



Manpower
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USA

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April 19, 2013
Mark Thiel
City of Lawrence
6 E. 6th Street
Lawrence, Ks.

Dear Mark:

Thank you for choosing Manpower the opportunity to bid on your staffing needs. We look forward to building a successful partnership with your firm. If at any time you have questions, please do not hesitate to contact us.

Listed below is the bill rate for the general laborer which you had inquired about. Our bill rate includes the employee's hourly wage, State and Federal required deductions including employer's contribution for FICA taxes; Unemployment and Worker's Compensation; liability insurance and fidelity bonding; and other deductions and benefits paid to our employees. Additionally, we cover all administrative charges, including preparation of W-2 forms at the end of the year. We also require a four-hour minimum workday. I know we discussed trying to keep at the same rate but when I checked some of our rates we did have an increase so the bill rate did go up slightly compared with last year. Sorry about that.

Our Permanent Placement rate is a % of the employee's annualized salary. The applicable fee is payable immediately upon hire or retention of the candidate in any capacity by you or any of your subsidiaries or affiliates within twelve (12) months from the date of referral by Manpower (regardless of any other hiring decision made by you during that time and regardless of any referral of the same candidate by another agency). Once you have made such an offer, please notify Manpower of the details of the offer including the date of the candidate's acceptance and the details of the candidate's Compensation. If you choose to hire our employee the pricing schedule below will apply, this rate will be prorated accordingly. Our terms of payment are "Net Due Upon Receipt" of Invoice.

<u>Job Classification</u>	<u>Bill Rate</u>	<u>Permanent Placement Fee</u>
General Laborer	15.71	1500.00

TIME ON ASSIGNMENT	PRORATED FEE SCHEDULE
0 to 30 days	Permanent Placement Fee
31 to 60 days	25% Discount from Permanent Placement Fee
61 to 90 days	50% Discount from Permanent Placement Fee
91 + days until day of hire	75% Discount from Permanent Placement Fee

We offer our employees competitive wages and industry-leading fringe benefits, so you can be assured we are sending the most qualified workers for the job. If you have any questions, or need any other information, feel free to contact us at 785-749-2800. Once again, thank you for the opportunity to work with you. We look forward to building a long lasting business relationship.

Sincerely,

Nancy Defenbaugh
Branch Manager
Manpower

Client Approval

Name: _____
Title: David L. Corliss - City Manager
Date: _____