



Council of Trustees
West Chester University
West Chester, Pennsylvania 19383

Council of Trustees
Resolution
2008-24

www.wcupa.edu

Proposed

RESOLUTION
COUNCIL OF TRUSTEES
WEST CHESTER UNIVERSITY OF PENNSYLVANIA
SEPTEMBER 25, 2008
2008-09 PROPOSED BUDGET

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE 2008-09 OPERATING BUDGET FOR WEST CHESTER UNIVERSITY AS IT IS PROPOSED.

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES




Linda L. Lamwers, Ph.D., Interim President

9/8/08

Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES



Thomas Fillippo, Chairperson
Council of Trustees

9/25/08

Date

**WEST CHESTER UNIVERSITY OF PA
2008-09 Budget Proposal**

Please refer to the attached copies of the "FY 2008-09 Unrestricted E&G Budget" and the "FY 2008-09 Funds Summary" projections.

The Commonwealth budget for FY09 reflects a 3% increase in Education and General (E&G) appropriation for the Pennsylvania State System of Higher Education (PASSHE). In addition to an appropriation allocation of \$51,525,868, it is projected that West Chester will receive an additional \$4,149,271 in "base" performance funding for FY09. Over the past several years, West Chester has also received supplemental performance funding earmarked for "Library and Accreditation." For FY09, PASSHE has provided guidelines requesting input from the universities related to currently unfunded strategic initiatives that address "Commonwealth needs, especially in the areas of Science, Technology, Engineering and Mathematics." At this time, it is unclear if these requests will generate any additional funding for West Chester. For FY09, the appropriation represents approximately 32% of total projected E&G revenue, while the appropriation plus anticipated performance funding reflects 34.6% of all E&G revenue.

At their meeting of July 17, 2008, the Board of Governors approved a 3.5% across-the-board tuition increase for FY09. The projected tuition revenue is based on the actual enrollment for FY08 and the new tuition rate for FY09.

In addition to a tuition increase, the Board of Governors also approved a 3.4% increase in the Technology Tuition Fee, increasing the rate to \$90.50/semester for a full-time resident student. This fee increase will generate an additional \$112,578, which will be earmarked for student-related technology enhancements.

Educational Services revenue is anticipated to grow by 8.6% during FY09. This fee, which is based on 10% of the in-state tuition rate, reflects the 3.5% increase in tuition for FY09 as well as enrollment growth in FY08. Due to an accounting change related to classification of revenue, a projected decrease in "Miscellaneous Revenue" will be offset by an increase in "Other Fee" revenue.

Expenditures:

As in the past, salary and benefit expenses continue to be the largest portion of West Chester's budget, representing 74.9% of the University's projected expenditure budget in FY09. All collective bargaining agreements are settled and PASSHE is in year two of four-year contracts with AFSCME (non-instructional staff), APSCUF (faculty), SPFPA (police, security and fire safety), SCUPA (state university professionals) and OPEIU (nurses).

Salary and benefit increases, which are beyond the direct control of the individual campuses, include the following contractual or mandated increases for FY09:

Salary Increases:

- AFSCME/APSCUF/SCUPA/SPFPA/OPEIU – 3.0% across-the-board increase effective July 1, 2008.
- Managers –5% merit pool for managers effective July 1, 2008.

Bargaining units, with the exception of Managers, will receive the following increments:

- AFSCME/SPFPA/OPEIU – all eligible employees will receive a 2.25% one-step service increment, effective January 3, 2009. Employees at the top of the pay range who are not eligible for service increments will receive lump sum payments in January 2009 equal to 2.25% of their base salary.
- APSCUF – all eligible employees will receive a one-step service increment effective August 16, 2008. These service increments range from 2.5% to 5.0%, depending upon placement in the pay schedule.
- SCUPA – all eligible employees will receive a one-step service increment effective August 16, 2008.

Benefit Increases:

All employees are currently required to contribute to the cost of health care benefits. In accordance with the AFSCME/SCUPA collective bargaining agreements, employees will contribute 1.5% of their biweekly gross salary effective July 1, 2008 toward the cost of health care benefits. However, for those employees who elect to participate in a health and wellness program, the biweekly contribution rate will be decreased to 1%. At the present time, all APSCUF/SPFPA/OPEIU and Management employees contribute 10% of the premium cost (on a pre-tax basis) as part of their health care benefits. Effective January 1, 2009, this contribution rate will increase to 15%. However, for those employees who elect to participate in a health and wellness program the contribution rate will be reduced to 10%.

Projected benefit rate increases for Hospitalization, Annuitant and Health and Welfare (H&W) per PASSHE assumptions dated July 29, 2008 include:

AFSCME Annuitant	N/C
All Other Annuitant	-0.28%
AFSCME/SCUPA Hospitalization	10.61%
All Other Hospitalization (Indemnity or HMO)	12.00%
All Other Hospitalization (PPO)	15.54%
AFSCME/SCUPA H&W	N/A
APSCUF H&W	N/C
All Other H&W	5.90%

Retirement calculations are based on the retirement selection (SERS vs. TIAA-CREF) for the employee currently assigned. Vacant positions continue to be budgeted based

on the TIAA-CREF retirement rate (9.29%). Projected employer retirement contribution rates for FY08 are as follows:

SERS	3.29% (.30% increase over FY08)
TIAA-CREF	9.29% (no change)
PSERS	2.38% (33.33% decrease over FY08)

Overall benefits costs are projected to increase by 8.2% during FY09.

Operating Increases:

All base operating budgets reflect level funding for FY09, with the exception of base adjustments to cover increased postage costs that resulted from the rate increase that was effective May 2008. Based on usage and cost data supplied by the University's energy manager and rate projections supplied by PASSHE, utility costs are projected to increase by 7.0% during FY09. The "Designated Infrastructure" expenditure line, an amount budgeted annually for deferred maintenance projects, is also projected to increase by 7.4% in FY09. This allocation is based on 1% of tuition revenue, and the projected budget reflects FY08 enrollment growth as well as the FY09 approved tuition increase. The growth in "Non-Allocated" represents funding set aside in the central budget that will be allocated throughout the year to provide institutional support for projects such as the Information Services/IS Long Range Plan and Facilities Projects, as well as funding for University-wide expenses related to PASSHE Consolidated University Operation, the System Office fee, and legal fees.

Summary:

Overall, the FY09 Education and General (E&G) Budget is projected to grow by 6.0% to \$160,763,704. The University "All Funds Budget," which includes E&G, Auxiliary and Restricted Funds, is projected to increase by 5.2% to \$206,387,547.

West Chester University FY 2008-09 Unrestricted E&G Budget Projections				
	FY08 Approved Budget	Adjs	FY09 Projected Budget	Percent Change
Revenue				
Appropriation	49,745,209	1,780,659	51,525,868	3.6%
Performance Funding	3,660,286	488,985	4,149,271	13.4%
Regular Tuition	70,324,784	5,437,544	75,762,328	7.7%
Summer Tuition	8,022,912	382,999	8,405,911	4.8%
Ed Svcs Fee	6,545,507	559,932	7,105,439	8.6%
Technology Fee	2,451,061	112,578	2,563,639	4.6%
Other Fees	2,904,778	518,940	3,423,718	17.9%
Interest Income	2,634,876	472,980	3,107,856	18.0%
Miscellaneous Income	5,397,572	(677,898)	4,719,674	-12.6%
Total Revenue	151,686,985	9,076,719	160,763,704	6.0%
Expenditures & Transfers				
Salaries (inc Summer & AYM)	82,124,293	4,090,082	86,214,375	5.0%
Benefits (allocated and non-allocated)	31,550,510	2,581,347	34,131,857	8.2%
Operating Expenditures	22,846,304	860,575	23,706,879	3.8%
Designated Infrastructure	783,477	58,205	841,682	7.4%
Ed Services -- Academic Computing*	561,239	49,868	611,107	8.9%
Ed Services -- Instruction*	623,599	55,409	679,008	8.9%
Ed Services -- Library*	1,247,198	110,819	1,358,017	8.9%
Technology Fee	2,451,061	112,578	2,563,639	4.6%
Non-Allocated (FC 7511753100)	9,162,591	1,494,549	10,657,141	16.3%
Total Expenditures & Transfers	151,350,272	9,413,432	160,763,704	6.2%
Budget Surplus/(Shortfall)	336,712	(336,712)	-	

*Projected FY09 allocation pending formal approval by the Council of Trustees.

West Chester University FY 2008-09 Funds Summary				Restricted	Total Funds
	Education & General	Auxiliaries	Total Unrestricted		
Revenue					
Appropriation	51,525,868		51,525,868		51,525,868
Performance Funding	4,149,271		4,149,271		4,149,271
Tuition	84,168,239		84,168,239		84,168,239
Fees	13,092,796		13,092,796		13,092,796
Interest Income	3,107,856		3,107,856	334,274	3,442,130
Miscellaneous Income	4,719,674		4,719,674	1,699,451	6,419,125
Residence Halls		14,600,105	14,600,105		14,600,105
Food Service		9,392,435	9,392,435		9,392,435
Other (Auxiliaries)		1,359,578	1,359,578		1,359,578
Gov't Grants & Contracts -- Federal				7,684,861	7,684,861
Gov't Grants & Contracts -- State				8,213,512	8,213,512
Gifts				2,339,626	2,339,626
Total Revenue	160,763,704	25,352,119	186,115,823	20,271,724	206,387,547
Expenditures & Transfers					
Salaries	86,214,375	5,225,429	91,439,804	1,501,479	92,941,283
Benefits	34,131,857	2,888,086	37,019,943	254,129	37,274,072
Designated Infrastructure	841,682		841,682		841,682
Operating Expenditures	23,706,879	17,238,603	40,945,482	18,516,116	59,461,598
Ed Services	2,648,132		2,648,132		2,648,132
Technology Fee	2,563,639		2,563,639		2,563,639
Non-Allocated (FC 7511753100)	10,657,141		10,657,141		10,657,141
Total Expenditures & Transfers	160,763,704	25,352,119	186,115,823	20,271,724	206,387,547



Council of Trustees
 West Chester University
 West Chester, Pennsylvania 19383

Council of Trustees
 Resolution
 2008-25

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Proposed

RESOLUTION
 COUNCIL OF TRUSTEES
 WEST CHESTER UNIVERSITY OF PENNSYLVANIA

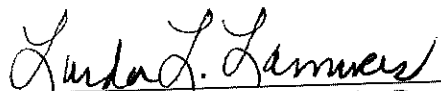
SEPTEMBER 25, 2008

EDUCATIONAL SERVICES FEE

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE DISTRIBUTION OF THE ADDITIONAL REVENUE GENERATED FROM THE 2008-09 FISCAL YEAR TUITION INCREASE ACCORDING TO THE ALLOCATION OUTLINED BELOW:


Category	Allocation
Instructional Expenses to Promote Educational Programs	10.00%
Library Books, Periodicals and Similar Electronic Media	20.00%
Academic Computing Expenses to Serve Student Needs	9.00%
Information Technology	17.00%
General Fund	44.00%
	100.00%

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES


 Linda L. Lamwers, Ph.D., Interim President

9/8/08
 Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES


 Thomas A. Fillippo, Chairperson
 Council of Trustees

9/25/08
 Date

WEST CHESTER UNIVERSITY OF PA EDUCATIONAL SERVICES FEE ALLOCATION
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Tuition increased to \$2,679 per semester for FY09 for full-time undergraduate students. West Chester University's policy for the Educational Services Fee states that it is calculated as 10% of the undergraduate full-time tuition rate. This increase results in a \$9 per semester increase in the Educational Services Fee for both full-time undergraduate and graduate students. It has been projected that the fee increase will generate an estimated \$240,281 in additional revenue for FY09. The increase in revenue must be approved for allocation by the Council of Trustees.

The University is proposing that this additional revenue be distributed in the same proportions as previously approved by the Council of Trustees. Below is the allocation formula approved by the Council of Trustees on September 15, 2005:

Category	Allocation
Instructional Expenses to Promote Educational Programs	10.00%
Library Books, Periodicals and Similar Electronic Media	20.00%
Academic Computing Expenses to Serve Student Needs	9.00%
Information Technology	17.00%
General Fund	<u>44.00%</u>
	<u>100.00%</u>



Council of Trustees
West Chester University
West Chester, Pennsylvania 19383

Council of Trustees
Resolution
2008-26

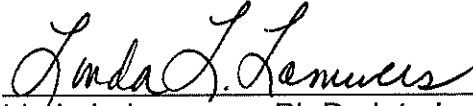
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Proposed

RESOLUTION
COUNCIL OF TRUSTEES
WEST CHESTER UNIVERSITY OF PENNSYLVANIA
SEPTEMBER 25, 2008
PHILIPS FUND STOCK POWERS

BE IT RESOLVED that Bernard J. Carrozza and Thomas A. Fillippo are hereby individually authorized and empowered on behalf of the Council of the Trustees of West Chester University of Pennsylvania, formerly known as West Chester State Teachers College and West Chester State University, to buy, sell, assign and transfer, and to execute any and all assignments for the transfer or sale of stocks, bonds, or any other registered security held by said University, and also to execute such powers of attorney, proxies, other papers as may be required in reference to securities so held.

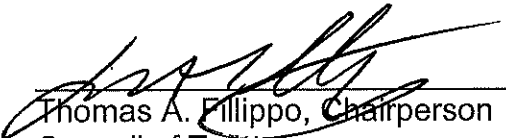

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES



Linda L. Lamwers, Ph.D., Interim President

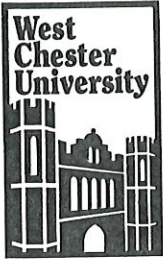
9/25/08
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

Thomas A. Fillippo, Chairperson
Council of Trustees

9/25/08
Date



Council of Trustees
West Chester University
West Chester, Pennsylvania 19383

Council of Trustees
Resolution
2008-287

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Proposed

RESOLUTION
COUNCIL OF TRUSTEES
WEST CHESTER UNIVERSITY OF PENNSYLVANIA
SEPTEMBER 25, 2008

PURCHASE ORDERS AND CONTRACTS

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE LIST OF PURCHASE ORDERS AND CONTRACTS IN EXCESS OF \$5,000 EXECUTED DURING MAY, JUNE, JULY, AND AUGUST 2008 FOR THE PURCHASE OF EQUIPMENT, SERVICES AND SUPPLIES.

RECOMMENDED FOR ACTION BY THE COUNCIL OF TRUSTEES

Linda L. Lamwers
Linda L. Lamwers, Ph.D., Interim President

9/25/08
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

Thomas Phillip Char
Thomas Phillip, Chairperson
Council of Trustees

9/25/08
Date

West Chester University of Pennsylvania
 Purchase Orders and Contracts in Excess of \$ 5,000.00
 For the Purchase of Equipment, Services and Supplies
 Executed during May 2008

Department	Vendor	Item	Document No.	Amount
Academic Computing	Lenevo Direct 8123 S. Hardy Dr. Tempe, AZ 85284	Purchase of 20 IBM ThinkPad R61 computers.	4500193608	\$18,881.60
	Lenevo Direct 8123 S. Hardy Dr. Tempe, AZ 85284	50 ThinkCentre M57 Desktop computers.	4500193694	\$28,156.00
	Lenevo Direct 8123 S. Hardy Dr. Tempe, AZ 85284	Purchase of 8 IBM Think Center M75 computers required to run new the CCTV system in Communications Disorders.	4500194206	\$8,600.48
	Visual Sound 485 Parkway S., Lawrence Pk. Indust. Cntr. Broomall, PA 19008	Provide and install audio visual equipment in Mitchell Hall presentation room.	4500196176	\$8,581.50

West Chester University of Pennsylvania
 Purchase Orders and Contracts in Excess of \$ 5,000.00
 For the Purchase of Equipment, Services and Supplies
 Executed during May 2008

Department	Vendor	Item	Document No.	Amount
Administrative Computing	Oracle Usa, Inc. Oracle Reston, 1910 Oracle Way Reston, VA 20190	PeopleSoft Enterprise Portal maintenance for the period 6/21/08 thru 6/20/09.	4500194963	\$46,874.50
	Oracle Usa, Inc. Oracle Reston, 1910 Oracle Way Reston, VA 20190	Purchase of an upgrade to PeopleSoft Student Admin e-Applications software.	4500196447	\$39,897.05
Advancement	West Chester University Foundation 201 Carter Dr., Suite 200 West Chester, PA 19383	Consulting services provided by the Foundation for the period from 1/1/08 thru 3/31/08.	4500196706	\$36,319.46

West Chester University of Pennsylvania
Purchase Orders and Contracts in Excess of \$ 5,000.00
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Executed during May 2008

Department	Vendor	Item	Document No.	Amount
College of Arts & Sciences	Agilent Technologies, Inc. 2850 Centerville Rd. Wilmington, DE 19808	On-site service contract for LC/MS and component parts.	4000012820	\$10,552.68
	Bryn Mawr College 101 North Merion Ave. Bryn Mawr, PA 19010	Tuition, fees, room & board for Anne Herzog for the HERS Bryn Mawr summer institute 6/21/08 thru 7/16/08.	4500195571	\$7,400.00
	Care Stream Health, Inc. 4 Science Park West New Haven, CT 06511	Purchase of a specialized research camera.	4500195910	\$14,369.00
	Keystone Precision Instruments 1212 W. Washington St. Allentown, PA 18102	Purchase of two GPS receivers with accessories and software.	4500198937	\$26,835.00
	Nanodrop 3411 Silverside Rd. Wilmington, DE 19810	2, ND 100 NanoDrop system spectrophotometer.	4500195106	\$17,970.00

West Chester University of Pennsylvania
 Purchase Orders and Contracts in Excess of \$ 5,000.00
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Department	Vendor	Item	Document No.	Amount
College of Arts & Sciences	Steris Corporation 2424 West 23rd St., P.O. Box 13620 Erie, PA 16506	Repair and service of two autoclaves located in Boucher building room BB312.	4500199494	\$9,000.00
	Tech Imaging 27 Congress St., Suite 406 Salem, MA 01970	Purchase of a Trouble shooter LE camera & accessories.	4500197532	\$43,824.00
	West Chester University Foundation 201 Carter Dr., Suite 200 West Chester, PA 19383	Consulting services provided by the Foundation for the period from 1/1/08 thru 3/31/08.	4500196283	\$15,750.00
	Z Corp 32 Second Ave. Burlington, MA 01803	Purchase of a "Z" printer 450 color 3D printer.	4500193634	\$52,855.00

West Chester University of Pennsylvania
 Purchase Orders and Contracts in Excess of \$ 5,000.00
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Department	Vendor	Item	Document No.	Amount
College of Business & Public Affairs	LCPSR Dept. 771240 U of M P.O. 77000 Detroit, MI 48277	Membership renewal for the Inter-University consortium for political and social research from 7/1/08 thru 6/30/09.	4500197085	\$5,850.00
	Peco Energy Company 1050 W. Swedesford Rd. Berwyn, PA 19312	Estimated electric expense for the Graduate Business Center for the period 7/1/08 thru 9/30/08.	4500196873	\$26,400.00
	The Desmond One Liberty Blvd. Malvern, PA 19355	Catered breakfast for Downingtown National Bank loyalty to service award banquet 5/1/08.	4500198469	\$5,368.23

West Chester University of Pennsylvania
Purchase Orders and Contracts in Excess of \$ 5,000.00
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Department	Vendor	Item	Document No.	Amount
College of Education	Bloomsburg University 400 E. Second St., C/O Claudia Thrush Fin & Bus S Bloomsburg, PA 17815	2008 PASSHE summer honors program (WCU's share).	4500196556	\$8,000.00
	Deaf Hearing Communications Center, Inc. 630 Fairview Rd., Suite 100 Swarthmore, PA 19081	Interpreter service provided for students.	4500195539	\$5,637.68
	Deaf Hearing Communications Center, Inc. 630 Fairview Rd., Suite 100 Swarthmore, PA 19081	Interpreter services students.	4500199558	\$7,554.76
	Xerox Corporation Two Valley Square Bldg. Blue Bell, PA 19422	12 month lease for the Xerox copy center 75, located in the School of Education for the period of 7/1/08 thru 6/30/09.	4500198812	\$13,946.16

West Chester University of Pennsylvania
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Department	Vendor	Item	Document No.	Amount
College of Health Sciences	Laerdal Medical Corporation, CST 167 Myers Corners Rd., P.O. Box 1840 Wappingers Falls, NY 12590	Preventative platinum maintenance agreement service program for Simbaby.	4500195014	\$5,500.00
	Philadelphia VA Medical Center 3900 Woodland Ave. Philadelphia, PA 19104	Research assistance required to complete a study at the Philadelphia VA Medical Center.	4500194604	\$12,461.77
	West Chester University Foundation 201 Carter Dr., Suite 200 West Chester, PA 19383	Consulting services provided by the Foundation for the period from 1/1/08 thru 3/31/08.	4500195935	\$20,909.58
College of Visual & Performing Arts	Woodwind & Brasswind Of South Bend Llc 4004 Technology Dr. South Bend, IN 46628	Purchase of a Selmer Eb Soprano model 50 series II saxophone.	4500195567	\$5,171.00

West Chester University of Pennsylvania
 Purchase Orders and Contracts in Excess of \$ 5,000.00
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Department	Vendor	Item	Document No.	Amount
Facilities Division	Buchart Horn, Inc./ Basco Assoc. 445 West Philadelphia St. York, PA 17404	Service Purchase Contract for the Geothermal well 1 distribution loop.	4000013931	\$24,555.00
	Buchart Horn, Inc./ Basco Assoc. 445 West Philadelphia St. York, PA 17404	Service Purchase Contract for the professional geothermal design services.	4000014312	\$203,500.00
	Castle Painting, Inc. 1075 Franklin Ave. Croydon, PA 19021	Painting contract for South campus apartments.	3900002651	\$82,000.00
	CK Wegner, Inc. 4212 Naber Ave. St. Michael, MN 55376	Service Purchase Contract for the repair orchestra shell located in SOMPAC.	4000013995	\$26,300.00
	Compass Signs Co. 3920 Nebraska St. Levittown, PA 19058	Service Purchase Contract to fabricate and install entire new Emilie K. Asplundh concert hall sign.	4000013763	\$9,550.00

West Chester University of Pennsylvania
Purchase Orders and Contracts in Excess of \$ 5,000.00
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Executed during May 2008

Department	Vendor	Item	Document No.	Amount
Facilities Division	Dauphin North America 300 Myrtle Ave., C/O Corporate Interiors Boonton, NJ 07005	Purchase of tablet arm chairs for Sturzbecker 1st floor classroom.	4500196581	\$29,838.59
	Department Of General Services P.O. Box 1385, 18th & Herr Sts. Harrisburg, PA 17125	WCU's committed share of funding for the SOMPAC project.	4500197615	\$469,697.93
	Department Of General Services P.O. Box 1385, 18th & Herr Sts. Harrisburg, PA 17125	WCU's committed share of funding for the Philips Memorial Hall project.	4500197616	\$185,691.79
	Donald E. Reisinger, Inc. 717 E. Washington St. West Chester, PA 19380	Service Purchase Contract for McCarthy Hall Landscaping.	4000014100	\$24,024.00
	Donald E. Reisinger, Inc. 717 E. Washington St. West Chester, PA 19380	Service Purchase Contract for Wayne Hall Landscaping.	4000014101	\$24,054.45

West Chester University of Pennsylvania
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Department	Vendor	Item	Document No.	Amount
Facilities Division	Donald E. Reisinger, Inc. 717 E. Washington St. West Chester, PA 19380	Service Purchase Contract for Sanderson Hall Landscaping.	4000014102	\$22,701.00
	Donald E. Reisinger, Inc. 717 E. Washington St. West Chester, PA 19380	Service Purchase Contract for Goshen Hall Landscaping.	4000014103	\$25,630.50
	Frazer Comtech 514 Shoemaker Rd. King Of Prussia, PA 19406	Service Purchase Contract for the voice data cabling project for the Warehouse.	4000013862	\$5,700.00
	Hayes Large Architects, LLC P.O. Box 1784 Altoona, PA 16602	Service Purchase Contract for a feasibility study for Mitchell Hall.	4000014013	\$67,247.74
	Hayes Large Architects, LLC P.O. Box 1784 Altoona, PA 16602	Service Purchase Contract for professional services for the space program - Psychology department.	4000014015	\$15,950.00

West Chester University of Pennsylvania
Purchase Orders and Contracts in Excess of \$ 5,000.00
For the Purchase of Equipment, Services and Supplies
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Department	Vendor	Item	Document No.	Amount
Facilities Division	Highland Hill Farm P.O. Box 517 Fountainville, PA 18923	Purchase of 25 Green Giant arborvitae.	4500194527	\$7,500.00
	Holstein Engineering, Inc. 341 Cambridge Ln. Newtown, PA 18940	Service Purchase Contract for professional services to provide geothermal engineering support.	4000013959	\$9,900.00
	J & J Invision 818 J & J Dr., P.O. Box 1287 Dalton, GA 30722	Purchase of attic stock carpet material.	4500194063	\$8,849.85
	Mcmahon Associates, Inc. 860 Sprindale Dr., Suite 200 Exton, PA 19341	Service Purchase Contract for the traffic engineering consultant services related to the E.O. Bull Center expansion.	4000014081	\$18,730.00
	Modern Equipment Sales & Rental 501 Garfield Ave. West Chester, PA 19380	Purchase of a Bil-Jax 3522A Bucket lift truck.	4500199924	\$28,545.00

West Chester University of Pennsylvania
Purchase Orders and Contracts in Excess of \$ 5,000.00
For the Purchase of Equipment, Services and Supplies
Executed during May 2008

Department	Vendor	Item	Document No.	Amount
Facilities Division	NY Seniuk 653 Scroggy Rd. Oxford, PA 19363	Service Purchase Contract for the installation of a ADA ramp for S. High Street.	4000014000	\$7,200.00
	Pac Industries, Inc. 5341 Jaycee Ave. Harrisburg, PA 17112	Provide and install new Milnor 75lb. Capacity dryer.	4500194945	\$20,740.00
	R. Smith Paving Contrator, Inc. 315 Snyder Ave. West Chester, PA 19382	Service Purchase Contract for paving repairs at S. New Street.	4000013970	\$5,850.00
	R. Smith Paving Contrator, Inc. 315 Snyder Ave. West Chester, PA 19382	Service Purchase Contract for paving repairs for 701 S. High St.	4000013972	\$6,900.00
	Ram-T Corporation 1121 Downingtown Pike, P.O. Box 72266 West Chester, PA 19380	Service Purchase Contract for installation of low- mow grass Tigue Road.	4000013704	\$11,517.56

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Facilities Division	Rosenn Jenkins & Greenwald LLP 15 S. Franklin St. Wilkes-Barre, PA 18711	Legal services - for the use of Radius Services LLC.	4500195066	\$7,629.33
	Roth Marz Partnership P.C. 3505 Chapin St. Erie, PA 16508	Service Purchase Contract for Architect - Design for E. O. Bull renovations.	4000013443	\$844,733.93
	Schneider Restorations, Inc. 856 Washington Crossing Rd. Newtown, PA 18940	General construction emergency repair for Wayne Hall.	4500196930	\$18,800.00
	Shemin Nurseries 1414 Wilmington Pike West Chester, PA 19382	Landscaping supplies for Schmidt Hall.	4500194609	\$6,500.70
	The Brickman Group. Ltd. 131 South Ship Rd. Exton, PA 19341	Service Purchase Contract for the landscaping services for 850 S. New Street.	4000013920	\$5,285.00

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Facilities Division	The Brickman Group. Ltd. 131 South Ship Rd. Exton, PA 19341	Service Purchase Contract for Landscaping labor for Schmidt Hall.	4000013925	\$7,185.00
	Traditional Floor Co. 2317 Almira Ave. Atco, NJ 08004	Service Purchase Contract for the Hollinger & Sturzebecker gym floor maintenance.	4000013967	\$9,950.00
	Valley Forge Laboratories, Inc. 1055 Westlakes Dr., Suite 200 Berwyn, PA 19312	Stipulation of settlement and Release of Claims document No. 3907.	4500195242	\$7,500.00

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Finance and Business Services	Ace American Insurance Department Ch 10678 Palatine, IL 60055	Insurance rider for the Fine Arts insurance coverage for the period 2/17/08 thru 2/17/09.	4500196548	\$12,084.00
	Campbell, Durrant & Beatty, P.C. 555 Grant St., Suite 310 Pittsburgh, PA 15219	Professional services for APSCUF grievance.	4500196236	\$13,157.26
	Collective Intelligence, Inc. 3540 N. Progress Ave. Harrisburg, PA 17110	Creation of web based reports utilizing Microsoft reporting services.	4500193932	\$9,500.00
	Schnader Harrison Segal & Lewis LLP 1600 Market Street, Suite 3800 Philadelphia, PA 19103	Legal services for the HRI Phase II project.	4500194812	\$17,566.53
Human Resources	Inservco Insurance Services P.O. Box 3899 Harrisburg, PA 17105	Administrative claim fees for January, February and March 2008.	4500196929	\$6,232.16

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Information Services	Camcor, Inc. 2273 S. Church St. Burlington, NC 27215	Purchase of 20 camcorders, 20 Flash memory cards and 20 hi speed USB card readers.	4500196320	\$8,416.20
	Hewlett Packard 10810 Farnam Dr. Omaha, NE 68154	Purchase of 7 Hewlett Server blades with accessories and server support.	4500194437	\$25,082.00
	Rothwell Document Solutions 204 W.Arket St. West Chester, PA 19382	Purchase of a new Lanier LD445c color multifunctional system.	4500198679	\$14,840.00
	Visual Sound 485 Parkway S., Lawrence Pk. Indust. Cntr. Broomall, PA 19008	Provide and install the VBrick video system in the WCU's digital media center, E.O. Bull building.	4500197425	\$10,715.00

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Library	Alexander Street Press 3212 Duke St. Alexandria, VA 22314	Annual database access for Theatre in video.	4500192443	\$13,175.00
	E-Image Data 340 Grant St. Hartford, WI 53027	Purchase of a microfilm ScanPro Model 1000 and scanning software.	4500197422	\$8,965.00
	Karl Kuerner Jr. 332 Ring Rd. Chadds Ford, PA 19317	Purchase of an original painting to be displayed in the library's reference services area.	4500197878	\$8,000.00
	Mintel International Group 34249 Eagle Way Chicago, IL 60678	Annual database access for the academic subscription to Mintel reports for the period 4/25/08 thru 4/29/09.	4500199046	\$5,940.00
	Newsbank, Inc 397 Main St. Chester, VT 05143	Annual database access Early American Newspapers Series 6 & 7.	4500198476	\$39,396.00

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Library	Palinet 3000 Market St., Suite 200 Philadelphia, PA 19104	Annual database access for LexisNexis Academic for the period 7/1/08 thru 6/30/09.	4500194815	\$22,142.12
	Palinet 3000 Market St., Suite 200 Philadelphia, PA 19104	Annual database access for Lexis Nexis congressional for the period 7/1/08 thru 6/30/09.	4500195587	\$6,439.29
	Palinet 3000 Market St., Suite 200 Philadelphia, PA 19104	Annual database access to CQ researcher PEOR and BioOne journals collection for the period 7/1/08 thru 6/30/09.	4500197233	\$9,032.00
	Palinet 3000 Market St., Suite 200 Philadelphia, PA 19104	Annual database access for America History and Life and Historical Abstracts.	4500197880	\$15,952.00
	Palinet 3000 Market St., Suite 200 Philadelphia, PA 19104	Palinet support center, Science Citation Index.	4500198013	\$23,776.00

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Library	The Union League Of Philadelphia 140 S. Broad St. Philadelphia, PA 19102	Rental fee for the 3E Institute event held at The Union League Of Philadelphia.	4500200208	\$5,586.80
Office of the President	Greenwood / Asher & Associates, Inc. 42 Business Center Dr., Suite 206 Miramar Beach, FL 32550	Blanket order for executive search.	4500198819	\$80,000.00
Public Relations & Marketing	Cenveo Printing 215 Glenville Rd. Churchville, PA 21028	Printing of the 08/09 undergraduate catalog.	4500196864	\$12,842.00
	Philadelphia Newspapers, Inc. P.O. Box 822063 Philadelphia, PA 19182	Printing of the 2008 summer camp inserts.	4500195968	\$9,500.00

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Public Safety	Metropolitan Communications, Inc. 308 Commerce Dr. Exton, PA 19341	Purchase of new radio equipment for Public Safety.	4500192922	\$13,174.00
	Zimmerman Advertising 115 Aster Dr., Suite A Harrisburg, PA 17112	Printing of WCU's 2008-2009 parking permits.	4500198547	\$8,793.00
Residence Life and Housing	Singer Equipment Company, Inc. 150 S. Twin Valley Rd. Elverson, PA 19520	Purchase of a roll in Victory refrigerator and two ice machines.	4500199335	\$17,739.45
Student Affairs	Mendenhall Inn P.O. Box 607, Rt. 52 Mendenhall, PA 19357	Rental of the Mendenhall In for the Legacy of Leadership dinner.	4500199002	\$7,024.36
Student Health	Pavone, Inc. 1005 Market St. Harrisburg, PA 17101	Alcohol use safety marketing campaign.	4300000456	\$26,000.00