



Manpower

PLEASE DELIVER TO:

City of Ann Arbor
c/o Customer Service
301 East Huron Street
PO Box 8647
Ann Arbor, Michigan 48107

**Manpower Response to
RFP No. 985 - Temporary Staffing
Services for Public Works**

SECTION D: “FEE PROPOSAL”

October 14, 2016



Manpower[®]

Manpower, Inc. of Southeastern Michigan
231 Little Lake Drive
Ann Arbor, MI 48103
734-665-3757
www.manpowermi.com

Proposal Section D: Fee Proposal

FEE PROPOSAL

The Fee Proposal from Manpower, Inc. of Southeastern Michigan is as follows:

For the two (2) positions included in RFP No. 985, the bill rate will range from:

- \$26.64 – 27.90 per hour for the Equipment Operator III – Solid Waste position; and
- \$23.68 – 24.81 per hour for the Equipment Operator II – PS.

For the positions reference above and any additional positions outside of those listed in RFP No. 985, the hourly bill rate will not exceed a mark-up of 55% over the hourly pay rate.

RATE INFORMATION

Our bill rate includes social security, federal, state, and local withholding tax, unemployment compensation, workers' compensation, insurance and bonding for our associates, and all business and payroll-related costs, including ACA compliance and preparation of year-end W-2 forms.

Government-mandated new or increased payroll costs such as FICA, FUTA, state unemployment tax, sales tax, and other tax may impact the quoted pricing structure. Changes include any new or increased costs associated with the passage of a federal or state law mandating any benefits for our associates. We will inform you not less than 30 days in advance before passing along these increases to you.

Our associates are paid weekly. Manpower makes all legally required deductions from our associates' payroll. Wages are paid upon submission of an authorized report of hours worked by our associates (either via a paper timeslip or through an electronic timekeeping system). You will be invoiced weekly upon submission of authorized time for the total hours actually worked by our associate. Invoices can be issued by email or mail. Payment will be due within 30 days upon receipt of invoice. Please notify us immediately if there are special requirements for billing or if you wish to confirm billing instructions or contact information.

Keeping our customer accounts current is the foundation for extending (and managing) the lowest bill rate possible to you, our Client. We reserve the right to charge interest on invoices not paid within 30 days of the invoice date at the rate of 1.5% per month. In the event of a breach by Client of its obligation to make timely payments hereunder, Client shall also be liable to Manpower for its costs, including actual attorney's fees, incurred by Manpower in enforcing its rights under this Agreement, and Manpower reserves the right to discontinue services to the Client. If we engage legal counsel in connection with balances that remain unpaid for more than 30 days after the invoice date, you will be required to reimburse us for the actual attorney's fees we incur.

Unless otherwise arranged prior to the arrival of the assigned associate, Manpower guarantees to pay a minimum of four (4) hours to our associates. We also guarantee the work performance of our associates.

FEE PROPOSAL JUSTIFICATION

Rates proposed have been determined based on the following factors:

- current, running assignments with the City of Ann Arbor Public Works;
- nature of the work, required qualifications, and physical requirements per the job descriptions provided in the proposal;
- local labor market data;
- reporting and servicing requirements;
- assignment of executive and professional personnel in addition to the key service staff listed below;
- social security, federal, state, and local withholding tax;
- unemployment compensation;
- workers' compensation;
- insurance and bonding of our associates; and
- business and payroll-related costs, including ACA compliance and preparation of year-end W-2 forms.

KEY STAFF

For the two (2) positions included in RFP No. 985, Equipment Operator III – Solid Waste and Equipment Operator II – PS, these openings would be staffed and serviced by our specialized team of recruiters who focus on industrial, manufacturing, and skilled trade positions. The team is comprised of and overseen by:

- Bryan Smith, Senior Staffing Specialist;
- Crystall Greer, Staffing Specialist;
- Lisa Bruck, Staffing Specialist;
- Ronnie Brown, Senior Staffing Specialist;
- Rose Martinez, Senior Staffing Specialist;
- Jordan VanZandt, Staffing Manager; and
- Kelly Bailey, Staffing Vice President / CSO.

