

**County of San Luis Obispo**  
**And**  
**SLO County Flood Control and Water Conservation District**

**CONSTRUCTION CONTRACT**  
**RECYCLING REQUIREMENTS**

**(Rev. 12/16/2021)**

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**PART 1 GENERAL**

**1.1 SECTION INCLUDES**

- A. Requirements to comply with all Sections of the San Luis Obispo County Construction and Demolition Debris Recycling Ordinance for County Sponsored Construction Projects.

**1.2 RELATED SECTIONS**

- A. Section 4-1.03 – Work Description
- B. Section 4-1.13 - Cleanup
- C. Section 5-1.23 – Submittals
- D. Section 9-1.17 – Final Payment

**1.3 GENERAL**

- A. All County-sponsored construction and renovation activity within incorporated or unincorporated areas, the areas of which are greater than 1,000 square feet, and/or the costs of which are or are estimated to be, greater than or equal to \$50,000 shall be required to divert at least 75% by weight or volume of all construction and demolition debris in compliance with the County Ordinance, which implements AB 939, the California Integrated Waste Management Act.
- B. Reference Title 19 of the San Luis Obispo County Code, Chapter 8, Green Building Standards, Section 19.08.060 – Additional requirements, (a) Waste Recycling. See the following link to San Luis Obispo County Building and Construction Ordinance, under the 'Ordinances' subdirectory:

<http://www.slocounty.ca.gov/Departments/Planning-Building/Forms-Documents.aspx>

- C. The Contractor shall make every effort to provide opportunities for the reuse, recycling or diversion of any construction waste or by-products, including but not limited to:
  - 1. Demolition proceeds.
  - 2. Recyclable glass, metal, paper, or plastic containers and wrappers.
  - 3. Lumber end cuts, scrap, dunnage or rejects.
  - 4. Packing crates, boxes, or skids.
  - 5. Miscellaneous clean discards, over-orders, and scrap products.
- D. The Contractor shall register the construction site in the local curbside recycling program and use provided containers for all acceptable glass, metal, paper, or plastic products.

- E. The Contractor shall complete and submit a Construction Waste Management Plan (CWMP) within 30 days of the issuance of a Notice to Proceed.
- F. The Contractor shall submit periodic Waste Disposal Reports with each application for payment. All landfill disposal, recycling, salvage and reuse must be reported regardless of to whom the cost or savings accrues. Use the same units of measure on all reports.
- G. The Contractor shall submit documentation that the Diversion Requirements have been met prior to issuance of a Notice of Completion.
- H. Civil Penalties will be assessed to the Contractor if documentation is not submitted or if Diversion Requirements are not met as established in the County Ordinance.
- I. Regulatory Requirements: Contractor is responsible for knowing and complying with regulatory requirements, including but not limited to Federal, State and local requirements, pertaining to legal disposal of all construction and demolition waste materials.

#### **1.4 SUBMITTALS AND PROCEDURES**

- A. Construction Waste Management Plan: A Construction Waste Management Plan (CWMP) shall be completed and submitted on an approved Recycling Plan form and shall indicate the following:
  1. Project Location, Project Number and Project Contractor
  2. Identification of the designated on-site person or persons responsible for instructing workers and overseeing and documenting results of the CWMP.
  3. Analysis of the trash and waste projected to be generated during the entire project construction cycle, including types and quantities.
  4. Landfill Options: The name, address, and telephone number of the landfill(s) where trash/waste will be disposed of, the applicable landfill tipping fee(s), and the projected cost of disposing of all project trash/waste in the landfill(s).
  5. Landfill Alternatives: List all waste materials that will be diverted from landfills by reuse, salvage, or recycling. The maximum volume or weight of such materials that can feasibly be diverted to reuse or recycling
  6. Meetings: Describe regular meetings to be held to address waste prevention, reduction, recycling, salvage, reuse, and disposal.
  7. Materials Handling Procedures: Describe the means by which materials to be diverted from landfills will be protected from contamination and prepared for acceptance by designated facilities; including separation procedures for recyclables, storage, and packaging.
  8. Transportation: Identify the destination and means of transportation of materials to be recycled; i.e. whether materials will be site-separated and self-hauled to designated centers, or whether mixed materials will be collected by a waste hauler. The vendor or facility that the Contractor proposes to use to collect or receive that material.

- B. Calculating Volume and Weight of Debris: In estimating the volume or weight of materials identified in the Recycling Plan, the Contractor shall use the standardized Conversion Rates established by the County Public Works Director for this purpose and revised from time to time.
- C. Deconstruction: Projects involving the removal of all or part of an existing structure shall be deconstructed to the maximum extent feasible. The materials generated thereby shall be available for salvage.
- D. Approval of CWMP: No County-sponsored project shall proceed unless the CWMP Compliance Official has first approved the CWMP. The CWMP compliance Official shall only approve a CWMP if all of the following conditions have been met:
  - 1. The CWMP Plan provides all of the information set forth in 8.12.460 of the San Luis Obispo County Construction and Demolition Debris Recycling Ordinance.
  - 2. The CWMP indicates that at least 75% by weight of all construction and Demolition debris generated by the project will be diverted.
- E. If the CWMP Compliance Official determines that these conditions have been met, the Official shall mark the CWMP 'Approved', return a copy of the Plan to the Contractor, and notify the Department of Public Works' Project Coordinator that the CWMP has been approved.
- F. If the CWMP Compliance Official determines that the CWMP is incomplete or fails to indicate that at least 75% by weight of all Construction and Demolition debris generated by the project will be reused or recycled, the Officer shall either:
  - 1. Return the CWMP to the Contractor marked 'Denied', including a document of reasons, and so notify the Department of Public Works' Project Coordinator.
  - 2. Return the CWMP to the Contractor marked, 'Further Explanation Required'.
- G. Documentation:
  - 1. Waste Disposal Reports: Submit at specified intervals, with details of quantities of trash and waste, means of disposal or reuse, and costs; show both totals to date and since last report.
    - a. Submit updated Report with each Application for Progress Payment; failure to submit Report will delay payment.
    - b. Submit Report on a form acceptable to County.
    - c. Landfill Disposal: Include the following information:
      - 1. Identification of material.
      - 2. Amount, in tons or cubic yards, of trash/waste material from the project disposed in landfills.
      - 3. Identity of landfills, total amount of tipping fees paid to landfill, and total disposal cost.

4. Include manifests, weight tickets, receipts, and invoices as evidence of quantity and cost.
  - d. Recycled and Salvaged Materials: Include the following information for each:
    1. Identification of material, including those retrieved by installer for use on other projects.
    2. Amount, in tons or cubic yards, date removed from the project site, and receiving party.
    3. Transportation cost, amount paid or received for the material, and the net total cost or savings of salvage or recycling each material.
    4. Include manifests, weight tickets, receipts, and invoices as evidence of quantity and cost.
    5. Certification by receiving party that materials will not be disposed of in landfills or by incineration.
  - e. Material Reused on Project: Include the following information for each:
    1. Identification of material and how it was used in the project.
    2. Amount, in tons or cubic yards.
    3. Include weight tickets as evidence of quantity.
- H. Other Disposal Methods: Include information similar to that described above, as appropriate to disposal method.
1. As part of Closeout procedures and prior to receiving Notice of Completion for the project, the Contractor shall submit to the CWMP Compliance Official the CWMP Disposal Report and documentation that the Diversion Requirement for the project has been met. The Diversion Requirement is satisfied if the contractor has diverted at least 75% of the total Construction And Demolition debris generated by the project *via* reuse or recycling, unless an Exemption has been granted pursuant to 8.12.475 of the Ordinance, in which case the Diversion Requirement shall be the maximum feasible diversion rate established by the Waste Management Plan Compliance Official for the project. The Disposal Report documentation shall include all of the following:
    - a. All receipts from the vendor or facility that collected or received each material showing the actual weight or volume of that material.
    - b. A copy of the previously approved CWMP for the project with a completed Disposal Report section showing the actual volume or weight of each material diverted and landfilled.
    - c. Any additional information the Contractor believes is relevant to determining its efforts to comply in good faith with the County's Ordinance.
  - I. Weighing of Wastes: The Contractor shall make reasonable efforts to ensure that all Construction and Demolition debris diverted or landfilled is measured and recorded using the most accurate method of measurement available. To the extent practical, all construction and Demolition debris shall be measured by weight on scales. Such scales shall be in compliance with all regulatory requirements for accuracy and maintenance. For Construction and Demolition

debris for which weighing is not practical due to small size or other considerations, a volumetric measurement shall be used.

- J. Determination of Compliance: The Recycling Plan Compliance Official shall review the documentation and determine whether the Contractor has complied with the Diversion Requirement as follows:
1. Full Compliance: If the Official determines that the Contractor has fully complied with the documentation and Diversion Requirements applicable to the project, the Disposal Report shall be approved and the Contractor and the Department of Public Works' Project Coordinator shall be informed.
  2. Substantial Compliance: If the Official determines that the Diversion Requirement has not been achieved, the Official shall determine whether the Contractor has made a good faith effort and is in substantial compliance with the County's Ordinance. In making this determination, the Official shall consider the availability of markets for the Construction and Demolition debris landfilled, the size of the project, and the documented efforts of the Contractor to divert Construction and Demolition debris. If the Official determines that the Contractor has made a good faith effort to comply with the Ordinance, the Disposal Report shall be approved and the Contractor and the Department of Public Works' Project Coordinator shall be informed.
  3. Non-Compliance: If the Official determines that the Contractor is not in Substantial Compliance with the County Ordinance or if the Contractor failed to submit proper documentation, the Contractor shall be assessed and be responsible for any civil penalty arising from the project's failure to comply with the Ordinance. The penalty shall be calculated as 2% of the total Project Valuation or Contract Award Amount and shall be paid within 30 days of the finding on non-compliance by the Official. The civil penalty shall be payable to the County of San Luis Obispo and sent to the Public Works Director. Interest shall accrue on any penalty at the legal rate of interest from the date of imposition by the Official per Section 8.12.485 of the Ordinance.

## **PART 2 PRODUCTS (Not Used)**

## **PART 3 EXECUTION**

### **3.1 SUBMITTAL OF WASTE MANAGEMENT PLAN FORM**

- A. Contractor shall complete and submit CWMP per instructions in Part 1 - General and per the County's Recycling Ordinance for County Sponsored Projects. County Recycling Ordinance, instructions and forms are available at:

[http://www.slocounty.ca.gov/PW/DevServ/Construction\\_and\\_Demolition\\_Debris\\_Recycling.htm](http://www.slocounty.ca.gov/PW/DevServ/Construction_and_Demolition_Debris_Recycling.htm)

### **3.2 RECYCLING/DIVERSION EFFORTS DURING DEMOLITION/CONSTRUCTION ACTIVITIES**

- A. Contractor shall make a good faith effort to achieve to comply with County's Recycling Ordinance and shall accurately weigh materials and provide proper documentation per the Ordinance as outlined above in Part 1 – General.
- B. Communication: Distribute copies of the CWMP to jobsite foremen, each subcontractor, the County, and the Architect.
- C. Instruction: Provide on-site instruction of appropriate separation, handling, and recycling, salvage, reuse, and return methods to be used by all parties at the appropriate stages of the project and in compliance with the CWMP.
- D. Waste management and diversion goals may be achieved by the following methods:
  - 1. Roll off waste containers: Contractor may hire a company which provides a roll off waste containers which is then sorted off site.
  - 2. On site sorting: Contractor may sort waste on site prior to off-haul.

**3.3 SUBMITTAL OF CONSTRUCTION WASTE MANAGEMENT PLAN DISPOSAL REPORT**

- A. Contractor shall complete and Submit Construction Waste Management Plan Disposal Report per instructions in Part1 -General and per the County's Recycling Ordinance for County Sponsored Projects prior to receiving a Notice of Completion.

**3.4 PAYMENT OF PENALTIES, IF REQUIRED**

- A. If the project is found to be non-compliant with the County's Recycling Ordinance for County Sponsored Projects, Contractor shall promptly pay penalties as described in Part 1 – General per the Ordinance.

**END OF SECTION**

## Requirements for Managing Project Waste

Under WASTE MANAGEMENT in your Construction Permit Application you must select either:

- A) use an Integrated Waste Management Authority (IWMA)-certified construction and demolition waste recycling facility? or
- B) use other recycling and disposal facilities?

**Please select A or B on back of this form.**

Your choice means:

**A) use an IWMA-certified construction and demolition waste recycling facility.** Check this if your construction and demolition waste is going to the following facilities.

C&D Recycling Facility at Cold Canyon Landfill	805-549-8332
C&D Recycling Facility at Chicago Grade Landfill	805-466-2985
North SLO County Recycling	805-434-0043
API (roll-off/debris box company)	805-928-8689
R&R (a roll-off/debris box company)	805-929-8000
Recycling Facility at the Paso Robles Landfill	805-238-2028
Santa Maria Transfer Station	805-922-9255
Bedford Enterprises/SMART	805-922-4977
Health Sanitation Service	805-922-2121

By using the above IWMA-certified recycling facilities for your construction and demolition (C&D) waste, you have met the requirement to recycle 70% of your waste. You can either hire a hauling company or haul your C&D waste yourself to these facilities. Call for rates and hours of operation.

**B) use other recycling and disposal facilities.** Check this if your C&D waste is NOT going to the C&D recycling facilities listed above. If you choose this option, before you FINAL THE WORK fill out an extra form (a [Detailed Recycling Plan](#)) that shows how you will recycle 70% of your C&D waste. The form is available from Architectural Services, Design Division (781- \_\_\_\_\_)

**Receipts.** With both Option A or Option B, at the end of your project you must submit all the original receipts from any recycling and/or disposal facility that received waste from your project. (Be sure that the receipts from Cold Canyon Landfill, Chicago Grade Landfill, Paso Robles Landfill and the Santa Maria Transfer Station indicate that you used the C&D recycling area.) Your receipts must be submitted and approved **before you can receive the Final Building Inspector Approval.** If you select Option B, before you receive the Final Inspector Approval you also need to fill out another part of the Detailed Recycling Plan that shows you recycled the required amount of project waste. Do **NOT** use a regularly scheduled garbage/recycling collection service because you will not have proper documentation for the amount of waste generated and where it went.

**SLO Green Building Ordinance** requires that you recycle **70%** (by weight) of the waste your construction or demolition project generates. Waste includes anything you discard from the site, such as wood scraps, cardboard, drywall, flashing, paint or other finishing products, tools, concrete, asphalt, plastic bags, remnants of insulation, etc. In addition, seventy percent of the total discards must be recycled if your project is a demolition project of 1,000 sq. ft or more.

Before you receive a construction permit you must tell the County how you will handle the project's waste stream. As noted above, there is a place to do this on the Construction Permit Application, or on the other side of this paper, or on the form on the web. Failure to achieve the recycling goal could result in delays in receiving Final Inspection Approval and result in a Code Enforcement Case against your property. Code Enforcement Fees must be paid before receiving Final Approval.

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**Simplified Recycling Plan**  
Excerpt from the Construction Permit Application

**WASTE MANAGEMENT**

You need to review the Requirements for Managing Project Waste information on the back of this form and then check the box that fits your project. You must check one of the boxes prior to permit issuance. Note: IWMA means Integrated Waste Management Authority

Are you planning to

- A) use an IWMA-certified construction and demolition waste recycling facility? or
- B) use other recycling and disposal facilities?

If B is checked, you must fill out Sections 1 & 2 of a [Detailed Recycling Plan](#) form and have it approved prior to the permit being issued. For a copy of the Detailed Recycling Plan form, use the web: <http://www.slocounty.ca.gov/planning/formslibrary.htm>. or contact Building Div. (781-5628). For more information and a list of certified facilities read the **Requirements for Managing Project Waste** on the back of this form.

**LEGAL DECLARATION**

I, the owner of record of this property, or authorized agent, have accurately completed this form and declare that all statements herein are true. I acknowledge the responsibility for recycling my project's waste and the penalty for non-compliance. I agree to comply with the requirements of the State Green Code and SLO County's Green Ordinance

Property owner/Agent signature \_\_\_\_\_ Date: \_\_\_\_\_

**Name of IWMA** certified construction and demolition waste recycling facility to be

Used for this project: \_\_\_\_\_

Prior to a construction and demolition, this form must be signed and emailed or faxed to: \_\_\_\_\_,

**Architectural Services, Design Division**

Department of Public Works  
1050 Palm Street, Room 206  
San Luis Obispo CA 93408

TO EXPEDITE THE PROCESSING OF YOUR RECYCLING PLAN, PLEASE EMAIL OR FAX IT TO ARCHITECTURAL SERVICES, DESIGN DIVISION.

**Seven days prior to Final Inspection you must submit receipts from all of the recycling and landfill facilities that received waste from your project. Final Inspection approval will be delayed until the receipts are submitted and approved. Anticipate when you will need Final Inspection approval.**



## DETAILED RECYCLING PLAN & DISPOSAL REPORT

PLANNING & BUILDING DEPARTMENT • COUNTY OF SAN LUIS OBISPO  
 976 OSOS STREET • ROOM 200 • SAN LUIS OBISPO • CALIFORNIA 93408 • (805) 781-5600

<b>SECTION 1. To be completed for all projects that do NOT use a certified recycling facility. Call 781-5628 for a list of certified facilities.</b>				
Application Number: PMT _____	Owner Name: _____			
Site Address: _____	Owner Address: _____			
APN: _____	Contractor Name: _____			
Project Cost Estimate: _____	Contractor Address: _____			
Square Footage: _____	Contractor Phone: _____			
Garbage/Recycling Company: _____	Applicant Name: _____			
Recycling Facility: _____	Applicant Signature: _____			
<b>SECTION 2. Recycling Plan – to be completed by all unincorporated county Project Applicants prior to the permit being issued unless an IWMA-Certified facility is used for recycling and disposal.</b>				
<b>Materials</b>	<b>Before Construction (Estimated Tons)</b>		<b>After Construction (Actual Tons)</b>	
	To Landfill	To Recycling	Tons Disposed in Landfill	Recycling On-Site Reuse
Land Clearing (brush, trees, etc.)				
Inerts (Concrete, soil, etc.)				
Drywall				
Metals				
Lumber				
Cardboard				
Mixed Recyclables				
Trash				
<b>Totals</b>				
<b>Estimated % Diversion</b>				
<b>Official Use Only.</b>		<b>Official Use Only</b>		
Plan Approved	<b>Final Project Approval will be delayed if Section 3 is not completed and if receipts are not submitted</b>		Balance	
Project Exempt			Disposal Report Approved	
Plan Denied			Disposal Report Denied	
Information Required			Information Required	
Date		Date		
Reviewed/Approved By		Reviewed/Approved By		

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