



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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January 14, 2008

MEMORANDUM

TO: Honorable School Board Members
FROM: Kendra Goodman, CPPB, Purchasing Agent
SUBJECT: Financial Advisor: Ford & Associates

District RFP 03-064 for financial advisor services on an as-needed basis was originally Board approved on December 17, 2002 to Ford & Associates. The RFP served as the contract between the parties, and was renewed by the Board in subsequent years. Its final expiration date was March 31, 2007.

Although we are not currently under contract with this firm, the Finance Department has an urgent requirement for its services. Please reference the attached memo from Bill Kleinsorge, Director of Finance for detailed information. We have obtained updated terms and conditions from Ford & Associates, reflecting the template and pricing of the original RFP. The Finance Department anticipates that approximately \$50,000 will be spent with Ford & Associates over the next twelve (12) months.

Under DOE Rule 6A-1.012(7), the District is permitted to negotiate for professional services of this nature, when it is in our best interest to do so. We are requesting approval of the attached contract, and permission to place a purchase order in the estimated amount of \$50,000.

Please contact Ms. Olga Swinson, Chief Finance Officer, or me if you have any questions or concerns.

KDG/az
Attachments

Date/Time: January 18, 2008 14:04:00