

Paul R. Philip, Chief of Staff

**SUBJECT: REQUEST AUTHORIZATION FOR THE SUPERINTENDENT TO
ENTER INTO TWO CONTRACTUAL AGREEMENTS WITH THE
RADISSON MART PLAZA HOTEL FOR THE 2003-2004 NEW
TEACHER ORIENTATION AND LUNCHEON**

COMMITTEE: EDUCATION AND SCHOOL OPERATIONS

Authorization is requested for the Superintendent to enter into two contractual agreements with the Radisson Mart Plaza Hotel for the 2003-2004 New Teacher Orientation.

The first contract will provide for leasing of meeting rooms at a cost not to exceed \$18,000. A second contract will provide services for the New Teacher Orientation Luncheon in an amount not to exceed \$25 per person.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, authorize the Superintendent to enter into two contractual agreements with the Radisson Mart Plaza Hotel to provide for leasing of meeting rooms and luncheon, not to exceed the contract amount of \$18,000 and \$25 per person.