

WORKSHEET A | RECORDS REVIEW: ESTIMATING CURRENT WASTE MANAGEMENT COSTS

Use this worksheet to record information about how solid waste is removed from your facility and to help estimate the total annual cost of waste management services. Company records (e.g., hauling contracts, maintenance, operating logs, invoices, waste removal records) will be the primary sources of information needed to complete this information. Maintenance staff also may be able to provide information.

Waste removal costs can be charged via a flat fee or a per pull charge, which is levied each time a container is hauled or emptied. There also can be container rental and maintenance fees (charged monthly, quarterly or annually). In addition, some haulers charge a disposal fee based on the weight of trash delivered to the disposal site. This worksheet is designed to capture all of those costs. If waste removal practices vary significantly among buildings or if different waste contractors are used, make copies and record the information separately for each building or service provider.

FACILITY INFORMATION	
Building:	Department:
Name of Contact:	
Telephone Number:	E-mail:

WASTE HAULING AND DISPOSAL COSTS

PART A: Hauler Contact Information	
Name of Hauler:	Contact:
Telephone Number:	E-mail:
Contract Expires:	

PART B: Containers and Removal Schedule				
container	TYPE (dumpster/roll-off, compactor)	SIZE	FREQUENCY OF COLLECTION (number per day/week/month)	DAY(S) OF WEEK COLLECTED (or upon request)
1				
2				
3				
4				
5				

PART C: Waste Management Charge: (if charged as flat fee or part of rent)				
\$ _____	X	_____	=	\$ _____
waste removal fee		number of times per year		annual waste management charge

PART D: Waste Management Charge by Weight or Volume: Indicate the total and/or per-container per-unit waste hauling fee if you are charged a fee by weight and volume.

container	PER-UNIT TRASH HAULING FEE	X	UNIT OF WEIGHT OR VOLUME	X	ANNUAL UNITS	=	TOTAL CHARGE
1		X		X		=	\$
2		X		X		=	\$
3		X		X		=	\$
4		X		X		=	\$
5		X		X		=	\$

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PART E: Waste Removal Charge: If charged per pull, indicate the total and/or per-container pull fee.

container	PER-PULL FEE	X	NUMBER OF PULLS PER YEAR	=	TOTAL ANNUAL PULL FEES
1		X		=	\$
2		X		=	\$
3		X		=	\$
4		X		=	\$
5		X		=	\$

PART F: Container Rental and/or Maintenance Fees: If applicable, indicate the per-container and/or total container rental/maintenance fees per year.

container	MONTHLY OR QUARTERLY RENTAL MAINTENANCE FEE	X	ANNUALIZATION MULTIPLIER (12 if monthly fee or 4 if quarterly fee)	=	TOTAL ANNUAL MAINTENANCE RENTAL FEES
1		X		=	\$
2		X		=	\$
3		X		=	\$
4		X		=	\$
5		X		=	\$
TOTAL ANNUAL FEES		X		=	\$

PART G: Waste Disposal Fee: (if charged separately for disposal)

\$ _____	X	_____	=	\$ _____
charge per ton (or cubic yards – CY)		tons (of CY) per year		total annual disposal fee

PART H: Total Waste Management Costs Per Year

Sum of Applicable Annual Charges and Fees (Parts C through G):	\$ _____
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