M E M O R A N D U M

**TO: Dr. Randy Poe, Superintendent**

 **Ms. Karen Byrd, Chairperson**

 **Board Members**

**FROM: Jehan M. Ghouse, Purchasing Administrator**

**DATE: October 31, 2019**

**RE: Maintenance Agreement for Copier at Ignite Institute**

**Board approval is requested for a Maintenance Agreement**

**for 1 copier for Ignite. This copier was originally purchased by the Kenton County School District from ProSource and subsequently transferred to Ignite.**

**Vendor: ProSource**

**Copier Make/Model: Konica Minolta/ C659**

**(ID#G16143/SN: A9K6011002440)**

**Cost per Black & White page: $0.0029**

**Cost per Color Page: $0.0320**

**Term of Agreement: 12 Months**

**I recommend approval, as presented.**