

AGREEMENT FOR SEARCH & RECRUITMENT SERVICES

Search for Assistant Superintendent, Business Services

This is an Agreement between the **DUBLIN UNIFIED SCHOOL DISTRICT**, hereinafter referred to as “Client,” and **SCHOOL SERVICES OF CALIFORNIA, INC.**, hereinafter referred to as “Consultant,” entered into as of February 15, 2017.

RECITALS

WHEREAS, the Client needs assistance with its Assistant Superintendent, Business Services search and selection process; and

WHEREAS, the Client has examined the abilities of employees of the district, the county office, and adjoining districts to provide these services; and

WHEREAS, the Client finds that these services are either not available, or not available to the same level of expertise as those offered by outside consulting assistance; and

WHEREAS, Consultant is professionally trained and competent to provide these services; and

WHEREAS, the authority for entering into this Agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable;

NOW, THEREFORE, the parties to this Agreement do hereby mutually agree as follows:

1. Consultant agrees to assist the Client in the selection of an Assistant Superintendent, Business Services in the following manner:

Interview appropriate district officials, print a brochure, recruit candidates, receive applications and confidential papers and assemble files, assist the expert panel in the screening process, and all other matters pertinent to assisting the Superintendent in the selection of an Assistant Superintendent, Business Services.

2. The Client agrees to pay Consultant for services rendered under this Agreement a base price of \$14,750, plus expenses. Consultant will bill the Client at appropriate intervals for services completed and expenses accrued to that date. “Expenses” are defined as actual expenses for items such as advertising, brochure printing, mailing, telephone, travel costs, duplicating, and screening and reference checking.

The terms of this Agreement are valid for sixty (60) days from February 15, 2017, unless this contract is executed. After that period, new terms may be agreed upon after further review of the needs of the Client.

3. Consultant shall conduct an additional search and selection process, at limited cost (see 3.d., below) to the Client, if a candidate selected by the Client's Governing Board as the new Assistant Superintendent of Business Services:
 - a. Resigns within 12 months of commencing duties; or
 - b. Is dismissed for cause within 12 months of commencing duties.
 - c. This provision (3.) shall not apply if:
 - A. The new Assistant Superintendent leaves the position due to illness;
 - B. The new Assistant Superintendent is released by the Client without cause.
 - d. Should 3.a. or 3.b. occur, Consultant shall be reimbursed for actual expenses for advertising, brochure printing, mailing, telephone, duplicating, and travel that are incurred by Consultant to conduct the new search.
4. If the Client is not satisfied with the candidates recruited by Consultant, or candidate declines offer, Consultant shall continue the search and selection process until a satisfactory candidate is selected.
5. This Agreement shall be effective as of February 15, 2017, and shall terminate upon completion of the project, which is estimated to be June 30, 2017.
6. It is expressly understood and agreed to by both parties that Consultant, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor, and is not an employee of the Client.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as indicated below.

BY _____
LESLIE BOOZER, Ed.D., J.D.
Superintendent
Dublin Unified School District

DATE: _____

BY: _____
SUZANNE SPECK
Vice President
School Services of California, Inc.

DATE: _____