

## Standard Service Contract

This Agreement, made and entered into on this 14<sup>th</sup> day of August, 2012 by and between City of Gahanna (hereinafter referred to as "Client") and Slavin Management Consultants (hereinafter referred to as "Contractor"), is for the providing of consulting services as set out in the Contractor's proposal dated 5/30/12.

The parties hereto agree to the following provisions:

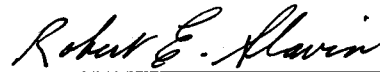
- (a) For the work outlined in the above-referenced proposal, Client will pay Contractor \$12,574 for professional services and actual expenses estimated at \$15,000 as outlined in the above-referenced proposal.
- (b) Expenses will include such items as travel, administrative/word processing support, materials, supplies, long-distance telephone calls, report production and other directly related costs.
- (c) Contractor will submit 5 equal monthly invoices of \$3,000<sup>00</sup>, withholding 10% of the total project fees which will be paid within thirty (30) days of satisfactory completion of the project.
- (d) Contractor will submit invoices for actual expenses as they occur.
- (e) Client's liability to Contractor for professional services under this agreement shall not exceed the agreed upon price unless an increase is so authorized.
- (f) Contractor's liability to Client for loss or damage resulting from errors, omissions, or negligent acts of the Contractor occurring during the rendering of these services shall not exceed the amount paid by Client for services rendered. Contractor's liability shall not be construed as liability for damage caused by or resulting from the negligence of the Client its agents, or employees.
- (f) Either party may terminate this agreement in whole or in part by the giving of ten (10) days written notice to the other party, provided that one of the following stipulations are satisfied:
  - 1) If termination is effected by Client, the Client will pay Contractor for all work performed through and including the date of termination;
  - OR
  - 2) If termination is effected by Contractor, the Contractor will complete work for all compensation received and issue a final invoice for services performed through and including the date of termination, which invoice shall be paid by Client within thirty (30) days.

Contractor's ability to carry out the work required is heavily dependent upon past experience in providing similar services to others, and we expect to continue to perform such work in the future. The confidential nature of any information received from you or developed during the work will be preserved in accordance with our professional standards.

Contractor assures employment of the best efforts to carry out the work required. The results obtained, recommendations and any written material provided will represent Contractor's best judgment based on the information available.

Contractor carries sufficient general liability, workers compensation, and professional liability insurance which are in effect and will remain in effect throughout the duration of this project.

SLAVIN MANAGEMENT CONSULTANTS by:



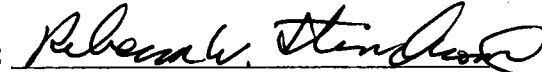
Robert E. Slavin  
President

Date *November 15, 2012*

Accepted for

*City of Gahanna*

by:



Date

*Aug. 13, 2012*

*Mayor*

Title

## COST PROPOSAL

We propose the following costs to perform the work described in this proposal.

### Professional Fees:

Project Director @ sixty-five dollars (\$65.00) per hour

Compensation Analysts @ forty dollars (\$40.00) to fifty dollars (\$50.00) per hour depending upon assignment.

### Professional Fees:

Project Component	Estimated Professional Hours	Cost
Project Initiation	35	\$2,048
Compensation Study	110	\$6,264
Organization Review	44	\$2,574
Plan Finalization and Implementation	20	\$1,170
<b>Totals</b>	<b>209</b>	<b>\$12,574</b>
<b>Average Hourly Rate</b>		<b>\$57.00</b>

### Estimated Travel Costs:

Project Component	Number of Trips, Staff and Duration	Cost
Project Initiation	1 trip, 3 days, 1 staff person	\$1,234
Compensation Study	1 trip, 2 days, 1 staff	\$855
Organization Review	Work done in conjunction with other project components	
Plan Finalization and Implementation	1 trip, 2 days, 1 staff person	\$855
<b>Totals</b>	<b>13 days on-site</b>	<b>\$2,944</b>

Travel costs can be a direct reimbursable to the jurisdiction (at a potential savings) if the City desires. Trip estimates are of necessity "worst case" figures, thus if a not-to-exceed price is not required, savings can be made with direct reimbursable travel costs. If additional site visits are required, reimbursement for actual out-of-pocket costs of such visits will be expected.

### **Total Cost of Project Not-to-Exceed: \$15,000**

### **Notes:**

1. We request payment in five equal monthly installments, withholding 10% of the total project cost until satisfactory completion of the study.
2. We will be happy to discuss modification of any part of this proposal.

**RECEIVED**

OCT 15 2012

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