

File

7/3/63

Memorandum No. 63-36

Subject: Stanford Research Contract for
1963-64 fiscal year.

Our budget for the 1963-64 fiscal year contains \$5,000 for a research contract with Stanford. Because we have inadequate funds to cover our anticipated printing requirements, it is proposed that we now enter into a research contract with Stanford in the amount of \$1,000. If this amount proves inadequate and we have funds available, we can increase the amount by a supplemental agreement.

We propose that the contract be the same as the one covering the past fiscal year (1962-63) except that we would increase the maximum amount we could pay for secretarial help from \$2.50 per hour to \$2.75 per hour. We ordinarily use secretarial help under the Stanford research contract only in cases where the person is working on Sunday or on a holiday. In these rare cases, we need to be able to work out a reasonable compensation for the work to be performed.

The staff suggests that the Commission adopt a motion that the chairman be authorized to execute an agreement with Stanford in the amount of \$1,000 as outlined in this memorandum.

Respectfully submitted,

John H. DeMouly
Executive Secretary