

# TEXAS ASSOCIATION OF SCHOOL BOARDS, INC.

## HR Services • Service Agreement for Pay System Maintenance

Austin ISD • August 26, 2020

### 1. Scope of Work

TASB provides pay system maintenance service to districts for whom we have developed a new pay plan or who have used our service in the past. TASB services/deliverables will include:

1. Set up pay file modeling templates using a snapshot of current employee data;
2. Analyze competitive pay position of key benchmark jobs in the local job market;
3. Adjust pay structures to maintain district's competitive position;
4. Calculate individual employee pay adjustments and cost estimates based on district specifications;
5. Recommend special adjustments for resolution of pay problems;
6. Review a preliminary draft of findings and recommendations with district leaders;
7. Document and present a final report of findings and recommendations; and
8. Provide final employee data file with board-adopted general pay increase.

### 2. Cost

**\$12,000** consulting fee plus reimbursement of travel expenses. TASB will invoice the district upon completion of services.

### 3. Schedule

**February 2021** will be targeted for delivery of a draft report, after beginning in December 2020. To meet this delivery schedule, TASB must receive approval of this agreement before the expiration date below and must receive the electronic pay data requested from the district within the timeframe specified in the data request.

### 4. Term of Agreement

This Agreement is effective upon the District's delivery (by mail or facsimile) of an executed counterpart of this Agreement to TASB and either party may rely upon a facsimile or photocopy of the Agreement for all purposes.

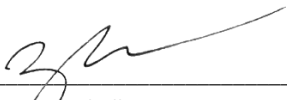
### 5. Limitation of Liability

TASB's liability under this Agreement is limited to the fees paid by the District to TASB under this Agreement. The parties agree that, in the event of a lawsuit between the parties relating to this Agreement, the prevailing party is entitled to recover reasonable and necessary attorney's fees.

### 6. Cancellation of Agreement

In the event either party terminates this Agreement before the completion of services, the District will reimburse TASB for all costs incurred up to the date of cancellation and will pay TASB's fee for consulting hours actually rendered at TASB's then current hourly rate.

**This proposal will expire on September 25, 2020.**

  
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Amy Campbell  
Director, HR Services

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Signature of Authorized Official

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Purchase Order Number

9/25/2020

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Date Approved

REVIEWED  
By RandoKat at 2:33 pm, Aug 26, 2020

