

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 and to assist in other related activities, a contract is being drafted and will be submitted to the Professional Services Contract Committee at a meeting scheduled for July 7. If approved by that committee, a revised agenda item will be submitted to the Business and Financial Services Committee at its meeting later that day and to the full School Board for approval at its July 9 meeting.

These services are required because of planned absences and will ensure the proper completion and timely release of the AFR and the CAFR.

EAA:egc