

PRIOR NOTIFICATION FORM

NOTICE OF MATTER TO BE SUBMITTED TO THE BOARD OF ALDERMEN

TO (list applicable aldermen/women): Entire Board

DATE: **Thursday, November 05, 2020**

FROM: Department Management and Budget

Person Michael Gormany Telephone 203-946-6413

This is to inform you that the following matter affecting your ward(s) will be submitted to the Board of Aldermen.

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

Check one if this an appointment to a commission

☐ Democrat

☐ Republican

☐ Unaffiliated/Independent/Other _____

INSTRUCTIONS TO DEPARTMENTS

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