



September 20, 2010

MEMORANDUM

TO: District Board of Trustees
FROM: Barbara R. Sloan, President *BRS*
SUBJECT: Professional Services Contract - Legal Services

Item Description:

This item requests that the Board enter into a professional services contract for legal services.

Overview:

The Board of Trustees maintains the decision to employ professional services of College attorneys. The current contract for legal services with Andrews, Crabtree Knox and Andrews, LLP will expire on October 31, 2010. The College issued a Request for Qualifications (RFQ) in June 2010. Seven firms qualified and were introduced and interviewed at the August 16 board meeting. Each firm was then reviewed and evaluated by the Board of Trustees.

Salient Facts:

The Attorney is hired by the Board under the authority of Section 1001.64(25), Florida Statutes, which authorizes the Board of Trustees to serve as contracting agent of the College.

Past Actions:

The Board has addressed this item previously by employing the services of College attorneys. The last RFQ was issued in May 2002 and a contract awarded in July 2002.

Future Actions:

Once the Board decides on the firm, a contract will need to be negotiated.

Funding/Financial Matters:

Funds for this professional contract are available from the Fund 1 operating account.

Staff Resource:

Teresa Smith

Recommended Action:

That the Board enters into a professional services contract effective November 1, 2010.