

**EXHIBIT B - PRICING****CBIZ Benefits & Insurance Services, Inc., dba EFL Associates**

Percentage of selected candidate's first-year salary to be paid to Consultant for the candidate position that Contractor is hired to fill: 30% (including only the actual paid salary as may be reduced by furlough, unpaid leave, or other state salary reductions due to budget cuts, deferred compensation) ("**Contractor's Fee**" or "**30% Option**"). This Contractor's Fee includes a reference check of all the references checked for an applicable candidate. One-third of the anticipated Contractor's Fee may be invoiced by Contractor after the start of the engagement for a specific search. The second installment of the anticipated Contractor's Fee may be invoiced by Contractor 30 days after the start of the engagement for a specific search and the third installment of the anticipated Contractor's Fee may be invoiced by Contractor 60 days after the start of the engagement for a specific search. Invoices shall be submitted to the name and address indicated on each UNLV Purchase Order or as requested by UNLV. Contractor will reconcile (upwards or downwards, as applicable) any differences between the anticipated Contractor Fee paid and the actual Contractor's Fee due, and send UNLV an additional invoice for the difference after the candidate's start date, only if the actual Contractor's Fee due exceeds the anticipated Contractor's Fee already paid, or a refund if the actual Contractor's Fee is less than the anticipated Contractor's Fee. The parties may elect by mutual written (email acceptable) agreement to apply any refund owned to UNLV towards any Direct Expenses or Travel Expenses (as defined below) that may be owed to Contractor. This Contract is nonexclusive and UNLV may use similar services from similar vendors or source candidates itself, at its sole discretion. However, if UNLV requests in writing to utilize Contractor for a particular search, then UNLV may not simultaneously use any other search firms for that particular search, but may elect to also simultaneously source candidates itself.

**Other Fee Structure Options**

Prior to the commencement of the search, UNLV may elect to utilize Contractor's Candidate ID or LaunchPlus fee structure instead of the 30% Option.

"**Candidate ID**" provides a search option for a flat fee of \$39,000 per search. This option is not as comprehensive as the 30% Option. It includes preliminary reference checks of all the references listed on the applicable candidate's reference sheet ("**On-List References**"). However, the costs for Contractor to contact additional references that are not listed on the applicable candidate's reference sheet ("**Off-List References**") is \$400 per reference check completed by Contractor. UNLV may elect to complete checks of Off-List References itself to contain costs. Background investigations are part of the Direct Expenses listed below, and are billed at actual cost with no mark-up. The Candidate ID fee is invoiced instead of and in the same three installment timeframes as the anticipated Contractor's Fee set forth above. The costs for the Off-List References may be invoiced monthly as incurred.

"**LaunchPlus**" provides a search option for a flat fee of \$24,000 per search. This option is not as comprehensive as the 30% Option or the Candidate ID option. It does not include preliminary reference checks of all the references listed on the applicable candidate's reference sheet. The cost for Contractor to contact all preliminary On-List References of the candidates is a total (for all candidates and not per candidate) flat fee amount of \$2,000. The cost for Contractor to contact Off-List References is \$400 per reference check completed by Contractor. UNLV may elect to complete checks of On-List and Off-List

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References itself to contain costs. Background investigations are part of the Direct Expenses listed below, and are billed at actual cost with no mark-up. The LaunchPlus fee is invoiced instead of the Contractor's Fee and is invoiced in two equal installments. The first installment fee may be invoiced by Contractor after the start of the engagement for a specific search and the second installment of the LaunchPlus fee may be invoiced by Contractor 30 days after the start of the engagement for a specific search. The cost for the On-List References may be invoiced as incurred. The Off-List References may be invoiced monthly as incurred.

Prior to the commencement of a search and on a case-by-case basis the parties may, by mutual agreement, agree to a flat fee that is less than the 30% Option, but a different fee than the Candidate ID or LaunchPlus structure ("Flat Fee"). Depending on what is agreed to, it may or may not include On-List References and Off-List References by Contractor. In the event that a Flat Fee is agreed to, the Flat Fee shall be invoiced instead of and in the same three installment time frames as the anticipated Contractor's Fee set forth above.

All Direct Expenses and Travel Expenses must be pre-approved in writing (email acceptable) by UNLV, substantiated by receipts and invoiced without mark-up to UNLV within thirty (30) days of being incurred. At the UNLV's discretion, pre-approval will be provided for an exact price or a range on a trip per trip or project by project basis, or simply for a specific trip or a collection of trips (i.e. all trips or collections of interview rounds involving travel must be either pre-approved individually for singular travel, or as a collection if part of an interview round or a series of visits by Contractor to UNLV).

**"Direct Expenses"** includes costs related to paid advertising, background investigation expenses, videoconferencing charges, and any other expenses requested by UNLV in writing except for Indirect Expenses and Travel Expenses. All Direct Expenses must be actual expenses incurred specifically for the applicable search, and in no event shall include Contractor's general costs of doing business or a percentage of any salaries.

**"Indirect Expenses"** is billed at \$850/per month, with a cap at 5 months from commencement of the search. This Indirect Expense amount includes costs related to the search such as search software cost allocation, data-base management, long distance telephone, FAX, and postage. The Indirect Expenses may be invoiced monthly, beginning at the commencement of the applicable search, and ending at 5 months from the commencement of the search.

**"Travel Expenses":**

UNLV has established the following travel reimbursement rates for faculty and staff:

Rental Cars: The traveler shall use the UNLV contracted rental car agency;

Airfare: The most economical rate available;

Meals & Lodging: For information on applicable lodging and meal rates, go to the following website: [http://accountspayable.unlv.edu/Trvlman/ap\\_m.dwt](http://accountspayable.unlv.edu/Trvlman/ap_m.dwt).

Consultant shall utilize these reimbursement rates for all Consultant and candidate travel. All travel and trips must be pre-approved in writing by UNLV (email acceptable) with a range or a do not exceed price. In the event that any travel is not in accordance with UNLV's travel policy or exceeds the approved scope, Consultant shall be responsible for the amount of Travel Expenses above the permitted amount.

Amount or percentage of refund of Contractor's Fee(s) should candidate leave UNLV or be otherwise removed from their position within the first year of the selected candidate's employment:

No refund; Guarantee second search to be initiated. No additional Contractor's Fee (or Flat Fee, or Candidate ID or LaunchPlus Fee, as applicable) will be invoiced or owed; Consultant will be paid Direct Expenses, Indirect Expenses, and Travel Expenses only.

Should the Search Committee determine that the Consultant is not meeting the standards of performance set forth in this RFP, UNLV reserves the right to terminate the Contract. Indicate what fees and expenses the Consultant would require reimbursement for, should the Contract be terminated by UNLV.

UNLV has the right to cancel any assignment at any time. If UNLV cancels the search, UNLV will only be obligated to pay the accrued Direct Expenses, Indirect Expenses, Travel Expenses, and Contractor Fee (or Flat Fee, or Candidate ID or LaunchPlus Fee, as applicable) installment accrued as of the cancellation date.

Misc. Options:

If more than one person is hired through this search effort, an additional Contractor's Fee of 25% of the candidate's first year's salary (including only the actual paid salary as may be reduced by furlough, unpaid leave, or other state salary reductions due to budget cuts, deferred compensation) will be payable for each additional individual hired. ("**Secondary Contractor's Fee**"). Secondary Contractor's Fee is due and payable within 30 days following candidate's start date. Invoices shall be submitted to the name and address indicated on each UNLV Purchase Order or as requested by UNLV. Secondary Contractor's Fee is on a contingent basis and is only payable to Contractor if the chosen and hired candidate has been directly or indirectly referred to UNLV through Contractor's efforts within the proceeding twelve (12) months before the candidate's start date. Notwithstanding anything to the contrary herein, in no event shall Contractor be paid a Secondary Contractor's Fee for any candidates sourced by UNLV or for any candidates that are currently, or have been employed (either part-time or full-time) by NSHE/UNLV in any capacity during the last three years.