



Marilyn Tencza <tenczam@lpsma.net>

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## Records Request 1/15/2022

1 message

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**D. Lam.** <dlam51506@gmail.com>

Sat, Jan 15, 2022 at 2:49 PM

To: Marilyn Tencza <tenczam@lpsma.net>, "Davis, Debbie" <david@leicesterma.org>, David Genereux <genereuxd@leicesterma.org>

Good Morning Marilyn,

I need to put in a records request for the contract or work order with the tent company from the Primary School oil spill. It isn't in the PRR file that you gave me a few months ago.

Regards,  
Dylan Lambert



39 JOLMA ROAD WORCESTER, MA 01604  
TEL: (508) 792-3100 FAX: (508) 831-9950  
E-MAIL: CREEDON@CREEDONANDCO.COM

EVENT DAY: Thursday DATE: 04/01/2021  
DELIVERY: THU 04/01/2021  
EVENT TIME: TYPE: Tents & Equip  
DESCRIPTION: Long Term Rentals  
PICKUP: WED 06/30/2021  
PROPOSAL DATE: 03/09/2021 PURCH ORD#:

**BILL TO:**

Bonnie Eaton (508) 892-7040 x90  
Leicester Public Schools  
3 Washburn Square  
3rd Floor  
Leicester MA 01524  
TEL: (508) 892-7040 FAX:

**SHIP TO:**

Elementary, Middle, & High Schools  
3 Locations  
Leicester MA

WE ARE PLEASED TO QUOTE THE RENTAL OF THE FOLLOWING:

QTY	ITEM DESCRIPTION	PRICE	TOTAL
5	ANCHOR 20 X 40 FRAME TENT (1st week rental, 3/31 - 4/6)	898.00	4,490.00
30	8' X 20' SOLID WHITE SIDEWALLS	23.00	690.00
12	ADDITIONAL WEEK RENTAL, 20'x40' tents (4/7 - 6/29)	1,725.00	20,700.00
2	ANCHOR 20 X 30 FRAME TENT (1st week rental, 3/31 - 4/6)	675.00	1,350.00
10	8' X 20' SOLID WHITE SIDEWALLS	23.00	230.00

**SPECIAL INSTRUCTIONS:**

TOTAL: 37,884.00

SALES TAX: 0.00  
DELIVERY: 79.00  
ADMIN FEE: 1,138.89  
TOTAL: 39,101.89

Payment to be as follows: PO# or \$5,000 deposit due upon acceptance of proposal.

**Acceptance of Proposal**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Deposits are not refundable or transferable unless otherwise specified. All balances over 14 days are subject to a 1.5% monthly finance charge. The customer hereby agrees to pay any costs, including but not limited to, attorneys' fees, which Creedon and Co., Inc. incurs in collecting payment.

Please sign and return one copy of this proposal

Customer  
Signature: \_\_\_\_\_

Date of  
Acceptance \_\_\_\_\_

**Creedon and Co., Inc. requires a nonrefundable 20% deposit to book this event. All balances over 14 days are subject to a 1.5% monthly finance charge. The customer hereby agrees to pay any costs, including but not limited to attorney's fees, which Creedon and Co., Inc. incurs in collecting payment. The Accommodation, Delivery, and Administrative Fees are not a tip, gratuity, or service charge paid to our staff. Gratuities are entirely left to the customer's discretion and are split equally by the event staff excluding owners and managers.**



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QTY	ITEM DESCRIPTION	PRICE	TOTAL
12	ADDITIONAL WEEK RENTAL, 20'x30' tents (4/7 - 6/29)	525.00	6,300.00

\*\*\*Tents to be secured using 44" steel stakes driven into the ground - Customer responsible for marking all underground utility / irrigation lines in the installation area prior to setup\*\*\*

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WE ARE PLEASED TO QUOTE THE RENTAL OF THE FOLLOWING:

QTY	ITEM DESCRIPTION	PRICE	TOTAL
1	PERMIT FEE- TENT PERMIT (estimate - actual cost TBD)	250.00	250.00
300	GRAY PLASTIC SAMSONITE FOLDING CHAIR	2.20	660.00
12	ADDITIONAL WEEK RENTAL, chairs	220.00	2,640.00
10	8' WOODEN BANQUET TABLE (96"X30")	11.50	115.00
12	ADDITIONAL WEEK RENTAL, tables	38.25	459.00

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**Purchase Order****LEICESTER PUBLIC SCHOOLS****No. 20210829 1**

Business Office

3 Washburn Sq.

Leicester MA 01524

**PO REVISED**

Mail all invoices to above address

PO # must be on all documents

P.O. Date: 03/10/2021

Questions ? Accounts Payable (508) 892-7040

Ext: 9007 Account:

P.O. Issued To :

Ship To:

CREEDON AND CO, INC  
39 JOLMA RD  
WORCESTER MA 01604Leicester Public School Department  
Attn: Cady Maynard  
3 Washburn Square  
Leicester MA 01524  
(508) 892-7040

Contact:

Location: Central Office

Phone: (508) 792-3100

Fax: (508) 831-9950

Project: Undesignated

Req# 20211888

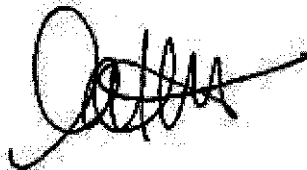
Reference:

Date Required: 03/24/2021

Award Number:

Line	Qty	Unit	Part#	Description	Account Number	Unit Price	Extended	Tax	Freight
1	1	EA		Tent rental (7) for ELE, MS and HS), sidewalls, set up and break down, (150) chairs and (65) 8'ft tables from 4/1/21 through 6/30/21, per proposal 37666-4.	21.611.00.5221.4220.04.4903.3591 FY21 CvPREVENTION PROGRAM / BLDG CONTR SERV	34,750.66	34,750.66	0.00	0.00
2	1	EA		Additional charge for 500# cement blocks for interior quad placement at MS	23.512.00.5221.4220.04.4767.3548 FY21 FC113 ESSER GRANT / CONTR SERV - BLDG PREPARE	4,000.00	4,000.00	0.00	0.00

APPROVAL SIGNATURES:



Sub-Total:	38,750.66
Freight:	0.00
Tax:	0.00
Total Amount:	38,750.66

NOTES:

Order Via:

Fax

**FILE COPY**

Tuesday, January 18, 2022

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