



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To Robert W. Healy
City Manager

Date September 24, 1981

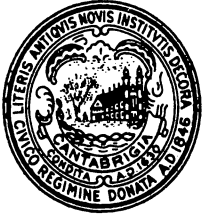
From Richard C. Rossi *RCR*
Purchasing Agent

Reference

Subject

The Civil Defense Department informs me that the following is an accounting of the encumbrances and actual expenditures related to preparation and mailing of the Nuclear Weapons brochure.

| <u>Civil Defense Purchase Order #</u> | <u>Vendor</u> | <u>Amount of Encumbrance</u> | <u>Actual Expenditure</u> |
|---|----------------------|----------------------------------|-------------------------------|
| 110871-1 | Charrette Corp. | 100.00 | 110.33 |
| 110872-1 | Stats For You | 100.00 | 54.38 |
| 110873-1 | Champagne Offset | 3,907.20 | 3,684.37 |
| 110874-1 | Watson Mailing Serv. | 372.00 | 347.40 |
| 110874-2 | Together Graphics | 150.00 | 150.00 |
| 110874-3 | Postmaster | <u>1,161.36</u> | <u>1,161.36</u> |
| | | \$5,790.56 | \$5,507.84 |



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 498-9011

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

September 28, 1981

To the Honorable, the City Council:

In response to Awaiting Report Item No. 19 regarding the Nuclear Disaster Booklet, please be advised that in January of 1981 the City Council approved the transfer of \$6,000.00 from Civil Defense Salary and Wage account to Civil Defense Other Ordinary Maintenance account for this purpose. Attached is a copy of the expenditures for the booklet.

Very truly yours,

Robert W. Healy
City Manager

RWH/mbf
Enc.

Agenda Item # 10 *F-321*

Response to Awaiting Report Item # 19 re:
the money spent for nuclear disaster booklet.

In City Council,

September 28, 1981

- 9/28/1981 -

Placed on File