

School Operations  
Dr. George M. Koonce, Jr., Associate Superintendent

**SUBJECT: REQUEST FOR AUTHORIZATION TO LEASE FACILITIES FOR THE  
2002-2003 GRADUATION REHEARSALS AND EXERCISES**

**COMMITTEE: ELEMENTARY AND SECONDARY EDUCATION AND SCHOOL  
OPERATIONS**

Authorization is requested for the Superintendent to enter into contractual agreements to lease facilities for the 2002-2003 graduation rehearsals, exercises, and associated costs of auxiliary services. These include, but are not limited to, stagehands, electricians, ushers, police, audio-visual equipment, plants, chairs, and parking, at a cost not to exceed \$200,640, June 10 through June 13, 2003.

Planning for the 2002-2003 graduation exercises began in October 2002. In the process of site selection, consideration was given to the scheduling of all graduations within a three-day period, class sizes, accommodation of School Board members and district administrators, and unique needs of school communities, e.g., requested dates, time, sites, and available funds.

Proposed sites for the 2002-2003 graduation rehearsals and exercises for 34 senior high schools and seven alternative education centers are:

1. Miami-Dade County Auditorium
2. Florida International University - Golden Panther Arena;  
Florida International University - Graham Center;  
and Florida International University - Kovens Center
3. Miami Beach Convention Center
4. Jackie Gleason Theater of the Performing Arts
5. Miami-Dade Community College-Kendall Campus
6. University of Miami Convocation Center
7. Joseph Caleb Community Center
8. Gusman Center for the Performing Arts
9. University of Miami James L. Knight Center/Ashe Auditorium
10. Miami-Dade County Fair and Exposition Center
11. Miami Arena

Personnel in the Office of Risk and Benefits Management will review all contracts. All contracts will include indemnification and insurance provisions.

The appropriation for these items is included in the General Fund of the 2002-2003 Adopted Budget under Fund 0100, Function 5103, Program 9016, Location 9723.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, authorize the Superintendent to:

1. enter into contracts with the following sites at a cost not to exceed \$200,640 for graduation exercises, rehearsals, and associated costs of auxiliary services, which include, but are not limited to, stagehands, electricians, ushers, police, audio-visual equipment, plants, chairs, and parking, etc:

- Miami-Dade County Auditorium
- Florida International University - Golden Panther Arena, Florida International University - Graham Center, and Florida International University - Kovens Center
- Miami Beach Convention Center
- Jackie Gleason Theater of the Performing Arts
- Miami-Dade Community College-Kendall Campus
- University of Miami Convocation Center
- Joseph Caleb Community Center
- Gusman Center for the Performing Arts
- University of Miami James L. Knight Center/Ashe Auditorium
- Miami-Dade County Fair and Exposition Center
- Miami Arena

2. enter into agreements for indemnification of the graduation sites listed above.

The appropriation for these items is included in the General Fund of the 2002-2003 Adopted Budget.