

CAMBRIDGE PUBLIC SCHOOLS

26-056



135 Berkshire Street, Cambridge, Massachusetts 02141

April 7, 2026

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT: Printing, Promotional, & Mailing Services (FY27 Contract)

RECOMMENDATION: That the School Committee approve a contract with the following vendor, funds to be provided in accordance with the budget reference listed below. Procurement procedures for this purchase have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

<u>Contractor</u>	<u>Period of Contract</u>	<u>Amount</u>
Sterling Business Products 214 Main St. Stoneham, MA 02180	7/1/26 – 6/30/27	\$300,000.00

DESCRIPTION: This contract is for printing and mailing services for all schools and departments. The estimated cost is based on the schools and departments expenditures in FY26.

ADDITIONAL INFORMATION:

See the attached supplemental information for additional details.

SUPPORTING DATA, RULES OF THE SCHOOL COMMITTEE: Chapter II, Section 12..." motions calling for the appropriation or expenditure of money require the affirmative vote of four members."

BUDGET REFERENCE:

Account		Fund		Dept.	
53404	Printing & Reproduction	15000	General Fund	Various	Various Schools & Departments

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "D. Murphy".

David Murphy
Superintendent of Schools

A handwritten letter 'W' in black ink.

SUPPLEMENTAL INFORMATION: Sterling Business

Purpose: District wide contract for printing, promotional, and mailing services.

Total Amount of Contract: \$300,000.00

Sterling Business is a state contract vendor with whom CPS regularly does a large volume of business with.

Sterling Business Products FY26 Expenditures by Department/School

Elementary Schools	\$	24,775.00
Upper Schools	\$	3,600.00
CRLS, RSTA, VPA, & Ext. Program	\$	27,545.84
Departments & Business Offices	\$	232,063.83
TOTAL	\$	287,984.68