



Mid-Valley Special Education Cooperative

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MEMO TO: Mid Valley Executive Advisory Board

FROM: Nancy Sporer, Director of Business and Human Resources

DATE: May 3, 2017

RE: **CONTRACT RENEWAL**

Attached for your review and approval is the following contract:

1. Pitney Bowes – to renew the postage meter lease. The term of the lease is 4 years at a cost of \$2,412 annually. We will be billed \$603 on a quarterly basis. We are currently paying \$619 per quarter. With the new lease we will be saving \$16 per quarter.

Recommendation: It is the recommendation that the Advisory Board approve the contract with Pitney Bowes.

Please feel free to contact me if you have any questions.