

A CONTRACT BETWEEN  
HOUSTON-GALVESTON AREA COUNCIL  
Houston, Texas  
AND  
EMPLOYMENT & TRAINING CENTERS, INC.  
Houston, Texas

This Contract is made and entered into by the Houston-Galveston Area Council of Governments, hereinafter referred to as H-GAC, having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, AND, Employment & Training Centers, Inc. hereinafter referred to as the CONTRACTOR, having its principal place of business at 3355 West Alabama Street, Suite 350, Houston, Texas 77098.

**ARTICLE 1: SCOPE OF SERVICES**

The parties have entered into a Temporary Staffing, Direct Hire and Other Employer Services Contract to become effective as of June 1, 2017, and to continue through May 31, 2020 (the "Contract"), subject to extension upon mutual agreement of the CONTRACTOR and H-GAC. H-GAC enters into the Contract as Agent for participating governmental agencies, each hereinafter referred to as END USER, for the purchase of Temporary Staffing, Direct Hire and Other Employer Services offered by the CONTRACTOR. The CONTRACTOR agrees to sell Temporary Staffing, Direct Hire and Other Employer Services through the H-GAC Contract to END USERS.

**ARTICLE 2: THE COMPLETE AGREEMENT**

The Contract shall consist of the documents identified below in order of precedence:

1. The text of this Contract form, including but not limited to, Attachment A
2. General Terms and Conditions
3. Proposal Specifications No: TS06-17, including any relevant suffixes
4. CONTRACTOR's Response to Proposal No: TS06-17, including but not limited to, prices and options offered

All of which are either attached hereto or incorporated by reference and hereby made a part of this Contract, and shall constitute the complete agreement between the parties hereto. This Contract supersedes any and all oral or written agreements between the parties relating to matters herein. Except as otherwise provided herein, this Contract cannot be modified without the written consent of both parties.

**ARTICLE 3: LEGAL AUTHORITY**

CONTRACTOR and H-GAC warrant and represent to each other that they have adequate legal counsel and authority to enter into this Contract. The governing bodies, where applicable, have authorized the signatory officials to enter into this Contract and bind the parties to the terms of this Contract and any subsequent amendments thereto.

**ARTICLE 4: APPLICABLE LAWS**

The parties agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, directives, issuances, ordinances, and laws in effect or promulgated during the term of this Contract.

**ARTICLE 5: INDEPENDENT CONTRACTOR**

The execution of this Contract and the rendering of services prescribed by this Contract do not change the independent status of H-GAC or CONTRACTOR. No provision of this Contract or act of H-GAC in performance of this Contract shall be construed as making CONTRACTOR the agent, servant or employee of H-GAC, the State of Texas or the United States Government. Employees of CONTRACTOR are subject to the exclusive control and supervision of CONTRACTOR. CONTRACTOR is solely responsible for employee payrolls and claims arising therefrom.

**ARTICLE 6: END USER AGREEMENTS**

H-GAC acknowledges that the END USER may choose to enter into an End User Agreement with the CONTRACTOR through this Contract and that the term of said Agreement may exceed the term of the H-GAC Contract. However this acknowledgement is not to be construed as H-GAC's endorsement or approval of the End User Agreement terms and conditions. CONTRACTOR agrees not to offer to, agree to or accept from END USER any terms or conditions that conflict with or contravene those in CONTRACTOR's H-GAC contract. Further, termination of this Contract for any reason shall not result in the termination of the underlying End User Agreements entered into between CONTRACTOR and any END USER which shall, in each instance, continue pursuant to their stated terms and duration. The only effect of termination of this Contract is that CONTRACTOR will no longer be able to enter into any new End User Agreements with END USERS pursuant to this Contract. Applicable H-GAC order processing charges will be due and payable to H-GAC on any End User Agreements surviving termination of this Contract between H-GAC and CONTRACTOR.

**ARTICLE 7:****SUBCONTRACTS & ASSIGNMENTS**

**CONTRACTOR** agrees not to subcontract, assign, transfer, convey, sublet or otherwise dispose of this Contract or any right, title, obligation or interest it may have therein to any third party without prior written notice to H-GAC. H-GAC reserves the right to accept or reject any such change. **CONTRACTOR** shall continue to remain responsible for all performance under this Contract regardless of any subcontract or assignment. H-GAC shall be liable solely to **CONTRACTOR** and not to any of its Subcontractors or Assignees.

**ARTICLE 8:****EXAMINATION AND RETENTION OF CONTRACTOR'S RECORDS**

**CONTRACTOR** shall maintain during the course of its work, complete and accurate records of items that are chargeable to **END USER** under this Contract. H-GAC, through its staff or its designated public accounting firm, the State of Texas, or the United States Government shall have the right at any reasonable time to inspect copy and audit those records on or off the premises of **CONTRACTOR**. Failure to provide access to records may be cause for termination of this Contract. **CONTRACTOR** shall maintain all records pertinent to this Contract for a period of not less than five (5) calendar years from the date of acceptance of the final contract closeout and until any outstanding litigation, audit or claim has been resolved. The right of access to records is not limited to the required retention period, but shall last as long as the records are retained. **CONTRACTOR** further agrees to include in all subcontracts under this Contract, a provision to the effect that the subcontractor agrees that H-GAC'S duly authorized representatives, shall, until the expiration of five (5) calendar years after final payment under the subcontract or until all audit findings have been resolved, have access to, and the right to examine and copy any directly pertinent books, documents, papers, invoices and records of such subcontractor involving any transaction relating to the subcontract.

**ARTICLE 9:****REPORTING REQUIREMENTS**

**CONTRACTOR** agrees to submit reports or other documentation in accordance with the General Terms and Conditions of the Proposal Specifications. If **CONTRACTOR** fails to submit to H-GAC in a timely and satisfactory manner any such report or documentation, or otherwise fails to satisfactorily render performance hereunder, such failure may be considered cause for termination of this Contract.

**ARTICLE 10:****MOST FAVORED CUSTOMER CLAUSE**

If **CONTRACTOR**, at any time during this Contract, routinely enters into agreements with other governmental customers within the State of Texas, and offers the same or substantially the same products/services offered to H-GAC on a basis that provides prices, warranties, benefits, and or terms more favorable than those provided to H-GAC, **CONTRACTOR** shall notify H-GAC within ten (10) business days thereafter of that offering and this Contract shall be deemed to be automatically amended effective retroactively to the effective date of the most favorable contract, wherein **CONTRACTOR** shall provide the same prices, warranties, benefits, or terms to H-GAC and its **END USER**. H-GAC shall have the right and option at any time to decline to accept any such change, in which case the amendment shall be deemed null and void. If **CONTRACTOR** is of the opinion that any apparently more favorable price, warranty, benefit, or term charged and/or offered a customer during the term of this Contract is not in fact most favored treatment, **CONTRACTOR** shall within ten (10) business days notify H-GAC in writing, setting forth the detailed reasons **CONTRACTOR** believes aforesaid offer which has been deemed to be a most favored treatment, is not in fact most favored treatment. H-GAC, after due consideration of such written explanation, may decline to accept such explanation and thereupon this Contract between H-GAC and **CONTRACTOR** shall be automatically amended, effective retroactively, to the effective date of the most favored agreement, to provide the same prices, warranties, benefits, or terms to H-GAC.

The Parties accept the following definition of routine: A prescribed, detailed course of action to be followed regularly; a standard procedure.

*EXCEPTION: This clause shall not be applicable to prices and price adjustments offered by a bidder, proposer or contractor, which are not within bidder's/ proposer's control [example; a manufacturer's bid concession], or to any prices offered to the Federal Government and its agencies.*

**ARTICLE 11:****SEVERABILITY**

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

**ARTICLE 12:****DISPUTES**

Any and all disputes concerning questions of fact or of law arising under this Contract, which are not disposed of by agreement, shall be decided by the Executive Director of H-GAC or his designee, who shall reduce his decision to writing and provide notice thereof to **CONTRACTOR**. The decision of the Executive Director or his designee shall be final and conclusive unless, within thirty (30) days from the date of receipt of such notice, **CONTRACTOR** requests a rehearing from the Executive Director of H-GAC. In connection with any rehearing under this Article, **CONTRACTOR** shall be afforded an opportunity to be heard and offer evidence in support of its position. The decision of the Executive Director after any such rehearing shall be final and conclusive. **CONTRACTOR** may, if it elects to do so, appeal the final and conclusive decision of the Executive Director to a court of competent jurisdiction. Pending final decision of a dispute hereunder, **CONTRACTOR** shall proceed diligently with the performance of this Contract and in accordance with H-GAC'S final decision.

**ARTICLE 13: LIMITATION OF CONTRACTOR'S LIABILITY**

Except as specified in any separate writing between the CONTRACTOR and an END USER, CONTRACTOR's total liability under this Contract, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, but excluding its obligation to indemnify H-GAC described in Article 14, is limited to the price of the particular products/services sold hereunder, and CONTRACTOR agrees either to refund the purchase price or to repair or replace product(s) that are not as warranted. In no event will CONTRACTOR be liable for any loss of use, loss of time, inconvenience, commercial loss, lost profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. CONTRACTOR understands and agrees that it shall be liable to repay and shall repay upon demand to END USER any amounts determined by H-GAC, its independent auditors, or any agency of State or Federal government to have been paid in violation of the terms of this Contract.

**ARTICLE 14: LIMIT OF H-GAC'S LIABILITY AND INDEMNIFICATION OF H-GAC**

H-GAC's liability under this Contract, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, is limited to its order processing charge. In no event will H-GAC be liable for any loss of use, loss of time, inconvenience, commercial loss, lost profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. Contractor agrees, to the extent permitted by law, to defend and hold harmless H-GAC, its board members, officers, agents, officials, employees, and indemnities from any and all claims, costs, expenses (including reasonable attorney fees), actions, causes of action, judgments, and liens arising as a result of CONTRACTOR's negligent act or omission under this Contract. CONTRACTOR shall notify H-GAC of the threat of lawsuit or of any actual suit filed against CONTRACTOR relating to this Contract.

**ARTICLE 15: TERMINATION FOR CAUSE**

H-GAC may terminate this Contract for cause based upon the failure of CONTRACTOR to comply with the terms and/or conditions of the Contract; provided that H-GAC shall give CONTRACTOR written notice specifying CONTRACTOR'S failure. If within thirty (30) days after receipt of such notice, CONTRACTOR shall not have either corrected such failure, or thereafter proceeded diligently to complete such correction, then H-GAC may, at its option, place CONTRACTOR in default and the Contract shall terminate on the date specified in such notice. CONTRACTOR shall pay to H-GAC any order processing charges due from CONTRACTOR on that portion of the Contract actually performed by CONTRACTOR and for which compensation was received by CONTRACTOR.

**ARTICLE 16: TERMINATION FOR CONVENIENCE**

Either H-GAC or CONTRACTOR may cancel or terminate this Contract at any time by giving thirty (30) days written notice to the other. CONTRACTOR may be entitled to payment from END USER for services actually performed; to the extent said services are satisfactory to END USER. CONTRACTOR shall pay to H-GAC any order processing charges due from CONTRACTOR on that portion of the Contract actually performed by CONTRACTOR and for which compensation is received by CONTRACTOR.

**ARTICLE 17: CIVIL AND CRIMINAL PROVISIONS AND SANCTIONS**

CONTRACTOR agrees that it will perform under this Contract in conformance with safeguards against fraud and abuse as set forth by H-GAC, the State of Texas, and the acts and regulations of any funding entity. CONTRACTOR agrees to notify H-GAC of any suspected fraud, abuse or other criminal activity related to this Contract through filing of a written report promptly after it becomes aware of such activity.

**ARTICLE 18: GOVERNING LAW & VENUE**

This Contract shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under or in connection with this Contract shall lie exclusively in Harris County, Texas. Disputes between END USER and CONTRACTOR are to be resolved in accord with the law and venue rules of the state of purchase. CONTRACTOR shall immediately notify H-GAC of such disputes.

**ARTICLE 19: PAYMENT OF H-GAC ORDER PROCESSING CHARGE**

CONTRACTOR agrees to sell its products to END USERS based on the pricing and other terms of this Contract, including, but not limited to, the payment of the applicable H-GAC order processing charge. On notification from an END USER that an order has been placed with CONTRACTOR, H-GAC will invoice CONTRACTOR for the applicable order processing charge. Upon delivery of any product/service by CONTRACTOR and acceptance by END USER, CONTRACTOR shall, within thirty (30) calendar days or ten (10) business days after receipt of payment, whichever is less, pay H-GAC the full amount of the applicable order processing charge, whether or not CONTRACTOR has received an invoice from H-GAC. For sales made by CONTRACTOR based on this contract, including sales to entities without Interlocal Contracts, CONTRACTOR shall pay the applicable order processing charges to H-GAC. Further, CONTRACTOR agrees to encourage entities who are not members of H-GAC's Cooperative Purchasing Program to execute an H-GAC Interlocal Contract. H-GAC reserves the right to take appropriate actions including, but not limited to, contract termination if CONTRACTOR fails to promptly remit H-GAC's order processing charge. In no event shall H-GAC have any liability to CONTRACTOR for any goods or services an END USER procures from CONTRACTOR.

**ARTICLE 20:****LIQUIDATED DAMAGES**

Any liquidated damages terms will be determined between CONTRACTOR and END USER at the time END USER's purchase order is placed.

**ARTICLE 21:****PERFORMANCE AND PAYMENT BOND FOR INDIVIDUAL ORDERS**

H-GAC's contractual requirements DO NOT include a Performance & Payment Bond (PPB), and offered pricing should reflect this cost saving. However, CONTRACTOR must be prepared to offer a PPB to cover any specific order if so requested by END USER. CONTRACTOR shall quote a price to END USER for provision of any requested PPB, and agrees to furnish the PPB within ten business (10) days of receipt of END USER's purchase order.

**ARTICLE 22:****CHANGE OF CONTRACTOR STATUS**

CONTRACTOR shall immediately notify H-GAC, in writing, of ANY change in ownership, control, dealership/franchisee status, Motor Vehicle license status, or name, and shall also advise whether or not this Contract shall be affected in any way by such change. H-GAC shall have the right to determine whether or not such change is acceptable, and to determine what action shall be warranted, up to and including cancellation of Contract.

**ARTICLE 23:****LICENSING REQUIRED BY TEXAS MOTOR VEHICLE BOARD /IF APPLICABLE/**

CONTRACTOR will for the duration of this Contract maintain current licenses that are required by the Texas Motor Vehicle Commission Code. If at any time during this Contract period, any CONTRACTOR'S license is not renewed, or is denied or revoked, CONTRACTOR shall be deemed to be in default of this Contract unless the Motor Vehicle Board issues a stay or waiver. Contractor shall promptly provide copies of all current applicable Texas Motor Vehicle Board documentation to H-GAC upon request.

IN WITNESS WHEREOF, the parties have caused this Contract to be executed by their duly authorized representatives.

Signed for Houston-Galveston  
Area Council, Houston, Texas:

  
Jack Steele, Executive Director

Attest for Houston-Galveston  
Area Council, Houston, Texas:

  
Deidre Vick, Director of Public Services

Date: JUN 30, 2014

Signed for Employment & Training Centers, Inc.  
Houston, Texas:

Printed Name & Title: ROBERTO GONZALEZ, EXEC. VICE PRESIDENT

Date: 5-25- 20 17

Attest for Employment & Training Centers, Inc.  
Houston, Texas:

Printed Name & Title: Aracely Diaz Business Consultant

  
Date: 5-25 20 17

Attachment A  
**Employment & Training Centers, Inc.**  
 Temporary Staffing, Direct-Hire and Other Employer Services  
 Contract No. TS06-17

**FORM D1 - PRICING PAGE #1**  
**Cost of services, Mark-up (MU) percentage pricing:**

When using the DOL website guidelines, as the Base pricing rate for Temporary Hire:

1.) What is the percentage of Mark-Up added to the Base rate for an Administrative position?

37%

2.) What is the percentage of Mark-Up added to the Base rate for an Light Industrial position?

40%

3.) What is the percentage of Mark-Up added to the Base rate for an Heavy Industrial position?

40%

4.) What is the percentage of Mark-Up added to the Base rate for an IT position?

40%

5.) What is the minimum conversion time in (hours) for a temporary employee to be hired without incurring a conversion or buyout fee?

520

6.) Are there any liquidation fees if the above conversion hours are not met?

yes/no > >

YES

7.) If there are liquidation fees or charges for the above transaction, what is the fee, percentage or hours charged? Briefly explain.

fee: > > >

hours: > > >

percentage > >

20%

Explain here:

Conversion fee is 20% of annual compensation, amortized each month down to no fee after 520 hours worked.

8.) Direct-Hire annual salary percentage of Mark-up.

20%

\*\* The annual salary must be equal to or less than hourly rate provided in the job descriptions listed on Form D - Page #2, using the multiplier of 2080 hours.

9.) Direct-Hire guarantee period in hours.

160

10.) Payrolling percentage of Mark-Up.

38%

Attachment A  
**Employment & Training Centers, Inc.**  
Temporary Staffing, Direct-Hire and Other Employer Services  
Contract No. TS06-17

**FORM D2 - PRICING PAGE #2.1**

Code	Occupation Description	Pricing Range		Mark-Up % <small>Please Use a Whole Number as the % (MU). Example 25% = 1.25</small>	Total	
		Low	High		Low	High
	<b>Accounting:</b>					
A01	Accountant I	\$15.86	\$22.20	1.37	\$21.73	\$30.41
A02	Accountant II	\$26.64	\$37.30	1.37	\$36.50	\$51.10
A03	Financial Analyst I	\$24.19	\$33.87	1.37	\$33.14	\$46.40
A04	Financial Analyst II	\$29.93	\$41.90	1.37	\$41.00	\$57.40
A05	Payroll Clerk	\$18.11	\$25.35	1.37	\$24.81	\$34.73
A06	Cost Accounting Specialist	\$22.77	\$31.88	1.37	\$31.19	\$43.68
A07	CPA	\$40.87	\$57.22	1.37	\$55.99	\$78.39
A08	Financial / Business Analyst	\$25.40	\$35.56	1.37	\$34.80	\$48.72
A09	Controller	\$48.07	\$67.30	1.37	\$65.86	\$92.20
A10	Auditor I	\$24.30	\$34.02	1.37	\$33.29	\$46.61
A11	Auditor II	\$29.74	\$41.67	1.37	\$40.74	\$57.09
	<b>Administrative Support and Clerical:</b>					
B01	Accounting Clerk I	\$13.00	\$16.00	1.37	\$17.81	\$21.92
B02	Accounting Clerk II	\$16.00	\$19.00	1.37	\$21.92	\$26.03
B03	Accounting Clerk III	\$20.00	\$25.00	1.37	\$27.40	\$34.25
B04	Administrative Assistant	\$14.00	\$18.00	1.37	\$19.18	\$24.66
B05	Call Center Representative	\$14.05	\$19.67	1.37	\$19.25	\$26.95
B06	Copy Machine Operator	\$13.00	\$17.00	1.37	\$17.81	\$23.29
B08	Customer Service Representative I	\$11.00	\$16.00	1.37	\$15.07	\$21.92
B09	Customer Service Representative II	\$14.57	\$20.40	1.37	\$19.96	\$27.95
B10	Customer Service Representative III	\$18.00	\$23.00	1.37	\$24.66	\$31.51
B11	Data Entry Operator I	\$14.73	\$15.93	1.37	\$20.18	\$21.82
B12	Data Entry Operator II	\$18.04	\$20.44	1.37	\$24.71	\$28.00
B13	Document Preparation Clerk	\$18.00	\$22.00	1.37	\$24.66	\$30.14
B14	Executive Assistant	\$18.69	\$38.05	1.37	\$25.61	\$52.13
B15	General Clerk I	\$10.00	\$12.76	1.37	\$13.70	\$17.48
B16	General Clerk II	\$16.33	\$18.04	1.37	\$22.37	\$24.71
B17	General Clerk III	\$21.99	\$28.56	1.37	\$30.13	\$39.13
B18	Legal Secretary I	\$16.16	\$24.64	1.37	\$22.14	\$33.76
B19	Legal Secretary II	\$19.72	\$25.43	1.37	\$27.02	\$34.84
B20	Mail Room Clerk	\$16.33	\$18.25	1.37	\$22.37	\$25.00
B21	Messenger Courier	\$13.51	\$14.89	1.37	\$18.51	\$20.40
B22	Personnel Assistant (Employment) I	\$12.00	\$15.00	1.37	\$16.44	\$20.55
B23	Personnel Assistant (Employment) II	\$14.00	\$19.00	1.37	\$19.18	\$26.03
B24	Personnel Assistant (Employment) III	\$19.00	\$25.00	1.37	\$26.03	\$34.25
B25	Production Control Clerk	\$20.00	\$24.00	1.37	\$27.40	\$32.88
B26	Secretary I	\$10.38	\$12.82	1.37	\$14.22	\$17.56
B27	Secretary II	\$16.59	\$21.11	1.37	\$22.73	\$28.92
B28	Secretary III	\$21.11	\$26.36	1.37	\$28.92	\$36.11
B29	Supply Technician	\$17.79	\$25.00	1.37	\$24.37	\$34.25
B30	Receptionist/Switchboard Operator	\$14.40	\$16.43	1.37	\$19.73	\$22.51

Attachment A  
Employment & Training Centers, Inc.  
Temporary Staffing, Direct-Hire and Other Employer Services  
Contract No. TS06-17

**FORM D2 - PRICING PAGE #2.1**

Code	Occupation Description	Pricing Range		Mark-Up % <small>Please Use a Whole Number as the % (NU). Example 25% = 1.25</small>	Total	
		Low	High		Low	High
B31	Records Management Clerk	\$10.82	\$26.01	1.37	\$14.82	\$35.63
B32	Travel Clerk I	\$12.89	\$15.34	1.37	\$17.66	\$21.02
B33	Travel Clerk II	\$18.84	\$20.45	1.37	\$25.81	\$28.02
B34	Travel Clerk III	\$23.00	\$32.72	1.37	\$31.51	\$44.83
B35	Word Processor I	\$15.33	\$16.17	1.37	\$21.00	\$22.15
B36	Word Processor II	\$17.81	\$18.57	1.37	\$24.40	\$25.44
B37	Word Processor III	\$20.54	\$22.56	1.37	\$28.14	\$30.91
	<b>Education:</b>					
	<b>General Services and Materials Handling Support:</b>					
D01	Forklift Operator	\$12.00	\$14.00	1.40	\$16.80	\$19.60
D02	Gardener	\$10.73	\$14.59	1.40	\$15.02	\$20.43
D03	General Maintenance Worker	\$17.30	\$22.54	1.40	\$24.22	\$31.56
D04	Janitor	\$11.00	\$13.00	1.40	\$15.40	\$18.20
D05	Laborer	\$12.00	\$14.00	1.40	\$16.80	\$19.60
D06	Librarian	\$28.07	\$32.30	1.37	\$38.46	\$44.25
D07	Library Aide/Clerk	\$12.40	\$14.54	1.37	\$16.99	\$19.92
D08	Library Technician	\$15.88	\$18.53	1.37	\$21.76	\$25.39
D09	Material Coordinator	\$38.91	\$50.49	1.37	\$53.31	\$69.17
D10	Material Handling Laborer	\$10.81	\$14.28	1.40	\$15.13	\$19.99
D11	Order Filler	\$14.28	\$16.08	1.40	\$19.99	\$22.51
D12	Shipping Packer	\$10.00	\$12.02	1.40	\$14.00	\$16.83
D13	Shipping / Receiving Clerk	\$14.70	\$18.02	1.40	\$20.58	\$25.23
D14	Stock Clerk	\$12.02	\$15.06	1.40	\$16.83	\$21.08
D16	Recreation Specialist	\$11.67	\$14.34	1.40	\$16.34	\$20.08
D17	Warehouse Specialist	\$15.06	\$19.00	1.40	\$21.08	\$26.60
	<b>Health:</b>					
E02	Certified Occupational Therapist Assistant	\$13.32	\$15.18	1.37	\$18.25	\$20.80
E03	Certified Physical Therapist Assistant	\$13.32	\$15.18	1.37	\$18.25	\$20.80
E04	Claims Processor	\$14.18	\$19.85	1.37	\$19.43	\$27.19
E05	Claims Processor (Senior)	\$17.67	\$24.74	1.37	\$24.21	\$33.89
E06	Dental Assistant	\$17.44	\$20.97	1.37	\$23.89	\$28.73
E07	Dental Hygienist	\$32.00	\$38.00	1.37	\$43.84	\$52.06
E08	Dietary Aide	\$12.21	\$17.09	1.37	\$16.73	\$23.41
E11	Eligibility / Insurance Verifier	\$15.96	\$22.34	1.37	\$21.87	\$30.61
E12	Eligibility Referral Coordinator	\$15.96	\$22.34	1.37	\$21.87	\$30.61
E14	Insurance Coordinator	\$15.96	\$22.34	1.37	\$21.87	\$30.61
E18	Medical Assistant	\$14.24	\$17.13	1.37	\$19.51	\$23.47
E19	Medical Laboratory Technician	\$29.56	\$34.89	1.37	\$40.50	\$47.80
E20	Medical Record Clerk	\$13.89	\$15.29	1.37	\$19.03	\$20.95

Attachment A  
**Employment & Training Centers, Inc.**  
Temporary Staffing, Direct-Hire and Other Employer Services  
Contract No. TS06-17

**FORM D2 - PRICING PAGE #2.1**

Code	Occupation Description	Pricing Range		Mark-Up % <small>Please Use a Whole Number as the % (MU). Example 25% = 1.25</small>	Total	Total
		Low	High		Low	High
E21	Medical Record Technician	\$17.36	\$19.21	1.37	\$23.78	\$26.32
E22	Medical Transcriptionist	\$34.89	\$38.80	1.37	\$47.80	\$53.16
E30	Pharmacy Technician	\$16.95	\$18.97	1.37	\$23.22	\$25.99
E31	Phlebotomist	\$14.98	\$17.68	1.37	\$20.52	\$24.22
E32	Radiologic Technologist	\$28.07	\$32.50	1.37	\$38.46	\$44.53
E38	Substance Abuse Treatment Counselor	\$17.79	\$20.67	1.37	\$24.37	\$28.32
	<b>Information Technology:</b>					
	<b>Procurement:</b>					
G01	Buyer I	\$22.02	\$30.83	1.37	\$30.17	\$42.23
G02	Buyer II	\$26.31	\$36.83	1.37	\$36.04	\$50.46
G03	Buyer III	\$33.26	\$46.56	1.37	\$45.57	\$63.79
G04	Purchasing Manager	\$43.16	\$60.42	1.37	\$59.13	\$82.78
	<b>Professional:</b>					
H01	Business Development Manager	\$48.70	\$68.18	1.37	\$66.72	\$93.41
H02	Business Development Sales Rep.	\$27.08	\$37.91	1.37	\$37.10	\$51.94
H03	Contract Administrator	\$31.25	\$37.98	1.37	\$42.81	\$52.03
H04	Contract Specialist	\$28.85	\$35.10	1.37	\$39.52	\$48.09
H05	Community Relations Representative II	\$15.52	\$19.81	1.37	\$21.26	\$27.14
H06	Community Relations Representative III	\$23.64	\$28.66	1.37	\$32.39	\$39.26
H08	Facility Manager	\$38.98	\$54.57	1.37	\$53.40	\$74.76
H10	Grant Administrator	\$25.96	\$31.25	1.37	\$35.57	\$42.81
H11	Housing Specialist	\$14.09	\$26.44	1.37	\$19.30	\$36.22
H12	Human Resources Coordinator	\$21.15	\$24.04	1.37	\$28.98	\$32.93
H13	Human Resources Manager	\$42.60	\$59.64	1.37	\$58.36	\$81.71
H14	Human Resources Specialist	\$30.28	\$39.30	1.37	\$41.48	\$53.84
H15	Inspection Manager	\$29.19	\$40.69	1.37	\$39.99	\$55.75
H16	Inspection Specialists	\$17.32	\$24.86	1.37	\$23.73	\$34.06
H17	Insurance Specialist I	\$12.78	\$16.26	1.37	\$17.51	\$22.28
H18	Insurance Specialist II	\$16.59	\$17.39	1.37	\$22.73	\$23.82
H19	Insurance Specialist III	\$23.86	\$29.02	1.37	\$32.69	\$39.76
H20	Law Enforcement Specialist	\$22.00	\$30.80	1.40	\$30.80	\$43.12
H21	Logistics Specialists	\$40.00	\$51.51	1.40	\$56.00	\$72.11
H22	Logistics Manager	\$42.29	\$55.67	1.40	\$59.21	\$77.94
H23	Paralegal/Legal Assistant I	\$17.94	\$21.76	1.37	\$24.58	\$29.81
H24	Paralegal/Legal Assistant II	\$22.00	\$27.29	1.37	\$30.14	\$37.39
H25	Paralegal/Legal Assistant III	\$27.29	\$33.36	1.37	\$37.39	\$45.70
H26	Paralegal/Legal Assistant IV	\$33.36	\$38.90	1.37	\$45.70	\$53.29
H29	Public Assistance Specialist	\$15.90	\$19.47	1.37	\$21.78	\$26.67
H30	Safety Manager	\$45.97	\$64.36	1.40	\$64.36	\$90.10
H31	Security - unarmed	\$13.30	\$18.62	1.40	\$18.62	\$26.07



Attachment A  
**Employment & Training Centers, Inc.**  
Temporary Staffing, Direct-Hire and Other Employer Services  
Contract No. TS06-17

**FORM D2 - PRICING PAGE #2.1**

Code	Occupation Description	Pricing Range		Mark-Up % <small>Please Use a Whole Number as the % (MU). Example 25% = 1.25</small>	Total	
		Low	High		Low	High
H32	Security - armed	\$19.00	\$26.60	1.40	\$26.60	\$37.24
H33	Senior Writer	\$35.85	\$50.71	1.37	\$49.11	\$69.47
H34	Transportation Manager	\$37.67	\$52.74	1.37	\$51.61	\$72.25
	<b>Scientific:</b>					
	<b>Miscellaneous:</b>					
J01	Cashier	\$10.00	\$11.71	1.37	\$13.70	\$16.04
J02	Desk Clerk	\$16.33	\$21.99	1.37	\$22.37	\$30.13
J03	Lifeguard	\$10.00	\$11.79	1.40	\$14.00	\$16.51
J04	Park Attendant (Aide)	\$10.00	\$11.79	1.40	\$14.00	\$16.51
J05	Recreation Aide/Health Facility Attendant	\$11.67	\$14.34	1.40	\$16.34	\$20.08
J06	Recreation Specialist	\$11.67	\$14.34	1.40	\$16.34	\$20.08
J07	Sales Clerk	\$10.59	\$16.33	1.40	\$14.83	\$22.86
J08	School Crossing Guard	\$11.13	\$17.58	1.40	\$15.58	\$24.61
J09	Sports Official	\$12.82	\$16.88	1.37	\$17.56	\$23.13
J10	Load Ticket Data Entry Clerk	\$13.35	\$18.69	1.37	\$18.29	\$25.61