



Request for Adjustment



Date
October 20, 2020

Submitted to:
Human Resources Department
County of Sonoma
575 Administration Drive, Suite 116C
Santa Rosa, CA 95403

Submitted by:
Howroyd-Wright Employment Agency, Inc.
dba AppleOne Employment Services
An ACT•1 Group Company

Government Solutions
16371 Beach Boulevard, Suite 240
Huntington Beach, CA 92647

20 October 2020

Human Resources Department
County of Sonoma
575 Administration Drive, Suite 116C
Santa Rosa, CA 95403

Subject: *Request for Adjustment – Contract for Temporary Staffing Services (RFP-2015)*

On behalf of Howroyd-Wright Employment Agency, Inc. dba AppleOne Employment Services (AppleOne), we would like to take the opportunity to present our Request for Adjustment to the County of Sonoma (County), as well as add two new requested job classes: Human Services Aide I and Human Services Aide II. AppleOne submits the following information to substantiate our adjustment request.

SUBSTANTIATION OF RATE INCREASE

1. Minimum Wage Increase: Our agency last adjusted our rates with the County prior to the statewide minimum wage increases of 2019 and 2020. We also want to take into account the impending minimum wage increase set for January 1, 2021, so that we can offer compliant, competitive rates.
2. Cost of Living: The substantial cost of living in the County continues to increase in wake of regular wildfires. With countless residences impacted by the Tubbs, Kincade, and now Glass fires, the demand for housing now well outpaces the supply, pushing prices ever higher. Our agency seeks to increase our rates to better account for this change, to ensure our candidates are paid competitively.
3. Affordable Care Act: In addition to the increases mandated by minimum wage increases, AppleOne's obligations under the **Affordable Care Act (ACA)**, have elevated the cost of insurance coverage for our permanent and temporary employees, year over year. Our agency is committed to ensuring that our company, and through assisting our employees, will remain in compliance with federal regulations pertaining to ACA.
4. Paid Sick Leave: Like many other agencies, we are required to offer paid sick leave to our employees, the cost of which we do not pass through as an additional fee to the County. This substantially increases the cost components of our billable rates across the board.

For these reasons, AppleOne is requesting an increase in the current rates contracted with the County. The proposed adjusted rates, as well as rates for the new job classes of Human Services Aide I and Human Services Aide II, are provided on the following pages.

Thank you for considering AppleOne's Request for Adjustment. We look forward to continuing our work with the County, and will do everything necessary to ensure that AppleOne's contract delivery remains positive, productive and long-term, and most importantly, fulfills the objectives of the County. If you have any questions regarding the enclosed, please contact me at jknight@appleone.com or by phone at (707) 544-3769.

Sincerely,

Jan Knight
Executive Account Manager
AppleOne Employment Services

APPLEONE'S PROPOSED BILL RATES		
JOB CLASS	CURRENT RATES	PROPOSED RATES
Account Clerk I	\$23.40 (+\$0.54 ACA)	\$27.00 - \$32.00 (+\$0.54 ACA)
Account Clerk II	\$26.26 (+\$0.54 ACA)	\$30.00 - \$35.00 (+\$0.54 ACA)
Account Clerk III	\$29.13 (+\$0.54 ACA)	\$36.00 - \$41.00 (+\$0.54 ACA)
Accountant I	\$35.19 (+\$0.54 ACA)	\$40.00 - \$44.00 (+\$0.54 ACA)
Administrative Aide	\$32.02 (+\$0.54 ACA)	\$37.80 (+\$0.54 ACA)
Administrative Aide Bilingual	\$34.02 (+\$0.54 ACA)	\$39.20 (+\$0.54 ACA)
Agricultural Assistant	\$26.57 (+\$0.54 ACA)	\$28.00 (+\$0.54 ACA)
Case Management Specialist	\$34.14 (+\$0.54 ACA)	\$40.00 (+\$0.54 ACA)
Clerical Helper	\$22.94 (+\$0.54 ACA)	\$23.80 (+\$0.54 ACA)
Cook	\$28.32 (+\$0.54 ACA)	\$33.00 (+\$0.54 ACA)
Data Entry Operator II	\$26.55 (+\$0.54 ACA)	\$32.00 (+\$0.54 ACA)
Department Analyst	\$43.19 (+\$0.54 ACA)	\$49.00 (+\$0.54 ACA)
Department Information Technician I/II	\$33.76 - \$55.93 (+\$0.54 ACA)	\$35.00 - \$57.00 (+\$0.54 ACA)
Department Information Systems Specialist I/II	\$44.84 - \$66.99 (+\$0.54 ACA)	\$56.00 - \$67.00 (+\$0.54 ACA)
Executive Secretary	\$32.75 (+\$0.54 ACA)	\$35.00 (+\$0.54 ACA)
Geographical Information System Technician I/II	\$43.59 - \$61.47 (+\$0.54 ACA)	\$55.00 - \$70.00 (+\$0.54 ACA)
Health Information Specialist	\$35.79 (+\$0.54 ACA)	\$37.80 (+\$0.54 ACA)
Human Services Aide I	n/a	\$26.60 (+\$0.54 ACA)
Human Services Aide II	n/a	\$30.80 (+\$0.54 ACA)
Information Systems Project Manager	\$61.46 - \$83.62 (+\$0.54 ACA)	\$70.00 - \$90.00 (+\$0.54 ACA)
Information Technology Analyst II	\$44.42 (+\$0.54 ACA)	\$50.00 - \$60.00 (+\$0.54 ACA)
Legal Processor I	\$23.21 (+\$0.54 ACA)	\$28.00 (+\$0.54 ACA)
Legal Processor II	\$26.51 (+\$0.54 ACA)	\$32.20 (+\$0.54 ACA)
Mail Clerk	\$23.21 (+\$0.54 ACA)	\$26.00 (+\$0.54 ACA)
Maintenance Worker I	\$27.15 (+\$0.54 ACA)	\$32.00 (+\$0.54 ACA)
Materials Handler	\$28.16 (+\$0.54 ACA)	\$32.20 (+\$0.54 ACA)
Medical Transcriber	\$29.83 (+\$0.54 ACA)	\$35.00 (+\$0.54 ACA)
Network Analyst	\$57.35 (+\$0.54 ACA)	\$55.00 - \$65.00 (+\$0.54 ACA)
Office Assistant I	\$22.40 (+\$0.54 ACA)	\$24.00 (+\$0.54 ACA)
Office Assistant II	\$23.75 (+\$0.54 ACA)	\$27.00 (+\$0.54 ACA)
Office Assistant II - Bilingual	\$23.75 (+\$0.54 ACA)	\$28.00 (+\$0.54 ACA)
Programmer Analyst	\$46.93 (+\$0.54 ACA)	\$50.00 - \$70.00 (+\$0.54 ACA)
Receptionist	\$22.40 (+\$0.54 ACA)	\$27.00 (+\$0.54 ACA)
Secretary	\$29.07 (+\$0.54 ACA)	\$32.20 (+\$0.54 ACA)
Senior Office Assistant	\$26.05 (+\$0.54 ACA)	\$30.80 (+\$0.54 ACA)
Senior Office Assistant - Bilingual	\$27.05 (+\$0.54 ACA)	\$32.20 (+\$0.54 ACA)
Senior Network Analyst	\$44.84 - \$66.99 (+\$0.54 ACA)	\$65.00 - \$75.00 (+\$0.54 ACA)
Senior Programmer Analyst	\$55.38 - \$77.53 (+\$0.54 ACA)	\$65.00 - \$80.00 (+\$0.54 ACA)
Senior Systems Support Technician	\$31.01 - \$44.30 (+\$0.54 ACA)	\$70.00 - \$85.00 (+\$0.54 ACA)
Storekeeper (Warehouse)	\$28.83 (+\$0.54 ACA)	\$30.00 (+\$0.54 ACA)
Senior Storekeeper (Warehouse)	\$32.05 (+\$0.54 ACA)	\$34.00 (+\$0.54 ACA)
Systems Software Analyst	\$50.36 - \$72.56 (+\$0.54 ACA)	\$75.00 - \$85.00 (+\$0.54 ACA)
Systems Support Technician	\$28.84 - \$39.86 (+\$0.54 ACA)	\$42.00 - \$52.00 (+\$0.54 ACA)
Telephone Operator	\$23.60 (+\$0.54 ACA)	\$27.00 (+\$0.54 ACA)

ACA Acknowledgement

The County and AppleOne acknowledge that through the Patient Protection and Affordable Care Act of 2010, as amended (“ACA”), and regulations promulgated thereby, statutory requirements have been imposed upon certain employers of certain employees working in the United States. AppleOne is committed to fulfilling its ACA obligations through offering ACA-compliant benefits to eligible contingent workers. In demonstrating the County’s commitment to ACA compliance, the County agrees to share in ACA-related costs by paying a \$0.54 surcharge for each hour of service provided by each contingent worker assigned to the County. The surcharge will be billed to the County in a separate line item on the invoice.