



LABOR & MARINE PERSONNEL

w w w . s a v a r d g r o u p . n e t

Baton Rouge, LA	(225) 930 0685
Lafayette, LA	(337) 235 7707
Metairie, LA	(504) 883 7952
Lake Charles, LA	(337) 475 2401
Mobile, AL	(251) 415 6444
Pasadena, TX	(281) 930 5551
Beaumont, TX	(409) 347 8922
Gulfport, MS	(228) 868 5100

Re: Placement Services /Agreement

SAVARD LABOR & MARINE INC, hereby referred to as SAVARD, greatly appreciates the opportunity to partner with your organization in finding solutions to your staffing needs. SAVARD is committed to providing the most qualified worker possible in filling your vacancies.

SAVARD will provide insurance documentation at your request. Note that SAVARD covers any bodily injury of employee but not equipment owned, rented, or leased by your firm unless otherwise specified in a written and executed MSA.

SAVARD will equip all of its employees with appropriate PPE as per your site specific directive with no additional cost to you. SAVARD does not supply equipment requiring special instruction and/or inspection such as harnesses and respirators.

SAVARD bills one hourly rate per employee work hour. Employee hourly pay rates issued as determined by you and invoiced at the hourly bill rate equivalent to the pay rate multiplied by the markup quoted herein. Any miscellaneous payments authorized by you will be paid as instructed to employees and invoiced to you at a markup of 1.2. SAVARD will not bill hours or issue miscellaneous payments outside of your instruction. Hours worked over 40 in a work week are billed and paid at time and a half. The hourly bill rate covers any reasonable screening request (see extra DISA charge details below) along with the following at no additional charge:

- **Employee wages**
- **Employee taxes**
- **Workman's Compensation**
- **General liability**
- **Unemployment**
- **PPE**
- **Administrative Services**
- **Physicals**
- **MVRs**
- **Background Checks**
- **Performance Testing and Certifications (some items can incur additional expense and will be quoted at time of disclosure)**
- **Any other reasonable pre-screening requests**



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SAVARD will bill at a predetermined hourly mark up of your desired individual employee pay rate. Mark ups vary by customer and will be clearly defined in a SAVARD proposal sent from your servicing branch. Any miscellaneous payments (i.e.: per diem, housing, etc.) made to workers by SAVARD under Customer's direction are billed at a markup of 1.2. Customer may elect to issue SAVARD employees miscellaneous payments on their own if preferred. This bill rate is complete and encompasses all of the aforementioned in this document; unless DISA testing is required. Please see bottom of proposal for DISA related costs. Customer agrees to remit payment to SAVARD 30 days from invoice date. SAVARD rates may vary if the job is outside of a 30 mile radius of any of the SAVARD office locations.

Customer may alter an employee's pay rate based on that individual's performance and at its discretion terminate an individual worker or position.

Once SAVARD presents a candidate to Customer, Customer may not hire the employee directly outside of this agreement or through another contract labor agency for a period of 6 months.

A SAVARD employee is eligible for hire at no additional cost to your firm upon the completion of predetermined working hours as clarified in your SAVARD proposal. You may initiate this transition upon written notification to SAVARD stating that intention and date of transfer, set in the future, to be valid.

SAVARD identifies and submits applicants for your approval based on your requested qualifications. If you find any assigned employee's qualifications or general work-related behavior lacking please notify us to remove them from your site and we will make all reasonable efforts to replace the employee immediately.

SAVARD does not indemnify or defend Customer for or against their own gross negligence; intentional or willful acts or omissions.

Customer Responsibilities: You agree to provide a detailed description of the work our employees are to perform. You agree that we are assigning our employees to work under your direction, supervision, and control. You agree to provide adequate supervision of our employees while on assignment with you and not to allow our employees to work at unattended work sites. You agree to assign tasks, provide specific work instructions, and have direct control over the daily work activities of our employees assigned to you. You agree to provide our employees with all equipment, facilities and supplies reasonably necessary for them to safely perform their assigned duties. Unless SAVARD agrees ahead of time; you agree not to request or permit our employees to perform duties other than those agreed upon when the order was placed. SAVARD cannot assess competency at the same level of understanding as your site supervisors and as such you agree to be



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responsible for your own, independent assessment of employee job competency. At no time does SAVARD require you to work any individual candidate or to continue working any employee.

Customer further agrees to provide all necessary site specific safety training and secondary personal protective equipment related to your operations, not including hard hat, safety glasses, steel toe boots, gloves, and work vests. You agree to inform our employees of any hazards related to your work sites and to inform them of any hazardous materials to which they may be exposed. You agree to comply with all of the Federal Occupational Safety and Health Act standards.

DISA related testing costs: SAVARD will automatically adjust your mark up for DISA jobs to bill at an hourly rate of 1.65 times agreed upon pay rate per individual that requires DISA testing; and customer agrees to be billed for and remit payment within 30 days at a markup of 1.2 for any DISA related testing costs associated with *cancelled and DISA cleared* SAVARD workers. Cancellation charges are incurred for DISA cleared employees who do not work a minimum of 140 hours on a DISA assignment due to no negligence or fault of their own. Employee hours worked on non DISA assignments are not included in the calculation of 140 hours. SAVARD agrees to cover all DISA related testing costs for candidates who are *not* cleared for work. SAVARD will not engage in DISA testing outside of advance directive and approval from Customer.



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