

26112

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
County of Cook and State of Illinois**

**RENTAL OF GRADUATION SITE
HAROLD WASHINGTON COLLEGE**

THE CHANCELLOR

REPORTS:

that it is necessary to rent space for the Spring 2004 graduation ceremonies for Harold Washington College;

that an intensive search was made to identify space available on a date which would accommodate our needs. Places contacted include The Shubert Theatre, The Chicago Theatre, and The Cadillac Palace Theatre; and

that the Shubert Theatre is not available on May 7, 2004; and

that the rental fee for the Chicago Theatre is higher than the rental fee for the Cadillac Palace Theatre even though the fee for the Cadillac Palace includes expenditures that would have to be paid for separately, in the case of the Chicago theatre (e.g. chair rental, equipment rental, catering costs); and

that the Cadillac Palace Theatre is available at a total cost of \$23,171.25.

RECOMMENDS:

that the Board of Trustees approve an agreement with the Cadillac Palace Theatre, 151 W. Randolph Street, for the rental of the Cadillac Palace Theatre on Friday, May 7, 2004, from 6:00 p.m. to 9:30 p.m., at a cost of \$23,171.25, and authorizes the Chairman of the Board to execute said agreement on behalf of the Board of Trustees.

FINANCIAL:

\$23,171.25 - 2070100-00003

Respectfully submitted,

Wayne D. Watson
Chancellor

March 31, 2004