

Proposal for
Hairdressing and Barbering Service
(Independent Contractor)

Submitted to
Mrs. Donna Holwell, Administrator

Submitted by
Penny Hillyer, Hairdresser

November 30, 1998

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Introduction

This proposal establishes the need for hairdressing and barber service to be provided by an independent contractor at Lord Dufferin Centre, 32 First Street, Orangeville, Ontario, L9W 2E1 and recommends a plan to achieve that objective.

Purpose

The purpose of this report is to recommend a reasonable solution in providing hairdressing and barber service for the residents of Lord Dufferin Centre located at 32 First Street, Orangeville and that eliminates the need for arranging hairdressing and barber service at locations other than at the Lord Dufferin Centre by establishing *Hair Expressions* as the Lord Dufferin Centre's on-site beauty salon. *Hair Expressions* will enable the residents of the Lord Dufferin Centre to receive hairdressing and barber service in a friendly, convenient, timely and cost-effective manner on-site.

Sources of Information

An advertisement requesting proposals be submitted by November 30, 1998 for hairdressing and barber service by an independent contractor to run own business in a newly established beauty salon at the Lord Dufferin Centre, 32 First Street, Orangeville and provide service to the Centre's senior population on a regular basis was published recently in a local Caledon newspaper.

Additional information was obtained by contacting reception at the Lord Dufferin Centre, 32 First Street, Orangeville. Elizabeth Oppenheimer Pilgrim of E.O.P. Technical Services assisted in preparing this report.

Current Situation

The Lord Dufferin Centre, 32 First Street, Orangeville announced the need in a local Caledon newspaper for on-site hairdressing and barber service to be provided by an independent contractor in the Centre's newly established beauty salon on a regular basis.

Current Conditions

A new beauty salon has been established at the Lord Dufferin Centre to provide hairdressing and barber service on a regular basis for a senior population of approximately one hundred (100) individuals. Mrs. Donna Holwell, administrator of the Lord Dufferin Centre, has requested that she receive proposals from independent contractors willing to run the beauty salon as their own business.

Need for Action/Change

Having an independent contractor assume the responsibility for delivering the hairdressing and barber service and for the administration of the on-site beauty salon will effect personnel, equipment, cost, and quality.

An on-site independent contractor will:

- alleviate the Lord Dufferin Centre's **personnel** of the burden of obtaining and scheduling the hairdressing and barber service required by the senior population and will eliminate the need to arrange, co-ordinate, and deliver transportation for the residents to beauty salons and barber shops in the community.
- use, care, and maintain the **equipment** of the beauty salon.
- **cost** less than services obtained in the local community
- provide comfortable, friendly, and **quality** hairdressing and barber service to the senior population.

Solution

Action to be taken

Penny Hillyer is a hairdresser with several years experience in providing hairdressing and barber service to seniors in King Nursing Home, Bolton and Chelsey Park, Diversicare, Streetsville. If she were to obtain a contract with the Lord Dufferin Centre to run the on-site beauty salon, she will leave her current employer and establish *Hair Expressions* as the on-site beauty salon at the Lord Dufferin Centre. Ms. Hillyer currently resides in Bramalea, Ontario but plans to move to Orangeville so as to be in close proximity to the Lord Dufferin Centre.

Services to be provided

Hairdressing services:

- Haircuts
- Hairstyling
- Permanent waves
- Colours
- Wash and set
- Haircut and set
- Manicures

Barbering services:

- Haircuts
- Beard grooming
- Shaves

Administration services:

- Billing
- Records
- Appointment scheduling
- Insurance
- Licensing

- Inventory
- Bookkeeping
- Supervisory
- Contact with families of residents

Other:

- Bedside service
- Five (5) day service - Monday through Friday
- Hours of operation to be 9:30 am to 3:00 p.m.

Equipment/Supplies to be used

The newly established beauty salon at the Lord Dufferin Centre and the equipment in the beauty salon will be used and maintained. The hairdressing supplies to be used will be the Wella product line.

Expected results

Ms. Hillyer is confident that she can provide all of the above services in a professional and worry-free manner for the residents and personnel of the Lord Dufferin Centre.

Benefits

Technical

Ms. Hillyer's has several years experience providing hairdressing and barbering service on-site in nursing homes as an employee of a haircare service. She has supervisory experience. She has the responsibility for the training and supervision of her apprentice and has performed all of the above administrative services. She regularly provides bedside service as the need arises in the nursing homes in which she currently works. Ms. Hillyer plans to use the Wella product line in the *Hair Expressions* beauty salon because Wella has quality products that are well-known to be reliable and safe.

Performance

Ms. Hillyer will provide all the hairdressing and barbering and administrative services for the *Hair Expressions* beauty salon on-site at the Lord Dufferin Centre at 32 First Street, Orangeville, Ontario. She is experienced in all of the services cited above and knows first-hand that the services she proposes to deliver works very well for the senior population in a retirement home environment.

Economic

The cost savings aspects of the plan proposed are:

- no transportation costs for the Centre or the residents
- competitive pricing

Safety

HairExpressions will be operated in a safe manner. Ms. Hillyer is experienced in providing bedside service which will enable any of the residents who may be confined to bed for a period to still have access to hairdressing and barbering services. In addition, an insurance policy for one (1) million dollars will be taken out to cover Ms. Hillyer, any future employees and clients of *Hair Expressions*.

Implementation

If this proposal is accepted, Ms. Hillyer will register *Hair Expressions* as a business, arrange to leave her current employer and relocate to Orangeville, order supplies, set up the beauty salon, arrange for insurance, and start providing services on-site to the senior population as soon as possible and/or within a time frame that is mutually convenient to her and to the Centre.

Costs

All the costs for setting up the salon will be taken care of by Ms. Hillyer. The following table shows the price for each of the hairdressing and barbering service.

Service	Women	Men
Haircut	\$10.00	\$8.00
Wash & Set	\$11.00	N/A
Permanent Waves	\$40.00	N/A
Colour	\$25.00	N/A
Haircut & Set	\$21.00	N/A
Manicure	\$10.00	N/A
Beard Grooming	N/A	\$5.00
Shave	N/A	\$8.00

Conclusions

Ms. Penny Hillyer has proposed to establish her own business, *Hair Expressions*, in the newly established beauty salon in the Lord Dufferin Centre, 32 First Street, Orangeville. She will provide worry-free service on-site which will eliminate transportation costs and the need for the Centre's personnel or the residents to make arrangements for hairdressing and barbering service in the local community.

The Lord Dufferin Centre will further derive marketing benefits from having *Hair Expressions* on-site. Retirement homes that provide on-site services are more attractive to potential clients than those that do not offer on-site services.

Penny Hillyer can be contacted at:

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Please contact Ms. Hillyer at your earliest convenience to discuss this proposal.

