

# **CONSULTING SERVICES**

1-800-565-9931 • diversion@buschsystems.com

<b>Services</b> Click to See Description of Service	Standard Starting at \$999	Advanced Starting at \$5,498	Premium Starting at \$7,510	Elite Starting at \$16,700
Program Assessment				
Bin Infrastructure Evaluation and Recommendations	<b>✓</b>	<b>✓</b>	<b>✓</b>	<b>✓</b>
Remote Specialist Support	<b>✓</b>	✓	<b>✓</b>	<b>✓</b>
On-Site Specialist Support	×	✓	<b>✓</b>	<b>✓</b>
Signage/Labelling Recommendations	×	✓	<b>✓</b>	<b>✓</b>
Hauler Recommendations	×	×	×	<b>✓</b>
Collection Systems Assessment	×	×	×	<b>✓</b>
Strategic Planning				
Goal Setting	×	×	×	<b>✓</b>
Integrated Waste Management Plan	×	×	×	<b>✓</b>
Resources				
Waste Audit Toolkit	✓	✓	✓	<b>✓</b>
Material Analysis				
Resource Center Training	✓	✓	<b>✓</b>	<b>✓</b>
Key Findings Document	✓	✓	✓	<b>✓</b>
On-Site Waste Audit	×	✓	✓	✓
Waste Generation Mapping	×	✓	✓	✓
Composition Analysis for Landfill Stream	×	✓	<b>✓</b>	<b>✓</b>
Composition Analysis for All Streams	×	×	<b>✓</b>	<b>✓</b>
Contamination Rate	×	×	<b>✓</b>	<b>✓</b>
Capture Rate	×	×	<b>✓</b>	<b>✓</b>
Marketing Strategy				
Staff Engagement	×	×	✓	✓
Posters	×	×	✓	✓
Education	×	×	<b>✓</b>	<b>✓</b>
Guides	×	×	<b>✓</b>	<b>✓</b>
Container Deployment				
Container Installation	×	×	×	<b>✓</b>
Container Configuration	×	×	×	<b>✓</b>
Signage/Label Development	×	×	×	✓
Follow-up				
Continuous Remote Support	×	×	×	<b>✓</b>
Follow-up Audit	×	×	×	<b>✓</b>
*Optional Add-Ons (Choose from the below services to add on to any package)				

TRUE Certification
Advising



Research Project Creation



Peer Institution Benchmarking



Waste Audit Starter Kit



Sustainable Venue/ Event Management



Grant Opportunities



LEED Certification Advising





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### **Program Assessment**

**Bin Infrastructure Evaluation & Recommendations:** Involves an evaluation of existing bin infrastructure, building floorplans, and other local conditions to recommend changes designed to optimize waste recovery and efficiency. Recommendations will incorporate best practices for all situations from fine tuning current bin arrangements to a completely redesigned set up.

Remote Specialist Support: Includes access to our Waste Diversion Team as necessary for guidance and support by phone, email, and video chat.

**On-Site Specialist Support:** A Waste Diversion Team member will travel to your facility to directly observe and advise on a full range of recycling and waste reduction issues.

**Signage/Labelling Recommendations:** Recommendations on signage and bin labels that incorporate best practices on key messaging to influence sorting behavior.

Hauler Recommendations: Includes recommendations on waste, recycling and organic hauler services to ensure services suit your needs.

**Collection Systems Assessment:** Involves evaluating labor, equipment, collection routines and other aspects of consolidating waste from individual bins to centralized locations where it is removed to off-site.

### **Stategic Planning**

**Goal Setting:** Proposal of specific strategic and tactical goals that reflect your organization's priorities for advancing waste reduction. Through a collaborative process, we will outline a set of measurable and achievable goals along with the appropriate performance indicators and methodology to benchmark progress.

**Integrated Waste Management Plan:** Building on the findings of a waste audit(s) and program assessment, our team will prepare a detailed strategic planning document to guide the further development of recycling and waste reduction efforts. The resulting plan will present a cohesive strategy that outlines the practices and initiatives as well as necessary resources to achieve your program goals.

#### Resources

**Waste Audit Toolkit:** Receive a copy of our five-page step-by-step guide outlining how to conduct small scale waste audits. This includes preparation lists, sample spreadsheets and other templates for recording audit data, instructions for conducting a waste audit, and a primer for how to interpret the resulting data.

#### **Material Analysis**

**Resource Center Training:** One-on-one interactive training on how to use Busch Systems' Resource Center analytic software. This includes a walkthrough of the full software program to learn how to record and assess waste, recycling, and organic metrics through an easy to use online dashboard.

**Key Findings Document:** A one-page document that outlines the key findings and take away from the waste audit data reported. Relevant graphs and charts that support the key findings will also be provided in this document, along with a list of recommendations based on the details uncovered from the waste audit.

**On-Site Waste Audit:** Waste Diversion Team will travel to your facility to complete the waste audit. This includes working with your organization's operations team to collect and label waste samples, sorting through the waste material to measure, and analyze weight data.

**Full Waste Audit Report:** A detailed audit report prepared by our Waste Diversion Team which includes the methodology of the waste audit, a spreadsheet with the raw data collected, photos, sample descriptions, and other observations from the audit, as well the recommendations for improving waste diversion rates.

**Waste Generation Mapping:** Document with the weight of materials generated in various locations at the facility, organized by stream. This level of detailed analysis will reveal the success of the program by understanding where the waste, recycling, and organics is specifically being generated at your organization.

Composition Analysis for Landfill Stream: Detailed breakout showing the total percentage for significant material categories found within the waste stream destined for the landfill only.

Composition Analysis for All Stream: Detailed breakout of each material category as a percentage of overall waste generated across all collection streams.

**Contamination Rate:** Profile of the non-recoverable contaminant materials accidentally discarded in recycling (or organics) bins. This uncovers key items of confusion to inform education efforts and bin signage.

**Capture Rate:** Calculation of the percentage of recyclables and other recoverable materials that have been discarded correctly into the appropriate collection streams. This provides a key performance indicator to measure the effectiveness of your current recycling program.



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### **Marketing Strategy**

**Staff Engagement:** Getting program buy-in from your team is a key factor in your success. We'll advise on strategies to engage staff to support and participate in waste diversion programs.

**Posters:** Work with our in-house Graphics team to develop informational posters that will communicate your waste diversion program, goals, and achievements to users.

**Education:** Consult with your team to develop a plan of action and educational materials to facilitate educating the users of your program on the importance of proper waste diversion.

**Guides:** Provide industry specific how to guides that outline the best practices associated with your specific recycling program to help improve waste diversion efforts.

### **Container Deployment**

Container Installation: Let us do the heavy lifting! Our team will be there to deploy and set-up your containers, signage, and labels.

Container Configuration: Arrangement of your organization's containers ensuring configuration is consistent and in line with industry best practices.

**Signage/Label Development:** Collaborate with our in-house Graphics team to design and create completely customized signage suited to your program and organization's branding. Finished product available at a per unit cost.

### Follow-Up

**Continuous Remote Support:** We're here to help! Have remote support from our Waste Diversion Team should you have any questions or concerns about how your program is operating and advise on ways to continuously improve. Up to six hours additional consulting.

**Follow-up Audit:** Work with you to determine a timeline for completing a follow-up waste audit to measure changes, and track improvements to your program over time.

### **Optional Add-ons**

**True Certification Advising:** Looking to become a third party certified Zero Waste facility? Our Waste Diversion Team are certified TRUE Zero Waste Advisors and can guide you on the credentials required in order to earn this distinguished certification.

**Research Project Creation:** Your facility could be featured as a research project from your efforts to increase recycling and waste diversion. You would be featured as a case study for other facilities to learn from your experiences.

**Peer Institution Benchmarking:** We will research and document key program attributes, goals, and current performance for similar organizations to give context to your own waste reduction efforts.

**Waste Audit Starter Kit:** Includes Wire Event Containers, bags, personal protective equipment (disposable gloves, cut resistant gloves, etc) and other supplies that you will need to complete the waste audit in a safe and efficient manner. An upgraded option includes an appropriate folding table and commercial weight scale suited for the task.

**Sustainable Venue/Event Management:** Sporting events, meetings, conferences, outdoor festivals, and other events present their own unique challenges when it comes to event management. We can help you assess the "zero waste" readiness of your internal venue management and event planning processes, and suggest (or directly implement) recommendations for improvement.

**Grant Opportunities:** Grants and rebates are available to business, campuses, and municipalities to support funding for new recycling programs. We can help to uncover these opportunities for you, and ensure the required criteria are met to earn these available funds.

**LEED Certification Advising:** Looking to become a more sustainable, efficient, and healthier building? Our team of consultants will work with you to earn credits toward your LEED certification.