

*Bensey*

**Committee for the  
Purchase of Commodities and Services  
from the Handicapped**

Room E-102  
State Capitol Building  
Charleston, West Virginia 25305-0139

**MINUTES**

**April 26, 1994**

**LARGE P & P CONFERENCE ROOM  
WEST VIRGINIA REHABILITATION CENTER COMPLEX  
INSTITUTE, WEST VIRGINIA**

The meeting of the Committee for the Purchase of Commodities and Services from the Handicapped was called to order by Craig Greening, Chairman. Other members in attendance were: Q. J. Humphreys, John Parker, and Everette Sullivan. Ex officio members in attendance were Dick Estill, Executive Secretary of the Committee; John Faris, Executive Director of the CNA; and Debra Bensey, Director of Operations of the CNA. Guests in attendance were Ron Riley, Director of Purchasing, State of West Virginia, and Stephen King, Division of Rehabilitation Services.

The minutes of the meeting of March 16, 1994, were accepted as presented without modification. John Parker gave the financial report which showed a beginning balance of \$1,809.26. Disbursements totalled \$219.71 with an ending balance of \$1,589.55.

There were no reports from either the Chairman or the Executive Secretary.

Under old business, discussion continued on the sometimes confusing and controversial issue of non-handicapped worker participation as a percentage of direct labor with State Use Contracts. Committee members, without exception, are convinced that all participating work centers are meeting or exceeding 75 percent of direct labor worker hours as prescribed under the program with the exception of a few isolated contracts in small communities where there is one handicapped worker and a non-handicapped working supervisor. After a thorough discussion of this issue, John Parker moved that the Committee develop a procedural rule written to reflect that at least 75 percent of the direct labor used in any State Use Contract by a specific work center be performed by workers with disabilities, just as is required in NISH regulations. Motion was seconded by Everette Sullivan; motion passed unanimously.

**Chairman: Craig A. Greening**

**Members: David L. Dickerson, Q.J. Humphreys, John L. Parker, Diana Stout, Everette Sullivan**

**Ex Officio Members: Dick Estill, Executive Secretary**

**John P. Faris, Ph.D., Executive Director, West Virginia Association of Rehabilitation Facilities**

Debbie Bensey passed out copies of the WVARF catalog of State Use Commodities and Services recently developed by the organization's membership and handed out to state buyers at the Purchasing seminar at Morgantown last month.

The first contract presentation was for the interstate rest areas including rest stops at Lewisburg, Hurricane, Huntington, Servia, Burnsville, Clarksburg (Meadowbrook), Morgantown, Wheeling, Mineral Wells, and the rest stops on I-81 in the Martinsburg vicinity at Marlow and Bunker Hill. The overall contract is priced at \$1,644,232.20 annually or a monthly invoice amount of \$137,019.35. MSP

The second contract presentation was for an amenities kit provided by Adena Industries to the Division of Parks and Tourism. The amenities kit contains soap, shampoo, conditioner, shower caps, a laundry tote, a basket, and other miscellaneous items. The contract presentation was approved. MSP

The third contract presentation was for janitorial services at the State Office Building at Clarksburg, with the work to be performed by the ARC of Harrison County. This contract period is from June 1, 1994, through May 31, 1995, providing janitorial services to 60,803 square feet at a cost per square foot of \$.96. The contract provides employment to one supervisor and three full-time workers and an additional three relief workers. The contract has no small business impact as the present provider has been performing this service since the State Office Building was first opened. The disabled labor in this contract is approximately 71 percent. The annual contract cost is \$58,085.35, or a monthly amount of \$4,840.45. MSP

The fourth and final contract was for janitorial services for the Department of Employment Security, Bureau of Employment Programs for janitorial services at their locations at MacCorkle Avenue, Morris Street, and at Lewis Street. These contracts were grouped together because of the long and drawn-out contract negotiations and the inability of the two parties to arrive at a mutually agreeable price. After carefully reviewing the three contracts and the pricing elements that comprised the basic and the deluxe contracts, the Committee voted to approve the basic packages at all three sites submitted by Shawnee Hills and will again review these contracts during its September or October meeting. The specific contracts are as follows:

4401 MacCorkle Avenue; 5,940 square feet; May 1, 1994, through October 31, 1994; one relief supervisor, one worker, one

relief worker; cost per square foot basic package \$.96, monthly cost \$457.76.

The second location is the Employment Security Building at Lewis Street; total of 44,055 square feet; contract period May 1, 1994, through October 31, 1994; cost per square foot for the basic package is \$.85; monthly cost is \$3,002.27.

The third location is the Workers Compensation Building at 511 Morris Street; contract period May 1, 1994, through October 31, 1994; square footage 119,014. This contract employs one supervisor and seven full-time workers, plus relief workers. The cost per square foot for the basic package is \$.87; monthly cost \$8,330.48.

Motion was made by Everette Sullivan, seconded by John Parker, that these three contracts be approved for the periods indicated and be considered for renewal at the above-mentioned times. Contracts were approved unanimously by the Committee.

There being no further business to be brought before the Committee, it was in adjournment with the time and place for the next meeting being Tuesday, May 24, 1994, at 9:30 a.m. at the Large P & P Conference Room at the West Virginia Rehabilitation Center Complex, Institute, West Virginia.

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Craig A. Greening, Chairman

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John L. Parker, Recorder

COMMITTEE FOR THE PURCHASE OF COMMODITIES AND SERVICES  
FROM THE HANDICAPPED

Small P & P Conference Room  
W.V. Division of Rehabilitation Services Complex  
Institute, West Virginia

APRIL 26, 1994

AGENDA

- I. 9:30 Roll Call
- II. Approval of Minutes of Previous Meeting
- III. ~~Report from Mr. Panza~~
- IV. Treasurer's Report
- V. Report of Chairman
- VI. Report of Executive Secretary
  
- VII. Old Business
  - A. Changes in the State Use Rules
  - B. Small Business Impact
  - C. WVARF Catalogs
  
- VIII. New Business
  
- VIV. Contract Presentation from CNA
  - A. Renewals -
    - Rest Area Contract ✓
    - Ammenities Kits
    - Bldg. Comm. Clarksburg ✓
    - ~~ESC - Lewis Street~~
    - ESC - MacCorkle
    - ~~ESC - Workers Comp~~ } Check with Eve
  - B. New Contracts
  
- X. Vendor Complaints

COMMITTEE FOR THE PURCHASE OF COMMODITIES  
AND SERVICES FROM THE HANDICAPPED  
COST ANALYSIS WORKSHEET

LOCATION: WORKMANS COMPENSATION  
511 MORRIS STREET

DATES OF CONTRACT: MAY 1, 1994 - APRIL 30, 1995  
CONTACT: EVE HARDMAN  
PHONE #:

SQ. FT.: 119,014

COST PER SQ. FT.: BASIC \$0.87  
DELUXE \$1.08

% OF DISABLED:

\*\*\*\*\*

NOTE: NO SMALL BUSINESS IMPACT, SHAWNEE HILLS HAS CONTRACT.

\*\*\*\*\*

ANALYSIS

LABOR	PER HR.	FRINGE	PER MONTH
SUPERVISOR	\$5.00	\$1.00	\$1,040.00
RELIEF	\$5.00	\$0.60	\$59.73
WORKER #1	\$4.25	\$0.85	\$884.00
RELIEF	\$4.25	\$0.51	\$50.77
WORKER #2	\$4.25	\$0.85	\$884.00
RELIEF	\$4.25	\$0.51	\$50.77
WORKER #3	\$4.25	\$0.85	\$884.00
RELIEF	\$4.25	\$0.51	\$50.77
WORKER #4	\$4.25	\$0.85	\$884.00
RELIEF	\$4.25	\$0.51	\$50.77
WORKER #5	\$4.25	\$0.85	\$884.00
RELIEF	\$4.25	\$0.51	\$50.77
WORKER #6	\$4.25	\$0.85	\$884.00
RELIEF	\$4.25	\$0.51	\$50.77
WORKER #7	\$4.25	\$0.85	\$221.00
RELIEF	\$4.25	\$0.51	\$12.69

DIRECT LABOR \$6,942.07

CHEMICALS \$416.52 6% OF DIRECT LABOR  
EQUIPMENT \$277.68 4% OF DIRECT LABOR  
OVERHEAD \$694.21 10% OF DIRECT LABOR  
WVAF \$333.22 4% OF TOTAL

MONTHLY BASIC TOTAL \$8,663.70 ✓  
ANNUAL BASIC TOTAL \$103,964.39

DELUXE	DIRECT LABOR	\$6,942.07	
	CHEMICALS	\$416.52	6% OF DIRECT LAB
	EQUIPMENT	\$277.68	4% OF DIRECT LAB
	OVERHEAD	\$694.21	10% OF DIRECT LA
	FLOOR CARE	\$1,983.57	
	WVARF	\$412.56	4% OF TOTAL
	DELUXE TOTAL	\$10,726.61	
	DELUXE ANNUAL	\$128,719.30	

VENDOR: SHAWNEE HILLS		
MONTHLY: BASIC	\$8,330.48	DELUXE \$10,314.05
ANNUAL:	\$99,965.76	\$123,768.56

NOTES:

Disposables supplied by the State of WV.  
 Vendor may use crews to provide labor.  
 Fringe benefits for workers based on 20%, on relief workers based on 12%. Relief based on 5 vacation days, 5 sick days, and 6 holdiays for full time worker.  
 Stripping, Waxing, and Carpet Cleaning is based on .10 a square foot, twice a year.

WVARF agrees to provide services for the above amount pending final determination of the "fair market price" by the Governor's Committee for the Purchase of Commodities and Services from the Handicapped.

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Debra M. Bensey  
 Director of Operations

COMMITTEE FOR THE PURCHASE OF COMMODITIES  
 AND SERVICES FROM THE HANDICAPPED  
 COST ANALYSIS WORKSHEET

LOCATION: WORKMANS COMPENSATION  
 311 MORRIS STREET

DATES OF CONTRACT: MAY 1, 1994 - APRIL 30, 1995  
 CONTACT: EVE HARDMAN  
 PHONE #:

SQ. FT.: 119,014  
 COST PER SQ. FT.: BASIC \$0.84  
 DELUXE \$1.05

% OF DISABLED:

\*\*\*\*\*  
 NOTE: NO SMALL BUSINESS IMPACT, SHAWNEE HILLS HAS CONTRACT.  
 \*\*\*\*\*  
 ANALYSIS

LABOR	PER HR.	FRINGE	PER MONTH
SUPERVISOR	\$5.00	\$1.00	\$1,040.00
RELIEF	\$5.00	\$0.60	\$59.73
WORKER #1	\$4.25	\$0.85	\$884.00
RELIEF	\$4.25	\$0.51	\$50.77
WORKER #2	\$4.25	\$0.85	\$884.00
RELIEF	\$4.25	\$0.51	\$50.77
WORKER #3	\$4.25	\$0.85	\$884.00
RELIEF	\$4.25	\$0.51	\$50.77
WORKER #4	\$4.25	\$0.85	\$884.00
RELIEF	\$4.25	\$0.51	\$50.77
WORKER #5	\$4.25	\$0.85	\$884.00
RELIEF	\$4.25	\$0.51	\$50.77
WORKER #6	\$4.25	\$0.85	\$884.00
RELIEF	\$4.25	\$0.51	\$50.77

DIRECT LABOR \$6,708.37

CHEMICALS \$402.50 6% OF DIRECT LABOR  
 EQUIPMENT \$268.34 4% OF DIRECT LABOR  
 OVERHEAD \$670.84 10% OF DIRECT LABOR  
 WVARF \$322.00 4% OF TOTAL

MONTHLY BASIC TOTAL \$8,372.05  
 ANNUAL BASIC TOTAL \$100,464.60

DELUXE	DIRECT LABOR	\$6,708.37	
	CHEMICALS	\$402.50	6% OF DIRECT LABOR
	EQUIPMENT	\$268.34	4% OF DIRECT LABOR
	OVERHEAD	\$670.84	10% OF DIRECT LABOR
	FLOOR CARE	\$1,983.57	
	WVARF	\$401.35	4% OF TOTAL
	DELUXE TOTAL	\$10,434.96	
	DELUXE ANNUAL	\$125,219.51	

VENDOR: SHAWNEE HILLS		
MONTHLY: BASIC	\$8,050.05 DELUXE	\$10,033.62
ANNUAL:	\$96,600.58	\$120,403.38

NOTES:

Disposables supplied by the State of WV.  
 Vendor may use crews to provide labor.  
 Fringe benefits for workers based on 20%, on relief workers based on 12%. Relief based on 5 vacation days, 5 sick days, and 6 holdiays for full time worker.  
 Stripping, Waxing, and Carpet Cleaning is based on .10 a square foot, twice a year.

WVARF agrees to provide services for the above amount pending final determination of the "fair market price" by the Governor's Committee for the Purchase of Commodities and Services from the Handicapped.

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Debra M. Bensey  
 Director of Operations

COMMITTEE FOR THE PURCHASE OF COMMODITIES  
AND SERVICES FROM THE HANDICAPPED  
COST ANALYSIS WORKSHEET

LOCATION: EMPLOYMENT SECURITY  
4401 MACCORKLE

DATES OF CONTRACT: MAY 1, 1994 - APRIL 30, 1995  
CONTACT: EVE HARDMAN  
PHONE #:

SQ. FT.: 5,940  
COST PER SQ. FT.: BASIC \$0.96  
DELUXE \$1.07

% OF DISABLED:

\*\*\*\*\*  
NOTE: NO SMALL BUSINESS IMPACT, SHAWNEE HILLS HAS CONTRACT.  
\*\*\*\*\*  
ANALYSIS

LABOR	PER HR.	FRINGE	PER MONTH	
SUPERVISOR	\$5.00	\$1.00	\$195.00	7.5 MAN HR. WEEK
RELIEF	\$5.00	\$0.60	\$11.20	
WORKER #1	\$4.25	\$0.85	\$165.75	7.5 MAN HR. WEEK
RELIEF	\$4.25	\$0.51	\$9.52	

BASIC DIRECT LABOR \$381.47

CHEMICALS \$22.89 6% OF DIRECT LABOR  
EQUIPMENT \$15.26 4% OF DIRECT LABOR  
OVERHEAD \$33.15 10% OF DIRECT LABOR  
WVAF \$18.31 4% OF TOTAL

MONTHLY BASIC TOTAL \$476.08 ✓  
ANNUAL BASIC TOTAL \$5,712.90

DELUXE DIRECT LABOR \$381.47

CHEMICALS \$22.89 6% OF DIRECT LABOR  
EQUIPMENT \$15.26 4% OF DIRECT LABOR  
OVERHEAD \$38.15 10% OF DIRECT LABOR  
FLOOR CARE \$49.50  
WVAF \$20.29 4% OF TOTAL

DELUXE TOTAL \$527.56  
DELUXE ANNUAL \$6,330.66

VENDOR: SHAWNEE HILLS

MONTHLY: BASIC	\$457.76	DELUXE	\$507.26
ANNUAL:	\$5,493.17		\$6,087.17

NOTES:

Disposables supplied by the State of WV.

Vendor may use crews to provide labor.

Fringe benefits for workers based on 20%, on relief workers based on 12%. Relief based on 5 vacation days, 5 sick days and 6 holdidays for full time worker.

Stripping, Waxing, and Carpet Cleaning is based on .10 a square foot, twice a year.

WVAFR agrees to provide services for the above amount pending final determination of the "fair market price" by the Governor's Committee for the Purchase of Commodities and Services from the Handicapped.

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Debra M. Bensey  
Director of Operations

WEST VIRGINIA ASSOCIATION OF

# WVARF

REHABILITATION FACILITIES, INC.

P.O. Box 745  
Institute, WV 25112  
304-766-4894 (Phone)  
304 766-4607 (Fax)

TO: ALL STATE AGENCIES

FROM: JOHN PARKER  
COMMITTEE FOR THE PURCHASE OF COMMODITIES AND SERVICES  
FROM THE HANDICAPPED

DATE: APRIL 25, 1994

RE: REGIONAL PRESORT CONTRACT

The Governor's Committee for the Purchase of Commodities and Services from the Handicapped along with IS & C approved in December of 1993 a Regional Presort Contract with WVARF. Shawnee Hills will be the assigned vendor in this contract. Effective July, 1994 the Regional Contract will go into effect. IS & C will no longer be the central point for mail presort, this duty will be transferred to Shawnee Hills. This will eliminate your IS & C fee and provide other cost savings. Your agency will be invoiced weekly from the WVARF office as usage demands. Eric Howard from Shawnee Hills will be contacting you to explain details of the contract and educate you on procedures.

As soon as the contract goes through Purchasing you will receive a copy. We look forward to doing business with you and providing you with a more economical service.

West Virginia State Use Contract  
Pricing for Amenities Pack

|----- MATERIAL COSTS -----|      |----- DIRECT LABOR COSTS -----|

Item	Annual Unit	Purchasing	Price per	Units	Subtotal	Production	Price per	Units	Subtotal
	Quantity	Unit	Purch Unit	Purchased	Dir Mat Costs	Unit	Prod Unit	Purchased	Dir Labor Costs
Soap, Dial Logo	25,000	1,000 per case	\$78.33	25	\$1,958.25	1,000 bars	\$1.09	25	\$27.25
Soap, Tone Logo	25,000	1,000 per case	\$74.57	25	\$1,864.25	1,000 bars	\$1.09	25	\$27.25
Scope	25,000	180 per case	\$49.60	139	\$6,894.40	1 Doz	0.045	2,085	\$93.83
Shampoo, Logo	25,000	288 per case	\$65.50	87	\$5,698.50	1 Doz	\$0.06	2,088	\$125.28
Conditioner, Logo	25,000	288 per case	\$65.50	87	\$5,698.50	1 Doz	\$0.06	2,088	\$125.28
Shower Cap, Logo	20,000	500 per case	\$50.85	40	\$2,034.00	1 Doz	\$0.05	1,667	\$83.33
Shoe Mit (White), Lo	25,000	1,000 per case	\$155.22	25	\$3,880.50	1 Doz	\$0.03	2,083	\$60.42
Doily, White	9,500	1 each	\$0.04	9,500	\$380.00	50 Pack	\$0.09	190	\$17.10
Laundry Tote, Logo	50,000	1 50,000 mi	\$0.0696	50,000	\$3,480.00	1 Doz	\$0.06	4,167	\$250.00
Candy	500	25 per pound	\$47.78	20	\$955.60	1 Pound	\$0.04	500	\$20.00
Basket	120	1 each	\$0.28	120	\$33.60	1 Each	\$0.10	120	\$12.00
<b>TOTAL</b>					<b>\$32,877.60</b>				<b>\$841.74</b>

West Virginia State Use Contract  
Pricing for Amenities Pack

PACKAGING AND SHIPPING CONTAINER COSTS

Item	Type	Packaging			Shipping				Subtotal Pack & Carton Costs	
		Items per Packing Unit	Cost/Unit	Packaging Costs	Type	Units Per Carton	Cartons Per Year	Cost/Unit		Shipping Carton Costs
Soap, Dial Logo	Box & Seal	500 Pcs	\$0.40660	\$20.33	Carton,tape,label	500 Pcs	50	\$0.604602	\$30.23	\$50.56
Soap, Tone Logo	Box & Seal	500 Pcs	\$0.40660	\$20.33	Carton,tape,label	500 Pcs	50	\$0.604602	\$30.23	\$50.56
Scope	Bag & Tape	1 Doz	\$0.02905	\$60.52	Carton,tape,label	28 Doz	74	\$0.604602	\$44.99	\$105.51
Shampoo, Logo	Bag & Tape	1 Doz	\$0.02040	\$42.50	Carton,tape,label	20 Doz	104	\$0.604602	\$62.98	\$105.48
Conditioner, Logo	Bag & Tape	1 Doz	\$0.02040	\$42.50	Carton,tape,label	20 Doz	104	\$0.604602	\$62.98	\$105.48
Shower Cap, Logo	Bag & Tape	1 Doz	\$0.01505	\$25.08	Carton,tape,label	24 Doz	69	\$0.604602	\$41.99	\$67.07
Shoe Mit (White), Lo	Bag & Tape	1 Doz	\$0.01660	\$34.59	Carton,tape,label	40 Doz	52	\$0.604602	\$31.49	\$66.08
Doily, White	Bag & Tape	100 Pcs	\$0.01505	\$1.43	Carton,tape,label	20 50 Pcs	10	\$0.406602	\$3.86	\$5.29
Laundry Tote, Logo	Rubber band	1 Doz	\$0.00390	\$16.25	Carton,tape,label	50 Doz	83	\$0.604602	\$50.38	\$66.63
Candy	Bag & Tape	1 lb	\$0.01660	\$8.30	Carton,tape,label	25 lbs	20	\$0.604602	\$12.09	\$20.39
Basket					Carton,tape,label	3 Doz	3	\$0.604602	\$2.02	\$2.0153
TOTAL										\$645.07

West Virginia State Use Contract  
Pricing for Amenities Pack

|--- OTHER MANUF COSTS ---|

Item	Storage Costs	Inventory Carrying
Soap, Dial Logo	\$23.35	\$31.82
Soap, Tone Logo	\$22.23	\$30.29
Scope	\$82.20	\$112.03
Shampoo, Logo	\$67.94	\$92.60
Conditioner, Logo	\$67.94	\$92.60
Shower Cap, Logo	\$24.25	\$33.05
Shoe Mit (White), Lo	\$46.27	\$63.06
Doily, White	\$4.53	\$6.18
Laundry Tote, Logo	\$41.49	\$56.55
Candy	\$11.39	\$15.53
Basket	\$0.40	\$0.55
<b>TOTAL</b>	<b>\$392.00</b>	<b>\$534.26</b>

Subtotal Manuf Cost.
\$2,091.23
\$1,994.58
\$7,287.97
\$6,089.81
\$6,089.81
\$2,241.71
\$4,116.32
\$413.10
\$3,894.68
\$1,022.92
\$48.56
\$35,290.67

|--- O/H BUILD UP ---|

Adena-Wetzel Overhead 49.26%	NWHS Admin Fee 24.00%
\$964.54	\$733.38
\$918.24	\$699.08
\$3,395.85	\$2,564.11
\$2,806.80	\$2,135.19
\$2,806.80	\$2,135.19
\$1,001.85	\$778.45
\$1,911.35	\$1,446.64
\$187.17	\$144.06
\$1,714.08	\$1,346.10
\$470.68	\$358.46
\$16.55	\$15.63
\$16,193.90	\$12,356.30

|----- FINAL MANUF PRICE -----|

Subtotal Manuf Costs
\$3,789.15
\$3,611.90
\$13,247.93
\$11,031.80
\$11,031.80
\$4,022.01
\$7,474.30
\$744.33
\$6,954.85
\$1,852.06
\$80.74
\$63,840.87

Adena Profit 7.50%
\$284.19
\$270.89
\$993.59
\$827.38
\$827.38
\$301.65
\$560.57
\$55.82
\$521.61
\$138.90
\$6.06
\$4,788.07

Total Manuf Price	Per Piece
\$4,073.34	\$0.1629
\$3,882.79	\$0.1553
\$14,241.52	\$0.5697
\$11,859.18	\$0.4744
\$11,859.18	\$0.4744
\$4,323.66	\$0.2162
\$8,034.88	\$0.3214
\$800.16	\$0.0842
\$7,476.47	\$0.1495
\$1,990.96	\$3.9819
\$86.79	\$0.7233
\$68,628.93	

West Virginia State Use Contract  
Pricing for Amenities Pack

|---FINAL CUSTOMER PRICE ---|

|----- COMPARISON -----|

Item	WVARF Fee 4.00%	Final		1994 Price Per Piece	Percent Increase	Per Unit Matr'l Costs	Price as a % of Dir Mat
		Customer Price	Per Piece				
Soap, Dial Logo	\$162.93	\$4,236.27	\$0.1695	\$0.1441	13.07%	\$0.0783	183.97%
Soap, Tone Logo	\$155.31	\$4,038.10	\$0.1615	\$0.1441	7.78%	\$0.0746	193.24%
Scope	\$569.66	\$14,811.18	\$0.5924	\$0.3800	49.91%	\$0.2756	137.90%
Shampoo, Logo	\$474.37	\$12,333.55	\$0.4933	\$0.3072	54.42%	\$0.2274	135.07%
Conditioner, Logo	\$474.37	\$12,333.55	\$0.4933	\$0.3072	54.42%	\$0.2274	135.07%
Shower Cap, Logo	\$172.95	\$4,496.61	\$0.2248	\$0.1821	18.72%	\$0.1017	179.06%
Shoe Mit (White), Lo	\$321.40	\$8,356.27	\$0.3343	\$0.2485	29.33%	\$0.1552	160.10%
Doily, White	\$32.01	\$832.16	\$0.0876	\$0.1101	-23.50%	\$0.0400	275.25%
Laundry Tote, Logo	\$299.06	\$7,775.53	\$0.1555	\$0.1247	19.91%	\$0.0696	179.17%
Candy	\$79.64	\$2,070.60	\$4.1412	\$1.9900	100.10%	\$1.9112	104.12%
Basket	\$3.47	\$90.27	\$0.7522	\$0.3380	113.99%	\$0.2800	120.71%
<b>TOTAL</b>	<b>\$2,745.16</b>	<b>\$71,374.09</b>					

# WVARE

REHABILITATION FACILITIES, INC.

P.O. Box 745  
Institute, WV 25112  
304-766-4894 (Phone)  
304 766-4607 (Fax)

## REST AREA MAINTENANCE CONTRACT

AGENCY: WV DEPARTMENT OF HIGHWAYS  
DIVISION OF TRANSPORTATION

CONTACT: AL HAMMONDS  
PHONE: 558-2901

VENDOR: WVARF

CONTRACT PERIOD: 7/1/94-6/30/95

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### CHANGES FROM PREVIOUS CONTRACT:

- Both classes of workers have been given a 5% pay raise.
- The uniform line has been increased from \$100 to \$150. This allows for the purchase of lined jackets and rain gear.
- The line item for hepatitis shots has been decreased from \$150 to \$50. This line was fully funded in the 1992-1993 contract, keeping \$50 per FTE will offset any turnover cost.
- The line item for Salt & De-icer has been removed from the supply list. All but one location had salt supplied by the DOH during the contract period 92-93 and this proved to be more efficient and economical.

During the 1993 contract the telephones were converted from the State's account to the workshops. Several accounts were not fully funded last year due to errors in estimating what the basic service would cost. Adjustments have been made to Marlow - Bunker Hill, Meadowbrook, Huntington and Mineral Wells to bring this line item up to what it should have been last year.

- Additional acreage was added at the State's request. Hurricane added one acre and Meadowbrook added twenty one acres.

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1993 - 1994	MONTHLY COST:	\$138,300.67
CONTRACT RENEWAL	ANNUAL COST:	\$1,659,608.04

The above cost includes services at:

Burnsville	Marlow-Bunker Hill	Servia
Huntington	Meadowbrook	Wheeling
Hurricane	Mineral Wells	
Lewisburg	Morgantown	

The West Virginia Association of Rehabilitation Facilities, Inc. agrees to provide janitorial, lawn and facility maintenance services in accordance with the attached specifications for the above rest areas at the prices stated, subject to the approval of the Committee for the Purchase of Commodities and Services from the Handicapped.

Debra M. Bensey  
Debra M. Bensey

April 14, 1994  
Date

REST AREA PROPOSAL 1994-1995

REST AREA (welcome center)	BID ANNUAL COST	BID MONTH COST	DAILY PRORATION	HOURLY PRORATION	EMPLOYEES F.T.Es
1 Huntington I-64 E (wc)	\$103,523.88	\$8,626.99	\$283.63	\$10.51	5.2
2 Hurricane I-64 E Hurricane I-64 W	\$197,169.12	\$16,430.76	\$540.19	\$10.01	10.69
3 Lewisburg I 64-W (wc)	\$98,870.40	\$8,239.20	\$270.88	\$10.04	5.04
4 Servia I-79 N Servia I-79 S	\$191,894.88	\$15,991.24	\$525.74	\$9.74	10.25
5 Burnsville I-79 N Burnsville I-79 S	\$193,017.96	\$16,084.83	\$528.82	\$9.80	10.38
6 Meadowbrook I-79 N Meadowbrook I-79 S	\$212,860.44	\$17,738.37	\$583.18	\$10.81	11.36
7 Morgantown I-79 S (wc)*	\$119,731.08	\$9,977.59	\$328.03	\$12.16	6.19
8 Mineral Wells I-77 N Mineral Wells I-77 S(wc)	\$189,407.88	\$15,783.99	\$518.93	\$9.62	10.29
9 Wheeling I-70 W (wc)	\$99,868.92	\$8,322.41	\$273.61	\$10.14	5.08
10 Newlow I-81 S (wc)** New Hill I-81 N (wc)	\$238,414.20	\$19,867.85	\$653.19	\$12.10	12.69
<b>TOTALS</b>	<b>\$1,644,758.76</b>	<b>\$137,063.23</b>			<b>87.17</b>

*1,644,232.20*

*137,019.35*

Note that this proposal arrives at annual figures which are then divided by 12 and rounded off to get monthly figures. Rarely can dollars and cents be divided by 12 then multiplied by 12 to arrive at the original value. (For example \$12.26 divided by 12 equals \$1.02 when rounded off But when \$1.02 is multiplied by 12 it equals \$12.24). For this reason a rounding column is used to supply the amount that when added to the summary sheet cost would make the annual bid price equal to 12 times the monthly.