CONTRACT NO. 2606-04020

Purchase Order No. 70000404452

ADMINISTRATIVE SERVICES

DEPARTMENT OF ANIMAL AND RABIES CONTROL

SECTION I
AGREEMENT

1. **Overview:**
   Upon execution of this Contract by Cook County Office of the Chief Procurement Officer, Cook County accepts the Vendor's invoices (See Exhibit B) for Services.

2. **Scope of Work:** The Contractor shall perform services as set forth in Exhibit A

3. **Contract Value:** $67,500. 00

4. **Contract Term:** Contract shall be effective for twelve (12) months beginning August 19, 2026 through August 18, 2027.

5. **Vendor Information:**
   Kelly Administrative Services
   999 West Big Beaver Road
   Troy Michigan 48084
   Kleopatra Papazahariou
   Marketing Director - Illinois
   Email
   klep483@kellyservices.com

6. **Exhibits:**
   Exhibit A - Statement of Work
   Exhibit B - Schedule of Compensation
   Exhibit C - Certificate of Insurance

7. **Proposal:**
   Contractor has reviewed the Statement of Work and General Conditions and has familiarized itself with all of the conditions under which it must be carried out and understands that by this agreement it waives all right to plead any misunderstanding regarding the same.

TSECTION II
GENERAL CONDITIONS

GC-01 SUBCONTRACTING OR ASSIGNMENT OF CONTRACT OR CONTRACT FUNDS

Once awarded, this Contract shall not be subcontracted or any part thereof assigned without the express written approval of the County Chief Procurement Officer ("Chief Procurement Officer"). In no case, however, shall such approval relieve the Contractor from his obligations or change the terms of the Contract. The Contractor shall not transfer or assign any Contract funds or claims due or to become due without the advance written approval of the Chief Procurement Officer. The unauthorized subcontracting or assignment of the Contract, in whole or in part, or the unauthorized transfer or assignment of any Contract funds, either in whole or in part, or any interest therein, which shall be due or are to become due the Contractor shall have no effect on the County and are null and void.

The Contractor and its employees, contractors, subcontractors, agents and representatives are, for all purposes arising out of this Contract, independent contractors and are not employees of the County. It is expressly understood and agreed that the Contractor and its employees, contractors, subcontractors, agents and representatives shall in no event as a result of a contract be entitled to any benefit to which County employees are entitled, including, but not limited to, overtime, retirement benefits, worker's compensation benefits and injury leave or other leave benefits.

GC-02 INDEMNIFICATION

The Contractor covenants and agrees to indemnify and save harmless the County and its commissioners, officials, employees, agents and representatives, and their respective heirs, successors and assigns, from and against any and all costs, expenses, attorney's fees, losses, damages and liabilities incurred or suffered directly or indirectly from or attributable to any claims arising out of or incident to the performance or nonperformance of the Contract by the Contractor, or the acts or omissions of the officers, agents, employees, contractors, subcontractors, licensees or invitees of the Contractor (but not assigned employees), including any claim that the ownership and/or use of equipment, hardware and software or any part thereof provided to the County by Consultant or utilized in performing Consultant's services constitutes an infringement of any patent, copyright or license or any other property right. The Contractor expressly understands and agrees that any Performance Bond or insurance protection required of the Contractor, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify the County as hereinabove provided.

GC-03 INSPECTION AND RESPONSIBILITY

The County shall have a right to inspect and approve any Contract goods, equipment, supplies or services used in carrying out this Contract and shall approve the quality and standards of all materials or completed work furnished under this Contract. Contract goods, equipment, supplies or services not complying herewith may be rejected by the Chief Procurement Officer and/or the Using Agency and shall be replaced and/or re-performed by the Contractor at no cost to the County. Any Contract goods, equipment or supplies rejected shall be removed within a reasonable time from the premises of the County at the entire expense of the Contractor, after notice has been given by the County to the Contractor that such Contract goods, equipment or supplies have been rejected.

GC-04 PAYMENT TO CONTRACTORS

All invoices submitted by the Contractor shall be in accordance with the cost provisions contained in the Contract Documents and shall contain a detailed description of the Deliverables (i.e., the goods, equipment, supplies or services) including the quantity of the Deliverables, for which payment is requested. All invoices for services shall include itemized entries indicating the date or time period in which the services were provided, the amount of time spent performing the services, and a detailed description of the services provided during the period of the invoice. All Contracts for services that are procured as Sole Source must also contain a provision requiring the Contractor to submit itemized records indicating the dates that services were provided, a detailed description of the work performed on each such date, and the amount of time spent performing work on each such date. All invoices shall reflect the amounts invoiced by and the amounts paid to the Contractor as of the date of the invoice. Invoices for new charges shall not include "past due" amounts, if any, which amounts must be set forth on a separate invoice. Contractor shall not be entitled to invoice the County for any late fees or other penalties.

In accordance with Section 34-177 of

The Contractor acknowledges its duty to ensure the accuracy of all invoices submitted to the County for payment. By submitting the invoices, the Contractor certifies that all itemized entries set forth in the invoices are true and correct. The Contractor acknowledges that by submitting the invoices, it certifies that it has delivered the Deliverables, i.e., the goods, supplies or equipment set forth in the Contract to the Using Agency, or

that it has properly performed the services set forth in the Contract. The invoice must also reflect the dates and amount of time expended in the provision of services under the Contract. The Contractor acknowledges that any inaccurate statements or negligent or intentional misrepresentations in the invoices shall result in the County exercising all remedies available to it in law and equity including, but not limited to, a delay in payment or non-payment to the Contractor, and reporting the matter to the Cook County Office of the Independent Inspector General.

GC-05 INSURANCE REQUIREMENTS

Contractor shall maintain for the duration of this contract a policy or policies of insurance with coverage and limits adequate to satisfy all claims and liabilities which could arise because of the performance of the Contract, including but not limited to, Commercial General Liability Insurance and any liability Contractor may incur resulting from indemnification obligations as stated in GC-02 Indemnification. The insurance shall be commensurate with the usual and customary industry practices for similarly situated businesses. Contractor shall comply with applicable laws governing workers' compensation and mandatory insurance for vehicles. The County reserves the right to request a certificate of insurance at any time.

I. Insurance Requirements of the Contractor

Prior to the effective date of this Contract, the Contractor, at its cost, shall secure and maintain at all times, unless specified otherwise, until completion of the term of this Contract the insurance specified below.

Nothing contained in these insurance requirements is to be construed as limiting the extent of the Contractor's responsibility for payment of damages resulting from its operations under this Contract.

The Cook County Department of Risk Management maintains the right to modify, delete, alter or change these requirements.

II. Coverages

a. Workers Compensation Insurance. Workers' Compensation shall be in accordance with the laws of the State of Illinois or any other applicable jurisdiction.

The Workers Compensation policy shall also include the following provisions:

(1) Employers' Liability coverage with a limit of
$1,000,000 each Accident
$1,000,000 each Employee
$1,000,000 Policy Limit for Disease

b. Commercial General Liability Insurance. The Commercial General Liability shall be on an occurrence form basis (ISO Form CG 0001 or equivalent) to cover claims for injuries to persons or damage to property which may arise from or in connection with products or materials supplied to Cook County.

Each Occurrence - $1,000,000 General Aggregate – $2,000,000

The General Liability policy shall include the following coverages:

i. All premises and operations;
ii. Contractual Liability;
iii. Products/Completed Operations;
iv. Severability of interest/separation of insureds clause

c. Commercial Automobile Liability Insurance. When any motor vehicles are used in connection with this contract, Contractor shall secure Automobile Liability Insurance for bodily injury and property damage arising from the Ownership, maintenance or use of owned, hired and non-owned vehicles with a limit no less than $1,000,000 per accident.

III. Additional requirements

a. Additional Insured. The Commercial General Liability policy shall name Cook County, its officials, employees and agents as additional insureds on a primary and non-contributory basis. Any insurance or self-insurance maintained by Cook County shall be excess of the Contractor's insurance and shall not contribute with it.

b. Qualification of Insurers. All insurance companies providing coverage shall be licensed or approved by the Department of Insurance, State of Illinois, and shall have a financial rating no lower than (A-) VII as listed in A.M. Best's Key Rating Guide, current edition or interim

report. Companies with ratings lower than (A-) VII will be acceptable only upon consent of the Cook County Department of Risk Management. The insurance limits required herein may be satisfied by a combination of primary, umbrella and/or excess liability insurance policies.

c. Insurance Notices. Contractor shall provide the Office of the Chief Procurement Officer with thirty (30) days advance written notice in the event any required insurance will be cancelled, materially reduced or non-renewed. Contractor shall secure replacement coverage to comply with the stated insurance requirements and provide new certificates of insurance to the Office of the Chief Procurement Officer.

Prior to the date on which Contractor commences performance of its part of the work, Contractor shall furnish to the Office of the Chief Procurement Officer certificates of insurance maintained by Contractor. The receipt of any certificate of insurance does not constitute agreement by the County that the insurance requirements have been fully met or that the insurance policies indicated on the certificate of insurance are in compliance with insurance required above.

In no event shall any failure of the County to receive certificates of insurance required hereof or to demand receipt of such Certificates of Insurance be construed as a waiver of Contractor's obligations to obtain insurance pursuant to these insurance requirements.

d. Waiver of Subordination Endorsements. All insurance policies must contain Waiver of Subrogation Endorsement in favor of Cook County.

GC-06 TAXES

Federal Excise Tax does not apply to materials purchased by the County by virtue of Exemption Certificate No. 36-75-0038K. Illinois Retailers' Occupation Tax, Use Tax and Municipal Retailers' Occupation Tax do not apply to materials or services purchased by the County by virtue of statute. The price or prices quoted herein shall include any and all other federal and/or state, direct and/or indirect taxes which apply to this Contract. The County's State of Illinois Sales Tax Exemption Identification No. is E-9998-2013-07.

GC-07 CONTRACT AMENDMENTS

The parties may during the term of the Contract make amendments to the Contract but only as provided in this section. Such amendments shall only be made by mutual agreement in writing. No Using Agency or employee thereof has authority to make any amendments to the Contract. Any modifications or amendments to the Contract made without the express written approval of the Chief Procurement Officer is void and unenforceable.

GC-08 DISPUTES

Any dispute arising under the Contract between the County and Contractor shall be decided by the Chief Procurement Officer. The complaining party shall submit a written statement detailing the dispute and specifying the specific relevant Contract provision(s) to the Chief Procurement Officer. Upon request of the Chief Procurement Officer, the party complained against shall respond to the complaint in writing within five days of such request. The Chief Procurement Officer will reduce his/her decision to writing and mail or otherwise furnish a copy thereof to the Contractor and Using Agency. Dispute resolution as provided herein shall be a condition precedent to any other action at law or in equity. Notwithstanding a dispute, Contractor shall continue to discharge all its obligations, duties and responsibilities set forth in the Contract during any dispute resolution proceeding unless otherwise agreed to by the County in writing.

GC-09 DELAYS

Contractor agrees that no charges or claims for damages shall be made by Contractor for any delays or hindrances from any cause whatsoever related to the performance of the Contract.

GC-10 COMPLIANCE WITH LAWS

The Contractor shall observe and comply with the laws, ordinances, regulations and codes of the Federal, State, County and other local government agencies which may in any manner affect the performance of the Contract, including but not limited to those County Ordinances set forth in the Certifications, Affidavits or EDS attached hereto and incorporated herein. Assurance of compliance with this requirement by the Contractor's employees, agents or subcontractors shall be the responsibility of the Contractor. The Contractor shall secure and pay for all federal, state and local licenses, permits and fees required in order to perform this Contract.

GC-11 DEFAULT

Contractor shall be in default hereunder in the event of a material breach by Contractor of any term or condition of this Contract where Contractor has failed to cure such breach within ten (10) days after written notice of breach is given to Contractor by the County, setting forth the nature of such breach.

A material breach of the contract by the Contractor includes but is not limited to the following:

1. Failure to perform any obligation under the Contract;

2. Failure to begin performance under the Contract within the specified time;
3. Failure to perform under the Contract with sufficient qualified personnel, equipment, or materials to ensure completion of within the specified time.
4. Performance of the Contract in an unsatisfactory manner.
5. Refusal to perform services deemed to be defective or unsuitable; or
6. Any other material breach of any term or condition of the Contract.

County shall be in default hereunder if any material breach of the Contract by the County occurs which is not cured by the County within forty-five (45) days after written notice of breach has been given by Contractor to the County, setting forth the nature of such breach.

GC-12 REMEDIES

If the Contractor fails to remedy a material breach during the ten (10) day cure period pursuant to General Condition GC-11, Default, the County shall have the right to terminate the Contract provided, however, that the County shall give Contractor prior written notice of its intent to terminate. Following notice of breach to Contractor, the County reserves the right to withhold payments owed to Contractor until such time as Contractor has cured the breach which is the subject matter of the notice. In addition, the County shall have the right to pursue all remedies in law or equity.

GC-13 TERMINATION FOR CONVENIENCE

The County may terminate this Contract, or any portion, at any time by notice in writing from the County to the Contractor. Unless otherwise stated in the notice, the effective date of such termination shall be three business days after the date the notice of termination is mailed by the County. If the County elects to terminate the Contract in full, unless otherwise specified in the notice of termination, the Contractor shall immediately cease performance and shall promptly tender to the County all work products, reviews, recommendations, reports, documents and analyses, whether completed or in process. If the County elects to terminate the Contract in part, unless otherwise specified in the notice of partial termination, the Contractor shall immediately cease performance of those portions of the Contract which are terminated and shall promptly tender to the County all work products, reviews, recommendations, reports, documents and analyses relating to said portions of the Contract, whether completed or in process. Contractor shall refrain from incurring any further costs with respect to portions of the Contract which are terminated except as specifically approved by the Chief Procurement Officer. The Contractor shall not invoice the County for any goods, equipment, supplies or services provided after the effective date of termination.

GC-14 GUARANTEES AND WARRANTIES

The Contractor guarantees that the assigned employees will perform the work satisfactorily in accordance with the terms of the Statement of Work. Upon written notice from County to Contractor of unsatisfactory performance during an assigned employee's first sixteen (16) working hours, Contractor will credit charges for up to sixteen (16) hours of such assigned employee's work and furnish a replacement as soon as practicable. Notice of unsatisfactory performance after an assigned employee's initial sixteen (16) hours will be addressed by the parties; however, fees for such work are due and are not refundable. The parties acknowledge and agree that this remedy is intended to be the sole and exclusive remedy of the County under this Section.

GC-15 AUDIT; EXAMINATION OF RECORDS

The Contractor agrees that the Cook County Auditor or any of its duly authorized representatives shall, until expiration of three (3) years after the final payment under the Contract, have access and the right to examine any books, documents, papers, canceled checks, bank statements, purveyor's and other invoices, and records of the Contractor related to the Contract, or to Contractor's compliance with any term, condition or provision thereof. The Contractor shall be responsible for establishing and maintaining records sufficient to document the costs associated with performance under the terms of this Contract.

The Contractor further agrees that it shall include in all of its subcontracts hereunder a provision to the effect that the subcontractor agrees that the Cook County Auditor or any of its duly authorized representatives shall, until expiration of three (3) years after final payment under the subcontract, have access and the right to examine any books, documents, papers, canceled checks, bank statements, purveyor's and other invoices and records of such subcontractor involving transactions relating to the subcontract, or to such subcontractor's compliance with any term, condition or provision thereunder or under the Contract.

In the event the Contractor receives payment under the Contract, reimbursement for which is later disallowed by the County, the Contractor shall promptly refund the disallowed amount to the County on request, or at the County's option, the County may credit the amount disallowed from the next payment due or to become due to the Contractor under any contract with the County.

GC-16 GOVERNING LAW

This Contract shall be governed by and construed under the laws of the State of Illinois. The Contractor irrevocably agrees that, subject to the County's sole and absolute election, any action or proceeding in any way, manner or respect arising out of the Contract, or arising from any dispute or controversy in connection with or related to the Contract, shall be litigated only in courts within the Circuit Court of Cook County, State of Illinois, and the Contractor consents and submits to the jurisdiction thereof. In accordance with these provisions, Contractor waives any right it may have to transfer or change the venue of any litigation brought against it by the County pursuant to this Contract.

GC-17 COOPERATION WITH INSPECTOR GENERAL

Contractors, subcontractors, licensees, grantees or persons or businesses who have a County contract, grant, license, or certification of eligibility for County contracts shall abide by all of the applicable provisions of the Office of the Independent Inspector General Ordinance (Section 2-281 et. seq. of the Cook County Code of Ordinances). Failure to cooperate as required may result in monetary and/or other penalties.

GC-18 WAIVER

No term or provision of this Contract shall be deemed waived and no breach consented to unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. The waiver of any such provision shall be strictly limited to the identified term or provision.

GC-19 ENTIRE CONTRACT

It is expressly agreed that the provisions set forth in this Contract constitute all the understandings and agreements between the parties. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Contract are of no force and effect.

GC-20 INTENTIONALLY OMITTED

GC-21 COUNTY'S OBLIGATIONS.

County obligations. County will: (1) provide assigned employees with a safe and suitable workplace that complies with all applicable safety and health standards, statutes, and ordinances, (including all site-specific training related to the chemical, physical, and biological hazards in the workplace), (2) provide assigned employees with all required information and safety equipment applicable to assigned employees' placement and prompt notice of any injury suffered by assigned employees during workhours on County premises in performance of their duties under this Contract (and adhere to all applicable OSHA reporting and recordkeeping requirements); (3) use assigned employees only for assignments that match the job descriptions for which Contractor places them; (4) provide adequate internal controls, supervision, and instructions for assigned employees performing work under this Contract and be responsible for its business operations, products, services, and intellectual property; (5) properly supervise, control, and safeguard its premises, processes, or systems, and to the extent County requires and Contractor agrees that assigned employees will operate any vehicle or mobile equipment, County will be responsible for the assigned employees' use of such vehicle and its contents, powered mobile equipment or any other County issued property (unless any of the aforementioned events are the result of the Contractor's willful misconduct or negligence in hiring and selecting assigned employees) used by assigned employees in connection with any services ordered, except for workers' compensation claims of assigned employees; (6) not permit assigned employees to be entrusted with unattended premises, cash, checks, keys, credit cards, merchandise, confidential or trade secret information, negotiable instruments, or other valuables without Contractor's express prior written approval or as strictly required by the job description provided to Contractor and be responsible for the assigned employees' conduct when they are required to handle the foregoing; (7) exclude assigned employees from County's benefit plans, policies, and practices, and not make any offer or promise relating to assigned employees' compensation or benefits; (8) be responsible for any security breaches, unauthorized access, inappropriate or non-productive information system usage, data corruption, confidentiality breaches or other types of losses related to the use of or access to County information systems; unless any of the aforementioned events are the result of the Contractor' willful misconduct or negligence in hiring and selecting assigned employees, (9) be responsible for the conduct of its officers, employees, and agents; (10) be responsible for controlling the environment in which assigned employees perform their work, the details of their work, and their work product; and (11) comply with applicable laws, regulations, rules, ordinances, governmental orders, and industry codes/ and guidelines.

EXECUTION PAGE

OFFICE OF THE CHIEF PROCUREMENT OFFICER

Raffi Sarrafian Digitally signed by Raffi Sarrafian Date: 2026.09.30 08:16:18 -05'00'

RAFFI SARAFINAN DATE
CHIEF PROCUREMENT OFFICER

KELLY SERVICES

Kleopatra Papazahariou

NAME DATE

Kleopatra Papazahariou

PRINTED NAME

Market Director

TITLE

27-Aug-2026 | 1:05 PM PDT

EXHIBIT A

STATEMENT OF WORK

STATEMENT OF WORK

Background

Cook County Government ("County") through the Department of Animal & Rabies Control ("ARC") enforces the Cook County Code of Ordinances, Chapter 10, Animal Control. One major aspect of the enforcing and maintaining of the ordinance requires the collection of rabies certificate information, For ARC to properly maintain data related to rabies certificates, this data must, ultimately, be stored in our internal data management tool. This allows ARC to research and confirm certificate information. The information that is required includes but not limited to Name, Address, City, State, Zip, DL #(if applicable) DOB (if applicable), year, make, model and, violation information, amount due, Officers information and Court information, Contract Term

Contract Term

Contract shall be effective for twelve (12) months beginning May 29. 2026 through May 28, 2027. Requirements

Onsite Temporary Data Entry Clerks
ARC requires the services of not more than three (3) on-site temporary professional data entry personnel to assist with ARC daily data entry requirements. Data entry clerks shall:

1. Receive paper Rabies Certifications
2. Review the certificate for complete information
3. Enter certificate information into excel spreadsheet
4. Submit spreadsheet weekly for ARC staff
5. Clerical duties as assigned

Data Entry Clerks shall be compensated for 7:00 hours per day and shall be on site from 8:30 AM to 4:30 PM. Data Entry Clerks shall use their additional uncompensated hour for two 15-minule breaks and a 30-minute lunch period during this 8:30 AM to 4:30 PM CST time period as designated by the Department of Animal and Rabies Control.

Skills and Qualifications:

A high school diploma or GED equivalent or extensive experience in data entry.
Data entry clerks must have experience in entering information into Excel spread sheets.

Typing Speed and Accuracy:
Data entry clerks must possess at a minimum forty words per minute typing skills or data entry speed. Data entry clerks must be proficient in the use a laptop and keyboard for data entry tasks.
Spread sheets entered by clerks and forwarded to ARC staff as complete must have at a minimum be 99% accurate.

Abilities
Data entry clerks must have the ability to spend most of their seven hours inputting data. The number of spread sheets that must be completed per day will be defined by ARC staff,

Work Location

Clerks will complete agreed upon services at the Bridgeview Courthouse, 10220 S. 7th Ave. Bridgeview IL 60455, 2nd floor.

County Equipment

Cook County will provide the following Equipment:

- Laptop
- Laptop case
- Supplemental keyboard

Data Protection

Contractor must remember that all information gleaned from rabies certificates is confidential and cannot be shared with non-County personnel. The Contractor will comply with all applicable Data Protection Laws, including those that would be applicable to the Contractor if it, rather than the County, were the owner or data controller of any County Data in its possession or under its control in connection with the Services. Services to be provided in a secure location designated by the County. Data is owned by the County and is not to be shared outside the requirements set forth by the agreement.

THE REMAINDER OF THIS SECTION IS INTENTIONALLY LEFT BLANK

EXHIBIT B

SCHEDULE OF COMPENSATION

BCHEDULE OF

COMPENBATION

Kelly

PRICING AND SCREENING

Note: *This Exhibit A is being used only to address pricing and screening requirements. It is not to be used as a standalone contract and does not modify any contractual terms agreed to in the Customer Services Agreement.*

Customer and Kelly representative ***must*** *initial the bottom of all pages of this agreement.*

This Pricing Exhibit A is incorporated and made part of the Customer Services Agreement between Kelly Services, Inc. and Cook County Department of Animal and Rabies control pricing in Exhibit A confidential and proprietary to Kelly. Customer agrees not to disclose the contents of Pricing Exhibit A to persons or entities not party to this agreement without Kelly's written permission.

1. **TERM.** The pricing in this Contract shall be effective for twelve (12) months beginning May 29. 2026 through May 28, 2027.
2. **LOCATION.** Multiple locations: 10220 South 76th Avenue, Bridgeview, IL 60455
3. **PRICING.**

COSTS FOR ASSIGNED EMPLOYEES

Job Title	Pay/Bill Rate
Data entry clerk	$34.65/hr.

4. TRANSITION OF ASSIGNED EMPLOYEES

Kelly's services are provided at great expense and with tremendous investment of time and training by Kelly. In consideration thereof, during the term of this Agreement and for the twelve (12) month period immediately following the period for which an Assigned Employee last performed services for Customer under this Agreement.

5. Pricing for Background/drug screenings:

All costs and administrative fees related to background/drug screening will be passed through to customer at no additional cost.

MISCELLANEOUS.

a. As it relates to the Kelly Guarantee, "reasonable notice" is defined as two (2) days.

b. Kelly reserves the right to adjust pricing as specified in the terms of the agreement. Kelly shall provide County with written notice of such pricing adjustments.

EXHIBIT C

CERTIFICATE OF INSURANCE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 12/08/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McGriff, a Marsh & McLennan Agency LLC Company 3400 Overton Park Drive SE Suite 300 Atlanta, GA 30339	**CONTACT NAME:** **PHONE (A/C, No, Ext):** 404 497-7500 **FAX (A/C, No):** **E-MAIL ADDRESS:**
INSURED Kelly Services Inc. and it's Subsidiaries 999 West Big Beaver Road Troy, MI 48084 Branch/Dept:	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** **INSURER A :** ACE American Insurance Company — 22667 **INSURER B :** Indemnity Insurance Company of North America — 43575 **INSURER C :** ACE Property and Casualty Insurance Company — 20699 **INSURER D :** Ascot Insurance Company — 23752 **INSURER E :** Federal Insurance Company — 20281 **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** VCDB5XCP **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO- JECT LOC OTHER:			HDO G49370441	01/01/2026	01/01/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 2,000,000 $ 5,000 $ 2,000,000 $ 25,000,000 $ 3,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY			ISA H11381194	01/01/2026	01/01/2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 2,000,000 $ $ $
C D	X UMBRELLA LIAB / X OCCUR EXCESS LIAB / CLAIMS-MADE DED / RETENTION $			XEU G2792413A 011 EXNA 2610000838-02	01/01/2026	01/01/2027	EACH OCCURRENCE AGGREGATE	$ 15,000,000 $ 15,000,000
A B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WCU C72802196 (MI, OH, WA) SCF C72802184 (WI) WLR C72802172 (AOS)	01/01/2026	01/01/2027	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
E	CRIME			J05980161 Covers Employee Dishonesty (Theft) & Customer Protection ($USD)	01/01/2026	01/01/2027	Each Loss	$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Any provisions referenced on this Certificate of Insurance apply only as required by written contract, subject to policy terms, conditions, and exclusions.

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULE

PRODUCER McGriff, a Marsh & McLennan Agency LLC Company	INSURED Kelly Services Inc. and it's Subsidiaries
POLICY NUMBER	
CARRIER / NAIC CODE	ISSUE DATE: 12/08/2025

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: _____ FORM TITLE: _____

CYBER & PROFESSIONAL LIABILITY:
(Errors & Omissions)
(Cyber Liability included)

Carrier: XL Specialty Insurance Company
Policy #: ELU204643-25
Effective Dates: 07/01/2025 - 07/01/2026

Limits:
Each Wrongful Act: $10,000,000
Annual Aggregate: $10,000,000

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