

**APPROVE PAYMENT TO COLLEGIATE CAP AND GOWN COMPANY  
FOR THE PURCHASE OF CAPS AND GOWNS**

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

Approve payment to Collegiate Cap and Gown Company for the purchase of caps and gowns for the Department of Schools and Regions in the amount of \$52,500.00. The purchases were ordered and received without prior Board approval. All goods have been received. This purchase was awarded on an emergency basis.

**Specification No.:** 01-250165

**VENDOR:** Collegiate Cap and Gown Company  
9956 South Bell, Chicago, IL 60643  
Contact person: Tom McNamara  
Phone: 1(800) 637-1124  
Vendor Number: 40507

**USER:** Department of Schools and Regions  
125 South Clark Street 10<sup>th</sup> Floor  
Contact person: Richard Parker  
Phone: (773) 553-2175

**DESCRIPTION OF PURCHASE:**

Goods: Caps and Gowns  
Quantity: 3,750  
Unit Price: \$14.00  
Total Cost: \$52,500.00

**AFFIRMATIVE ACTION:** Vendor agrees to comply with and be bound by the provisions of the Revised Remedial Plan for Minority and Women Business Enterprise Economic Participation (M/WBE Plan).

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

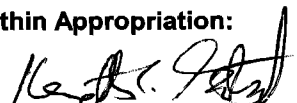
**FINANCIAL:** Charge to Department of Schools and Regions: \$52,500.00  
Budget Classification: 0953 210 604 2056 5320  
Requisition Number: None

Fiscal Year: 2002  
Source of Funds: 210


**Approved for Consideration:**

  
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**Natalye Paquin**  
Chief Purchasing Officer

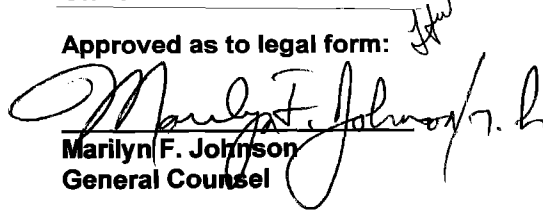
**Within Appropriation:**

  
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**Kenneth C. Gotsch**  
Chief Fiscal Officer

**Approved:**

  
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**Arne Duncan**  
Chief Executive Officer

**Approved as to legal form:**

  
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**Marilyn F. Johnson**  
General Counsel