

**APPROVE ENTERING INTO AN AGREEMENT WITH HILTON CHICAGO & TOWERS
FOR CATERING SERVICES AND SPACE RENTAL**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve entering into an agreement with the Hilton Chicago for catering services, audio visual equipment rental and space rental for the Office of External Resources and Partnerships at a cost not to exceed \$43,000. The Hilton was selected on a non-competitive basis because of the availability of the selected date, ability to meet requested conference specifications and price. A written agreement for such use is currently being negotiated. The authority granted herein shall automatically rescind in the event a written agreement is not executed within 90 days of the date of this Board Report. Information pertinent to this agreement is stated below.

Specification No.: 04-025149

PROVIDER: Hilton Chicago & Towers
Catering Department
720 S. Michigan Avenue
Chicago, IL 60605
Contact: Robert Neubert
Phone: (312) 786-6294
Vendor # 18113

USER: Office of External Affairs
External Resources and Partnerships
125 S. Clark Street – 12th Floor
Chicago, IL 60603
Contact: Cynthia Greenleaf
Phone: (773) 553-1547

DATE OF EVENT/CONFERENCE: The luncheon shall occur on October 28, 2004 from 12:30 PM to 4:00 PM

SCOPE OF AGREEMENT: The Hilton Chicago will provide space, lunch buffet and requested audio-visual equipment for the Principal for a Day luncheon for approximately 1400 attendees.

PURPOSE OF EVENT/CONFERENCE: The luncheon is designed to thank those who participate in Principal for a Day and to provide an opportunity for them to interact with Chicago Public Schools principals and administrators in order to form lasting partnerships between the business and civic community and the schools.

COST: The cost of the services and space provided by Hilton Chicago shall not exceed the sum of \$43,000.

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 Director of External Partnerships to execute all ancillary documents required to administer or effectuate this agreement.

AFFIRMATIVE ACTION: Exempt.

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

FINANCIAL: Charge to the Office of External Resources and Partnerships: \$43,000 FY05
Budget Classification: 0130-210-000-1542-5480
Source of Funds: 210, Educational Fund

GENERAL CONDITIONS:

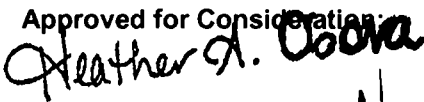
Inspector General – Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel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


Ethics – The Board's Ethics 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 year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:


Heather A. Obora
Chief Purchasing Officer

Approved:



Arne Duncan
Chief Executive Officer

Within Appropriation:



John Maiorca
Chief Financial Officer

Approved as to legal form: 



Ruth M. Moscovitch
General Counsel