M E M O R A N D U M

**TO: Dr. Maria Brown, Chairperson**

 **Karen Byrd**

 **Julia Pile**

**Jesse Parks**

 **Dr. Tiffany Schussler**

**Matthew Turner, Superintendent**

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

**DATE: March 29, 2021**

**RE: Conner Middle School (CMS): Papercut Software Lease – Millennium Business Systems**

**CMS is leasing Papercut Software to enable monitoring of printing and copier usage. The software will be leased through their copier vendor (Millennium Business Systems).**

**Monthly Payment: $64.41**

**Term: 60 Months**

**Total: $3,864.60**

**This activity will be funded through Site Based funds.**

**I recommend approval of this lease, as presented.**