

ATTACHMENT C

PROGRESS REPORT FORM

DEP Agreement No.:	S0441		
Grantee Name:	Sumter County		
Grantee Address:	835 CR 529, Lake Panasoffkee, FL 33538		
Grantee's Grant Manager:	Jimmy Wise	Telephone No.:	(352) 793-3368
Quarterly Reporting Period:	June 30, 2010		
Project Number and Title:	Florida Organics Recycling Center for Excellence (FORCE)		

Provide a summary of project accomplishments to date. (Include a comparison of actual accomplishments to the objectives established for the period. If goals were not met, provide reasons why.)

Task 1: Research and Demonstration Projects

Pre-Consumer Food Waste Composting Demonstration

Polk County submitted a request for compost registration with the DEP under the revised Compost Rule 62-709, which was accepted on May 15, 2010 by DEP. Publix Supermarkets has agreed to become a project partner and will provide the pre-consumer food waste from three to four grocery stores within Polk County. The County has secured Florida Refuse to provide the containers and collection services for the pilot. Logistical details regarding collection and transportation are currently being discussed with Publix. The project team expects to kick-off this pilot the first part of next quarter. Conference calls with both parties were held on 4/22/10 and 4/24/10. Follow up calls with both parties regarding Florida Refuse were held on 4/28/10, and a follow-up call was held with Publix 6/15/10 regarding collection logistics and container selection.

On-Farm Composting Demonstration

The project team researched several collection options and transportation logistics for Tampa General Hospital (TGH). After several meetings and calls with the City of Tampa (City), the City agreed to loan TGH 64-gallon carts for collecting pre-consumer vegetative food waste for the duration of the pilot. TGH agreed to transport the carts themselves to the Sweetwater Organic Farm (Sweetwater) composting site. Sweetwater will rinse the carts on-site and TGH will run the empty carts through a cart washer at the hospital. An acceptable materials list/sign was developed for use by TGH in their food preparation areas. Additionally, the local Health Department Inspector for TGH has been made aware of the pilot project activities and has approved storage of pre-consumer food waste carts in the walk-in refrigerator. Joint conference calls were held on 4/21/10 and 5/27/10, as well as several follow-up calls and emails. In preparation for project kick-off, site visits to TGH and Sweetwater were held on 6/16/10 to provide collection support, training, and discuss operational logistics.

The on-farm composting pilot officially kicked-off on 6/23/10. KCI observed and supervised the delivery of food waste, mix recipe and mixing process, and windrow construction. KCI also took samples of the raw compost mix and sent samples to lab for analysis.

Operating plans for both demonstration projects were finalized and copies are attached to this report. Additionally, the Sampling and Analysis Plan was approved by Francine Joyal with the FDEP via email on 6/14/10 and is attached to this report.

A composting demonstration pilot binder was sent to all project partners. The binder included and estimated pilot timeline, project team organization charts, project team contact information, compost operating plan, and informational brochure about FORCE.

FORCE continued involvement and ongoing communication with the DEP regarding Chapter 62-709 and 62-640 F.A.C, rulemaking, as well as conducted extensive review of the finalized rule dated February 15, 2010. A brochure summarizing the compost rule change was developed and will be finalized for distribution next quarter.

Task 2: Website

The FORCE website, email address, and 1-800# are monitored on an ongoing basis. The website is also updated on an ongoing basis to reflect upcoming events and important news briefs. Periodic emails are distributed to membership to convey important organics events, news, and information. Announcements regarding the upcoming RFT Annual Conference organics HB 569/yard waste ban, federal funding opportunities, produce safety rule, and information on Chapter 62-640 were distributed to FORCE affiliates/membership this quarter.

Ongoing communications with the FORCE website hosting company Advanced Network Solutions (ANS) took place regarding updating all facets of the FORCE website. The FORCE website was converted into a Content Management System (CMS) to provide much more editing control by Kessler Consulting (KCI) staff. Ongoing tutorials and training sessions have been conducted to learn the new system. Utilizing the new system, the website has continued content updates including all upcoming events, training opportunities, and list of permitted compost and yard waste processing facilities.

Task 3: Education and Training

The Spring/April 2010 newsletter issue of ForceMatters was developed and distributed to FORCE affiliates/membership on April 6, 2010 of this quarter.

The Summer/August 2010 newsletter issue of ForceMatters has also been initiated and will be distributed in August of next quarter.

FORCE participated in the RFT Annual Conference held in Orlando, FL on 6/14-15/2010. Peter Engel presented the FORCE project objectives and work plan at the conference on 6/14/10 and moderated a food waste composting panel discussion that included the composting pilot partners (TGH, Sweetwater, Polk County, and Publix). Copies of the RFT agenda and presentations are attached.

The project team has researched and reviewed several leading compost courses throughout the country to prepare the FL training course outline, including but not limited to SWANA, USCC, Ohio Compost Training Course, and Cornell On-Farm Composting. A detailed outline of the compost training course has been developed and transmitted to the DEP on 6/15/10. A copy of the draft outline is attached.

Task 4: Marketing Outreach

FORCE continues to participate in the USCC Legislative & Environmental Affairs Committee (LEAC) and Recycle Florida Today (RFT) Organics Committee calls/correspondence and meetings to further organics recycling outreach in Florida. During this quarter FORCE provided the following information and resources:

- RFT Annual Conference and Tradeshow held in Orlando, FL in June 2010
- USCC Compost Awareness Week and Poster Contest Winner
- Provided information to Margaret LaRue regarding composting in Lake County, FL
- Florida biosolids rule and yard waste ban information
- Federal funding opportunities from the EPA
- Notice about FDA produce safety rule comment extension
- Provided information to Dave Neilson regarding food waste composting pilot in Escambia County, FL
- Provided information to Randy Messer regarding FORCE/Sumter County digester tubes
- Provided compost information to Andrew Hudson, Tim Coleman, and the Central Florida Zoo

The project team was also heavily involved with planning the RFT Organics Track with the Organics Chair, including developing the food waste panel discussion questions and securing panel participants.

Provide an update on the estimated time for completion of the project and an explanation for any anticipated delays.

With the adoption of 62-709 (CRITERIA FOR ORGANICS PROCESSING AND RECYCLING FACILITIES) occurring on February 15, 2010, the pre-consumer food waste composting demonstration project and the compost training course are expected to start within the next two quarters. The on-farm composting demonstration project started actively composting this quarter on 6/23/10.

Provide any additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.

The project has not incurred any cost overruns or high unit costs to date. The County expended \$10,487.42 and is requesting this reimbursement for the period end June 30, 2010.

Identify below, and attach copies of, any relevant work products being submitted for the project for this reporting period (e.g., report data sets, links to on-line photographs, etc.)

1. FORCEMatters Newsletter – Spring/April Issue
2. FORCE Website – www.floridaforce.org
 - a. April 30, 2010 (14,594 to 14,726) – 132
 - b. May 31, 2010 (14,726 to 14,891) – 165
 - c. June 30, 2010 (14,891 to 15,042) – 151
3. Info provided via 1-800 # or email from April 1 – June 30, 2010 – 6 contacts
4. RFT conference presentations and agenda (two presentations total)
5. Pilot partner binder table of contents and covers
6. Estimated demonstration project timelines
7. Project team organization chart
8. Project team contact information
9. Compost operating plans
10. Acceptable materials sign (on-farm demo pilot)
11. Draft Training Florida Compost Training Course Outline
12. Relevant communication documents/agendas/notes to support task activities

Provide a project budget update, comparing the project budget to actual costs to date.

Budget Category	Total Project Budget	Expenditures Prior to this Reporting Period	Expenditures this Reporting Period	Project Funding Balance
All	\$281,000.00	\$0	\$0	\$281,000.00
All	\$281,000.00	\$0	\$9,400.82	\$271,599.18
All	\$271,599.18	\$9,400.82	\$23,929.18	\$247,670.00
All	\$247,670.00	\$33,330.00	\$10,487.42	\$237,182.58

This report is submitted in accordance with the reporting requirements of DEP Agreement No. S0441 and accurately reflects the activities and costs associated with the subject project.

Signature of Grantee’s Grant Manager

Date