

March 21, 2018

**DEBARMENT OF OK TRAVEL AGENCY, INC., KAREN KIMMEY and MARGE MARCELLO****THE CHIEF ADMINISTRATIVE OFFICER REPORTS THE FOLLOWING RECOMMENDATION:**

That the Board of Education of the City of Chicago ("Board") permanently debar OK Travel Agency, Inc., Karen Kimmey, and Marge Marcello (collectively "Respondents") from doing any business with the Board.

Following the Office of the Inspector General's recommendations in Report 15-01115, the Board's Chief Procurement Officer served Respondents with a Notice of Proposed Debarment on October 11, 2017. The Notice of Proposed Debarment initiated debarment proceedings against Respondents based on their grossly negligent failure to maintain documents concerning OK Travel's CPS business dealings. Further, the OIG found that OK Travel employee, Marge Marcello, made opportunistic use of OK Travel's poor book-keeping to defraud the district and steal from OK Travel. The Chief Administrative Officer has reviewed the record (as defined in section 4.5(10) of the Board Policy) and recommends permanent debarment.

Based on the facts set forth in the record as defined in section 4.5(10) of the Board policy, the Chief Administrative Officer recommends that the Board adopt the findings of the Inspector General and permanently debar Respondents from doing any business with the Board effective immediately. All existing contracts between the Board and Respondents are terminated. Respondents are ineligible to act as a subcontractor or supplier to any existing or future Board contracts.

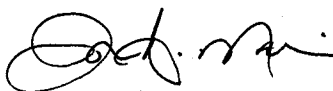
**LSC REVIEW:** LSC approval is not applicable to this report.

**AFFIRMATIVE ACTION STATUS:** Affirmative Action review is not applicable to this report.

**FINANCIAL:** None.

**GENERAL CONDITIONS:** None.

APPROVED:



JORGE MACIAS  
Chief Administrative Officer

APPROVED AS TO LEGAL FORM:



JOSEPH T. MORIARTY  
General Counsel