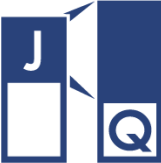


# Profit Jump-Start Agreement



This agreement is between **Jack Quarles** of 3Q Strategies, Inc. (“Consultant”) and [[CLIENT NAME]] of [[CITY/STATE]] (“Client”). The Client is engaging the Consultant to provide expertise, analysis, and guidance as the Client seeks to lower its expenses.

## Overview

The Consultant will work with the Client to identify savings opportunities within the Client’s existing vendor expenses. The Consultant will create a plan to pursue and capture the savings, and the Client’s team will execute the plan with the support and counsel of the Consultant. The Consultant will hold biweekly meeting calls with the client to review progress, identify obstacles, and refine the plan. The project is expected to follow the process below but may be modified as mutually agreed.

### Month One

- Client will provide a Vendor Summary report in advance, and other documents as needed.
- Consultant and Client will meet for a half-day to review the client’s spending in detail.
- Consultant will create a **Savings Plan**, including:
  - Analysis of Client’s spending by vendor and category
  - Identification and prioritization of savings opportunities
  - Suggested next steps to pursue savings opportunities
- Consultant will review Savings Plan with Client’s team and agree upon an action plan.

### CEO Update

During Month Two, the Consultant will update the CEO or project sponsor to review the savings opportunity and report progress. If the CEO is satisfied, project and billing will continue.

### Months 2 – 5

- Consultant will hold bi-weekly meetings to review progress & discuss next steps.
- Client’s Team will continue savings projects.
- Consultant will be available to review proposals, contracts, invoices, or other documents.
- Consultant will make available training material, tactic guides, and video instruction.

## Project Fees

The total cost for the Profit Jump-Start is \$9,900. The project is billed monthly in advance. The Month One fee is \$3,500.00 and Month 2-5 fees are \$1,600. Payments will be made to 3Q Strategies, Inc. The client is responsible for the Consultant’s travel expenses, subject to approval in advance by Client.

## Performance Guarantee and Achievement Bonus

The Profit Jump-Start guarantees a 3x (300%) return in forecast savings within 12 months of the project conclusion. Savings may come from reduced usage or pricing, or new solutions. All forecast savings must be approved by Client. If savings are less than \$30,000 or exceed \$60,000 fees will be adjusted:

Less than \$15,000	Month 2 fees returned; project cancelled
Less than \$30,000	Month 3-5 fees waived; project continues
More than \$30,000	Project continues
More than \$60,000	Bonus of \$6,000 payable to Consultant on project conclusion

**Timeline**

The project will begin upon execution of this agreement and will run from [[START DATE]] through [[END DATE]]. The initial in-person meeting is scheduled for [[INITIAL MEETING DATE]] at the Client’s offices in [[CLIENT OFFICE LOCATION]].

**Signatures**

<i>Consultant</i>	<i>Client</i>
Signature: _____	Signature: _____
Name: John “Jack” Quarles	Name: _____
Date: _____	Title: _____
<a href="mailto:Jack@JackQuarles.com">Jack@JackQuarles.com</a>	Date: _____
703.944.9676	

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