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| From: Peta  To: Deanna  Subject: Terrific Tablet Updated Cost  Hello Deanna,  I hope this email finds you well. I am sending this email because we get an update from Terrific Tablets about Tablet cost that will affect our contract and will need your approval to proceed.  Our original contract with Terrific Tablets was going to be that they would sell the tablets to us, and part of that cost would include the menu software. It was a one-time licensing fee which would be $200 per tablet making it a payment of $8,000 the first year. However, the vendor is no longer offering this option. Instead, the plan is changed to be subscription based. The subscription that matches our needs would be $300 a month and would cover all 40 tablets, the software, 24/7 support, customization and everything else included. This will cost us only $3,600 for the first year, including support. But, that $3,600 will need to be paid every year going forward and will increase our operating expense. Since one of the company’s OKR is to keep operating expense below 65%, we will need to make efficiency somewhere else to comply with the OKR.  If you have any suggestions with this change of plans, I would love to hear all the input. We also need your approval to change the contract and project cost in order to proceed with the project.  Thank you for your consideration and I look forward to hearing back from you.  Best regards,  Peta |