

Livonia Public Schools

Finance Office

Date: December 4, 2018

To: Andrea Oquist, Superintendent

From: Alison Smith, Director of Finance

Re: Paper Purchase for 2018-19

We would like to discuss the recommendation to increase the Contract Paper Group, Inc. purchase order #83795 for 2018-19 paper supplies at the next Finance Committee meeting on Monday, December 10, 2018.

Due to an increase in the cost of paper from the paper mills, the Wayne RESA purchasing agreement has been changed by Contract Paper Group. The increase is \$1.50 per case for a total increased cost of \$5,040.00.

Please include this item on the agenda. Thank you

AS/kp

Attachments

c: Board of Education