

Bensey

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

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

**MINUTES
AUGUST 17, 1994
SMALL 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, Tara Justice, and John Parker. Ex officio members in attendance were John Faris, Executive Director of the CNA, and Debra Bensey, Director of Operations of the CNA.

The minutes of the meeting of June 30, 1994, were approved with pen and ink corrections by Mr. Parker in paragraphs 7 and 9 as submitted.

John Parker gave the financial report which showed a beginning balance of \$1,009.20; disbursements of \$376.36 and an ending balance for FY'94 of \$632.84. The beginning balance for FY'95 is \$4,656.00.

Under new business, Mr. Greening indicated a desire to commit additional resources and time to the Committee's Annual Report provided to the Governor and the legislative leadership during the first week of January each year. Committee members concurred that we could do a much better job of presenting the accomplishments of our state's workers with disabilities.

The next order of business was contract presentations which are enumerated below:

1. This contract is for janitorial services for the Air Pollution Control at 1558 Washington Street from September 1, 1994, through August 30, 1995. This contract, performed by Shawnee Hills, employs a supervisor and one worker 16 hours each per week cleaning 11,000 square feet. The contract includes lawn mowing, trim and rake, with miscellaneous yard work to be done at the rate of \$6.70 per hour. The cost per square foot of the contract is \$1.32 with a monthly cost of \$1,206.08 or an annual total of \$14,472.92. MSP.

Chairman: **Craig A. Greening**
Members: **David L. Dickirson, 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

2. This janitorial services contract is between the Public Service Commission and Shawnee Hills for janitorial service between September 1, 1994, and August 31, 1995. It employs one supervisor, one worker full time and a second worker 24 hours per week. The space to be cleaned is 43,850 square feet at a cost per square foot of \$.91. Disposables are supplied by the State of West Virginia. The monthly cost to the agency is \$3,337.85 or an annual cost of \$40,054.21. MSP.

3. This contract is for janitorial services for the Division of Environmental Protection, #2 McJunkin Road, Nitro, by Shawnee Hills from August 1, 1994, to July 30, 1995. Janitorial services are to be provided for approximately 48,805 square feet at a cost per square foot of \$1.00. The contract employs one supervisor and one worker full time with a second worker 20 hours per week. Disposables are supplied by the State of West Virginia, and the vendor may use a crew to provide the requisite hours of labor. The monthly cost of the contract to the agency is \$4,072.39 or an annual total of \$48,868.68. MSP.

4. This contract is for janitorial services for the Division of Environmental Protection at Logan and the Wyoming County Workshop. The contract period is from August 1, 1994, to July 30, 1995. The space to be cleaned is approximately 8,250 square feet at a cost of \$.92 per square foot. The contract employs one supervisor, one worker, eight hours each per week. The monthly cost of the contract to the agency is \$632.32 or an annual total of \$7,587.84. MSP.

5. This contract is for janitorial services between the Department of Highways at Burlington and the Developmental Center and Workshop at Keyser. The contract is from September 1, 1994, through August 30, 1995, providing cleaning services to 16,298 square feet at a cost per square foot of \$2.39. The contract employs one supervisor full time and two workers at 20 hours each per week. The monthly cost of the contract to the agency is \$3,250.00 or an annual total of \$38,999.97. MSP.

6. This contract is for janitorial services for the Department of Motor Vehicles at Winfield with the work performed by Shawnee Hills. The space to be cleaned consists of 1,800 square feet or a cost per square foot of \$2.53. The contract employs one supervisor and one worker each at one hour per day. The monthly cost to the agency is \$378.88 or an annual total of \$4,546.56. MSP.

7. This contract is to provide wiper cloth to various state agencies by the Jackson County Developmental Center. The wiper cloths offered under this contract and the price of each per pound are as follows: fleece - \$.5332; polo - \$.7448; terry - \$.8644; washed fleece - \$.7448; white terry - \$1.0668; and white - \$1.4532. These costs represent packaging, shipping, handling, wrapping,

labor, administrative and supervisory, and overhead fees. MSP. The price breakdown listing is attached.

8. This contract for janitorial services at the Employment Security Office at Parkersburg is performed by SW Resources. This contract runs from July 1, 1994, to June 30, 1995. Services are provided to 9,300 square feet at a cost per square foot of \$.92. this contract employs one supervisor, one worker, two hours each per day. The monthly cost to the agency is \$715.36 or an annualized total of \$8,584.29. MSP.

9. This janitorial contract is for the Employment Security office building in Weirton for janitorial services to be performed by the Hancock County Workshop. The contract consists of 10,000 square feet at a cost per square foot of \$.87. The contract employs one supervisor, one worker each working 10.5 hours weekly. The monthly cost to the agency is \$723.58 or an annualized total of \$8,682.98. MSP.

10. This janitorial service contract is between the Employment Security office at Summersville and the Nicholas County Workshop. The facility cleans approximately 9,000 square feet at a cost per square foot of \$.93. The contract employs one supervisor and one worker each performing approximately two hours per day. The monthly cost to the agency is \$696.20 or an annualized total of \$8,354.36. MSP.

11. This contract is for janitorial services between the Building Commission (State Office Building, Parkersburg) and SW Resources and consists of 38,506 square feet or a cost per square foot of \$1.03. The contract runs from September 1, 1994, to August 30, 1995, and employs one supervisor and one worker each working full time. The monthly cost to the agency is \$3,302.55 or an annualized cost of \$39,630.62. MSP.

12. This contract is for janitorial services, Building 16, Capitol Complex for the State Fire Marshal's Office and is to be performed by Shawnee Hills. The space consists of 3,877 square feet at a cost of \$.79 per square foot. The contract employs one supervisor, one worker each working four hours weekly. The dates of the contract are from July 1, 1994, to June 30, 1995. The cost to the agency is \$255.84 per month or an annualized total of \$3,070.10. MSP.

13. This janitorial services contract is to be performed at Building 17 in the Capitol Complex for the State Building Commission by Shawnee Hills. The contract runs from July 1, 1994, to June 30, 1995, and consists of 16,222 square feet or a cost per square foot of \$.85. This contract employs one supervisor, one

worker, 18 hours each per week. The monthly cost of the contract to the agency is \$1,142.58 or an annualized total of \$13,710.98. MSP.

14. This janitorial services contract is for Building 4 in the Capitol Complex (the State Building Commission) with the work to be performed by Shawnee Hills from July 1, 1994, to June 30, 1995. The contract consists of 87,027 square feet at a cost per square foot of \$.83. The contract employs one supervisor and four workers full time. The monthly cost of the contract to the state agency is \$6,038.83 or an annualized total of \$72,466.02. MSP.

15. This janitorial service contract is for the Travel Management Section of the Capitol Complex with the work to be performed by Shawnee Hills. The space to be cleaned is 1,618 square feet for a cost per square foot of \$1.02. The contract employs one supervisor, one worker, each performing two hours per week. The monthly cost of the contract to the agency is \$137.18 or an annualized total of \$1,646.15. MSP.

16. This contract is for janitorial services at the Department of Highways Central Avenue location in Charleston with the work to be performed by Shawnee Hills from August 15, 1994, to July 31, 1995. The contract consists of 6,700 square feet and a cost per square foot of \$1.45. The contract employs one supervisor, one worker, each at 7.5 hours per week. The monthly cost of the contract to the agency is \$812.10 or an annualized total of \$9,745.16. This is a new contract, and there is no small business impact as this is a new building with no previous service. MSP.

17. The final contract presentation was a proposal to provide food service for the Mountaineer Challenge Academy from September 1, 1994, through August 31, 1995. The contract is to be performed by the Preston County Sheltered Workshop. The contract requires the vendor to purchase all food and provide all labor to prepare and present the food to two classes of the Academy during the period September 1, 1994, through August 31, 1995. The first class is expected to begin September 18, 1994, and will consist of 90 cadets. The second class is expected to start in March 1995 and will also consist of 90 cadets. Contract payment is divided into two segments: food, which is dependent on daily head count and anticipated to total \$130,514.00 and will be billed monthly, and a firm fixed price for labor, overhead and fees of \$183,820.00 payable at a flat monthly rate of \$15,318.00. This amount is due within 30 days after the end of the month. Other contract stipulations are that a full time, experienced food supervisor will be on duty weekdays from 8 a.m. to 5 p.m. in order to oversee food preparation. The CNA is charged with conducting inspections of food operations throughout the contract period which will include cleanliness of food operation, food preparation, taste, quality, and quantity of food offered to cadets, maintenance of records, and

customer satisfaction. The 21 meals served per week require a total of 14 shifts of food service workers per week to support the schedule. Shift times are 6 a.m. through 1:30 p.m. five days per week and 12 noon through 7:30 p.m. five days per week. As noted above, food costs are to be billed directly as a separate line item based on the number of cadets available at the beginning of each week at a cost of \$5.90 per day when the head count is greater than 35 and \$6.50 per day per cadet when the head count falls below 35 due to increased food purchasing costs for smaller quantities. The contract proposal contains several pages of other information in details of the total contract cost to the agency and is expected to be approximately \$314,334.00. Again, this is subject to some variation depending upon head count, attrition, etc. MSP.

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 Thursday, September 22, 1994, at 9:00 a.m. at the Small P & P Conference Room at the West Virginia Rehabilitation Center Complex, Institute, West Virginia.

Craig A. Greening, Chairman



John L. Parker, Recorder

Attachment

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

AUGUST 17, 1994

AGENDA

- I. 9:30 Roll Call
- II. Approval of Minutes of Previous Meeting
- III. Treasurer's Report
- IV. Report of Chairman
- V. Report of Executive Secretary
- VI. Old Business
- VII. New Business
- VIII. Contract Presentation from CNA
 - A. Renewals -
 - No Changes -
 - Air Pollution
 - PSC
 - Env. Protection - Nitro
 - Env. Protection - Logan
 - DOH - Burlington ✓
 - DMV - Winfield ✓
 - Wiping Cloths
 - Changes -
 - Emp. Security
 - Parkersburg
 - Weirton
 - Summersville
 - Bldg. Comm. - Parkersburg
 - Bldg. 16 ✓
 - Bldg. 17 ✓
 - Bldg. 4 ✓
 - Travel Mgt.
 - Mnt. Challenge

B. New Contracts

DOH Central Ave.

X. Vendor Complaints

1. Update Colin Anderson

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COMMITTEE FOR THE PURCHASE OF COMMODITIES
AND SERVICES FROM THE HANDICAPPED
PRICING WORKSHEET

LOCATION: AIR POLLUTION CONTROL
1558 WASHINGTON STREET
CHARLESTON, WV

DATES OF CONTRACT: SEPTEMBER 1, 1994 - AUGUST 30, 1995

CONTACT: NADINE SITTER
PHONE: 558-0430
FAX: 558-3287
SQ. FT. 11,000
COST PER SQ. FT. \$1.32

ANALYSIS:

| | Per Hour | Per Hour 20% Fringe | Per Month |
|------------|--------------|------------------------|---------------------------|
| Labor | | | |
| Supervisor | \$5.00 | \$1.00 | \$416.00 16 hrs. per week |
| | \$5.00 | \$0.60 | \$23.80 |
| Worker #1 | 4.25 | \$0.85 | \$353.60 16 hrs. per week |
| | 4.25 | \$0.51 | \$20.23 |
| | | | ----- |
| | | DIRECT LABOR | \$813.63 |
| | | CHEMICALS | 48.82 |
| | | EQUIPMENT | 32.55 |
| | | OVERHEAD | 81.36 |
| | | FLOOR CARE | 183.33 |
| | | WVARE FEE | 46.39 |
| | | | ----- |
| | Month | Total | \$1,206.08 |
| | Annual Total | | \$14,472.92 |

VENDOR: SHAWNEE HILLS
MONTH: \$1,159.69
ANNUAL: \$13,916.27

NOTES:

The above includes law mowing, trim, and rake. Miscellaneous yard work to be done at rate of \$6.70 per hour additional.
Disposables supplied by State of WV. Vendor may use a crew 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 holidays for a 40 hr. week

WVARE 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.

Debra M. Bensey
Director of Operations

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COMMITTEE FOR THE PURCHASE OF COMMODITIES
 AND SERVICES FROM THE HANDICAPPED
 PRICING WORKSHEET

AGENCY: PUBLIC SERVICE COMMISSION

DATES OF CONTRACT: SEPTEMBER 1, 1994 - AUGUST 31, 1995

CONTACT: WAYNE CROWDER
 PHONE:

SQ. FT. 43,850
 COST PER SQ. FT. \$0.91

ANALYSIS:

| | Per Hour | Per Hour 20% Fringe | Per Month | | |
|------------|----------|------------------------|------------|------------------|------|
| Labor | | | | | |
| Supervisor | \$5.20 | \$1.04 | \$1,081.60 | 40 hrs. per week | |
| | 5.20 | 0.62 | 62.08 | | 0.00 |
| Worker #1 | 4.35 | 0.87 | 904.80 | 40 hrs. per week | |
| | 4.35 | 0.52 | 51.95 | | |
| Worker #2 | 4.35 | 0.87 | 542.88 | 24 hrs. per week | |
| | 4.35 | 0.52 | 31.25 | | |

| | |
|--------------|-------------|
| DIRECT LABOR | \$2,674.56 |
| CHEMICALS | 160.47 |
| EQUIPMENT | 106.98 |
| OVERHEAD | 267.46 |
| WVARF FEE | 128.38 |
| ===== | |
| MONTHLY | \$3,337.85 |
| ANNUAL | \$40,054.21 |

VENDOR: SHAWNEE HILLS
 MONTHLY: \$3,209.47
 ANNUAL: \$38,513.66

NOTES: Disposables supplied by the State of WV. Vendor may use a crew 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 holidays for a 40 hr. a week worker.

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.

 Debra M. Bensey
 Director of Operations

 COMMITTEE FOR THE PURCHASE OF COMMODITIES
 AND SERVICES FROM THE HANDICAPPED
 PRICING WORKSHEET

LOCATION: Division of Environmental Protection
 #2 McJunkin Road
 Nitro, WV

DATES OF CONTRACT: Aug 1, 1994 - July 30, 1995

CONTRACT: Susie Teel
 PHONE: 759-0505

SQ. FT.: 48,805
 COST PER SQ. FT.: \$1.00

SMALL BUSINESS IMPACT - NONE, SHAWNEE CURRENTLY HAS CONTRACT

ANALYSIS:

| Labor | Per Hour | Per Hour 20% 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 | 442.00 |
| Relief | 4.25 | 0.51 | 25.39 |

| | |
|--------------|------------|
| DIRECT LABOR | \$2,501.89 |
| CHEMICALS | 150.11 |
| EQUIPMENT | 100.08 |
| OVERHEAD | 350.26 |
| FLOOR CARE | 813.42 |
| WVAF FEE | 156.63 |

| | |
|--------------|-------------|
| Month Total | \$4,072.39 |
| Annual Total | \$48,868.68 |

VENDOR: SHAWNEE
 MONTHLY: \$3,915.76
 ANNUAL: \$46,989.12

NOTES: Disposables supplied by the State of WV.
 Vendor may use a crew 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 holidays for a 40 hr. a week worker.

WVAF 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.

Debra M. Bensey
 Director of Operations

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COMMITTEE FOR THE PURCHASE OF COMMODITIES
AND SERVICES FROM THE HANDICAPPED
PRICING WORKSHEET

LOCATION: Division of Environmental Protection
Logan

DATES OF CONTRACT: Aug 1, 1994 - July 30, 1995

CONTRACT: Susie Teel
PHONE: 759-0505

SQ. FT.: 8,250
COST PER SQ. FT.: \$0.92
SMALL BUSINESS IMPACT - NONE, WYOMING CURRENTLY HAS CONTRACT

ANALYSIS:

| | Per Hour | Per Hour | Per Month |
|------------|----------|------------|-------------------------|
| Labor | | 20% Fringe | |
| Supervisor | \$5.00 | \$1.00 | 208.00 8 hrs per week |
| | \$5.00 | \$0.60 | 12.13 |
| Worker #1 | 4.25 | \$0.85 | 176.80 8 hrs per week |
| | 4.25 | \$0.51 | 10.31 |
| | | | ----- |
| | | | DIRECT LABOR \$407.24 |
| | | | CHEMICALS 24.43 |
| | | | EQUIPMENT 16.29 |
| | | | OVERHEAD 50.03 |
| | | | FLOOR CARE 110.00 |
| | | | WVARE FEE 24.32 |
| | | | ===== |
| | | | Month Total \$632.32 |
| | | | Annual Total \$7,587.84 |

VENDOR: WYOMING
MONTHLY: \$608.00
ANNUAL: \$7,295.97

NOTES: Disposables supplied by the State of WV.
Vendor may use a crew 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 holidays for a 40 hr. a week worker.

WVARE 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.

Debra M. Bensey
Director of Operations

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COMMITTEE FOR THE PURCHASE OF COMMODITIES
 AND SERVICES FROM THE HANDICAPPED
 PRICING WORKSHEET

LOCATION: DEPT. OF HIGHWAYS
 BURLINGTON

DATES OF CONTRACT: SEPT.1, 1994 - AUG. 30, 1995

CONTACT: PATRICIA BROADHURST
 PHONE #: 558-3625
 FAX #: 289-5085

SQ. FT. 16,298 BASIC
 COST PER SQ. FT. \$2.39

 NOTES: SAML BUSINESS IMPACT - NONE, DEV. CENTER CURRENTLY HAS CONTRACT.

ANALYSIS:

| | Per Hour | Per Hour 20% Fringe | Per Month | |
|------------|----------|------------------------|------------|-----------------|
| Labor | | | | |
| Supervisor | \$6.30 | \$1.26 | \$1,310.40 | 40 hrs. per wk. |
| | 6.30 | 0.76 | \$75.31 | |
| Worker #1 | 4.55 | 0.91 | \$473.20 | 20 hrs. per wk. |
| | 4.55 | 0.55 | \$27.20 | |
| Worker #2 | 4.55 | 0.91 | \$473.20 | 20 hrs. per wk. |
| | 4.55 | 0.55 | \$27.20 | |

| | |
|--------------|-------------|
| DIRECT LABOR | \$2,386.51 |
| CHEMICALS | 143.19 |
| EQUIPMENT | 95.46 |
| OVERHEAD | 238.65 |
| FLOOR CARE | 271.63 |
| WVARE FEE | 114.55 |
| ===== | |
| MONTH TOTAL | \$3,250.00 |
| ANNUAL TOTAL | \$38,999.97 |

VENDOR: DEVELOPMENTAL CENTER

MONTHLY \$3,135.45
 ANNUAL: \$37,625.34

NOTES: Disposables and chemicals are supplied by the State of West Virginia.
 Vendor may use a crew to provide labor. Relief is based on 5 vacation
 days, 5 sick days, and 6 holidays per year. Fringe benefits are based on
 20% for workers and 12% for relief.

WVARE 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.

Debra M. Bensey
 Director of Operations

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COMMITTEE FOR THE PURCHASE OF COMMODITIES
AND SERVICES FROM THE HANDICAPPED
PRICING WORKSHEET

LOCATION: DEPT. OF MOTOR VEHICLES
WINFIELD

DATES OF CONTRACT:

CONTACT: Nancy Duncan
PHONE #: 558-0200

SQ. FT. 1,800
COST PER SQ. FT. \$2.53

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NOTES: SAML BUSINESS IMPACT - NONE, Shawnee Hills currently has contract.

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ANALYSIS:

| | Per Hour | Per Hour 20% Fringe | Per Month | |
|------------|----------|------------------------|--------------|-----------------------|
| Labor | | | | |
| Supervisor | \$5.00 | \$1.00 | \$130.00 | 1 hour per day |
| Relief | 5.00 | 0.60 | \$7.52 | |
| Worker #1 | 4.35 | 0.87 | \$113.10 | 1 hour per day |
| Relief | 4.35 | 0.52 | \$6.54 | |
| | | | ----- | |
| | | | DIRECT LABOR | \$257.16 |
| | | | CHEMICALS | 15.43 6% of direct la |
| or | | | EQUIPMENT | 10.29 4% of direct la |
| or | | | OVERHEAD | 51.43 20% of direct l |
| bor | | | FLOOR CARE | 30.00 |
| | | | WVAREF | 14.57 4% of total |
| | | | ----- | |
| | | | MONTH TOTAL | \$378.88 |
| | | | ANNUAL TOTAL | \$4,546.56 |

VENDOR: Shawnee Hills

MONTHLY \$364.31
ANNUAL: \$4,371.70

NOTES: Disposables are supplied by the State of West Virginia.
Vendor may use a crew to provide labor. Relief is based on 5 vacation days, 5 sick days, and 6 holidays per year. Fringe benefits are based on 20% for workers and 12% for relief.

WVAREF 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.

Debra M. Bensey
Director of Operations

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COMMITTEE FOR THE PURCHASE OF COMMODITIES
AND SERVICES FROM THE HANDICAPPED
PRICING WORKSHEET (PHASE IN PLAN)

LOCATION: Employment Security Office
Parkersburg

DATES OF CONTRACT: 7/1/94 - 6/30/95 PHASE I
7/1/95 - 6/30/96 PHASE II

CONTACT: Rose Barker
PHONE: 558-2634

SQ. FT: 9,300 PHASE I PHASE II
COST PER SQ. FT: \$0.92 \$1.03

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SMALL BUSINESS IMPACT: None, SW Resources currently has contract.

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ANALYSIS:

| | Per Hour | Per Hour 20% Fringe | Per Month | |
|------------------|----------|------------------------|--------------|---------------------------|
| Labor Supervisor | \$5.00 | \$1.00 | \$260.00 | 2 hours a day |
| | 5.00 | 0.60 | 14.93 | |
| Worker #1 | 4.25 | 0.85 | 221.00 | 2 hours a day |
| | 4.25 | 0.51 | 12.69 | |
| ----- | | | | |
| PHASE I | | | DIRECT LABOR | \$508.62 |
| | | | CHEMICALS | 30.52 06% of direct labor |
| | | | EQUIPMENT | 20.34 04 % of direct labo |
| | | | OVERHEAD | 50.86 10% of direct labor |
| | | | FLOOR CARE | 77.50 |
| | | | WVARF FEE | 27.51 04% of total |
| | | | ===== | |
| | | | MONTH TOTAL | \$715.36 |
| | | | ANNUAL TOTAL | \$8,584.29 |
| ----- | | | | |
| PHASE II | | | DIRECT LABOR | \$508.62 |
| | | | CHEMICALS | 30.52 06% of direct labor |
| | | | EQUIPMENT | 20.34 04 % of direct labo |
| | | | OVERHEAD | 50.86 10% of direct labor |
| | | | FLOOR CARE | 155.00 |
| | | | WVARF FEE | 30.61 04% of total |
| | | | ===== | |
| | | | MONTH TOTAL | \$795.96 |
| | | | ANNUAL TOTAL | \$9,551.49 |

VENDOR: SW Resources
MONTHLY: \$687.84 PHASE I MONTHLY: \$765.34 PHASE II
ANNUAL: \$8,254.13 PHASE I ANNUAL: \$9,184.13 PHASE II

NOTES: Disposables supplied by the State of WV. Vendor may use a crew 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 holidays for a 40 hr. a week worker.

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.

Debra M. Bensey
Director of Operations

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COMMITTEE FOR THE PURCHASE OF COMMODITIES
AND SERVICES FROM THE HANDICAPPED
PRICING WORKSHEET (PHASE IN PLAN)

LOCATION: Employment Security Office
WEIRTON

DATES OF CONTRACT: 7/1/94 - 6/30/95 PHASE I
7/1/95 - 6/30/96 PHASE II

CONTACT: Rose Barker
PHONE: 558-2634

SQ. FT: 10,000 PHASE I PHASE II
COST PER SQ. FT: \$0.87 \$0.97

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SMALL BUSINESS IMPACT: None, Hancock Co. currently has contract.

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ANALYSIS:

| | Per Hour | Per Hour 20% Fringe | Per Month |
|------------|----------|------------------------|---------------------------|
| Labor | | | |
| Supervisor | \$5.00 | \$1.00 | \$273.00 10.5 hrs. a week |
| | 5.00 | 0.60 | 15.40 |
| Worker #1 | 4.25 | 0.85 | \$232.05 10.5 hrs. a week |
| | 4.25 | 0.51 | 13.09 |

PHASE I

| | |
|--------------|----------------------------|
| DIRECT LABOR | \$533.54 |
| CHEMICALS | 32.01 06% of direct labor |
| EQUIPMENT | 21.34 04 % of direct labor |
| OVERHEAD | 53.35 10% of direct labor |
| FLOOR | 83.33 |
| WVWRF FEE | 25.61 04% of total |
| ===== | |
| MONTH TOTAL | \$723.58 |
| ANNUAL TOTAL | \$8,682.98 |

PHASE II

| | |
|--------------|----------------------------|
| DIRECT LABOR | \$533.54 |
| CHEMICALS | 32.01 06% of direct labor |
| EQUIPMENT | 21.34 04 % of direct labor |
| OVERHEAD | 53.35 10% of direct labor |
| FLOOR CARE | 133.33 |
| WVWRF FEE | 30.94 04% of total |
| ===== | |
| MONTH TOTAL | \$804.51 |
| ANNUAL TOTAL | \$9,654.12 |

VENDOR: Hancock County Sheltered Workshop
MONTHLY: \$640.24 PHASE I MONTHLY: \$773.57 PHASE II
ANNUAL: \$7,682.88 PHASE I ANNUAL: \$9,282.84 PHASE II

NOTES: Disposables supplied by the State of WV. Vendor may use a crew 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 holidays for a 40 hr. a week worker.

WVWRF 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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COMMITTEE FOR THE PURCHASE OF COMMODITIES
AND SERVICES FROM THE HANDICAPPED
PRICING WORKSHEET (PHASE IN PLAN)

LOCATION: Employment Security Office
SUMMERSVILLE

DATES OF CONTRACT: 7/1/94 - 6/30/95 PHASE I
7/1/95 - 6/30/96 PHASE II

CONTACT: Rose Barker
PHONE: 558-2634

SQ. FT: 9,000 PHASE I PHASE II
COST PER SQ. FT: \$0.93 \$1.01

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SMALL BUSINESS IMPACT: None, Nicholas Co. currently has contract.

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ANALYSIS:

| | Per Hour | Per Hour 20% Fringe | Per Month | |
|------------|----------|------------------------|--------------|----------------------------|
| Labor | | | | |
| Supervisor | \$5.00 | \$1.00 | \$247.00 | |
| | 5.00 | 0.60 | 14.00 | |
| Worker #1 | 4.25 | 0.85 | \$209.95 | |
| | 4.25 | 0.51 | 11.90 | |
| ----- | | | | |
| PHASE I | | | DIRECT LABOR | \$482.85 |
| | | | CHEMICALS | 28.97 06% of direct labor |
| | | | EQUIPMENT | 19.31 04 % of direct labor |
| | | | OVERHEAD | 48.29 10% of direct labor |
| | | | FLOOR CARE | 90.00 |
| | | | WVARE FEE | 26.78 04% of total |
| | | | | ===== |
| | | | MONTH TOTAL | \$696.20 |
| | | | ANNUAL TOTAL | \$8,354.36 |
| | | | | |
| PHASE II | | | DIRECT LABOR | \$482.85 |
| | | | CHEMICALS | 28.97 06% of direct labor |
| | | | EQUIPMENT | 19.31 04 % of direct labor |
| | | | OVERHEAD | 48.29 10% of direct labor |
| | | | FLOOR CARE | 150.00 |
| | | | WVARE FEE | 29.18 04% of total |
| | | | | ===== |
| | | | MONTH TOTAL | \$758.60 |
| | | | ANNUAL TOTAL | \$9,103.16 |

VENDOR: Nicholas County Sheltered Workshop
MONTHLY: \$669.42 PHASE I MONTHLY: \$729.42 PHASE II
ANNUAL: \$8,033.04 PHASE I ANNUAL: \$8,753.04 PHASE II

NOTES: Disposables supplied by the State of WV. Vendor may use a crew 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 holidays for a 40 hr. a week worker.

WVARE 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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COMMITTEE FOR THE PURCHASE OF COMMODITIES
AND SERVICES FROM THE HANDICAPPED
PRICING WORKSHEET

LOCATION: STATE OFFICE BUILDING
PARKERSBURG

DATES OF CONTRACT: SEPTEMBER, 1, 1994 - AUGUST 30, 1995

CONTACT: DAN GILCHRIST
PHONE #: 558-1494

SQ. FT. - 38,506

COST PER SQ.FT. - \$1.03

NOTE: SMALL BUSINESS IMPACT - NONE, SW RESOURCES CURRENTLY HAS CONTRACT.

ANALYSIS:

| | Per Hour | Per Hour 20% Fringe | Per Month |
|------------|----------|------------------------|-------------------------|
| Labor | | | |
| Supervisor | \$5.25 | \$1.05 | \$1,092.00 |
| Relief | 5.25 | 0.63 | 62.72 |
| Worker #1 | 4.35 | 0.87 | 904.80 |
| Relief | 4.35 | 0.52 | 51.95 |
| | | | ----- |
| | | | DIRECT LABOR \$2,111.47 |
| | | | CHEMICALS 126.69 |
| | | | EQUIPMENT 84.46 |
| | | | OVERHEAD 211.15 |
| | | | FLOOR CARE 641.77 |
| | | | WVARF FEE 127.02 |
| | | | ===== |
| | | | MONTHLY \$3,302.55 |
| | | | ANNUAL 39,630.62 |

VENDOR: SW RESOURCES
MONTH: \$3,175.53
ANNUAL: \$38,106.37

NOTES:
Disposables supplied by the State of WV.
Vendor may use a crew to provide labor.
Fring benefits for workers based on 20%, on relief workers based on 12%. Relief based on 5 vacation days, 5 sick days and 6 holidays for a 40 hrs. a week worker.

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.

Debra M. Bensey
Director of Operations

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

LOCATION: BUILDING 16 (FIRE MARSHALL)
CAPITOL COMPLEX

DATES OF CONTRACT: JULY 1, 1994 - JUNE 30, 1995
CONTACT: BERNARD COBB
PHONE: 558-1494

SQ. FT. 3,877
COST PER SQ. FT. BASIC \$0.79
DELUXE \$0.99

% OF DISABLED:

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

ANALYSIS:

| | Per Hour | Per Hour 20% Fringe | Per Month | |
|------------|----------|------------------------|-----------|---------------|
| Labor | | | | |
| SUPERVISOR | \$5.00 | \$1.00 | \$104.00 | 4 hrs. a week |
| RELIEF | \$5.00 | \$0.60 | \$5.97 | |
| WORKER #1 | 4.25 | \$0.85 | \$88.40 | 4 hrs. a week |
| RELIEF | 4.25 | \$0.51 | \$5.08 | |

| | | |
|--------------|----------|---------------------|
| | ----- | |
| DIRECT LABOR | \$203.45 | |
| CHEMICALS | 12.21 | 6% of Direct Labor |
| EQUIPMENT | 10.00 | minimum |
| OVERHEAD | 20.35 | 10% of Direct Labor |
| WVAF FEE | 9.84 | 4% of Total |

| | |
|---------------|------------|
| MONTHLY TOTAL | \$255.84 |
| ANNUAL TOTAL | \$3,070.10 |

| | | |
|--------------|----------|---------------------|
| DIRECT LABOR | \$203.45 | |
| CHEMICALS | 12.21 | 6% of Direct Labor |
| EQUIPMENT | 8.14 | minimum |
| OVERHEAD | 20.35 | 10% of Direct Labor |
| FLOOR CARE | 64.62 | |
| WVAF FEE | 12.35 | 4% of Total |

| | |
|---------------|------------|
| MONTHLY TOTAL | \$321.11 |
| ANNUAL TOTAL | \$3,853.28 |

VENDOR: SHAWNEE HILLS

BASIC

DELUXE

MONTHLY: \$246.00
ANNUAL: \$2,952.02

MONTHLY: \$308.76
ANNUAL: \$3,705.08

NOTES:

Disposables supplied by State of WV.

Vendor may use a crew to provide labor.

Stripping/Waxing and Carpet Cleaning figure is derived by square footage times .10 cents twice a year, then divided by twelve.

Fringe benefits for workers based on 20%, on relief workers based on 12%. Relief based on 5 vacation days, 5 sick days and 6 holidays for a 40 hr. a week worker.

WVAREF 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.

Debra M. Bensey
Director of Operations

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

LOCATION: BUILDING 17
CAPITOL COMPLEX
DATES OF CONTRACT: JULY 1, 1994 - JUNE 30, 1995
CONTACT: BERNARD COBB
PHONE: 558-1494

SQ. FT. 16,222
COST PER SQ. FT. BASIC \$0.85
DELUXE \$1.05

% OF DISABLED:

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

ANALYSIS:

| | Per Hour | Per Hour 20% Fringe | Per Month | |
|------------|----------|------------------------|-------------|---------------------|
| Labor | | | | |
| SUPERVISOR | \$5.00 | \$1.00 | \$468.00 | 18 hrs. a week |
| RELIEF | \$5.00 | \$0.60 | \$26.88 | |
| WORKER #1 | 4.25 | \$0.85 | \$397.80 | 18 hrs. a week |
| RELIEF | 4.25 | \$0.51 | \$22.85 | |
| | | | ----- | |
| | | | \$915.53 | |
| | | | 54.93 | 6% of Direct Labor |
| | | | 36.62 | 4% of Direct Labor |
| | | | 91.55 | 10% of Direct Labor |
| | | | 43.95 | 4% of Total |
| | | | ----- | |
| | | | \$1,142.58 | |
| | | | \$13,710.98 | |
| | | | | |
| | | | \$915.53 | |
| | | | 54.93 | 6% of Direct Labor |
| | | | 36.62 | 4% of Direct Labor |
| | | | 91.55 | 10% of Direct Labor |
| | | | 270.37 | |
| | | | 54.76 | 4% of Total |
| | | | ----- | |
| | | | \$1,423.76 | |
| | | | \$17,085.15 | |

VENDOR: SHAWNEE HILLS

BASIC

DELUXE

MONTHLY: \$1,098.64
ANNUAL: \$13,183.63

MONTHLY: \$1,369.00
ANNUAL: \$16,428.03

NOTES:

Disposables supplied by State of WV.

Vendor may use a crew to provide labor.

Stripping/Waxing and Carpet Cleaning figure is derived by square footage times .10 cents twice a year, then divided by twelve.

Fringe benefits for workers based on 20%, on relief workers based on 12%. Relief based on 5 vacation days, 5 sick days and 6 holidays for a 40 hr. a week worker.

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.

Debra M. Bensey
Director of Operations

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

LOCATION: BUILDING 4
CAPITOL COMPLEX
DATES OF CONTRACT: JULY 1, 1994 - JUNE 30, 1995
CONTACT: BERNARD COBB
PHONE: 558-1494

SQ. FT. 87,027
COST PER SQ. FT. BASIC \$0.83
DELUXE \$1.04

% OF DISABLED:

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

ANALYSIS:

| | Per Hour | Per Hour 20% Fringe | Per Month | |
|------------|----------|------------------------|------------|----------------|
| Labor | | | | |
| SUPERVISOR | \$5.00 | \$1.00 | \$1,040.00 | 40 hrs. a week |
| RELIEF | \$5.00 | \$0.60 | \$59.73 | |
| WORKER #1 | 4.25 | \$0.85 | \$884.00 | 40 hrs. a week |
| RELIEF | 4.25 | \$0.51 | \$50.77 | |
| WORKER #2 | 4.25 | \$0.85 | \$884.00 | 40 hrs. a week |
| RELIEF | 4.25 | \$0.51 | \$50.77 | |
| WORKER #3 | 4.25 | \$0.85 | \$884.00 | 40 hrs. a week |
| RELIEF | 4.25 | \$0.51 | \$50.77 | |
| WORKER #4 | 4.25 | \$0.85 | \$884.00 | 40 hrs. a week |
| RELIEF | 4.25 | \$0.51 | \$50.77 | |

| | | |
|--------------|------------|---------------------|
| DIRECT LABOR | \$4,838.81 | |
| CHEMICALS | 290.33 | 6% of Direct Labor |
| EQUIPMENT | 193.55 | 4% of Direct Labor |
| OVERHEAD | 483.88 | 10% of Direct Labor |
| WVAF FEE | 232.26 | 4% of Total |

MONTHLY TOTAL \$6,038.83
ANNUAL TOTAL \$72,466.02

| | | |
|--------------|------------|---------------------|
| DIRECT LABOR | \$4,838.81 | |
| CHEMICALS | 290.33 | 6% of Direct Labor |
| EQUIPMENT | 193.55 | 4% of Direct Labor |
| OVERHEAD | 483.88 | 10% of Direct Labor |
| FLOOR CARE | 1450.45 | |
| WVAF FEE | 290.28 | 4% of Total |

MONTHLY TOTAL \$7,547.30
ANNUAL TOTAL \$90,567.63

VENDOR: SHAWNEE HILLS

BASIC
MONTHLY: \$5,806.57
ANNUAL: \$69,678.86

DELUXE
MONTHLY: \$7,257.02
ANNUAL: \$87,084.26

NOTES:

Disposables supplied by State of WV.
Vendor may use a crew to provide labor.
Stripping/Waxing and Carpet Cleaning figure is derived by square footage times .10 cents twice a year, then divided by twelve.
Fringe benefits for workers based on 20%, on relief workers based on 12%. Relief based on 5 vacation days, 5 sick days and 6 holidays for a 40 hr. a week worker.

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.

Debra M. Bensey
Director of Operations

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

LOCATION: TRAVEL MANAGEMENT
 CAPITOL COMPLEX

DATES OF CONTRACT: JULY 1, 1994 - JUNE 30, 1995

CONTACT: BERNARD COBB

PHONE: 558-1494

SQ. FT. 1,618

COST PER SQ. FT. BASIC \$1.02
 DELUXE \$1.23

% OF DISABLED:

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

ANALYSIS:

| | Per Hour | Per Hour 20% Fringe | Per Month | |
|------------|----------|------------------------|------------|---------------------|
| Labor | | | | |
| SUPERVISOR | \$5.00 | \$1.00 | \$52.00 | 2 hrs. a week |
| RELIEF | \$5.00 | \$0.60 | \$2.99 | |
| WORKER #1 | 4.25 | \$0.85 | \$44.20 | 2 hrs. a week |
| RELIEF | 4.25 | \$0.51 | \$2.54 | |
| | | | ----- | |
| | | | \$101.73 | |
| | | | 10.00 | minimum |
| | | | 10.00 | minimum |
| | | | 10.17 | 10% of Direct Labor |
| | | | 5.28 | 4% of Total |
| | | | ----- | |
| | | | \$137.18 | |
| | | | \$1,646.15 | |
| | | | | |
| | | | \$101.73 | |
| | | | 10.00 | minimum |
| | | | 10.00 | minimum |
| | | | 10.17 | 10% of Direct Labor |
| | | | 26.97 | |
| | | | 6.35 | 4% of Total |
| | | | ----- | |
| | | | \$165.22 | |
| | | | \$1,982.69 | |

VENDOR: SHAWNEE HILLS

| | BASIC | | DELUXE |
|----------|------------|----------|------------|
| MONTHLY: | \$131.90 | MONTHLY: | \$158.87 |
| ANNUAL: | \$1,582.84 | ANNUAL: | \$1,906.44 |

NOTES:

Disposables supplied by State of WV.
Vendor may use a crew to provide labor.
Stripping/Waxing and Carpet Cleaning figure is derived by square footage times .10 cents twice a year, then divided by twelve.
Fringe benefits for workers based on 20%, on relief workers based on 12%. Relief based on 5 vacation days, 5 sick days and 6 holidays for a 40 hr. a week worker.

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.

Debra M. Bensey
Director of Operations

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COMMITTEE FOR THE PURCHASE OF COMMODITIES
 AND SERVICES FROM THE HANDICAPPED
 PRICING WORKSHEET

LOCATION: DEPT. OF HIGHWAYS

DATES OF CONTRACT: August 15, 1994 - July 31, 1995

CONTACT: Boyd Dotson
 PHONE #: 558-2818
 FAX #: 558-4076

SQ. FT. 6.700 BASIC DELUXE
 COST PER SQ. FT. \$1.25 \$1.45

% OF DISABLED:

SMALL BUSINESS IMPACT: None, new building.

ANALYSIS:

| | Per Hour | Per Hour | Per Month | |
|------------|----------|------------|-----------|-------------------|
| Labor | | 20% Fringe | | |
| Supervisor | \$5.00 | \$1.00 | \$195.00 | 7.5 hrs. per week |
| | 5.00 | 0.60 | \$11.20 | |
| Worker #1 | 4.25 | 0.85 | \$165.75 | 7.5 hrs. per week |
| | 4.25 | 0.51 | \$9.52 | |

| | |
|----------------|---------------------------|
| DIRECT LABOR | \$381.47 |
| CHEMICALS | 22.89 6% of direct labor |
| EQUIPMENT | 15.26 4% of direct labor |
| OVERHEAD | 76.29 20% of direct labor |
| PAPER PRODUCTS | 189.26 |
| WVARE FEE | 15.26 |
| ===== | |
| MONTH TOTAL | \$700.43 |
| ANNUAL TOTAL | \$8,405.16 |

| | |
|----------------|---------------------------|
| DIRECT LABOR | \$381.47 |
| CHEMICALS | 22.89 6% of direct labor |
| EQUIPMENT | 15.26 4% of direct labor |
| OVERHEAD | 76.29 20% of direct labor |
| FLOOR CARE | 111.67 |
| PAPER PRODUCTS | 189.26 |
| WVARE FEE | 15.26 |
| ===== | |
| MONTH TOTAL | \$812.10 |
| ANNUAL TOTAL | \$9,745.16 |

VENDOR: SHAWNEE HILLS
DELUXE BASIC
MONTHLY \$796.84 \$685.17
ANNUAL: \$9,562.05 \$8,222.05

NOTES:
Vendor will provide disposibles.
Vendor may use a crew to provide labor. Relief is based on 5 vacation days, 5 sick days, and 6 holidays per year. Fringe benefits are based on 20% for workers and 12% for relief.

WVAF 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.

Debra M. Bensey
Director of Operations

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**WEST VIRGINIA ASSOCIATION OF
REHABILITATION FACILITIES**

**PROPOSAL TO PROVIDE
FOOD SERVICES FOR THE
MOUNTAINEER CHALLENGE ACADEMY
September 1, 1994 Through August 31, 1995**

WEST VIRGINIA ASSOCIATION OF REHABILITATION FACILITIES

PROPOSAL TO PROVIDE FOOD SERVICES FOR THE MOUNTAINEER CHALLENGE ACADEMY September 1, 1994 Through August 31, 1995

SCOPE OF WORK

The West Virginia Association of Rehabilitation Facilities (WVARF) proposes to provide food services to cadets participating in the Mountaineer Challenge Academy of West Virginia located at Camp Dawson, WV. The actual services will be provided by the Preston County Sheltered Workshop (PCSW), a member of the association. The contract requires WVARF to purchase all food provide all labor to prepare and present the food to two classes of the Mountaineer Challenge Academy during the period of September 1, 1994 thorough August 31, 1995. The first class is expected to begin of September 18, 1994 and consist of 90 cadets. The second class is expected to start in March 1995 and also will consist of 90 cadets.

Payment for the food and services is divided into two segments: (1) Food, which is dependent on daily head count and anticipated to total \$130,514, will be billed monthly; and (2) a firm fixed price for labor, overhead, and fees of \$ 183,820 payable at a flat monthly rate of \$15,318 due within 30 after the end of the month. The budgeted total monthly expenses consisting of food, labor, overhead, and fees is shown in the table below. Note that this is a budget and consists of the firm fixed monthly labor, overhead and fees charge of \$15,318 plus the anticipated food expenses.

| Month | Food | Lab, O/H & Fee | Total | Month | Food | Lab, O/H & Fee | Total |
|--------|----------|----------------|----------|--------|----------|----------------|----------|
| Sep 94 | \$13,877 | \$15,318 | \$29,195 | Mar 95 | \$7,228 | \$15,318 | \$22,546 |
| Oct 94 | \$12,319 | \$15,318 | \$27,637 | Apr 95 | \$12,915 | \$15,318 | \$28,233 |
| Nov 94 | \$11,699 | \$15,318 | \$27,017 | May 95 | \$11,912 | \$15,318 | \$27,230 |
| Dec 94 | \$8,833 | \$15,318 | \$24,151 | Jun 95 | \$11,779 | \$15,318 | \$27,097 |
| Jan 95 | \$8,392 | \$15,318 | \$23,710 | Jul 95 | \$11,286 | \$15,318 | \$26,604 |
| Feb 95 | \$10,137 | \$15,318 | \$25,455 | Aug 95 | \$10,137 | \$15,318 | \$25,455 |

Supervision

A full-time experienced food supervisor will be on duty weekdays from 8:00 AM to 5:00 PM in order to oversee the food operations being provided. The supervisor will report to the

Executive Director of the Preston County Sheltered Workshop (PCSW), the association member selected to provide the food services for this contract as a subcontractor to WVARF. As the contractor, WVARF will conduct inspections of the food operation throughout the contract period. This inspection will include the cleanliness of the food operation, food preparation, taste, quality and quantity of food offered to cadets, maintenance of records, and customer satisfaction. These inspections will supplement the daily supervision offered by the PCSW. The Academy is encouraged to call the Executive Director of the PCSW to resolve problems while they are still small. If a satisfactory solution is not forthcoming, please call the Executive Director of WVARF.

Shifts

The 21 meals served per week require a total of 14 shifts of food service workers per week to support the meal schedule. It is planned that the first shift will begin work at 6:00 AM and end at 1:30 PM five days per week. The second daily shift will begin at 12:00 noon and end at 7:30 PM, also five days per week. A third shift covers the remaining four shift periods on a part-time basis. A shift will consist of a cook and two workers.

Kitchen staff will wear a clean uniform consisting of suitably embossed Tee shirt and cap and apron. Each will wear a name tag. Employees will be provided with a new uniform at the beginning of each program.

Meals

The contractor will provide three meals per day, seven day per week for two 22-week sessions of the academy. Each session will have 20 days when food is not provided, although staff will report as scheduled to perform routine and special maintenance and cleaning of the equipment and facilities. The Academy administrator will inform the contractor at least 10 working days notice as to those days when food service for the cadets is not desired.

The menu to be followed will be as prescribed by the MCA. The quantity of food provided will be in accordance with standards proscribed by MCA. The contractor reserves the right to make substitutions within the course of the menu week in order to consume perishable foods and deplete inventories.

Meals will be prepared fresh daily on the premises unless otherwise noted by the menu. Standard mess hall cooking procedures as set forth in appropriate regulations and field manuals will be utilized to prepare hot, tasty, and nutritious meals.

Daily meal times will be as follows unless otherwise changed by the Academy by written notice:

| | |
|-----------|----------|
| Breakfast | 8:00 AM |
| Lunch | 12:30 PM |
| Dinner | 5:30 PM |

Snacks, breaks, and other meals will not be provided under the provisions of this contract. Second helpings will be encouraged when available unless specific instructions concerning

individual cadets are received from the Academy. The mess hall will not be available to the cadets except during the normal meal times or for other official functions.

Quality and Presentation of Food

The food and its presentation will be of quality similar to that served by the United States Army in its regular mess operations. The food presentation will be in keeping with that expected by a adolescent boy or girl.

Conduct of Cadets

Supervision and enforcement of rules of conduct remain the responsibility of the Academy cadre. The PCSW will not provide for disciplinary measures and will assume that the cadets will conduct themselves as young ladies and gentlemen while in the mess hall.

Number of Cadets to be Fed Weekly

Food costs will be billed directly as a separate line item based on the number of cadets available at the beginning of each week at a cost of \$5.90 per day when the total head count is greater than 35 and \$6.50 per cadet per day when the head count falls below 35, due to increased food purchasing costs for smaller numbers. For planning purposes, the anticipated weekly head count is:

| Week | Head Count | Week | Head Count |
|------|------------|------|------------|
| 1 | 90 | 12 | 67 |
| 2 | 85 | 13 | 66 |
| 3 | 82 | 14 | 65 |
| 4 | 79 | 15 | 64 |
| 5 | 77 | 16 | 63 |
| 6 | 75 | 17 | 62 |
| 7 | 74 | 18 | 60 |
| 8 | 73 | 19 | 58 |
| 9 | 72 | 20 | 56 |
| 10 | 70 | 21 | 55 |
| 11 | 68 | 22 | 55 |

Per Diem Meals

Per diem meals rates for transients, and those associated with the program are:

| | |
|-----------|--------|
| Breakfast | \$2.25 |
| Lunch | \$2.75 |
| Dinner | \$4.00 |

WVARF will keep a sign-in sheet for per diem meals and will collect and deposit in their account all per diem meal money collected each month. This amount will be returned to the program through a separate line item deduction on the monthly invoice. WVARF will maintain records to provide accountability for these meal payments and credits.

When it is anticipated that a large number of outsiders (cadets from other programs, etc.) will be fed through the program's mess hall, at least five working days notice should be given. WVARF will make all possible efforts to serve the changing needs of the Academy and accommodate the dining needs of the program. WVARF will charge only the food costs for each such meal served at the following rate:

| | |
|-----------|--------|
| Breakfast | \$1.50 |
| Lunch | \$2.35 |
| Dinner | \$2.05 |

Cleanliness and Maintenance of the Mess Hall and Equipment

All normal cleaning of the mess facilities is the responsibility of WVARF. This includes the inside of the mess hall, all cooking equipment and utensils, and all tables, trays, and cutlery. WVARF is not responsible for the routine or non-routine maintenance and repair of the building or any of its equipment.

Special Food Services

It is recognized that from time-to-time a large number of special visitors may tour the Academy. WVARF is willing to provide food services catering for such occasions for the cost of food and excess labor charges, if any. If the food preparation can be worked into the regular work day, there will be no labor charges.

PROVISION OF SPACE, UTILITIES, EQUIPMENT, AND TABLEWARE

The Academy will provide the mess hall; all cooking equipment and utensils; heat, light, power or gas for cooking; water, sewage, garbage and trash disposal; refrigerators; milk coolers; knives; forks; spoons; trays; glasses; bowls; cups; salt and pepper shakers; paper and plastic food serving products, etc. All food items including table and cooking condiments and spices will be born by WVARF. WVARF staff will make reasonable efforts to protect the Academy's property. Inventory of expendable and nonexpendable equipment will take place not less often than the beginning and end of each class. It is expected that there will be some loss and breakage of

utensils and cutlery. WVARF will assume responsibility for shortages of such items in excess of 2½ percent (.025) of the beginning inventory figures per class.

COST DERIVATIONS

This contract is awarded to WVARF on noncompetitive terms under the basis of the West Virginia State Use Law. The fair market value of the contract has been certified by the Committee for the Purchase of Commodities and Services from the Handicapped. WVARF wishes to acknowledge its special relationship with the Government of West Virginia and provides the information below and the supplemental information attached as part of its efforts to be fully disclosing in how costs and prices were determined.

This section explains operating assumptions and how contract costs were derived. It is the policy of WVARF and its subcontracting members that pay should be based upon merit. The current employees are meritorious of the pay rates which are presented in this plan. Should new employees be hired to replace those who might leave during the course of this contract, they may not receive the same wages as that received by the person they replaced. Full-time, permanent employees are to receive .83 days of vacation time and 1.5 days of sick leave per full month of satisfactorily completed service. Non-client employees receive nine paid holidays (New Year's Day, Martin Luther King Birthday, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve (½ day) Christmas Day, New Year's Eve (½ day). Clients do not receive holidays. Employees receive the following benefits: Employer FICA contribution of 7.65%; workman's compensation insurance of 2.05%; and unemployment insurance of 2.10%. No health or other welfare benefits are offered to employees under this contract. Each employee will be issued five Tee shirts, two aprons, and one cap at the beginning of each semiannual session. They will also be issued one name tag.

WVARF members are community rehabilitation programs (CRP, formerly called sheltered workshops). As such, they are West Virginia not-for-profit corporations and excluded under the IRS code section 501(c)5 from paying taxes. They are accredited by the West Virginia State Department of Rehabilitation Services and are exempted from certain sections of federal and state wage hour laws. They may pay sub-minimal wages (called commensurate wages). They will attempt to staff all possible positions using persons with disabilities. The CRP is not required to pay unemployment tax on client wages. Hence, the fringe benefit rate on clients is 2.10% less than that of nondisabled workers. This difference is reflected in the following financial analysis and the savings passed on to the customer. WVARF's member subcontractor, the Preston Country Sheltered Workshop, proposes to utilize persons with disabilities in the six worker positions, making the percentage of disabled workers on this contract 67%. If the actual staffing differs markedly from this plan, a suitable adjustment in the pricing of the contract will be requested.

Pay and Benefit Rates

The following are pay and benefit rates for employees proposed for this contract

| Title | Pay Rate | Fringe Rate ¹ | Total Vacation Earned | Total Sick Leave Earned |
|--------------------------|----------|--------------------------|-----------------------|-------------------------|
| Supervisor | \$7.35 | 11.8% | 80 hours | 144 hours |
| Cook (3) | \$6.30 | 11.8% | 184 hours | 333 hours |
| Worker ² (6) | \$4.25 | 9.7% | 327 hours | 590 hours |
| Relief Cook ³ | \$6.00 | 11.8% | 0 hours | 0 hours |

¹ Nondisabled employees receive 7.65% FICA, 2.05% Workman's comp, and 2.10% unemployment insurance. Disabled employees do not receive unemployment insurance.

² Employees on Shift 1 and 2 work 37.5 hour weeks. Workers on Shift 3 receive 30 hours of employment.

³ Relief cooks are part-time and receive neither vacation, holiday nor sick leave benefits.

SUPPLEMENTAL INFORMATION

(Not part of the contract)

**PRESTON COUNTY SHELTERED WORKSHOP
MOUNTINEER CHALLENGE ACADEMY**

Fiscal Year 1995

(September 1, 1994 through August 31, 1995)

| | Basis | Sep 94 | Oct 194 | Nov 94 | Dec 94 | Jan 95 | Feb 95 | Mar 95 | Apr 95 | May 95 | Jun 95 | Jul 95 | Aug 95 | 1995 Total |
|---|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
| MONTHLY DIRECT COSTS | | | | | | | | | | | | | | |
| Direct Client Labor | | 3,315 | 3,953 | 3,825 | 2,678 | 2,678 | 3,570 | 1,658 | 3,825 | 3,953 | 3,825 | 3,953 | 2,678 | 39,908 |
| Client Fringe | 9.70% | 322 | 383 | 371 | 260 | 260 | 346 | 161 | 371 | 383 | 371 | 383 | 260 | 3,871 |
| Direct Nonclient Labor | | 4,140 | 4,489 | 4,578 | 3,782 | 3,687 | 4,116 | 2,717 | 4,461 | 4,746 | 4,443 | 4,629 | 3,557 | 49,346 |
| Direct Nonclient Fringe | 11.80% | 489 | 530 | 540 | 446 | 435 | 486 | 321 | 526 | 560 | 524 | 546 | 420 | 5,823 |
| Food | \$5.90 | 13,877 | 12,319 | 11,699 | 8,833 | 8,392 | 10,137 | 7,228 | 12,915 | 11,912 | 11,779 | 11,286 | 10,137 | 130,514 |
| Uniforms | 1,100 | 550 | | | | | 550 | | | | | | | 1,100 |
| Total Monthly Direct Costs | | 22,692 | 21,674 | 21,014 | 15,998 | 15,451 | 19,205 | 12,084 | 22,098 | 21,555 | 20,942 | 20,797 | 17,051 | 230,561 |
| OVERHEAD (On Direct Labor) | 50.61% | 3,773 | 4,272 | 4,253 | 3,269 | 3,221 | 3,890 | 2,214 | 4,193 | 4,403 | 4,185 | 4,343 | 3,155 | 45,171 |
| TOTAL EXPENSES | | 26,465 | 25,947 | 25,266 | 19,267 | 18,672 | 23,095 | 14,298 | 26,291 | 25,957 | 25,127 | 25,140 | 20,207 | 275,732 |
| FEE (14% Total Expenses) | 14.00% | 3,705 | 3,633 | 3,537 | 2,697 | 2,614 | 3,233 | 2,002 | 3,681 | 3,634 | 3,518 | 3,520 | 2,829 | 38,602 |
| TOTAL COSTS | | 30,170 | 29,579 | 28,804 | 21,965 | 21,287 | 26,328 | 16,299 | 29,972 | 29,591 | 28,644 | 28,660 | 23,036 | 314,334 |
| MONTHLY BILLING | | | | | | | | | | | | | | |
| Total Costs Less Food Costs | | \$16,294 | \$17,260 | \$17,105 | \$13,132 | \$12,895 | \$16,190 | \$9,072 | \$17,057 | \$17,679 | \$16,866 | \$17,374 | \$12,898 | \$183,820 |
| Flat Rate Monthly Billing for Labor, Overhead, and Fees | | \$15,318 | | | | | | | | | | | | |

PRESTON COUNTY SHELTERED WORKSHOP MOUNTINEER CHALLENGE ACADEMY

Fiscal Year 1995

(September 1, 1994 through August 31, 1995)

| | Basis | Sep 94 | Oct 194 | Nov 94 | Dec 94 | Jan 95 | Feb 95 | Mar 95 | Apr 95 | May 95 | Jun 95 | Jul 95 | Aug 95 | 1995 Total |
|------------------------------|--------|---------|---------|----------|----------|----------|----------|---------|---------|----------|----------|------------|----------|---------------|
| Average Number of Cadets | | 84 | 75 | 69 | 65 | 62 | 56 | 88 | 78 | 72 | 67 | 62 | 56 | |
| Cadet Weeks in Month | | 1,2,3,4 | 5,6,7,8 | 10,11,12 | 13,14,15 | 16,17,18 | 20,21,22 | 1,2 | 3,4,5,6 | 7,8,9,10 | 12,13,14 | 5,16,17,18 | 20,21,22 | |
| Total Cadet Weeks in Month | | 4 | 4 | 4 | 3 | 3 | 4 | 2 | 4 | 4 | 4 | 4 | 4 | 44 |
| Shift 1 Days per Month | | 22 | 21 | 22 | 15 | 17 | 20 | 12 | 20 | 23 | 22 | 21 | 16 | |
| Shift 2 Days per Month | | 19 | 23 | 22 | 15 | 17 | 20 | 8 | 22 | 23 | 20 | 23 | 14 | 226 |
| Shift 3 Days per Month | | 11 | 18 | 16 | 12 | 8 | 16 | 6 | 18 | 16 | 18 | 18 | 12 | 169 |
| DIRECT LABOR | | | | | | | | | | | | | | |
| Supervisor (Nonclient) | \$7.35 | \$1,294 | \$1,235 | \$1,294 | \$1,294 | \$1,294 | \$1,176 | \$1,352 | \$1,176 | \$1,352 | \$1,294 | \$1,235 | \$1,352 | \$15,347 |
| Cook (Non-client) | | | | | | | | | | | | | | |
| Shift 1 hours | 7.5 | 165 | 158 | 165 | 113 | 128 | 150 | 90 | 150 | 173 | 165 | 158 | 120 | 1,733 |
| Shift 2 hours | 7.5 | 143 | 173 | 165 | 113 | 128 | 150 | 60 | 165 | 173 | 150 | 173 | 105 | 1,695 |
| Shift 3 hours | 7.5 | 83 | 135 | 120 | 90 | 60 | 120 | 45 | 135 | 120 | 135 | 135 | 90 | 1,268 |
| Cook (Non-client) Payroll \$ | \$6.30 | \$2,457 | \$2,930 | \$2,835 | \$1,985 | \$1,985 | \$2,646 | \$1,229 | \$2,835 | \$2,930 | \$2,835 | \$2,930 | \$1,985 | \$29,579 |
| Worker 1 (Client) | | | | | | | | | | | | | | |
| Shift 1 hours | 7.5 | 165 | 158 | 165 | 113 | 128 | 150 | 90 | 150 | 173 | 165 | 158 | 120 | 1,733 |
| Shift 2 hours | 7.5 | 143 | 173 | 165 | 113 | 128 | 150 | 60 | 165 | 173 | 150 | 173 | 105 | 1,695 |
| Shift 3 hours | 7.5 | 83 | 135 | 120 | 90 | 60 | 120 | 45 | 135 | 120 | 135 | 135 | 90 | 1,268 |
| Worker 1 (Client) Payroll \$ | \$4.25 | \$1,658 | \$1,976 | \$1,913 | \$1,339 | \$1,339 | \$1,785 | \$829 | \$1,913 | \$1,976 | \$1,913 | \$1,976 | \$1,339 | \$19,954 |
| Worker 2 (Client) | | | | | | | | | | | | | | |
| Shift 1 hours | 7.5 | 165 | 158 | 165 | 113 | 128 | 150 | 90 | 150 | 173 | 165 | 158 | 120 | 1,733 |
| Shift 2 hours | 7.5 | 143 | 173 | 165 | 113 | 128 | 150 | 60 | 165 | 173 | 150 | 173 | 105 | 1,695 |
| Shift 3 hours | 7.5 | 83 | 135 | 120 | 90 | 60 | 120 | 45 | 135 | 120 | 135 | 135 | 90 | 1,268 |
| Worker 2 (Client) Payroll \$ | \$4.25 | \$1,658 | \$1,976 | \$1,913 | \$1,339 | \$1,339 | \$1,785 | \$829 | \$1,913 | \$1,976 | \$1,913 | \$1,976 | \$1,339 | \$19,954 |
| Relief Cook | \$6.00 | \$390 | \$325 | \$450 | \$504 | \$409 | \$294 | \$136 | \$450 | \$465 | \$315 | \$465 | \$220 | \$4,420 |
| Relief Worker | \$4.25 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

Non-client employees are entitled to 12 hours of sick leave, 6.4 hours of vacation per 160 hours worked each month. They also receive 10 paid holidays each year.

If the Academy is in session, these holidays are covered by relief cooks. Clients do not receive vacation or holidays.

**PRESTON COUNTY SHELTERED WORKSHOP
MOUNTINEER CHALLENGE ACADEMY
Fiscal Year 1995
(September 1, 1994 through August 31, 1995)**

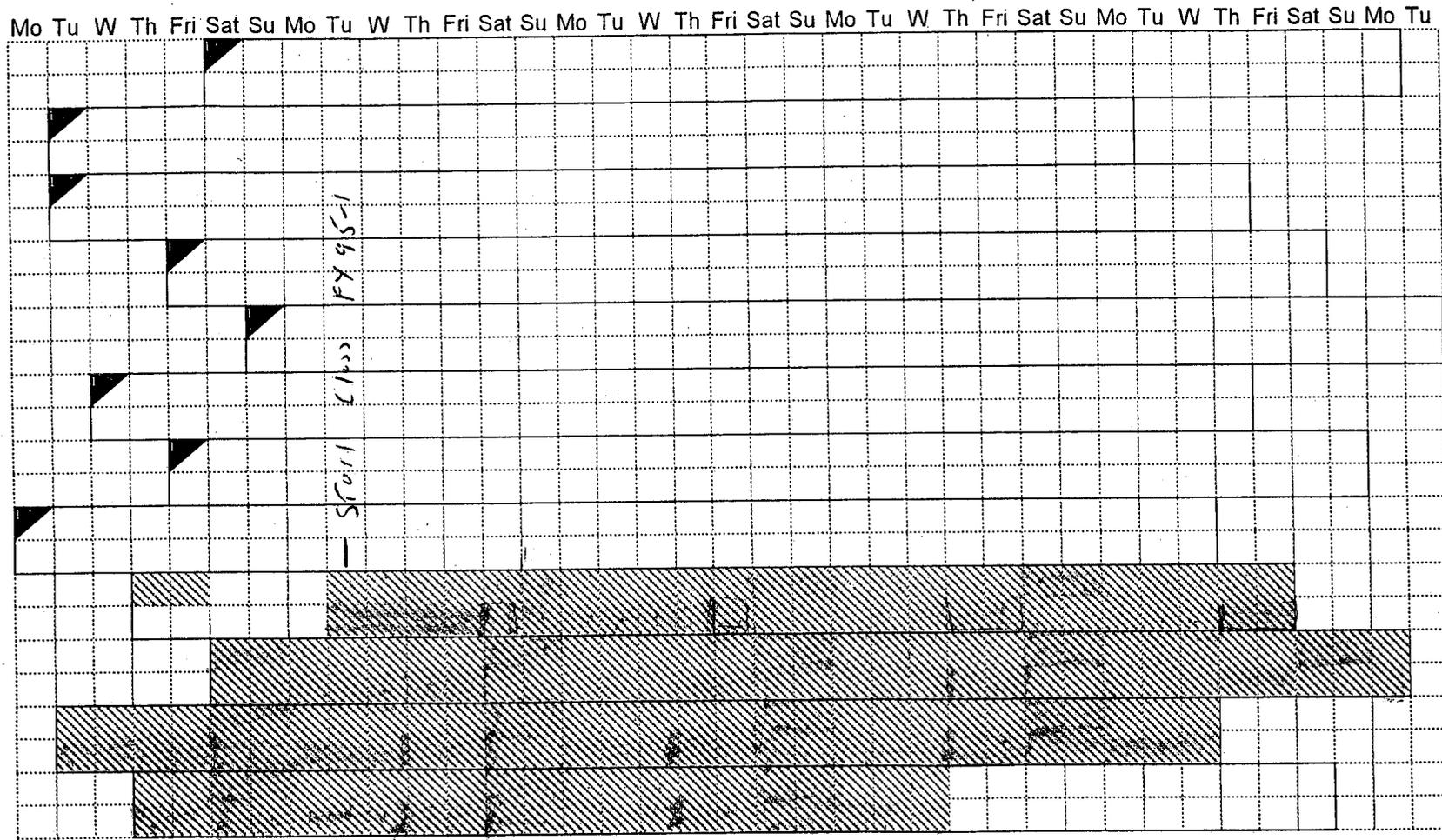
FOOD SERVICE ANALYSIS

| | Week | | | | | | | | | | | |
|-----------------------------------|--------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | |
| Cadets | 90 | 85 | 82 | 79 | 77 | 75 | 74 | 73 | 72 | 70 | 68 | |
| Cadet Meals | 630 | 595 | 574 | 553 | 539 | 525 | 518 | 511 | 504 | 490 | 476 | |
| Days off Meals | | | | | 2 | | 2 | 1 | 1 | | 2 | |
| Net Meal Days | 630 | 595 | 574 | 553 | 537 | 525 | 516 | 510 | 503 | 490 | 474 | |
| Surcharge for less than 35 cadets | 10.0% | | | | | | | | | | | |
| Food Costs @ Daily Rate of | \$5.90 | \$3,717 | \$3,511 | \$3,387 | \$3,263 | \$3,168 | \$3,098 | \$3,044 | \$3,009 | \$2,968 | \$2,891 | \$2,797 |

| | Week | | | | | | | | | | | |
|-----------------------------------|--------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | |
| Cadets | 67 | 66 | 65 | 64 | 63 | 62 | 60 | 58 | 56 | 55 | 55 | |
| Cadet Meals | 469 | 462 | 455 | 448 | 441 | 434 | 420 | 406 | 392 | 385 | 385 | |
| Days off Meals | | 2 | | 2 | | 2 | | 2 | 2 | | 2 | |
| Net Meal Days | 469 | 460 | 455 | 446 | 441 | 432 | 420 | 404 | 390 | 385 | 383 | |
| Surcharge for less than 35 cadets | 10.0% | | | | | | | | | | | |
| Food Costs @ Daily Rate of | \$5.90 | \$3,044 | \$2,985 | \$2,953 | \$2,895 | \$2,862 | \$2,804 | \$2,726 | \$2,622 | \$2,531 | \$2,499 | \$2,486 |

MEASUREMENT PLANNING
FY 1995

Planner 1994



Shift 1
1 2 3
22 19 11
21 23 18
22 22 16
15 15 12

27
25
31
31
30
30
21
21

| | | | | |
|----------|-----------|----------|----------|----------|
| Vacation | Project 1 | [Unused] | [Unused] | [Unused] |
| Training | Project 2 | [Unused] | [Unused] | [Unused] |
| Meeting | Project 3 | [Unused] | [Unused] | [Unused] |

Shift 1
Shift 2
Shift 3

Preston County Sheltered Workshop
Analysis of Program Delivery Costs
Mountaineer Challenge Academy

DETERMINATION OF OVERHEAD RATE PRESTON COUNTY SHELTERED WORKSHOP

1. BASIS FOR ALLOCATION

Workshops are in the business of supplying jobs for persons with disabilities. Therefore, in all of our contracts we like to use direct labor as the method of allocating overhead.

2. LABOR ANALYSIS -- SEPTEMBER 1993 THROUGH MAY 1994

The figures below are taken from company records for the period September 1, 1994 through May 31, 1994 and reflect the cost of all direct labor (disabled and nondisabled personnel) employed in all workshop manufacturing and service projects and the same for direct labor used in the Mountaineer Challenge Academy (MCA). The percentage of MCA labor to total labor is then calculated and used as the basis for allocation.

| | | |
|-------------------------------|----------------|------------------|
| Total Direct Labor - All Jobs | | |
| Disabled | \$101,966 | |
| Nondisabled | <u>132,581</u> | |
| | | <u>\$234,547</u> |
| Total Direct Labor - MCA | | |
| Disabled | \$ 18,365 | |
| NonDisabled | <u>33,346</u> | |
| | | <u>\$ 51,711</u> |

The percentage of labor attributable to MCA ($\$51,711 \div \$234,547$) is 22.04%.

3. OVERHEAD EXPENSES -- SEPTEMBER 1993 THROUGH MAY 1994

The total overhead expenses for the period were \$118,709. Of this, 11 percent is attributable to rehabilitation operations and exempted from production recovery. Hence, the total overhead which must be absorbed by operations is \$105,651. The MCA contract represents 22.04% of total labor and is required to absorb \$23,285 of overhead.

4. COST ANALYSIS FOR MCA CONTRACT -- SEPTEMBER 1993 THROUGH MAY 1994

| | | |
|--------------------------|---------------|----------------------|
| MCA Revenues | \$135,429 | 100.0% |
| Cost of Goods Sold | | |
| Direct Labor | \$ 51,711 | |
| Direct Labor Payroll Tax | 5,716 | |
| Direct Material | <u>45,762</u> | |
| | | <u>103,189</u> 76.2% |
| GROSS PROFIT | \$ 32,240 | 23.8% |
| Overhead | | |
| Overhead Allocation | <u>23,285</u> | 17.2% |
| NET PROFIT | \$ 8,955 | 6.6% |

Profit as a percentage of revenue ($\$8,955 \div \$135,429$) is 6.6%.

**PRESTON COUNTY SHERTERED WORKSHOP
INCOME STATEMENT
9 Months ending May 31, 1994**

| | Jul 93 | Aug 93 | May 94 | Total |
|--------------------------------|---------------|---------------|----------------|----------------|
| | Actual | Actual | YTD | 9 Mo |
| REVENUES | | | | |
| Media | 5,051 | 10,121 | 113,122 | 97,950 |
| Micrographics | 7,750 | 8,504 | 69,484 | 53,230 |
| Janitorial | 1,631 | 1,624 | 17,457 | 14,202 |
| Jennmar | 5,751 | 8,879 | 83,987 | 69,357 |
| Camp Dawson (Billeting) | 3,058 | 3,115 | 31,523 | 25,350 |
| Camp Dawson (Jani/Beds) | 4,033 | 5,703 | 37,514 | 27,778 |
| Preston Laundry | 2,247 | 2,502 | 22,885 | 18,136 |
| MCA Foods | 0 | 0 | 135,429 | 135,429 |
| Kingsford | 0 | 0 | 33,224 | 33,224 |
| Other | 2,206 | 395 | 6,404 | 3,803 |
| Total Sales | 31,727 | 40,843 | 551,029 | 478,459 |
| COST OF GOODS SOLD | | | | |
| Direct Client Labor | 8,348 | 9,929 | 120,243 | 101,966 |
| Client Fringe | 1,004 | 1,192 | 14,429 | 12,233 |
| Direct Labor | 0 | 0 | 54,687 | 132,581 |
| Direct Material | 2,682 | 1,345 | 72,853 | 68,826 |
| R & M Equipment | 475 | 475 | 5,225 | 4,275 |
| Depreciation | 607 | 607 | 6,677 | 5,463 |
| Inventory Change | 186 | 153 | 2,189 | 1,850 |
| Cost of Sales | 13,302 | 13,701 | 276,303 | 327,194 |
| Gross Profit | 18,425 | 27,142 | 274,726 | 151,265 |
| PUBLIC SUPPORT | | | | |
| Extended Employment | 2,425 | 2,425 | 26,675 | 21,825 |
| Section 110 | 0 | 486 | 5,580 | 5,094 |
| Basic Support | 1,667 | 1,667 | 18,612 | 15,278 |
| Preston Co. Schools | 0 | 0 | 810 | 810 |
| Donation/Fund Raising | 3,525 | 0 | 8,235 | 4,710 |
| Pop Sales | 0 | 0 | 226 | 226 |
| Other | 0 | 0 | 1,444 | 1,444 |
| Total Public Support | 7,617 | 4,578 | 61,582 | 49,387 |
| NET OPERATING INCOME | 26,042 | 31,720 | 336,308 | 200,652 |
| INDIRECT COSTS | | | | |
| Staff Wages (net of DL) | 19,799 | 19,013 | 171,393 | 54,687 |
| Staff Fringes | 2,376 | 2,282 | 27,130 | 22,472 |
| Indirect Client Labor | 367 | 218 | 2,712 | 2,127 |
| Indirect Client Fringe | 44 | 16 | 325 | 265 |
| Consulting & Prof | 232 | 232 | 3,352 | 2,888 |
| N.P. Staff Travel | 562 | 450 | 3,918 | 2,906 |
| Operations & Maint | 274 | 13 | 3,130 | 2,843 |
| Consumable Supplies | 794 | 509 | 8,381 | 7,078 |
| Space | 409 | 377 | 5,105 | 4,319 |
| Other Costs | 742 | 1,503 | 21,279 | 19,034 |
| Office Equip | 0 | 0 | 90 | 90 |
| TOTAL OPERATING EXPENSE | 25,599 | 24,613 | 246,815 | 118,709 |
| NET PROFIT | 443 | 7,107 | 89,493 | 81,943 |

20.47%
11.13%
2.97%
14.50%
5.30%
5.81%
3.79%
28.31%
6.94%
0.79%

Of this, \$18,365 is from MCA
Of this, \$33,346 is from MCA
Total DL is (101,966 + 132,581) \$234,547
Total DL MCA is \$51,711 or (51,711/234,547) 22.04%

Total 9 mo income statement staff wages \$187,268
Timesheet records reveal 9 mo admn wages of \$54,887
Net nondisabled DL \$132,581, shown as CGS

G&A as a % DL (118,709/234,547) = 50.61%
profit % w/ public support = 17.1%
profit % w/o public support = 6.8%