

**AGREEMENT FOR SEARCH & RECRUITMENT SERVICES**

*Search for Chief Business Official*

This is an Agreement between the **MT. DIABLO UNIFIED SCHOOL DISTRICT**, hereinafter referred to as "Client," and **SCHOOL SERVICES OF CALIFORNIA, INC.**, hereinafter referred to as "Consultant," entered into as of December 6, 2016.

**RECITALS**

**WHEREAS**, the Client needs assistance with its Chief Business Official 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 a Chief Business Official 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 a Chief Business Official.

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 December 6, 2016, unless this contract is executed. After that period, new terms may be agreed upon after further review of the needs of the Client.

3. This Agreement shall be effective as of December 6, 2016, and shall terminate upon completion of the project, which is estimated to be April 30, 2017.
4. 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 \_\_\_\_\_  
DR. NELLIE MEYER  
Superintendent  
Mt. Diablo Unified School District

DATE: \_\_\_\_\_



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

DATE: \_\_\_\_\_