

Business Operations  
Ofelia San Pedro, Deputy Superintendent

**SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACTUAL SERVICES AGREEMENT BETWEEN THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, AND KORN/FERRY INTERNATIONAL, PURSUANT TO REQUEST FOR PROPOSALS NO. 099-EE10 – EXECUTIVE SEARCH FIRM FOR SELECTION OF SCHOOL BOARD ATTORNEY**

**COMMITTEE: INNOVATION, EFFICIENCY & GOVERNMENTAL RELATIONS**

The School Board of Miami-Dade County, Florida, at its meeting held on April 13, 2005, authorized the Superintendent to issue a Request For Proposals (RFP) to engage the services of a professional executive search firm to conduct a search for the position of School Board Attorney. The Board also approved the appointment of a Selection Committee, consisting of one appointee plus one alternate appointed by each Board member, to serve as the RFP screening committee and to interview and evaluate candidates submitted by the search firm.

Procurement Management Services issued the RFP with a due date of April 22, 2005, for the opening of proposals. Of 28 proposers sent proposal forms or card notices of this advertised proposal, 5 responded, including 3 no proposals.

The Selection Committee met on April 27, 2005 to evaluate the proposals. Two proposals were presented for consideration: Heidrick & Struggles, Inc. and Korn/Ferry International. After significant discussion, a motion was passed to recommend that both firms be invited for oral presentations. On April 29, the Selection Committee met to hear oral presentations from the two firms.

During both committee meetings, the issue of conflict of interest for committee members, as relates to doing future business with the Board, was raised. The Committee agreed that any appointee or alternate attorney serving on this specific committee, could not individually participate or become employed by the School Board for purposes of representing the Board for a period of one year from the date of completion of the work of the committee. Inasmuch as two members of the committee are currently doing business with the District, they recused themselves from serving on the committee. The alternates served as the Board appointees.

**REPLACEMENT  
SP-1**

Additionally, the Selection Committee determined that the timeline indicated in the Request For Proposals was unreasonable. Both firms, stipulated in their response to the RFP, that a longer period for identifying candidates was necessary. Consequently, the committee approved a period of 60 days to complete the engagement.

Based on the discussion, the Committee chose to recommend Korn/Ferry International for award.

Fund Source  
0100 - General

M/WBE Eligibility  
None

RECOMMENDED: That The School Board of Miami-Dade County, Florida, **AUTHORIZE** the Superintendent to enter into a contractual services agreement between The School Board of Miami-Dade County, Florida, and Korn/Ferry International, pursuant to Request For Proposals No. 099-EE10 – EXECUTIVE SEARCH FIRM FOR SELECTION OF SCHOOL BOARD ATTORNEY, to engage the services of a professional executive search firm to conduct a search for the position of School Board Attorney, effective May 4, 2005, for a period of sixty days as follows:

1. KORN/FERRY INTERNATIONAL  
200 SOUTH BISCAYNE BOULEVARD, SUITE 4450  
MIAMI, FL 33131  
OWNER: MICHAEL A. STEIN, MANAGING DIRECTOR

Highest Rated Proposal

2. Authorize Procurement Management Services to enter into a contract not to exceed \$112,000.

OSP/lja