

Cost Analysis of a Simple Sidewalk Clearing

	Minutes Labor/Owner	Minutes Labor/Renter	Cost Labor/Owner	Cost Labor/Renter	Vehicle/ Equipment	Postage/ Owner	Postage/ Renter	Total Cost/Owner	Total Cost/Renter	135 Owner Letters	98 Rental Letters
Complaint Received-HR	5	5	\$5.02	\$5.02				\$5.02	\$5.02	\$677.25	\$491.63
Inspections Made-HR	15	15	\$15.05	\$15.05	\$3.50			\$18.55	\$18.55	\$2,504.25	\$1,817.90
Letter Sent-BM								\$0.00	\$0.00	\$0.00	\$0.00
(Look up owner-printout)	2	2	\$0.93	\$0.93		\$0.07	\$0.07	\$1.00	\$1.00	\$134.64	\$97.74
(Log)	2	2	\$0.93	\$0.93				\$0.93	\$0.93	\$125.19	\$90.88
(Create Letters/Save/Print)	3	3	\$1.39	\$1.39		\$0.24	\$0.36	\$1.63	\$1.75	\$220.19	\$171.60
(Address/Postage)	5	7	\$2.32	\$3.25		\$7.47	\$7.98	\$9.79	\$11.23	\$1,321.43	\$1,100.12
Letter to Post Office/City Hall-HR	15	15	\$15.05	\$15.05	\$3.50			\$18.55	\$18.55	\$2,504.25	\$1,817.90
Total Cost to Receive a Complaint and Mail a Letter	47	49	\$40.68	\$41.61	\$7.00	\$7.78	\$8.41	\$55.46	\$57.02	\$7,487.19	\$5,587.76
Re-Inspections Made-HR	15	15	\$15.05	\$15.05	\$3.50			\$18.55	\$18.55	\$0.00	\$0.00
Total Cost to Receive a Complaint and Mail a Letter and Verify Compliance	62	64	\$55.73	\$56.66	\$10.50	\$7.78	\$8.41	\$74.01	\$75.57	\$9,991.44	\$7,405.66
Take Pictures and Email Brenda-HR	5	5	\$5.02	\$5.02				\$5.02	\$5.02	\$0.00	\$0.00
Brenda Saves Pictures	2	2	\$0.93	\$0.93				\$0.93	\$0.93	\$677.25	\$491.63
Sidewalk Cleared -Paul and Toolcat (There and back and cleaning)	30	30	\$21.25	\$21.25	\$14.71			\$35.96	\$35.96	\$125.19	\$90.88
Salt					\$8.00			\$8.00	\$8.00	\$4,853.93	\$3,523.59
Brenda Creates PWC Cost Document form Timesheet Info)										\$1,080.00	\$784.00
(Look through timesheets)	2	2	\$0.93	\$0.93				\$0.93	\$0.93	\$125.19	\$90.88
(Calc on Spreadsheet/Save/Email Carrie)	5	5	\$2.32	\$2.32				\$2.32	\$2.32	\$312.98	\$227.20
Carrie Bills Property Owner											
(Set up Customer in Accounts Receivable)	18	18	\$8.35	\$8.35				\$8.35	\$8.35	\$1,126.71	\$817.91
(Creates Invoice and Prints)	10	10	\$4.64	\$4.64		\$0.12	\$0.12	\$4.76	\$4.76	\$642.15	\$466.15
(Postage and Mailing)	2	2	\$0.93	\$0.93		\$0.51	\$0.51	\$1.44	\$1.44	\$194.04	\$140.86
Total Cost to Receive a Complaint and Mail a Letter, Verify Compliance and Bill for Snow Removal	136	138	\$100.08	\$101.00	\$33.21	\$8.41	\$9.04	\$141.70	\$143.25	\$19,128.87	\$14,038.76

Howie Chargeout	\$1.00
Admin Chargeout	\$0.46
Carrie Chargeout	\$0.57
Paul Chargeout	\$0.71
Paper	\$0.01
Ink	\$0.06
Envelope	\$0.05
Total Material Cost of a letter	\$0.12

Postage	
Certified Letter to Owner (Proof owner got letter)	\$6.96
Regular Mail Letter to Owner (faster and no need to sign)	\$0.51
Regular Mail Letter to Renter	\$0.51

Total for 233

Letters

\$1,168.88

\$4,322.15

\$0.00

\$232.38

\$216.07

\$391.78

\$2,421.54

\$4,322.15

\$13,074.95

\$0.00

\$4,322.15

\$17,397.10

\$0.00

\$1,168.88

\$216.07

\$8,377.52

\$1,864.00

\$0.00

\$216.07

\$540.17

\$1,944.62

\$1,108.30

\$334.90

\$33,167.63