

Financial Affairs
Edward Marquez, Chief Financial Officer

SUBJECT: EXTENSION OF 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

At its July 9, 2003 meeting the School Board authorized the Superintendent to enter into a contract with Mr. Stanley Corces to assist District staff with the preparation of the Annual Financial Report (AFR) and the Comprehensive Annual Financial Report (CAFR).

Due to continuing staff shortages and absences, it is recommended that Mr. Corces' contract be extended to the period from November 1, 2003 to December 19, 2003.

For the extended contract period the recommended compensation is an hourly rate of \$120 up to a maximum of \$30,720.

The proposed contract extension will provide continuity through the completion and submission of the CAFR to the Audit Committee and the School Board and will provide for an orderly transition upon the return of staff from medical leave. The conditions requiring Mr. Corces' service are 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 extend the contract, at an hourly rate of \$120 for a total amount not to exceed \$30,720, 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 is included in the General Fund of the 2003-2004 Adopted Budget under Fund 0100, Object 5310, Location 9151, Program 7600, Function 7500.

EM:egc