

PRIOR NOTIFICATION FORM

NOTICE OF MATTER TO BE SUBMITTED TO THE BOARD OF ALDERS

TO (list applicable alders of): ALL

WARD #

DATE: **August 4, 2025**

FROM: Department/Office Bureau of Purchases/Department of Finance
Person Malinda M. Figueroa, Telephone 203-946-8201
Purchasing Agent

This is to inform you that the following matter affecting your ward(s) will be submitted to the Board of Alders in the near future:

ORDER OF THE NEW HAVEN BOARD OF ALDERS APPROVING A 60 MONTH EQUIPMENT LEASE AND SERVICES AGREEMENT FOR PRINT MANAGEMENT PROGRAM SERVICES FOR THE CITY OF NEW HAVEN, INCLUDING ITS BOARD OF EDUCATION

Check one if this an appointment to a Board or Commission:

☐ Democrat

☐ Republican

☐ Unaffiliated/Independent/Other _____

INSTRUCTIONS TO DEPARTMENTS

1. Departments are responsible for sending this form to the alder(s) affected by the item.
2. This form must be sent (or delivered) directly to the alder(s) **before** it is submitted to the Legislative Services Office for the Board of Alders agenda.
3. The date entry must be completed with the date this form was sent the alder(s).
4. Copies to: alder(s); sponsoring department; attached to submission to Board of Alders.