



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To Oliver Brown
Asst. Superintendent of Schools

Date December 4, 1978

From Joseph E. Connarton *JEC*
Deputy City Clerk

Reference

Subject Adams Office Products, Inc.

Pursuant to the request of City Manager Sullivan, enclosed please find copies of two notarized letters signed by Mr. Johnson and Ms. House indicating the adjusted outstanding balance due them. As you recall, the City Council previously authorized payment of the Adams bills amounting to \$6159.02. However, as indicated by the attached documentation, the adjusted balance is \$5160.01.

Thank you for your cooperation.

**ADAMS
OFFICE
PRODUCTS, INC.**

RECEIVED BY
OFFICE OF CITY CLERK
DEC 1 4 05 PM '78
CAMBRIDGE, MASS.

City of Cambridge
November 30, 1978

To Whom it May Concern:

Enclosed please find copies of invoices as requested,
covering a total amount still outstanding for ~~\$6,159.02~~ ^{5,160.01}.

The merchandise so listed, has been delivered to, and
received by, TITLE 1 at the various schools in Cambridge,
as per the orders from TITLE 1 programs

Sincerely yours,



Stanley G. Johnson
Sales Representative
Adams Stationery, Inc.
Adams Office Products, Inc.

SJ:ai
Enclosures

Then personally appeared before me the
above named Stanley G. Johnson and made
oath this is his free act and deed

Joseph E. Connerston
Notary Public
by Comm. Expires
2/18/83

CITY OF CAMBRIDGE
OFFICE OF CITY CLERK

DEC 1 9 25 PM '78

RECEIVED

RECEIVED BY
OFFICE OF CAMBRIDGE PUBLIC SCHOOLS



CITY OF CAMBRIDGE
ADMIN. DEPT.

DEC 1 4 05 PM '78

CAMBRIDGE, MASSACHUSETTS 02138

CAMBRIDGE, MASS.

DEC 1 3 28 PM '78

RECEIVED

December 1, 1978

To Whom It May Concern:

The equipment indicated on the enclosed bills (Copies of the invoices attached) was ordered and received by the Title I program between November 21, 1977 and March 2, 1978. The dollar figure for the bills is \$5,160.01. The company from which the equipment was ordered is the Adams Stationery Co., 301 Congress St., Boston, Mass.

Respectfully submitted

Carol E. House
Ms. Carol E. House

NOTARY *Wm. J. Rooney*
Commission Expires 1982



City of Cambridge

IN CITY COUNCIL

November 6, 1978

ORDERED:

Pursuant to Massachusetts General Laws, Chapter 44, Section 64 the sum of Six Thousand One Hundred Fifty-Nine and two-one hundredths (\$6,159.02) Dollars is hereby authorized for the payment of unpaid bills incurred during a previous fiscal year by the School Department of the City of Cambridge. The said obligations reflected in these bills were incurred pursuant to negotiations between an employee of the School Department and the vendor Adams Stationery, Inc. apparently without compliance with bidding requirements or contract signature requirements. The source of funds will be Title One Federal Funds.

In City Council November 6, 1978
Adopted by a ye and nay vote:
Yeas 8; Nays 0; Absent 0; Present 1.
Attest: Paul E. Healy, City Clerk

A true copy,

ATTEST:

A handwritten signature in cursive script that reads "Paul E. Healy".

City of Cambridge

MASSACHUSETTS

Agenda #6 Authorization for the School Dept. to process payment in the amount of \$6,159.02 for equipment purchased in the previous fiscal year.

In City Council November 6 1978

	YEA	NAY	ABSENT	PRESENT
Mr. Crane				✓
Mr. Duehay	✓			
Mr. Frisoli	✓			
Ms. Graham	✓			
Ms. Preusser	✓			
Mr. Sullivan	✓			
Mr. Vellucci	✓			
Mr. Wylie	✓			
Mayor Danehy	✓			

8 0 0 1

QWR
RF
A



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 876-6800

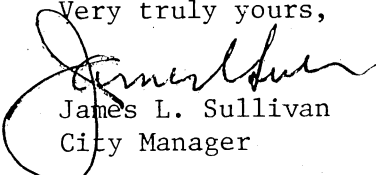
EXECUTIVE DEPARTMENT
JAMES L. SULLIVAN
City Manager

November 6, 1978

To the Honorable, the City Council:

Enclosed please find an order which will authorize the School Department to process payment to Adams Stationery, Inc. in the sum of \$6,159.02 for equipment and supplies purchased in the previous fiscal year by an employee of the School Department who was not aware of the bidding requirements of the City. I feel it is the City's moral obligation to pay for the equipment delivered and therefore request that you give favorable consideration to the passage of the enclosed order. The source of funds will be Title One Federal Funds.

Very truly yours,



James L. Sullivan
City Manager

JLS/nwc
Enc. (1)

F-329

Authorization to the School Department to process payment in the amount of \$6,159.02 for equipment purchased in the previous fiscal year.

CV
/
A

In City Council,

November 6, 1978

11/6/78

8-0-0-1

Order Adopted.

CVSR
RF
/
A