

VENDORS

AGB Search, LLC

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Storbeck/Pimentel&Associates

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Witt/Kieffer

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FEE STRUCTURE:

AGB Search:

A fee of \$75,000 per search includes all professional (administrative, research, clerical) services. Expenses for consultant and candidate travel, advertising costs and candidate background checks (approximately \$300 per candidate) are billed as incurred. Should a candidate recruited by AGB Search leave, for cause, within the first year of appointment, AGB Search will conduct a follow up search for the cost only of expenses.

Storbeck Pimentel and Associates

Retainer Fee: Professional fees for services are based on one-third of the total first year's cash compensation. Cash compensation includes base salary and any cash-signing bonus, performance-based bonus or car and/or housing allowance that is paid during or at the conclusion of the first year, but excludes any non-cash compensation such as use of a house, cars, etc. The professional fee minimum is \$60,000 and is billed over the first three months of assignment. .

Direct Expenses: These are billed separately and include consultant and candidate travel, advertising, background checks and express mail. All expenses are fully reimbursable, billed at cost (including taxes), and prorated whenever possible. Expenses vary greatly with each search depending on frequency of meetings, amount of advertising, etc.

Allocable Costs: To cover other more difficult-to-track expenses such as postage and internal telephone, fax, communication charges, photocopying, research and report production, there is a charge for Engagement Support Expense (ESE). ESE charges normally are equal to 15% of the professional fee.

Other Costs: Charges for background checks are billed at contractor cost. Express mail charges are billed to UWS at cost. Additional services such as those of a private investigator to perform more extensive background investigations beyond contractor reference checking can be arranged through contractor but would be charged directly to UWS.

Other: In the event that the placed candidate vacates the post within 12 months, other than for personal reasons such as health, Storbeck/Pimentel will assist in the conduct of another search without additional fee, billing only for direct expenses. This policy does not apply to candidates who remain in their positions for more than one year.

Witt/Kiefer:

Retainer Fee: The professional fee is one-third of the first year's total cash compensation, with a minimum fee of \$55,000. Based on an estimated first year's salary, the fee is estimated at the start of the search. Once compensation has been determined at the close of a search, the total fee is adjusted, and an invoice for or refund of the balance of the fee is submitted.

Expenses: Direct reimbursable expenses include advertising, consultant and candidate travel, education and employment verifications, Federal Express charges, and other out-of-pocket expenses.

Witt/Kieffer provides cost estimates for each advertisement, and all advertising is approved in advance by the search committee chair. Advertising can be billed directly to the institution, or Witt/Kieffer can pay the bill and then invoice costs to the institution. Travel expenses for consultant and candidate travel are paid by Witt/Kieffer after which itemized invoices are submitted to the institution for reimbursement. Costs for background investigations are invoiced to Witt/Kieffer and then submitted to the institution for reimbursement.

Allocable Costs: Overhead expenses (including regular postage, telephone, fax, copying, and research) are charged to the client at the outset of a search, in a one-time amount equal to nine percent of the professional fee, subject to a minimum of \$4,500 and a maximum of \$7,000.

Other costs: Additional reimbursable expenses would include unanticipated out-of-pocket expenses, to be approved by the University.

Other: If the selected candidate leaves in less than one year other than for personal reasons, Witt/Kieffer will conduct a search for a replacement and charge only for expenses.