

**APPROVE ENTERING INTO AN AGREEMENT WITH THE  
MARRIOTT CHICAGO DOWNTOWN FOR CATERING SERVICES AND SPACE RENTAL**

**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Approve entering into an agreement with the Marriott Chicago Downtown for catering services and space rental for the Office of Specialized Services at a cost not to exceed \$32,950.00 for the Twenty-Ninth Annual All-City School Counselors Staff Development Conference. The Marriott Chicago Downtown was selected on a non-competitive basis because of its availability, its accommodations and its location. A written agreement is currently being negotiated. No payment shall be made to provider prior to the execution of the written agreement. The authority granted herein shall automatically rescind in the event a written agreement is not executed within sixty days (60) of the date of this board report. Information pertinent to this agreement is stated below.

**PROVIDER:** Marriott Chicago Downtown  
540 North Michigan Avenue  
Chicago, IL 60611  
Vendor Number: 43456  
Contact person: Ms. Susana Hogan  
Phone: (312) 836-6342

**USER:** Office of Specialized Services  
125 S. Clark Street – 8<sup>th</sup> Floor  
Contact person: Dr. Renee Grant-Mitchell, Chief Specialized Services Officer  
Phone: (773) 553-1800

**DATE OF CONFERENCE:** This conference shall occur on May 25, 2004 from 7:30 A.M. – 2:15 P.M.

**SCOPE OF AGREEMENT:** The Marriott Chicago Downtown will provide space for thirty workshops, thirty exhibitor tables, continental breakfast, and lunch for approximately 500 attendees to the Twenty-Ninth Annual All-City School Counselors' Conference.

**PURPOSE OF CONFERENCE:** The conference is designed to enhance professional growth for school counselors and increase their abilities to recognize and understand the various socio-cultural backgrounds of students in order to continue to provide quality services to all children, parents, and staff within the Chicago Public Schools.

**COST:** The cost of the services and space provided by the Marriott Chicago Downtown shall not exceed the sum of \$32,950.00.

**AUTHORIZATION:** Authorize the General Counsel to include other relevant terms and conditions in the written agreement. Authorize the President and Secretary to execute the agreement. Authorize the Chief Specialized Services Officer to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:** Pursuant to Section 3.7 of the Revised Remedial Plan for Minority and Women Business Enterprise Contract Participation (M/WBE Plan) this contract is for rental of meeting space and is exempt from review.

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

**GENERAL CONDITIONS:**

Inspector General – Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

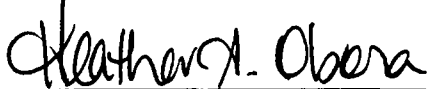
Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their terms of office.

Indebtedness – The Board's Indebtedness Policy adopted July 26, 1995 (95-0726-EX3), as amended from time to time, shall be incorporated into and made a part of the agreement.

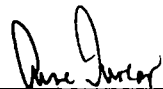
Ethnics – The Board's Ethnics Code adopted September 27, 1995 (95-0927-RU3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Contingent Liability – The agreement shall contain the clause that any expenditure beyond the current fiscal years deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

**Approved for Consideration:**


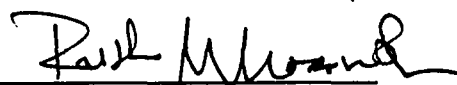
  
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Heather A. Obora  
Chief Purchasing Officer

**Approved:**

  
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Arne Duncan  
Chief Executive Officer

**Within Appropriation:**

  
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John Maiorca  
Chief Financial Officer

Approved as to legal form:   
  
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Ruth M. Moscovitch  
General Counsel 