unit Price	Extension
750.00 29.00 1.00 1.00	HID LAMPS F	FOR RECYCLING MPS FOR RECYCLING Please sign invoice (s) sign of goods and approval to Return immediately ACCOUNTING DEPT. — ACC	or paym / to:	0.32 1.80 0.45 0.45	240.00 52,20 0.45 0.45

TOTAL INVOICE

293.10

LIGHTING RESOURCES INC. 805 East Francis Street Ontario, CA 91761 USA

`/oice: . ⁴ax:

(909) 923-3132

(909) 923-3962

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

UT/P

Invoi Invoice Numb 0401:

> Invoice Da Jan 20, 20

> > Pa

ENTERED FEB 0 6 2004

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Customer PO	Payment 7	Terms
PASO		B-04695	Net 15	
Sales R	ep ID	Shipping Method	Ship Date	Due Date
ROB ELLIS		LRI	1/20/04	2/4/04
Quantity		Description	Unit Price	Extension
550.00 3.00 95.00	HID LAMPS F	FOR RECYCLING OR RECYCLING FOR RECYCLING Please of	e sign invoice (s) signifying rec goods and approval for paymen Return immediately to: UNTING DEPT. — ACCTS. PAYAN	176.0 5.4 42.7
			Return immediately to	t

LIGHTING RESOURCES INC. 805 East Francis Street Ontario, CA 91761 **USA**

oice: Fax:

(909) 923-3132

(909) 923-3962

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

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GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Invoid

Invoice Da

Feb 25, 20

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Invoice Numb

Custon	ner ID	Customer PO	Payment 7	erms
PAS0	01	B-04695	Net 15	Days
Sales R	ep ID	Shipping Method	Ship Date	Due Date
ROB ELLIS		LRI	2/25/04	3/11/04
Quantity		Description	Unit Price	Extension
700.00 50.00 200.00 150.00	HID LAMPS F BIAX LAMPS FB-40 LAMPS	FOR RECYCLING FOR RECYCLING FOR RECYCLING Please sign Invoice (s) of goods and approve Return immed ACCOUNTING DEPT. —	val for payment liately to:	224.0 90.0 90.0 67.5

LIGHTING RESOURCES, INC. 805 East Francis Street Ontario, CA 91761 USA

oice:

(909) 923-3132

. ax:

(909) 923-3962

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

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Invoid

Invoice Numb

Invoice Da
Mar 17, 20

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ENTERED APR 0 8 2004

GENERATOR:

TOTAL INVOICE

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custom		Customer PO		Payment Te	
PAS001		B04695		Net 15 Days	
Sales Re	ep ID	Shipping Method	Ship [Due Date
ROB ELLIS		LRI	3/17/0	4	4/1/04
Quantity		Description	Ur	nit Price	Extension
690.00	F-40 LAMPS	FOR RECYCLING		0.32	220.8
100.00	FB-40 LAMPS	FOR RECYCLING		0.45	45.0
20.00	F-96 LAMPS	FOR RECYCLING		0.64	12.8
-					
		•			
		Please sign invoice (s) signifying	receipt		
		of goods and approval for pay Return immediately to:	\$111 0 11 4		
		ACCOUNTING DEPT. — ACCTS. F	PAYABLE		
		MILLOUITH A DECIS			
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LIGHTING RESOURCE INC. 895 East Francis Street Ontario, CA 91761 USA

√oice:

(909) 923-3132

Fax:

(909) 923-3962

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Invoid Invoice Numb 04040

Invoice Da

Apr 7, 20

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TERED MANY 10 2000

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Customer PO	Payment Te	erms
PASC	001	B-04695		
Sales R	ep ID	Shipping Method	Ship Date	Due Date
ONTARIO		LRI	4/7/04	4/22/04
Quantity		Description	Unit Price	Extension
350.00 30.00		FOR RECYCLING FOR RECYCLING		112.0
·		Please sign invoice (s) aignifying of goods and approved for particle to: ACCOUNTING DEPT. — AICTS.	yment	

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

livoice

Number: 11720

Date:

June 28, 2003

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

PO Number	Terms
30305	Net 10

Date	Description	Quantity	Price	Amount
05/30/03	Compactor	1.00	113.30	113.30
	Disposal Fee	6.31	32.00	201.92
05/30/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.32	32.00	74.24
06/03/03	Compactor	1.00	113.30	113.30
	Disposal Fee	2.76	32.00	88.32
06/03/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.39	32.00	76.48
06/03/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.92	32.00	61.44
06/06/03	Compactor	1.00	113.30	113.30
	Disposal Fee	·4.28	32.00	136.96
06/06/03	40 yard green waste	1.00	113.30	113.30
06/10/03	Compactor	1.00	113.30	113.30

Make Checks Payable To: Southern California Environmental, Inc.

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 11720

Date:

June 28, 2003

Ship To:

P.C.C.

150 S. Hill Avenue

Pasadena, CA 91106-2003

		_
PO Number	Terms	
30305	Net 10	

Date		Description	Quantity	Price	Amount
		Disposal Fee	5.96	32.00	190.72
06/10/03		40 yard green waste	1.00	113.30	113.30
	(Disposal Fee	1.77	32.00	56.64
06/13/03		Compactor	1.00	113.30	113.30
		Disposal Fee	3.24	32.00	103.68
06/13/03		Disposal Fee	1.79	32.00	57.28
06/17/03	(40 yard green waste	1.00	113.30	113,30
		Disposal Fee	2.11	32.00	67.52
06/17/03		Compactor	1.00	113.30	113.30
		Disposal Fee	1.72	32.00	55.04
06/20/03		Compactor	1.00	113.30	113.30
		Disposal Fee	4.18	32.00	133.76
06/24/03		Compactor	1.00	113.30	113.30
		Disposal Fee	2.10	32.00	67.20

Make Checks Payable To: Southern California Environmental, Inc.

PMB #409

25422 Trabuco Road

Lake Forest, CA 92630-2797

01 9520

Invoice

Number: 11720

Date: June 28, 2003

Bili To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C. 150 S. Hill Avenue

PO Number	Terms
30305	Net 10

Disposal Fee 1.90 32.00 60.80 06/27/03 Compactor 1.00 113.30 113.30	Date	Description	Quantity	Price	Amount
06/27/03 Compactor Disposal Fee 1.00 113.30 113.30 124.16	06/24/03	40 yard green waste	1.00	113.30	113.30
Disposal Fee 3.88 32.00 124.16 OK to pay 7-10-03 Linda Ruft Picket of the property of the p		Disposal Fee	1.90	32.00	60.80
OK to pay 7-10-03 Linda Ru (1) Linda Ru (1	06/27/03	Compactor	1.00	113.30	113.30
Please of the stat		Disposal Fee	3.88	32.00	124.16
		OK to pay 7-10-03 Linda Ruff		O LIMB RESIDENT	M.E.

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 11927

Date: July 30, 2003

Ship To:

P.C.C.

150 S. Hill Avenue

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
07/03/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.30	32.00	73.60
07/03/03	Compactor	1.00	113.30	113.30
	Disposal Fee	4.51	32.00	144.32
07/08/03	10 yard container	1.00	260.00	260.00
07/08/03	40 yard container	1.00	113.30	113.30
07/09/03	Disposal Fee	5.12	32.00	163.84
07/11/03	Compactor	1.00	113.30	113.30
	Disposal Fee	6.06	32.00	193.92
07/18/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	3.31	32.00	105.92
07/18/03	Compactor	1.00	113.30	113.30
	Disposal Fee	3.39	32.00	108.48
07/18/03	Compactor	1.00	113.30	113.30

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 11927

Date:

July 30, 2003

Ship To:

P.C.C.

150 S. Hill Avenue

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
-	Disposal Fee	3.31	32.00	105.92
07/18/03	10 yard container	1.00	113.30	113.30
	Disposal Fee	6.48	32.00	207.36
07/22/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.86	32.00	59.52
07/22/03	10 yard container	1.00	113.30	113.30
07/24/03	Disposal Fee	8.23	32.00	263.36
07/24/03	40 yard container	1.00	113.30	113.30·
07/25/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.28	32.00	72.96
07/25/03	Compactor	1.00	113.30	113.30
	Disposal Fee	3.80	32.00	121.60
07/25/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.53	32.00	48.96

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 12156

Date:

August 30, 2003

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
08/01/03	Compactor	1.00	113.30	113.30
	Disposal Fee	3.58	32.00	114,56
08/01/03	40 yard green waste	1.00	113.30	113.20
	Disposal Fee	2.08	32.00	66.56
08/05/03	40 yard container	1.00	113.30	113.30
08/07/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	6.52	32.00	208.64
08/08/03	Compactor	1.00	113.30	113.30
	Disposal Fee	3.57	32.00	114.24
08/08/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.06	32.00	65.92
08/15/03	Compactor	1.00	113.30	113.30
11/20/01	Disposal Fee	3.06	32.00	97.92
08/15/03	40 yard container	1.00	113.30	113.30

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 12156

Date: August 30, 2003

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To: P.C.C.

150 S. Hill Street

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
	Disposal Fee	2.94	32.00	94.08
08/15/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.18	32.00	69.76
08/22/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.89	32.00	60.48
08/22/03	Compactor	1.00	113.30	113.30
	Disposal Fee	3.74	32.00	119.68
08/29/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.04	32.00	65.28
08/29/03	Compactor	1.00	113.30	113.30
	Disposal Fee	4.10	32.00	131.20
08/29/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.50	32.00	80.00
08/29/03	40 yard container	1.00	113.30	113.30

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 12364

Date: September 30, 2003

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C. 150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
09/05/03	40 yard green waste	1.00	113.30	113:30
	Disposal Fee	2.14	32.00	68.48
09/05/03	Compactor	1.00	113.30	113.30
	Disposal Fee	11.07	32.00	354.24
09/09/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.29	32.00	41.28
09/09/03	Compactor	1.00	113.30	113.30
	Disposal Fee	5.55	32.00	177.60
09/12/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fée	3.10	32.00	99.20
09/12/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.26	32.00	72.32
09/12/03	Compactor	1.00	113.30	113.30
	Disposal Fee	9.48	32.00	303.36

Make Checks Payable To: Southern California Environmental, Inc.

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 12364

Date:

September 30, 2003

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date		Description		Quantity	Price	Amount
09/16/03		Compactor		1.00	113.30	113.30
		Disposal Fee		4.16	32.00	133.12
09/19/03	(40 yard green waste		1.00	113.30	113.30
		Disposal Fee		2.43	32.00	77.76
09/19/03		Compactor		, ³ \1.00	113.30	113.30
		Disposal Fee	() () () () () () () () () ()	7.29	32.00	233.28
09/23/03		Compactor	440	1.00	113.30	113:30
		Disposal Fee		4.38	32.00	140.16
09/26/03		40 yard green waste		1.00	113.30	113.30
09/26/03		Compactor		00.1 ¹⁰¹	113.30	113.30
		Disposal Fee		ng 1811 6.79	32.00	217.28
09/26/03		40 yard container	ie signi	2 00,00 W4800	113.30	113.30
		Disposal Fee	invoiced sprovat	1.82 LCC	32.00	58.24
			Please sign invoices significant	10 0.78 10 0.7800 10 1.82		
			CISCULT.	<u></u>	Total	\$3,562.52

Make Checks Payable To: Southern California Environmental, Inc.

OK to pay 10-14-03 hunda Pur B

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 12576

Date:

October 31, 2003

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

РО	Number	Terms
1	00239	Net 10

Date	Description	Quantity	Price	Amount
09/30/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.16	32.00	69.12
09/30/03	Compactor	1.00	113.30	113.30
	Disposal Fee	4.04	32.00	129.28
10/03/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.82	32.00	58.24
10/03/03	Compactor	1.00	113.30	113.30
·	Disposal Fee	6.65	32.00	212.80
10/07/03	Compactor	1.00	113.30	113.30
- /	, ,	4.38	32.00	140.16
10/10/03		1.00	113.30	113.30
25	Disposal Fee	2.71	32.00	86.72
10/10/03 R	Compactor	1.00	113.30	113.30
	Disposal Fee	5.08	32.00	162.56

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 12576

Date:

October 31, 2003

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
10/14/03	Compactor	1.00	113.30	113.30
	Disposal Fee	4.28	32.00	136.96
10/14/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.84	32.00	58.88
10/17/03	Compactor	1.00	113.30	113.30
	Disposal Fee	7.18	32.00	229.76
10/17/03	40 yard container	1.00	113.30	113.30
10/21/03	Disposal Fee	5.49	32.00	175.68
10/21/03	40 yard green waste	1.00	113.30	113.30
<u>ី</u> လ	Disposal Fee	4.13	32.00	132.16
10/21/03	U Compactor	1.00	113.30	113.30
CE?	ল Disposal Fee	3.98	32.00	127.36
10/21/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.82	32.00	58.24

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

1. 14 m.

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 12576

Date: October 31, 2003

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
10/24/03	Compactor	1.00	113.30	113.30
	Disposal Fee	6.57	32.00	210.24
10/24/03	40 yard green waste	1.00	113.30	113.30
10/24/03	Disposal Fee	3.24	32.00	103.68
10/28/03 4	Compactor	1.00	113.30	113.30
ERVICES	Disposal Fee	3.98	32.00	127.36
CES PO	I	bleve en	Russia approval for pay	PAYABILE.
			otal	\$4,145.30

Make Checks Payable To: Southern California Environmental, Inc.

13 104 50 5 # \$4

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 12765

Date:

November 30, 2003

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To: P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
10/31/03	Compactor	1.00	113.30	113.30
	Disposal Fee	7.13	32.00	228.16
10/31/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	3.18	32.00	101.76
11/04/03	Compactor	1.00	113.30	113.30
	Disposal Fee	3.85	32.00	123.20
11/04/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.24	32.00	71.68
11/07/03	Compactor	1.00	113.30	113.30
	Disposal Fee	5.64	32.00	180.48
11/07/03	40 yard green waste	1.00	113.30	113:30
	Disposal Fee	1.25	32.00	40.00
11/11/03	Compactor	1.00	113.30	113.30
	Disposal Fee	1.91	32.00	61.12

Make Checks Payable To: Southern California Environmental, Inc.

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HEROTO SHEAMSER

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 12765

Date:

November 30, 2003

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
11/14/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.18	32.00	69.76
11/14/03	Compactor	1.00	113.30	113.30
	Disposal Fee	5.79	32.00	185.28
11/14/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.66	32.00	53.12
11/18/03	Compactor	1.00	113.30	113.30
	Disposal Fee	4.28	32.00	136.96
11/21/03	Compactor	1.00	113.30	113,30
	Disposal Fee	5.67	32.00	181.44
11/21/03	40 yard green waste	1.66 1.00 4.28 1.00 5.67 1.00 5.67 1.00 5.67	113.30	113.30
11/25/03	Compactor	1.00 mg/ 1.00	113.30	113.30
	Disposal Fee	signify 1970; 17 1834.25	32.00	136.00
		" of 51 010 1 3 5 1 2 5 6 4	ch	3
		1.00 Les signified Resident 1.		
		1088 40015 STILL 10253	Total	\$3,155.16

Make Checks Payable To: Southern California Environmental, Inc.

OKtopay 12/15/03 hunda Rufi

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 12949

Date:

December 30, 2003

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
12/02/03	40 yard green waste	1.00	113.30	113.30
(Disposal Fee	1.78	32.00	56.96
12/05/03	Compactor	1.00	113.30	113.30
	Disposal Fee	7.08	32.00	226.56
12/09/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	3.66	32.00	117.12
12/09/03	Compactor	1.00	113.30	113.30
	Disposal Fee	3.68	32.00	117.76
12/12/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.28	32.00	72.96
12/12/03	Compactor	1.00	113.30	113.30
	Disposal Fee	6.06	32.00	, 193.92
12/16/03	Compactor	1.00	113.30	·113.30
	Disposal Fee	4.04	32.00	129.28

PMB #409 25422 Trabuco Road 1.ake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 12949

Date:

December 30, 2003

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
12/19/03	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.74	32.00	55.68
12/19/03	Compactor	1.00	113.30	113.30
	Disposal Fee	4.20	32.00	134.40
12/23/03	Compactor	1.00	113.30	113.30
	Disposal Fee	1.66	32.00	53.12
12/23/03	40 yard container	1.00	113.30	113.30
	Disposal Fee	3.97	32.00	127.04
11/28/03	Compactor	1.00	113.30	113.30
	Disposal Fee	ুকৈ 3.37	32.00	107.84

Umda Ruff

Make Checks Payable To: Southern California Environmental, Inc.

OKNIKARAD FEB O ZZODA

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 13147

Date:

January 31, 2004

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
12/30/03	Compactor	1.00	113.30	113.30
01/02/04	Compactor	1.00	113.30	113.30
	Disposal Fee	4.94	32.00	158.08
01/02/04	40 yard green waste	1.00	113.30	113.30
01/06/04	Compactor	1.00	113.30	113.30
	Disposal Fee	3.59	32.00	114.88
01/06/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.00	32.00	32.00
01/09/04	Compactor	1.00	113.30	113.30
	Disposal Fee	4.19	32.00	134.08
01/13/04	Compactor	1.00	113.30	113.30
	Disposal Fee	2.40	32.00	76.80
01/13/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1,26	32.00	40.32

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 13147

Date: January 31, 2004

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
01/16/04	Compactor	1.00	113.30	113.30
	Disposal Fee	4.31	32.00	137.92
01/23/04	Compactor	1.00	113.30	113.30
	Disposal Fee	5.37	32.00	171.84
01/23/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.94	32.00	62.08
01/27/04	Compactor	1.00	113.30	113.30
	Compactor Disposal Fee 40 yard container Disposal Fee Compactor Disposal Fee 40 yard green waste	2.81	32.00	89.92
01/27/04	40 yard container	1.00	113.30	113.30
	Disposal Fee	3.41	32.00	109.12
01/30/04	Compactor	1.00	113:30	113.30
	Disposal Fee	3.70	32.00	118.40
01/30/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.43	32.00	45.76
				·
	OK to pay 2-18-04	,	Total	\$2,990.70

Linda Parto

Make Checks Payable To: Southern California Environmental, Inc.

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 13340

Date:

February 29, 2004

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
02/03/04	Compactor	1.00	113.30	113.30
	Disposal Fee	1.96	32.00	62.72
02/06/04	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.02	32.00	64.64
02/06/04	Compactor	1.00	113.30	113.30
	Disposal Fee	5.54	32.00	177.28
02/06/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.93	32.00	61.76
02/10/04	Compactor	1.00	113.30	113:30
	Disposal Fee	2.53	32.00	80.96
02/13/04	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.58	32.00	50.56
02/13/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.67	32.00	53.44

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 13340

Date:

February 29, 2004

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
02/13/04	Compactor	1.00	113.30	113.30
	Disposal Fee	5.54	32.00	177.28
02/17/04	Compactor	1.00	113.30	- 113.30
02/20/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.00	32.00	32.00
02/20/04	Compactor	1.00	113.30	113.30
	Disposal Fee	8.74	32.00	279.68
02/24/04	Compactor	1.00	113.30	113.30
	Disposal Fee	4.14	32,00	132.48
02/27/04	40 yard green waste	1.00	32.00 4.8.30	113.30
	Disposal Fee	1.60	32.00	51.20
02/27/04	Compactor	1.00	113.30	113.30
	Disposal Fee	6.69	32.00	214.08
		1.00 6.69	,	
		9/92	Total	\$3,024.28

Make Checks Payable To: Southern California Environmental, Inc.

OK to pay 3/25/2

Linda Ruff

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 13498

Date:

March 30, 2004

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
03/02/04	Compactor	1.00	113.30	113:30
	Disposal Fee	4.29	32.00	137.28
03/05/04	Compactor	1.00	113.30	113.30
,	Disposal Fee	6.10	32.00	195.20
03/05/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.73	32.00	55.36
03/09/04	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.07	32.00	66.24
03/09/04	Compactor	1.00	113.30	113.30
	Disposal Fee	4.07	32.00	130.24
03/12/04	Compactor	1.00	113.30	113.30
	Disposal Fee	5.78	32.00	184.96
03/12/04	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.74	32.00	55.68

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 13498

Date:

March 30, 2004

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
03/16/04	Compactor	1.00	113.30	113.30
	Disposal Fee	3.80	32.00	121.60
03/19/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	3.48	32.00	111.36
03/19/04	Compactor		113.30	113.30
	Disposal Fee	5.42	32.00	173.44
03/23/04	Disposal Fee 40 yard container Disposal Fee Compactor	1.00	113.30	113.30
	Disposal Fee	4.78	32.00	152.96
03/23/04	Compactor	1.00	113.30	113.30
	Disposal Fee	4.78	32.00	152.96
03/26/04	40 yard container	4.78	113.30	113.30
	Disposal Fee	4.17	32.00	133.44
03/26/04	Compactor	1.00	113.30	113.30
	Disposal Fee	5.77		184.64
			Total	
		25:	Total	\$3,441,56

Make Checks Payable To: Southern California Environmental, Inc.

Oktopay 4-12-04 Lunda Ruff Stead for the things

Clary

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 13714

Date:

April 30, 2004

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
03/30/04	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.70	32.00	86:40
03/30/04	Compactor	1.00	113.30	113.30
	Disposal Fee	3.45	32.00	110.40
04/02/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	3.30	32.00	105.60
04/02/04	Compactor	1.00	113.30	113.30
	Disposal Fee	4.14	32.00	132.48
04/06/04	Compactor	1.00	113.30	113.30
	Disposal Fee	3.96	32.00	126.72
04/09/04	40 yard container	1.00	113.30	113.30
	Disposal Fee	2.21	32.00	70.72
04/09/04	Compactor	1.00	113.30	113.30
	Disposal Fee	6.10	32.00	195.20
	,			

Southern Calif. Environmental, Inc

PMB #409

25422 Trabuco Road

Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 13714

Date:

April 30, 2004

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10 °

Date	Description	Quantity	Price	Amount
04/13/04	Compactor	1.00	113.30	113.30
	Disposal Fee	2.13	32.00	68.16
04/13/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.62	32.00	83.84
04/16/04	Compactor	1.00	113.30	113.30
	Disposal Fee	1.18	32.00	37.76
04/20/04	Compactor	1.00	113.30	113.30
	Disposal Fee	3.90	32.00	124.80
04/23/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.20	32.00	70.40
04/23/04	Compactor	1.00	113.30	113.30
	Disposal Fee	5.24	32.00	167.68
04/27/04	Compactor	1.00	113.30	113.30
	Disposal Fee	4.10	32.00	131.20
	,			

Southern Calif. Environmental, Inc

PMB #409 25422 Trabuco Road

Lake Forest, CA 92630-2797

Invoice

Number: 13714

Date:

April 30, 2004

Bill To:

Fiscal Services
Pasadena City College

1570 E. Colorado Blvd.

Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10 ·

Date	Description	Quantity	Price	Amount
04/27/04	40 yard container	1.00	113.30	113.30
	Disposal Fee	4.55	32.00	145.60
04/30/04	Compactor	1.00	113.30	113.30
	Disposal Fee	5.12	32.00	163.84
04/30/04	40 yard green waste	1.00	113.30	113.30
(Disposal Fee	1.30	32.00	41.60
	Prease sign involved signification of growing significant and a Ruff	IN THE PAYABLE	Total	\$3,788.50

Southern Calif. Enviro...mental, Inc

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 mvoice

Number: 13906

Date:

May 29, 2004

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms	
100239	Net 10	

Date	Description	Quantity	Price	Amount
05/04/04	Compactor	1.00	113.30	113.30
	Disposal Fee	4.21	32.00	134. 7 2
05/07/04	Compactor	1.00	113.30	113.30
	Disposal Fee	6.00	32.00	192.00
05/07/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.58	32.00	50.56
05/11/04	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.80	32.00	57.60
05/11/04	Compactor	1.00	113.30	113.30
	Disposal Fee	3.84	32.00	122.88
05/14/04	Compactor	1.00	113.30	113.30
	Disposal Fee	5.74	32.00	183.68
05/19/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	2.01	32.00	64.32

Make Checks Payable To: Southern California Environmental, Inc.

Southern Calif. Environmental, Inc

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 13906

Date:

May 29, 2004

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description		Quantity	Price	Amount
05/19/04	40 yard container		1.00	113.30	113.30
	Disposal Fee		3.07	32.00	98.24
05/19/04	Compactor		1.00	113.30	113.30
	Disposal Fee		5.81	32.00	185.92
05/21/04	Compactor		1.00	113.30	113.30
	Disposal Fee		3.52	22.00	77.44.
05/25/04	Compactor	~ w ² 22~	1.00	113.30	12.30
	Disposal Fee		4.04	32.00	129.28
05/28/04	40 yard green waste	S Sally	1.00	113.30	113 30
	Disposal Fee	Bournell	12475	Will BE 32.00	68.80
05/28/04	Compactor	T NO	186. 18. 18. 18. 18. 18. 18. 18. 18. 18. 18	113.30 PARSIE 32.00	113.30
	Disposal Fee		10 30 TO 5132	32.00	172.48
05/28/04	40 yard container	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	T.00,	113.30	113.30
	Disposal Fee	1 2/2 1/2 1/2 1/2 1/2 1/2 1/2 1/2 1/2 1/	Roles of the 1.00 Roles of the 1.00 Religible 4.75	32.00	152.00
		ار این	Ch		
				Total	\$3,276.12

Make Checks Payable To: Southern California Environmental, Inc.

OK to pay 6/1/04 Linda Ruf U

P-0	·c		Dan	1. r	NONTO	9 om	4		Garn	ニルドー				
Distri	ct	Em	ployee	Name				Exa	act Pos	ition T	itle			-
	rtment/Location	Te	ephone	1277		<u>12r</u>	<u>no/11n</u>	no/10m r lengtl	no/hrly h	Fis	cal Ye	ar:	2003	
Code 1 Code 2 Code 3	Plan Development: Developing district's plan to the California	staff on f and ado Waste M e event it	he requir pting a S anageme is necess	ements a tate Ager nt Board ary to ob	and imple ncy Mode Italn one	mentatio I Integrat or more e	n of the red Waste	e Manage s of time	ement Pla to comp	ly with the	e 25% an	d/or 50%	minimur	n waste
Γ	T		·	<u>. :</u>	<u></u>	RE	PORT	TIME IN	HOUR	SPER	MONTI	1		· · · · · · · · · · · · · · · · · · ·
Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures				· · ·									
2.	Staff Training	1	/	1	· /	1	/	/	. /	/	/	1.	1	12
3	Plan Development											÷		
4	Alternative Compliance													
to recei under th only. Employ If you h	ve any questions, please contact SUBMIT THIS INFORMATION	re.on this and correct	form cer et based c	tifies tha	t you hav ersonal k Da	e reporte nowledge ate	d actual e or inform May, at	data or h mation." 30 0	ave prov This info	ided a go	od faith e	stimáte v	which you	*certify

$\frac{P_{-0}}{\text{District}}$	et		Davy ployee		οντζο	Men		^ ভ^ ০∈ act Pos		itle	·.	· · · · · · · · · · · · · · · · · · ·		
	tment/Location		ephone			12mo/11mo/10mo/hrly Work year length					cal Ye	ar: <u> </u>	003	
salvage Code 6 Code 6 chipping Code 6	A <u>Source Reduction</u> : Reusable or yards, grass-cycling, and other particles of yards, grass-cycling, and other particles of the yards, grass-cycling: Paper, cardboard, gramposting; commercial pick-particles of the yards of the	orograms plass, pla up of gre e, concre c. and Colle	s istics, scr en waste ete/aspha	ap metal , food wa It, render	, special aste com ing/grea	collection posting, se, tires,	n progran and other landfills,	ns, clean program used oil/a	up even s antifreeze	ts e, white a	and brown	n goods re	ecycling,	wood waste
					RE	PORT	STAFF	TIME	N HOU	RS PE	R MON	ГН		
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction	40	40	40	40	40	10	40	40	40	40	10	40	480
6 B	Recycling													·
6 C	Composting													·
6 D	Special Waste									<u> </u>				
6 E	Procurement Activities												<u> </u>	
to receive to the confly. Employ If you h	YEE CERTIFICATION: The State we reimbursement. Your signature ne penalty of perjury to be true an ee Signature ave any questions, please contact E SUBMIT THIS INFORMATION	e on this d correc	form cert t based o	tifies that n your pe	you hav ersonal k Da	e reporte nowledge ate	d actual o	data or ha nation." T	ave provi	ided a go	od faith e	estimate v	vhich you	ı "certify

Distric	2CC		S Ta			<u>nu</u>		Ev	ecic ect Pos	ℓ C	uste	odis	db	
Fac	rtment/Location	602	ephone	85-					o/hrly	•		ar: <u>2</u> 4	003	.
Code 2 Code 3	Code 1 Policies and Procedures: Developing the necessary policies and procedures. Staff Training: Training district staff on the requirements and implementation of the mandate. Code 3 Plan Development: Developing and adopting a State Agency Model Integrated Waste Management Plan on or before July 15, 2000, and submitting the district's plan to the California Waste Management Board. Code 4 Alternative Compliance: In the event it is necessary to obtain one or more extensions of time to comply with the 25% and/or 50% minimum waste reduction requirements, presenting substantial evidence that the district is making a good faith effort to implement the plan and/or plan of correction. REPORT TIME IN HOURS PER MONTH													
Code	Reimbursable Activity		ļ .	<u> </u>		KE	OKT	INE	HOUR	3 FER	MONT		<u> </u>	
<u></u>		July	Aug.	Sept	Oct.	Nov.	Dec.	Jạn.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures	,											·	
2	Staff Training	1	1	1	1	. (/	1	./	/	/	1	/	12
3	Plan Development				,									
4	Alternative Compliance										•			
L		<u> </u>	<u> </u>	:										
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6 A	Source Reduction					·								
6 B	Recycling	40	40	40	40	40	40	40	40	40	40	40	40	480
6 C	Composting	·												·
6 D	Special Waste	16	16	16.	16	16	16	16	16	16	16	16	14	192
6 E	Procurement Activities												· <u></u>	
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6 B	Recycling													
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6 B	Recycling	90		40	70	40	40	70	140	70	40	70	90	780
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6 B	Recycling	10	90	40	40	40	40	40	40	40	40.	40	40	480
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Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	Мау	June	Total
1	Policies and Procedures													
2	Staff Training	1		1	1	1	1	/	. /	7	/	1	/	12
3	Plan Development													
4	Alternative Compliance					·								
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Distri		Em	ployee	Name			Exa	ct Pos	ition T	itle		•		
/	Facelotoes			5-70	278		no/11m	•		Fis	cal Yea	ar: _ <i>2</i>	003	
Depa	tment/Location	Tel	ephone	e #		Wo	rk year	length	١					
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6 A	Source Reduction											,,		
6 B	Recycling	40	40	90	40	40	40	40	40	40	40	40	90	480
6 C	Composting													
6 D	Special Waste	1	1	(.		. [1			1	1.	12_
6 E	Procurement Activities								<u> </u>					
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PLEAS	E SUBMIT THIS INFORMATION	BY		; TO	 .					•				

March 2005

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Code 2 Code 3	Code 1 Policies and Procedures: Developing the necessary policies and procedures. Code 2 Staff Training: Training district staff on the requirements and implementation of the mandate. Code 3 Plan Development: Developing and adopting a State Agency Model Integrated Waste Management Plan on or before July 15, 2000, and submitting the district's plan to the California Waste Management Board. Code 4 Alternative Compliance: In the event it is necessary to obtain one or more extensions of time to comply with the 25% and/or 50% minimum waste reduction requirements, presenting substantial evidence that the district is making a good faith effort to implement the plan and/or plan of correction. REPORT TIME IN HOURS PER MONTH Code Reimbursable Activity													
Code	Reimbursable Activity	July	Aug.	Sept	Oct,	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
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	Em	ployee	Name											
illies service nent/Location				7278					Fis	cal Ye	ar:	2002	5	
Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchange, salvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oil/antifreeze, white and brown goods recycling, wood waste chipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, proactively working with recycled product supplies. REPORT STAFF TIME IN HOURS PER MONTH														
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6 E Procurement Activities EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify under the penalty of perjury to be true and correct based on your personal knowledge or information." This Information is used for cost accounting purposes only. Employee Signature Date 5/30/p 6 If you have any questions, please contact , at PLEASE SUBMIT THIS INFORMATION BY ; TO														
	ent/Location ource Reduction: Reusable of the grass-cycling, and other pecycling: Paper, cardboard, composting: commercial pick-pecial Waste: Concrete/rubble imposting, batteries, paint, etrocurement Activities: State of the gradient of	ent/Location Tel ource Reduction: Reusable cups, use rds, grass-cycling, and other programs ecycling: Paper, cardboard, glass, pla omposting: commercial pick-up of gre pecial Waste: Concrete/rubble, concre imposting, batterles, paint, etc. rocurement Activities: State and Colle rking with recycled product supplies. eimbursable Activity July ource Reduction ecycling omposting pecial Waste ocurement Activities ECERTIFICATION: The State of Calif eimbursement. Your signature on this enalty of perjury to be true and correct Signature	ent/Location Telephone ource Reduction: Reusable cups, use of electronic secycling: Paper, cardboard, glass, plastics, scromposting: commercial pick-up of green waste pecial Waste: Concrete/rubble, concrete/aspharmposting, batteries, paint, etc. rocurement Activities: State and College recycling with recycled product supplies. elimbursable Activity July Aug. ource Reduction ecycling pecial Waste ocurement Activities ECERTIFICATION: The State of California requiremently of perjury to be true and correct based of Signature Signature Signature	Employee Name Cource Reduction: Reusable cups, use of electronic formods, grass-cycling, and other programs ecycling: Paper, cardboard; glass, plastics, scrap metal omposting: commercial pick-up of green waste, food was pecial Waste: Concrete/rubble, concrete/asphalt, rendering with recycled product supplies. State and College recycled contents of the product supplies. Simbursable Activity July Aug. Seption of the state of California requires the elembursement. Your signature on this form certifies that enalty of perjury to be true and correct based on your personance.	Employee Name Telephone # Ource Reduction: Reusable cups, use of electronic forms and merods, grass-cycling, and other programs ecycling: Paper, cardboard; glass, plastics, scrap metal, special omposting: commercial pick-up of green waste, food waste compecial Waste: Concrete/rubble, concrete/asphalt, rendering/greating pecial Wasteries, paint, etc. rocurement Activities: State and College recycled content procurrising with recycled product supplies. RESIMPLE ACTION: The State of California requires that school of eimbursement. Your signature on this form certifies that you have benalty of perjury to be true and correct based on your personal keeps and correct personal keeps and correct personal keeps and correct personal keeps and correct personal keeps and correct personal keeps and correct personal	Employee Name Telephone # Ource Reduction: Reusable cups, use of electronic forms and media, dource grass-cycling, and other programs ecycling: Paper, cardboard, glass, plastics, scrap metal, special collection omposting: commercial pick-up of green waste, food waste composting, pecial Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, imposting, batteries, paint, etc. rocurement Activities: State and College recycled content procurement priking with recycled product supplies. REPORT Simbursable Activity July Aug. Sept Oct. Nov. Date Signature D	Employee Name Example: Service (1968) 585-778 12mo/11m Work year Ource Reduction: Reusable cups, use of electronic forms and media, double-sided rids, grass-cycling, and other programs ecycling: Paper, cardboard, glass, plastics, scrap metal, special collection program omposting: commercial plck-up of green waste, food waste composting, and other pecial Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, imposting, batteries, paint, etc. Toccurement Activities: State and College recycled content procurement policy, requiring with recycled product supplies. REPORT STAFF	Employee Name Exact Positives (224) 585-778 12mo/11mo/10m Work year length Dent/Location Telephone # Work year length Work year leng	Employee Name Exact Position T 12mo/11mo/10mo/hrly	Employee Name Exact Position Title Servica Seed Se	Employee Name Exact Position Title Image: Service Sested S	Employee Name Exact Position Title Course Reduction Exact Position Title	Employee Name Exact Position Title 12mo/11mo/10mo/hrly Eiscal Year: 2003 Telephone # Work year length 2007 Telephone # Work year length 2008 Telephone # Work year len	

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Fa	cilities Services		(k) 5		127					Fis	cal Yea	ar: _ <i>Q</i>	93)
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Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures													
2	Staff Training	1	1	1	1.	1	/	1	. /	./	/		7	12
3	Plan Development													
4	Alternative Compliance													
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Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction					·								
6 B	Recycling	40	40	40	40	40	40	40	40	40	40.	40	40	480
6 C	Composting													
6 D	Special Waste	1	1	1.	. /	1	/	1	/	1	/	1	/	12
6 E	Procurement Activities										<u> </u>	<u> </u>	· ;	
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March 2005

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	いけらい SerVices rtment/Location		b) 58° lephon	5-7- e#	278		mo/11m ork year			Fis	cal Yea	ar: <u>#</u>	7003	
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Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
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6 A	Source Reduction													
6 B	Recycling	40	40	90	90	90	to	10	10	10	10	40	40	980
6 C	Composting										· 	·		
6 D	Special Waste	/	1	1 .	. /	1	1	,	/	1.	/	1	/-	12_
6 E	Procurement Activities					,							· .	
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far Depa	cultics Service rtment/Location		ephon) 55	§ S ∽7 e#	647	<u>12r</u> Wo	mo/11n ork yea	no/10m r lengti	i <u>o/hrly</u> n	Fis	cal Ye	ar:	200	3
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Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures	2	J	2	1	9	2	2	2	2	2	2	2	24
2	Staff Training	5	5	5	5	5	5	5	. 5	5	5	5	5	60
3	Plan Development	1	J	2	1	2	J	2	2	2	2	2	2	24
4	Alternative Compliance													
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	ave any questions, please conta E SUBMIT THIS INFORMATION			· TO			I W _							
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 2. ONGOING PLAN IMPLEMENTATION

Pcc District	Sarah Flores Employee Name	Facilities Exact Position Title	Superv	1130Y
Fecilities Services Department/Location	(<u>626</u>)585-7697 Telephone #	12mo/11mo/10mo/hrly Work year length	Fiscal Year:	2003
	ing the Plan other than specific source, Implementing, and maintaining an a ties, and the proceeds from the sale o	e reduction, recycling and compostincounting system to enter and track of any recycled materials.	: source reduction	

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Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	. Feb.	Mar.	April	May	June	Total
5	College Coordinator	. 8	8	8	8	8	8	8	8	8	8	8	Ò	76
6 .	Plan Implementation See IWM 1.6 B-3	8	8	8	8	8	8	8	8	8	8	8	8	9,6
7	Accounting System	4	4	4	4	9	4	1	1	4	4	4	4	48
8	Annual Report	8	8	8	8	8	8	8	8	8	8	8	8	96

EMPLOYEE CERTIFICATION: The State of California requires that school to receive reimbursement. Your signature on this form certifies that you lander the penalty of perjury to be true and correct based on your person	have reported actual data or have provide	ed a good faith estimate which you "certify
Employee Signature	Date 5/30/06	
f you have any questions, please contact	, at	
PLEASE SUBMIT THIS INFORMATION BY; TO;		

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Fac	uliticu services	62	6)58	15-7	697	<u>12</u> n	no/11n	10/10m	o/hrly	Fis	cal Yea	ar: <u>2</u>	.∞3						
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March 2005 ·

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Distri	ct			Name				Ex	act Pos	sition T	itle				
FI	AULITIES		3817-	7277		12mo/11mo/10mo/hrly Fiscal Year: 7003									
Depar	rtment/Location	Tel	ephon	e#.		Wo	Work year length								
Code 1 Code 2 Code 3 Code 4	Staff Training: Training district Plan Development: Developin district's plan to the California	t staff on t g and ado Waste M e event It	the requir pting a S anageme Is necess	rements a state Ager ent Board sary to ob	and imple ncy Mode tain one	ementation el Integrat or more d listrict is r	n of the n ted Waste extension naking a	e Manag s of time good fail	ement Plant to comp th effort to	ly with the	e 25% ar ent the pl	d/or 50% an and/o	Minimun	n waste	
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1	Policies and Procedures														
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3	Plan Development														
4	Alternative Compliance														
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Depar	tment/Location	Tel	ephone	e #		Wo	rk yea	r lengtl	١ .					, -
salvage Code 6 Code 6 Code 6 chipping Code 6	A <u>Source Reduction</u> : Reusable of yards, grass-cycling, and other per Recycling: Paper, cardboard, go Composting: commercial pick-D <u>Special Waste</u> : Concrete/rubble g/composting, batteries, paint, etc. Procurement Activities: State a working with recycled product su	orograms class, pla up of gre e, concre c. and Colle	stics, sci en waste ete/aspha	rap metal e, food wa alt, render	, special aste com ing/grea	collection posting, s se, tires,	n progran and other landfills,	ns, clean programused oll/	-up even ns antifreeze	ts e, white a	nd brown	goods re	ecycling,	wood waste
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Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction	40	40	40	40	40	40	40	40	40	90	40	40	180
6 B	Recycling				·			<u> </u>						·
6 C	Composting		•											
6 D	Special Waste													
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Distri	ct	Em	ployee	Name													
	ulities Services		e) 58		78					cal Yea	/ear: <u>2003</u>						
Depar	rtment/Location	Tel	lephone	e #		Wc	ork yea	r lengti	i 		٠.		·.				
Code 2 Code 3	Policies and Procedures: Dev Staff Training: Training district Plan Development: Developing district's plan to the California Alternative Compliance: In the reduction requirements, prese	staff on to g and ado Waste M e event it	the requir pting a S anageme is necess	ements a tate Ager nt Board. ary to ob	ind imple ncy Mode tain one	mentatio I Integrat	n of the i ted Wast extension	e Manage is of time	to comp	ly with the	e 25% an	d/or 50%	s minimur	n waste			
	·		·	· · · · · ·		·RE	PORT '	TIME IN	HOUR	SPER	MONTH	1	 	· · · · · · · · · · · · · · · · · · ·			
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total			
1	Policies and Procedures																
2	Staff Training	i	1	1	·	ļ	1	/	1	. /	1	/	1	12			
3	Plan Development											<u>.</u>					
4	Alternative Compliance																
				·													
to recei under the only. Employ	OYEE CERTIFICATION: The Stative relmbursement. Your signature he penalty of perjury to be true a vee Signature have any questions, please contact E SUBMIT THIS INFORMATION	ire on this and correc	form cer of based o	tifies that	t you haversonal k	e reporte nowledge ate	d actual e or infor 30/02	data or h mation."	ave provi This Infor	ided a go	od faith e	stimate v	wnien you	certily			

Pa	CC		Bill	Gri	CCIH	\sim		arde	one	1/		• .			
Distric		Em	ployee	Name	<u> </u>			ct Pos							
	tment/Location	(wzl		15-7			no/11m ork year			Fiscal Year: _			2007		
salvage Code 66 Code 66 chipping Code 61	A <u>Source Reduction</u> : Reusable c yards, grass-cycling, and other B <u>Recycling:</u> Paper, cardboard, g C <u>Composting</u> : commercial pick- D <u>Special Waste</u> : Concrete/rubbl g/composting, batterles, paint, et E <u>Procurement Activities</u> : State working with recycled product so	programs glass, pla up of gre le, concre c. and Colle	s astics, sc een waste ete/aspha	rap metal e, food wa alt, render	l, special aste comp ring/greas	collection costing, se, tires,	n program and other landfills, (ns, clean- program used oll/a	-up eveni s antifreeze	ts a, white a	nd brown	goods re	ecycling,	wood waste	
					RE	PORT	STAFF	TIME	N HOU	RS PE	R MON	Н			
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total	
6 A	Source Reduction	40	40	40	40	40	10	40	40	10	10	10	40	480	
6 B	Recycling											·			
6 C	Composting														
6 D	Special Waste												· ·		
6 E	Procurement Activities												· .		
to receive under the only. Employ If you he	YEE CERTIFICATION: The State of reimbursement. Your signature are penalty of perjury to be true are ee Signature and a please contact of the submitted are any questions, please contact of the submitted are submitted.	re on this nd correc	form cer of based o	tifies that	t you have ersonal ki	reporte nowledge ite	d actual o	nation." 1	ave provi	aea a go	oa raitin e	simale i	wurcii And	Cenny	

P.	CC		Mille	JE	<i>100</i> , 10 6	5	CARPENER								
Distric			ployee				Exact Position Title								
Fr	211/11/12/		287-	7277		<u>12r</u>	12mo/11mo/10mo/hrly Fiscal Year: 2003								
	tment/Location	Tel	Telephone # Work year length									·			
Code 2 Code 3	Policies and Procedures: Developing district Plan Development: Developing district's plan to the California Alternative Compliance: In the reduction requirements, preser	staff on t and ado Waste Ma event It i	he requir pting a Si anageme is necess	ements a tate Ager nt Board ary to ob	ind Imple ncy Mode tain one	mentation I Integrat or more estrict is n	n of the need Waste extension making a	Manage s of time good fait	ement Pla to compl h effort to	y with the	e 25% an	d/or 50% an and/o	minimun	n waste	
		1	· · ·	'	· · · · ·	RE	PORT	I IME IN	HOUR	SPER	WONTE	1	<u></u>	_ `	
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total	
1	Policies and Procedures				,			! !		· -					
2	Staff Training	1	ſ	(/	-{	(.	/	./	7		1	1	12	
3	Plan Development														
4	Alternative Compliance														
				:							•				
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

	- C .C			e J) 6 S		CARI	الالمالا	2		,		
Distric		Em	ployee	Name			Exact Position Title							
F	ACILITIEP		-132	-727	7	121	<u>no/11m</u>	10/10m	o/hrly	Fis	cal Yea	ar:	003	
Depar	rtment/Location	Tel	ephone	e #		Wo	ork year	length	1					
salvage Code 6 Code 6 Code 6 chipping	Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchange, salvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oil/antifreeze, white and brown goods recycling, wood waste chipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, proactively working with recycled product supplies.													
					R	PORT	STAFF	TIME I	N HOU	RS PEI	R MON	ТН		
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction	40	40	40	40	40	40	40	40	40	40	40	40	480
6 B	Recycling													
6 C	Composting													
6 D	Special Waste													
6 E	Procurement Activities												·	
to receive under the control only. Employ If you have	YEE CERTIFICATION: The State ve reimbursement. Your signature ne penalty of perjury to be true and ee Signature nees signature nees signature nees signature nees submit this information	re on this nd correc	form cer t based o	tifies that	you haversonal k	re reporte nowledge ate	ed actual o	lata or ha	ave provi	ded a go	od faith e	stimate v	миісіі йог	i "certify

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

_P. (C. C.		Art	GONT	LALE-	2			GAND	ENER				
Distri			ployee					Ex	act Pos	sition T	itle			
	ะเปรายา rtment/Location		(8) - (1) lephone				no/11n ork yea		io/hrly n	Fis	cal Yea	ar: <u>7</u>	003	
Code 2	Policies and Procedures: Dev Staff Training: Training district Plan Development: Developing district's plan to the California Alternative Compliance: In the reduction requirements; presen	staff on to and ado Waste M e event it	the requir pting a S anageme is necess	ements a tate Ager nt Board. ary to ob	and imple ncy Mode tain one	mentatio I Integrat or more e strict is n	n of the red Waste extension naking a	e Manago s of time good fait	ement Pla to compl h effort to	ly with the implem	e 25% an	d/or 50% an and/o	6 minimur	n waste
Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures													
2	Staff Training	/	1	1	1	/	1	1	. (1	/	/.		12
3	Plan Development											<u> </u>		
4	Alternative Compliance													
	.:										•		· .	
to recei under the only. Employ If you h	PYEE CERTIFICATION: The Stave reimbursement. Your signature are Signature are any questions, please contact SUBMIT THIS INFORMATION	re.on this	form cer	tifles that	t you hav ersonal k Da	re reporte nowledge ate <u>5/3</u>	d actual e or inform 0 /06 at _	data or h	ave provi This infor	ided a go mation is	od faith e	stimate v	which you	r certify

March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

P-0	<i>-(-</i>	A	RT C	26N2	DIE:	7	·	GARA	LBNER	,	·,		_	
District Employee Name Exact Position Title								itle			•			
	cilifier rtment/Location		ephon				mo/11n ork yea			Fis	cal Ye	ar: <u>2</u>	002	
				····					· .				· .	
salvage Code 6 Code 6 Code 6 chipping Code 6	A <u>Source Reduction</u> : Reusable of yards, grass-cycling, and other B <u>Recycling:</u> Paper, cardboard, C <u>Composting:</u> commercial pick D <u>Special Waste</u> : Concrete/rubb g/composting, batteries, paint, et E <u>Procurement Activities</u> : State working with recycled product s	programs glass, pla -up of gre le, concre tc. and Colle	s istics, sci een waste ete/aspha	rap metal e, food wa alt, rendel	l, special aste com ring/grea	collection posting, se, tires,	n prograr and other landfills,	ns, clear progran used oil/	i-up even ns antifreeze	ts e, white a	and browr	goods r	ecycling,	wood waste
					RI	PORT	STAFF	TIME	N HOU	RS PE	R MON	ГН	,	
Code	Reimbursable Activity	July	Aug.	Sept	Oct,	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction	40	40	40	40	40	40	40	40	40	40	40	40	180
6 B	Recycling			. :		·				·			2.	
6 C	Composting											·		
6 D	Special Waste													
6 E	Procurement Activities												·	
to receive under the control only. Employ If you h	PYEE CERTIFICATION: The State of reimbursement. Your signature and perjury to be true as the see Signature and questions, please contains as SUBMIT THIS INFORMATION	re on this nd correc	form cer t based o	tifies that	t you hav ersonal k Da	re reporte nowledge ate <u>5/</u>	ed actual e or information	data or h mation."	ave provi This info	ided a go rmation is	od faith e	estimate v	vnich you	certify

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Integrated waste

	T			
EMPLOYEE NAME	MICHAEL JENNINGS			
TITLE:	Power Sweeper Oper		Facilities	
EIGGAL VEAR		TOTAL 351150		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES		PROD.RT
· · · · · · · · · · · · · · · · · · ·			HOURS	B+C BY D
00.00	20 500 00		4000	20.50
99-00	36,532.92	9,265.18	1800	23.58
00-01	38,216.16	9,866.05	1800	24.76
01-02	40,268.40	10,373.23	1800	26.17
02-03	40,878.84	12,083.11	1800	26.78
03'04	40,963.98	15,748.07	1800	27.10
04-05	42,910.32	16,933.21	1800	28.66
05-06	45,154.56	17,158.49	1800	30.05
EMPLOYEE NAME	BILL GRIFFITH			
TITLE:	Gardner		Facilities	
	Caranor		T donnes	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
99-00	34,336.08	10,948.69	1800	23.41
00-01	36,396.24	11,424.66	1800	24.71
01-02	38,350.68	12,331.64	1800	26.29
02-03	38,932.20	15,562.69	1800	27.75
03'04	38,932.20	20,504.62	1800	28.83
04-05	40,866.72	21,432.48	1800	30.24
05-06	43,004.04		1800	
	ED 01 40000016			
EMPLOYEE NAME	ED GLASSCOCK		·	 -
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY C
	<u> </u>		· · · · · · · · · · · · · · · · · · ·	
99-00	32,700.72			
00-01	33,172.20		180	21.96
01-02	37,437.60	10,124.68	180	0 24.60
02-03	38,005.08	11,748.03	180	0 25.18
03'04	38,315.98			
04-05	39,870.48			
05-06	41,955.72			
			· · · · · ·	

MPLOYEE NAME	DARYL MONTGOMER	₹Y		
ITLE:	Gardner		Facilities	
IOOAL VEAD	ANNULAL CALABY	TOTAL DEVES	ANIMIAI	DDOD DT
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES		PROD.RT B+C BY D
			HOUKS	B+C B D
9-00				
0-01	7,062.03	2,309.85	1800	4.85
11-02	32,332.23	9,908.18	1800	21.89
12-03	34,892.10	12,105.03	1800	23.85
03'04	37,306.74	15,257.77	1800	25.19
04-05	37,971.48	15,982.48	1800	25.91
05-06	39,957.36	16,211.56	1800	27.16
EMPLOYEE NAME	APOLLO MALAGON			
TITLE:	Gardner		Facilities	
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
ISCAL TEAR	ANNUAL SALART	TOTAL BENES	HOURS	B+C BY E
			HOOKS	B.0 B.1
99-00	32,311.47	8,878.49	1800	21.24
00-01	34,335.72	9,509.05	1800	
01-02	36,524.16	10,044.48	1800	
02-03	37,077.84	11,639.92		
03'04	37,309.65	15,040.23		25.07
04-05	38,921.04	16,165.27	1800	26.44
05-06	40,956.60	16,393.62	1800	27.72
EMPLOYEE NAME	EUGENE LOPEZ			
TITLE:	Gardner		Facilities	
		TOTAL BELIEF		DDOD D
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	HOURS	PROD.R
99-00	38,625.00	9,861.09	180	0 24.9
00-01	38,625.00			
01-02	42,281.40			
02-03	42,922.44			
03'04	42,922.44			
04-05	43,956.84			
05-06	46,255.80			

EMPLOYEE NAME	ARTURO GONZALEZ			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
99-00	34,336.08	9,063.94	1800	22.36
00-01	36,396.24	9,698.61	1800	23.75
01-02	38,350.68	10,204.85	1800	25.10
02-03	38,932.20	11,856.13	1800	25.69
03'04	39,094.34	15,385.92	1800	26.06
04-05	39,905.04	13,532.20	1800	25.42
05-06				

MPLOYEE NAME:	MARIA JIMENEZ			+		
MPLOYEE NAME:	MARIA JIMENEZ			 		
ITLE:	Custodian		Facilities			
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
				-		
02-03	26,576.74	4,347.15	1800	15.46		
03-04	33,377.12	8,189.55	1800	19.50		
04-05	35,336.72	8,706.72	1800	20.69		
05-06	37,148.52	8,672.86	1800	21.70		
EMPLOYEE NAME:	SARAH FLORES					
TITLE:	Supervisor Facilities		Facilities		<u> </u>	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
,						
99-00	43,630.80	9,915.34	1800	27.53		
00-01	49,849.68	10,936.33	1800	31.22		
01-02	53,481.48	11,533.33	1800	33.51		
02-03	54,279.72	13,645.66	1800	34.22		
03'04	54,619.05	18,393.06	1800	34.68		
04-05	56,977.92	19,641.22		36.47		
05-06	64,490.88	20,681.57	1800	40.79		
EMPLOYEE NAME:	ALFRED GARCIA			·		
TITLE:	Skilled Trades Wkr		LOCATIO	N: Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00	39,937.26			26.52		
00-01	44,239.56			29.06		
01-02	46,615.20			30.88		
02-03	47,913.36			30.70		
03'04	48,504.84			34.15		
04-05	49,673.76			35.13		
05-06	52,271.76	23,101.70	1800	36.58		

EMPLOYEE NAME	STAN BROWN				
TITLE:	Lead Custodian		Facilities		
				222 27	
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES		PROD.RT	
			HOURS	B+C BY D	
99-00	32,069.16	8,856.30	1800	21.10	
00-01	32,069.16	9,300.52	1800	21.34	
01-02	36,396.24	10,034.25	1800	24.02	
02-03	38,580.90	11,815.17	1800	25.50	
03'04	41,102.16	15,774.84	1800	27.18	 <u> </u>
04-05	42,299.28	16,815.58	1800	28.32	 -
05-06	42,299.20	10,615.56	1800	-	
EMPLOYEE NAME	DOUG LAM				
TITLE:	Skilled Trades Wkr		Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
FISCAL TEAR	ANNUAL SALAKI	TOTAL BENES	HOURS	B+C BY D	
			HOURS	B.0 B. B	
99-00	33,518.52	10,873.81	1800	22.96	
00-01	35,529.60	11,344.93	1800	24.23	
01-02 Skilled Trade	37,410.32	12,249.08	1800	25.76	
02-03	41,219.44	15,829.39	1800	29.02	
03'04	43,280.14	21,346.81	1800	31.25	
04-05	45,819.68			32.99	
05-06	52,271.76			36.58	
EMPLOYEE NAME	BILLIE DUNN	4			
TITLE:	Custodian		Facilities		
		TOTAL DEVICE		2200 DT	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	HOURS	PROD.RT B+C BY D	 ·
			HOOKS	5.0515	
99-00	31,922.04	8,842.83	2 180	0 21.02	
00-01	34,662.72				
01-02	36,524.16				
02-03	37,077.84				
03'04	38,931.64				
04-05	39,711.95				
05-06	43,413.96				
EMPLOYEE NAME	ALICE HOLDEN				

TITLE:	Custodian		Facilities			
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
TOOKL TEAK	ANNUAL SALAKT	TOTAL BENES	HOURS	B+C BY D		
			HOURS	D+C D1 D		
99-00		-	1800	-		
00-01	25,166.70	10,391.55	1800	18.47		
)1-02	27,175.50	11,350.46	1800	20.08		
02-03	28,585.80	14,356.30	1800	22.01		
03'04	30,522.36	18,875.63	1800	24.16		
04-05	34,066.08	20,123.36	1800	26.46		
05-06	35,302.20	10,955.29	1800	22.13		
EMPLOYEE NAME	PAUL CARLSON					
TITLE:	Custodian		Facilities			
		·				
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
					· · ·	
99-00	33,837.36	9,422.54	1800	22.31		<u> </u>
00-01	35,867.52	10,369.22	1800	23.85		
01-02	36,362.52	10,030.29		24.00		
02-03	38,390.90	11,793.02		25.39		1
03'04	39,322.67	15,430.15		26.19		
04-05	39,870.00	16,347.95		26.97		
05-06	41,955.12	16,575.55				
EVEL OVER NAME	DEN INTERES					
EMPLOYEE NAME	BEN JIMENEZ					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00	30,782.01	9,142.67	1800	20.61		
00-01	33,837.36	11,189.25				
01-02	35,128.29	12,048.71				+
02-03	37,078.08	15,346.50				
03'04	35,606.78					
04-05	35,751.18				 	 -
05-06	39,005.76				-	
	00,000.10		.30			
EMPLOYEE NAME	CANDELARIO DIAZ					
TIME COLLECTIONS	STATE LANGUE DIFE					

TITLE:	Custodian		Facilities			<u></u>
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
FISCAL TEAR	ANNUAL SALAKT			B+C BY D		
			nouka	B+C B1 D		
99-00	29,473.56	4,080.50	1800	17.14		
00-01	31,269.58	4,317.52	1800	18.17		
01-02	35,994.00	4,815.94	1800	20.92		
02-03	34,725.20	5,711.59	1800	20.22		
03'04	34,471.44	8,401.52	1800	20.11		
04-05	35,302.20	11,601.07	1800	22.28		-
05-06	38,054.88	15,864.93	1800	26.10		
EMPLOYEE NAME	RIGO HERNANDEZ					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		-
,			HOURS	B+C BY D		
99-00	6,959.58	2,574.60	1800	4.94		
00-01	28,844:91	10,729.94	1800			-
01-02	31,821.48	11,758.38	1800			-
02-03	34,116.16	15,001.14				+
03'04	34,471.44	19,640.57	1800			
04-05	35,163.74	20,334.66			·	+
05-06	37,148.52	20,346.25				
EMPLOYEE NAME	RONNIE LITTLETON		-			
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	·	
TIOOAL TEAR	THUTTE OFFICE	1011120	HOURS	B+C BY D		+
			HOOKS	B.0 B. B		
00.00	6.040.40	2 545 22	400	4.50		
99-00 00-01	6,312.48 25,285.87					
					 	
01-02 02-03	29,802.96 30,894.54					
03'04	32,439.15				 	
04-05	34,684.14					
05-06	37,148.52	20,346.25	180	0 28.18		
EMPLOYEE NAME	RAUL GOMEZ					
TITLE:	Custodian		Facilities			

FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
			HOURS	B+C BY D	
99-00		-			
00-01		-			
01-02	2,591.10	833.08	1800	1.78	
02-03	32,485.18	11,104.41	1800	22.11	
03'04	33,839.61	14,368.08	1800	23.14	
04-05	35,985.68	15,600.21	1800	24.81	
05-06	37,134.98	15,697.32	1800	25.59	
EMPLOYEE NAME	HELEN PETTY				
ENIPLOTEE NAME	THELEN PETT		 		· · · · · · · · · · · · · · · · · · ·
TITLE:	Custodian		Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
			HOURS	B+C BY D	
			 		
99-00	33,518.52	5,007.40	1800	19.70	
00-01	35,916.62	11,380.54	1800	24.44	
01-02	38,350.68	12,331.64	1800	26.29	
02-03	38,932.20	15,562.69		27.75	
03'04	38,932.20	20,504.62	1800	28.83	
04-05	39,870.48	21,240.71	1800	29.69	
05-06	35,314.44	18,880.26	1800	26.53	
	1	1			1

SixTen and Associates **Mandate Reimbursement Services**

'EITH B. PETERSEN, MPA, JD, President 52 Balboa Avenue, Suite 807 San Diego, CA 92117

Telephone:

(858) 514-8605

Fax:

(858) 514-8645

E-Mail: Kbpsixten@aol.com

September 28, 2006

Claim File Copy

CERTIFIED MAIL # 7003 3110 0000 2900 4815

Ms. Virginia Brummels, Section Manager Local Reimbursement Section Division of Accounting and Reporting Office of the State Controller P.O. Box 942850 Sacramento, CA 94250

RE:

Annual Reimbursement Claim

Pasadena Area Community College District CC 19335

Dear Ms. Brummels:

Enclosed please find the original claims and extra copies of the FAM-27 for Pasadena Area Community College District's reimbursement claims listed below:

764/99	Integrated Waste Management	1999-2000
764/99	Integrated Waste Management	2000-2001
764/99	Integrated Waste Management	2001-2002
764/99	Integrated Waste Management	2002-2003
764/99	Integrated Waste Management	2003-2004
764/99	Integrated Waste Management	2004-2005

If you have any questions regarding these claims, please contact me at (858) 514-8605.

Sincerely,

DA Branwell

Community College Mandated Cost Manual State Controller's Office For State Controller Use only Program CLAIM FOR PAYMENT (19) Program Number 00256 Pursuant to Government Code Section 17561 (20) Date Filed 256 INTEGRATED WASTE MANAGEMENT (21) LRS Input (01) Claimant Identification Number: Reimbursement Claim Data CC 19335 (02) Claimant Name 875 (22) iWM-1, (03)(A)(1)(f) Pasadena Area Community College District County of Location 6,883 (23) IWM-1, (03)(A)(2)(f) Los Angeles Street Address 875 1570 E. Colorado Blvd. (24) IWM-1, (03)(B)(1)(f) Ε City State Zip Code (25) IWM-1, (03)(B)(2)(f) Pasadena CA 91106-2003 **Estimated Claim** Type of Claim Reimbursement Claim (26) IWM-1, (03)(B)(3)(f) (03) Estimated (09) Reimbursement 3,501 (27) IWM-1, (03)(B)(4)(f) (04) Combined (10) Combined (28) IWM-1, (03)(B)(5)(f) 203,413 (05) Amended (11) Amended (29) IWM-1, (03)(C)(1)(f) (06)(12)Fiscal Year of Cost (30) IWM-1, (03)(C)(2)(f) 2004-2005 (13)(07)**Total Claimed Amount** 1.751 (31) IWM-1, (03)(D)(f) 287,391 (14)(32) IWM-1, (03)(E)(f) Less: 10% Late Penalty \$ (15)3.501 (33) IWM-1, (03)(F)(f) Less: Prior Claim Payment Received (16)68,390 Net Claimed Amount (34) IWM-1, (06) 287,391 (17)(08)Due from State (35) IWM-1, (08) 287,391 \$ (18)1,797 Due to State (36) IWM-1, (09) (37) CERTIFICATION OF CLAIM In accordance with the provisions of Government Code Section 17561, I certify that I am the officer authorized by the community college district to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1098, inclusive. I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reimbursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant. The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Signature of Authorized Officer JUSE BLUE INK) Date Interim Vice President, Administrative Services James Albanese Type or Print Name Title (38) Name of Contact Person for Claim (858) 514-8605 Telephone Number:

E-mail Address:

kbpsixten@aol.com

SixTen and Associates

Program 2.56	INT	MANDATED C EGRATED WASTE M CLAIM SUMM	MANAGEMENT				ORM VM-1
01) Claimant: Pasadena Area Community College District			(02) Type of Claim Reimburseme Estimated	ent X			cal Year 04-2005
Direct Costs			Object	Accounts			
03) Reimbursable Activities	(a) Salaries and Benefits	(b) Materials and Supplies	(c) Contract Services	(d) Fixed Assets	(e) Travel and Training		(f) Total
A. One-Time Activities							
Development of Policies and Procedures	\$ 875.28	\$ -	\$ -	\$ -	\$ -	\$	875.28
2 Staff Training	\$ 6,882.72	\$ -	\$ -	\$ -	\$ -	\$	6,882.72
B. Ongoing Activities							
Completion and Submission of Plan to Board	\$ 875.28	\$ -	\$ -	\$ -	\$ -	\$	875.28
Response to Board During Approval Process	\$ -	\$ -	\$ -	s -	\$ -	\$	-
3 Consultation with Board	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
Designation of Waste Reduction and Recycling Coordinator	\$ 3,501.12	\$ -	\$ -	\$ -	\$ -	\$	3,501.12
Diversion and Maintenance of Approved Level of Reduction	\$ 191,118.60	\$ -	\$ 12,294.50	\$ -	\$ -	\$	203,413.10
C. Alternative Compliance							
Alternative Requirements or Time Extension for 1/1/02 for 25% Waste	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
Alternative Requirements or Time Extension for 1/1/04 for 50% Waste	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
D. Accounting System	\$ 1,750.56	\$ -	\$ -	\$ -	\$ -	\$	1,750.56
E. Annual Report	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
F. Annual Recycled Material Reports	\$ 3,501.12	\$ -	\$ -	\$ -	\$ -	\$	3,501.12
(04) Total Direct Costs	\$ 208,504.68	\$ -	\$ 12,294.50	\$ -	\$ -	\$	220,799.18
Indirect Costs							
(05) Indirect Cost Rate			[Federally approved OMB	3 A-21, FAM-29C, or 7%]		T	32.80%
(06) Total Indirect Costs			[Line (05) × line (04)(a)]			\$	68,389.54
(07) Total Direct and Indirect Costs			[Line (04)(f) + line (06)}			\$	289,188.72
Cost Reduction							
(08) Less: Offsetting Savings						s	-
(09) Less: Other Reimbursements						\$	1,797.43
(10) Total Claimed Amount New 06/05			(Li	ne (07) - {Line (08) + Lir	ne (09)}]	\$	287,391.29

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 ACTIVITY COST DETAIL (02) Fiscal Year (01) Claimant 2004-2005 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time X Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material Annual Report **Accounting System** Reports **Object Accounts** (04) Description of Expenses (a) (d) (e) (f) (g) (h) (b) (c) Hourly Hours Employee Names, Job Salaries Materials Fixed Travel and Contract Rate Worked Classifications, Functions Performed, and and Assets Training or Quantity Services Supplies and Description of Expenses Benefits Unit Cost Developing the necessary district policies and procedures 875.28 Flores, Sarah Supervisor Facilities \$36.47 24.0 \$

Page 1 of 1

875.28 \$

X

Total

(05)

New 06/05

Subtotal

State Controller's Office ommunity College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2004-2005 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (h) (b) (c) (d) (e) (f) (g) Hourly Hours Employee Names, Job Salaries Materials Rate Worked Contract Fixed Travel and Classifications, Functions Performed, and Benefits and Services Assets Training and Description of Expenses Supplies Unit Cost Quantity Training district staff on the requirements and implementation of the plan Montgomery, Daryl Gardner \$25.91 310.92 12.0 \$ Malagon, Apollo Gardner \$26.44 317.28 12.0 Lopez, Eugene Gardner \$25.48 12.0 305.76 Custodian 12.0 \$ 328.80 Jimenez, Ben \$27,40 Jimenez, Maria Custodian \$20.69 12.0 248.28 Hernandez, Rigo Custodian \$27.07 12.0 \$ 324.84 Diaz, Candelario Custodian \$22.28 12.0 \$ 267.36 Littleton, Ronnie Custodian \$26.81 12.0 321.72 Holden, Alice Custodian \$26.46 12.0 317.52 Petty, Helen Custodian \$29.69 12.0 356.28 Gardner Glasscock, Ed \$23.21 12.0 278.52 Flores, Sarah Supervisor Facilities \$36.47 60.0 2,188.20 Griffith, Bill \$30.24 12.0 \$ 362.88 Gardner Jennings, Michael Power Sweeper Operator \$28.66 12.0 \$ 343.92 12.0 \$ Gonzalez, Arturo Gardner \$26.06 312.72 Gomez, Raul Custodian \$24.81 12.0 297.72

Page 1 of 1

6,882.72 \$

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community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year 2004-2005 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval X Completion and Submission of Plan to Board Consultation with Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material Annual Report **Accounting System** Reports **Object Accounts** (04) Description of Expenses (a) (b) (c) (d) (e) (f) (g) (h) Hourly Rate Hours Employee Names, Job Salaries Materials Contract Fixed Travel and Worked Classifications, Functions Performed, Assets Training Services and Description of Expenses Benefits Supplies Unit Cost Quantity Completing/submitting the State Agency Model Integrated Waste Management Plan \$36.47 875.28 Supervisor Facilities 24.0 \$ Flores, Sarah

Page 1 of 1

875.28 \$

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(05)

New 06/05

Total

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Subtotal

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State Controller's Office Jommunity College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2004-2005 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities X Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Annual Report Accounting System** Reports (04) Description of Expenses **Object Accounts** (a) (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Classifications, Functions Performed, and Description of Expenses Salaries Materials Rate Worked Contract Fixed Travel and and and Services Assets Training Supplies Benefits Unit Cost Quantity Designating one solid waste reduction and recycling coordinator for each college in district Flores, Sarah Supervisor Facilities 96.0 \$ 3,501.12

Page 1 of 1

3,501.12 \$

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\$

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Total

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Subtotal

State Controller's Office community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year 2004-2005 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activitles Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator X Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System Annual Report** Reports (04) Description of Expenses **Object Accounts** (a) (b) (d) (e) (f) (g) (h) (c) Hourly Hours Employee Names, Job Salanes Materials Rate Worked Contract Fixed Travel and Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Benefits Supplies Unit Cost Quantity Diverting solid waste from landfill disposal or transformation facilities - source reduction Montgomery, Daryl Gardner \$25.91 480.0 \$ 12,436.80 480.0 \$ 12,691.20 Malagon, Apollo Gardner \$26.44 Lopez, Eugene Gardner \$25.48 480.0 \$ 12,230.40 Glasscock, Ed Gardner \$23.21 480.0 \$ 11,140.80 Griffith, Bill Gardner \$30.24 480.0 \$ 14,515.20 Jennings, Michael Power Sweeper Operator \$28.66 480.0 \$ 13,756.80 Gonzalez, Arturo Gardner \$26.06 480.0 \$ 12,508.80 Diverting solid waste from landfill disposal or transformation facilities - recycling Jimenez, Ben Custodian \$27.40 480.0 \$ 13,152.00 Jimenez, Maria Custodian \$20.69 480.0 \$ 9.931.20 Hernandez, Rigo Custodian \$27.07 480.0 \$ 12,993.60 480.0 \$ Diaz. Candelario Custodian \$22.28 10,694.40 Littleton, Ronnie Custodian \$26.81 480.0 \$ 12,868.80 Holden, Alice Custodian \$26.46 480.0 \$ 12,700.80 Petty, Helen Custodian \$29.69 480.0 \$ 14,251.20 3,694.88 Lighting Resource, Inc. Recycling Lamps \$100.00 36.9 Southern California Enviror Recycling Services 8,599.62 \$100.00 86.0 Gomez, Raui Custodian 480.0 \$ 11,908.80 \$24.81 Diverting solid waste from landfill disposal or transformation facilities - special waste Jimenez, Ben Custodian \$27.40 12.0 \$ 328.80 Jimenez, Maria Custodian \$20.69 12.0 \$ 248.28 Hernandez, Rigo Custodian \$27.07 12.0 \$ 324.84 Diaz, Candelario Custodian \$22.28 12.0 267.36 Littleton, Ronnie Custodian \$26.81 12.0 \$ 321.72 Holden, Alice Custodian \$26.46 12.0 \$ 317.52 Petty, Helen Custodian \$29.69 12.0 356.28 Gomez, Raul Custodian \$24.81 12.0 \$ 297.72 Procuring materials/equipment necessary for maintaining approved level of reduction Supervisor Facilities \$36.47 Flores, Sarah 24.0 \$ 875.28

Page 1 of 1

\$ 191,118.60 \$

\$ 12,294.50 \$

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Total

(05)

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Subtotal

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year 2004-2005 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Process Ongoing Activities Maintenance of Approved Level of Reduction Designation of Waste Reduction and Recycling Coordinator Alternative Atternative Requirement or Time Extension for 1/1/02 for 25% Waste Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance Annual Recycled Material X Annual Report Accounting System Reports **Object Accounts** (04) Description of Expenses (h) (a) (b) (d) (e) (f) (g) (c) Hourly Hours Employee Names, Job Salaries Materials Fixed Rate Worked Contract Travel and Classifications, Functions Performed, and and Services Assets Training Benefits Supplies and Description of Expenses **Unit Cost** Quantity Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting
Flores, Sarah Supervisor Facilities \$36.47 48.0 48.0 \$ 1,750.56

Page 1 of 1

1,750.56 \$

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Total

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New 06/05

Subtotal

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program **FORM** INTEGRATED WASTE MANAGEMENT 256 IWM-2 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2004-2005 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance Annual Recycled Material X Annual Report **Accounting System** Reports (04) Description of Expenses **Object Accounts** (a) (b) (d) (e) (f) (g) (h) (c) Hourly Hours Employee Names, Job Salaries Materials Worked Contract Fixed Travel and Rate Classifications, Functions Performed, and Training Services Assets ог and Description of Expenses Benefits Supplies Unit Cost Quantity Reporting annually to the Board quantities of recyclable materials collected \$36.47 Flores, Sarah Supervisor Facilities 96.0 \$ 3,501.12

Page 1 of 1

3,501.12 \$

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Total

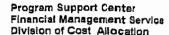
Subtotal

Pasadena Area Community College District 764/99 INTEGRATED WASTE MANAGEMENT 2004-2005 Sort by Name

Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
04-05		Diaz, Candelario	Custodian	\$22.28	\$267.36	Training district staff on the requirements and implementation of the plan	Staff Training
04-05	480.00 [Diaz, Candelario	Custodian	\$22.28	\$10,694.40	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
04-05	12.00 E	Diaz, Candelario	Custodian	\$22.28	\$267.36	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00 i	Diaz, Candelario Total			\$11,229.12		
04-05	24.00 F	Flores, Sarah	Supervisor Facilities	\$36.47	\$875.28	Developing the necessary district policies and procedures	Development of Policies and Procedures
04-05	60.00 F	Flores, Sarah	Supervisor Facilities	\$36.47	\$2,188.20	Training district staff on the requirements and implementation of the plan	Staff Training
04-05	24.00 F	Flores, Sarah	Supervisor Facilities	\$36.47		Completing/submitting the State Agency Model Integrated Waste Management Plan	Completion and Submission of Plan to Board
)4-05	96.00 F	Flores, Sarah	Supervisor Facilities	\$36,47		Designating one solid waste reduction and recycling coordinator for each college in district	t Designation of Waste Reduction and Recycling Coordinate
)4-05	48.00 F	Flores, Sarah	Supervisor Facilities	\$36.47	\$1,750.56	Developing, implementing, maintaining accounting system to track source reduction, recyc	Accounting System
)4-05	96.00 F	Flores, Sarah	Supervisor Facilities	\$36.47		Reporting annually to the Board quantities of recyclable materials collected	Annual Recycled Material Reports
)4-05	24.00 F		Supervisor Facilities	\$36.47		Procuring materials/equipment necessary for maintaining approved level of reduction	Maintenance of Approved Level of Reduction
	372.00 F	Flores, Sarah Total	•		\$13,566.84		.,
14-05	12.00	Glasscock, Ed	Gardner	\$23.21	\$278.52	Training district staff on the requirements and implementation of the plan	Staff Training
4-05	480.00	Glasscock, Ed	Gardner	\$23.21		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00	Glasscock, Ed Total			\$11,419.32	·	
4-05	12.00	Gomez, Raul	Custodian	\$24.81	\$297.72	Training district staff on the requirements and implementation of the plan	Staff Training
4-05	480.00	Gomez, Raul	Custodian	\$24.81		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
4-05	12.00 G	Somez, Raul	Custodian	\$24.81	\$297.72	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00 G	Somez, Raul Total			\$12,504.24		
1-05	12.00 G	Sonzalez, Arturo	Gardner	\$26.06		Training district staff on the requirements and implementation of the plan	Staff Training
1-05	480.00 G	Sonzalez, Arturo	Gardner	\$26.06	\$12,508.80	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00 G	Sonzalez, Arturo Total			\$12,821.52		
∔ 05	12.00 G	Griffith, Bill	Gardner	\$30.24	\$362.88	Training district staff on the requirements and implementation of the plan	Staff Training
⊢05	480.00 G	Griffith, Bill	Gardner	\$30.24	\$14,515.20	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00 G	Griffith, Bill Total			\$14,878.08		
-05	12.00 H	lernandez, Rigo	Custodian	\$27.07	\$324.84	Training district staff on the requirements and implementation of the plan	Staff Training
-05	480.00 H	ternandez, Rigo	Custodian	\$27.07	\$12,993.60	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
-05	12.00 H	fernandez, Rigo	Custodian	\$27.07	\$324.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00 H	lernandez, Rigo Total			\$13,643.28		
-05	12.00 H	folden, Alice	Custodian	\$26.46		Training district staff on the requirements and implementation of the plan	Staff Training
-05	480.00 H	lolden, Alice	Custodian	\$26.46		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
-05	12.00 H	folden, Alice	Custodian	\$26.46	\$317.52	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00 H	lolden, Alice Total			\$13,335.84		
-05	12.00 J					Training district staff on the requirements and implementation of the plan	Staff Training
.05	480.00 Je	ennings, Michael	Power Sweeper Operator	\$28.66	\$13,756.80	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00 J	ennings, Michael Total			\$14,100.72		

Pasadena Area Community College District 764/99 INTEGRATED WASTE MANAGEMENT 2004-2005 Sort by Name

Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
04-05	12.00	Jimenez, Ben	Custodian	\$27.40		Training district staff on the requirements and implementation of the plan	Staff Training
)4-05	480.00	Jimenez, Ben	Custodian	\$27.40	\$13,152.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
)4-05	12.00	Jimenez, Ben	Custodian	\$27.40	\$328.80	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00	Jimenez, Ben Total			\$13,809.60		
)4-05	12.00	Jimenez, Maria	Custodian	\$20.69	\$248.28	Training district staff on the requirements and implementation of the plan	Staff Training
14-05	480.00	Jimenez, Maria	Custodian	\$20.69		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
14-05	12.00	Jimenez, Maria	Custodian	\$20.69	\$248.28	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00	Jimenez, Maria Total			\$10,427.76		
4-05	36.95	Lighting Resource, Inc.	Recycling Lamps	\$100.00	\$3,694.88	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	36.95	Lighting Resource, Inc. Total			\$3,694.88		
4-05	12.00	Littleton, Ronnie	Custodian	\$26.81		Training district staff on the requirements and implementation of the plan	Staff Training
4-05			Custodian	\$26.81		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
4-05		•	Custodian	\$26.81		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	504.00 I	Littleton, Ronnie Total			\$13,512.24		
1-05	12.00 l	Lopez, Eugene	Gardner	\$25.48		Training district staff on the requirements and implementation of the plan	Staff Training
1-05	480.00 l	Lopez, Eugene	Gardner	\$25.48		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00	Lopez, Eugene Total			\$12,536.16		
⊢05	12.00 N	Maiagon, Apolio		\$26.44	\$317.28	Training district staff on the requirements and implementation of the plan	Staff Training
⊱05	480,00 1	Malagon, Apollo	Gardner	\$26.44	\$12,691.20	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00 I	Malagon, Apollo Total			\$13,008.48		
05	12.00 N	Montgomery, Daryl		\$25.91	\$310.92	Training district staff on the requirements and implementation of the plan	Staff Training
-05	480.00 N	Montgomery, Daryl	Gardner	\$25.91		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00 !	Montgomery, Daryl Total			\$12,747.72		w=
-05	12.00 F	Petty, Helen	Custodian	\$29.69	\$356,28	Training district staff on the requirements and implementation of the plan	Staff Training
-05	480.00 F	Petty, Helen			\$14,251.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
-05	12.00 F	Petty, Helen	Custodian	\$29.69		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
		Petty, Helen Total			\$14,963.76		Miles and Assessed Lovel of Darkovice
-05		Southern California Environmenta		\$100.00		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
		Southern California Environmen	ital Total		\$8,599.62		
	7970. 9 5 (Grand Total			\$220,799.18		



DCA Western Field Office 50 United Nations Plaza, Floom 347 San Francisco, CA 941 02

JUN 2 8 2005

Peter Hardash Vice President Administrative Svcs. Pasadena City College (aka Pasadena Area Community College) 1570 East Colorado Boulevard Pasadena, CA 91106-2003

Dear Mr. Hardash:

A copy of an indirect cost Negotiation Agreement is attached. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government. Please have the Agreement signed by a duly authorized representative of your organization and return it to me BY FAX, retaining the copy for your files. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for-their use.

An indirect cost proposal together with supporting information are required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on your fiscal year ending 06/30/06, is due in our office by 12/31/06.

Sincerely,

David S. Low

Director

Attachment

PLEASE SIGN AND RETURN THE NEGOTIATION AGREEMENT BY FAX

Phone: (415) 437-7820 - Fax: (415) 437-7823 - E-mail: dcasf@psc.gov

COLLEGES AND UNIVERSITIES RATE AGREEMENT

TIN #:

DATE: June 22, 2005

INSTITUTION:

FILING REF .: The preceding

Agreement was dated

Pasadena City College (aka Pasadena Area Community College)

1570 East Colorado Boulevard

July 2, 2004

Pasadena

CA

91106-2003

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION RATE TY	I: FACILITIES PES: FIXED	AND ADMINISTR	ATIVE COST F V. (PROVISION		MINED)
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⁽¹⁾ All except ED restricted programs.

^{*}BASE: Direct salaries and wages including all fringe benefits.

INSTITUTION:

Pasadena City College

(aka Pasadena Area Community College)

AGREEMENT DATE: June 22, 2005

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

This organization identified the cost of each fringe benefit separately as a direct cost when budgeting and charging fringe benefits under Federal projects. The fringe benefits listed below are treated as direct costs.

TREATMENT OF PAID ABSENCES:

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims for the costs of these paid absences are not made.

DEFINITION OF EQUIPMENT

Equipment is defined as tangible nonexpendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

The following fringe benefits are treated as direct costs:
OASDI, WORKERS COMPENSATION, HEALTH/DENTAL/LIFE INSURANCE, MEDICARE, UNEMPLOYMENT
INSURANCE, AND RETIREMENT.

INSTITUTION:

Pasadena City College

'aka Pasadena Area Community College)

GREEMENT DATE: June 22, 2005

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions:

(1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted: such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same Costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-21 Circular, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the

BY THE INSTITUTION:	ON BEHALF OF THE FEDERAL GOVERNMENT:
Pasadena City College	
(aka Pasadena Area Community College)	DEPARTMENT OF HEALTH AND HUMAN SERVICES
(INSTITUTION)	(AGENCY)
Hold Sauled w	D 1 5.00
(SIGNATURE)	(SIGNATURE)
PETER J. HARDASH	David S. Low
(NAME)	(NAME)
Vice President, Administrative Services	DIRECTOR, DIVISION OF COST ALLOCATION
(TITLE)	(TITLE)
-//	
7/7/05	June 22, 2005
(DATE)	(DATE) 3191
	HHS REPRESENTATIVE: Helen Fung
	Telephone: (415) 437-7820

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	06/10/02	ALLAN PAPER	96866	\$164.30 <
	10/18/02	ALLAN PAPER	110889	\$72.80 [✓]
	03/14/03	ALLAN PAPER	124689	\$58.65 ✓
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	RECEIVED FROM	PASADENA AREA COMMUNITY COI (.C. /ze .C. 733 \$	DATE_DOLLA BY DLLEGE DISTRICT	6/1/0s - ARS \$ 2,6/6.5
	RECEIVED FROM ADDRESS FOR AMOUNT OF ACCOUNT AMOUNT PAID BALANCE DUE CASH CHECK	PASADENA AREA COMMUNITY COL Color Color Color	DATE_DOLLA BY DLLEGE DISTRICT	6/1/0s -
	RECEIVED FROM ADDRESS FOR AMOUNT OF ACCOUNT AMOUNT PAID BALANCE DUE CASH CHECK	PASADENA AREA COMMUNITY COL Color Color Color	DATE_DOLLA BY DLLEGE DISTRICT	6/1/0s - ARS \$ 2,6/6.5
	RECEIVED FROM	PASADENA AREA COMMUNITY COL C	DATE_DOLLA BY DATE_DOLLA DATE_DOLL	192072
	RECEIVED FROM ADDRESS FOR AMOUNT OF ACCOUNT AMOUNT PAID BALANCE DUE CASH CHECK	PASADENA AREA COMMUNITY COL C	DATE_DOLLA BY DATE_DOLLA DATE_DOLL	6/1/0s - ARS \$ 2,6/6.5
	RECEIVED FROM ADDRESS FOR AMOUNT OF ACCOUNT AMOUNT PAID BALANCE DUE CASH CHECK CASH CHECK C	PASADENA AREA COMMUNITY COL S S M.O. CREDIT CARD PASADENA AREA COMMUNITY CO	DATE DOLLA BY DOLLA DOLLA DOLLA DOLLA DOLLA DOLLA DOLLA DOLLA DOLLA DOLLA DOLLA DOLLA	192072
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建制的原理 定规则是1700年	
	PASADENA AREA COMMUNITY COLLEGE DISTRICT 92161
RECEIVED FROM	The Gealewar DATE 6/28/05
ADDRESS 4	DOLLARS \$ 882,66
FOR Fall US	1 fermal
AMOUNT OF ACCOUNT	\$
AMOUNT PAID BALANCE DUE	\$ (0,-8880)
☐ CASH 💢 CHECK	□ M.O. □ CREDIT CARD /// BY
	PASADENA AREA COMMUNITY COLLEGE DISTRICT 192162
RECEIVED FROM	unfeit- love DATE 6/24/05
ADDRESS	DOLLARS \$ 54.01
Fon Clerch	
AMOUNT OF ACCOUNT	\$
BAEANCE DUE	\$ BY
100 PM 14 00	
	PASADENA AREA COMMUNITY COLLEGE DISTRICT 192163
DRECEIVED FROM WARREN	220 litre 92.60 DATE 6/29/00
ADDRESS H	7779 80 81 DOLLARS \$ 12,548.50
AMOUNT OF ACCOUNT AMOUNT PAID FALANGE BUE LECASE CHECK	\$
The second secon	6/-8890-6707 1,320.00
	PASADENA AREA COMMUNITY COLLEGE DISTRICT 192164
SECRIVED FROM LA	su Osparet DATE 6/29/05
TORRESS AVERAGE TO THE PARTY OF	DOLLARS \$ 5 PO. H
COUNT OF ACCOUNT	25 August 1 01 34 60
	\$

Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2004-2005 Recycling Costs

Purpose: To summarize recycling costs for Integrated Waste Management.

Source: Company Invoices

Findings:

Vendor	Description	Date Issued	Amount
Lighting Resources, Inc.		7/14/2004	\$ 368.70
Lighting Resources, Inc.		7/19/2004	\$ 361.40
Lighting Resources, Inc.		8/10/2004	\$ 352.00
Lighting Resources, Inc.	Recycling of Fluorescent	10/8/2004	\$ 240.00
Lighting Resources, Inc.	Lighting Tubes and High	10/15/2004	\$ 443.75
Lighting Resources, Inc.	Intensity Discharge Bulbs	12/3/2004	\$ 393.76
Lighting Resources, Inc.		1/24/2005	\$ 131.20
Lighting Resources, Inc.		2/14/2005	\$ 967.47
Lighting Resources, Inc.		4/8/2005	\$ 436.60
Lighting Resources, Inc. To	al		\$ 3,694.88

Vendor	Description	Date Issued	Amount
So. California Environmental	Green Waste	7/14/2004	\$ 113.30
So. California Environmental	Disposal Fee	7/14/2004	\$ 48.64
So. California Environmental	Green Waste	7/14/2004	\$ 113.30
So. California Environmental	Disposal Fee	7/14/2004	\$ 172.48
So. California Environmental	Green Waste	7/14/2004	\$ 113.30
So. California Environmental	Disposal Fee	7/14/2004	\$ 96.96
So. California Environmental	Green Waste	7/14/2004	\$ 113.30
So. California Environmental	Disposal Fee	7/14/2004	\$ 66.56
So. California Environmental	Green Waste	10/14/2004	\$ 120.00
So. California Environmental	Disposal Fee	10/14/2004	\$ 137.16
So. California Environmental	Green Waste	10/14/2004	\$ 120.00
So. California Environmental	Disposal Fee	10/14/2004	\$ 77.40
So. California Environmental	Green Waste	10/14/2004	\$ 120.00
So. California Environmental	Disposal Fee	10/14/2004	\$ 94.32
So. California Environmental	Green Waste	10/14/2004	\$ 120.00
So. California Environmental	Disposal Fee	10/14/2004	\$ 76.32
So. California Environmental	Green Waste	10/14/2004	\$ 120.00
So. California Environmental	Disposal Fee	10/14/2004	\$ 66.96
So. California Environmental	Green Waste	10/14/2004	\$ 120.00
So. California Environmental	Disposal Fee	10/14/2004	\$ 124.92
So. California Environmental	Green Waste	10/14/2004	\$ 120.00
So. California Environmental	Disposal Fee	10/14/2004	\$ 124.20
So. California Environmental	Green Waste	10/14/2004	\$ 120.00
So. California Environmental	Disposal Fee	10/14/2004	\$ 81.72

Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2004-2005

Recycling Costs

Vendor	Description	Date Issued	Amount
So. California Environmental	Green Waste	10/14/2004	
So. California Environmental	Disposal Fee	10/14/2004	
So. California Environmental	Green Waste	10/14/2004	\$ 120.00
So. California Environmental	Disposal Fee	10/14/2004	\$ 74.52
So. California Environmental	Green Waste	10/14/2004	\$ 120.00
So. California Environmental	Disposal Fee	10/14/2004	\$ 107.64
So. California Environmental	Green Waste	10/14/2004	\$ 120.00
So. California Environmental	Disposal Fee	10/14/2004	\$ 80.82
So. California Environmental	Green Waste	12/10/2004	\$ 120.00
So. California Environmental		12/10/2004	\$ 123.48
So. California Environmental	Disposal Fee	12/10/2004	\$ 120.00
	Green Waste	12/10/2004	\$ 101.16
So. California Environmental	Disposal Fee		\$ 120.00
So. California Environmental	Green Waste	12/10/2004	\$ 46.80
So. California Environmental	Disposal Fee	12/10/2004	
So. California Environmental	Green Waste	1/10/2005	
So. California Environmental	Disposal Fee	1/10/2005	\$ 106.92
So. California Environmental	Green Waste	1/10/2005	\$ 120.00
So. California Environmental	Disposal Fee	1/10/2005	\$ 120.60
So. California Environmental	Green Waste	1/10/2005	\$ 120.00
So. California Environmental	Disposal Fee	1/10/2005	\$ 79.56
So. California Environmental	Green Waste	1/10/2005	\$ 120.00
So. California Environmental	Disposal Fee	1/10/2005	\$ 52.92
So. California Environmental	Green Waste	2/7/2005	
So. California Environmental	Disposal Fee	2/7/2005	
So. California Environmental	Green Waste	2/7/2005	
So. California Environmental	Disposal Fee	2/7/2005	
So. California Environmental	Green Waste	2/7/2005	
So. California Environmental	Disposal Fee	2/7/2005	
So. California Environmental	Green Waste	2/18/2005	
So. California Environmental	Disposal Fee	2/18/2005	
So. California Environmental	Green Waste	2/18/2005	\$ 120.00
So. California Environmental	Disposal Fee	2/18/2005	\$ 87.48
So. California Environmental	Green Waste	2/18/2005	
So. California Environmental	Disposal Fee	2/18/2005	\$ 83.88
So. California Environmental	Green Waste	4/4/2005	
So. California Environmental	Disposal Fee	4/4/2005	
So. California Environmental	Green Waste	4/4/2005	
So. California Environmental	Disposal Fee	4/4/2005	
So. California Environmental	Green Waste	5/13/2005	
So. California Environmental	Disposal Fee	5/13/2005	
So. California Environmental	Green Waste	5/13/2005	
So. California Environmental	Disposal Fee	5/13/2005	
So. California Environmental	Green Waste	5/13/2005	
So. California Environmental	Disposal Fee	5/13/2005	

Print Date: 9/2/2006 PASA IWM 04-05array

Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2004-2005 Recycling Costs

		T	
Vendor	Description	Date Issued	Amount
So. California Environmental	Green Waste	6/10/2005	\$ 120.00
So. California Environmental	Disposal Fee	6/10/2005	\$ 68.04
So. California Environmental	Green Waste	6/10/2005	\$ 120.00
So. California Environmental	Disposal Fee	6/10/2005	\$ 56.88
So. California Environmental	Green Waste	6/10/2005	\$ 120.00
So. California Environmental	Disposal Fee	6/10/2005	\$ 145.44
So. California Environmental	Green Waste	6/21/2005	\$ 120.00
So. California Environmental	Disposal Fee	6/21/2005	\$ 162.00
So. California Environmental	Green Waste	6/21/2005	\$ 120.00
So. California Environmental	Disposal Fee	6/21/2005	\$ 193.68
So. California Environmental	Green Waste	6/21/2005	\$ 120.00
So. California Environmental	Disposal Fee	6/21/2005	\$ 171.72
So. California Environmenta	Total		\$ 8,599.62

Conclusion: Findings go forward to IWM-2.

Print Date: 9/2/2006 PASA IWM 04-05array LIGHTING RESOURCE INC. 805-East Francis Street Ontario, CA 91761 **USA**

'' ice:

(909) 923-3132 (909) 923-3962

ENTERED JUL 09204

Invoice Number

Invoice Date

May 18, 200

Page

ACCOUNTS PAYABLE 368,70

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custom	01 B-04695	Payment Te	• •
Sales Re	Shipping Method LRI	Ship Date 5/18/04	Due Date
Quantity	Description	Unit Price	Extension
15.00 900.00 17.00 70.00 20.00 16.00	F-20 LAMPS FOR RECYCLING F-40 LAMPS FOR RECYCLING HID LAMPS FOR RECYCLING BIAX LAMPS FOR RECYCLING FB-40 LAMPS FOR RECYCLING FLOOD LAMPS FOR RECYCLING	$ \begin{array}{c} 0.16 \\ 0.32 \\ 1.80 \\ 0.45 \\ 0.45 \\ 0.45 \end{array} $	2.40 288.00 30.63 31.50 9.00 7.20

Please sign invoice (s) signifying receipt of goods and approval for payment Return immediately to:

ACCOUNTING DEPT. - ACCTS. PAYABLE

TOTAL INVOICE

LIGHTING RESOURCF INC. 805 East Francis Street Ontario, CA 91761 USA

ce:

(909) 923-3132

ı aX.

(909) 923-3962

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE

PASADENA, CA 91106

1570 EAST COLORADO BLVD.

Mr. Kros UT/F

Invoice

Invoice Number

Invoice Date
Jun 22, 200

Page

Sold To:

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篇, GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Customer ID	Customer PO	Payment Terms		
PAS001	B-04695	Net 15 Days		
Sales Rep ID	Shipping Method	Ship Date	Due Date	
ONTARIO	LRI	6/22/04	7/7/04	

-	Sales R	ep ID	Shipping Method	;	Ship Date	Due Date
	ONTARIO		LRI	6	/22/04	7/7/04
Ī	Quantity		Description		Unit Price	Extension
	1,000.00	F-40 LAMPS	FOR RECYCLING		0.32	320.00
	6.00	HID LAMPS F	OR RECYCLING		1.80	10.80
	40.00	BIAX LAMPS	FOR RECYCLING		0.45	18.00
	17.00	FB-40 LAMPS	FOR RECYCLING		0.45	7.65
	11.00	FLOOD LAMPS	FOR RECYCLING		0.45	4.95
			Please sign invoice (s) signifying of goods and approval for par Return immediately to: ACCOUNTING DEPT. — ACCTS.	PAYABLE	PAY	

TOTAL INVOICE

361.40

LEGHTING RESOURCES INC. 805 East Francis Street Ontario, CA 91761 USA

`'nice:

(909) 923-3132

.x:

(909) 923-3962

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

1/26-6.401.3

Invoice

Invoice Numbe 040712

> Invoice Date Jul 20, 200

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Custon		Customer PO		Payment	
PASC	001	B-06137		Net 15	Days
Sales R	ep ID	Shipping Method		Ship Date /20/04	Due Date 8/4/04
Quantity		Description		Unit Price	Extension
1,100.00 NBCVC CEGAICES	F-40 LAMPS	Please sign invoice (s) signiful of goods and approval for Return immediately ACCOUNTING DEPT. — ACCOUNTING DEPT.	to:	0.33	SERVICES TO THE STATE OF THE ST

LIGHTING RESOURCES, INC. 805 East Francis Street Ontario, CA 91761 USA

Vaice:

(909) 923-3132

(909) 923-3962

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

9/13-B. Young.

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Invoice

Invoice Number: 0409028

> Invoice Date: Sep 1, 2004

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GENERATOR:

Customer ID	Customer PO	Payment T	erms
PASO01	AS001 B-06137	Net 15	Days
Sales Rep ID	Shipping Method	Ship Date 8/31/04	Due Date 9/16/04
Quantity	Description	Unit Price	Extension
	Please sign invoice (s) signifying of goods and approval for processing immediately to:	o.32	240.00

LIGHTING RESOURCES INC. 805 East Francis Street

Ontario, CA 91761

USA

(909) 923-3132

(909) 923-3962

Invoice

Invoice Number 040924.

> Invoice Date Sep 27, 200.

> > Page

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ACCOUNTS PAYABLE

PASADENA, CA 91106

PASADENA CITY COLLEGE ENTERED OCT 1 1216

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PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Customer ID	Customer PO	Payment Te	rms
PAS001	B-06137	Net 15 D	ays
Sales Rep ID.	Shipping Method	Ship Date	Due Date
ONTARIO	LRI	9/27/04	10/12/04
Quantity	Description	Unit Price	Extension
	FOR RECYCLING	0.32	288.00
20 00 FID LAMPS FO	OR RECYCLING	1.80	36.00 63.00
55.001 FB-40 LAMPS	FOR RECYCLING	0.45	24.75
50.00m F-95 LAMPS I	FOR RECYCLING	0.64	32.00
	Please sign invoice (s) of goods and appro Return immed ACCOUNTING DEPT.	val for payment diately to:	

TOTAL INVOICE

443.75

LIGHTING RESOURCE' INC. 805 East Francis Street Ontario, CA 91761 ÙSA

``e: * (909) 923-3132

(909) 923-3962

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Invoice Invoice Number:

0411048

Invoice Date: Nov 8, 2004

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Customer ID		Customer PC)		Payment Te	rms	
PAS001		B-06137		Net 15 Days			
Sales Rep ID		Shipping Meth	nod		Date	Due Date	
ONTARIO		LRI		11/8/	04	11/23/04	
Quantity		Description			Jnit Price	Extension	
908.00 E 42.00 E 54.00 F	BIAX LAMPS	FOR RECYCLING FOR RECYCLING FOR RECYCLING	of \goods/ 8	approve	o.32 0.45 0.45 30.00 signifying receipt for payment afely to: ACCTS. PAYABLE		

LIGHTING RESOURCES, .NC. 805 East Francis Street Ontario, CA 91761 **USA**

.د √ Fax:

(909) 923-3132 (909) 923-3962

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

12/20-646 3

Invoice

Invoice Number:

0412082

Invoice Date: Dec 13, 2004

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Custom	ner ID	Customer PO	Payment 7	Terms
PAS0		B-06137	Net 15	
Sales R	ep ID	Shipping Method	Ship Date	Due Date
ONTARIO		LRI	12/13/04	12/28/04
Quantity		Description	Unit Price	Extension
410.00	F-40 LAMPS	Please sign invoice (s) sign of goods and approval for Return incresional ACCOUNTING DEET ACC	or payment	131.20

LIGHTING RESOURCES, INC. 805 East Francis Street Ontario, CA 91761 USA

Voice:

Fax:

(909) 923-3132 (909) 923-3962

Sold To:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

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Invoice

Invoice Number: 0501129

Invoice Date:

Jan 21, 2005 Page:

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GENERATOR:

Custom	ner ID	Customer PO		Payment Te	erms
PAS0	01	B-06137		Net 15 Days	
Sales Re	ep iD	Shipping Method		Ship Date	Due Date
ONTARIO		LRI	1,	/21/05	2/5/05
Quantity		Description		Unit Price	Extension
1,121.00	F-40 LAMPS	FOR RECYCLING		0.32	358.72
153.00	F-60 LAMPS	FOR RECYCLING		0.40	61.20
186.00	HID LAMPS F	OR RECYCLING		1.80	334.80
409.00	BIAX LAMPS	FOR RECYCLING		0.45	184.05
14.00	FB-40 LAMPS	FOR RECYCLING		0.45	6.30
35.00	F-96 LAMPS	FOR RECYCLING		0.64	22.40
		l e una	pr goods Ref	invoice (s) signifying and approval for pay arn immediately to:	ment
	1		pr goods Ref	and approval for pay	/ment

LIGHTING RESOURCE INC. 805 East Francis Street Ontario, CA 91761 USA

be:

(909) 923-3132

Fax:

(909) 923-3962

2/22-2. Young

Invoice

Invoice Number 0502118

Invoice Date:

Feb 11, 2005

Page

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

D	Customer PO		Payment Te	erms
	B-06137		Net 15 Days	
)	Shipping Method			Due Date
	LRI	2/	11/05	2/26/05
	Description		Unit Price	Extension
	Please sign invoice (s) signifying of goods and approval for provided the significant of): 	0.32	164.80 271.80
) 10 LAMPS	B-06137 Shipping Method LRI Description LAMPS FOR RECYCLING LAMPS FOR RECYCLING Please sign invoice (s) signifying sign invoice (s) signifying signi	B-06137 Shipping Method S LRI Description LAMPS FOR RECYCLING	Shipping Method Ship Date LRI Description Unit Price LAMPS FOR RECYCLING LAMPS FOR RECYCLING LAMPS FOR RECYCLING Description O LAMPS FOR RECYCLING O LAMPS FOR RECYCLING O LAMPS FOR RECYCLING O LAMPS FOR RECYCLING Please sign invoice (s) signifying receipt of goods and approval for payment of goods and approval for payment

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 14108

Date: June 30, 2004

Ship To:

P.C.C. 150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
06/03/04	40 yard container	1.00	113.30	113.30
06/04/04	Compactor	1.00	113.30	113.30
	Disposal Fee	7.91	32.00	253.12
06/04/04	40 yard container	1.00	113.30	113.30
	Disposal Fee	7.21	32.00	230.72
06/04/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	1.52	32.00	48.64
06/08/04	Compactor	1.00	113.30	113.30
	Disposal Fee	5.21	32.00	166.72
06/08/04	40 yard container	1.00	113.30	113.30
	Disposal Fee	1.58	32.00	50.56
06/11/04	Compactor	1.00	113.30	113.30
	Disposal Fee	4531	32.00	137.92
06/11/04	40 yard green waste	1,00	113.30	113.30
		34 10 20	1.00 m	

Make Checks Payable To: Southern California Environmental, Inc.

4

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 14108

Date: June 30, 2004

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C. 150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
	Disposal Fee	5.39	32.00	172.48
06/15/04	Compactor	1.00	113.30	113.30
	Disposal Fee	4.13	. 32.00	132.16
06/18/04	Compactor	1.00	113.30	113.30
	Disposal Fee	2.59	32.00	82.88
06/18/04	40 yard container	1.00	113.30	113.30
	Disposal-Fee	3.48	32.00	111.36
06/18/04	40 yard green waste	1.00	113.30	113.30
	Disposal Fee	3.03	32.00	96.96
06/22/04	Compactor	1.00	113.30	113.30
	Disposal Fee	2.79	32.00	89.28
06/25/04	Compactor	1.00	113.30	113.30
	Disposal Fee	4.16	32.00	133.12
06/25/04	40 yard green waste	1.00	113.30	113.30

PMB #409 25422 Trabuco Road _ake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 14319

Date:

July 30, 2004

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
07/02/04	Compactor	1.00	120.00	120.00
	Disposal Fee	7.56	36.00	, 272.16
07/03/04	40 yard container	1.00	120.00	120.00
07/09/04	40 yard container	1.00	120.00	120.00
	Disposal Fee	1.61	36.00	57.96
Q7/09/04	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	3.81	36.00	137.16
07/09/04	Compactor	1.00	120.00	120.00
	Disposal Fee	4.54	36.00	163.44
07/13/04	Compactor	1.00	120.00	120.00
07/16/04	Compactor	1.00	120.00	120.00
·	Disposal Fee	5.53	36.00	199.08
07/20/04	40 yard green waste	1.00	120.00	120.00
No. (Alexandro spece & Miller M.)	Disposal Fee	2.15	36.00	77.40
		*** · · · · · · · · · · · · · · · · · ·	.,	

Make Checks Payable To: Southern California Environmental, Inc.

FISCAL SERVICES

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 14319

Date:

July 30, 2004

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
07/23/04	Compactor	1.00	120.00	120.00
	Disposal Fee	5.45	36.00	196.20
07/27/04	40 yard container	1.00	120.00	120.00
	Disposal Fee	3.06	36.00	110.16
07/30/04	40 yard green waste	1.00	120.00	120.00
And the Marketting research is some or hard. The international field in the contract of the co	Disposal Fee	2.62	36.00	94.32
07/30/04	Compactor	1.00	120.00	120.00
	Disposal Fee	4.04	36.00	145.44
		Dr. 50 g litt. History 50 g. His	ANTINE TOCAL PAYABLE	
		The state of the s	Total	\$2,893.32

PMB #409 25422 Trabuco Road ake Forest, CA 92630-2797 Invoice

Number: 14522

Date: August 30, 2004

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
08/03/04	Compactor	1.00	120.00	120.00
08/06/04	Compactor	1.00	120.00	120.00
	Disposal Fee	4.02	36.00	144.72
08/06/04	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	2.12	36.00	76.32
08/10/04	Compactor	1.00	120.00	120.00
	Disposal Fee	1.68	36.00	60.48
08/10/04	40 yard container	1.00	120.00	120.00
	Disposal Fee	4.03	36.00	145.08
08/13/04	40 yard green waste	1.00	120.00	120.00
(() () () () () () () () () (Disposal Fee	1.86	36.00	66.96
08/13/04	Compactor	1.00	120.00	120.00
	Disposal Fee	2.19	36.00	78.84
08/17/04	্বি বৃঁ40 yard container	1.00	120.00	120.00
-				

PMB #409 25422 Trabuco Road ake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 14522

Date:

August 30, 2004

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms
100239	Net 10

Date	Description	Quantity	Price	Amount
	Disposal Fee	2.44	36.00	87.84
08/20/04	Compactor	1.00	120.00	120.00
•	Disposal Fee	5.09	36.00	183.24
08/20/04	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	3.47	36.00	124.92
08/24/04	Compactor	1.00	120.00	120.00
	Disposal Fee	3.10	36.00	111.60
08/27/04	I Compactor	1.00	120.00	120.00
i i i	Disposal Fee	2.67	36.00	96.12
08/27/04	40 yard green waste	1.00	120.00	120.00
4 - Marie - 174 - 1800 Marie -	Disposal Fee	3.45	36.00	124.20
08/27/04	40 yard container	1.00	120.00	120.00
•	Disposal Fee	1.49	36.00	53.64
08/27/04	10 yard container	1.00	270.00	270.00

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 14706

Date:

September 30, 2004

Ship To:

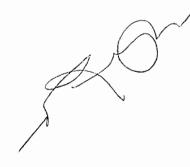
P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	• Terms	
100239	Net 10	

Date	Description	Quantity	Price	Amount
08/31/04	Compactor	1.00	120.00	120.00
	Disposal Fee	4.59	36.00	165.24
09/03/04	Compactor	1.00	120.00	120.00
	Disposal Fee	7.70	36.00	277.20
09/03/04	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	2.27	36.00	81.72
09/10/04	Compactor	1.00	120.00	120.00
	Disposal Fee	9.10	36.00	327.60
09/10/04	40 yard container	1.00	120.00	120.00
	Disposal Fee	2.94	36.00	105.84
09/10/04	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	2.10	36.00	75.60
09/14/04	Compactor	1.00	120.00	120.00
	Disposal Fee	.3.94	36.00	141.84



PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 14706

Date: September 30, 2004

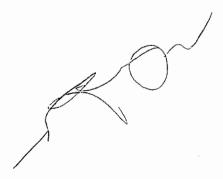
Ship To:

P.C.C. 150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
100239	Net 10

Date		Description	Quantity	Price	Amount
09/17/04		Compactor	1.00	120.00	120.00
·		Disposal Fee	6.12	36.00	220.32
09/17/04		40 yard green waste	1.00	120.00	120.00
and the two beginning management with a property for		Disposal Fee	2.07	36.00	74.52
09/17/04		40 yard container	1.00	120.00	120.00
		Disposal Fee	3.19	36.00	114.84
09/21/04		Compactor	1.00	120.00	120.00
		Disposal Fee	4.08	36.00	146.88
09/24/04		40 yard green waste	1.00	120.00	120.00
09/24/04	to have been playing at a play	Compactor	1.00	120.00	120.00
		Disposal Fee	5.98	36.00	215.28
09/28/04		Compactor	1.00	120.00	120.00
		Disposal Fee	4.49	36.00	161.64
09/28/04		40 yard green waste	1.00	120.00	120.00



PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 14901

Date:

October 30, 2004

Ship To:

P.C.C.

PO#B-06295 150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
B-06295	Net 10

Date	Description	Quantity	Price	Amount
10/01/04	Compactor	1.00	120.00	120.00
	Disposal Fee	5.79	36.00	208.44
10/01/04	40 yard container	1.00	120.00	120.00
	Disposal Fee	4.43	36.00	159.48
10/05/04	Compactor	1.00	120.00	120.00
	Disposal Fee	4.20	36.00	151.20
10/08/04	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	3.43	36.00	123.48
10/08/04	Compactor	1.00	120.00	120.00
	Disposal Fee	6.04	36.00	217.44
10/12/04	Compactor	1.00	120.00	120.00
	Disposal Fee	3.23	36.00	116.28
10/12/04	40 yard container	HIME WHEN ALE 1.00	120.00	120.00
	Disposal Fee	1.00 3.23 Hillie Balleri Hold Paris C. S. Hall 4.28	36.00	154.08

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 14901

Date:

October 30, 2004

Ship To:

P.C.C. PO#B-06295 150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
B-06295	Net 10

Date	Description	Quantity	Price	Amount
10/15/04	Compactor	1.00	120.00	120.00
	Disposal Fee	5.82	36.00	209.52
10/15/04	40 yard container	1.00	120.00	120.00
	Disposal Fee	2.50	36.00	90.00
10/19/04	Compactor	1.00	120.00	120.00
	Disposal Fee	5.39	36.00	194.04
10/19/04	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	2.81	36.00	101.16
10/22/04	40 yard green waste	1.00	120.00	120.00
	(- 10 - 10 - 10 - 10 - 10 - 10 - 10 - 1	1.30	36.00	46.80
10/22/04		1.00	120.00	120.00
10/22/04	Disposal Fee	5.88	36.00	211.68
10/26/04	Compactor OK 109 M	1.00	120.00	120.00
	Disposal Fee	4.50	36.00	162.00
	Ann (c)	10, 12, 10, 14, 2	<u> </u>	
	T" (c)	6" (1" 3 5	ृ _{ङ्} Total	\$3,825.60

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 15095

Date:

November 30, 2004

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms
B-06295	Net 10

Date		Description	Quantity	Price	Amount
10/29/04		Compactor	1.00	120.00	120.00
		Disposal Fee	6.43	36.00	231.48
10/29/04	4	40 yard green waste	1.00	120.00	120.00
		Disposal Fee	2.97	36.00	106.92
10/29/04		40 yard container	1.00	120.00	120.00
		Disposal Fee	3.10	36.00	111.60
11/02/04	-	40 yard container	1.00	120.00	120.00
	• :	Disposal Fee	1.19	36.00	42.84
11/02/04		Compactor	1.00	120.00	120.00
		Disposal Fee	3.60	36.00	129.60
11/05/04		Compactor	1.00	120.00	120.00
		Disposal Fee	5.21	36.00	187.56
11/05/04	(40 yard green waste	1.00	120.00	120.00
		Disposal Fee	3.35	36.00	120.60

PMB #409

25422 Trabuco Road

Lake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Invoice

Number: 15095

Date:

November 30, 2004

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms
B-06295	Net 10

Date	Description	Quantity	Price	Amount
11/09/04	Compactor	1.00	120.00	120.00
	Disposal Fee	4.41	36.00	158.76
11/09/04	40 yard container	1.00	120.00	120.00
	Disposal Fee	1.93	36.00	69.48
11/12/04	Compactor	1.00	120.00	120.00
and the second s	Disposal Fee	3.12	36.00	112.32
11/16/04	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	2.21	36.00	79.56
11/16/04	Compactor	1.00	120.00	120.00
	Disposal Fee	3.93	36.00	141.48
11/19/04	Compactor	1.00	120.00	120.00
	Disposal Fee	5.64	36.00	203.04
11/19/04	40 yard container	1.00	120.00	120.00
i	Disposal Fee	2.20	36.00	79.20
	v.			:

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 15095

Date:

November 30, 2004

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms	
B-06295	Net 10	

Date	Description	Quantity	Price	Amount
11/23/04	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	1.47	36.00	52.92
11/23/04	Compactor	1.00	120.00	120.00
	Disposal Fee	3.32	36.00	119.52
		Alegie electric	Total	Mar Sings
			Total	\$3,866.8

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 15286

Date:

December 30, 2004

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms
B-06295	Net 10

Date	Description	Quantity	Price	Amount
11/30/04	Compactor	1.00	120.00	120.00
	Disposal Fee	6.65	36.00	239.40
12/03/04	Compactor	1.00	120.00	120.00
	Disposal Fee	5.04	36.00	181.44
12/03/04	40 yard container	1.00	120.00	120.00
	Disposal Fee	2.37	36.00	85,32
12/03/04	40 yard green waste	1.00	120.00	120.00
And the second s	Disposal Fee	1.32	36.00	47.52
12/07/04	Compactor	1.00	120.00	120.00
	Disposal Fee	5.10	36.00	183.60
12/10/04	Compactor	1.00	120.00	120.00
	Disposal Fee	6.25	36.00	225.00
12/10/04	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	1.49	36.00	53.64

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 15286

Date:

December 30, 2004

Bill To:

Fiscal Services

Pasadena City College 1570 E. Colorado Blvd.

Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

ı	PO Number	Terms
	B-06295	Net 10

Date	Description	Quantity	Price	Amount
12/14/04	Compactor	1.00	120.00	120.00
	Disposal Fee	5.04	36.00	181.44
12/17/04	Compactor	1.00	120.00	120.00
	Disposal Fee	6.65	36.00	239.40
12/21/04	40 yard container	1.00	120.00	120.00
	Disposal Fee	3.77	36.00	135.72
12/21/04 (40 yard green waste	1.00	120.00	120.00
	Disposal Fee	1.61	36.00	57.96
12/21/04	Compactor	1.00	120.00	120.00
	Disposal Fee	2.68	36.00	96.48
12/28/04	Compactor	1.00	120.00	120.00
	Disposal Fee	49	36.00	53.64
12/28/04	40 yard container	1.00	120.00	120.00
	Disposal Fee	1.00	36.00	192.60
<u> </u>	Anni		Total	\$3,653.16

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 15465

Date: January 30, 2005

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C. 150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
B-06295	Net 10

Date	Description	Quantity	Price	Amount
01/04/05	Compactor	1.00	120.00	120.00
	Disposal Fee	7.82	36.00	281.52
01/04/05	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	1.42	36.00	51.12
01/05/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	2.92	36.00	105.12
01/07/05	Compactor	1.00	120.00	120.00
,	Disposal Fee	4.54	36.00	163.44
01/11/05	Compactor	1.00	120.00	120.00
	Disposal Fee	3.32	36.00	119.52
01/14/05	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	2.43	36.00	87.48
01/14/05	Compactor	1.00	120.00	120.00
	Disposal Fee	7.45	36.00	268.20

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003

Invoice

Number: 15465

Date:

January 30, 2005

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
B-06295	Net 10

Date	Description	Quantity	Price	Amount
01/18/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	4.66	36.00	167. 76
01/18/05	Compactor	1.00	120.00	120.00
	Disposal Fee	1.61	36.00	57.96
01/21/05	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	2.33	36.00	83.88
01/21/05	Compactor	1.00	120.00	120.00
	Disposal Fee	4.04	36.00	. 145.44
01/25/05	Compactor	1.00	120.00	120.00
	Disposal Fee	6.99	36.00	251.64
01/28/05	Compactor	1.00	120.00	120.00
	Disposal Fee	4.78	36.00	172.08
01/28/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	5.05	36.00	181.80
	a to or		Total	\$3,816.96

Make Checks Payable To: Southern California Environmental, Inc.

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PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 15663

Date:

February 27, 2005

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms	
B-06295	Net 10	

Date	Description	Quantity	Price	Amount
02/01/05	Compactor	1.00	120.00	120.00
'	Disposal Fee	2.87	36.00	103.32
02/04/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	2.02	36.00	72.72
02/04/05	Compactor	1.00	120.00	120.00
1	Disposal Fee	3.42	36.00	123.12
02/04/05	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	2.83	36.00	101.88
02/08/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	1.00	33.00	33.00
02/08/05	Compactor	1.00	120.00	120.00
	Disposal Fee	3.31	36.00	119.16
02/11/05	Compactor	1.00	120.00	120.00
	Disposal Fee	5.21	36.00	187.56

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: .15663

Date:

February 27, 2005

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms	
B-06295	Net 10	

Date	Description		Quantity	Price	Amount
02/15/05	40 yard container		1.00	120.00	120.00
	Disposal Fee		2.99	36.00	107.64
02/15/05	Compactor		1.00	120.00	120.00
-/-	Disposal Fee		4.39	36.00	158.04
02/18/05	40 yard green waste		1.00	120.00	120.00
	Disposal Fee		2.46	36.00	88.56
02/18/05	Compactor		1.00	120.00	120.00
	Disposal Fee		6.65	36.00	239.40
		,			
		0x to pay 3/20/05 Anni	11 2 3 8 1 4 1 1 2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Contract Co	
		6, 5	W.	Total	\$2,654.40

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 15855

Date:

March 30, 2005

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To: P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
B-06295	Net 10

Date	Description	Quantity	Price	Amount
02/25/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	5.30	36.00	190.80
02/25/05	Compactor	1.00	120.00	120.00
	Disposal Fee	8.39	36.00	302.04
03/02/05	Compactor	1.00	120.00	120.00
	Disposal Fee	5.59	36.00	201.24
03/02/05	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	1.98	36.00	71.28
03/04/05	Compactor	1.00	120.00	120.00
	Disposal Fee	6.96	36.00	250.56
03/08/05	Compactor	1.00	120.00	120.00
	Disposal Fee	4.62	36.00	166،32
03/11/05	Compactor	1.00	120.00	120.00
	Disposal Fee	5.54	36.00	199.44

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 15855

Date:

March 30, 2005

Ship To:

P.C.C.

150 S. Hill Street

PO Number	Terms
B-06295	Net 10

Date	Description	Quantity	Price	Amount	
03/11/05	40 yard green waste	1.00	120.00	120.00	
	Disposal Fee	3.86	36.00	138.96	
03/15/05	40 yard container	1.00	120.00	120.00	
	Disposal Fee	4.18	36.00	150.48	
03/15/05	Compactor	1.00	120.00	120.00	
	Disposal Fee	4.22	36.00	151.92	
03/18/05	40 yard container	1.00	120.00	120.00	
	Disposal Fee	5.76	36.00	207.36	
03/22/05	Compactor	1.00	, 120.00	120:00	
	Disposal Fee	4.61	36.00	165.96	
03/22/05	40 yard green waste	1.00	120.00	120.00	
	Disposal Fee	3.02	36.00	108.72)
03/25/05	Compactor	1.00	120.00	120.00	
	Disposal Fee	7.22	36.00	259.92	

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 16092

Date: April 30, 2005

c. Aprii

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms	
B-06295	Net 10	

Date	Description	Quantity	Price	Amount
03/29/05	Compactor	1.00	120.00	120.00
	Disposal Fee	4.82	36.00	173.52
03/29/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	2.28	35.00	79,80
04/01/05	40 yard green waste	1.00	120.00	120.00
·	Disposal Fee	1.89	36.00	68.04
04/01/05	Compactor	1.00	120.00	120.00
	Disposal Fee	3.61	36.00	129.96
04/05/05	Compactor	1.00	120.00	120.00
	Disposal Fee	4.13	36.00	148.68
04/05/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	2.86	36.00	102.96
04/08/05	Compactor	1.00	120.00	120.00
	Disposal Fee	7.82	36.00	281.52

Make Checks Payable To: Southern California Environmental, Inc.

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FIGURAL SERVICES

Southern Calif. Environmental, Inc

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 16092

Date:

April 30, 2005

Bill To:

Fiscal Services Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms .	
B-06295	Net 10	

Date	Description	Quantity	Price	Amount
04/12/05	Compactor	1.00	120.00	120.00
	Disposal Fee	2.26	36.00	81.36
04/12/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	2.39	36.00	86.04
04/12/05	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	1.58	36.00	56.88
04/15/05	Compactor	1.00	120.00	120.00
	Disposal Fee	1.00	36.00	36.00
04/19/05	40 yard container	1.00	120:00	120.00
04/19/05	Compactor	1.00	120.00	120.00
	Disposal Fee	3.98	36.00	143.28
04/22/05	40 yard green waste	1.00	120.00	120.00
/	Disposal Fee	4.04	36.00	145.44
04/22/05	Compactor	1.00	120.00	120.00

Make Checks Payable To: Southern California Environmental, Inc.

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RECEIVED FISCAL SERVICES

Southern Calif. Environmental, Inc

PMB #409

- 25422 Trabuco Road

Lake Forest, CA 92630-2797

Invoice

Number: 16295

Date:

May 30, 2005

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
B-06295	Net 10

Date		Description	Quantity	Price	Amoun
05/03/05		40 yard green waste	1.00	120.00	120.00
·		Disposal Fee	4.50	36.00	162.00
05/03/05		Compactor	1.00	120.00	120.00
		Disposal Fee	5.06	36.00	182.16
05/06/05		Compactor	1.00	120.00	120.00
		Disposal Fee	6.11	36.00	219.96
05/10/05	و منها	40 yard container	1.00	120.00	120.00
Angeline (M. M. James)		Disposal Fee	3.12	36.00	112.32
05/11/05		40 yard container	1.00	120.00	120.00
TN	` €	Disposal Fee	4.84	36.00	174.24
05/13/05 >	<	Compactor	1.00	120.00	120.00
- G	Ģ.	Disposal Fee	5.04	36.00	181.44
05/13/05	5	40 yard green waste	1.00	120.00	120.00
		Disposal Fee	5.38	36.00	193.68
	_				

Southern Calif. Environmental, Inc

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Invoice

Number: 16295

Date:

May 30, 2005

Ship To:

P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
B-06295	Net 10

Date	Description	Quantity	Price	Amount
05/17/05	Compactor	1.00	120.00	120.00
	Disposal Fee	3.73	36.00	134.28
05/21/05	Compactor	1.00	120.00	120:00
Takana Carring	Disposal Fee	6.10	36.00	219.60
05/21/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	2.85	36.00	102.60
05/24/05	40 yard green waste	1.00	120.00	120.00
3	Disposal Fee	4.77	36.00	171.72
05/24/05	Compactor	1.00	120.00	120.00
3 Treatment	Disposal Fee	8,61	36.00	309.96
05/28/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	1.00 2.25 1.00 7.35	36.00	81.00
05/28/05	Compactor	1.00	12.00	12.00
	Disposal Fee	7.35	36.00	264.60
	, a	y	THE THEIR 36.00	
-	10 %	(्रेTotal	\$4,081.56

Make Checks Payable To: Southern California Environmental, Inc.

795 July - 1 - 2: 15

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Distri	ot and the second	Em													
	Facilities	_:	582	5-22	278	, <u>12r</u>	no/11m	no/10m	o/hrly	·Fis	cal Yea	ar: <i>2</i>	004		
Depar	rtment/Location	Tel	ephone	e #			ork year			•					
		staff on t and ado Waste Ma event It	he requir pting a S anageme is necess	ements a tate Ager nt Board. ary to ob	nd imple ncy Mode tain one	mentatio I Integrat or more e strict is n	n of the need Waste extension naking a	Manage s of time good fait	to compl h effort to	ly with the	e 25% and ent the pla	d/or 50% an and/o	minimum	i waste	
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Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jạn.	Feb.	Mar.	April	Мау	June	Total	
1	Policies and Procedures					ļ. 									
2	Staff Training	1	1	(1	1	(1	. (7		1	1	12	
3	Plan Development											. •		·	
4	Alternative Compliance										•				
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PLEASI	E SUBMIT THIS INFORMATION	BY		_ ; TO :											

	PCC	_ (, it ffl	esen	. (1184	led 1	901			•				
Distri	ct	Em	ployee	Name			Exa	act Po	sition T	itle			• • •		
	Facilities		585	-7	278	12r	12mo/11mo/10mo/hrly				Fiscal Year: 200				
Depa	rtment/Location	Te	ephon	e #		Work year length									
salvage Code 6 Code 6 Code 6 chippin Code 6	A Source Reduction: Reusable of yards, grass-cycling, and other B Recycling: Paper, cardboard, ic Composting: commercial pick SD Special Waste: Concrete/rubb.g/composting, batterles, paint, est Procurement Activities: State working with recycled product s	program glass, pla -up of grolle, concr tc. and Coll	s astics, sc een waste ete/aspha	rap meta e, food wa alt, rende	l, special aste com ring/grea	collection posting, se, tires,	n prograr and other landfills,	ns, clear prograr used oil	n-up even ns /antifreeze	ts e, white a	nd brown	goods re	ecycling,	wood waste	
					RI	PORT	STAFF	TIME	IN HOU	RS PE	R MONT	ГН			
Code	Reimbursable Activity	July	Aug.	Sept	Oct,	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total	
6 A	Source Reduction														
6 B	Recycling	40	40	40	40	40	90	40	40	40	90	.90	40	480	
6 C	Composting														
6 D	Special Waste	1	1	1 %	. (· ſ	(1	1	/	1	1	/	12	
6 E	Procurement Activities												<u> </u>		
to recei under the only. Employ	OYEE CERTIFICATION: The State of the reimbursement. Your signature he penalty of perjury to be true a vee Signature where any questions, please contains and the submit this information.	re on this nd correc ct	form cer of based o	tifies tha	t you hav ersonal k Da	ve reporte knowledge ate	ed actual	data or f mation."	nave provi	lded a go	od faith e	estimate v	vhich you	ı "certify	

Distri	Pcc		ع ا _{أحو}			ìŋ_		Exact Position Title						
Distri			ployee							• •				
Fac	ilities Services	<u>(6</u>	<u> </u>	<u> 585</u>	-72					Fis	cal Yea	ar:	200	4
Depa	rtment/Location	Te	lephon	e# .		Wc	ork yea	r lengtl	h ————					
Code 1 Code 2 Code 3	Code 2 Staff Training: Training district staff on the requirements and implementation of the mandate. Code 3 Plan Development: Developing and adopting a State Agency Model Integrated Waste Management Plan on or before July 15, 2000, and submitting the district's plan to the California Waste Management Board.													
-	reduction requirements, preser	iting sub	stantial e	vidence ti	nat the d					S PER			r plan of c	correction.
Code	Reimbursable Activity			T	T	1		1	l noon	1			I	
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures													
2	Staff Training	1	/	/	1.	1.	f	ſ	. /	1	1	1.	/	12
3	Plan Development	7												
4	Alternative Compliance													
EMPLO	YEE CERTIFICATION: The State	e of Call	fornia red	uires tha	t school	district pe	ersonnel r	naintain	a record	of data fo	r state m	andates	in order fo	or the district
to recei	ve reimbursement. Your signature he penalty of perjury to be true a	re on this nd correc	form cer ot based o	tifles that on your p	t you hav ersonal k	reporte nowledge	d actual of	data or h mation."	ave provi This Infor	ded a go	od faith e	stimate v	vhich you	"certify
Employ	ree Signature	·			D:	ate <u> </u>	30/0/	2						
if you h	ee Signature MAA	ct	·	·	· · · · · · · · · · · · · · · · · · ·		, at _			- ·				
PLEAS	E SUBMIT THIS INFORMATION	BY		; TO						. '				

	PCC		alic	· +1	olch	24	· · ·	cus	100	1911			_	
Distri	ct .	Em	ployee	Name	,		Exa	act Pos	ition T				,	
	cilites Service				727		mo/11n			Fis	cal Ye	ar: <u> </u>	600	<u>/</u>
Depa	rtment/Location	Tel	ephon	e#		Wo	ork yea	r length	١ .			•.		
salvage Code 6 Code 6 Code 6 chippin Code 8	Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchange, salvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oil/antifreeze, white and brown goods recycling, wood waste chipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, proactively working with recycled product supplies.													
REPORT STAFF TIME IN HOURS PER MONTH														
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction													
6 B	Recycling	40	40	40	40	40	40	40	40	40	40.	40	40	4-80
6 C	Composting													
6 D	Special Waste	/	. /	1.	/	1	1	1	/	1	/		(/2_
6 E	Procurement Activities							<u> </u>			· · ·		· <u>; </u>	
EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify under the penalty of perjury to be true and correct based on your personal knowledge or information." This Information is used for cost accounting purposes only. Employee Signature Date 5/30/0 L If you have any questions, please contact , at PLEASE SUBMIT THIS INFORMATION BY ; TO														

P C Distric			lelen	Name	etty			(205-1	och ition Ti	9 4			•
Fac	tment/Location	(PS		85-7		<u>12r</u> Wo	no/11n ork year	10/10m	o/hrly		cal Yea	ar: <u>201</u>	os	
Code 2 Code 3	Policies and Procedures: Deve Staff Training: Training district Plan Development: Developing district's plan to the California \(\) Alternative Compliance: In the reduction requirements, presen	staff on t and ado Vaste Ma event it i	he requir pting a S anageme is necess	ements a tate Ager int Board ary to ob	ind Imple ncy Mode tain one	mentation I Integrat or more e strict is n	n of the need Waste extension making a	Manage s of time good fait	to compl h effort to	y with the	e 25% an ent the pl	d/or 50% an and/o	minimur	n waste
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Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures													
2	Staff Training	/	/	/	1	1	/.	1	1	. /	/	/.	/	12
3	Plan Development											,		
4	Alternative Compliance													
L			<u> </u>	:			•							
to recei under the only. Employ	PYEE CERTIFICATION: The State ve reimbursement. Your signature are penalty of perjury to be true are eee Signature are any questions, please contains	re.on this	form cent based	rtifies that	t you hav ersonal k : Da	re reporte inowledge ate	d actual e or infor	data or h mation." ′	ave provi	ded a go	od taitn e	sumate v	willen you	i ceilily
	E SUBMIT THIS INFORMATION								· · · · · ·					

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Distric	ot	Em	ployee	Name	,	Exact Position Title									
	Inties Services tment/Location	278	12mo/11mo/10mo/hrly Fiscal Year: 2005 Work year length												
salvage Code 6 Code 6 Code 6 chipping Code 6	Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchange, alvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oll/antifreeze, white and brown goods recycling, wood waste hipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, proceducely working with recycled product supplies. REPORT STAFF TIME IN HOURS PER MONTH														
					RE	PORT	STAFF	TIME	N HOU	RS PE	R MON	TH			
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total	
6 A	Source Reduction					·									
6 B	Recycling	40	40	40	40	40	40	40	40	40	40	40	40	480	
6 C	Composting		•												
6 D	Special Waste		-/	7.	. /		/	7	/	/	(1	1 .	12	
6 E	Procurement Activities					<u> </u>						<u></u>	<u> </u>		
to receive under the only. Employ If you h	PYEE CERTIFICATION: The State over eimbursement. Your signature ne penalty of perjury to be true and the Signature and the Signature are any questions, please contacts.	e on this id correc	form cer t based o	tifies that	you haversonal k	e reporte	d actual e or infor	data or h	ave prov	ided a go	od faith e	estimate v	AUICU AOI	i certify	

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Distri	· ·	Em		Name				Exa	act Pos	sition T	itle			
FI	HILLTIET		21,-	7277	7	12	no/11n	no/10m	o/hrly	Fis	cal Yea	ar: Zo	104	
Depar	rtment/Location	Tel	ephon	e# .			ork yea						·	
Code 1 Code 2 Code 3 Code 4	Plan Development: Developing district's plan to the California	staff on t and ado Waste Ma event it	he requir pting a S anageme is necess	ements a tate Ager nt Board. ary to ob	ind imple ncy Mode tain one	mentatio I Integrat or more e	n of the red Waste	e Manage s of time	to compl	ly with the	e 25% an	d/or 50%	minimur	n waste
						RE	PORT	TIME IN	HOUR	S PER	MONTH			
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures				,									
2	Staff Training	1	1	1		7.	1	1			/	/.	1	12
3	Plan Development													
4	Alternative Compliance													
to receir under the only. Employ If you h	YEE CERTIFICATION: The State ve reimbursement. Your signature ne penalty of perjury to be true at the signature and the signature are signature as a see any questions, please contains as SUBMIT THIS INFORMATION	re on this nd correc	form cer it based o	tifles that	t you hav ersonal k Da	e reporte nowledge ate _5/3	d actual of or information of the contract of	data or h	ave provi This infor	ded a go	od faith e	stimate v	vhich you	certify

P	C. C.		ED E	XA55 (COCIC			SARD	ENER		•			
Distri	ot	Em	ployee	Name	7		Exa	ct Pos	ition T	itle			,	
FI	MILITIES		281-	7277	, ·	12	mo/11m	10/10m	o/hrly	Fis	cal Ye	ar:	2004	· ·
Depai	rtment/Location	Te	lephon	e #		Wo	ork year	length	١ .					
salvage Code 6 Code 6 Code 6 chipping Code 6	A <u>Source Reduction</u> : Reusable of yards, grass-cycling, and other B <u>Recycling</u> : Paper, cardboard, C <u>Composting</u> : commercial pick D <u>Special Waste</u> : Concrete/rubb g/composting, batteries, paint, et <u>Procurement Activities</u> : State working with recycled product s	program glass, pla -up of gro le, concr tc. and Coll	s astics, sc een waste ete/aspha	rap meta e, food w alt, rende	l, special aste com ring/grea	collection posting, se, tires,	n progran and other landfills,	ns, clean program used oll/a	-up even ns antifreeze	ts e, white a	nd browi	n goods r	ecycling,	wood waste
				,	RI	EPORT	STAFF	TIME	N HOU	RS PE	R MON	TH	1	
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	Мау	June	Total
6 A	Source Reduction	40	40	40	40	40	10	40	40	40	40	40	40	480
6 B	Recycling			<u> </u>				· 		<u> </u>				·
6 C	Composting													
6 D	Special Waste									<u> </u>				
6 E	Procurement Activities											<u></u>	· ;	
to recei under the only. Employ	PYEE CERTIFICATION: The Starve reimbursement. Your signature he penalty of perjury to be true a ree Signature have any questions, please contact SUBMIT THIS INFORMATION	re on this nd correc	s form cer ct based o	rtifies tha	t you have bersonal l	ve reporte knowledg ate <u>5/</u>	e or inform	nation."	ave prov This Info	ideo a go	י ווווגו סס	ssiiiiate v	Milicii Aon	ı certiry

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	ilities Services rtment/Location		ک (ماد ephon		647			no/10m r lengtl		Fis	cal Ye	ar: _ <i>2</i>	1000	<u>/</u>
Code 1 Code 2 Code 3	Staff Training: Training district Plan Development: Developing district's plan to the California	staff on t and ado Waste M event It	the requir pting a S anageme is necess	ements a tate Ager nt Board ary to ob	and imple ncy Mode tain one (mentatio I Integrat or more e strict is n	n of the r ed Wasto extension naking a	e Manage s of time good fait	to comp h effort to	ly with the	e 25% ar ent the pl	d/or 50% an and/o	minimu	ոi waste
	T - · · · · · · · · · · · · · · · · · ·			. :		RE	PORT	TIME IN	HOUR	SPER	MONT	1 .	r	
Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	Мау	June	Total
1	Policies and Procedures	1	J	2	2	2	2	2	2	2	3	3	I	24
2	Staff Training	5	5	5	5	5	5	5	5	5	5	5	5	60
3	Plan Development	3	2	3	9	2	2	2	2	J	2	2	2	24
4	Alternative Compliance													
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 2. ONGOING PLAN IMPLEMENTATION

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5	College Coordinator	. 8	8	8	8	8	8	8	8	8	8	8	8	96
6	Plan Implementation See IWM 1.6 B-3	8	8	8	.8	8	8	8	8	8	8	8	8	96
7	Accounting System	4	4	+	4	+	4	4	1	4	4	9	+	4.8
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6 A	Source Reduction	40	40	40	40	10	40	40	90	40	10	40	40	480
6 B	Recycling			·										
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6 A	Source Reduction	40	40	40	40	40	40	40	40	40	40	40	40	480
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6 D	Special Waste					<u> </u>							· .	
6 E	Procurement Activities													
to receive under the only. Employ If you have	YEE CERTIFICATION: The State of reimbursement. Your signature are penalty of perjury to be true are signature and the state of the stat	e on this nd correc	form cer t based o	rtifies that	you haversonal k	e reporte nowledge ate <u>5</u> /	d actual of or information of the desired of the de	data or h	ave provi This infor	ded a go	od faith e	stimate (which you	"certify

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Distri	ct	En	ployee	Name		0		Exa	act Pos	ition T	itle			
	ACILITIES			-727	7				o/hrly	Fis	cal Yea	ar: _ــــــــــــــــــــــــــــــــــــ	004	
Depa	rtment/Location	Te	lephon	e#		Wo	ork yea	r lengtl	i .				•	
Code 2 Code 3	Policies and Procedures: Dev Staff Training: Training district Plan Development: Developing district's plan to the California Alternative Compliance: In the reduction requirements, preser	staff on and ado Waste M event it	the requirenting a S anagements anagements	rements a state Ager ent Board sary to ob	nd imple ncy Mode tain one	mentatio I Integrat or more e	n of the red Waste	e Manage s of time	to compl	y with th	e 25% an	d/or 50%	minimu	ni waste
г		T		· ·		RE	PORT	TIME IN	HOUR	SPER	MONTI	1	 	r
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures													
2	Staff Training	1	1	/	/	ſ	1	/	7	7	1	(/	12
3	Plan Development													
4	Alternative Compliance													
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to recei under the only. Employ	OYEE CERTIFICATION: The State of the Penalty of perjury to be true at the Penalty of perjury to be true at the Penalty of perjury to be true at the Penalty of perjury to be true at the Penalty of Pe	re.on this nd correc	a form ce of based	rtifies that	t you hav ersonal k	e reporte	d actual e or infor	data or h	ave provi	ded a go	od faith e	stimáte v	which you	i "certify

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Distri	ct	Em	ployee	Name)	Exa	ct Pos	ition T	itle			- ,	
Fr	ICILITIES		-285-	1277		12	no/11m	10/10m	o/hrly	Fis	cal Yea	ar: <u>20</u>	24	
Depa	rtment/Location	Tel	ephon	e#		Wo	ork year	length	١.				,	
salvage Code 6 Code 6 chippin Code 6	A <u>Source Reduction</u> : Reusable of yards, grass-cycling, and other B <u>Recycling:</u> Paper, cardboard, of Composting: commercial pick-b <u>Special Waste</u> : Concrete/rubb g/composting, batteries, paint, et E <u>Procurement Activities</u> : State working with recycled product s	programs glass, pla -up of gre le, concre c. and Colle	s astics, sc een waste ete/aspha	rap metal e, food wa alt, rendel	l, special aste com ring/grea	collection posting, se, tires,	n program and other landfills, (ns, clean program used oll/a	-up even ns antifreeze	ts , e, white a	nd brown	goods re	ecycling,	wood waste
					RI	PORT	STAFF	TIME	N HOU	RS PEF	MON7	ГН		
Code	Reimbursable Activity	July	Aug.	Sept	Oct,	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction													
6 B	Recycling	40	40	40	40	40	40	40	10	40	40	10	40	480
6 C	Composting	•												
6 D	Special Waste	1	. /	1.	. ,	1	1	1	1	/	/	1	<u> </u>	12
6 E	Procurement Activities												. <u>:</u>	
to recei under the only. Employ	PYEE CERTIFICATION: The State ve reimbursement. Your signature he penalty of perjury to be true and ree Signature he Signature he signa	re on this	form cer t based o	tifies that on your pe	t you hav ersonal k	reporte (nowledge	d actual o	lata or handland	ave provi	ided a god	od faith e	estimate v	which you	i "certify

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	ilities Servies rtment/Location		ھ) ج lephone		278		mo/11n ork yea	no/10m r lengtl	no/hrly h	Fis	cal Yea	ar: <u></u>	1004	<u> </u>
Code 1 Code 2 Code 3 Code 4	Staff Training: Training district Plan Development: Developing district's plan to the California	staff on to g and ado Waste M e event It	the requir pting a S anageme is necess	ements a tate Ager nt Board ary to ob	and imple ncy Mode tain one	mentatio I Integrat or more e strict is n	n of the r ed Waste extension naking a	e Manage s of time good fait	ement Pla to compl h effort to	ly with the	e 25% an ent the pl	d/or 50% an and/o	minimun	n waste
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Code	Relmbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures												·	
2	Staff Training	1	/	1	(ſ.	(/	. /	7	1	<i>ſ</i> .	1	12
3	Plan Development													
4	Alternative Compliance													
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to recei under ti only. Employ If you h	PYEE CERTIFICATION: The Stave relmbursement. Your signature are Signature and questions, please contact SUBMIT THIS INFORMATION	are on this	form cer to based o	tifies tha	t you hav ersonal k Da	e reporte nowledge	d actual	data or h mation."	ave provi This infor	lded a go	od faith e	stimäte v	vhich you	"certify

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Distric	et	Em	ployee	Name	. //	/	Exa	act Pos	ition T					,
	tment/Location	Tel	ephone	e #			no/11m ork year			Fis	cal Ye	ar:	200	
salvage Code 6 Code 6 Chipping Code 6	A <u>Source Reduction</u> : Reusable of yards, grass-cycling, and other B <u>Recycling</u> : Paper, cardboard, of <u>Composting</u> : commercial picked <u>Special Waste</u> : Concrete/rubb g/composting, batteries, paint, et <u>Procurement Activities</u> : State working with recycled product s	program glass, pla -up of gro le, concr tc. and Coll	s astics, sci een waste ete/aspha	rap metal e, food wa ilt, render	, special aste com ing/greas	collection posting, a se, tires,	n progran and other landfills,	ns, clean program used oll/a	-up even ns antifreeze	ts e, white a	nd browr	ı goods r	ecycling,	wood waste
					RE	PORT	STAFF	TIME	N HOU	RS PE	R MON	ГН		
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	Мау	June	Total
6 A	Source Reduction													
6 B	Recycling	40	90	40	40	40	40	40	40	40	40.	40	10	480
6 C	Composting													
6 D	Special Waste	/	1	1.	. /	1	1	1	/	1	1	1.	1.	12
6 E	Procurement Activities										<u> </u>		<u> </u>	
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Distri		Em	ployee	Name				Exa	act Pos	ition T	itle			•
	Facilities	:_	585	-7	278	2 12r	no/11n	no/10m	o/hrly	Fis	cal Yea	ar: 20	04	
Depa	rtment/Location	Te	lephone	e #		Wc	rk yea	r length	i					
Code 1 Code 2 Code 3	Staff Training: Training district Plan Development: Developing district's plan to the California	staff on t and ado Waste M e event it	the requir pting a S anageme is necess	ements a tate Ager nt Board ary to ob	and imple ncy Mode tain one	mentatio I Integrat or more o	n of the red Wasto	e Manage s of time	to compl	y with the	e 25% an	d/or 50%	minimu	n waste
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Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
1	Policies and Procedures												,	
2	Staff Training	1	1	1	/	1	1	1	1	1	/	1	/	12
3	Plan Development	. ,										,		
4	Alternative Compliance													
to recei under the only. Employ	oyee CERTIFICATION: The State of reimbursement. Your signature are Signature are any questions, please contact of SUBMIT THIS INFORMATION	re on this nd correct () (**) ict	form cer t based o	tifles that	t you hav ersonal k Da	e reporte nowledge	d actual e e or infor	data or ha mation." ¹	ave provi	ded a go	od faith e	stimate v	vhich you	*certify

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Distric	_	Em	ployee	Name			Exa	ect Pos	ition T	itle				
	Pacilities		58	5-7	27	J 12r	no/11m	no/10m	o/hrly	Fis	cal Yea	ar: <u>2</u>	004	
Depar	tment/Location	Tel	ephone	e #		Wo	rk year	r length	1					
salvage Code 6 Code 6 chipping Code 6	A <u>Source Reduction</u> : Reusable or yards, grass-cycling, and other parts, grass-cycling, and other parts, grass-cycling, and other parts, grass-cycling. Paper, cardboard, grass-composting; commercial pick-or of the procurement Activities. State a working with recycled product su	orograms lass, pla up of gre e, concre c. and Colle	s stics, scr en waste ete/aspha	ap metal , food wa lt, render	special este com ing/greas	collection posting, a se, tires, i	n progran and other landfills, i	ns, clean program used oil/a	-up eveni s antifreeze	ts e, white a	nd brown	goods re	ecycling,	wood waste
					RE	PORT	STAFF	TIME	N HOU	RS PEF	R MONT	Н		
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction													
6 B	Recycling	10	40	20	40	40	40	40	40	40	40	40	40	480
6 C	Composting													
6 D	Special Waste	1	f.	/ .	. /		/	-/	1			1	1	12
6 E	Procurement Activities												·	<u> </u>
to receive under the control only. Employ If you h	YEE CERTIFICATION: The State ve reimbursement. Your signature ne penalty of perjury to be true and see Signature ave any questions, please contact SUBMIT THIS INFORMATION	e on this	form cer t based c	tifies that	you haversonal k	re reporte nowledge ate	d actual o	nation." ⁻	ave provi This infor	ided a go	oa raith e	silliate v	νιποίι λοι	ı cenny

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Distri	ct	En	ployee			/			act Pos	sition T	itle			
Depa	Faellities rtment/Location	Te	58 lephon	\$~ 7 e#	727	8 <u>121</u> Wo	mo/11n ork yea	no/10m r lengt	<u>no/hrly</u> h	Fis	cal Ye	ar:	200 9	<u></u>
Code 1 Code 2 Code 3	Staff Training: Training district Plan Development: Developing district's plan to the California	staff on and add Waste Meevent It	the require opting a S lanagements is necess	rements a state Ager ent Board sary to ob	and imple ncy Mode tain one	mentatio I Integrat or more e strict is n	n of the red Wasto extension making a	e Manag s of time good fait	ement Pla	y with the	e 25% an ent the pl	d/or 50% an and/o	s minimur	n waste
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jạn.	Feb.	Mar.	April	Мау	June	Total
1	Policies and Procedures													
2	Staff Training	1	/	/	/	1:	1	/	. /	/	/	1	/	12
3	Plan Development							·						
4	Alternative Compliance							·						
to recei under th only. Employ If you h	YEE CERTIFICATION: The State ve reimbursement. Your signature ee Signature ave any questions, please conta	re on this	form cer	rtifles that	i you hav ersonal k Da	e reporte nowledge ate	d actual of or inform	data or h mation." /	ave provi This infor	ded a go	od faith e	stimäte v	which you	*certify
PLEAS	E SUBMIT THIS INFORMATION	BY		;10.						•				

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Distri		Em	ployee	Name			Exa	act Pos	ition Title							
	Pacility'es	9	585-7278 12mo/11mo/10mo/hrly Fiscal Year: 1604													
Depa	rtment/Location	Tel	ephon	e #		Wo	rk yea	r length	1			•				
salvage Code 6 Code 6 Chipping Code 6	A <u>Source Reduction</u> : Reusable of yards, grass-cycling, and other B <u>Recycling</u> : Paper, cardboard, of Composting: commercial pick-D <u>Special Waste</u> : Concrete/rubbig/composting, batteries, paint, et E <u>Procurement Activities</u> : State working with recycled product si	programs glass, pla up of gre le, concre c. and Colle	s istics, sci een waste ete/aspha	rap metal e, food wa alt, render	, special iste com ing/grea	collection posting, a se, tires,	n prograr and other landfills,	ns, clean r program used oll/a	-up eveni is antifreeze	ts e, white a	nd brown	goods r	ecycling,	wood waste		
					RI	PORT	STAFF	TIME	N HOU	RS PE	R MONT	ГН				
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total		
6 A	Source Reduction		,													
6 B	Recycling	40	40	to	40	90	40	40	40	40	40	40	40	780		
6 C	Composting											·				
6 D	Special Waste	1	V	1.	. /	1/	/	1	/	1.	/	./.	1.	12		
6 E	Procurement Activities					ļ					· · ·			<u> </u>		
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/	PCC		Diaz			lacia			Custod, an							
District			ployee			Exact Position Title										
	Facilities		585-7278 12mo/11mo/10mo/hrly Fiscal Year: 200 4													
Depa	rtment/Location	Tel	ephone	e# .		Wc	rk yea	r lengtl	i .		٠.		`			
Code 2	Policies and Procedures: Developing Staff Training: Training district Plan Development: Developing district's plan to the California Alternative Compliance: In the reduction requirements; present	staff on t and ado Waste Ma e event it i	he requir pting a S anageme is necess	ements a tate Agen nt Board. ary to ob	nd imple icy Modé tain one	mentation I Integrat or more e	n of the ned Waste	Manage s of time	ement Pla to compl	ly with the	e 25% an	d/or 50%	minimur	n waste		
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Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jạn.	Feb.	Mar.	April	May	June	Total		
1	Policies and Procedures															
2	Staff Training	1	1	/	· /	1	1	/	. /	. /	/	<i>(</i>	/	12		
3	Plan Development															
4	Alternative Compliance															
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Distri	ct	Em	ployee	Name	•		Exact Position Title							
	Facilities	-	585	-72	78	121	12mo/11mo/10mo/hrly Fiscal Year: 200 4							
Depa	rtment/Location	Tel	Telephone # Work year length									·		
Salvage Code 6 Code 6 Code 6 chippin Code 6	BA Source Reduction: Reusable of yards, grass-cycling, and other BE Recycling: Paper, cardboard, GC Composting: commercial pick Decial Waste: Concrete/rubb g/composting, batteries, paint, et Procurement Activities: State of working with recycled product s	programs glass, pla -up of gre le, concre tc. and Colle	s astics, sc een waste ete/aspha	rap metal e, food wa alt, rende	, special aste com ring/grea	collectio posting, se, tires,	n progran and other landfills, (is, clean program used oil/a	-up eveni s antifreeze	ts e, white a	nd brown	goods r	ecycling,	wood waste
					RI	PORT	STAFF	TIME	N HOU	RS PEF	R MONT	ГН	,	
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	Мау	June	Total
6 A	Source Reduction													
6 B	Recycling	10	40	40	40	40	40	40	40	40	90	40	40	480
6 C	Composting													
6 D	Special Waste	1	. /	f	. /	1/	/		/	1.	/	1	/	12
6 E	Procurement Activities												· <u>; </u>	
to recei under to only. Employ	DYEE CERTIFICATION: The State ive reimbursement. Your signature he penalty of perjury to be true as yee Signature any questions, please contains SUBMIT THIS INFORMATION	re on this	form cer t based o	rtifies tha on your p	t you haversonal k	ve reporte knowledg ate <u>5</u>	ed actual o	lata or h nation."	ave provi	ded a go	od taitir e	sumate v	Muicii Anr	cerny

Integrated waste

EMPLOYEE NAME	MICHAEL JENNINGS			
TITLE:	Power Sweeper Oper		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
			1000	00.50
99-00	36,532.92	9,265.18	1800	23.58 24.76
00-01	38,216.16	9,866.05	1800	
01-02	40,268.40	10,373.23	1800	26.17 26.78
02-03	40,878.84	12,083.11	1800	27.10
03'04	40,963.98	15,748.07	1800	
04-05	42,910.32	16,933.21	1800	28.66
05-06	45,154.56	17,158.49	1800	30.05
EMPLOYEE NAME	BILL GRIFFITH			
	0		P - 11041	
TITLE:	Gardner	· · · · · · · · · · · · · · · · · · ·	Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
99-00	34,336.08	10,948.69	1800	23.41
00-01	36,396.24	11,424.66	1800	24.71
01-02	38,350.68	12,331.64	1800	26.29
02-03	38,932.20	15,562.69	1800	27.75
03'04	38,932.20	20,504.62	1800	28.83
04-05	40,866.72	21,432.48	1800	30.24
05-06	43,004.04	21,413.13	1800	31.43
EMPLOYEE NAME	ED GLASSCOCK			
TITLE:	Gardner		Facilities	ļ
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
				
99-00	32,700.72			
00-01	33,172.20		1800	21.96
01-02	37,437.60	10,124.68	180	0 24.60
02-03	38,005.08	11,748.03	180	0 25.18
03'04	38,315.98	15,235.16	180	0 25.63
04-05	39,870.48	9,579.47	180	0 23.21
05-06	41,955.72	9,548.73	180	0 24.37
				
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EMPLOYEE NAME	DARYL MONTGOME	RY		
TITLE.	Candaan		F !!!4!	
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL CALADY	TOTAL DENES	ANNILLAI	DDOD DT
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
	 			
99-00	 			
00-01	7,062.03	2,309.85	1800	4.85
01-02	32,332.23	9,908.18	1800	21.89
02-03	34,892.10	12,105.03	1800	23.85
03'04	37,306.74	15,257.77	1800	25.19
04-05	37,971.48	15,982.48	1800	25.13
05-06	39,957.36	16,211.56	1800	27.16
05-06	39,937.30	10,211.50	1800	21.10
EMPLOYEE NAME	APOLLO MALAGON			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
				0101
99-00	32,311.47	8,878.49	1800	
00-01	34,335.72	9,509.05	1800	
01-02	36,524.16	10,044.48	1800	
02-03	37,077.84	11,639.92	1800	
03'04	37,309.65	15,040.23	1800	
04-05	38,921.04	16,165.27	1800	
05-06	40,956.60	16,393.62	1800	27.72
EMPLOYEE NAME	EUGENE LOPEZ			
TITLE:	Gardner	ļ	Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
99-00	38,625.00	9,861.09	1800	24.97
00-01	38,625.00			
01-02	42,281.40			
02-03	42,922.44			
03'04	42,922.44			
04-05	43,956.84			
05-06	46,255.80			
00-00	40,200.00	10,002.21	1000	20.70

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EMPLOYEE NAME	ARTURO GONZALEZ			
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
99-00	34,336.08	9,063.94	1800	22.36
00-01	36,396.24	9,698.61	1800	23.75
01-02	38,350.68	10,204.85	1800	25.10
02-03	38,932.20	11,856.13	1800	25.69
03'04	39,094.34	15,385.92	1800	26.06
04-05	39,905.04	13,532.20	1800	25.42
05-06				

PROGRAM: 71/4/0	nated ware		:		
EMPLOYEE NAME:	MARIA JIMENEZ				
TITLE:	Custodian		Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
			HOURS	B+C BY D	
				-	
02-03	26,576.74	4,347.15	1800	15.46	
03-04	33,377.12	8,189.55	1800	19.50	
04-05	35,336.72	8,706.72	1800	20.69	
05-06	37,148.52	8,672.86	1800	21.70	
EMPLOYEE NAME:	SARAH FLORES				
TITLE:	Supervisor Facilities		Facilities	 	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
			HOURS	B+C BY D	
99-00	43,630.80	9,915.34	1800	27.53	
00-01	49,849.68	10,936.33	1800	31.22	
01-02	53,481.48	11,533.33	1800	33.51	
02-03	54,279.72	13,645.66	1800	34.22	
03'04	54,619.05	18,393.06	1800	34.68	
04-05	56,977.92	19,641.22	1800	36.47	
05-06	64,490.88	20,681.57	1800	40.79	
EMPLOYEE NAME:	ALFRED GARCIA		-		
TITLE:	Skilled Trades Wkr		LOCATIO	N: Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
TIOORE TEAK	ANIOAL OALANI	TOTAL BLILLS	HOURS	B+C BY D	
99-00	39,937.26	11,461.76	1800	26.52	
00-01	44,239.56			29.06	
01-02	46,615.20			30.88	
02-03	47,913.36			30.70	
03'04	48,504.84			34.15	
04-05	49,673.76			35.13	
05-06	52,271.76			36.58	
	,				
		 			
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FUDI OVER MANE	OTAN DECIMAL					
EMPLOYEE NAME	STAN BROWN					
TITLE	L d O t - d'		F			
TITLE:	Lead Custodian		Facilities			
EICCAL VEAD	ANNUAL SALARY	TOTAL DENIES	ANNUAL	PROD.RT		
FISCAL YEAR	ANNUAL SALART	TOTAL BENES		B+C BY D		
			HOURS	B+C BY D		
						
99-00	20.000.46	0.056.00	1800	21.10		
00-01	32,069.16	8,856.30	1800	21.10		
01-02	32,069.16	9,300.52		24.02		ļ
	36,396.24	10,034.25	1800	25.50		
02-03	38,580.90	11,815.17	1800			
03'04	41,102.16	15,774.84	1800	27.18		
04-05	42,299.28	16,815.58	1800	28.32		
05-06	+	-	1800	-		
EMPLOYEE NAME	DOUG LAM					
					·	
TITLE:	Skilled Trades Wkr		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00	33,518.52	10,873.81	1800	22.96		
00-01	35,529.60	11,344.93	1800			
01-02 Skilled Trade	37,410.32	12,249.08	1800	25.76		
02-03	41,219.44	15,829.39	1800	29.02		
03'04	43,280.14	21,346.81	1800	31.25		
04-05	45,819.68	22,385.93	1800	32.99		
05-06	52,271.76	23,101.70	1800	36.58		
EMPLOYEE NAME	BILLIE DUNN					
TITLE:	Custodian		Facilities	 		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	ļ	
			HOURS	B+C BY D		<u> </u>
		 	 	<u> </u>		
99-00	31,922.04	8,842.82	1800	21.02	 	
00-01	34,662.72					
01-02	36,524.16					
02-03	37,077.84					
03'04	38,931.64					
04-05	39,711.95				 	+
05-06	43,413.96			<u> </u>	 	
00-00	40,410.90	10,041.33	1000	23.00		
EMPLOYEE NAME	ALICE HOLDEN					

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				 1		
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
99-00			1800			
00-01	25,166.70	10,391.55	1800	18.47		
01-02	27,175.50	11,350.46	1800	20.08		
02-03	28,585.80	14,356.30	1800	22.01		
03'04	30,522.36	18,875.63	1800	24.16		
04-05	34,066.08	20,123.36	1800	26.46		
05-06	35,302.20	10,955.29	1800	22.13		
05-06	35,302.20	10,955.29	1800	22.13		
EMPLOYEE NAME	PAUL CARLSON					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
I IOOAL I LAIX	AITTOAL OALAITT	TOTAL BLALD	HOURS	B+C BY D		
			110010	5.0510		
			 	 		
99-00	33,837.36	9,422.54	1800	22.31		
00-01	35,867.52	10,369.22				
01-02	36,362.52	10,030.29				
02-03	38,390.90	11,793.02				
03'04	39,322.67	15,430.15				
04-05	39,870.00	16,347.95			 	
05-06	41,955.12	16,575.55				
05-06	41,955.12	10,575.55	1800	20.21		
EMPLOYEE NAME	BEN JIMENEZ					
TITLE:	Custodian		Facilities	 		
		TOTAL DENIES		DDOD DT		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C B I D	'	
99-00	30,782.01	9,142.67	1800	20.61		
00-01	33,837.36					
01-02	35,128.29					
02-03	37,078.08					
03'04	35,606.78					
04-05	35,751.18					
05-06	39,005.76	20,684.64	180	0 29.21		
EMPLOYEE NAME	CANDELARIO DIAZ					
					+	

TITLE:	Custodian		Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
			HOURS	B+C BY D	
99-00	29,473.56	4,080.50	1800	17.14	
00-01	31,269.58	4,317.52	1800	18.17	
01-02	35,994.00	4,815.94	1800	20.92	
02-03	34,725.20	5,711.59	1800	20.22	
03'04	34,471.44	8,401.52	1800	20.11	
04-05	35,302.20	11,601.07	1800	22.28	
05-06	38,054.88	15,864.93	1800	26.10	
EMPLOYEE NAME	RIGO HERNANDEZ				
TITLE:	Custodian		Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
FISCAL TEAR	ANNUAL SALART	TOTAL BENES	HOURS	B+C BY D	
			HOURS	BTC BT D	
99-00	6,959.58	2,574.60	1800	4.94	
00-01	28,844.91	10,729.94	1800		
01-02	31,821.48	11,758.38	1800		
02-03	34,116.16	15,001.14	1800		
03'04	34,471.44	19,640.57	1800		
04-05	35,163.74	20,334.66	1800		
05-06	37,148.52	20,346.25	1800		
EMPLOYEE NAME	RONNIE LITTLETON				
	Overte diese		F - 1974		
TITLE:	Custodian		Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
			HOURS	B+C BY D	
99-00	6,312.48	+			
00-01	25,285.87	10,402.51			
01-02	29,802.96	11,581.15			
02-03	30,894.54				
03'04	32,439.15				
04-05	34,684.14				ļ
05-06	37,148.52	20,346.25	1800	28.18	
EMPLOYEE NAME	RAUL GOMEZ				
			Englisher		
TITLE:	Custodian	I	Facilities		

FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
			HOURS	B+C BY D	
99-00		-			
00-01		-			
01-02	2,591.10	833.08	1800	1.78	
02-03	32,485.18	11,104.41	1800	22.11	
03'04	33,839.61	14,368.08	1800	23.14	
04-05	35,985.68	15,600.21	1800	24.81	
05-06	37,134.98	15,697.32	1800	25.59	
EMPLOYEE NAME	HELEN PETTY				
TITLE:	Custodian		Facilities		
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	
			HOURS	B+C BY D	
		<u> </u>	-		
99-00	33,518.52	5,007.40	1800	19.70	
00-01	35,916.62	11,380.54	1800	24.44	
01-02	38,350.68	12,331.64	1800	26.29	
02-03	38,932.20	15,562.69		27.75	
03'04	38,932.20			28.83	
04-05	39,870.48	21,240.71	1800	29.69	
05-06	35,314.44	18,880.26	1800	26.53	

Six ien and Associates **Mandate Reimbursement Services**

KEITH B. PETERSEN, MPA, JD, President E-Mail: Kbpsixten@aol.com

San Diego

5252 Balboa Avenue, Suite 900 San Diego, CA 92117 Telephone: (858) 514-8605 Fax: (858) 514-8645

Claim File Copy

Sacramento

3841 North Freeway Blvd., Suite 170 Sacramento, CA 95834 Telephone: (916) 565-6104 Fax: (916) 564-6103

January 16, 2007

CERTIFIED MAIL # 7003 3110 0000 2900 4921

Ms. Virginia Brummels, Section Manager Local Reimbursement Section Division of Accounting and Reporting Office of the State Controller P.O. Box 942850 Sacramento, CA 94250

RE:

Annual Reimbursement Claims

Pasadena Area Community College District CC 19335

Dear Ms. Brummels:

Enclosed please find the original claims and extra copies of the FAM-27 for Pasadena Area Community College District's reimbursement claims listed below:

961/75 1/84	Collective Bargaining Health Fee Elimination	2005-2006 2005-2006
308/95 764/99	Enrollment Fee Collection and Waivers Integrated Waste Management	2005-2006 2005-2006

If you have any questions regarding these claims, please contact me at (858) 514-8605.

Sincerely,

Keith B. Petersen, President

Claim File Copy

,	State Controller's Office	<u> </u>	Community College Mandated Cost Manual							
,		CLAIM FOR PAYMEN uant to Government Code S NTEGRATED WASTE MANA	For State Controller Use only (19) Program Number 0028 (20) Date Filed// (21) LRS Input//	56 Plograiii						
	(01) Claimant Identification N	lumber: CC	19335		Reimbursement	t Claim Data				
A B	(02) Claimant Name	Pasadena Area Cor	mmunity College District		(22) IWM-1, (03)(A)(1)(f)	546				
E L	County of Location	Los	Angeles		(23) IWM-1, (03)(A)(2)(f)	4,880				
HE	Street Address	1570 E. Col	orado Boulevard		(24) IWM-1, (03)(B)(1)(f)	0				
R E	City Pasadena	State CA	Zip Code 91106-2003		(25) IWM-1, (03)(B)(2)(f)	0				
	Type of Claim	Estimated Claim	Reimbursement C	laim	(26) IWM-1, (03)(B)(3)(f)	0				
		(03) Estimated X	(09) Reimbursement	X	(27) IWM-1, (03)(B)(4)(f)	546				
		(04) Combined	(10) Combined		(28) IWM-1, (03)(B)(5)(f)	164,992				
		(05) Amended	(11) Amended		(29) IWM-1, (03)(C)(1)(f)	0				
	Fiscal Year of Cost	(06) 2006-2007	(12)		(30) IWM-1, (03)(C)(2)(f)	0				
	Total Claimed Amount	(07) \$ 250,600	(13)	227,899	(31) IWM-1, (03)(D)(f)	546				
	Less : 10% Late Penalty	(14) \$		(32) IWM-1, (03)(E)(f)	0					
	Less: Prior Claim Payn	(15) \$		(33) IWM-1, (03)(F)(f)	2,185					
	Net Claimed Amount		(16) \$	227,899	(34) IWM-1, (06)	55,611				
	Due from State	(08) \$ 250,600	(17)	227,899	(35) IWM-1, (08)	0				
	Due to State		(18)		(36) IWM-1, (09)	1,408				
	(37) CERTIFICATION O	FCLAIM	il							
	In accordance with the provisions of Government Code Section 17561, I certify that I am the officer authorized by the community college district to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1098, inclusive. I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reimbursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant. The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.									
Cg B	James Albanese Type or Print Name (38) Name of Contact Po		Telepho	ne Number	Vice President, Administratile (858) 514-8605					
	SixTen and Asso	ciates	E-m	ail Address	kbpsixten@aol.com	n				

Form FAM-27 (New 06/05)

Cost Reduction

 (09) Less: Olfsetting Savings
 \$

 (09) Less: Olher Reimbursements
 \$ 1,407.59

[Line (07) - {Line (08) + Line (09)}]

227,898,72

New 06/05

(10) Total Claimed Amount

community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (02) Fiscal Year (01) Claimant 2005-2006 asadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time X Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing **Process** Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material **Accounting System Annual Report** Reports **Object Accounts** (04) Description of Expenses (h) (a) (b) (d) (f) (g) (c) (e) Hourly Hours Employee Names, Job Classifications, Functions Performed, Materials Salaries Rate Worked Contract Fixed Travel and and Supplies and Benefits Services Assets Training and Description of Expenses **Unit Cost** Quantity Developing the necessary district policies and procedures Flores, Sarah \$45.52 12.0 \$ 546.24 Facilities Supervisor

Page 1 of 1

546.24 \$

\$

\$

\$

(X)

Total

(05)

New 06/05

Subtotal

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year asadena Area Community College District 2005-2006 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures X Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System Annual Report** Reports **Object Accounts** (04) Description of Expenses (h) (a) (b) (d) (e) (f) (g) (c) Hourly Hours Employee Names, Job Salaries Materials Travel and Rate Worked Contract Fixed Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Benefits Supplies **Unit Cost** Quantity Training district staff on the requirements and implementation of the plan Diaz, Candelario \$25.58 12.0 \$ 306.96 Custodian 12.0 \$ Flores, Sarah Facilities Supervisor \$45.52 546,24 Glasscock, Ed Gardener \$28.20 12.0 \$ 338.40 12.0 \$ \$24.97 299.64 Gomez, Raul Custodian Gonzalez, Art Custodian \$25.42 12.0 \$ 305.04 \$28.91 12.0 \$ 346.92 Griffith, Bill Gardener Hernandes, Rigo Custodian \$24.97 12.0 \$ 299.64 6.0 \$ \$22.13 132,78 Holden, Alice Custodian Jennings, Mike Gardener \$30.35 12.0 \$ 364.20 \$26.22 12.0 \$ 314.64 Custodian Jimenez, Ben Jimenez, Maria Custodian \$24.97 12.0 \$ 299.64 Littleton, Ronnie Custodian \$24.97 12.0 \$ 299.64 373.08 \$31.09 12.0 \$ Lopez, Gene Gardener 12.0 \$ Malagon, Apollo Gardener \$27.53 330.36 \$26.86 12.0 \$ 322.32 Montgomery, Daryl Gardener

Page 1 of 1

Subtotal

4,879.50 \$

\$

\$

\$

\$

Total

X

mmunity College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year 2005-2006 asadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval-Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities X Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Afternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance Annual Recycled Material Annual Report **Accounting System** Reports **Object Accounts** (04) Description of Expenses (h) (b) (c) (d) (e) (f) (g) Hourly Hours Employee Names, Job Salaries Materials Worked Contract Fixed Travel and Rate Classifications, Functions Performed, and Services Assets Training or and Description of Expenses Benefits Supplies Unit Cost Quantity Designating one solid waste reduction and recycling coordinator for each college in district 12.0 \$ 546.24 Flores, Sarah Facilities Supervisor

Page 1 of 1

\$

546.24 \$

\$

\$

(05)

New 06/05

Total

X

Subtotal

State Controller's Office community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year asadena Area Community College District 2005-2006 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator X Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Atternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (h) (b) (c) (d) (f) (e) (g) Hourly Hours Employee Names, Job Salaries Materials Travel and Rate Worked Contract Fixed Classifications, Functions Performed. and and Training Services Assets and Description of Expenses Supplies Benefits Unit Cost Quantity Diverting solid waste from landfill disposal or transformation facilities - implementing plan Facilities Supervisor Flores, Sarah \$45.52 12.0 \$ 546.24 Diverting solid waste from landfill disposal or transformation facilities - source reduction Glasscock, Ed Gardener \$28.20 480.0 \$ 13,536.00 Gonzalez, Art Custodian \$25.42 480.0|\$ 12,201.60 Griffith, Bill 480.0 \$ \$28.91 Gardener 13,876.80 Jennings, Mike Gardener \$30.35 480.0 \$ 14,568.00 Lopez, Gene Gardener \$31.09 480.0|\$ 14,923.20 Malagon, Apollo Gardener \$27.53 480.0 \$ 13,214.40 480.0 \$ Montgomery, Daryl Gardener \$26.86 12,892.80 Arciniega, Peter Gardener \$28.52 280.0 \$ 7,985.60 Petty, Helen 6,938.40 Custodian \$28.91 240.0 \$ So California Environmente Contractor 731.44 \$100.00 7.3 Diverting solid waste from landfill disposal or transformation facilities - recycling Diaz, Candelaño Custodian \$25.58 48.0 \$ 1,227.84 \$24.97 Gomez, Raul Custodian 252.0 \$ 6,292,44 Hemandes, Rigo Custodian \$24.97 48.0 1,198.56 Holden, Alice Custodian \$22.13 240.0 \$ 5,311.20 Jimenez, Ben Custodian \$26.22 768.0 \$ 20,136.96 480.0 \$ Jimenez, Maria Custodian \$24.97 11,985.60 Littleton, Ronnie Custodian \$24.97 48.0 \$ 1,198.56 Jennings, Jo-Marie Custodian \$26,44 1,269.12 48.0 \$ Diverting solid waste from landfill disposal or transformation facilities - special waste \$22.13 132.78 Holden, Alice Custodian 6.0 \$ Jimenez, Ben Custodian \$26.22 12.0 \$ 314.64 Lighting Resources Inc Contractor \$100.00 3,417.25 34.2 Procuring materials/equipment necessary for maintaining approved level of reduction Facilities Supervisor \$45.52 1,092.48 Flores, Sarah

Page 1 of 1

\$ 160,843.22 \$

\$ 4,148.69 \$

Subtotal

(05)

New 06/05

Total

X

State Controller's Office mmunity College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year asadena Area Community College District 2005-2006 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing Process Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material X Accounting System Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Classifications, Functions Performed, and Description of Expenses Salaries Materials Worked Contract Travel and Rate Fixed and and Services Training Assets Supplies Benefits Unit Cost Quantity Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting Facilities Supervisor Flores, Sarah \$45.52 546.24

Page 1 of 1

546.24 \$

\$

\$

\$

Subtotal

X

Total

(05)

New 06/05

mmunity College Mandated Cost Manual کر State Controller's Office MANDATED COSTS Program **FORM** INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year asadena Area Community College District 2005-2006 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material X Accounting System Annual Report Reports **Object Accounts** (04) Description of Expenses (a) (h) (b) (c) (d) (e) (f) (g) Hourly Hours Employee Names, Job Classifications, Functions Performed, and Description of Expenses Salaries Materials Rate Worked Contract Fixed Travel and and and Services Assets Training Benefits Supplies **Unit Cost** Quantity Reporting annually to the Board quantities of recyclable materials collected Facilities Supervisor \$45.52 48.0 \$ 2,184.96 Flores, Sarah

Page 1 of 1

2,184.96 \$

Subtotal

X

Totai

(05)

New 06/05

Pasadena Area Community College District 764/99 INTEGRATED WASTE MANAGEMENT 2005-2006 Sort by Name

Date	Hours Employee Name	Title	PHR	Salary	Activity	Component
05-06		Gardener	\$28.52	\$7,985.60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	on Maintenance of Approved Level of Reduction
	280.00 Arciniega, Peter Total			\$7,985.60		
05-06	48.00 Diaz, Candelario	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
05-06	12.00 Diaz, Candelario	Custodian	\$25.58	\$306.96	Training district staff on the requirements and implementation of the plan	Staff Training
	60.00 Diaz, Candelario Total			\$1,534.80		
05-06	12.00 Flores, Sarah	Facilities Supervisor	\$45.52	\$546.24	Developing the necessary district policies and procedures	Development of Policies and Procedures
05-06	12.00 Flores, Sarah	Facilities Supervisor			Training district staff on the requirements and implementation of the plan	Staff Training
05-06	12.00 Flores, Sarah	Facilities Supervisor			Designating one solid waste reduction and recycling coordinator for each college in dis	
05-06	12.00 Flores, Sarah	Facilities Supervisor	-		Diverting solid waste from landfill disposal or transformation facilities - implementing p	
05-06	12.00 Flores, Sarah	Facilities Supervisor			Developing, implementing, maintaining accounting system to track source reduction, re	
05-06	48.00 Flores, Sarah	Facilities Supervisor			Reporting annually to the Board quantities of recyclable materials collected	Annual Recycled Material Reports
05-06	24.00 Flores, Sarah	Facilities Supervisor	\$45.52		Procuring materials/equipment necessary for maintaining approved level of reduction	Maintenance of Approved Level of Reduction
	132.00 Flores, Sarah Total			\$6,008.64		
05-06	12.00 Glasscock, Ed	Gardener	\$28.20			Staff Training
J 5-0 6	480.00 Glasscock, Ed	Gardener	\$28.20		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00 Glasscock, Ed Total		-	\$13,874.40		
)5-06	12.00 Gomez, Raul	Custodian	\$24.97	,	, , , , , , , , , , , , , , , , , , , ,	Staff Training
	252.00 Gomez, Raul	Custodian	\$24.97		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	264.00 Gomez, Raul Total			\$6,592.08		
05-06	12.00 Gonzalez, Art	Custodian	\$25.42		, , ,	Staff Training
	480.00 Gonzalez, Art	Custodian	\$25.42		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00 Gonzalez, Art Total			\$12,506.64		
)5-06	12.00 Griffith, Bill	Gardener	\$28.91		· · · · · · · · · · · · · · · · · · ·	Staff Training
	480.00 Griffith, Bill	Gardener	\$28.91		Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reductio
	492.00 Griffith, Bill Total	0 1 "	***	\$14,223.72	·	
)5-06 \5.06	12.00 Hernandes, Rigo	Custodian	\$24.97			Staff Training
)5-0 6	48.00 Hernandes, Rigo	Custodian	\$24.97		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
)5-06	60.00 Hernandes, Rigo Total 6.00 Holden, Alice	Cuetadian	Φοο 1ο	\$1,498.20	Training diabies staff on the requirements and implementation of the plan	Staff Training
	240.00 Holden, Alice	Custodian Custodian	\$22.13		• , , , , , , , , , , , , , , , , , , ,	Staff Training
15-06	· ·		\$22.13		•	Maintenance of Approved Level of Reduction
	6.00 Holden, Alice	Custodian	\$22.13		Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	252.00 Holden, Alice Total	Custodian	606.44	\$5,576.76	Divinition will describe from the 400 Property of the 400 Property	Note that the second se
15-06	48.00 Jennings, Jo-Marie	Custodian	\$26.44	I	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
5.06	48.00 Jennings, Jo-Marie Total	Cordonar	#20.2E	\$1,269.12	Funiting district chaff on the unminerable and involved the set of the set	O4-# Ti-i-
15-06 15-06	12.00 Jennings, Mike	Gardener	\$30.35			Staff Training
	480.00 Jennings, Mike 492.00 Jennings, Mike Total	Gardener	\$30.35		Diverting solid waste from landfill disposal or transformation facilities - source reduction	маintenance ot Approved Level of Reduction
	-32.00 Jennings, wike lotal			\$14,932.20	·	

Pasadena Area Community College District 764/99 INTEGRATED WASTE MANAGEMENT 2005-2006 Sort by Name

Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
05-06	12.00	Jimenez, Ben	Custodian	\$26.22	\$314.64	Training district staff on the requirements and implementation of the plan	Staff Training
05-06	768.00	Jimenez, Ben	Custodian	\$26.22	\$20,136.96	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
05-06	12.00	Jimenez, Ben	Custodian	\$26.22	\$314.64	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	792.00	Jimenez, Ben Total			\$20,766.24		
05-06	12.00	Jimenez, Maria	Custodian	\$24.97	\$299.64	Training district staff on the requirements and implementation of the plan	Staff Training
05-06	480.00	Jimenez, Maria	Custodian	\$24.97	\$11,985.60	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	492.00	Jimenez, Maria Total			\$12,285.24		
05-06	34,17	Lighting Resources Inc	Contractor	\$100.00	\$3,417.25	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	34,17	Lighting Resources Inc Tot	al		\$3,417.25		
05-06		Littleton, Ronnie	Custodian	\$24.97	\$299.64	Training district staff on the requirements and implementation of the plan	Staff Training
05-06		Littleton, Ronnie	Custodian	\$24.97		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
		Littleton, Ronnie Total		•	\$1,498.20	,	
05-06		Lopez, Gene	Gardener	\$31.09	\$373.08	Training district staff on the requirements and implementation of the plan	Staff Training
05-06	480.00	Lopez, Gene	Gardener	\$31.09	\$14,923.20	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00	Lopez, Gene Total			\$15,296.28		
05-06	12.00	Malagon, Apollo	Gardener	\$27.53	\$330.36	Training district staff on the requirements and implementation of the plan	Staff Training
05-06		- '	Gardener	\$27.53	\$13,214.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00	Malagon, Apollo Total			\$13,544.76		
05-06	12.00	Montgomery, Daryl	Gardener	\$26.86	\$322.32	Training district staff on the requirements and implementation of the plan	Staff Training
05-06	480.00	Montgomery, Daryl	Gardener	\$26.86	\$12,892.80	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	492.00	Montgomery, Daryl Total			\$13,215.12		
05-06	240.00	Petty, Helen	Custodian	\$28.91	\$6,938.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	240.00	Petty, Helen Total			\$6,938.40		
05-06	7.31	So California Environmental	Contractor	\$100.00	\$731.44	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	7.31	So California Environmenta	l Total		\$731.44	·	· • ·
	6165.49	Grand Total			\$173,695.09		
		•			, ,		



Program Support Center Financial Management Service Division of Cost Allocation

DCA Western Field Office 50 United Nations Plaza, Floom 347 San Francisco, CA 94102

JUN 2 8 2005

Peter Hardash Vice President Administrative Svcs. Pasadena City College (aka Pasadena Area Community College) 1570 East Colorado Boulevard Pasadena, CA 91106-2003

Dear Mr. Hardash:

A copy of an indirect cost Negotiation Agreement is attached. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government. Please have the Agreement signed by a duly authorized representative of your organization and return it to me BY FAX, retaining the copy for your files. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for-their use.

An indirect cost proposal together with supporting information are required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on your fiscal year ending 06/30/06, is due in our office by 12/31/06.

Sincerely,

David S. Low

Director

Attachment

PLEASE SIGN AND RETURN THE NEGOTIATION AGREEMENT BY FAX

COLLEGES AND UNIVERSITIES RATE AGREEMENT

TIN #:

DATE: June 22, 2005

INSTITUTION:

FILING REF .: The preceding

Jasadena City College

Agreement was dated

(aka Pasadena Area Community College)

July 2, 2004

1570 East Colorado Boulevard

Pasadena

CA

91106-2003

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTI	ON I: FACILITIE	S AND ADM	INISTRATIV	E COST RATES*	
RATE	TYPES: FIXED.	FINAL	PROV. (PI	ROVISIONAL)	PRED. (PREDETERMINED)
	EFFECTIVE F	ERIOD			
TYPE	FROM	TO	RATE(%)	LOCATIONS	APPLICABLE TO
PRED. PROV. PROV.	07/01/04 06/ 07/01/04 06/ 07/01/07 06/	30/06	32.8 19.4 32.8	All . All	(1) ED Restricted Pgrms. (1)

⁽¹⁾ All except ED restricted programs.

^{*}BASE: Direct salaries and wages including all fringe benefits.

INSTITUTION:

Pasadena City College (aka Pasadena Area Community College)

AGREEMENT DATE: June 22, 2005

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

This organization identified the cost of each fringe benefit separately as a direct cost when budgeting and charging fringe benefits under Federal projects. The fringe benefits listed below are treated as direct costs.

TREATMENT OF PAID ABSENCES:

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims for the costs of these paid absences are not made.

DEFINITION OF EQUIPMENT

Equipment is defined as tangible nonexpendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

The following fringe benefits are treated as direct costs:
OASDI, WORKERS COMPENSATION, HEALTH/DENTAL/LIFE INSURANCE, MEDICARE, UNEMPLOYMENT
INSURANCE, AND RETIREMENT.

INSTITUTION:

Pasadena City College

'aka Pasadena Area Community College)

TREEMENT DATE: June 22, 2005

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions:

(1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted: such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-21 Circular, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Pederal Agencies to give them early notification of the

BY THE INSTITUTION:	ON BEHALF OF THE FEDERAL GOVERNMENT:
Pasadena City College	
(aka Pasadena Area Community College)	DEPARTMENT OF HEALTH AND HUMAN SERVICES
(INSTITUTION)	(AGENCY)
Total Sandel on	Del six
(SIGNATURE)	(SIGNATURE)
PETER J. HARDASH	David S. Low
(NAME)	(NAME)
Vice President, Administrative Services	DIRECTOR, DIVISION OF COST ALLOCATION
(TITLE)	(TITLE)
_//	
7/7/05	June_22, 2005
(DATE)	(DATE) 3191
	HHS REPRESENTATIVE: Helen Fung
	Telephone: (415) 437-7820

Schedule 1 Pasadena Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2005-2006 Recycling Costs

Purpose: To summarize recycling costs for Integrated Waste Management.

Source: Company Invoices

Findings:

Vendor	Description	Date Issued		Amount
Lighting Resources, Inc.	Recycling of Fluorescent	7/21/2005	\$	565.68
Lighting Resources, Inc.	Lighting Tubes and High	8/26/2005	\$	467.35
Lighting Resources, Inc.	Intensity Discharge Bulbs	1/20/2006	\$	714.67
Lighting Resources, Inc.	- intensity Discharge Builds	4/28/2006	\$	1,669.55
Lighting Posources Inc. To	tal		6	3 /17 25

Lighting Resources, Inc. Total \$ 3,417.25

Vendor	Description	Date Issued	Amount
So. California Environmental	Green Waste	7/12/2005	\$ 120.00
So. California Environmental	Disposal Fee	7/12/2005	\$ 168.40
So. California Environmental	Green Waste	7/12/2005	\$ 120.00
So. California Environmental	Disposal Fee	7/12/2005	\$ 85.68
So. California Environmental	Green Waste	7/12/2005	\$ 120.00
So. California Environmental	Disposal Fee	7/12/2005	\$ 117.36
So. California Environmental	\$ 731.44		

Conclusion: Findings go forward to IWM-2.

Print Date: 12/13/2006

* LIGHTING RESOURCE INC.

⇒ 805 East Francis Street Ontario, CA 91761 USA

Voice:

Sold To:

(909) 923-3132

Fax:

(909) 923-3962

ACCOUNTS PAYABLE PASADENA CITY COLLEGE

1570 EAST COLORADO BLVD.

PASADENA, CA 91106

ENTERED JUL 14 2005

6/21-6.40mg

Invoice

Invoice Number: 0506091

> Invoice Date: Jun 13, 2005

> > Page:

1

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

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1,125.00	F-40 LAMPS	FOR RECYCLING				0.32	: \\`	360.00
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**LIGHTING RESOURCES LLC 805 East Francis Street Ontario, CA 91761 USA

\ ;: Fax. (909) 923-3132 (909) 923-3962

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

WILP AUG 1

Invoice

Invoice Number: 0508045

Invoice Date: Aug 3, 2005

Page:

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

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Sales R	ep ID	Shipping Method		Ship Date		Due Da	te
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150.00	F-60 LAMPS	FOR RECYCLING			0.40		60.00
55.00	BIAX LAMPS	FOR RECYCLING			0.45		24.75
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TOTAL INVOICE

467.35

LIGHTING RESOURCES, LLC 805 East Francis Street Ontario, CA 91761

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Voice: Fax: (909) 923-3132 (909) 923-3962 UT -F

(0/27). Young

Invoice

nvoice Number: 0510151

Invoice Date: Oct 20, 2005

Page:

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Cu	stomer PO		Payment 7	erms	
PASC	001	B-06645	•		Net 15 Days		
Sales R	ep ID		pping Method		hip Date	Due Date	
ONTARIO	÷.	LRI		10	/20/05	11/4/05	
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1,360.00 120.00 87.00	HID LAMPS F FB-40 LAMPS	FOR RECYCLING OR RECYCLING FOR RECYCLING FOR RECYCLING	Please sign invoice (s) signify of goods and approval for Return immediately ACCOUNTING DEPT. — ACCT	to: S. PAYABI	0.32 1.80 0.45 0.64	435.20 216.00 39.15 24.32	
·				TOTAI	L INVOICE	714.67	

PASADENA AREA JMM COLLEGE

Check Date: 04/28/06		· ·		Check No:	13976702
, Invoice Number	Invoice Date	Voucher ID	Gross Amount	Discount Available	Paid Amount
D					
0601094	01/19/06	00112240	812.75	0.00	812.75
PCC WARRANT N	$BRI\!D=0118357$				
) J603043 T	03/06/06	00112241	856.80	0.00	856.80
PCC WARRANT N	BRID = 0118357				



	Vendor Number	Name			Total Discounts	TIN
	VN00021921	LIGHTING RE	SOURCES, LLC.	\$0.00		
1	Check Number	Date	Total Amount	Late Interest	Discount Taken	Total Paid Amount
	13976702	04/28/06	\$1,669.55	0.00		\$1,669.55



Los Angeles County

PASADENA AREA COMM COLLEGE 1570 E. COLORADO BLVD. PASADENA, CA 91106-2003 626-585-7123

PAYABLE AT: ONE PENN'S WAY NEW CASTLE, DE 19720 62-20/311

13976702

Date Issued: 04/28/06

Amount

THE TREASURER OF LOS ANGELES COUNTY will pay exactly:

\$1,669.55***

****ONE THOUSAND SIX HUNDRED SIXTY-NINE AND 55/100 US DOLLARS****

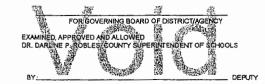
WE CERTIFY THAT THIS IS A LEGAL ORDER LAWFULLY DRAWN AGAINST THE FUNDS OF THE DISTRICT/AGENCY.

WARRANTCLEARANCE FUND FOR CURRENT FISCAL YEAR THIS WARRANT IS VOID AFTER SIX MONTHS FROM DATE ISSUED

vvill }

LIGHTING RESOURCES, LLC.

805 E. FRANCIS STREET ONTARIO,CA 91761



LIGHTING RESOURCES, LLC 805 East Francis Street Ontario, CA 91761 SA

Invoice

Invoice Number: 0601094

> Invoice Date: Jan 19, 2006

> > Page:

Voice: (909) 923-3132 (909) 923-3962

Sold To:

Fax:

ACCOUNTS PAYABLE PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Customer PO	Payment T	erms	
PASC	001	B-06645	Net 15	Days .	
Sales R	ep ID	Shipping Method	Ship Date	Due Date	
ONTARIO		LRI	1/19/06	2/3/06	
Quantity	·	Description	Unit Price	Extension	
15.00 1,600.00 65.00 35.00 235.00 45.00 15.00	F-40 LAMPS HID LAMPS F COMPACT LAM BLAX LAMPS FB-40 LAMPS F-96 LAMPS	FOR RECYCLING FOR RECYCLING OR RECYCLING IPS FOR RECYCLING FOR RECYCLING FOR RECYCLING FOR RECYCLING FOR RECYCLING E (PACKING LAMPS @ SITE)	0.16 0.32 1.80 0.45 0.45 0.45 0.64 30.00	2.4C .512.00 117.00 15.75 105.75 20.25 9.6C 30.00	
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TOTAL INVOICE

812.75

LIGHTING RESOURCES, LLC

Ontario, CA 91761

SA

Voice: Fax: (909) 923-3132 (909) 923-3962 3/17/06 B. young

UT-P

Invoice

Invoice Number: 0603043

Invoice Date: Mar 6, 2006

Page:

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

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125.00		FOR RECYCLING	:	0.16	20.00		
500.00		FOR RECYCLING		0.32	160.00		
125.00		OR RECYCLING FOR RECYCLING		1.80	225.00		
115.00		FOR RECYCLING		0.45	51.75		
166.00	•	CID BATTERIES		0.95	157.70		
14.00	• • • •	NE BATTERIES	,	0.95	13.30		
81.00	LBS NON-PCB	BALLAST		0.45	36.45		
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TOTAL INVOICE

856.80

Southern Calif. Environmental, Inc

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 16523

Date: Jui

June 30, 2005

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To: P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
B-06295	Net 10

Date	Description	Quantity	Price	Amount
06/02/05	Compactor	1.00	120.00	120.00
	Disposal Fee	5.39	36.00	194.04
06/04/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	2.03	36.00	73.08
06/04/05	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	4.02	41.89	168.40
06/07/05	Compactor	1.00	120.00	120.00
	Disposal Fee	6.12	36.00	220.32
06/10/05	Compactor	1.00	120.00	120.00
	Disposal Fee	5.89	36.00	212.04
06/11/05	40 yard container	1.00	120.00	120.00
	Disposal Fee	8.65	36.00	311.40
06/11/05	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	2.38	36.00	85.68

Make Checks Payable To: Southern California Environmental, Inc.

Southern Calif. Environmental, Inc

PMB #409 25422 Trabuco Road Lake Forest, CA 92630-2797 Invoice

Number: 16523

Date:

June 30, 2005

Bill To:

Fiscal Services
Pasadena City College
1570 E. Colorado Blvd.
Pasadena, CA 91106-2003

Ship To: P.C.C.

150 S. Hill Street

Pasadena, CA 91106-2003

PO Number	Terms
B-06295	Net 10

Date	Description	Quantity	Price	Amount
06/14/05	 Compactor	1.00	120.00	120.00
-	Disposal Fee	2.38	36.00	85.68
06/17/05	Compactor	1.00	120.00	120.00
	Disposal Fee	3.94	36.00	141.84
06/21/05	Compactor	1.00	120.00	120.00
	Disposal Fee	2.32	36.00	83.52
06/24/05	40 yard green waste	1.00	120.00	120.00
	Disposal Fee	3.26	36.00	117.36
06/24/05	Compactor	1.00	120.00	120.00
	Disposal Fee	5.17	36.00	186.12
06/28/05	 Compactor	1.00	120.00	120.00
	Disposal Fee	2.12	36.00	76.32
			Total	\$3,515.80

Schedule 2 Pasadena Community College District 764/99 Integrated Waste Management Fiscal Year 2005-2006 Recycling Income

Purpose: To summarize the income received by the college for recycling material. Source: Copies of receipts from Smurfit Stone.

Findings:

Vendor	Description	Date Received	Amount
Smurfit-Stone		7/27/2005	\$ 334.37
Smurfit-Stone		10/19/2005	\$ 429.97
Smurfit-Stone	Income from requeling	12/5/2005	\$ 261.22
Smurfit-Stone	Income from recycling	2/13/2006	\$ 36.24
Smurfit-Stone		2/27/2006	\$ 152.25
Smurfit-Stone		6/12/2006	\$ 193.54
Smurfit-Stone			\$ 1,407.59

Results to IWM -1

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Distric	ot ·	Em	ployee	Name			Exa	ct Pos	ition Ti				÷	
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Depar	rtment/Location	Tel	ephone	e #¦		Wo	rk yea	ength	١.		•			
salvage Code 6 Code 6 Code 6 chipping Code 8	Code 6A Source Reduction: Reusable cups, use of electronic salvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, chipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled actively working with recycled product supplies. REPORT STAFF TIME IN HOURS PER MONTH													
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COPYRIGHT 2005 SixTen and Associates

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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salvage Code 6 Code 6 Code 6 chipping Code 6	A <u>Source Reduction</u> : Reusable of yards, grass-cycling, and other B <u>Recycling</u> : Paper, cardboard, of Composting: commercial pick-D <u>Special Waste</u> : Concrete/rubbig/composting, batteries, paint, et E <u>Procurement Activities</u> : State working with recycled product so	programs glass, pla -up of gre le, concre c. and Colle	s estics, scr een waste ete/aspha	rap metal e, food wa alt, render	, special aste com ing/greas ant procu	collection posting, a se, tires, rement p	n progran and other landfills, ollcy, req	ns, clean program used oil/a uiring rec	up eventes antifreeze	s white a	nd brown	goods re	ecycling,	wood waste
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6 A	Source Reduction													
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6 C	Composting													
6 D	Special Waste													
6 E	Procurement Activities										<u> </u>		<u> </u>	
to receive under the only.	EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify under the penalty of perjury to be true and correct based on your personal knowledge or information." This Information is used for cost accounting purposes													
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Distric	ot	Em	ployee	Name				Exa	act Pos	ition T	itle	•		
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 2. ONGOING PLAN IMPLEMENTATION

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6	Plan Implementation See IWM 1.6 B-3		· (.)	1	1	14.5		12
7	Accounting System)		1			1	1	į		1	1	(.12
8	Annual Report	4	4	4	- 4-	- 4-	4	4	4	- 4	4	+	- 4	4-8
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March 2005

March 2005 ·

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Depa	rtment/Location	Tel	ephon	e#		Wo	ork yea	r lengtl	۱		•	·		
Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchange, salvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oil/antifreeze, white and brown goods recycling, wood waste chipping/composting, batterles, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, proactively working with recycled product supplies.														
		,			RE	PORT	STAFF	TIME	N HOU	RS PEF	R MONT	ГН		
Code	Reimbursable Activity	July	Aug.	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June	Total
6 A	Source Reduction					•								
6 B	Recycling			, .l.,		·								·
6 C	Composting													
6 D	Special Waste													
6 E	Procurement Activities	2	2	2	2	2	2	2	2	2	2	2	2	24
to receivender the control only. Employ If you h	EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify under the penalty of perjury to be true and correct based on your personal knowledge or information." This Information is used for cost accounting purposes													

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2	Staff Training	1	1	/	<i>J</i> :	1	/	/	. /	/	1	1	1	12
3	Plan Development							·				<u>.</u>		
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March 2005

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Depa	rtment/Location	Tel	ephon	e#		W	ork year	lengt	h .		•			
Salvage Code 6 Code 6 Code 6 chippin Code 6	BA Source Reduction: Reusable of yards, grass-cycling, and other BB Recycling: Paper, cardboard, BC Composting: commercial pick BD Special Waste: Concrete/rubb g/composting, batteries, paint, etc. Procurement Activities: State of working with recycled product s	program glass, pla -up of gre le, concre tc. and Colle	s astics, sc een wast ete/asph	rap meta e, food w alt, rende	l, special aste com ring/grea	collection posting, se, tires,	n progran and other landfills,	ns, clear progranused oll/	n-up even ns antifreez	its e, white a	nd brown	goods r	ecycling,	wood waste
				. 1.	RI	EPORT	STAFF	TIME	N HOU	RS PE	R MON	Н		
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6 A	Source Reduction	40	40	40	40	40	40	40	40	40	10	10	40	480
6 B	Recycling			-							٠.	·		·
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing Ca!MAX, food exchange, salvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oil/antifreeze, white and brown goods recycling, wood waste chipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, proactively working with recycled product supplies.														
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6 D	Special Waste													
6 E	Procurement Activities								<u></u>		. <u>.</u> .		<u> </u>	
EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify under the penalty of perjury to be true and correct based on your personal knowledge or information." This Information is used for cost accounting purposes only. Employee Signature Date II 6 6 If you have any questions, please contact , at PLEASE SUBMIT THIS INFORMATION BY ; TO TO TO TO TO TO TO TO TO TO														

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MANDATE REIMBURSEMENT SERVICES

PRODUCTIVE HOURLY RATE UPDATE

Note: Please provide the rates for the FY: 05-06 and the missing rates for FY: 04-05.

COMMUNITY COLLEGE DISTRICT NAME:

PASADENA AREA COMMUNITY COLLEGE DISTRICT

Ye			Fiscal Years:				
Name	Title		04-05		05-06		
	AVERAGE ADMINISTRATIVE SECRETARY						
	AVERAGE DEAN						
	AVERAGE DIRECTOR						
	AVERAGE EXECUTIVE SECRETARY						
	AVERAGE FACULTY						
	AVERAGE PRESIDENT						
	AVERAGE VICE PRESIDENT	·					
arciniga	AVERAGE GARDENER			\$	28.52		
Benjamin len mina	AVERAGE CUSTODIAN			\$	26.44		
ALLAN, CLEON	DATA CONTROLLER	\$	30.00	\$	31.57		
ALTMETZ, MALINDA	ADMINISTRATIVE ASSISTANT I	\$	35.59	\$	39.32		
BARGSTEN BOTTCHER, MELISSA	SENIOR CLERK	\$	30.74	\$	32.35		
BAROODY, ALBERT	HOURLY SUPPORT	\$	12.00	\$	16.00		
BRAUD, ROLAND	COLLEGE ASSISTANT IV	\$	10.00	\$	12.00		
BRICKERT, PEGGY	SENIOR PURCHASING CLERK	\$	26.55	\$	29.33		

Fiscal Years:

Si____ and Associates

MAN_ATE REIMBURSEMENT SERVICES

MAN_ATE REIMBUR		Fiscal Years:				
Name	Title	04-0	5	05-0	6	
BUSTAMANTE, MARIA	INTAKE SPECIALIST	\$	26.55	\$	29.33	
CANALES, JUDY	HOURLY SUPPORT	\$	9.50	\$	16.00	
CAPUTO, RAE ANN	SENIOR ACCOUNT CLERK II	\$	37.85	\$	32.34	
CARLSON, PAUL	CUSTODIAN	\$	26.80	\$	28.20	
COLLINS, VIC	INTERIM DEAN, HUMAN RESOURCES	\$	78.14			
CORTEZ, LORI	HUMAN RESOURCES TECHNICIAN II	\$	36.48	\$	38.39	
COSIO, EUNICE	HOURLY SUPPORT	\$	16.00	\$	16.00	
CRUTCHFIELD, KAYLA	HOURLY SUPPORT	\$	10.00	\$	12.00	
DESCALZO, MARIA	ACCOUNTING SUPERVISOR	\$	40.5 5	\$	45.52	
DIAZ, CANDELARIO	CUSTODIAN	\$	23.73	\$	25.58	
DO, DAVID	HOURLY SUPPORT	\$	7.50			
DUNN, BILLIE	CUSTODIAN	\$	27.08	\$	29.18	
FLORES, SARAH	GROUNDS SUPERVISOR		39.03	\$	45.52	
GARCIA, ALFRED	SKILLED TRADES WORKER	\$	33.39	\$	33.39	
GLASSCOCK, ED	GARDNER	\$	26.80	\$	28.20	
GOMEZ, PAUL	CUSTODIAN	\$	24.92	\$	24.97	
GONZALES, VALERIE	HOURLY SUPPORT	\$	12.00	-		
GONZALEZ, ARTURO	GARDNER			RETIRED	·	
GRIFFITH, BILL	GARDNER	\$	27.47	\$	28.91	

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MAI_ATE REIMBURSEMENT SERVICES

**5#*	Fis	Fiscal Years:			
Name	Title	04-05	05-06		
HARDASH, PETER	VP, ADMINISTRATIVE SERVICES	\$ 93	85 \$ 109.42		
HASSAN, SHERRY	DIRECTOR, BUSINESS SERVICES	\$ 68.	36 \$ 72.38		
HERNANDEZ, RIGO	CUSTODIAN	\$ 23.	73 \$ 24.97		
HOLCOMB, META	ADMINISTARTIVE ASSISTANT II	\$ 46.	56 \$ 48.99		
HOLDEN, ALICE	CUSTODIAN		RETIRED		
JACOBS, JACKIE	VP INSTRUCTION	\$ 93.	85 \$ 109.94		
JENNINGS, MICHAEL	POWER SWEEPER OPEREATOR	\$ 28.	85 \$ 30.35		
JIMEN E Z, BEN	CUSTODIAN	\$ 24.	92 \$ 26.22		
JIMENEZ, MARIA	CUSTODIAN	\$ 23.	17 \$ 24.97		
KEEP, TERESA	COLLEGE ASSISTANT IV	\$ 10.	00 \$ 10.00		
LAM, DOUG	SKILLED TRADES WORKER	\$ 31.	05 \$ 35.14		
LITTLETON, RONNIE	CUSTODIAN	\$ 23.	73 \$ 24.97		
LOPEZ, EUGENE	GARDNER	\$ 29.	55 \$ 31.09		
MAGEE, LINDA	TRATIVE ASSISTANT I	\$ 39.	48 \$ 42.32		
MALAGON, APOLLO	GARDNER	\$ 26.	16 \$ 27.53		
MILES, KIM	ASSISTSANT DEAN	\$ 60.	39 \$ 62.98		
MILLER, SUSAN	ADMINISTRATIVE ASSISTANT I	\$ 41.	20 \$ 43.35		
MILLER, TRACY	HOURLY SUPPORT	\$ 10.	00 \$ 10.00		
MITCHELL, FELISIA	DATA TECHNICIAN	\$ 30.	73 \$ 32.34		

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MANDATE REIMBURSEMENT SERVICES

		Fiscal Years:					
Name	Title	0	4-05	05-	05-06		
MONTGOMERY, DARYL	GARDNER	\$	25.53	\$	26.86		
MOSELEY, NATASHA	HOURLY SUPPORT	\$	19.00	\$	19.00		
NANDKISHORE, EDGAR	DIRECTOR, PURCHASING DEPARTMENT	\$	62.39	\$	65.65		
NORSWORTHY, BRIGITTE	PRINCIPAL ACCOUNTANT	\$	37.83	\$	42.30		
PASTIS, LEAH	INTERMEDIATE CLERK II	\$	27.21	\$	28.63		
PEREZ, YURI	HUMAN RESOURCES TECHNICIAN II	\$	31.69	\$	33.96		
PERRY, YOLANDE	HOURLY SUPPORT	\$	16.00	\$	19.00		
PETTY, HELEN	CUSTODIAN	\$	26.80	\$	28.91		
PINEDA, ESTHER	INTERMEDIATE CLERK II	\$	30.00	\$	31.57		
POLO, MELINDA	COORDINATOR, HUMAN RESOURCES	\$	48.69	\$	51.44		
RAMEY, MARGARET	ASSOCIATE DEAN OF ADMISSIONS			\$	93.65		
RAMIREZ, ANA	COLLEGE ASSISTANT IV	\$	12.00	\$	16.00		
RAMIREZ, VERENICE	COLLEGE ASSISTANT IV	\$	10.00	\$	12.00		
RAYYISS, CHARLES	HOURLY SUPPORT	\$	19.00				
RAYYISS, RONALD	HOURLY SUPPORT	\$	19.00		· · · -		
RYAN, KATHERINE	HUMAN RESOURCES TECHNICIAN II	\$	32.01	RETIRED			
SCIALDONE, FRANK	INTERIM DIRECTOR, COLLEGE SAFETY	\$	72.84				
SMITH, CINDY	ADMINISTRATIVE ASSISTANT II	\$	39.00	\$	41.29		
SUGIMOTO, LISA	VP STUDENT SERVICES	\$	93.85	\$	108.38		

EMPLOYEE NAME	ARTURO GONZALEZ			
l				
TITLE:	Gardner		Facilities	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT
			HOURS	B+C BY D
				·
99-00	34,336.08	9,063.94	1800	22.36
00-01	36,396.24	9,698.61	1800	23.75
01-02	38,350.68	10,204.85	1800	25.10
02-03	38,932.20	11,856.13	1800	25.69
03'04	39,094.34	15,385.92	1800	26.06
04-05	39,905.04	13,532.20	1800	25.42
05-06				

EMPLOYEE NAME	STAN BROWN					
TITLE:	Lead Custodian		Facilities			
	4.00.0141 6.41 4.507	TOTAL DEVICE				
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES		PROD.RT	· · ·	
			nouks	DTC DI D		
99-00	32,069.16	8,856.30	1800	21.10		
00-01	32,069.16	9,300.52	1800	21.34		
)1-02	36,396.24	10,034.25	1800	24.02		
02-03	38,580.90	11,815.17	1800	25.50		
03'04	41,102.16	15,774.84	1800	27.18		·
04-05	42,299.28	16,815.58	1800	28.32		
05-06	·	-	1800			
EMPLOYEE NAME	DOUG LAM					
TITLE:	Skilled Trades Wkr		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
FISCAL TEAR	ANNUAL SALAKT	TOTAL BENES	HOURS	B+C BY D		
			HOURS	B+C B1 D		
99-00	33,518.52	10,873.81	1800	22.96		<u> </u>
00-01	35,529.60	11,344.93				
01-02 Skilled Trade	37,410.32	12,249.08				•
02-03	41,219.44					
03'04	43,280.14					
04-05	45,819.68					ļ
05-06	52,271.76	23,101.70	1800	36.58		<u> </u>
EMPLOYEE NAME	BILLIE DUNN					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
FISCAL TEAK	AITTONE ONEART	TOTAL BERLO	HOURS	B+C BY D		·
99-00	31,922.04	8,842.82	2 180	0 21.02		
00-01	34,662.72			0 22.78		
01-02	36,524.16					
02-03	37,077.84	11,639.9	2 180	0 24.66		
03'04	38,931.64	15,354.4	1 180	0 25.97		
04-05	39,711.95	16,317.5	2 180	0 26.88		
05-06	43,413.96	16,841.3	5 180	0 29.08		
EMPLOYEE NAME	ALICE HOLDEN					

HOLDEN

		01 1121				
TITLE:	Custodian		Facilities		· · · · · · · · · · · · · · · · · · ·	
	Odotodian		1 40111165			
ISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
ISUAL TEAR	ANNOAL SALAKT	TOTAL BENES		B+C BY D		
	,		HOURS	B+C B I D		
9-00			1800			
00-01	25,166.70	10,391.55	1800	18.47		
01-02	27,175.50	11,350.46	1800	20.08		
02-03	28,585.80	14,356.30	1800	22.01		
03'04	30,522.36	18,875.63	1800	24.16		
04-05	34,066.08	20,123.36	1800	26.46		
05-06	35,302.20	10,955.29	1800	22.13		
	30,302.20	10,905.29	1000	22.13		
EMPLOYEE NAME	PAUL CARLSON					
TITLE:	Custodian		Facilities			
FIGGAL VEAD	ANNUAL CALABY	TOTAL BENES	ANNULAL	DDOD DT	·	
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT	_	
<u></u>		<u> </u>	HOURS	B+C BY D		
			· · · · · · · · · · · · · · · · · · ·			
99-00	33,837.36	9,422.54	1800	22.31		
00-01	35,867.52	10,369.22				1.
	36,362.52	10,030.29				-
02-03	38,390.90	11,793.02				
03'04	39,322.67					
04-05	39,870.00					-
05-06	41,955.12					
00-00	41,300.12	10,070.00	1000	20.21		
EMPLOYEE NAME	BEN-JIMENEZ					
TITLE:	Custodian		Facilities			
FISCAL YEAR	ANNUAL SALARY	TOTAL BENES	ANNUAL	PROD.RT		
			HOURS	B+C BY D		
				-	<u> </u>	<u> </u>
99-00	30,782.01	9,142.67	7 180	0 20.61		
00-01	33,837.36			0 23.29		
01-02	35,128.29					
02-03	37,078.08					
03'04	35,606.78					
04-05	35,751.18					
	39,005.76					
105-06	1 33,000,70	20,004.0	. 1.00	23.21	 	
05-06						
EMPLOYEE NAME	CANDELARIO DIAZ					

Six ien and Associates Mandate Reimbursement Services

KEITH B. PETERSEN, MPA, JD, President E-Mail: Kbpsixten@aol.com

San Diego

5252 Balboa Avenue, Suite 900 San Diego, CA 92117 Telephone: (858) 514-8605 Fax: (858) 514-8645 Sacramento

3841 North Freeway Blvd., Suite 170
Sacramento, CA 95834
Telephone: (916) 565-6104
Fax: (916) 564-6103

February 8, 2008

CERTIFIED MAIL #7006 3450 0000 3941 8727

Ms. Virginia Brummels, Section Manager Local Reimbursement Section Division of Accounting and Reporting Office of the State Controller P.O. Box 942850 Sacramento, CA 94250

RE:

Annual Reimbursement Claim

Pasadena Area Community College District CC 19335

Dear Ms. Brummels:

Enclosed please find the original claim and an extra copy of the FAM-27 for Pasadena Area Community College District's reimbursement claim listed below:

764/99

Integrated Waste Management

2006-2007

If you have any questions regarding this claim, please contact me at (858) 514-8605.

Sincerely,

Keith B. Petersen, President

Community College Mandated Cost Manual State Controller's Office For State Controller Use only Program CLAIM FOR PAYMENT (19) Program Number 00256 Pursuant to Government Code Section 17561 (20) Date Filed INTEGRATED WASTE MANAGEMENT (21) LRS Input (01) Claimant Identification Number: Reimbursement Claim Data CC 19335 (02) Claimant Name 610 Pasadena Area Community College District (22) IWM-1, (03)(A)(1)(f) County of Location 610 Los Angeles (23) IWM-1, (03)(A)(2)(f) Street Address 1570 E. Colorado Blvd. (24) IWM-1, (03)(B)(1)(f) City State Zip Code (25) IWM-1, (03)(B)(2)(f) Pasadena CA 91106-2003 Type of Claim **Estimated Claim** Reimpursement Claim (26) IWM-1, (03)(B)(3)(f) (03) Estimated X (09) Reimbursement 559 (27) IWM-1, (03)(B)(4)(f) (10) Combined (04) Combined 241,745 (28) IWM-1, (03)(B)(5)(f) (11) Amended (05) Amended (29) IWM-1, (03)(C)(1)(f) (12)(06)Fiscal Year of Cost (30) IWM-1, (03)(C)(2)(f) 2,441 2007-2008 2006-2007 (13)(07)610 Total Claimed Amount (31) IWM-1, (03)(D)(f) 304,758 335,200 \$ (14)Less: 10% Late Penalty, not to exceed \$10,000 (32) IWM-1, (03)(E)(f) `\$ (15)2,441 Less: Prior Claim Payment Received (33) IWM-1, (03)(F)(f) (16)56,917 **Net Claimed Amount** (34) IWM-1, (06) 304,758 (17)(08)**Due from State** (35) IWM-1, (08) 304.758 335,200 \$ \$ (18)1,175 Due to State (36) IWM-1, (09) (37) CERTIFICATION OF CLAIM In accordance with the provisions of Government Code Section 17561, I certify that I am the officer authorized by the community college district to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1098, inclusive. I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reimbursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant. The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Signature of Authorized Officer (USE BLUE INK) Date Vice President, Administrative Services Kindred Murillo Type or Print Name (38) Name of Contact Person for Claim Telephone Number: (858) 514-8605

kbpsixten@aol.com

E-mail Address:

SixTen and Associates

New 06/05

	Program: MANDATED COSTS INTEGRATED WASTE MANAGEMENT CLAIM SUMMARY (C2) Type of Claim													
	Claimant: adena Area Community College District		(02)	Type of Claim Reimbursement Estimated		X			Fiscal Year 2006-2007					
Direct Costs Object Accounts														
(03)	Reimbursable Activities		(a)		(b)		(c)		(d)	(e)		(f)		
			ries and enefits		erials and upplies		Contract Services		Fixed Assets	Travel and Training		Total		
Α. (One-Time Activities			Mark Control						_12				
1	Development of Policies and Procedures	\$	610.20	\$		\$		\$	-	\$. \$	610.20		
2	Staff Training	\$	610.20	\$	-	\$		\$		\$. \$	610.20		
B. (Ongoing Activities													
1	Completion and Submission of Plan to Board	\$	•	\$	•	\$		\$		\$	- \$	-		
2	Response to Board During Approval Process	\$		\$		\$		\$	•	\$	- \$	•		
3	Consultation with Board	\$	-	\$		\$	-	\$	•	\$	- \$	•		
4	Designation of Waste Reduction and Recycling Coordinator	\$	559.35	\$	•	\$		\$		\$	- ;	559.35		
5	Diversion and Maintenance of Approved Level of Reduction	\$	166,255.12	\$	307.86	\$	6,778.47	\$	68,403.33	\$		241,744.78		
C	Alternative Compliance	57	i e e						Marie Marie	45.35				
1	Alternative Requirements or Time Extension for 1/1/02 for 25% Waste	\$		\$	•	\$		\$		\$	-			
2	Alternative Requirements or Time Extension for 1/1/04 for 50% Waste	\$	2,440.80	\$		\$		\$	•	\$	\cdot	\$ 2,440.80		
D.	Accounting System	\$	610.20	\$		\$	-	\$	•	\$	-	\$ 610.20		
E.	Annual Report	\$	-	\$		\$	•	\$	•	\$	-	\$ <i>-</i>		
F.	Annual Recycled Material Reports	\$	2,440.80	\$		\$		\$		\$	-	\$ 2,440.80		
(04)	Total Direct Costs	\$	173,526.67	\$	307.86	\$	6,778.47	\$	68,403.33	s -		\$ 249,016.33		
										, , , , , , , , , , , , , , , , , , ,				
ind	irect Costs													
(05) Indirect Cost Rate					[Fe	derally approved OME	3 A-21,	FAM-29C, or 7%]			32.809		
(06) Total Indirect Costs				, 	(Lir	ne (05) x line (04)(a))					\$ 56,916.7		
(07) Total Direct and Indirect Costs					رك)	ne (04)(f) + line (06)]					\$ 305,933.0		
					in the second									
Co	st Reduction													
(08	Less: Offsetting Savings											\$.		
(09) Less: Other Reimbursements											\$ 1,174.6		
(10) Total Claimed Amount						(Li	ne (0	7) - (Line (08) + Lir	ne (09)]]		\$ 304,758.3		

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 WW-2 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year 2006-2007 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Maintenance of Approved Level of Reduction Alternative Requirement or Time Extension for 1/1/02 for Alternative Atternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Classifications, Functions Performed, Salaries Materials Worked Fixed Travel and Rate Contract and and Services Assets Training or and Description of Expenses Supplies Benefits Unit Cost Quantity Developing the necessary district policies and procedures Flores, Sarah **Grounds Supervisor** \$50.85 12.0 \$ 610.20

Page 1 of 1

610.20 \$

\$

\$

\$

Total X

Subtotal

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2006-2007 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. Development of Policies and Procedures X Staff Training Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing Activities Process Designation of Waste Reduction and Recycling Maintenance of Approved Level of Reduction Coordinator Alternative Afternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Classifications, Functions Performed, Salaries Materials Rate Worked Contract Fixed Travel and and Benefits and or Quantity or Unit Cost Services Assets Training and Description of Expenses Supplies Training district staff on the requirements and implementation of the plan Flores, Sarah \$50.85 610.20 **Grounds Supervisor** 12.0|\$

Page 1 of 1

\$

610.20 \$

(05)

Total X

Subtotal

C....munity College Mandated Cost Manual State Controller's Office MANDATED COSTS FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2006-2007 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Activities Development of Policies and Procedures Staff Training Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Maintenance of Approved Level of Reduction X Alternative Requirement or Time Extension for 1/1/02 for Altemative Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material Annual Report **Accounting System** Reports **Object Accounts** (04) Description of Expenses (h) (b) (c) (d) (e) (f) (g) Hourly Hours Employee Names, Job Salaries Materials Rate Worked Contract Fixed Travel and Classifications, Functions Performed, and and Services Assets Training Supplies and Description of Expenses Benefits **Unit Cost** Quantity Designating one solid waste reduction and recycling coordinator for each college in district 559.35 Flores, Sarah Grounds Supervisor \$50.85 11.0 \$

Page 1 of 1

\$

559.35 \$

\$

Subtotal

(05)

Total

X

\$

\$

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year 2006-2007 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Ongoing Activities Designation of Waste Reduction and Recycling X Maintenance of Approved Level of Reduction Coordinator Alternative Requirement or Time Extension for 1/1/02 for Alternative Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material Accounting System Annual Report Reports (04) Description of Expenses **Object Accounts** (h) (a) (b) (c) (d) (e) (f) (g) Hourly Hours Employee Names, Job Salaries Materials Contract Fixed Travel and Worked Rate Classifications, Functions Performed, Training Services Οſ and Description of Expenses Supplies **Benefits** Unit Cost Quantity Diverting solid waste from landfill disposal or transformation facilities - implementing plan Flores, Sarah Grounds Supervisor \$50.85 12.0 \$ 610.20 Diverting solid waste from landfill disposal or transformation facilities - source reduction Jimenez, Maria Custodian \$24.97 12.0 \$ 299.64 Griffith, BIII \$28.91 480.0 \$ 13,876.80 Gardner Jennings, Michael Power Sweeper Operator \$30.35 440.0 \$ 13,354.00 480.0 \$ 13,536.00 \$28.20 Malagon, Apollo Gardner Montgomery, Daryl Gardner \$26.86 480.0 \$ 12,892.80 Garcia, George Gardner \$25.92 120.0 \$ 3,110.40 480.0 \$ \$31.09 14.923.20 Lopez, Eugene Gardner Glasscock, Ed Gardner \$28,20 480.0 \$ 13,536.00 Heliem, Dave Skilled Trades Worker \$38.30 12.0 \$ 459.60 Skilled Trades Worker \$40.21 12.0 \$ 482.52 Ramirez, Juan \$35,14 421.68 Skilled Trades Worker 12.01 \$ Lam, Doug Harsha, Richard Skilled Trades Worker \$40.21 12.0 \$ 482.52 Skilled Trades Worker 461.64 Guardado, Roberto \$38.47 12.0(\$ Diverting solid waste from landfill disposal or transformation facilities - recycling Littleton, Ronnie Custodian \$26.86 48.0 \$ 1,289.28 Gomez, Raul Custodian \$24.97 252.0 \$ 6,292.44 1,227.84 48.0| \$ Diaz. Candelario Custodian \$25.58 Jennings, Jo-Marie Custodian \$26.57 48.0 \$ 1,275.36 1,200,0 \$ Jimenez, Maria Custodian \$24.97 29,964.00 Recycler 960.0|\$ Tucker, Sandra \$11.00 10,560.00 Hellem, Dave Skilled Trades Worker \$38.30 48.0 \$ 1,838.40 Skilled Trades Worker \$35.14 48.0 1,686.72 Lam, Doug \$ 6,778.47 Contractor \$100.00 67.8 Lighting Resources Inc. 1,227.84 Hemandez, Rigoberto Custodian \$25.58 48.0 \$ Jimenez, Benjamin Custodian \$27.53 480.0 \$ 13,214.40 Diverting solid waste from landfill disposal or transformation facilities - special waste Hellem, Dave Skilled Trades Worker \$38.30 48.0 \$ 1,838.40 1,930.08 Ramirez, Juan Skilled Trades Worker \$40.21 48.0 Lam. Doug Skilled Trades Worker \$35,14 48.0 Harsha, Richard Skilled Trades Worker \$40.21 48.0 Vendor \$100.00 307.86 Mark-Costello Co. 3.1 Guardado, Roberto Skilled Trades Worker \$38,47 48.0 Procuring materials/equipment necessary for maintaining approved level of reduction \$ 68,403.33 Cart Masters Vendor \$100.00 684.0

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\$ 166.255.12 \$

Subtotal

(05)

New 06/05

Total X

307.86 \$ 6,778.47 \$ 68,403.33 \$

State Controller's Office nunity College Mandated Cost Manual MANDATED COSTS Program **FORM** INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2006-2007 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Process Ongoing Designation of Waste Reduction and Recycling Activities Maintenance of Approved Level of Reduction Coordinator Alternative Requirement or Time Extension for 1/1/02 for Alternative Alternative Requirement of Time Extension for 1/1/04 for 50% Waste X 25% Waste Compliance Annual Recycled Material **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (b) (f) (g) (h) (a) (c) (d) (e) Hourly Hours Employee Names, Job Salaries Materials Contract Fixed Travel and Rate Worked Classifications, Functions Performed, and Description of Expenses and Training Supplies Benefits Unit Cost Quantity Alternative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004 Flores, Sarah **Grounds Supervisor** \$50.85 48.0 \$ 2,440.80 Page 1 of 1 \$ 2,440.80 \$ Subtotal 15 Total X

State Controller's Office C. .nunity College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2006-2007 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Maintenance of Approved Level of Reduction Coordinator Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste Compliance 25% Waste Annual Recycled Material X **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (b) (c) (d) (e) (f) (g) (h) Hourly Hours Employee Names, Job Salaries Materials Travel and Rate Worked Contract Fixed Classifications, Functions Performed, and and Training or Unit Cost Services Assets and Description of Expenses Benefits Supplies Quantity Developing, implementing, maintaining accounting system to track source reduction, recycling, or compostin Flores, Sarah **Grounds Supervisor** \$50.85 12.0 \$ 610.20

Page 1 of 1

610.20 \$

(05)

Subtotal

....munity College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2006-2007 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Staff Training Development of Policies and Procedures Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Altemative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material □x □ **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (h) (a) (b) (c) (d) (e) (f) (g) Hourly Hours Materials Employee Names, Job Classifications, Functions Performed, Salaries Contract Fixed Travel and Rate Worked and and or Quantity Training Services Assets and Description of Expenses Benefits Supplies Unit Cost Reporting annually to the Board quantities of recyclable materials collected Flores, Sarah Grounds Supervisor \$50.85 48.0 \$ 2,440.80 (05) Total X Subtotal Page 1 of 1 2,440.80 \$ \$ \$

New 06/05

						J
Date	Hours Employee Name	Title	PHR	Salary	Activity	Component
2/23/2007	684.03 Cart Masters	Vendor	\$100.00		Procuring materials/equipment necessary for maintaining approved level of reduction	Maintenance of Approved Level of Reduction
	684.03 Cart Masters Total		*	\$68,403.33	3	······································
Jun-07	4.00 Diaz, Candelano	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Aug-06	4.00 Diaz, Candelario	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Sept-06	4.00 Diaz, Candelario	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Oct-06	4.00 Diaz, Candelario	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Nov-06	4.00 Diaz, Candelano	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Dec-06	4.00 Diaz, Candelario	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jan-07	4.00 Diaz, Candelario	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Feb-07	4.00 Diaz, Candelario	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jul-06	4.00 Diaz, Candelario	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
May-07	4.00 Diaz, Candelario	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Mar-07	4.00 Diaz, Candelario	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Apr-07	4.00 Diaz, Candelario	Custodian	\$25.58		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	48.00 Diaz, Candelario Tota		+	\$1,227.84		
Aug-06	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		Alternative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
Apr-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	-	Developing the necessary district policies and procedures	Development of Policies and Procedures
Jun-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Developing the necessary district policies and procedures	Development of Policies and Procedures
Dec-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	•	Developing the necessary district policies and procedures	Development of Policies and Procedures
Dec-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Training district staff on the requirements and implementation of the plan	Staff Training
Jan-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Training district staff on the requirements and implementation of the plan	Staff Training
May-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Training district staff on the requirements and implementation of the plan	Staff Training
Jun-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Training district staff on the requirements and implementation of the plan	Staff Training
Jul-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Training district staff on the requirements and implementation of the plan	Staff Training
Aug-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Training district staff on the requirements and implementation of the plan	Staff Training
Sept-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Training district staff on the requirements and implementation of the plan	Staff Training
Jul-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Developing the necessary district policies and procedures	Development of Policies and Procedures
Jan-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Developing the necessary district policies and procedures	Development of Policies and Procedures
Oct-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Developing the necessary district policies and procedures	Development of Policies and Procedures
Aug-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Developing the necessary district policies and procedures	Development of Policies and Procedures
Sept-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	-	Developing the necessary district policies and procedures	Development of Policies and Procedures
Feb-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Training district staff on the requirements and implementation of the plan	Staff Training
Mar-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Fraining district staff on the requirements and implementation of the plan	Staff Training
Apr-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Training district staff on the requirements and implementation of the plan	Staff Training
May-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Developing the necessary district policies and procedures	Development of Policies and Procedures
Feb-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Developing the necessary district policies and procedures	Development of Policies and Procedures
Mar-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Developing the necessary district policies and procedures	Development of Policies and Procedures
Oct-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Fraining district staff on the requirements and implementation of the plan	Staff Training
Nov-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Fraining district staff on the requirements and implementation of the plan	Staff Training
Nov-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Developing the necessary district policies and procedures	Development of Policies and Procedures
Jul-06	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		Allemative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
Sept-06	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		Alternative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
Oct-06	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		Alternative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
Nov-06	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		Nemative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
Dec-06	4.00 Flores, Sarah	Grounds Supervisor	\$50.85	•	Alternative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
Jan-07	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		Alternative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
Feb-07	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		Alternative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
Mar-07	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		Alternative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
Apr-07	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		Alternative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
May-07	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		Atternative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
Jun-07	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		Alternative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004	Alternative Requirement of Time Extension for 1/1/04 for 50% Waste
			,	,	1, 2007	The Extension of 171704 for 30 /6 Waste

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Date	Hours Employee Nam	e Title	PHR	Salary	Activity	Component
Jul-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinator
Aug-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinator
Sept-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinator
Oct-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinator
Nov-06	1.00 Flores, Sarah	Grounds Supervisor	\$50,85	\$50.85	Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinator
Dec-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinator
Jan-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinator
Feb-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinator
Apr-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinator
May-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinator
Jun-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Designating one solid waste reduction and recycling coordinator for each college in district	Designation of Waste Reduction and Recycling Coordinator
Jul-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Diverting solid waste from landfill disposal or transformation facilities - implementing plan	Maintenance of Approved Level of Reduction
Aug-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Diverting solid waste from landfill disposal or transformation facilities - implementing plan	Maintenance of Approved Level of Reduction
Sept-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Diverting solid waste from landfill disposal or transformation facilities - implementing plan	Maintenance of Approved Level of Reduction
Oct-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Diverting solid waste from landfill disposal or transformation facilities - implementing plan	Maintenance of Approved Level of Reduction
Nov-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	•	Diverting solid waste from landfill disposal or transformation facilities - implementing plan	Maintenance of Approved Level of Reduction
Dec-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Diverting solid waste from landfill disposal or transformation facilities - implementing plan	Maintenance of Approved Level of Reduction
Jan-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Diverting solid waste from landfill disposal or transformation facilities - implementing plan	Maintenance of Approved Level of Reduction
Feb-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Diverting solid waste from landfill disposal or transformation facilities - implementing plan	Maintenance of Approved Level of Reduction
Mar-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Diverting solid waste from landfill disposal or transformation facilities - implementing plan	Maintenance of Approved Level of Reduction
Apr-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Diverting solid waste from landfill disposal or transformation facilities - implementing plan	Maintenance of Approved Level of Reduction
May-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	-	Diverting solid waste from landfill disposal or transformation facilities - implementing plan	Maintenance of Approved Level of Reduction
Jun-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Diverting solid waste from landfill disposal or transformation facilities - implementing plan	Maintenance of Approved Level of Reduction
Jul-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting	Accounting System
Aug-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85		Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting	Accounting System
Sept-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting	Accounting System
Oct-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting	Accounting System
Nov-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting	Accounting System
Dec-06	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85 [Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting	Accounting System
Jan-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting	Accounting System
Feb-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting	Accounting System
Mar-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85			Accounting System
Apr-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting	Accounting System
May-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85	Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting	Accounting System
Jun-07	1.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$50.85 [Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting	Accounting System
Jui-06	4.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$203.40 F	Reporting annually to the Board quantities of recyclable materials collected	Annual Recycled Material Reports
Aug-06	4.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$203.40 F	Reporting annually to the Board quantities of recyclable materials collected	Annual Recycled Material Reports
Sept-06	4.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$203.40 F	Reporting annually to the Board quantities of recyclable materials collected	Annual Recycled Material Reports
Oct-06	4.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$203.40 F	,	Annual Recycled Material Reports
Nov-06	4.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$203.40 F	Reporting annually to the Board quantities of recyclable materials collected	Annual Recycled Material Reports
Dec-06	4.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$203.40 F	Reporting annually to the Board quantities of recyclable materials collected	Annual Recycled Material Reports
Jan-07	4.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$203.40 F	,	Annual Recycled Material Reports
Feb-07	4.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$203.40 F	,, .	Annual Recycled Material Reports
Mar-07	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		1	Annual Recycled Material Reports
Apr-07	4.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$203.40 F		Annual Recycled Material Reports
May-07	4.00 Flores, Sarah	Grounds Supervisor	\$50.85		,	Annual Recycled Material Reports
Jun-07	4.00 Flores, Sarah	Grounds Supervisor	\$50.85	\$203.40 F	Reporting annually to the Board quantities of recyclable materials collected	Annual Recycled Material Reports
	155.00 Flores, Sarah Total			\$7,881.75		
	40.00 Garcia, George	Gardner	\$25.92	\$1,036.80 D	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07					· ·	
Apr-07 May-07	40.00 Garcia, George	Gardner	\$25.92	\$1,036.80 D	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction

		1	1 1		A 45 W .	Component
Date	Hours Employee Name	Title	PHR	Salary	Activity	Component
	120.00 Garcia, George Total			\$3,110.40	and the state of marker facilities accurate radication	Maintenance of Approved Level of Reduction
Jul-06	40,00 Glasscock, Ed	Gardner	\$28.20	\$1,128.00 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Aug-06	40.00 Glasscock, Ed	Gardner	\$28.20	\$1,128.00 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Sept-06	40.00 Glasscock, Ed	Gardner	\$28.20	\$1,128.00 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Oct-06	40.00 Glasscock, Ed	Gardner	\$28.20	\$1,128.00 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Nov-06	40.00 Glasscock, Ed	Gardner	\$28.20	\$1,128.00 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Dec-06	40.00 Glasscock, Ed	Gardner	\$28.20	\$1,128.00 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jan-07	40.00 Glasscock, Ed	Gardner	\$28.20	\$1,128.00 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Feb-07	40.00 Glasscock, Ed	Gardner	\$28.20	\$1,128.00 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Mar-07	40.00 Glasscock, Ed	Gardner	\$28.20	\$1,128.00 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07	40.00 Glasscock, Ed	Gardner	\$28.20	\$1,128.00 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
May-07	40.00 Glasscock, Ed	Gardner	\$28.20	\$1,128.00 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jun-07	40.00 Glasscock, Ed	Gardner	\$28.20		n landfill disposal or transformation facilities - source reduction	Trond and a second a second and a second and a second and a second and a second and
	480.00 Glasscock, Ed Total		404.07	\$13,536.00	n landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jul-06	21.00 Gomez, Raul	Custodian	\$24.97	\$524.37 Diverting solid waste from	n landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Aug-06	21.00 Gomez, Raul	Custodian	\$24.97	\$524.37 Diverting solid waste from	n landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Sept-06	21.00 Gomez, Raul	Custodian	\$24.97	\$524.37 Diverting solid waste from	n landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Oct-06	21.00 Gomez, Raul	Custodian	\$24.97	\$524.37 Diverting solid waste from	n landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Nov-06	21.00 Gomez, Raui	Custodian	\$24.97	\$524.37 Diverting solid waste from	n landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Dec-06	21.00 Gomez, Raul	Custodian	\$24.97	\$524.37 Diverting solid waste from	n landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jan-07	21.00 Gomez, Raul	Custodian	\$24.97	\$524.37 Diverting solid waste from	n landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Feb-07	21.00 Gomez, Raul	Custodian	\$24.97	\$524.37 Diverting solid waste from	n landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Mar-07	21.00 Gomez, Raul	Custodian	\$24.97	\$524.37 Diverting solid waste from	n landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Apr-07	21.00 Gomez, Raul	Custodian	\$24.97	\$524.37 Diverting solid waste from	Taridin disposal of transformation facilities - recycling	Maintenance of Approved Level of Reduction
May-07	21.00 Gomez, Raul	Custodian	\$24.97	\$524.37 Diverting solid waste from	n landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jun-07	21.00 Gomez, Raul	Custodian	\$24.97	_	n landfill disposal or transformation facilities - recycling	The state of the s
	252.00 Gomez, Raul Total			\$6,292.44	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jul-06	40.00 Griffith, Bill	Gardner	\$28.91	\$1,156.40 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Aug-06	40.00 Griffith, Bill	Gardner	\$28.91	\$1,156.40 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Sept-06	40.00 Griffith, Bill	Gardner	\$28.91	\$1,156.40 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Oct-06	40.00 Griffith, Bill	Gardner	\$28.91	\$1,156.40 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Nov-06	40.00 Griffith, Bill	Gardner	\$28.91	\$1,156.40 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Dec-06	40.00 Griffith, Bill	Gardner	\$28.91	\$1,156.40 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jan-07	40.00 Griffith, Bill	Gardner	\$28.91	\$1,156.40 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Feb-07	40.00 Griffith, Bill	Gardner	\$28.91	\$1,100.40 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Mar-07	40.00 Griffith, Bill	Gardner	\$28.91	\$1,100.40 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07	40.00 Griffith, Bill	Gardner	\$28.91 \$28.91	\$1,150.40 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
May-07	40.00 Griffith, Bill	Gardner	\$28.91 \$28.91	\$1 156 40 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jun-07	40.00 Griffith, Bill	Gardner	φ20.91	\$13,876.80		
1	480.00 Griffith, Bill Total	Ckilled Trades Mades	\$38.47	\$38.47 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jul-06	1.00 Guardado, Roberto	Skilled Trades Worker		\$39.47 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Aug-06	1.00 Guardado, Roberto	Skilled Trades Worker	\$38.47	\$38.47 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Sept-06	1.00 Guardado, Roberto	Skilled Trades Worker	\$38.47	\$39.47 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Oct-06	1.00 Guardado, Roberto	Skilled Trades Worker	\$38.47	\$39.47 Diverting solid wests from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Nov-06	1.00 Guardado, Roberto	Skilled Trades Worker	\$38.47	\$39.47 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Dec-06	1.00 Guardado, Roberto	Skilled Trades Worker	\$38.47 \$38.47	\$38.47 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jan-07	1.00 Guardado, Roberto	Skilled Trades Worker Skilled Trades Worker	\$38.47 \$38.47	\$38 47 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Feb-07 Mar-07	1.00 Guardado, Roberto 1.00 Guardado, Roberto	Skilled Trades Worker	\$38.47 \$38.47	\$38.47 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Mar-07 Apr-07	1.00 Guardado, Roberto	Skilled Trades Worker	\$38.47	\$38.47 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07 May-07	1.00 Guardado, Roberto	Skilled Trades Worker	\$38.47	\$38.47 Diverting solid waste from	n landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
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1						Activity	Component
Date		oyee Name	Title	PHR	Salary	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jun-07	1.00 Guardad	,	Skilled Trades Worker	\$38.47	\$38.47	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Jul-0 6	4.00 Guardad	,	Skilled Trades Worker	\$38.47	\$153.88	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Aug-06	4.00 Guardad		Skilled Trades Worker	\$38.47	\$153.88	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Sept-06	4.00 Guardad	•	Skilled Trades Worker	\$38.47	\$153.88	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Oct-06	4.00 Guardad	•	Skilled Trades Worker	\$38.47	\$153.88	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Nov-06	4.00 Guardad		Skilled Trades Worker	\$38.47	\$153.88	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Dec-06	4.00 Guardad		Skilled Trades Worker	\$38.47	\$153.88	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Jan-07	4.00 Guardad	•	Skilled Trades Worker	\$38.47	\$100.00	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Feb-07	4.00 Guardad		Skilled Trades Worker	\$38.47	\$100.00 \$150.00	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Mar-07	4.00 Guardad		Skilled Trades Worker	\$38.47	\$100.00	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Apr-07	4.00 Guardad		Skilled Trades Worker	\$38.47	\$103.00	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
May-07	4.00 Guardad	•	Skilled Trades Worker	\$38.47	\$100.00 \$150.00	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Jun-07	4.00 Guardad	-	Skilled Trades Worker	\$38.47	\$2,308.20	Diverting Solid Waste from tailouil disposal of franciscommunity	
	60.00 Guardad			#40.04	\$2,300.20	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jul-06	1.00 Harsha,		Skilled Trades Worker	\$40.21	\$40.21 \$40.01	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Aug-06	1.00 Harsha, l		Skilled Trades Worker	\$40.21	\$40.21 \$40.01	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Sept-06	1.00 Harsha, I		Skilled Trades Worker	\$40.21	\$40.21 \$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Oct-06	1.00 Harsha,		Skilled Trades Worker	\$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Nov-06	1.00 Harsha, l		Skilled Trades Worker	\$40.21	\$40.21 \$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Dec-06	1.00 Harsha, I		Skilled Trades Worker	\$40.21	\$40.21 \$40.01	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jan-07	1.00 Harsha, l		Skilled Trades Worker	\$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Feb-07	1.00 Harsha, I	Richard	Skilled Trades Worker	\$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Mar-07	1.00 Harsha, I		Skilled Trades Worker	\$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07	1.00 Harsha, l		Skilled Trades Worker	\$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
May-07	1.00 Harsha, I		Skilled Trades Worker	\$40.21	\$40.21 \$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jun-07	1.00 Harsha, I		Skilled Trades Worker	\$40.21 \$40.21	\$40.21 \$160.04	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Jul-06	4.00 Harsha,		Skilled Trades Worker	\$40.21 \$40.21	\$100.0 4	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Aug-06	4.00 Harsha, I		Skilled Trades Worker	\$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Sept-06	4.00 Harsha, I		Skilled Trades Worker	\$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Oct-06	4.00 Harsha, I		Skilled Trades Worker Skilled Trades Worker	\$40.21	6160 84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Nov-06	4.00 Harsha, I			\$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Dec-06	4.00 Harsha,		Skilled Trades Worker Skilled Trades Worker	\$40.21	6160 84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Jan-07	4.00 Harsha, I		Skilled Trades Worker	\$40.21	¢160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Feb-07	4.00 Harsha,		Skilled Trades Worker	\$40.21	\$160.84	Diveding solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Mar-07	4.00 Harsha,		Skilled Trades Worker	\$40.21	48 0312	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Apr-07	4.00 Harsha,		Skilled Trades Worker	\$40.21	¢160 84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
May-07	4.00 Harsha,		Skilled Trades Worker	\$40.21	\$160.84	Diverting solid maste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Jun-07	4.00 Harsha, i 60.00 Harsha,			¥ 10.21	¢2 /12 60		As the second Assessed Level of Reduction
	1.00 Heilem, i		Skilled Trades Worker	\$38.30	\$28.30	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jul-06	1.00 Hellem, I		Skilled Trades Worker	\$38.30	\$28.20	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Aug-06	1.00 Hellem, I		Skilled Trades Worker	\$38.30	\$38.30	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Sept-06	1.00 Hellem,		Skilled Trades Worker	\$38.30	\$38.30	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Oct-06 Nov-06	1.00 Hellem,		Skilled Trades Worker	\$38.30	\$38.30	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Dec-06	1.00 Hellem,		Skilled Trades Worker	\$38.30	638.30	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jan-07	1.00 Hellem, i		Skilled Trades Worker	\$38.30	\$38.30	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Feb-07	1.00 Heilem,		Skilled Trades Worker	\$38.30	\$38.30	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Mar-07	1.00 Hellem, I		Skilled Trades Worker	\$38.30	\$38.30	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07	1.00 Hellem,		Skilled Trades Worker	\$38.30	\$38.30	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
May-07	1.00 Hellem, I		Skilled Trades Worker	\$38.30	\$38.30	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jun-07	1.00 Hellem,		Skilled Trades Worker	\$38.30	\$38.30	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
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Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
Jui-06		Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Aug-06		Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Sept-06		Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Oct-06		Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Nov-06		Heliem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Dec-06		Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jan-07		Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Feb-07		Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Mar-07	4.00 F	Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Apr-07	4.00 H	Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction Maintenance of Approved Level of Reduction
May-07	4.00 h	Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jun-07	4.00 H	Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jul-06	4.00 }	Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Aug-06	4.00 H	Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Sept-06		tellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Oct-06	4.00 H	Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Nov-06	4.00 l	Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Dec-06	4.00 H	Heliem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Jan-07	4.00 1	tellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Feb-07		Hellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Mar-07		tellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Apr-07		lellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - special waste Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
May-07		lellem, Dave	Skilled Trades Worker	\$38.30	\$153.20	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Jun-07		Hellem, Dave	Skilled Trades Worker	\$38.30			
		lellem, Dave Total	0 1 1 -	* 05 50	\$4,136.40	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jul-06		temandez, Rigoberto	Custodian	\$25.58 \$25.58	\$102.02	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Aug-06		Hernandez, Rigoberto	Custodian	\$25.58	\$102.32	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Sept-06		Hernandez, Rigoberto	Custodian Custodian	\$25.58	\$102.02	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Oct-06		Hernandez, Rigoberto Hemandez, Rigoberto	Custodian	\$25.58	\$102.32	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Nov-06		Hernandez, Rigoberto	Custodian	\$25.58	\$102.32	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Dec-06 Jan-07		temandez, Rigoberto	Custodian	\$25.58	\$102.32	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
		Hernandez, Rigoberto	Custodian	\$25.58	\$102.32	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Feb-07		Hernandez, Rigoberto	Custodian	\$25.58	\$102.32	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Mar-07			Custodian	\$25.58	\$102.32	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Apr-07		temandez, Rigoberto ternandez, Rigoberto	Custodian	\$25.58	\$102.32	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
May-07 Jun-07		Hemandez, Rigoberto	Custodian	\$25.58	\$102.32	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jun-07		Hernandez, Rigoberto		Ψ-0.50	\$1,227.84		
Jul-06		Jennings, Jo-Marie	Custodian	\$26.57	\$106.28	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Aug-06		Jennings, Jo-Marie	Custodian	\$26.57	\$106.28	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Sept-06		Jennings, Jo-Marie	Custodian	\$26.57	\$106.28	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Oct-06		Jennings, Jo-Marie	Custodian	\$26.57	\$106.28	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Nov-06		Jennings, Jo-Marie	Custodian	\$26.57	\$106.28	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Dec-06		Jennings, Jo-Marie	Custodian	\$26.57	\$106.28	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jan-07		Jennings, Jo-Marie	Custodian	\$26.57	\$106.28	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction Maintenance of Approved Level of Reduction
Feb-07		Jennings, Jo-Marie	Custodian	\$26.57	\$106.28	Diverting solid waste from landfill disposal or transformation facilities - recycling	
Mar-07		lennings, Jo-Marie	Custodian	\$26.57	\$106.28	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Apr-07		Jennings, Jo-Marie	Custodian	\$26.57	\$106.28	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction Maintenance of Approved Level of Reduction
May-07		lennings, Jo-Marie	Custodian	\$26.57	\$106.28	Diverting solid waste from landfill disposal or transformation facilities - recycling	
Jun-07		Jennings, Jo-Marie	Custodian	\$26.57		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	48.00 -	Jennings, Jo-Marie To	tai		\$1,275.3 6		

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Date	Hours Employee Name	Title	PHR	Salary	Activity	Component
Aug-06	40.00 Jennings, Michael	Power Sweeper Operator	\$30.35	\$1 214 00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
-	40.00 Jennings, Michael	Power Sweeper Operator	\$30.35	\$1,214.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Sept-06	40.00 Jennings, Michael	Power Sweeper Operator	\$30.35	\$1,214.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Oct-06	40.00 Jennings, Michael	Power Sweeper Operator	\$30.35	\$1 214 00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Nov-06	40.00 Jennings, Michael	Power Sweeper Operator	\$30.35	\$1,214.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Dec-06	40.00 Jennings, Michael	Power Sweeper Operator	\$30.35	\$1 214 00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jan-07	• • •	Power Sweeper Operator	\$30.35	\$1 214 00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Mainlenance of Approved Level of Reduction
Feb-07	40.00 Jennings, Michael 40.00 Jennings, Michael	Power Sweeper Operator	\$30.35	\$1 214 00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Mar-07	40.00 Jennings, Michael	Power Sweeper Operator	\$30.35	\$1 214 00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07	40.00 Jennings, Michael	Power Sweeper Operator	\$30.35	\$1 214 00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
May-07	• • • • • • • • • • • • • • • • • • • •	Power Sweeper Operator	\$30.35	\$1 214 00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jun-07	40.00 Jennings, Michael		ψ00.00	\$13,354.00		
h.t. 06	440.00 Jennings, Michael To	Custodian	\$27.53	\$1 101 20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jul-06	40.00 Jimenez, Benjamin 40.00 Jimenez, Benjamin	Custodian	\$27.53	\$1 101 20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Aug-06	40.00 Jimenez, Benjamin	Custodian	\$27.53	\$1 101.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Sept-06	40.00 Jimenez, Benjamin	Custodian	\$27.53	\$1,101.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Oct-06 Nov-06	40.00 Jimenez, Benjamin	Custodian	\$27.53	\$1,101.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Dec-06	40.00 Jimenez, Benjamin	Custodian	\$27.53	\$1.101.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jan-07	40.00 Jimenez, Benjamin	Custodian	\$27.53	\$1,101.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Feb-07	40.00 Jimenez, Benjamin	Custodian	\$27.53	\$1,101,20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Mar-07	40.00 Jimenez, Benjamin	Custodian	\$27.53	\$1,101,20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Apr-07	40.00 Jimenez, Benjamin	Custodian	\$27.53	\$1.101.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Арг-07 Мау-07	40.00 Jimenez, Benjamin	Custodian	\$27.53	\$1,101,20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jun-07	40.00 Jimenez, Benjamin	Custodian	\$27.53	\$1,101.20	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
0011-07	480.00 Jimenez, Benjamin To			\$13,214,40		The second secon
Jul-06	1.00 Jimenez, Maria	Custodian	\$24.97	\$24.97	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Aug-06	1.00 Jimenez, Maria	Custodian	\$24.97	\$24.97	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Sept-06	1.00 Jimenez, Maria	Custodian	\$24.97	\$24.97	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Oct-06	1.00 Jimenez, Maria	Custodian	\$24.97	\$24 97	Diverting solid waste from landfill disposat or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Nov-06	1.00 Jimenez, Maria	Custodian	\$24.97	\$24.97	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Dec-06	1.00 Jimenez, Maria	Custodian	\$24.97	\$24 97	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jan-07	1.00 Jimenez, Maria	Custodian	\$24.97	\$24 97	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Feb-07	1.00 Jimenez, Maria	Custodian	\$24.97	\$24.97	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Mar-07	1.00 Jimenez, Maria	Custodian	\$24.97	\$24.97	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07	1,00 Jimenez, Maria	Custodian	\$24.97	\$24.97	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
May-07	1.00 Jimenez, Maria	Custodian	\$24.97	\$24.97	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction Maintenance of Approved Level of Reduction
Jun-07	1.00 Jimenez, Maria	Custodian	\$24.97	\$24.97	Diverting solid waste from landfill disposal or transformation facilities - source reduction	
Jul-06	100.00 Jimenez, Mana	Custodian	\$24.97	\$2,497.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction Maintenance of Approved Level of Reduction
Aug-06	100.00 Jimenez, Maria	Custodian	\$24.97	\$2,497.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Sept-06	100.00 Jimenez, Mana	Custodian	\$24.97	\$2,497.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Oct-06	100.00 Jimenez, Maria	Custodian	\$24.97	\$2,497.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Nov-06	100.00 Jimenez, Maria	Custodian	\$24.97	\$2,497.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	
Dec-06	100.00 Jimenez, Maria	Custodian	\$24.97	\$2,497.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jan-07	100.00 Jimenez, Maria	Custodian	\$24.97	\$2,497.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Feb-07	100.00 Jimenez, Maria	Custodian	\$24.97	\$2,497.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Mar-07	100.00 Jimenez, Mana	Custodian	\$24.97	\$2,497.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Apr-07	100.00 Jimenez, Maria	Custodian	\$24.97	\$2,497.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
May-07	100.00 Jimenez, Mana	Custodian	\$24.97	\$2,497.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jun-07	100.00 Jimenez, Maria	Custodian	\$24.97	\$2,497.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	1212.00 Jimenez, Maria Total			\$30,263,64		Maintenance of Approved Lavel of Deduction
Jul-06	1.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$35.14	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction

					A at the	Component
Date	Hours Employee Name		PHR	Salary	Activity	Maintenance of Approved Level of Reduction
Aug-06	1.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$35.14	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Sept-06	1.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$35.14	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Oct-06	1.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$35.14	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Nov-06	1.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$35.14	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Dec-06	1.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$35.14	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jan-07	1.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$35.14	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Feb-07	1.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$35.14	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Mar-07	1.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$35.14	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07	1.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$35.14	Diverting solid waste from landfill disposal or transformation facilities - source reduction	
May-07	1.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$35.14	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jun-07	1.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$35.14	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jul-06	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Aug-06	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Sept-06	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Oct-06	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Nov-06	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Dec-06	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jan-07	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Feb-07	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Mar-07	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Apr-07	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
May-07	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jun-07	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jul-06	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Aug-06	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Sept-06	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Oct-06	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Nov-06	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Dec-06	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Jan-07	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Feb-07	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Mar-07	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Apr-07	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
May-07	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Jun-07	4.00 Lam, Doug	Skilled Trades Worker	\$35.14	\$140.56	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
ouii-o/	108.00 Lam, Doug Total	Olujiou Illusou Illusou	******	\$3,795,12		
06-07	67.78 Lighting Resources	Inc. Contractor	\$100.00	\$6,778.47	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
00 07	67.78 Lighting Resource		•	\$6,778.47		
Jul-06	4.00 Littleton, Ronnie	Custodian/	\$26.86	\$107.44	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Aug-06	4.00 Littleton, Ronnie	Custodian	\$26.86	\$107.44	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Sept-06	4.00 Littleton, Ronnie	Custodian	\$26.86	\$107.44	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Oct-06	4.00 Littleton, Ronnie	Custodian	\$26.86	\$107.44	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Nov-06	4.00 Littleton, Ronnie	Custodian	\$26.86	\$107,44	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Dec-06	4.00 Littleton, Ronnie	Custodian	\$26.86	\$107.44	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jan-07	4.00 Littleton, Ronnie	Custodian	\$26.86	\$107.44	Diverting solid waste from landfiil disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Feb-07	4.00 Littleton, Ronnie	Custodian	\$26.86	\$107,44	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Mar-07	4.00 Littleton, Ronnie	Custodian	\$26.86	\$107.44	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Apr-07	4.00 Littleton, Ronnie	Custodian	\$26.86	\$107.44	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
May-07	4.00 Littleton, Ronnie	Custodian	\$26.86	\$107.44	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jun-07	4.00 Littleton, Ronnie	Custodian	\$26.86	\$107.44	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	48.00 Littleton, Ronnie T			\$1,289.28		

2.1	Liver Sections Name	Title	PHR	Salary	Activity	Component
Date	Hours Employee Name		\$31.09	\$1 243 60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jul-06	40.00 Lopez, Eugene	Gardner Gardner	\$31.09	\$1,243.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Aug-06	40.00 Lopez, Eugene	Gardner	\$31.09	\$1,240.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Sept-06	40.00 Lopez, Eugene	Gardner	\$31.09	\$1,243.60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Oct-06	40.00 Lopez, Eugene	Gardner	\$31.09	\$1 243 60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Nov-06	40.00 Lopez, Eugene	Gardner	\$31.09	\$1,243.60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Dec-06	40.00 Lopez, Eugene	Gardner	\$31.09	\$1 243 60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jan-07	40.00 Lopez, Eugene 40.00 Lopez, Eugene	Gardner .	\$31.09	\$1,243,60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Feb-07 Mar-07	40.00 Lopez, Eugene	Gardner	\$31.09	\$1,243,60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07	40.00 Lopez, Eugene	Gardner	\$31.09	\$1,243,60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
May-07	40.00 Lopez, Eugene	Gardner	\$31.09	\$1,243.60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jun-07	40.00 Lopez, Eugene	Gardner	\$31.09	\$1,243.60	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
ouil or	480.00 Lopez, Eugene Total		*	\$14,923,20		And the second of the design
Jul-06	40.00 Malagon, Apollo	Gardner	\$28.20	\$1,128.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Aug-06	40.00 Malagon, Apollo	Gardner	\$28.20	\$1,128.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Sept-06	40.00 Malagon, Apollo	Gardner	\$28.20	\$1.128.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Oct-06	40.00 Malagon, Apollo	Gardner	\$28.20	\$1,128.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Nov-06	40.00 Malagon, Apollo	Gardner	\$28.20	\$1,128.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Dec-06	40.00 Malagon, Apollo	Gardner	\$28,20	\$1,128,00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jan-07	40.00 Malagon, Apolio	Gardner	\$28.20	\$1,128,00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Feb-07	40.00 Malagon, Apollo	Gardner	\$28.20	\$1.128.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Mar-07	40.00 Malagon, Apollo	Gardner	\$28.20	\$1 128 00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07	40.00 Malagon, Apollo	Gardner	\$28.20	\$1,128,00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
May-07	40.00 Malagon, Apollo	Gardner	\$28.20	\$1 128 00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jun-07	40.00 Malagon, Apollo	Gardner	\$28.20	\$1,128.00	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
	480.00 Malagon, Apollo Tot	al		\$13,536.00		Maintenance of Approved Loyal of Poduction
9/22/2006	3.08 Mark-Costello Co.	Vendor	\$100.00	\$307.86	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	3.08 Mark-Costello Co. To	otal		\$307.86		Maintenance of Approved Level of Reduction
Jul-06	40.00 Montgomery, Daryl	Gardner	\$26.86	\$1,074.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Aug-06	40.00 Montgomery, Daryl	Gardner	\$26.86	\$1,074.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Sept-06	40.00 Montgomery, Daryl	Gardner	\$26.86	\$1,074.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Oct-06	40.00 Montgomery, Daryl	Gardner	\$26.86	\$1,074.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Nov-06	40.00 Monlgomery, Daryi	Gardner	\$26.86	\$1,074.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Dec-06	40.00 Montgomery, Daryl	Gardner	\$26.86	\$1,074.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jan-07	40.00 Montgomery, Daryl	Gardner	\$26.86	\$1,074.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Feb-07	40.00 Montgomery, Daryl	Gardner	\$26.86	\$1,074.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Mar-07	40.00 Montgomery, Daryl	Gardner	\$26.86	\$1,074.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07	40.00 Montgomery, Daryl	Gardner	\$26.86	\$1,074.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
May-07	40.00 Montgomery, Daryl	Gardner	\$26.86	\$1,074.40	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jun-07	40.00 Monlgomery, Daryl	Gardner	\$26.86			
	480.00 Montgomery, Daryl		640.04	\$12,892.80	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jul-06	1.00 Ramirez, Juan	Skilled Trades Worker	\$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Aug-06	1.00 Ramirez, Juan	Skilled Trades Worker	\$40.21 \$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Sept-06	1.00 Ramirez, Juan	Skilled Trades Worker	\$40.21 \$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Oct-06	1.00 Ramirez, Juan	Skilled Trades Worker	\$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Nov-06	1.00 Ramirez, Juan	Skilled Trades Worker Skilled Trades Worker	\$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Dec-06 Jan-07	1.00 Ramirez, Juan 1.00 Ramirez, Juan	Skilled Trades Worker	\$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Feb-07	1.00 Ramirez, Juan	Skilled Trades Worker	\$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Mar-07	1.00 Hamirez, Juan	Skilled Trades Worker	\$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Apr-07	1.00 Ramirez, Juan	Skilled Trades Worker	\$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
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Date	Hours Employee	Name Title	PHR	Salary	Activity	Component
May-07	1.00 Ramirez, Jua	Skilled Trades Worke	er \$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jun-07	1.00 Ramirez, Juai	Skilled Trades Worke	er \$40.21	\$40.21	Diverting solid waste from landfill disposal or transformation facilities - source reduction	Maintenance of Approved Level of Reduction
Jul-06	4.00 Ramirez, Juai	Skilled Trades Worke	er \$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Aug-06	4.00 Ramirez, Juai	Skilled Trades Worke	er \$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Sept-06	4.00 Ramirez, Juar	Skilled Trades Worke	er \$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Oct-06	4.00 Ramirez, Juar	Skilled Trades Worke	er \$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Nov-06	4.00 Ramirez, Juar	Skilled Trades Worke	er \$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Dec-06	4.00 Ramirez, Juar	Skilled Trades Worke	er \$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Jan-07	4.00 Ramirez, Juar	Skilled Trades Worke	er \$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Feb-07	4.00 Ramirez, Juar	Skilled Trades Worke	er \$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Mar-07	4.00 Ramirez, Juar	Skilled Trades Worke	er \$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Apr-07	4.00 Ramirez, Juar	Skilled Trades Worke	er \$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
May-07	4.00 Ramirez, Juar	Skilled Trades Worke	r \$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
Jun-07	4.00 Ramirez, Juan	Skilled Trades Worke	r \$40.21	\$160.84	Diverting solid waste from landfill disposal or transformation facilities - special waste	Maintenance of Approved Level of Reduction
	60.00 Ramirez, Juan	ı Total		\$2,412.60		
Jul-06	80.00 Tucker, Sandr	n Recycler	\$11.00	\$880.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Aug-06	80.00 Tucker, Sandr	n Recycler	\$11.00	\$880.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Sept-06	80.00 Tucker, Sandr	Recycler Recycler	\$11.00	\$880.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Oct-06	80.00 Tucker, Sandra	Recycler Recycler	\$11.00	\$880.00	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
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May-07	80.00 Tucker, Sandra	•	\$11.00	•	Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
Jun-07	80.00 Tucker, Sandra	•	\$11.00		Diverting solid waste from landfill disposal or transformation facilities - recycling	Maintenance of Approved Level of Reduction
	960.00 Tucker, Sandr	a Total		\$10,560.00		
	7361.90 Grand Total		· \$	249,016.33		



Program Support Center Financial Management Service Division of Cost Allocation

DCA Western Field Office 50 United Nations Plaza, Floom 347 San Francisco, CA 94102

JUN 2 8 2005

Peter Hardash Vice President Administrative Svcs. Pasadena City College (aka Pasadena Area Community College) 1570 East Colorado Boulevard Pasadena, CA 91106-2003

Dear Mr. Hardash:

A copy of an indirect cost Negotiation Agreement is attached. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government. Please have the Agreement signed by a duly authorized representative of your organization and return it to me BY FAX, retaining the copy for your files. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for-their use.

An indirect cost proposal together with supporting information are required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on your fiscal year ending 06/30/06, is due in our office by 12/31/06.

Sincerely,

David S. Low

Director

Attachment

PLEASE SIGN AND RETURN THE NEGOTIATION AGREEMENT BY FAX

Phone: (415) 437-7820 - Fax: (415) 437-7823 - E-mail: dcasf@psc.gov

COLLEGES AND UNIVERSITIES RATE AGREEMENT

:# NIF

DATE: June 22, 2005

INSTITUTION:

FILING REF .: The preceding

asadena City College

Agreement was dated

(aka Pasadena Area Community College)

July 2, 2004

1570 East Colorado Boulevard

Pasadena

CA

91106-2003

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION	I: FACILITIES	AND ADMINISTRA	ATIVE COST RATE	<u>5*</u>	
RATE TY	PES: FIXED	FINAL PROV	(PROVISIONAL)	PRED. (PREDETERMINED)	
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⁽¹⁾ All except ED restricted programs.

^{*}BASE: Direct salaries and wages including all fringe benefits.

INSTITUTION:

Pasadena City College

(aka Pasadena Area Community College)

AGREEMENT DATE: June 22, 2005

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

This organization identified the cost of each fringe benefit separately as a direct cost when budgeting and charging fringe benefits under Federal projects. The fringe benefits listed below are treated as direct costs.

TREATMENT OF PAID ABSENCES:

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims for the costs of these paid absences are not made.

DEFINITION OF EQUIPMENT

Equipment is defined as tangible nonexpendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

The following fringe benefits are treated as direct costs:
OASDI, WORKERS COMPENSATION, HEALTH/DENTAL/LIFE INSURANCE, MEDICARE, UNEMPLOYMENT
INSURANCE, AND RETIREMENT.

INSTITUTION:

Pasadena City College

'aka Pasadena Area Community College)

TREEMENT DATE: June 22, 2005

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted: such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-21 Circular, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the ' reement.

BY THE INSTITUTION:	ON BEHALF OF THE FEDERAL GOVERNMENT:
Pasadena City College	
(aka Pasadena Area Community College)	DEPARTMENT OF HEALTH AND HUMAN SERVICES
(INSTITUTION)	(AGENCY)
Jall Shall	Del 1.00
(SIGNATURE)	(SIGNATURE)
PETER J. HARDASH	David S. Low
(NAME)	(NAME)
Vice President, Administrative Services	DIRECTOR, DIVISION OF COST ALLOCATION
(TITLE)	(TITLE)
/ /	
7/7/05	June 22, 2005
(DATE)	(DATE) 3191
	HHS REPRESENTATIVE: Helen Fung
	Telephone: (415) 437-7820

Pasadena Area College District Integrated Waste Management Fiscal Year: 2006-2007 Schedule 2

Purpose: To summarize reimbursements received for Integrated Waste Management

Source: Pasadena CCD receipts.

Findings:

Vendor	Description	Date Issued	Amount
Smurfit Stone	Recycling Paper	10/16/2006	\$200.61
Smurfit Stone	Recycling Paper	12/4/2006	\$116.57
Smurfit Stone	Recycling Paper	1/31/2007	\$289.71
Smurfit Stone	Recycling Paper	3/9/2007	\$181.33
Smurfit Stone	Recycling Paper	4/12/2007	\$105.91
Smurfit Stone	Recycling Paper	4/19/2007	\$189.99
Smurfit Stone	Recycling Paper	5/18/2007	\$90.57
Total			\$1,174.69

Conclusion: Findings go forward to IWM-1.

Facilities Services Recycling Vendor List

Vendor

Product Recycled

Smurfit Stone 20502 S. Denker Street Torrance Ca 90501-1645

Cardboard White Paper Computer Paper Mixed Paper Shredding Paper

Commercial Waste P.O.Box 820 Montebello Ca 90640 323 728-9554

Greenwaste Construction Debris

Nuway Recycling Center Duarte Road Monrovia, Ca

Alluminum Brass Copper

Los Angeles Pallets Alameda street Los Angeles Ca

Wooden Pallets

Unisource Worldwide 14120 Magnolia Blvd. Sherman Oaks, Ca 91423

Pallets

Lighting Resources Inc.

Light Bulb Recycling

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salvage Code 6 Code 6 Code 6 chipping Code 8	Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food exchange, salvage yards, grass-cycling, and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oll/antifreeze, white and brown goods recycling, wood waste chipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, proactively working with recycled product supplies. REPORT STAFF TIME IN HOURS PER MONTH													
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6 B	Recycling	4	4	4	- 4-	4	- 4-	+	4	Ą	- 4	4	4-	48
6 C	Composting	•												
6 D	Special Waste												· .	
6 E	Procurement Activities												<u>.</u>	
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Depar	tment/Location	Tel	ephone	e# 		Exact Position Title 12mo/11mo/10mo/hrly Fiscal Year: 06 07 Work year length									
Code 1 Policies and Procedures: Developing the necessary policies and procedures. Code 2 Staff Training: Training district staff on the requirements and implementation of the mandate. Code 3 Plan Development: Developing and adopting a State Agency Model Integrated Waste Management Plan on or before July 15, 2000, and submitting district's plan to the California Waste Management Board. Code 4 Alternative Compliance: In the event it is necessary to obtain one or more extensions of time to comply with the 25% and/or 50% minimum waster reduction requirements; presenting substantial evidence that the district is making a good faith effort to implement the plan and/or plan of correct													n waste		
REPORT TIME IN HOURS PER MONTH														correction.	
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 2. ONGOING PLAN IMPLEMENTATION

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Code 5 College Coordinator: Coordination duties not specific to other activity codes. Code 6 Plan Implementation: Implementing the Plan other than specific source reduction, recycling and composting activities. Code 7 Accounting System: Developing, Implementing, and maintaining an accounting system to enter and track: source reduction, recycling and compost activities, the cost of those activities, and the proceeds from the sale of any recycled materials. Code 8 Annual Report: Annually preparing and submitting a report to the IWM Board summarizing the district's progress in reducing solid waste, REPORT TIME IN HOURS PER MONTH														composting
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March 2005 ·

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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March 2005 ·

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 3. SOURCE REDUCTION, COMPOSTING, AND RECYCLING

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Requisition Snapshot

VENDOR					Fis	cal Yea	ır 2006/07
Requisition 1	Number 06-91449				Requisition	on Date	09/18/2006
PHRIMALYBOAR	ALRODRIGUEZ, 9/18/2006	PO #	120945		Non Taxab		307.86
	PURCH	Responsibility	120040		Taxab		.00
	Complete	riooporiois;iii,			Tax (8.2		.00
On Hold	No				Shipping (0.0	-	.00
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	DON ECKMANN	Board Date					
	6502 - FACILITIES				Requisition Tot	tal	307.86
	9999 - P.C.C. FACILITIES DE		E0 BI B				
Delivery Date	10/18/2006	Room	FS-BLD				
Proiect Info	BEDAIRS						
	REPAIRS					(PARCEL HARDEN SANCE)	
	Vendor Information						
012013/1	MARK-COSTELLO CO.: THE						
	1145 DOMINGUEZ ST. "J", (CARSON, CA 9074	15		THE THE COMMENT OF THE PARTY.		Tarana kana kana kana kana kana kana kana
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(2007) REP/MNT EQUIP /FACILITIES TRA

Service for baler in 0/07

ESCAPE ONLINE



INVOICE

 CUSTOMER #
 DATE
 NUMBER

 1006
 2/23/2007
 1300

382 N. LEMON AVE., #151 WALNUT. CA 91789

909-725-4055 - 909-598-2953 (FAX) CARTMASTERS@VERIZON.NET

Ms. Anni K Facilities & Operations Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003 SHIP TO:

Pasadena City College 1570 E. Colorado Blvd. Pasadena, CA 91106-2003

P.O. NO.	DUE DATE	SHIP VIA	SHIP DATE	WORK ORDER #
122170	3/25/2007		2/23/2007	

ITEM	DESCRIPTION	QUAN	TITY	UNIT PRICE	AMOUNT
B2-48TT SP-CLR	B2-48 New Taylor-Truck Two-toned color		6	10,156.69 375.00	60,940.14T 2,250.00T
_		EAne O	oclogn Howlo	5	

SUBTOTAL	\$63,190.14
SALES TAX (8.25%)	\$5,213.19
TOTAL	\$68,403.33
PAYMENTS/CREDITS	\$0.00
BALANCE DUE	\$68,403.33

Pasaden Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2006-2007 Recycling Costs Schedule 1

Purpose: To summarize recycling costs for Integrated Waste Management

Source: Company Invoices

Findings:

Vendor	Description	Date Issued	Amount
Lighting Resources, Inc.		7/13/2006	\$823.18
Lighting Resources, Inc.	Reclying of	8/9/2006	\$824.15
Lighting Resources, Inc.	Flourescent Lighitng	9/22/2006	\$487.70
Lighting Resources, Inc.	Tubes and High	11/20/2006	\$1,190.90
Lighting Resources, Inc.	Intensity Discharge	1/19/2007	\$1,428.01
Lighting Resources, Inc.	Bulbs	4/27/2007	\$768.43
Lighting Resources, Inc.		6/25/2007	\$1,256.10
Total			\$6,778.47

Facilities Services Recycling Vendor List

<u>Vendor</u>

Product Recycled

Smurfit Stone 20502 S. Denker Street Torrance Ca 90501-1645

Cardboard
White Paper
Computer Paper
Mixed Paper
Shredding Paper

Commercial Waste P.O.Box 820 Montebello Ca 90640 323 728-9554

Greenwaste Construction Debris

Nuway Recycling Center Duarte Road Monrovia, Ca

Alluminum Brass Copper

Los Angeles Pallets Alameda street Los Angeles Ca

Wooden Pallets

Unisource Worldwide 14120 Magnolia Blvd. Sherman Oaks, Ca 91423

Pallets

Lighting Resources Inc.

Light Bulb Recycling

LIGHTING RESOURCF LLC 805 East Francis Street Ontario, CA 91761

USA

. vice:

Sold To:

(909) 923-3132

Fax:

(909) 923-3962

ACCOUNTS PAYABLE

PASADENA CITY COLLEGE 1570 EAST COLORADO BLAD. PASADENA, CA 91106 B. Young 6/21/06

UT/P

Invoic

Invoice Numbe

Invoice Date May 9, 200

Page

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Customer PO		Payment T	erms		
PASC	010	B-06645		Net 15 Days			
Sales R	ep ID	Shipping Method		Ship Date	Due Date		
ONTARIO		LRI	5	/9/06	5/24/06		
Quantity		Description		Unit Price	Extension		
665.00	F-40 LAMPS	FOR RECYCLING		0.32	212.80		
55.00	F-60 LAMPS	FOR RECYCLING		0.40	22.00		
155.00	HID LAMPS F	OR RECYCLING		1.80	279.00		
39.00	COMPACT LAM	PS FOR RECYCLING		0.45	. 17.55		
195.00	BIAX LAMPS	FOR RECYCLING		0.45	87.75		
112.00	FB-40 LAMPS	FOR RECYCLING		0.45	50.40		
2.00	F-96 LAMPS	FOR RECYCLING		0.64	1.28		
29.00	LBS. LEAD A	CID BATTERIES		0.95	27.55		
13.00		NE BATTERIES		0.95	12.35		
9.00	LBS. NI-CAD	BATTERIES		0.95	8.55		
90.00	LBS. E SCRA	Ρ .		0.35	31.50		
161.00	LBS. NON PC	B TRANSFORMERS		0.45	72.45		
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				~ ~			
				FNTEDEE	JUL 7 0 2006		
				" EN EHED	JUL 7 0 2000		
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LIGHTING RESOURCF*, LLC 805 East Francis Street Ontario, CA 91761 USA

B. Young 1/25/06 UT/F

Invoic

Invoice Numbe

Jul 12, 200

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اد: Fax: (909) 923-3132 (909) 923-3962

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custom	er ID	Customer PO	Payment T	erms		
PASO:	10	B-07128	Net 15	Net 15 Days		
Sales Re	ep ID	Shipping Method	Ship Date	Due Date		
ONTARIO -	:	LRI	7/12/06	7/27/06		
Quantity	i, west	Description	Unit Price	Extension		
40.00	F-20 LAMPS	FOR RECYCLING	0.16	6.40		
1,800.00	F-40 LAMPS	FOR RECYCLING	0.32	576.00		
100.00	HIĎ-LAMPS F	OR RECYCLING	1.80	180.00		
1.00	COMPACT LAM	PS FOR RECYCLING	0.45	0.45		
80.00	BIAX LAMPS	FOR RECYCLING	0.45	36.00		
42.00	FB-40 LAMPS	FOR RECYCLING	0.45	18.90		
10.00	F-96 LAMPS	FOR RECYCLING	0.64	6.40		
		Please sign Invoice (s) sign of goods and approval fo Return immediately ACCOUNTING DEPT. — AGC	r payment	JG 2 2006		

LIGHTING RESOURCE LLC*
805 East Francis Street
Ontario, CA 91761
USA

3. 70413 8/30/06 UT/A

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Invoice Date
Aug 15, 200

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voice: Fax: (909) 923-3132 (909) 923-3962

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Customer PO	Payment T	erms	
PASC	010	B-06645	Net 15	Days	
Sales R	ep ID	Shipping Method	Ship Date	Due Date	
ONTARIO		LRI	8/15/06	8/30/06	
Quantity	-	Description	Unit Price	Extension	
650.00	F-40 LAMPS	FOR RECYCLING	0.32	208.00	
35.00	HID LAMPS F	OR RECYCLING	1.80	63.00	
15.00	BIAX LAMPS	FOR RECYCLING	0.45	6.75	
5.00		FOR RECYCLING	0.45	2.25	
194.00		CID BATTERIES	0.95	184.30	
52.00	LBS NON-PCE	BALLAST	0.45	23.40	
		Please sign invoice (s) signifying receipt of goods and approval for payment Return immediately to:	ENTERED	SEP 1 8 2006	
		ACCOUNTING DEPT. — ACCTS. PAYABLE	_/		
			/		

TOTAL INVOICE

487.70

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LAGHTING RESOURCE LLC 805 East Francis Street Ontario, CA 91761 USA

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Invoice

Invoice Number

Invoice Date
Oct 13, 2006

Page 1

Vuice: Fax: (909) 923-3132 (909) 923-3962

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Gustomer PO	Payment T	Payment Terms		
PASC	010	B-06645	Net 15	Days		
Sales R	ep ID	Shipping Method	Ship Date	Due Date		
ONTARIO		LRI	10/13/06	10/28/06		
Quantity		Description	Unit Price	Extension		
1,600.00	F-40 LAMPS	FOR RECYCLING	0.32	512.00		
40.00		FOR RECYCLING	0.40	16.00		
40.00	HID LAMPS E	OR RECYCLING	1.80	72.00		
40.00 65.00	BIAX LAMPS	FOR RECYCLING	0.45	29.25		
_26.00	B-40 LAMPS	FOR RECYCLING	0.45	9.00		
i~73€ 00		FOR RECYCLING	0.64	19.20		
\$44.00		ACID BATTERIES	0.95	516.80		
37.00	LBS NON-PCE	B BALLAST	0.45	16.65		
25	O					
RVICES	5 7					
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	<u>n</u>			4 1 2004		
			CHTEDEN	NOV 1 4 2006		
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FISCAL SERVICES	ST.	· · · · · · · · · · · · · · · · · · ·				
	T	Please sign invoice (s) signifying receip	.			
775	بب	of goods and approval for payment				
į č		Return immediately to:				
,	ā.	ACCOUNTING DEPT. — ACCTS. PAYABLE				
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TOTAL INVOICE

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LIGHTING RESOURCES, LLC 805 East Francis Street
Ontario, CA 91761
USA

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Invoice Date
Dec 15, 200

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(909) 923-3132 (909) 923-3962

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE / FISCAL SE 1570 EAST COLORADO BLVD.

PASADENA, CA 91106

Custor	ner ID	Customer PO VRBL GERARDO MINIKAT		Payment Terms Net 15 Days		
PAS	010					
Sales R	ep ID	Shipping Method	5	Ship Date	Due Date	
ONTARIO	RIO LRI		12	2/15/06	12/30/06	
Quantity	Description			Unit Price	Extension	
1,200.00	F-40 LAMPS FOR RECYCLING			0.32	384.00	
325.00	HID LAMPS FOR RECYCLING			1.80	585.00	
245.00	BIAX LAMPS FOR RECYCLING			0.45	110.25	
155.00	FB-40 LAMPS	FB-40 LAMPS FOR RECYCLING			69.75	
4.00	F-96 LAMPS	FOR RECYCLING		0.64	2.56	
21.00	LBS. NEON I	AMPS FOR RECYCLING		2.85	59.85	
220.00	LBS. LEAD A	CID BATTERIES	-	0.95	209.00	
8.00	LBS. ALKALI	NE BATTERIES		0.95	7.60	
	923 1					
; - ;	No. 10 To Security II Security III No. 1944					
	un m d Maria					

TOTAL INVOICE

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1.428.01

Please sign invoice (s) signifying receipt
of goods and approval for payment
Return immediately to:

ACCOUNTING DEPT. — ACCTS. PAYABLE

* LaGHTING RESOURCF LLC 805 East Francis Street Ontario, CA 91761 USA 3/16/07

Invoice

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070230

Invoice Date Feb 28, 200

Page

ice: Fax: (909) 923-3132 (909) 923-3962

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

1/1/2

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custome	er ID	Customer PO	Payment	Payment Terms					
PAS01	0	B-06645	Net 15	Days					
Sales Re	p ID	Shipping Method	Ship Date	Due Date					
ONTARIO		LRI	2/28/07	3/15/07					
Quantity		Description	Unit Price	Extension					
1,280.00	F-40 LAMPS	FOR RECYCLING	0.32	409.60					
9.00	F-96 LAMPS	FOR RECYCLING	0.64	5.76					
50.00	FB-40 LAMPS	FOR RECYCLING	0.45	5 22.50					
120.00	HID LAMPS F	OR RECYCLING	1.80	216.00					
100.00	BIAX LAMPS	FOR RECYCLING	0.45	5 45.00					
16.00	FLOOD LAMPS	FOR RECYCLING	0.0	8 1.28					
103.00	LBS. PCB BA	LLAST DRUM #07113	0.58	59.74					
19.00	LBS NON-PCB	BALLAST	0.45	8.55					
		of g	sign invoice (s) signifying goods and approval for payr Return immediately to:	neht-					

TOTAL INVOICE

768.43



LIGHTING RESOURCES, LLC 80 East' Francis Street Ontario, CA 91761 USA

Peter Benson 5/20107

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Invoice Numbe 070509

Invoice Date May 9, 200

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Voice: Fax: (909) 923-3132 (909) 923-3962

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

UT/P

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Customer ID	Customer PO	Payment Terms	
PAS010	B-07128	Net 15 Days	
Sales Rep ID	Shipping Method	Ship Date Due Dat 5/9/07 5/24/07	е
Quantity	Description	Unit Price Extension	on
2,880.00 F-40 I 150.00 F-96 I 50.00 FB-40	AMPS FOR RECYCLING AMPS FOR RECYCLING LAMPS FOR RECYCLING MPS FOR RECYCLING	0.32 92 0.64 9 0.45 2	21.60 96.00 22.50 16.00
	Please sign invoice (s) s of goods and approva Return immedia ACCOUNTING DEPT. —	tely to:	007

TOTAL INVOICE

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Sixion and Associates MANDATE REIMBURSEMENT SERVICES PRODUCTIVE HOURLY RATE UPDATE

Note: Please provide the rates for the FY: 06-07 and the missing rates for FY: 05-06.

COMMUNITY COLLEGE DISTRICT NAME:

PASADENA AREA COMMUNITY COLLEGE DISTRICT

		Fiscal Years:				
Name	Title		05-06	0	6-07	
	AVERAGE ADMINISTRATIVE ASSISTANT	\$	43.05			
	AVERAGE ADMINISTRATIVE SECRETARY					
	AVERAGE COLLEGE ASSISTANT	\$	12.50			
	AVERAGE ASSISTANT DEAN	\$	71.20			
	AVERAGE DEAN	\$	80.81			
	AVERAGE DIRECTOR	\$	72.51			
	AVERAGE EXECUTIVE SECRETARY					
	AVERAGE FACULTY					
	AVERAGE PRESIDENT					
GUARDADO, RODA	AVERAGE SKILLED TRADES WORKER			\$	38.47	
	AVERAGE VICE PRESIDENT	\$	109.25			
ALLAN, CLEON	DATA CONTROLLER	\$	31.57	LEFT DI	STRICT	
ALTMETZ, MALINDA	ADMINISTRATIVE ASSISTANT I	\$	39.32	\$	41.84	
AQUINIGA, JORGE	DEAN, HUMAN RESOURCES	\$	91.99	\$	97.88	
ARAIZA, ALICE	F.A. INTERVIEWER	\$	40.29	\$	42.87	

Fiscal Years

Name	Title	0	5-06		06-07	
ARDEN, REBECCA	F.A. INTERVIEWER	\$	28.52	\$	31.11	
BAIN, CONNA	INTERMEDIATE CLERK II	\$	30.06	\$	32.77	
BARBOZA, MILDRED	SECRETARY	\$	31.57	LEFT	DISTRICT	
BARGSTEN BOTTCHER, MELISSA	SENIOR CLERK	\$	32.35	\$	33.59	
BAROODY, ALBERT	HOURLY SUPPORT	\$	16.00	\$	16.00	
BRAUD, ROLAND	COLLEGE ASSISTANT IV	\$	12.00	\$	12.00	
BRICKERT, PEGGY	SENIOR PURCHASING CLERK	\$	29.33	\$	31.21	
BUCZKO, JO	NURSE	\$	55.40	\$	60.75	
BUCZKO, JO	HELATH NURSE			\$	60.75	
BURNS, DOROTHY	PAYROLL SUPERVISOR	\$	43.35	\$	47.28	
BUSTAMANTE, MARIA	INTAKE SPECIALIST	\$	29.33	\$	31.21	
CANALES, JUDY	HOURLY SUPPORT	\$	16.00	\$	19.00	
CAPUTO, RAE ANN	SENIOR ACCOUNT CLERK II	\$	32.34	\$	35.27	
CARLSON, PAUL	CUSTODIAN	\$	28.20	\$	28.20	
CLIFFORD, SUSAN	ASSOCIATE DEAN	\$	74.40	\$	79.16	
CORTEZ, LORI	HUMAN RESOURCES TECHNICIAN II	\$	38.39	\$	41.84	
COSIO, EUNICE	HOURLY SUPPORT	\$	16.00	\$	16.00	
CRUTCHFIELD, KAYLA	HOURLY SUPPORT	\$	12.00	\$	16.00	
DAO, HAN	F.A. INTERVIEWER	\$	36.54	\$	38.88	

		Fiscal Years:			
Name	Title		05-06		06-07
DESCALZO, MARIA	ACCOUNTING SUPERVISOR	\$	45.52	\$	48.42
DIAZ, CANDELARIO	CUSTODIAN	\$	25.58	\$	25.58
DUNN, BILLIE	CUSTODIAN	\$	29.18	RETIR	ED
FLORES, SARAH	GROUNDS SUPERVISOR	\$	45.52		50.85
GARCIA, ALFRED	SKILLED TRADES WORKER	\$	33.39	LEFT	DISTRICT
GARCIA, GEORGE	GARDNER			\$	25.92
GLASSCOCK, ED	GARDNER	\$	28.20	\$	28.20
GOMEZ, RAUL	CUSTODIAN	\$	24.97	\$	24.97
GRIFFITH, BILL	GARDNER	\$	28.91	\$	28.91
HARDASH, PETER	VP, ADMINISTRATIVE SERVICES	. \$	109.42	LEFT D	DISTRICT
HARSHA, RICHARD	SKILLED TRADES WORKER			\$	40.21
HASSAN, SHERRY	DIRECTOR, BUSINESS SERVICES	\$	72.38	\$	77.01
HELLEM, DAVE	SKILLED TRADES WORKER			\$	38.30
HERNANDEZ, RIGO	CUSTODIAN	\$	24.97	\$	25.58
HOLCOMB, META	ADMINISTARTIVE ASSISTANT II	\$	48.99	\$	52.13
JACOBS, JACKIE	VP INSTRUCTION	\$	109.94	\$	117.62
JALTOROSSIAN, ROSETTE	ACCOUNTANT	\$	34.80	\$	37.93
JENNINGS, JO-MARIE	CUSTODIAN			\$	26.57
JENNINGS, MICHAEL	POWER SWEEPER OPEREATOR	\$	30.35	\$	30.35

No.	 Fiscal Years:			
Name	Title	 5-06		06-07
JIMENEZ, BEN	CUSTODIAN	\$ 26.22	\$	27.53
JIMENEZ, MARIA	CUSTODIAN	\$ 24.97	\$	24.97
KEEP, TERESA	COLLEGE ASSISTANT IV	\$ 10.00	\$	10.00
KRAUSE, PAT	INTERMEDIATE CLERK II	\$ 32.34	\$	34.41
LAM, DOUG	SKILLED TRADES WORKER	\$ 35.14	\$	35.14
LAUN, MARY ANN	ASSISTANT DEAN, LIBRARY	\$ 77.36	\$	84.49
LITTLETON, RONNIE	CUSTODIAN	\$ 24.97	\$	26.86
LOPEZ, EUGENE	GARDNER	\$ 31.09	\$	31.09
MAGEE, LINDA	ADMINISTRATIVE ASSISTANT I	\$ 42.32	\$	45.03
MALAGON, APOLLO	GARDNER	\$ 27.53	\$	28.20
MATTHEWS, LILLIAN	F.A. INTERVIEWER	\$ 38.37	\$	40.83
MILES, KIM	ASSISTANT DEAN	\$ 62.98	\$	69.20
MILLER, SUSAN	ADMINISTRATIVE ASSISTANT I	\$ 43.35	\$	46.13
MILLER, TRACY	HOURLY SUPPORT	\$ 10.00	LEFT D	ISTRICT
MITCHELL, FELISIA	DATA TECHNICIAN	\$ 32.34	\$	35.27
MONTGOMERY, DARYL	GARDNER	\$ 26.86	\$	26.86
MOSELEY, NATASHA	HOURLY SUPPORT	\$ 19.00	LEFT C	DISTRICT
NANDKISHORE, EDGAR	DIRECTOR, PURCHASING DEPARTMENT	\$ 65.65	\$	71.56
NORSWORTHY, BRIGITTE	PRINCIPAL ACCOUNTANT	\$ 42.30	\$	45.01

		Fiscal Years:			
Name	Title		05-06		06-07
PASTIS, LEAH	INTERMEDIATE CLERK II	\$	28.63	\$	31.21
PEREZ, YURI	HUMAN RESOURCES TECHNICIAN II	\$	33.96	\$	38.90
PERRY, YOLANDE	HOURLY SUPPORT	\$	19.00	LEFT	DISTRICT
PETTY, HELEN	CUSTODIAN	\$	28.91	RETIRI	ED
PINEDA, ESTHER	INTERMEDIATE CLERK II	\$	31.57	\$	34.41
POLO, MELINDA	COORDINATOR, HUMAN RESOURCES	\$	51.44	\$	57.47
RAMEY, MARGARET	ASSOCIATE DEAN OF ADMISSIONS	\$	93.65	\$	86.01
RAMIREZ, ANA	COLLEGE ASSISTANT IV	COLLEGE ASSISTANT IV \$ 16.0			
RAMIREZ, JUAN	SKILLED TRADES WORKER		ŕ	\$	40.21
RAMIREZ, VERENICE	COLLEGE ASSISTANT IV	\$	12.00	\$	12.00
RAYYISS, CHARLES	HOURLY SUPPORT	\$	23.00	\$	23.00
RAYYISS, RONALD	HOURLY SUPPORT	\$	23.00	\$	23.00
RIVAS-PLATA, JORGE	INTERMEDIATE CLERK II	\$	30.80	\$	32.77
RODARTE, KATHLEEN	ASSISTANT DEAN, EOP	\$	75.30	\$	82.31
SMITH, CINDY	ADMINISTRATIVE ASSISTANT II	\$	41.29	\$	43.93
SUGIMOTO, LISA	VP STUDENT SERVICES	\$	108.38	\$	115.96
SUM, ANITA	F.A. INTERVIEWER	\$	37.44	\$	39.83
TSE, ROSIE	INTERMEDIATE CLERK II	\$	29.33	\$	31.21
SA シドビザ TUCKER, SARA H	RECYCLER			\$	11.00

		 Fiscai	rears:	
Name	Title	05-06		06-07
ULMER, AMY	DIVISION DEAN, ENGLISH DEPT.	\$ 67.96	\$	74.60

SixTen and Associates Mandate Reimbursement Services

KEITH B. PETERSEN, MPA, JD, President E-Mail: Kbpsixten@aol.com

San Diego

5252 Baiboa Avenue, Suite 900 San Diego, CA 92117 Telephone: (858) 514-8605 Fax: (858) 514-8645 Sacramento

3841 North Freeway Blvd., Suite 170 Sacramento, CA 95834 Telephone: (916) 565-6104

Fax: (916) 564-6103

January 16, 2009

CERTIFIED MAIL #7006 3450 0000 3941 8864

Ms. Virginia Brummels, Section Manager Local Reimbursement Section Division of Accounting and Reporting Office of the State Controller P.O. Box 942850 Sacramento, CA 94250

RF:

Annual Reimbursement Claims

Pasadena Area Community College District CC 19335

Dear Ms. Brummels:

Enclosed please find the original claims and extra copies of the FAM-27 for Pasadena Area Community College District's reimbursement claims listed below:

961/75

Collective Bargaining

2007-2008

764/99

Integrated Waste Management

2007-2008

If you have any questions regarding these claims, please contact me at (858) 514-8605.

Sincerely,

sergio ivi. Perez

Title

Telephone Number:

E-mail Address:

(858) 514-8605

kbpsixten@aol.com

Form FAM-27 (New 06/05)

SixTen and Associates

) Name of Contact Person for Claim

Type or Print Name

	Program 256				FORM IWM-1							
	Claimant: adena Area Comr	nunity College District				(02)	Type of Claim Reimbursement Estimated	t X		•		iscal Year 2007-2008
Dire	ct Costs						Object A	ccounts				
(03)	Reimbursable Ac	tivities		(a)	(b)		(c)	(d)	T	(e)		(f)
				aries and enefits	Materials and Supplies		Contract Services	Fixed Assets		Travel and Training		Total
Α. (One-Time Activ											
1	Development of Procedures	of Policies and	\$	1,710.60	\$ -	\$	-	\$	-	\$ -	\$	1,710.60
2	Staff Training		\$	1,710.60	\$ -	\$	-	\$	-	\$ -	\$	1,710.60
В. (Ongoing Activi	ties										
1	Completion an Board	d Submission of Plan to	\$		\$ -	\$	-	\$	-	\$ -	\$	
2	Response to E Process	Board During Approval	\$	•	\$ -	\$	-	\$	-	\$	\$	-
3	Consultation v	vith-Board-	\$	-	\$	-\$		\$	-	\$	\$	
4	Designation of Recycling Cod	Waste Reduction and ordinator	\$	640.80	\$ -	\$	-	\$	-	\$ -	\$	640.80
5	Diversion and Level of Redu	Maintenance of Approved ction	\$	185,604.96	\$ -	\$	3,962.70	\$	-	\$ -	\$	189,567.66
C. /	Alternative Co											
1		quirements or Time 1/1/02 for 25% Waste	\$		\$ -	\$		\$	-	\$ -	\$	
2		quirements or Time 1/1/04 for 50% Waste	\$	6,842.40	\$ -	\$		\$	-	\$ -	\$	6,842.40
D.	Accounting S	System	\$	640.80	\$	\$		\$	-	\$ -	\$	640.80
E.	Annual Repo	rt	\$		\$.	- \$		\$	-	\$ -	\$	-
F.	Annual Recy	cled Material Reports	\$	2,563.20	\$	- \$		\$	-	\$ -	\$	2,563.20
(04)	Total Direct Cost	5	\$	199,713.36	\$ -	\$	3,962.70	\$		\$ -	\$	203,676,06
Ind	irect Costs										,_	
(05	Indirect Cost Ra	te				(Fed	erally approved OMB	A-21, FAM-29C, or 7%]				31.70%
(06	Total Indirect Co	ests				(Line	e (05) x line (04)(a)]				\$	63,309.14
(07) Total Direct and	Indirect Costs				[Line	e (04)(f) + line (06)]				\$	266,985.20
Cos	st Reduction										_	
	Less: Offsetting	Savings									\$	
(09) Less: Other Rein	nbursements									\$	1,917.78
(10	(10) Total Claimed Amount [Line (07) - {Line (08) + Line (09)}]											265,067.42

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IVVM-2 **ACTIVITY COST DETAIL** (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2007-2008 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time X Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Altemative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (h) (f) (g) (b) (c) (d) (e) Hourly Hours Employee Names, Job Classifications, Functions Performed, Salaries Materials Rate Worked Contract Fixed Travel and and and or Unit Cost Services Assets Training and Description of Expenses Benefits Supplies Quantity Developing the necessary district policies and procedures -Flores-Sarah ---Facilities Supervisor \$53.40 12.0 ..640.80 Van Pelt, Rick Director, Facilities Services 12.0 \$ 1,069.80 \$89.15

Page 1 of 1

1,710.60 \$

Total

Subtotal

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2007-2008 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures X Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Requirement or Time Extension for 1/1/02 for Alternative Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (h) (b) (c) (d) (e) (f) (g) Hourly Hours Employee Names, Job Classifications, Functions Performed, Salaries Materials Rate Worked Contract Fixed Travel and and and Services Assets Training and Description of Expenses Banefits Supplies Unit Cost Quantity Training district staff on the requirements and implementation of the plan Flores, Sarah ----Facilities Supervisor-\$53.40 12.0 \$----640.80-Van Peit, Rick Director, Facilities Services \$89.15 12.0 \$ 1,069.80

Page 1 of 1

1,710.60 \$

\$

Subtotal

(05)

New 06/05

Total

X

Program 256		(NT	EGRATED WA	ED COSTS STE MANAG COST DETAIL					FORM IWM-2
01) Claimant Pasadena Area	Community Colle	ege District		(02) Fiscal Y	ear				2007-2008
03) Reimburs	able Activities: C	heck only one box per form to	identify the ac	tivity being cla	nimed.				
One-Time Activities		Development of Policies and Procedure			Staff Training				
Ongoing		Completion and Submission of Plan to 6	Board		Response to Board C Process	Ouring Approval		Consultation with	Board
Activities	3	Designation of Waste Reduction and Re	cycling Coordinator		Maintenance of Appr	oved Level of Rade	uction		
Alternative Compliance		Alternative Requirement or Time Extens	sion for 1/1/02 for		Alternative Requirem	nent of Time Extens	sion for 1/1/04 for 5	0% Waste	
7		Accounting System			Annual Report			Annual Recyc	led Material
04) Descriptio	on of Expenses					0	bject Accou		
	(a)		(b)	(c)	(d)	(e)	(f)	(g)	(h)
	Employee Na Classifications, Fund and Description	ctions Performed,	Hourly Rate or Unit Cost	Hours Worked or Quantity	Salaries and Benefits	Materials and Supplies	Contract Services	Fixed Assets	Travel and Training
Designating one so	olid waste reduction a	and recycling coordinator for each com-	ollege in district	12.0	-\$- · · · · 640:80°				
(05) Tot	al 🗶	Subtotal	Pan	e 1 of 1	\$ 640.80	s -	\$.	\$ -	\$ -

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 !WM-2 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2007-2008 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator X Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material \Box **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (b) (d) (e) (f) (g) (h) (c) Hourly Hours Employee Names, Job Salaries Materials Worked Contract Travel and Rate Fixed Classifications, Functions Performed, and and Services Assets Training and Description of Expenses Benefits Supplies Unit Cost Quantity Diverting solid waste from landfill disposal or transformation facilities - implementing plan Flores, Sarah --- -- Facilities Supervisor--\$53.40 12:0-\$-640.80 Diverting solid waste from landfill disposal or transformation facilities - recycling Casteneda, Anthony Custodian \$33.91 24.0 \$ 813.84 Diaz, Candelario Custodian \$28.48 48.0 \$ 1.367.04 \$12.00 Custodian Galvan, Lucia 48.0 \$ 576.00 Garcia, George Gardener \$27.22 24.0 \$ 653.28 Glasscock, Ed Gardener \$31.51 24.0 S 756.24 Gomez, Raul Custodian \$27.90 252.0 \$ 7,030.80 Griffith, Bill Gardener \$32.30 24.0 \$ 775.20 Hernandez, Rigoberto Custodian \$28.58 48.0 \$ 1.371.84 Custodian \$27.90 48.0 \$ Jennings, Jo-Marie 1,339.20 Jennings, Mike Gardener \$33.91 24.0 \$ 813.84 Jimenez, Ben Custodian \$30.76 768.0 \$ 23,623.68 Jimenez-Maria-\$30.76 -Custodian-480.0 -14,764:80-Lighting Resources, Inc. Contractor \$100.00 39.6 3,962.70 Custodian \$28.58 96.0 \$ 2.743.68 Littleton, Ronnie Lopez, Gene Gardener \$34.74 24.0 \$ 833.76 Montgomery, Daryl Gardener \$30.78 738.72 24.0 Diverting solid waste from landfill disposal or transformation facilities - source reduction Casteneda, Anthony Custodian 480.0 \$ 16,276.80 \$33.91 Diaz. Candelario Custodian \$28.48 683 52 24.0 \$ Garcia, George Gardener \$27.22 480.0 \$ 13,065.60 Glasscock, Ed Gardener \$31.51 480.0 \$ 15,124.80 Gomez, Raul Custodian \$27.90 24.0 \$ 669.60 Griffith, Bill Gardener \$32.30 480.0 \$ 15,504.00 24.0 \$ Hernandez, Rigoberto Custodian \$28.58 685.92 Jennings, Jo-Marie Custodian \$27.90 24.0 \$ 669.60 Jennings, Mike Gardener \$33.91 480.0 \$ 16,276.80 24.0 \$ Jimenez, Ben Custodian \$30.76 738.24 Jimenez, Maria Custodian \$30.76 24.0 \$ 738.24 Littleton, Ronnie Custodian \$28.58 24.0 \$ 685.92 480.0 \$ Lopez, Gene Gardener \$34.74 16,675.20 Lopez, Jose Custodian \$29.57 480.0 \$ 14,193.60 Montgomery, Daryl Gardener \$30.78 480.0 \$ 14,774.40

Page 1 of 1

\$ 185,604.96 \$

3,962.70 | \$

\$

Total

X

Subtotal

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT IWM-2 256 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year Pasadena Area Community College District 2007-2008 (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. One-Time Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Requirement or Time Extension for 1/1/02 for Alternative Alternative Requirement of Time Extension for 1/1/04 for 50% Waste X 25% Waste Compliance Annual Recycled Material **Accounting System** Annual Report (04) Description of Expenses **Object Accounts** (h) (a) (b) (c) (d) (e) (f) (g) Employee Names, Job Classifications, Functions Performed, and Description of Expenses Hourly Hours Salaries Materials Rate Worked Contract Fixed Travel and and Benefits and Supplies Services Assets Training Unit Cost Quantity Alternative requirement or time extension if unable to comply with 50% waste reduction by January 1, 2004 Flores, Sarah--Facilities Supervisor-\$53:40 48:0 \$ -- 2,563.20 \$89.15 48.0 \$ 4,279.20 Van Pett, Rick Director, Facilities Services

Page 1 of 1

6,842.40 3

\$

Total

X

Subtotal

Community College Mandated Cost Manual State Controller's Office MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT WM-2 256 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year 2007-2008 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. Development of Policies and Procedures Staff Training Activities Response to Board During Approval Consultation with Board Completion and Submission of Plan to Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Requirement or Time Extension for 1/1/02 for Alternative Alternative Requirement of Time Extension for 1/1/04 for 50% Wasta 25% Waste Compliance Annual Recycled Material X Annual Report **Accounting System** Reports **Object Accounts** (04) Description of Expenses (h) (a) (b) (d) (f) (g) (e) (c) Hourly Hours Employee Names, Job Salaries Materials Travel and Contract Fixed Rate Worked Classifications, Functions Performed, Services Assets Training ОГ and Description of Expenses Benefits Supplies Unit Cost Quantity Developing, implementing, maintaining accounting system to track source reduction, recycling, or composting Facilities Supervisor 640.80 Flores, Sarah \$53.40 12:01-5 Page 1 of 1 \$

64D.80 \$

\$

\$

Total

X

Subtotal

State Controller's Office Community College Mandated Cost Manual MANDATED COSTS Program FORM INTEGRATED WASTE MANAGEMENT 256 IWM-2 ACTIVITY COST DETAIL (01) Claimant (02) Fiscal Year 2007-2008 Pasadena Area Community College District (03) Reimbursable Activities: Check only one box per form to identify the activity being claimed. Development of Policies and Procedures Staff Training Activities Response to Board During Approval Completion and Submission of Plan to Board Consultation with Board Process Ongoing Activities Designation of Waste Reduction and Recycling Coordinator Maintenance of Approved Level of Reduction Alternative Alternative Requirement or Time Extension for 1/1/02 for Alternative Requirement of Time Extension for 1/1/04 for 50% Waste 25% Waste Compliance Annual Recycled Material X **Accounting System** Annual Report Reports (04) Description of Expenses **Object Accounts** (a) (h) (b) (f) (c) (d) (e) (g) Hourly Hours Employee Names, Job Salaries Materials Contract Fixed Travel and Rate Worked Classifications, Functions Performed, and and or Quantity Services Assets Training and Description of Expenses Benefits Supplies Unit Cost Reporting annually to the Board quantities of recyclable materials collected Flores, Sarah Facilities Supervisor \$53.40 48.0 \$--- 2,563.20

Page 1 of 1

2.563.20 \$

\$

\$

\$

Total

[x]

Subtotal

) a l a	Hours Employee Name	Title	PHR	Salary	·	Activity		Component
)ate il-07	Hours Employee Name 40.00 Casteneda, Anthony	Custodian	\$33.91	\$1 356 40	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
ig-07	40.00 Casteneda, Anthony	Custodian	\$33.91	\$1,356.40	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
·p-07	40.00 Casteneda, Anthony	Custodian	\$33.91	\$1 356 40	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
:t-07	40.00 Casteneda, Anthony	Custodian	\$33.91	\$1.356.40	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
v-07	40.00 Casteneda, Anthony	Custodian	\$33.91	\$1,356.40	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
:c-07	40.00 Casteneda, Anthony	Custodian	\$33.91	\$1,356,40	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
n-08	40.00 Casteneda, Anthony	Custodian	\$33.91	\$1,356,40	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
b-08	40.00 Casteneda, Anthony	Custodian	\$33.91	\$1,356,40	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
ม-08	40.00 Casteneda, Anthony	Custodian	\$33.91	\$1,356.40	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
r-08	40.00 Casteneda, Anthony	Custodian	\$33.91	\$1,356,40	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
y-08	40.00 Casteneda, Anthony	Custodian	\$33.91	\$1,356,40	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
1-08	40.00 Casteneda, Anthony	Custodian	\$33.91	\$1,356,40	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
1-00	2.00 Casteneda, Anthony	Custodian	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
1-07	2.00 Casteneda, Anthony	Custodian	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
y-07	2.00 Casteneda, Anthony	Custodian	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
t-07	2.00 Casteneda, Anthony	Custodian	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
/-07	2.00 Casteneda, Anthony	Custodian	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
:-07	2.00 Casteneda, Anthony	Custodian	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
1-08	2.00 Casteneda, Anthony	Custodian	\$33,91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
1-08	2.00 Casteneda, Anthony	Custodian	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08	2.00 Casteneda, Anthony	Custodian	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08	2.00 Casteneda, Anthony	Custodian	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08	2.00 Casteneda, Anthony	Custodian	\$33.91	\$67.82	Diverting solid waste from	om tandfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08	2.00 Casteneda, Anthony	Custodian	\$33.91	\$67.82	Diverting solid waste from	om landfill disposat or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-00	504.00 Casteneda, Anthony		·	\$17 090 64			•	A Company of the state of the s
07	2.00 Diaz, Candelario	Custodian	\$28.48	\$56.96	Diverting solid waste fro	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-07	2.00 Diaz, Candelano	Custodian	\$28.48	\$56.96	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-07	2.00 Diaz, Candelario	Custodian	\$28.48	\$56.96	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
07	2.00 Diaz, Candelario	Custodian	\$28.48	\$56.96	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-07	2.00 Diaz, Candelario	Custodian	\$28.48	\$56.96	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction Maintenance of Approved Level of Reduction
-07	2.00 Diaz, Candelario	Custodian	\$28.48	\$56.96	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
08	2.00 Diaz, Candelario	Custodian	\$28.48	\$56.96	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08	2.00 Diaz, Candelario	Custodian	\$28.48	\$56.96	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
08	2.00 Diaz, Candelario	Custodian	\$28.48	\$56.96	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
80	2.00 Diaz, Candelario	Custodian	\$28.48	\$56.96	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08	2.00 Diaz, Candelario	Custodian	\$28.48	\$56.96	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
08	2.00 Diaz, Candelario	Custodian	\$28.48	\$56.96	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
)7	4.00 Diaz, Candelario	Custodian	\$28.48	\$113.92	Diverting solid waste from	om landfill disposal or transformation facilities om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
07	4.00 Diaz, Candelario	Custodian	\$28.48	\$113.92	Diverting solid waste in	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
07	4.00 Diaz, Candelario	Custodian	\$28.48	\$113.92	Diverting solid waste in	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
)7	4.00 Diaz, Candelario	Custodian	\$28.48	\$113.92	Diverting solid waste in	and and a disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
37	4.00 Diaz, Candelario	Custodian	\$28.48	\$113.92	Diverting solid waste tr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
37	4.00 Diaz, Candelario	Custodian	\$28.48	\$113.92	Diverting solid waste fro	om landfill disposal or transformation facilities	rocycling	Maintenance of Approved Level of Reduction
)8	4.00 Diaz, Candelario	Custodian	\$28.48	\$113.92	Diverting solid waste to	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
)8	4.00 Diaz, Candelario	Custodian	\$28.48	\$113. 9 2	Diverting solid waste fro	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
)8	4.00 Diaz, Candelario	Custodian	\$28.48	\$113.92	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
18	4.00 Diaz, Candelario	Custodian	\$28.48	\$113.92	Diverting solid waste fro	om landfill disposal or transformation facilities	, recycling	Manuferrance of Whitehore Feed of Medicinal

	,								
	1		7:0	5,15	C-1		Activity		Component
Date	Hours	Employee Name	Title	PHR	Salary	Divorting colid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
1ay-08		Diaz, Candelario	Custodian	\$28.48	\$110.92 \$442.00	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ยท- 08		Diaz, Candelario	Custodian	\$28.48	\$2,050.56	Diverting solid waste in	bit landin disposal of dansion has in terms		.,
		Diaz, Candelario Total	E 1111 0 1	* F2.40		Douglasing the second	ary district policies and procedures		Development of Policies and Procedures
Iul-07		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40 \$53.40	Developing the necess	ary district policies and procedures	•	Development of Policies and Procedures
ug-07		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40 \$53.40	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
ep-07		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40 \$53.40	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
)ct-07		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
ov-07		Flores, Sarah	Facilities Supervisor Facilities Supervisor	\$53.40 \$53.40	\$53.40	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
ec-07		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
3n-08		Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
eb-08		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
ar-08		Flores, Sarah Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
pr-08			Facilities Supervisor	\$53.40	\$53.40	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
ay-08		Flores, Sarah	Facililies Supervisor	\$53.40	\$53.40	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
Jn-08		Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Training district staff or	the requirements and implementation of the	plan	Staff Training
ı1-07 .~ 07		Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Training district staff or	the requirements and implementation of the	plan	Staff Training
ıg-07		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40	Training district staff on	the requirements and implementation of the	plan ·	Staff Training
:p-07		Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Training district staff on	the requirements and implementation of the	plan	Staff Training
ot-07		Flores, Sarah	•	\$53.40	\$53.40	Training district staff on	the requirements and implementation of the	plan	Staff Training
≀v-07		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40	Training district staff or	the requirements and implementation of the	plan	Staff Training
c-07		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40	Training district staff or	the requirements and implementation of the	plan	Staff Training
ก-08		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40 \$53.40	Training district staff on	the requirements and implementation of the	plan	Staff Training
b-08		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40	Training district staff or	the requirements and implementation of the	plan	Staff Training
ır-08		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40	Training district staff on	the requirements and implementation of the	plan	Staff Training
ι-08		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40 \$53.40	Training district staff on	the requirements and implementation of the	plan	Staff Training
y-08		Flores, Sarah	Facilities Supervisor Facilities Supervisor	\$53.40 \$53.40	¢53.40	Training district staff or	the requirements and implementation of the	plan	Staff Training
1-08		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	¢213.60	Alternative requirement	or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
1-07		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$212.60	Alternative requirement	or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
j-07		Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Alternative requirement	or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
1-07		Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Alternative requirement	or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
t-07		Flores, Sarah	Facilities Supervisor	\$53.40	\$212.60	Alternative requirement	or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
<i>i</i> -07		Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Alternative requirement	or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
:-07		Flores, Sarah	Facilities Supervisor	\$53.40	\$212.60	Alternative requirement	or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
⊦-08		Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Alternative requirement	for time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
⊦-08		Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Alternative requirement	or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
-08		Flores, Sarah	Facilities Supervisor	\$53.40	\$212.60	Alternative requiremen	for time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
-08		Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Alternative requiremen	for time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
,-08 -08		Flores, Sarah Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Alternative requiremen	t or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
-08		Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Designating one solid v	waste reduction and recycling coordinator for	each college in district	Designation of Waste Reduction and Recycling Coordinator
			Facilities Supervisor	\$53.40	\$53.40	Designating one solid v	vaste reduction and recycling coordinator for	each college in district	Designation of Waste Reduction and Recycling Coordinator
-07 -07		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40	Designating one solid v	waste reduction and recycling coordinator for	each college in district	Designation of Waste Reduction and Recycling Coordinator
-07		Flores, Sarah Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Designating one solid	waste reduction and recycling coordinator for	each college in district	Designation of Waste Reduction and Recycling Coordinator
-07		Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Designating one solid	vaste reduction and recycling coordinator for	each college in district	Designation of Waste Reduction and Recycling Coordinator
-07		Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53.40	Designating one solid	vaste reduction and recycling coordinator for	each college in district	Designation of Waste Reduction and Recycling Coordinator
08		Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Designating one solid	waste reduction and recycling coordinator for	each college in district	Designation of Waste Reduction and Recycling Coordinator
08		Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Designating one solid	vaste reduction and recycling coordinator for	each college in district	Designation of Waste Reduction and Recycling Coordinator
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		70	l nun	Coloni		Activity		Component
Date	Hours Employee Name	Title	\$53.40	Salary \$53.40	Decignating one solid	waste reduction and recycling coordinator for	each college in district	Designation of Waste Reduction and Recycling Coordinator
ar-08	1.00 Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$53,40 \$53.40	Designating one solid i	vaste reduction and recycling coordinator for	each college in district	Designation of Waste Reduction and Recycling Coordinator
pr-08	1.00 Flores, Sarah	Facilities Supervisor	\$53.40 \$53.40	\$55.40 \$52.40	Designating one solid t	vaste reduction and recycling coordinator for	each college in district	Designation of Waste Reduction and Recycling Coordinator
ay-08	1.00 Flores, Sarah	Facilities Supervisor		\$55.40 \$63.40	Designating one solid to	waste reduction and recycling coordinator for	each college in district	Designation of Waste Reduction and Recycling Coordinator
ın-08	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40 \$52.40	Disagnating one solid waste for	om landfill disposal or transformation facilities	- implementing plan	Maintenance of Approved Level of Reduction
07-اي	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$55.40 053.40	Diverting solid waste in	om landfill disposal or transformation facilities	- implementing plan	Maintenance of Approved Level of Reduction
1g-07	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Diverting solid waste in	om landfill disposal or transformation facilities	- implementing plan	Maintenance of Approved Level of Reduction
:p- 07	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.4U #F2.40	Diverting solid waste in	om landfill disposal or transformation facilities	- implementing plan	Maintenance of Approved Level of Reduction
ot-07	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Diverting solid waste if	om landfill disposal or transformation facilities	- implementing plan	Maintenance of Approved Level of Reduction
ov-07	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Diverting solid waste in	om landfill disposal or transformation facilities	: - implementing plan	Maintenance of Approved Level of Reduction
ec-07	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Diverting solid waste in	om landfill disposal or transformation facilities	- implementing plan	Maintenance of Approved Level of Reduction
n-08	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Diverting solid waste if	om landfill disposal or transformation facilities	s - implementing plan	Maintenance of Approved Level of Reduction
b-08	1 00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Diverting solid waste in	om landfill disposal or transformation facilities	s - implementing plan	Maintenance of Approved Level of Reduction
3r-08	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40 ecc.40	Diverting solid waste if	om landfill disposal or transformation facilities	- implementing plan	Maintenance of Approved Level of Reduction
₁r-08	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$33.40 eco.40	Diverting solid waste in	om landfill disposal or transformation facilities	- implementing plan	Maintenance of Approved Level of Reduction
y-08	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Diverting solid waste if	om landfill disposal or transformation facilities	- implementing plan	Maintenance of Approved Level of Reduction
1-08	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Diverting solid waste it	ting, maintaining accounting system to track s	cource reduction, recycling, or composting	Accounting System
1-07	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53,40	Developing, implement	ting, maintaining accounting system to track s	source reduction, recycling, or composting	Accounting System
3-07	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Developing, implement	ting, maintaining accounting system to track s	course reduction, recycling, or composting	Accounting System
ว-07	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53,40	Developing, implement	ing, maintaining accounting system to track s ing, maintaining accounting system to track s	course reduction, recycling, or composting	Accounting System
1-07	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Developing, implement	ting, maintaining accounting system to track s ting, maintaining accounting system to track s	course reduction, recycling, or compositing	Accounting System
1-07	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Developing, implement	ting, maintaining accounting system to track s ting, maintaining accounting system to track s	course reduction, recycling, or composting	Accounting System
:-07	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Developing, implement	ting, maintaining accounting system to track s ting, maintaining accounting system to track s	course reduction, recycling, or composting	Accounting System
-08	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Developing, implement	ting, maintaining accounting system to track s ting, maintaining accounting system to track s	course reduction, recycling, or composting	Accounting System
1-08	1.00 Flores, Sarah	Facilities Supervisor	\$ 53.40	\$53.40	Developing, implement	ling, maintaining accounting system to track s ting, maintaining accounting system to track s	course reduction, recycling, or composing	Accounting System
·-08	1.00 Flores, Sarah	Facilities Supervisor	\$ 53.40	\$53.40	Developing, implement	ting, maintaining accounting system to track s ting, maintaining accounting system to track s	course reduction, recycling, or compositing	Accounting System
-08	1.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$53.40	Developing, implement	ting, maintaining accounting system to track s ting, maintaining accounting system to track s	course reduction, recycling, or composting	Accounting System
·-08	1.00 Flores, Sarah	Facilities Supervisor	\$ 53.40	\$53.40	Developing, implement	ing, maintaining accounting system to track s	course reduction, recycling, or composting	Accounting System
-08	1.00 Flores, Sarah	Facilities Supervisor	\$ 53.40	\$53.40	Developing, implement	ting, maintaining accounting system to track s	blacted	Annual Recycled Material Reports
-07	4.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Reporting annually to t	he Board quantities of recyclable materials of	Mected	Annual Recycled Material Reports
-07	4.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Reporting annually to t	he Board quantities of recyclable materials of	plected	Annual Recycled Malerial Reports
-07	4.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Reporting annually to t	he Board quantities of recyclable materials co	blected	Annual Recycled Material Reports
-07	4.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Reporting annually to t	he Board quantities of recyclable materials co	blected	Annual Recycled Material Reports
-07	4.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Reporting annually to t	he Board quantities of recyclable materials co	pleoted	Annual Recycled Material Reports
-07	4.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Reporting annually to t	he Board quantities of recyclable materials of	bliected	Annual Recycled Material Reports
-08	4.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Reporting annually to t	he Board quantities of recyclable materials of	Macted	Annual Recycled Material Reports
-08	4.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Reporting annually to t	the Board quantities of recyclable materials of	allected	Annual Recycled Material Reports
-08	4.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Reporting annually to t	he Board quantities of recyclable materials of	blected	Annual Recycled Material Reports
08	4.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Reporting annually to t	the Board quantities of recyclable materials of	pliected	Annual Recycled Material Reports
-08	4.00 Flores, Sarah	Facilities Supervisor	\$53.40	\$213.60	Reporting annually to t	the Board quantities of recyclable materials of	blected	Annual Recycled Material Reports
08	4.00 Flores, Sarah	Facilities Supervisor	\$53.40			the Board quantities of recyclable materials co	i i i i i i i i i i i i i i i i i i i	,,
	156.00 Flores, Sarah Total			\$8,330.40	D	Landell disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
)7	4.00 Galvan, Lucia	Custodian	\$12.00	\$48.00	Diverting solid waste fr	rom landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
07	4.00 Galvan, Lucia	Custodian	\$12.00	\$48.00	Diverting solid waste fr	rom landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
27	4.00 Galvan, Lucia	Custodian	\$12.00	\$48.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
)7	4.00 Galvan, Lucia	Custodian	\$12.00	\$48.00	Diverting solid waste to	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
37	4.00 Galvan, Lucia	Custodian	\$12.00	\$48.00	Diverting solid waste fr	rom landfill disposal or transformation facilities	s - recycling	
)7	4.00 Galvan, Lucia	Custodian	\$12.00	\$48.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction

D-1-		Caratavas Nama	Title	PHR	Salary		Activity		Component
Date Jan-08	Hours	Employee Name Salvan, Lucia	Custodian	\$12.00	\$48.00	Diverting solid waste fro	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
Feb-08		Salvan, Lucia	Custodian	\$12.00	\$48.00	Diverting solid waste for	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
Mar-08		Salvan, Lucia Salvan, Lucia	Custodian	\$12.00	\$48.00	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
Apr-08		Salvan, Lucia Salvan, Lucia	Custodian	\$12.00	\$48.00	Diverting solid waste for	om fandfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
Арт-06 Мау-08		Galvan, Lucia	Custodian	\$12.00	\$48.00	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
Jun-08		Galvan, Lucia	Custodian	\$12.00	\$48.00	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
Juli-00		Galvan, Lucia Total	Cusiodian	¥.=.	\$576.00				
Jul-07			Gardener	\$27.22	\$1,088.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
\uq-07		Garcia, George	Gardener	\$27.22	\$1.088.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
3ep-07		Garcia, George	Gardener	\$27.22	\$1 088 80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
Oct-07		Garcia, George	Gardener	\$27.22	\$1,088,80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
Jov-07		Garcia, George	Gardener	\$27.22	\$1 088 80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
)ec-07			Gardener	\$27.22	\$1,088.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
an-08		Garcia, George	Gardener	\$27.22	\$1.088.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
eb-08		Garcia, George	Gardener	\$27.22	\$1,088.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
1ar-08	40.00	Garcia, George	Gardener	\$27.22	\$1,088.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
.pr-08	40.00	Garcia, George	Gardener	\$27.22	\$1,088.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction Maintenance of Approved Level of Reduction
lay-08	40.00	Garcia, George	Gardener	\$27.22	\$1,088.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
un-08	40.00	Garcia, George	Gardener	\$27.22	\$1,088.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
ul-07	2.00 (Sarcia, George	Gardener	\$27.22	\$54.44	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
.ıg-07		Garcia, George	Gardener	\$27.22	\$54.44	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
эр-07	2.00 (Garcia, George	Gardener	\$27.22	\$54.44	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ct-07	2.00	Garcia, George	Gardener	\$27.22	\$54.44	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
วง-07	2.00 (Garcia, George	Gardener	\$27.22	\$54.44	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
эc-07	2.00 (Garcia, George	Gardener	\$27.22	\$54.44	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ın-08	2.00	Garcia, George	Gardener	\$27.22	\$54.44	Diverting solid waste fr	om landfill disposal or transformation facilities	recycling	Maintenance of Approved Level of Reduction
:b-08	2.00 (Garcia, George	Gardener	\$27.22	\$54.44	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ar-08	2.00	Garcia, George	Gardener	\$27.22	\$54.44	Diverting solid waste fr	om landfill disposal or transformation facilities	recycling	Maintenance of Approved Level of Reduction
or-08	2.00 (Garcia, George	Gardener	\$27.22	\$ 54.44	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
3y-08	2.00	Garcia, George	Gardener	\$27.22	\$54.44	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
n-08	2.00	Garcia, George	Gardener	\$27.22		Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Thankshalloo or Approved
	504.00	Garcia, George Total			\$13,718.88	_ , , , , , ,	to 15% discount or transformation facilities	- course reduction	Maintenance of Approved Level of Reduction
t I-07	40.00	Glasscock, Ed	Gardener	\$31.51	\$1,260.40	Diverting solid waste to	om landfill disposal or transformation facilities om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
g-07		Glasscock, Ed	Gardener	\$31.51	\$1,260.40	Diverting solid waste to	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
p-07		Glasscock, Ed	Gardener	\$31.51	\$1,260.40	Diverting solid waste if	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
:t-07		Glasscock, Ed	Gardener	\$31.51	\$1,260.40	Diverting solid waste if	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
v-07		Glasscock, Ed	Gardener	\$31.51	\$1,200.40 \$1,200.40	Diverting solid waste in	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
c-07		Glasscock, Ed	Gardener	\$31.51	\$1,200.40 \$1,260.40	Diverting solid waste if	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
1-08		Glasscock, Ed	Gardener	\$31.51 \$31.51	\$1,200.40 \$1.260.40	Diverting solid waste in	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
з-08		Glasscock, Ed	Gardener	\$31.51	\$1,200.40	Diverting solid waste fr	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
r-08		Glasscock, Ed	Gardener	\$31.51 \$31.51	\$1,200.40	Diverting solid waste if	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
r-08		Glasscock, Ed	Gardener Gardener	\$31.51	\$1,200.40	Diverting solid waste fr	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
y-08		Glasscock, Ed	Gardener	\$31.51 \$31.51	\$1,200.40	Diverting solid waste fr	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
ı-08 07		Glasscock, Ed		\$31.51	¢62.00	Diverting solid waste in	om landfill disposal or transformation facilities	- recyclina	Maintenance of Approved Level of Reduction
-07		Glasscock, Ed	Gardener Gardener	\$31.51 \$31.51	\$03.02 ¢63.02	Diverting solid waste if	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ı-07 ⊶07		Glasscock, Ed Glasscock, Ed	Gardener	\$31.51	\$63.02	Diverting solid waste if	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
-07	2.00	DIABBLUCK, EU	Gardener	φ31.01	¥03,02	Directuring South Huste II	om tandin disposar of danotormason dumaso	,	11.
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									V-16-0
		_			0.1		Activity	: 	Component
Dale	Hours	Employee Name	Title	PHR	Salary	Direction polid weats fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ct-07		Glasscock, Ed	Gardener	\$31.51	\$63.02	Diverting solid waste to	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ov-07		Glasscock, Ed	Gardener	\$31.51	\$03.UZ	Diverting solid waste in	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ec-07		Glasscock, Ed	Gardener	\$31.51	\$63.02	Diverting solid waste in	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
3n-08		Glasscock, Ed	Gardener	\$31.51	\$63.02	Diverting solid waste to	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
∌b-08		Glasscock, Ed	Gardener	\$31.51	\$63,02	Diverting solid waste in	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
ar-08		Glasscock, Ed	Gardener	\$31.51	\$63,02	Diverting solid waste in	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
эг-08		Glasscock, Ed	Gardener	\$31.51	\$03,02	Diverting solid waste in	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
3y-08		Glasscock, Ed	Gardener	\$31.51	\$03.02	Diverting solid waste in	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
n-08		Glasscock, Ed	Gardener	\$31.51		Diverting solid waste to	om landnii disposal of transformation facilities	s - recycling	Thankshanos strippinios de la companya de la compan
	504.00	Glasscock, Ed Total			\$15,881.04		1 150 Para Lantan familia	aguras raduction	Maintenance of Approved Level of Reduction
11-07	2.00	Gomez, Raul	Custodian	\$27.90	\$55.80	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
g-07	2.00	Gomez, Raul	Custodian	\$27.90	\$55.80	Diverting solid waste tr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
p-0 7	2.00	Gomez, Raul	Custodian	\$27.90	\$55.80	Diverting solid waste tr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
:1-07	2.00	Gomez, Raul	Custodian	\$27.90	\$55.80	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
v-07	2.00	Gomez, Raul	Custodian	\$27.90	\$55.80	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
c-07	2.00	Gomez, Raul	Custodian	\$27.90	\$55.80	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
1-08	2.00	Gomez, Raul	Custodian	\$27.90	\$55.80	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
3-08	2.00	Gomez, Raul	Custodian	\$27.90	\$55.80	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
r-08	2.00	Gomez, Raul	Custodian	\$27.90	\$55.80	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
08	2.00	Gomez, Raul	Custodian	\$27.90	\$55.80	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
<i>'</i> -08	2.00	Gomez, Raul	Custodian	\$27.90	\$55.80	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08	2.00	Gomez, Raul	Custodian	\$27.90	\$55.80	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-07	21.00	Gomez, Raul	Custodian	\$27.90	\$585.90	Diverting solid waste from	om landfill disposal or transformation facilities	, 100,011.9	Maintenance of Approved Level of Reduction
-07	21.00	Gomez, Raul	Custodian	\$27.90	\$585.90	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-07	21.00	Gomez, Raul	Custodian	\$27.90	\$585.90	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-07	21.00	Gomez, Raul	Custodian	\$27.90	\$585.90	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-07	21.00	Gomez, Raul	Custodian	\$27.90	\$585.90	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-07	21.00	Gomez, Raul	Custodian	\$27.90	\$585.90	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08	21,00	Gomez, Raul	Custodian	\$27.90	\$585.90	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08	21.00	Gomez, Raul	Custodian	\$27.90	\$585.90	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08	21.00	Gomez, Raul	Custodian	\$27.90	\$585.90	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
08	21.00	Gomez, Raul	Custodian	\$27.90	\$585.90	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08	21.00	Gomez, Raul	Custodian	\$27.90	\$585.90	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
08	21.00	Gomez, Raul	Custodian	\$27.90	\$585.90	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Neddebon
	276.00	Gomez, Raul Total			\$7,700.40				Maintenance of Approved Level of Reduction
)7	40.00	Griffith, Bill	Gardener	\$32.30	\$1,292.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	· · · · · · · · · · · · · · · · · · ·
07	40.00	Griffith, Bill	Gardener	\$32.30	\$1,292.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
07	40.00	Griffith, Bill	Gardener	\$32.30	\$1,292.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
)7		Griffith, Bill	Gardener	\$32.30	\$1,292.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
37		Griffith, Bill	Gardener	\$32.30	\$1,292.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
37		Griffith, Bill	Gardener	\$32.30	\$1 292.00	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
)8		Griffith, Bill	Gardener	\$32.30	\$1,292,00	Diverting solid waste fr	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
)8		Griffith, Bill	Gardener	\$32.30	\$1,292.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
)8		Griffith, Bill	Gardener	\$32.30	\$1,292.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
18		Griffith, Bill	Gardener	\$32.30	\$1,292.00	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
18		Griffith, Bill	Gardener	\$32.30	\$1,292.00	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
8		Griffith, Bill	Gardener	\$32.30			om landfill disposal or transformation facilities		Maintenance of Approved Level of Reduction
						-	-		

			Trut-	DUD	Salary		Activity		Component
Date	Hours E	Imployee Name	Title Gardener	\$32.30	58/ 60	Diverting solid waste fro	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ul-07		•	Gardener	\$32.30	\$64.60	Diverting solid waste fro	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
.g-07	2.00 Griffi		Gardener	\$32.30	\$64.60	Diverting solid waste fre	om landfill disposal or transformation facilities		Maintenance of Approved Level of Reduction
3p-07	2.00 Griffi			\$32.30	\$64.60	Diverting solid waste fro	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ct-07	2.00 Griffi	•	Gardener Gardener	\$32.30	\$64.60	Diverting solid waste fro	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ov-07	2.00 Griffi	•		\$32.30	\$64.60	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ec-07	2.00 Griffi		Gardener Gardener	\$32.30	\$64.60	Diverting solid waste fro	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
п-08	2.00 Griffi	•	Gardener	\$32.30	\$64.60	Diverting solid waste fro	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
b-08	2.00 Griffi	•	Gardener	\$32.30	\$64.60	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
ม-08	2.00 Griffi		Gardener	\$32.30	\$64.60	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
r-08	2.00 Griffi		Gardener	\$32.30	\$64.60	Diverting solid waste fro	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
y-08	2.00 Griffi 2.00 Griffi	•	Gardener	\$32.30	\$64.60	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
1-08		ith, Bill Total	Galdeller	ψ32.30	\$16,279.20	Diverting Solid Waste in	on in tandam dioposal at a salar		
1-07		andez, Rigoberto	Custodian	\$28.58	\$57.16	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
		andez, Rigoberto	Custodian	\$28.58	\$57.16	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
3-07 3-07		andez, Rigoberto	Custodian	\$28.58	\$57.16	Diverting solid waste fre	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
1-07		andez, Rigoberto	Custodian	\$28.58	\$57.16	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
1-07		andez, Rigoberto	Custodian	\$28.58	\$57.16	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
;-07		andez, Rigoberto	Custodian	\$28.58	\$57.16	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
			Custodian	\$28.58	\$57.16	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
-08		andez, Rigoberto		\$28.58	\$57.16	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
-08		andez, Rigoberto	Custodian Custodian	\$28.58	\$57.10 \$57.16	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
-08		andez, Rigoberto	Custodian	\$28.58	\$57.16	Diverting solid waste for	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
-08		andez, Rigoberto		\$28.58	\$57.16	Diverting solid waste fre	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
-08		andez, Rigoberto	Custodian Custodian	\$28.58	\$57.10 \$57.16	Diverting solid waste for	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
-08		andez, Rigoberto	Custodian	\$28.58	\$114.32	Diverting solid waste fro	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
07		andez, Rigoberto	Custodian	\$28.58	\$114.32	Diverting solid waste fro	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
-07		andez, Rigoberto andez, Rigoberto	Custodian	\$28.58	\$114.32	Diverting solid waste fre	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
07 07		andez, Rigoberto andez, Rigoberto	Custodian	\$28.58	\$114.32	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
07		andez, Rigoberto	Custodian	\$28.58	\$114.32	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
07		andez, Rigoberto	Custodian	\$28.58	\$114.32	Diverting solid waste fre	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
28		andez, Rigoberto	Custodian	\$28.58	\$114.32	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
38		andez, Rigoberto	Custodian	\$28.58	\$114.32	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
38		andez, Rigoberto	Custodian	\$28.58	\$114.32	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
)8		andez, Rigoberto	Custodian	\$28.58	\$114.32	Diverting solid waste fre	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
28		andez, Rigoberto	Custodian	\$28.58	\$114.32	Diverting solid waste fre	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
18		andez, Rigoberto	Custodian	\$28.58	\$114.32	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
		andez, Rigoberto	Total ·		\$2,057.76				At the control of Accessed Level of Dadweller
7		ings, Jo-Marie	Custodian	\$27.90	\$55.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
17		ings, Jo-Marie	Custodian	\$27.90	\$55.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
17		ings, Jo-Marie	Custodian	\$27.90	\$55.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
7		ings, Jo-Marie	Custodian	\$27.90	\$55.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
7		ings, Jo-Marie	Custodian	\$27.90			m landfill disposal or transformation facilities		Maintenance of Approved Level of Reduction
7		ings, Jo-Marie	Custodian	\$27.90	\$55.80	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
3		ings, Jo-Marie	Custodian	\$27.90			om landfill disposal or transformation facilities		Maintenance of Approved Level of Reduction
3		ings, Jo-Marie	Custodian	\$27.90			om landfill disposal or transformation facilities		Maintenance of Approved Level of Reduction
3		ings, Jo-Marie	Custodian	\$27.90			om landfill disposal or transformation facilities		Maintenance of Approved Level of Reduction
								·	

							1, 10, 10, 10, 10, 10, 10, 10, 10, 10, 1		
		5 -1 - 1	Tin-	PHR	Salary		Activity		Component
Dale	Hours	Employee Name	Title	\$27.90	\$55 BO	Diverting colid waste fr	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
pr-08		Jennings, Jo-Marie	Custodian		\$55,00 \$EE 00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
ау-08		Jennings, Jo-Marie	Custodian	\$27.90	#50.0U	Diverting solid waste in	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
1u-08		Jennings, Jo-Marie	Custodian	\$27.90	\$33,80	Diverting solid waste in	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
1-07ء		Jennings, Jo-Marie	Custodian	\$27.90	\$111.00 ¢444.60	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
ıg-07		Jennings, Jo-Marie	Custodian	\$27.90 \$27.90	\$111.00 \$111.60	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
.p-07		Jennings, Jo-Marie	Custodian	\$27.90	\$111.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
ct-07		Jennings, Jo-Marie	Custodian	\$27.90	\$111.00	Diverting solid waste fro	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
>v-07 :c-07		Jennings, Jo-Marie Jennings, Jo-Marie	Custodian Custodian	\$27.90	\$111.60	Diverting solid waste fro	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
n-08		Jennings, Jo-Marie Jennings, Jo-Marie	Custodian	\$27.90	\$111.60	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
b-08		Jennings, Jo-Marie	Custodian	\$27.90	\$111.60	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
3r-08		Jennings, Jo-Marie	Custodian	\$27.90	\$111.60	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
4-08		Jennings, Jo-Marie	Custodian	\$27.90	\$111.60	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
y-08		Jennings, Jo-Marie	Custodian	\$27.90	\$111.60	Diverting solid waste fro	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
1-08		Jennings, Jo-Marie	Custodian	\$27.90	\$111.60	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
1-00		Jennings, Jo-Marie Tol		427.00	\$2,008.80				
1.07		Jennings, Mike	Gardener	\$33.91	\$1,356.40	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
1-07		• ,	Gardener	\$33.91	\$1 356 40	Diverting solid waste for	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
3-07		Jennings, Mike	Gardener	\$33.91	\$1,356.40	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
)-07 \ \ 07		Jennings, Mike	-	\$33.91	\$1,356.40	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
1-07		Jennings, Mike	Gardener	\$33.91	\$1,350.40 \$1,356.40	Diverting solid waste fro	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
<i>i</i> -07		Jennings, Mike	Gardener Gardener	\$33.91	\$1,356.40 \$1,356.40	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
>-07		Jennings, Mike	Gardener	\$33.91	\$1,356.40	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
-08 -08		Jennings, Mike Jennings, Mike	Gardener	\$33.91	\$1,356.40 \$1,356.40	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
-08		Jennings, Mike Jennings, Mike	Gardener	\$33.91	\$1,356,40	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
-08		Jennings, Mike	Gardener	\$33.91	\$1.356.40	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
-08		Jennings, Mike	Gardener	\$33.91	\$1 356.40	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
-08		Jennings, Mike	Gardener	\$33.91	\$1,356,40	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
07		Jennings, Mike	Gardener	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
-07		Jennings, Mike	Gardener	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
-07		Jennings, Mike	Gardener	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
-07		Jennings, Mike	Gardener	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
-07		Jennings, Mike	Gardener	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
·07		Jennings, Mike	Gardener	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
-08		Jennings, Mike	Gardener	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
-08		Jennings, Mike	Gardener	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
-08		Jennings, Mike Jennings, Mike	Gardener	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
08		Jennings, Mike	Gardener	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
-08		Jennings, Mike	Gardener	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
08		Jennings, Mike	Gardener	\$33.91	\$67.82	Diverting solid waste from	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
00		Jennings, Mike Total	Ourdence	ψου.υ.	\$17,090.64	en orang come meets in			
)7		Jimenez, Ben	Custodian	\$30.76	\$61.52	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
07		Jimenez, Ben	Custodian	\$30.76	\$61.52	Diverting solid waste fre	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
07		Jimenez, Ben	Custodian	\$30.76	\$61.52	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
37		Jimenez, Ben	Custodian	\$30.76	\$61.52	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
)7		Jimenez, Ben	Custodian	\$30.76	\$61.52	Diverting solid waste from	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
)7	2.00	Jimenez, Ben	Custodian	\$30.76	\$61.52	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction

						Activity		Component
Date	Hours Employee Name		PHR	Salary	Diversity and interests for	om landfill disposal or transformation facilitie	s - source reduction	Maintenance of Approved Level of Reduction
зп-08	2.00 Jimenez, Ben	Custodian	\$30.76	\$01.52	Diverting solid waste if	om landfill disposal or transformation facilitie	s - source reduction	Maintenance of Approved Level of Reduction
80-ds	2.00 Jimenez, Ben	Custodian	\$30.76	\$01.02 \$04.50	Diverting solid waste in	om landfill disposal or transformation facilitie	s - source reduction	Maintenance of Approved Level of Reduction
a r-08	2.00 Jimenez, Ben	Custodian	\$30.76	\$01.0Z	Diverting solid waste in	om landfill disposal or transformation facilitie	s - source reduction	Maintenance of Approved Level of Reduction
pr-08	2.00 Jimenez, Ben	Custodian	\$30.76	\$01.02	Diverting solid waste in	om landfill disposal or transformation facilitie	s - source reduction	Maintenance of Approved Level of Reduction
ay-08	2.00 Jimenez, Ben	Custodian	\$30.76	\$01.02	Diverting solid waste in	om landfill disposal or transformation facilitie	s - source reduction	Maintenance of Approved Level of Reduction
ın-08	2.00 Jimenez, Ben	Custodian	\$30.76	\$01.52	Diverting solid waste if	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
07-اد	64.00 Jimenez, Ben	Custodian	\$30.76	\$1,900.04	Diverting solid waste in	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
ıg-07	64.00 Jimenez, Ben	Custodian	\$30.76	\$1,900.04	Diverting solid waste fi	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
:p- 07	64.00 Jimenez, Ben	Custodian	\$30.76	\$1,968.64	Diverting solid waste if	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
ct-07	64.00 Jimenez, Ben	Custodian	\$30.76	\$1,968.64	Diverting solid waste in	om landfill disposal or transformation facilitie	- recycling	Maintenance of Approved Level of Reduction
ıv-07	64.00 Jimenez, Ben	Custodian	\$30.76	\$1,968.64	Diverting solid waste if	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
:c-07	64.00 Jimenez, Ben	Custodian	\$30.76	\$1,968.64	Diverting solid waste it	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
n-08	64.00 Jimenez, Ben	Custodian	\$30.76	\$1,968.64	Diverting solid waste if	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
b-08	64.00 Jimenez, Ben	Custodian	\$30.76	\$1,908.04	Diverting solid waste in	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
ır-08	64.00 Jimenez, Ben	Custodian	\$30.76	\$1,908.04	Diverting solid waste in	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
r-08	64.00 Jimenez, Ben	Custodian	\$30.76	\$1,900.04	Diverting solid waste if	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
y-08	64.00 Jimenez, Ben	Custodian	\$30.76 \$30.76	\$1,900.04 \$1,060.64	Diverting solid waste fr	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
า-08	64 00 Jimenez, Ben	Custodian		\$24,361.92		Office for the formation of the formatio		
	792.00 Jimenez, Ben Tota		\$30.76	\$61.50	Divorting colid waste for	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-07	2.00 Jimenez, Maria	Custodian	\$30.76 \$30.76	\$61.52 \$61.53	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
j-07	2.00 Jimenez, Maria	Custodian	\$30.76	\$61.52	Diverting solid waste for	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
1-07	2.00 Jimenez, Maria	Custodian	\$30.76 \$30.76	\$61.52	Diverting solid waste for	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
:-07	2.00 Jimenez, Maria	Custodian	\$30.76	\$61.52	Diverting solid waste for	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
·-07	2.00 Jimenez, Maria	Custodian Custodian	\$30.76	\$61.52	Diverting solid waste for	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
:-07	2.00 Jimenez, Maria	Custodian	\$30.76	\$61.52	Diverting solid waste for	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08	2.00 Jimenez, Maria	Custodian	\$30.76	\$61.52	Diverting solid waste for	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08	2.00 Jimenez, Maria	Custodian	\$30.76	\$61.52	Diverting solid waste for	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08	2.00 Jimenez, Maria	Custodian	\$30.76	\$61.52	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08	2.00 Jimenez, Maria 2.00 Jimenez, Maria	Custodian	\$30.76	\$61.52	Diverting solid waste for	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08 -08	2.00 Jimenez, Maria	Custodian	\$30.76	\$61.52	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
07	40.00 Jimenez, Maria	Custodian	\$30.76	\$1 230 40	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-07	40.00 Jimenez, Maria	Custodian	\$30.76	\$1 230 40	Diverting solid waste for	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-07	40.00 Jimenez, Maria	Custodian	\$30.76	\$1 230 40	Diverting solid waste fi	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
07	40.00 Jimenez, Maria	Custodian	\$30.76	\$1 230 40	Diverting solid waste for	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
-07	40.00 Jimenez, Maria	Custodian	\$30.76	\$1,230,40	Diverting solid waste for	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
07	40.00 Jimenez, Maria	Custodian	\$30.76	\$1 230 40	Diverting solid waste fa	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
08	40.00 Jimenez, Maria	Custodian	\$30.76	\$1 230 40	Diverting solid waste for	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
08	40.00 Jimenez, Maria	Custodian	\$30.76	\$1.230.40	Diverting solid waste for	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
08	40.00 Jimenez, Maria	Custodian	\$30.76	\$1 230 40	Diverting solid waste fi	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
08	40,00 Jimenez, Maria	Custodian	\$30.76	\$1,230.40	Diverting solid waste for	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
08	40.00 Jimenez, Maria	Custodian	\$30.76	\$1,230,40	Diverting solid waste for	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
28	40.00 Jimenez, Maria	Custodian	\$30.76	\$1,230.40	Diverting solid waste f	om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
20	504.00 Jimenez, Maria To			\$15,503.04				
8	39.63 Lighting Resources		\$100.00			om landfill disposal or transformation facilitie	s - recycling	Maintenance of Approved Level of Reduction
Ü	39.63 Lighting Resource		,,,,,,,	\$3,962.70	-		-	
7	2.00 Littleton, Ronnie	Custodian	\$28.58			om landfill disposal or transformation facilitie	s - source reduction	Maintenance of Approved Level of Reduction
·			+	, , , ,				
		-						

							Author		Component
Date	Hours	Employee Name	Title	PHR	Salary	D: 1: - 1: - 1: - 1: - 1: - 1: - 1: - 1:	Activity om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
.g-07		Littleton, Ronnie	Custodian	\$28.58	\$57.16	Diverting solid waste to	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
₃p-07		Littleton, Ronnie	Custodian	\$28.58	\$57.16	Diverting solid waste to	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
ct-07	. 2.00	Littleton, Ronnie	Custodian	\$28.58	\$57.16	Diverting solid waste fro	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
ov-07	2.00	Littleton, Ronnie	Custodian	\$28.58	\$57.16	Diverting solid waste to	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
ec-07		Littleton, Ronnie	Custodian	\$28.58	\$57.16	Diverting solid waste to	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
ın-08	2.00	Littleton, Ronnie	Custodian	\$28.58	\$57.16	Diverting solid waste to	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
:b-08	2.00	Littleton, Ronnie	Custodian	\$28.58	\$57.16	Diverting solid waste to	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
31-08		Littleton, Ronnie	Custodian	\$28.58	\$57.10	Diverting solid waste to	om landilli disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
or-08		Littleton, Ronnie	Custodian	\$28.58	\$57.16	Diverting solid waste in	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
ıy-08		Littleton, Ronnie	Custodian	\$28.58	\$57.16	Diverting solid waste in	om landfill disposal or transformation facilities	- source reduction	Maintenance of Approved Level of Reduction
л-08		Littleton, Ronnie	Custodian	\$28.58	\$57.16	Diverting solid waste m	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
1-07	8.00	Littleton, Ronnie	Custodian	\$28.58	\$228.64	Diverting solid waste from	om landfill disposal or transformation facilities	recycling	Maintenance of Approved Level of Reduction
g -07	8.00	Littleton, Ronnie	Custodian	\$28.58	\$228.64	Diverting solid waste in	om landfill disposal or transformation facilities	recycling	Maintenance of Approved Level of Reduction
p-07		Littleton, Ronnie	Custodian	\$28.58	\$228.64	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
4-07	8.00	Littleton, Ronnie	Custodian	\$28.58	\$228.64	Diverting solid waste from	om landfill disposal or transformation facilities	recycling	Maintenance of Approved Level of Reduction
v-07		Littleton, Ronnie	Custodian	\$28.58	\$228.64	Diverting solid waste to	om landfill disposal or transformation facilities	recycling	Maintenance of Approved Level of Reduction
c-07	8.00	Littleton, Ronnie	Custodian	\$28.58	\$228.64	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
า-08	8.00	Littleton, Ronnie	Custodian	\$28.58	\$228.64	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
)-08	8.00	Littleton, Ronnie	Custodian	\$28.58	\$228.64	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
r-08	8.00	Littleton, Ronnie	Custodian	\$28.58	\$228.64	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
:-08	8.00	Littleton, Ronnie	Custodian	\$28.58	\$228.64	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
1-08		Littleton, Ronnie	Custodian	\$28.58	\$228.64	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08	8.00	Littleton, Ronnie	Custodian	\$28.58	\$228.64	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
	120.00	Littleton, Ronnie Total			\$3,429.60				Maintenance of Approved Level of Reduction
-07		Lopez, Gene	Gardener	\$34.74	\$1,389.60	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-07	40.00	Lopez, Gene	Gardener	\$34.74	\$1,389.60	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-07	40.00	Lopez, Gene	Gardener	\$34.74	\$1,389.60	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
.07	40.00	Lopez, Gene	Gardener	\$34.74	\$1,389.60	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-07	40.00	Lopez, Gene	Gardener	\$34.74	\$1,389.60	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-07	40.00	Lopez, Gene	Gardener	\$34.74	\$1,389.60	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08		Lopez, Gene	Gardener	\$34.74	\$1,389.60	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	
-08		Lopez, Gene	Gardener	\$34.74	\$1,389.60	Diverting solid waste from	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08		Lopez, Gene	Gardener	\$34.74	\$1,389.60	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
08		Lopez, Gene	Gardener	\$34.74	\$1,389.60	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08		Lopez, Gene	Gardener	\$34.74	\$1,389,60	Diverting solid waste from	om tandfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
08		Lopez, Gene	Gardener	\$34.74	\$1,389,60	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
)7		Lopez, Gene	Gardener	\$34.74	\$69.48	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
07		Lopez, Gene	Gardener	\$34.74	\$69.48	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
07		Lopez, Gene	Gardener	\$34.74	\$69.48	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
27		Lopez, Gene	Gardener	\$34.74	\$69.48	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
07		Lopez, Gene	Gardener	\$34.74	\$69.48	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
37		Lopez, Gene	Gardener	\$34.74	\$69.48	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
28		Lopez, Gene	Gardener	\$34.74	\$69.48	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
)8		Lopez, Gene	Gardener	\$34.74	\$69.48	Diverting solid waste from	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
18		Lopez, Gene	Gardener	\$34.74	\$69.48	Diverting solid waste fr	om landfill disposal or transformation facilities	- recycling	Maintenance of Approved Level of Reduction
18		Lopez, Gene	Gardener	\$34.74	\$69.48	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
)8		Lopez, Gene	Gardener	\$34.74	\$69.48	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
		, ,				-			

					,				
0-4-		salawaa Nama	Title	PHR	Salary		Activity		Component
Date		nployee Name	Title Gardener	\$34.74	\$60.48	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
un-08	2.00 Lopez		Galueller	φ34.14	\$17,508.96	Divertify solid waste in		,	
4.07	504.00 Lopez	•	Custodian	\$29.57	\$17,300.30 \$1.182.80	Diverting colid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
ul-07	40.00 Lopez		Custodian	\$29.57	\$1,102.00 \$1.187.80	Diverting solid waste in	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
ug-07	40.00 Lopez		Custodian	\$29.57	\$1,102.00 \$1.102.00	Diverting solid waste it	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
ep-07	40.00 Lopez		Custodian	\$29.57	\$1,102.00 \$1.182.80	Diverting solid waste in	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
ct-07	40.00 Lopez		Custodian	\$29.57	\$1,102.00 \$1.182.80	Diverting solid waste if	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
ov-07	40.00 Lopez		Custodian	\$29.57	\$1,102.00 \$1.182.80	Diverting solid waste if	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
ec-07	40.00 Lopez		Custodian	\$29.57	\$1,102.00 \$1.182.80	Diverting solid waste in	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
80-ns	40.00 Lopez		Custodian	\$29.57	\$1,102.00 \$1.182.80	Diverting solid waste in	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
∌b-08	40.00 Lopez		Custodian Custodian	\$29.57	\$1,102.00 \$1.182.80	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction *	Maintenance of Approved Level of Reduction
ar-08	40.00 Lopez		Custodian	\$29.57	\$1,102.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
80-rc	40.00 Lopez		Custodian	\$29.57	\$1,102.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
ay-08	40.00 Lopez		Custodian	\$29.57	\$1,102.00	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
n-08	40.00 Lopez		Custodian	Ψ29.J1	\$1,102.60		Official and disposal of date		
.1.07	480.00 Lopez		Gardener	\$30.78	\$1 231 20	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
1-07	40.00 Montg 40.00 Montg		Gardener	\$30.78	\$1,231.20	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
g-07	40.00 Montg		Gardener	\$30.78	\$1,231.20	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
p-07	•		Gardener	\$30.78	\$1,231,20	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
:t-07	40.00 Montg	•	Gardener	\$30.78	\$1 231 20	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
v-07	40.00 Montg	, . ,	Gardener	\$30.78	\$1,231.20	Diverting solid waste for	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
p-07	40.00 Montg	, ,		\$30.78	\$1,231.20	Diverting solid waste for	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
1-08	40.00 Montg	,	Gardener	\$30.78	\$1,231.20 \$1,231.20	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
)-08	40.00 Montg	,	Gardener	\$30.78	\$1,231.20 \$1,231.20	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
r-08	40.00 Montg		Gardener	\$30.78	\$1,231.20 \$1,231.20	Diverting solid waste in	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08	40.00 Montg		Gardener	\$30.78	\$1,231.20 \$1,231.20	Diverting solid waste in	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
/-08	40.00 Montg		Gardener Gardener	\$30.78	\$1,231.20 \$1,231.20	Diverting solid waste fr	om landfill disposal or transformation facilities	s - source reduction	Maintenance of Approved Level of Reduction
-08	40.00 Montg			\$30.78	\$61.56	Diverting solid waste for	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-07	-	omery, Daryl	Gardener Gardener	\$30.78	\$61.56	Diverting solid waste for	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
⊦-07		omery, Daryl	Gardener	\$30.78	\$61.56	Diverting solid waste for	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-07	-	omery, Daryl	Gardener	\$30.78	\$61.56	Diverting solid waste for	om landfill disposal or transformation facilities	s ~ recycling	Maintenance of Approved Level of Reduction
-07		omery, Daryl	Gardener	\$30.78	\$61.56	Diverting solid waste for	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-07 -07		omery, Daryl omery, Daryl	Gardener	\$30.78	\$61.56	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-07 -08		omery, Daryl	Gardener	\$30.78	\$61.56	Diverting solid waste for	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08	-	omery, Daryl	Gardener	\$30.78	\$61.56	Diverting solid waste for	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08		omery, Daryl	Gardener	\$30.78	\$61.56	Diverting solid waste for	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08		omery, Daryi	Gardener	\$30.78	\$61.56	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08	-	omery, Daryi	Gardener	\$30.78	\$61.56	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
-08	•	omery, Daryl	Gardener	\$30.78	\$61.56	Diverting solid waste fr	om landfill disposal or transformation facilities	s - recycling	Maintenance of Approved Level of Reduction
00		omery, Daryl To		Ψ00.10	\$15,513,12				
17		• •	Director, Facilities Services	\$89.15			ary district policies and procedures		Development of Policies and Procedures
)7 07	1.00 Van P 1.00 Van P		Director, Facilities Services		\$89.15	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
07	1.00 Van P		Director, Facilities Services				ary district policies and procedures		Development of Policies and Procedures
)7	1.00 Van P		Director, Facilities Services	,			ary district policies and procedures		Development of Policies and Procedures
07	1.00 Van P		Director, Facilities Services				ary district policies and procedures		Development of Policies and Procedures
07 37	1.00 Van P		Director, Facilities Services				ary district policies and procedures		Development of Policies and Procedures
18	1.00 Van P	•	Director, Facilities Services				ary district policies and procedures		Development of Policies and Procedures
,0	1.00 Vali Fe	sit, INON	Director, Lacindes celvices	φυσ.10	ψ03.13	Dorotoping the Neces	in y area or ponored on a province of		

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2-1-	Hauss	Emplayon Nama	Title	PHR	Salary		Activity		Component
Date	Hours	Employee Name Van Pelt, Rick	Director, Facilities Services	\$89.15	\$89.15	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
80-d€			Director, Facilities Services	\$89.15	\$89.15	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
ar-08		Van Pelt, Rick	Director, Facilities Services	,	\$89.15	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
pr-08		Van Pelt, Rick	Director, Facilities Services	,	\$89.15	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
ay-08		Van Pelt, Rick Van Pelt, Rick	Director, Facilities Services	-	\$89.15	Developing the necess	ary district policies and procedures		Development of Policies and Procedures
ın-08		Van Pelt, Rick	Director, Facilities Services		\$89.15	Training district staff or	the requirements and implementation of the	plan ·	Staff Training
.11-07 .19-07		Van Pelt, Rick	Director, Facilities Services		\$89.15	Training district staff or	the requirements and implementation of the	plan	Staff Training
:p-07		Van Pelt, Rick	Director, Facilities Services		\$89.15	Training district staff or	the requirements and implementation of the	plan	Staff Training
:ρ-07 ct-07		Van Peit, Rick	Director, Facilities Services	\$89.15	\$89.15	Training district staff or	the requirements and implementation of the	plan	Staff Training
1V-07		Van Pelt, Rick	Director, Facilities Services	\$89.15	\$89.15	Training district staff or	the requirements and implementation of the	plan	Staff Training
:c-07		Van Pelt, Rick	Director, Facilities Services	,	\$89.15	Training district staff or	the requirements and implementation of the	plan	Staff Training
n-08		Van Pelt, Rick	Director, Facilities Services		\$89.15	Training district staff or	the requirements and implementation of the	plan	Staff Training
b-08		Van Pelt, Rick	Director, Facilities Services		\$89.15	Training district staff of	the requirements and implementation of the	pfan	Staff Training
80-น	,	Van Pelt, Rick	Director, Facilities Services		\$89.15	Training district staff or	the requirements and implementation of the	plan	Staff Training
r-08		Van Pelt, Rick	Director, Facilities Services	\$89.15	\$89.15	Training district staff or	the requirements and implementation of the	plan	Staff Training
y-08		Van Pelt, Rick	Director, Facilities Services		\$89.15	Training district staff of	the requirements and implementation of the	plan	Staff Training
1-08		Van Pelt, Rick	Director, Facilities Services		\$89.15	Training district staff or	the requirements and implementation of the	plan	Staff Training
1-07		Van Pelt, Rick	Director, Facilities Services		\$356.60	Alternative requirement	t or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
3-07		Van Pelt, Rick	Director, Facilities Services		\$356.60	Alternative requiremen	t or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
)-07		Van Pelt, Rick	Director, Facilities Services		\$256.60	Alternative requiremen	t or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
1-07		Van Pelt, Rick	Director, Facilities Services		¢256 60	Alternative requiremen	t or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
i-07	,	Van Peit, Rick	Director, Facilities Services	,	¢256.60	Alternative requirement	t or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
;-07		Van Pelt, Rick	Director, Facilities Services		\$256.60	Alternative requiremen	t or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
-08		Van Pelt, Rick	Director, Facilities Services		4255 60	Alternative requiremen	t or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
i-08		Van Pelt, Rick	Director, Facilities Services		\$256 6A	Alternative requiremen	t or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
-08		Van Pelt, Rick	Director, Facilities Services		\$256.60	Alternative requiremen	t or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
-08		Van Pelt, Rick	Director, Facilities Services	\$89.15	\$256 6 0	Alternative requiremen	t or time extension if unable to comply With 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
·-08		Van Pelt, Rick	Director, Facilities Services	\$89.15	¢256.60	Alternative requiremen	t or time extension if unable to comply with 5	0% waste reduction by January 1, 2004	Alternative Requirement or Time Extension for 1/1/04 for 50% Waste
-08		Van Pelt, Rick	Director, Facilities Services	\$89.15	\$356.60	Alternative requiremen	t or time extension if unable to comply with 5	U% waste reduction by January 1, 2004	Attendance redundance of this extension is
00		Van Pelt, Rick Total	,		\$6,418.80				
		Grand Total			\$203,676.06				
	32000						1		



Program Support Center ' Financial Management Service Division of Cost Allocation

AUD RESS 90 76 Street, Suite 4-800 San Francisco, CA 84103

APR 25 2007

James Albanese
Interim VP Administrative Services
Pasadena City College
aka Pasadena Area Community College
1570 East Colorado Boulevard
Pasadena, CA 91106-2003

Dear Mr. Albanesa:

A copy of an indirect cost Negotiation Agreement is attached. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government. Please have the Agreement signed by a duly authorized representative of your organization and return it to me BY FAX, retaining the copy for your files. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for their use.

An indirect cost proposal together with supporting information are required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on your fiscal year ending 06/30/09, is due in our office by 12/31/09.

Sincerely,

Wallace Chan

Wally Cha

Director

Attachment

PLEASE SIGN AND RETURN THE NEGOTIATION AGREEMENT BY FAX

Phone: (415) 437-7820 - %6x: (415) 437-7823 - E-mail: dcasispac.gov

FILING REF.: The preceding

COLLEGES AND UNIVERSITIES RATE AGREEMENT

EIN #:

DATE: April 24, 2007

INSTITUTION:

Pasadena City College aka Pasadena Area Community College

1570 East Colorado Boulevard

Agreement was dated

June 22, 2005

Pasadena

CA

91106-2003

. The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION	ON I: FACIL.	ITIES AND A	DMINISTRATIVE	COST RATES	*
RATE	CYPES: FIXED	FINAL	PROV. (PR	OVISIONAL)	PRED. (PREDETERMINED)
TYPE	EFFECTIVE FROM	VE PERIOD TO	RATE(%)	LOCATIONS	APPLICABLE TO
PRED. FINAL PRED. PROV. PROV.	07/01/04 07/01/06 07/01/10	06/30/10 06/30/06 06/30/10 06/30/11 06/30/11	16.7 16.7 31.7	All All All All All	(1) ED Restricted Pgrms. ED Restricted Pgrms. (1) ED Restricted Pgrms.

⁽¹⁾ All except ED restricted programs.

*BASE: Direct salaries and wages including all fringe benefits,

Schedule 1 Pasadena Area College District Integrated Waste Management Fiscal Year: 2007-2008 Recycling Income

Purpose: To summarize reimbursements received for Integrated Waste Management

Source: Pasadena CCD receipts.

Findings:

Vendor	Description	Date Issued	Amount
Smurfit Stone	Recycling Paper	8/25/2007	\$246.64
Smurfit Stone	Recycling Paper	9/27/2007	\$236.51
Smurfit Stone	Recycling Paper	11/5/2007	\$75.21
Smurfit Stone	Recycling Paper	12/4/2007	\$222.39
Smurfit Stone	Recycling Paper	1/4/2008	\$136.74
Smurfit Stone	Recycling Paper	1/24/2008	\$60.50
Smurfit Stone	Recycling Paper	3/12/2008	\$222.49
Smurfit Stone	Recycling Paper	4/10/2008	\$119.83
Smurfit Stone	Recycling Paper	5/12/2008	\$373.72
Smurfit Stone	Recycling Paper	5/29/2008	\$116.89
Smurfit Stone	Recycling Paper	6/19/2008	\$106.86
Total			\$1,917.78

Conclusion: Findings go forward to IWM-1.

Print Date: 11/25/2008

PASA IWM 2007-2008ARRAY

SixTen and Associates te 11/24/08

PASADENA AREA COMMUNITY COLLEGE DISTRICT 052011 PASADENA AREA COMMUNITY COLLEGE DISTRICT 052011 DATE \$\frac{\mathcal{E}}{\mathcal{E}}\frac{\mathcal{D}}{\mathcal{D}}\frac{\mathcal{D}}{\					
Appress pollars \$ 240 064		Pasadena	ÁREA COMMUNITY COLL	EGE DISTRICT 0	52011
Address Dollars \$ 240 1/64		Zone III	Letter 11	DATE E	×117
DOLLARS \$ 240 164			2000		141. 14
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PASADENA AREA COMMUNITY C	OLLEGE DISTRICT U5ZU55
RECEIVED FROM SMILLLE - STAND	DATE 9 27/61
FOR MUCILLIA PALLED	DOLLARS \$ 336.51
AMOUNT OF ACCOUNT \$	01-6696-3703
BALANCE DUE \$ CASH CHECK M.O. CREDIT CARD	By DMV
# 941401073a	

PABADENA AREA COMMUNITY COLLEGE DISTRICT 056861
6 mus (1) (-120 0) DATE 11 5 07
RECEIVED FROM SMUN (UL STORE) DATE 11 15 121
Address/
- DOLLARS \$ 15.31
FOR
AMOUNT OF ACCOUNT \$
AMOUNT PAID \$ 01 - 8890 - 3 70.3
BALANCE DUE \$
. □ CASH M CHECK □ M.O. □ CREDIT CARD BY WILV.
#9414011011
PASADENA AREA COMMUNITY COLLEGE DISTRICT 056934
RECEIVED FROM SMULLY Stand DATE 12/4/07
Appress
DOLLARS \$ 223.39
FOR MICHIGANA
AMOUNT OF ACCOUNT \$
AMOUNT PAID \$ 01-8890-3703
BALANCE DUE \$
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Schedule 2 Pasaden Area Community College District 764/99 Integrated Waste Management Fiscal Year: 2007-2008 Recycling Costs

Purpose: To summarize recycling costs for Integrated Waste Management

Source: Company Invoices

Findings:

Vendor	Description	Date Issued	Amount
Lighting Resources, Inc.		8/27/2007	\$664.41
Lighting Resources, Inc.	Recycling of	11/9/2007	\$800.27
Lighting Resources, Inc.	Fluorescent Lighting	1/18/2008	\$1,058.18
Lighting Resources, Inc.	Tubes and High	3/21/2008	\$818.04
Lighting Resources, Inc.	Intensity Discharge	4/14/2008	\$621.80
	Bulbs		
Total			\$3,962.70

Conclusion: Findings go forward to IWM-2.

Print Date: 12/11/2008

PASA IWM 2007-2008ARRAY

LIGHTING RESOURCES, LLC
 805 East Francis Street
 Ontario, CA 91761
 USA

Peter 7/30/07

Invoice Numbe

Invoice Date
Jul 18, 200

Pag

Voice:

(909) 923-3132

(909) 923-3962

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

Custon	ner ID	Customer PO	Payment Terms							
PASO		B-07128		Net 15						
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TOTAL INVOICE

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LIGHTING RESOURCES LLC 805 East Francis Street Ontario, CA 91761 USA reter 10/05/07 UT/P

Invoice Numbe: 070920

Invoice Date Sep 19, 200

Invoice

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ice: rax: (909) 923-3132 (909) 923-3962

Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

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Sales R	ep ID	Shipping Metl	nod	S	hip Date	Due Date					
NTARIO		LRI		9/	19/07	10/4/07					
Quantity		Description			Unit Price	Extension					
210.00	F-20 LAMPS	FOR RECYCLING			0.16	33.					
1,228.00	F-40 LAMPS	FOR RECYCLING			0.32	392.9					
7.00	F-96 LAMPS	FOR RECYCLING			0.64	4.					
82.00	HID LAMPS F	OR RECYCLING			1.80	147.6					
362.00	BIAX LAMPS	FOR RECYCLING			0.45	162.9					
34.00		NSFORMER/PCB		}	0.45	15.3					
11.00	LBS. PCB BA				0.58	6.					
39.00	LBS. LEAD A	CID BATTERIES			0.95	37.					
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TOTAL INVOICE

800.27

805 East Francis Street
Ontario, CA 91761
USA

12/17/07

Invoice Numbe

Voice Numbe

Invoice Dat

Voice:

(909) 923-3132

(909) 923-3962

UT/P

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Sold To:

ACCOUNTS PAYABLE
PASADENA CITY COLLEGE
1570 EAST COLORADO BLVD.
PASADENA, CA 91106

GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

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LIC NG RESOURCES LC 805 Last Francis Street Ontario, CA 91761 USA

2/20/08

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Invoice Date Feb 12, 200

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lice:

(909) 923-3132

Fax:

(909) 923-3962

Sold To:

ACCOUNTS PAYABLE

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106 GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

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Quantity		Description		Unit Price	Extension
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1.00	F-96 LAMPS	FOR RECYCLING		0.64	0.64
120.00		FOR RECYCLING		0.45	54.00
60.00		OR RECYCLING		1.80	108.00
218.00	l	FOR RECYCLING		0.45	98.10
14.00	LBS. LEAD A	CID BATTERIES		0.95	13.30
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LIGHTING RESOURCES LLC 805 East Francis Stree. Ontario, CA 91761 USA

101er 3/27/08

UT/P

Invoice Number 080311

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oice:

Fax:

(909) 923-3132 (909) 923-3962

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ACCOUNTS PAYABLE

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106 GENERATOR:

PASADENA CITY COLLEGE 1570 EAST COLORADO BLVD. PASADENA, CA 91106

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10.00	FB-40 LAMPS	FOR RECYCLING			0.45	4.50	
98.00	HID LAMPS F	OR RECYCLING			1.80	176.40	
52.00	BIAX LAMPS	FOR RECYCLING			0.45	23.40	
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Code 6A Source Reduction: Reusable cups, use of electronic forms and media, double-sided copying, property re-utilization, utilizing CalMAX, food excha salvage yards grass-cycling and other programs Code 6B Recycling: Paper, cardboard, glass, plastics, scrap metal, special collection programs, clean-up events Code 6C Composting: commercial pick-up of green waste, food waste composting, and other programs Code 6D Special Waste: Concrete/rubble, concrete/asphalt, rendering/grease, tires, landfills, used oil/antifreeze, white and brown goods recycling, wood w chipping/composting, batteries, paint, etc. Code 6E Procurement Activities: State and College recycled content procurement policy, requiring recycled content product certification for all purchases, actively working with recycled product supplies. REPORT STAFF TIME IN HOURS PER MONTH													wood waste	
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6 C	Composting	·												
6 D	Special Waste													
6 E	Procurement Activities													
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1	PCC Candelario Diaz Custodian													
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Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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Department/Location Telephone # Work year le										•				
Code 3	Code 2 Staff Training: Training district staff on the requirements and implementation of the mandate. Code 3 Plan Development: Developing and adopting a State Agency Model Integrated Waste Management Plan on or before July 15, 2000, and submitting the district's plan to the California Waste Management Board. Code 4 Alternative Compliance: In the event it is necessary to obtain one or more extensions of time to comply with the 25% and/or 50% minimum waste reduction requirements, presenting substantial evidence that the district is making a good faith effort to implement the plan and/or plan of correction.													
,	REPORT TIME IN HOURS PER MONTH													
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Employee Time Record Sheet for Mandated Programs 7 - 4/99 INTEGRATED WASTE MANAGEMENT (CCD) 2. ONGOING PLAN IMPLEMENTATION

	PCC ENVAN FLOVES MUUTIES										W1501	2		
Distric	Employee statile Lyaot I coldoff Title													
	Ilities Services rtment/Location		6)585 ephone	5-72 9#	78		no/11m ork year			Fis	cal Yea	ar: <u> </u>	2/08	
Code 6 Code 7	Code 5 College Coordinator: Coordination duties not specific to other activity codes. Code 6 Plan Implementation: Implementing the Plan other than specific source reduction, recycling and composting activities. Code 7 Accounting System: Developing, implementing, and maintaining an accounting system to enter and track: source reduction, recycling and composting activities, the cost of those activities, and the proceeds from the sale of any recycled materials. Code 8 Annual Report: Annually preparing and submitting a report to the IWM Board summarizing the district's progress in reducing solid waste, REPORT TIME IN HOURS PER MONTH													
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7	Accounting System.	,	ı	١			١	1	į	1	1	1	(12
8	Annual Report	4	4	4	- 4	4	4	- 4	4-	4	4	4	-: 4-	48
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COPYRIGHT 2005 SixTen and Associates

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Distric	<u> </u>										•			
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6 C	Composting													
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6 C	Composting	•												
6 D	Special Waste													
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6 D	Special Waste													
6 E	Procurement Activities										· · ·		<u> </u>	
to recei under the only. Employ	EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify under the penalty of perjury to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes													

Employee Time Record Sheet for Mandated Programs 764/99 INTEGRATED WASTE MANAGEMENT (CCD) 1. ESTABLISHING THE PLAN

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PLEASE RESPOND BY: December 18, 2008

We need the following staff PHR's:

Name	Title	2007-2008 PHR
Adriano, Mi	Intake-Support College Assist	\$ 25.32
Benjamin, Ben Simenez, Ben	Custodian	\$ 29.29
Cardelas, Maria C.	Intake Support College Assict	\$ 16
Carter, Yvonne	College Assistant III	\$ 10
Casteneda, Anthony	Gardoner CustoDan	\$ 33.91
Galvan, Lucia	Custodian College Assist	\$ 12 =
Li, Grace -	Intake Support College Asist	\$ 16 =
Littler, Jan	College Assistant III	\$ 12
Lopez, Jose	Gardener Custopian	\$ 29.57
MsMyran, Grevork Manyan	Hotake Support Calles & Assist	\$ 12, -
Pallay, Lisa	Intake support () 1) or e Acaist	\$ 10.=
Salcedo, Tina	Intake Support () \ ra \ \Q_{SSIS}	\$ 16.=
Smith, Tony Anthony C.	Intake support Call sa a Assist	\$ 2,3,=
Williams, Jarom Jaroh	Intake support Callege Assist	\$ 16.=

Thank you

Sergio Perez

\$MP:te

SixTen and Associates 858-514-8605

The weather's getting colder, but the movies are getting hotter. <u>See Moviefone's holiday movie guide</u> and <u>get the Moviefone Toolbar today</u>.

Six in and Associates

			l Years:		
Name	Title	06-07			
CARLSON, PAUL	CUSTODIAN	\$ 28.20	\$ 3	32.60	
CLIFFORD, SUSAN	ASSOCIATE DEAN	\$ 79.16	RETIRED		
CORTEZ, LORI	HUMAN RESOURCES TECHNICIAN II	\$ 41.84	\$ 4	13.93	
COSIO, EUNICE	HOURLY SUPPORT	\$ 16.00	\$	-	
CRUTCHFIELD, KAYLA	HOURLY SUPPORT	\$ 16.00	\$	-	
DAO, HAN	F.A. INTERVIEWER	\$ 38.88	\$ 4	1.82	
DESCALZO, MARIA	ACCOUNTING SUPERVISOR	\$ 48.42	\$ 5	2.13	
DIAZ, CANDELARIO	CUSTODIAN	\$ 25.58	\$ 26	8.48	
ESPARAZA, ABRAN	HOURLY SUPPORT		\$ 12	2.00	
FLORES, SARAH	GROUNDS SUPERVISOR	\$ 50.85	\$ 53	3.40	
GARCIA, GEORGE	GARDNER	\$ 25.92	\$ 27	7.22	
GLASSCOCK, ED	GARDNER	\$ 28.20	\$ 3	1.51	
GOMEZ, RAUL	CUSTODIAN	\$ 24.97	\$ 27	7.90	
GREEN, ALICIA	HOURLY SUPPORT		\$ 19	9.00	
GRIFFITH, BILL	GARDNER	\$ 28.91	\$ 32	2.30	
GUARDADO, ROBERTO	SKILLED TRADES WORKER		\$ 33	3.91	
HARSHA, RICHARD	SKILLED TRADES WORKER	\$ 40.21	\$ 43	3.28	
HASSAN, SHERRY	DIRECTOR, BUSINESS SERVICES	\$ 77.01	\$ 80	0.86	
HELLEM, DAVE	SKILLED TRADES WORKER	\$ 38.30	\$ 40	0.21	

Six on and Associates

			cal Years:
Name	Title	06-07	
HERNANDEZ, RIGOBERTO	CUSTODIAN	\$ 25.5	58 \$ 28.58
НОСОМВ, МЕТА	ADMINISTARTIVE ASSISTANT II	\$ 52.7	3 RETIRED
JACOBS, JACKIE	VP INSTRUCTION	\$ 117.6	52 \$ 124.35
JALTOROSSIAN, ROSETTE	ACCOUNTANT	\$ 37.9	39.83
JENNINGS, JO-MARIE	CUSTODIAN	\$ 26.5	7 \$ 27.90
JENNINGS, MICHAEL	POWER SWEEPER OPEREATOR	\$ 30.3	5 \$ 33.91
JIMENEZ, BENJAMIN	CUSTODIAN	\$ 27.5	3 \$ 30.76
JIMENEZ, MARIA	CUSTODIAN	\$ 24.9	7 \$ 27.90
KEEP, TERESA	ADJUNCT FACULTY	\$ 10.0	0 \$ 54.37
KRAUSE, PAT	INTERMEDIATE CLERK II	\$ 34.4	1 \$ 36.13
LAM, DOUG	SKILLED TRADES WORKER	\$ 35.1	4 \$ 39.26
LAUN, MARY ANN	ASSISTANT DEAN, LIBRARY	\$ 84.4	9 \$ 88.72
LeCLAIRE, DAVID	ASSISTANT DIRECTOR		\$ 40.84
LIAO, I CHEN	HOURLY SUPPORT		\$ 16.00
LITTLETON, RONNIE	CUSTODIAN	\$ 26.8	5 \$ 28.58
LOPEZ, EUGENE	GARDNER	\$ 31.0	9 \$ 34.74
MAGEE, LINDA	ADMINISTRATIVE ASSISTANT I	\$ 45.0	3 \$ 47.28
MALAGON, APOLLO	GARDNER	\$ 28.2	RETIRED
MATTHEWS, LILLIAN	F.A. INTERVIEWER	\$ 40.83	3 \$ 42.87

Six n and Associates

MANDATE KEIMBORS	Fiscal Years:				
Name	Title	0	6-07		
MILES, KIM	ASSISTANT DEAN	\$	69.20	\$	72.66
MILLER, SUSAN	ADMINISTRATIVE ASSISTANT I	\$	46.13	\$	48.43
MITCHELL, FELISIA R	DATA TECHNICIAN	\$	35.27	\$	37.03
MONTGOMERY, DARYL	GARDNER	\$	26.86	\$	30.78
NANDKISHORE, EDGAR	DIRECTOR, PURCHASING DEPARTMENT	\$	71.56	\$	75.14
NGUYEN, LYNN	HOURLY SUPPORT			\$	16.00
NORSWORTHY, BRIGITTE	PRINCIPAL ACCOUNTANT	\$	45.01	\$	47.26
PASTIS, LEAH	INTERMEDIATE CLERK II	\$	31.21	\$	32.77
PEREZ, YURI	HUMAN RESOURCES TECHNICIAN II	\$	38.90	\$	40.84
PINEDA, ESTHER	INTERMEDIATE CLERK II	\$	34.41	\$	36.13
POLO, MELINDA	COORDINATOR, HUMAN RESOURCES	\$	57.47	\$	60.34
QUEZADA, LORENA	DATA TECHNICIAN			\$	29.01
RAMEY, MARGARET	ASSOCIATE DEAN OF ADMISSIONS	\$	86.01	\$	90.32
RAMIREZ, ANA	COLLEGE ASSISTANT	\$	16.00	\$	16.00
RAMIREZ, JUAN	SKILLED TRADES WORKER	\$	40.21	\$	42.22
RAMIREZ, VERENICE	COLLEGE ASSISTANT V	\$	12.00	\$	12.00
RAYYISS, CHARLES	HOURLY SUPPORT	\$	23.00	\$	23.00
RAYYISS, RONALD	HOURLY SUPPORT	\$	23.00	\$	23.00
RIVAS-PLATA, JORGE	INTERMEDIATE CLERK II	\$	32.77	\$	34.41

Si) on and Associates

		 	Years:	
Name	Title	 06-07		
RODARTE, KATHLEEN	ASSISTANT DEAN, EOP	\$ 82.31	\$	86.42
SAGHDEJIAN, JANINE	COLLEGE ASSISTANT		\$	16.00
SCHARLER, GRACE	SECRETARY		\$	29.72
SERRANO, FERNANDO	HOURLY SUPPORT		\$	16.00
SMITH, CINDY	ADMINISTRATIVE ASSISTANT II	\$ 43.93	\$	46.13
SUGIMOTO, LISA	VP STUDENT SERVICES	\$ 115.96	\$	122.60
SUM, ANITA	F.A. INTERVIEWER	\$ 39.83	\$	41.82
TORRES, CHRISTINE	HOURLY SUPPORT		\$	19.00
TORRES, GONZALO	HOURLY SUPPORT		\$	12.00
TRAN, LUCINDA	HOURLY SUPPORT		\$	12.00
TROUNG, ERICA	HOURLY SUPPORT		\$	16.00
TSE, ROSIE	INTERMEDIATE CLERK II	\$ 31.21	\$	32.77
TUCKER, SANDRA	RECYCLER	\$ 11.00	\$	11.00
ULMER, AMY	DIVISION DEAN, ENGLISH DEPT.	\$ 74.60	\$	78.33
VAN PELT, RICK	DIRECTOR, FACILITIES SERVICES	\$ 84.91	\$	89.15
VISICK, PAUL F.	SENIOR PROGRAMMER ANALYST	\$ 60.32	\$	63.34
WALKER, ODESSA	DIRECTOR, FISCAL SERVICES	\$ 78.89	\$	82.84
WILCOX, STUART	DEAN, INSTITUTIONAL SUPPORT	\$ 100.48	\$	105.50
WRIGHT, DAMIAN	HOURLY SUPPORT	\$ 16.00	\$	16.00

DECLARATION OF SERVICE BY EMAIL

I, the undersigned, declare as follows:

I am a resident of the County of Solano and I am over the age of 18 years, and not a party to the within action. My place of employment is 980 Ninth Street, Suite 300, Sacramento, California 95814.

On April 9, 2014, I served the:

New IRC Filing; and Notice of Complete Filing and Schedule for Comments

Incorrect Reduction Claim

Integrated Waste Management, 13-0007-I-01

Public Resources Code Section 40418, 40196.3, 42920-42928;

Public Contract Code Section 12167 and 12167.1

Statutes 1992, Chapter 1116 (AB 3521); Statutes 1999, Chapter 764 (AB 75)

Fiscal Years: 1999-2000, 2000-2001, 2001-2002, 2002-2003, 2003-2004, 2004-2005,

2005-2006, 2006-2007, and 2007-2008

Pasadena Area Community College District, Claimant

by making it available on the Commission's website and providing notice of how to locate it to the email addresses provided on the attached mailing list.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration was executed on April 9, 2014 at Sacramento, California.

Heidi J. Palchik

Commission on State Mandates 980 Ninth Street, Suite 300 Sacramento, CA 95814

(916) 323-3562

COMMISSION ON STATE MANDATES

Mailing List

Last Updated: 4/9/14

Claim Number: 13-0007-I-01

Matter: Integrated Waste Management

Claimant: Pasadena Area Community College District

TO ALL PARTIES, INTERESTED PARTIES, AND INTERESTED PERSONS:

Each commission mailing list is continuously updated as requests are received to include or remove any party or person on the mailing list. A current mailing list is provided with commission correspondence, and a copy of the current mailing list is available upon request at any time. Except as provided otherwise by commission rule, when a party or interested party files any written material with the commission concerning a claim, it shall simultaneously serve a copy of the written material on the parties and interested parties to the claim identified on the mailing list provided by the commission. (Cal. Code Regs., tit. 2, § 1181.2.)

Socorro Aquino, State Controller's Office

Division of Audits, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 322-7522 SAquino@sco.ca.gov

Harmeet Barkschat, Mandate Resource Services, LLC

5325 Elkhorn Blvd. #307, Sacramento, CA 95842

Phone: (916) 727-1350 harmeet@cals drc.com

Carol Bingham, California Department of Education (E-08)

Fiscal Policy Division, 1430 N Street, Suite 5602, 1430 N Street, Suite 5602, Sacramento, CA

95814

Phone: (916) 324-4728 cbingham@cde.ca.gov

Elliot Block, California Integrated Waste Management Board (E-10

Legal Office, 1001 I Street, 23rd Floor, Sacramento, CA 95812-4025

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