



Company 0199 - AISD IC Company

Cost Default Vendor 16695 - TEXAS ASSOC OF SCHOOL BOARDS

Requesting Location 732 - Human Resources  
Requisition 47953 - Unreleased  
Purchase From Buyer

Requisition Description  
Requester E122681 - Laura Orosco  
Deliver To Eddie Curran

Item	Item Type	Quantity Ordered	UOM	Unit Cost	Extended Cost	Distributions	Activity / Account Category	Distribution Allocation	Requested Delivery Date	Sourcing Event Required
TASB CONSULTING	Special	10000.000	DO	1.000	10000.000	73241Y99.0000-006291-0000		100.0%		No
<b>PROVIDE THE DISTRICT WITH PAY</b>										
Vendor : TEXAS ASSOC OF SCHOOL BOARDS										
PROVIDE THE DISTRICT WITH PAY SYSTEMS MAINTENANCE TO DEVELOP A NEW PAY PLAN OR HAVE USED SERVICE IN PAST.										

Totals: 1 Lines 10000.000 10000.00 USD

*Laura*  
*ext: 42713*

# TEXAS ASSOCIATION OF SCHOOL BOARDS, INC.

HR SERVICES • SERVICE AGREEMENT FOR PAY SYSTEM MAINTENANCE

Austin ISD • February 20, 2018

## 1. Description of Services

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 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

## 2. Cost

\$10,000 consulting fee plus reimbursement of travel expenses.

## 3. Schedule

TASB will schedule this project to begin in November 2018 and be delivered in February 2019. 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.

## 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.

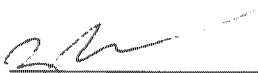
## 5. Limitation of Liability

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.

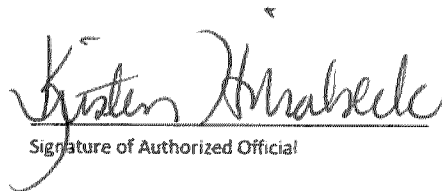
This proposal will expire on July 27, 2018.



Amy Campbell  
Director, HR Services



HR Services



Signature of Authorized Official

Purchase Order Number

4/18/18

Date Approved

# Re: TASB - Service Agreement

Ylise Janssen

Mon 7/16/2018 1:50 PM

• Laura Orosco <laura.orosco@austinisd.org>; Annie Collier <annie.collier@austinisd.org>:

• Jennifer Gamez <jennifer.gamez@austinisd.org>;

• 1 attachments (41 KB)

TASB Service Agreement.pdf;

**Reviewed and approved as to legal form. No additional service agreement form should be required.**

Sincerely,

Ylise Janssen  
General Counsel  
512-414-9812  
512-414-9878 (facsimile)



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**FYI:** Beginning Monday, June 4, 2018, Austin ISD will operate on a summer efficiency schedule. District offices will be open for business from 7:00 a.m. to 6:00 p.m., Monday through Thursday, with all facilities closed on Fridays. The District will be closed the week of July 2-July 6, 2018. The summer efficiency schedule resumes on July 9 and continues through August 10, 2018. AISD returns to its five-day operations schedule on Monday, August 13, 2018.

The first day of school is Monday, August 20, 2018.

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**From:** Laura Orosco  
**Sent:** Monday, July 9, 2018 11:09 AM  
**To:** Ylise Janssen  
**Cc:** Jennifer Gamez  
**Subject:** Fw: TASB - Service Agreement

Good morning Ylise,

Please find attached service agreement from TASB. Annie Collier recommended I have you review this agreement to assure we will not have to have an additional agreement. Please advise.

Thank you,

Laura Orosco  
Executive Assistant to Kristen Hilsabeck  
Office of Human Resource Services  
1111 W. 6th Street, Suite A-260  
P (512) 414-2713 F (512) 499-0270  
Email: laura.orosco@austinisd.org  
Web: www.austinisd.org  
Austin Independent School District

PLEASE NOTE: Beginning Monday, June 4, Austin ISD will operate on its summer efficiency schedule, 7 a.m. to 6 p.m., Monday through Thursday with all district facilities closed on Fridays. This schedule will be in effect through August 10. In addition, there is a one-week closure from July 2-6.

First day of school is August 20th

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**From:** Annie Collier  
**Sent:** Monday, July 9, 2018 10:53 AM  
**To:** Laura Orosco  
**Subject:** Re: TASB - Service Agreement

Hi Laura,

Please have General Counsel to review and to determine if an AISD service agreement is needed.

Thank-you,

**Annie L. Collier**  
Assistant Director

Contract & Procurement Services  
Austin Independent School District  
1111 West Sixth Street, A330  
Austin, Texas 78703-5338  
Phone: (512) 414-2124  
Fax: (512) 480-0924  
Email: [annie.collier@austinisd.org](mailto:annie.collier@austinisd.org)

### Austin ISD Summer Schedule

*Starting Monday, June 4, 2018, Austin ISD will operate on a summer efficiency schedule. District offices will be open for business from 7AM to 6PM, Monday - Thursday, with all facilities closed on Fridays through August 10<sup>th</sup>.*

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**From:** Laura Orosco  
**Sent:** Monday, July 9, 2018 10:16 AM  
**To:** Annie Collier  
**Subject:** TASB - Service Agreement

Good morning Annie.

Welcome Back!

Attached a service agreement from TASB. I would like to enter a PR today but wanted to run by you first if I need to enter a Service Agreement.

Thank you,

Laura Orosco  
Executive Assistant to Kristen Hilsabeck  
Office of Human Resource Services  
1111 W. 6th Street, Suite A-260  
P (512) 414-2713 F (512) 499-0270  
Email: [laura.orosco@austinisd.org](mailto:laura.orosco@austinisd.org)  
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First day of school is August 20th