

TEMPORARY & TEMPORARY TO HIRE:

AppleOne will charge **CITY OF LAKE ELSINORE** a mark-up over our associates' pay rates for temporary services for clerical positions. The rates represent the candidate's pay plus all applicable state and federal taxes, as well as workers' compensation and related administrative costs.

Job Category	Bill Rate
Administrative	43% Mark-up

Our Bill Rate includes the following: candidate's pay rate plus payroll taxes, W-2 reporting, workers compensation and all applicable administrative costs. Once our Associate has completed **720 hours**, you are free to hire the candidate on your payroll at no additional charge. **If you should decide to hire the employee on or before completing 720 hours, AppleOne will credit CITY OF LAKE ELSINORE for the hours the employee completed on a temporary basis and credit that amount against the original direct hire fee.**

The bill rates provided herein were developed based on AppleOne's current account management, recruiting, overhead and general administrative expenses, statutory taxes and other mandatory costs as of the date of this Proposal. The parties agree that, upon AppleOne's written notice to the Client, any statutory or other government-mandated cost or expense that is imposed or increased during the term or performance of services under this Agreement will be passed through to the Client by AppleOne on the Client's invoices, at cost (i.e., without additional markup). These imposed and/or increased costs may include, but are not limited to: Workers' Compensation Insurance, State Unemployment Insurance, as well as mandatory employee health care or sick leave benefits (including costs related to the Affordable Care Act).

AppleOne Temporary Associates are not permitted to handle cash, securities or other sensitive documents (with the exception of placements made by our Accounting Division whereas a Fiduciary Background Check will be required for placed candidates). We also do not permit our associates to operate motorized vehicles, including client-owned vehicles, for company purposes. Additionally, our temporary associates must work at the job site of the original assignment. Any changes must be approved by an authorized AppleOne representative.

Our commitment to find, understand and fulfill the needs of another has allowed AppleOne to effectively place temporary associates for over forty-nine years, creating a successful partnership between both our client companies and our temporary associates.

DEDICATED ACCOUNT EXECUTIVE

Karen DiDominic, an experienced staffing professional from our **AppleOne, Temecula** office has been selected to manage the partnership with **CITY OF LAKE ELSINORE**, and will be responsible for establishing consistent guidelines, maintaining effective communication, and providing comprehensive usage reporting capabilities.

Karen will tour your facility to fully comprehend the culture and environment at **CITY OF LAKE ELSINORE**, thus, enabling our office to recruit, screen, evaluate, and qualify candidates who possess the tangible and intangible skills required to be productive at your company. Karen will be available to **CITY OF LAKE ELSINORE** 24 hours a day, seven days a week by calling either the branch during our normal business hours of 7:30 AM to 5:30 PM Monday through Friday or by answering service.



We look forward to continuing to develop our partnership with you and **CITY OF LAKE ELSINORE**. If you have any questions or if I can be of immediate assistance please do not hesitate to call.

Sincerely,

Karen DiDominic
Senior Account Manager

Jennifer Perrault/Human Resources

Submitted by The ACT•1 Group

Lisa Dana
Senior Branch Manager

10/20/2014

Date

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