

**APPROVE PAYMENT TO MARRIOTT MANAGEMENT SERVICES
FOR THE PURCHASE OF REFRESHMENTS**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve payment to Marriott Management Services for the purchase of refreshments for the Chicago Reading Initiative at a cost not to exceed \$10,801. The vendor has already received payment in the amount of \$31,199 for the purchase of refreshments. The purchases were ordered and received without prior Board approval. Marriott was selected on a non-competitive basis because they offered a fair price for these goods and could deliver per the instructions of the project coordinator. Information pertinent to this matter is stated below.

Specification No.: 03-250110

VENDOR: Marriott Management Services
1030 W. Chicago Avenue – 2nd floor
Contact: Scott Skarecky
Phone: (312) 733-3100
Vendor Number: 24016

USER: Chicago Reading Initiative
125 S Clark Street – 12th floor
Contact Person: Kimyatta Harden
Phone: 553-2977

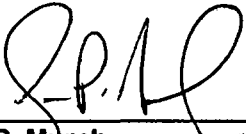
DESCRIPTION OF PURCHASE: Continental breakfast, snacks, and lunch for Power Writing workshops. Total cost not to exceed \$10,801.

AFFIRMATIVE ACTION: A review of Minority and Women Business Enterprise participation was precluded due to contract being substantially completed.

LSC REVIEW: Local School Council approval is not applicable to this report.

FINANCIAL: Charge to Chicago Reading Initiative: \$10,801 Fiscal year: 2003
Budget Classification: 0320-242-348-2435-5340
Source of funds: Title I

Approved for Consideration:




Sean P. Murphy
Chief Purchasing Officer

Approved:



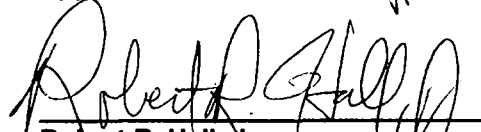
Arne Duncan *by PAD*
Chief Executive Officer

Within Appropriation:



Peggy A. Davis
Chief of Staff

Approved as to legal form: *hw*



Robert R. Hall, Jr.
Acting General Counsel