

Financial Affairs
Eduardo A. Alfaro, Interim Chief Financial Officer

**SUBJECT: CONTRACT TO PERFORM ACCOUNTING RELATED ACTIVITIES IN
RELATION TO THE COMPLETION AND RELEASE OF THE ANNUAL
FINANCIAL REPORT AND THE COMPREHENSIVE ANNUAL FINANCIAL
REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2003**

COMMITTEE: BUSINESS AND FINANCIAL SERVICES

In order to assist Miami-Dade County Public Schools with preparation of the Annual Financial Report (AFR) and the Comprehensive Annual Financial Report (CAFR) for the fiscal year-ended June 30, 2003, that must be submitted to the Florida Department of Education by September 11, 2003 and to the November 25, 2003 Audit Committee Meeting respectively, Mr. Stanley Corces is being recommended to assist with these very important tasks and other related activities which must be completed on a timely basis.

These services are required because of staff's anticipated absences, and will ensure the proper completion and timely release of the AFR and the CAFR.

Mr. Stanley Corces' recommended compensation will be in accordance with an hourly rate of \$130 up to a maximum of \$62,400. Mr. Corces will submit periodic progress billings upon completion of services and will be paid upon approval by the Controller or designee.

This proposal was reviewed at a special meeting of the Professional Services Contract Committee on July 7, 2003. A waiver was granted by the committee based on specific expertise in accordance with School Board Rule 6Gx-13- 3F-1.021.

Mr. Corces, who had extensive experience with Miami-Dade County Public Schools, will provide invaluable knowledge and experience in the preparation and publishing of the 2002-2003 AFR and CAFR. The conditions requiring his services is not expected to reoccur during the closing of the 2003-2004 fiscal year.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, authorize the Superintendent to enter into a contract, at an hourly rate of \$130 for a total amount not to exceed \$62,400, with Mr. Stanley Corces to perform accounting duties related to the completion of the AFR and CAFR for the fiscal year-ended June 30, 2003.

The appropriation for this item will be included in the General Fund of the 2003-2004 Tentative Budget to be recommended for adoption in July 2003 under Fund 0100, Object 5310, Location 9151, Program 7600, Function 7500.

EAA:egc

REPLACEMENT
G-19