



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Public Works
KATJANA BALLANTYNE
MAYOR

JILL LATHAN
COMMISSIONER

JULIE SPURR-KNIGHT
DIRECTOR OF FINANCE AND ADMINISTRATION

February 20, 2024

To: City of Somerville, Finance Committee
Subject: Response to Items 24-127 & 24-0128

Dear Councilors,

The Department of Public Works (DPW) is requesting the following prior year invoices be paid from FY24 DPW operating funds:

24-0128 - *Requesting approval to pay prior year invoices totaling \$638 using available funds in the Department of Public Works Public Safety Supplies Account for Verizon Fleet subscription services.*

DPW reconciled the Verizon Connect account and as a result found the June 2023 Verizon subscription invoice requires payment. The DPW respectfully requests the invoice in the amount of \$638.00 be paid from the DPW Administration Public Safety budget line (acct # 0140152558003). Prior year purchase orders were closed by the time the office discovered the invoice was not paid.

24-0127- *Requesting approval to pay prior year invoices totaling \$278.40 using available funds in the Department of Public Works Buildings Plumbing Supply Account for building related plumbing materials.*

Metropolitan Pipe and Supply submitted an invoice on September 28,2023 in the amount of \$278.40. The invoice is a result of a plumbing supply purchase made on June 1,2023. DPW respectfully requests the invoice be paid from the Buildings Plumbing Supply account (acct # 0140752-54002). Prior year purchase orders were closed by the time the invoice was received from the vendor.

Respectfully,
Julie Spurr Knight, *Director of Finance and Administration*

City of Somerville Department of Public Works