

**FIRST MODIFICATION TO CONTRACTUAL SERVICES AGREEMENT  
TEMPORARY STAFFING SERVICES  
2020-254 RFP**

**WHATCOM TRANSPORTATION AUTHORITY**, a Washington Public Transportation Benefit Area (hereinafter "WTA") and **EXPRESS EMPLOYMENT PROFESSIONALS, INC.**, a Washington State Corporation (hereinafter the "Contractor"), in consideration of the mutual covenants herein, agrees as follows:

1. **EXISTING AGREEMENT MODIFIED:** WTA and the Contractor entered into the Agreement on October 20, 2020, which is incorporated herein by this reference (hereinafter the "Agreement"). The parties hereby modify that Agreement.
  
2. **MODIFICATIONS TO EXISTING AGREEMENT:** The Agreement is modified in the following respect:
  - 2.1. Notwithstanding the date of execution hereof, the term for the Agreement is hereby extended to October 20, 2026, as per the one (1) additional three (3) year renewal allowed in Section 3 of the Agreement.
  - 2.2. Contractor's rates as submitted on July 30, 2020, are hereby modified to include the markup allowed per Section 5.D of RFP 2020-254. Please see Exhibit "A" attached and incorporated herein by this reference.
  
3. **TERMS AND CONDITIONS OF EXISTING AGREEMENT REMAIN THE SAME:** The parties agree that, except as specifically provided in this modification the terms and conditions of the Agreement continue in full force and effect.

**EFFECTIVE** at the final execution date below.

*Maureen McCarthy*

Signed: Monday, February 19, 2024  
Les Reardanz,  
General Manager  
Whatcom Transportation Authority  
Date:

*Shannon Jacoby*

Signed: Monday, February 19, 2024  
Shannon Jacoby,  
Professional Staffing Manager  
Express Employment Professionals, Inc.  
Date:

**Proposed Pricing for Temporary and Evaluation Hire Positions:**

- Clerical and Administrative Staffing (non-driving) 50% Markup
- Financial Positions 50% Markup
- Facilities and Grounds Maintenance (driving) 55% Markup
- Fleet Service and Fueling (driving) 55% Markup
- Information Technology 50% Markup
- Overtime will be billed at a discounted rate
- Associates who are already picked by WTA 45% Markup

**All Drug Testing that is required is included in the pricing shown**

- We offer both a 5 panel and 10 panel drug tests.

**All Background Checks requested is included in the pricing shown**

- Backgrounds checks will be mirrored to what is requested per WTA.
- Credit Checks - will be included if asked by WTA

**All PPE equipment needed for positions (Personal Protective Equipment) is included and supplied by Express.**

**Break down of the Bill Rate:**

- Pay Rate - Employee
- Legally Required Taxes - Federal Unemployment, State Unemployment, Medicare, Social Security
- Washington Paid Family and Medical Leave Act
- B&O Taxes
- Benefits: We offer a full benefits package day of 1 of their assignment
- 401K eligibility
- Employer FICA Contribution
- Holiday Pay
- Sick Pay- Washington State requirement
- Workers Compensation, Fidelity and Liability Insurance
- General Administrative and Overhead Expenses - Includes Advertising, Background Checks, Drug Testing if applicable, PPE, Administrative, and Payroll.