



Specialized Purchasing Consultants

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www.spccopypro.com

2011-12 Annual Report

Year - End Photocopier Analysis

With projected costs for 2012-13

Ralph St. Pierre
Augusta, City of
16 Cony Street
Augusta, ME 04330



Specialized Purchasing Consultants Corp.
Serving Maine & New Hampshire since 1988

September 2012

Skip Tilton
President

Corporate Office:
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(866) 281-7596 Fax

Ralph St. Pierre
Augusta, City of
16 Cony Street
Augusta, ME 04330

VISIT US ON THE WEB:
www.spccopypro.com

Dear Ralph:

Once again the staff at SPC would like to extend our appreciation for being of service to you and your organization for the past *8 years*. Though each year seems to pose unique challenges, we are thrilled with all that we have been able to accomplish on behalf of our clients for the past *24 years*.

In these difficult economic times, our staff continues to be fully committed to assisting your organization in achieving goals and objectives relative to new technologies and related costs. In relation to new services, we are excited to bring to your attention *new cost-savings initiatives as well as a new service called SPC STAR Doc* that will continue to meet our mutual goal of improving the quality of service and equipment while reducing your overall cost.

I hope you find the enclosed annual report useful. We are providing you an overview of your current equipment situation, reports associated with copying and printing costs and, if needed, recommendations for addressing situations posing a problem now or could become a problem in the near future.

Thank you again for allowing SPC the opportunity to be of service. If you have any questions or are in need of more information, please let us know.

Sincerely,

Skip Tilton
President



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The SPC Team

would like to personally thank you for your continued trust and confidence!



Skip Tilton, President

Billie Jo Tilton, Vice President

As co-founders of SPC, Billie Jo and I are very proud of our team of professionals. The concept of group purchasing to save millions has grown since 1988 into providing over 16 different managerial services that increase reliability and extend the life of your equipment. However, none of this would have been possible without the loyalty of over 117 clients (3200+ machines with 1.7 billion prints over five years). Together, we have realized the lowest prices possible while improving the quality of your service and equipment.



Paul Garozzo

General Manager

As General Manager my goal is ensure our clients are pleased with our services and also provide solutions that are efficient, productive and reduce cost. With my 23 years in the copier industry, I will use my experiences to achieve this goal. In addition, I will be utilizing our new SPC STARDoc system to further enhance SPC services. Clients will now have the benefit of visually seeing where all their devices are located and project future expenses. I could not be more excited to join the SPC team.

Glen Fortier

Auditor, Electronic Specialist & Equipment Implementation

With 24 years of experience in the electrical field, I look forward to continually meeting and helping all of you with your reprographic needs. It is my sincere commitment to ensure all machine changes are as smooth as possible.



Derik Brasher

Administration & Finance Manager

SPC is committed to providing cost-effective and reliable reprographic platforms to our community of clients. My 20+ years of experience in corporate management will be key in strengthening the relationships between SPC's clients and vendors. I will be focused on responding to your inquiries with the goal of solving any issues that may arise in a timely and efficient manner. Providing quality customer service is my top priority.

Alex Webster

Director of Customer Relations

It is a great pleasure for me to join the SPC team. One of my responsibilities will be creating detailed maps of your Copiers/Printers and will be assisting the team in monitoring all of your equipment. My background as a Network Technician and my experience in Customer Service will allow me to give our clients the level of service that they have come to expect from SPC. It is my personal goal to aid in fulfilling each and every promise made to our valued clients.



The SPC Team Continued....



Robert B. Dutil

Director of Information Technology

I have been working with SPC since February 2000. SPC's honesty, work ethics and loyalty have made my experience with the company a pleasurable journey. SPC is

constantly trying to improve their technology to better serve their clients. My goal has been to give our clients and associates the best tools available to allow them to be more productive. By doing this, our clientele has the ability to monitor their assets and keep their costs down. I am excited about what the future holds for SPC and our clients.

Rachel Guay

Accounting Coordinator

I am responsible for the majority of the accounting communications between SPC and its vendors and clients. I will rely upon my years of experiences and my strong attention to detail to ensure our client's needs are well served. It is my goal to work accurately and efficiently and to uphold the high standards of customer satisfaction that SPC has provided to their customers. I look forward to establishing a strong working relationship with each and every one of you.



Pam Weed

Client-Vendor Relations

SPC's clients are my Number One priority. When you have a question, concern, need, or problem related to equipment, service or billing, I am available to assist you in getting it resolved promptly. I am pleased to be able to act as liaison between our

clients and vendors to ensure smooth transitions or quick resolutions.

Anne Arbore

Administration

Since many of our clients are educational systems, I find it satisfying to know that my co-workers and I have made a contribution toward their success by assisting them in saving on their budgets for reprographic equipment, providing better quality equipment to work with and freeing their resources for other needs.



Laura Lynch

Marketing Coordinator & Client Relations

As a member of the SPC team for the past 12 years as their website designer, I am excited to take on this new position. Some of my responsibilities will include

scheduling essential meetings with our clients and vendors, creating new marketing collateral and developing new clients. I look forward to establishing a closer relationship with each of our clients.

Equipment Health Status

Total Number of Machines:	29
Total Black Photocopiers	19
Total Low Cost of Operation Black Network Printers	2
Total High-Speed Duplicators	0
Total Color Photocopiers (including MFP)	6
Total Low Cost of Operation Color Network Printers	2
Total Removed from Service:	0
# of Units OFF Warranty:	0
# of Units Approaching End of Warranty:	2
# of Units High Usage: Color Prints Only	4
# of Units Underused:	0
# of Units Connected to Network with Print and/or Scan	29
Commencement Date:	5/1/2010
# of Annual Payments Left on Lease	3
All Warranties and Service Contracts Expire:	6/30/2015
Print Management Software Loaded	Yes
LENP Contract Signed	Yes

NOTE: When a machine goes off warranty, it does not mean that the service contract expires. It simply means that if a replacement machine becomes necessary, it may not be at "no charge."

Ralph,

No Big issues to relate other than your color usage has been increasing. With the next upgrade you may want to look at setting up SPC STAR Doc Active Floor plans. If it was me I would look at a possible upgrade in 2014!

Skip

Aging Equipment Summary

The following equipment is **eight or more years** from the date they were first offered for sale by the manufacturer. This is a major factor because availability of parts, cost of operation and warranties all become diminished at 10 years from the date of Intro. Usage, age, and service history need to be considered to see if they are due for replacement soon.

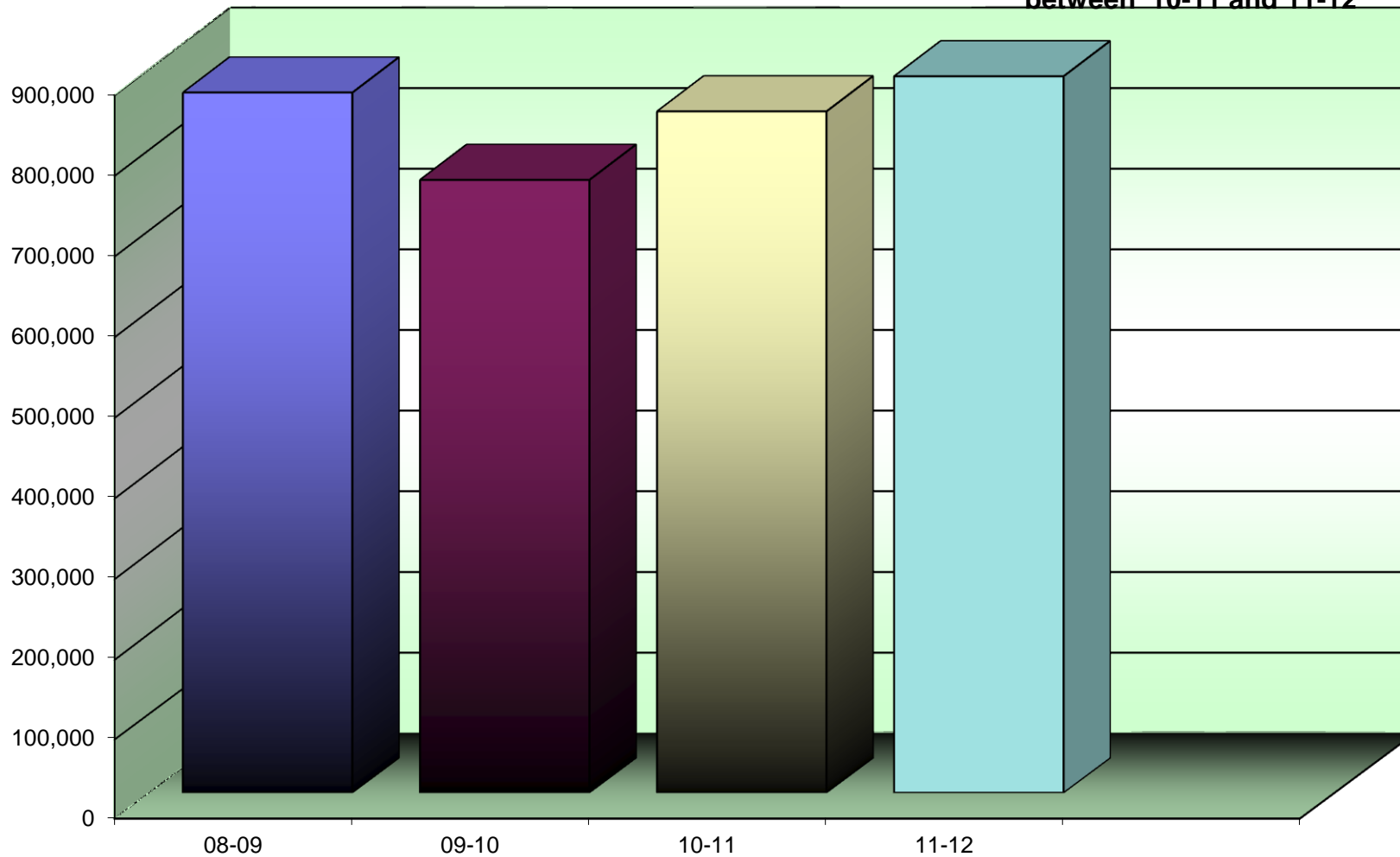
Building	Department	Make/Model	Serial #	Vendor ID	Intro Date
Augusta City Hall	City Services	Toshiba E-Studio 720	CRH716993	0331	06/2005
Augusta Civic Center	Main Office	Xerox 8550DP	WYP138607		06/2005

This report uses current trends for black volume to project future costs and potential equipment needs on an overall basis.

ANNUAL BLACK VOLUME BY DISTRICT

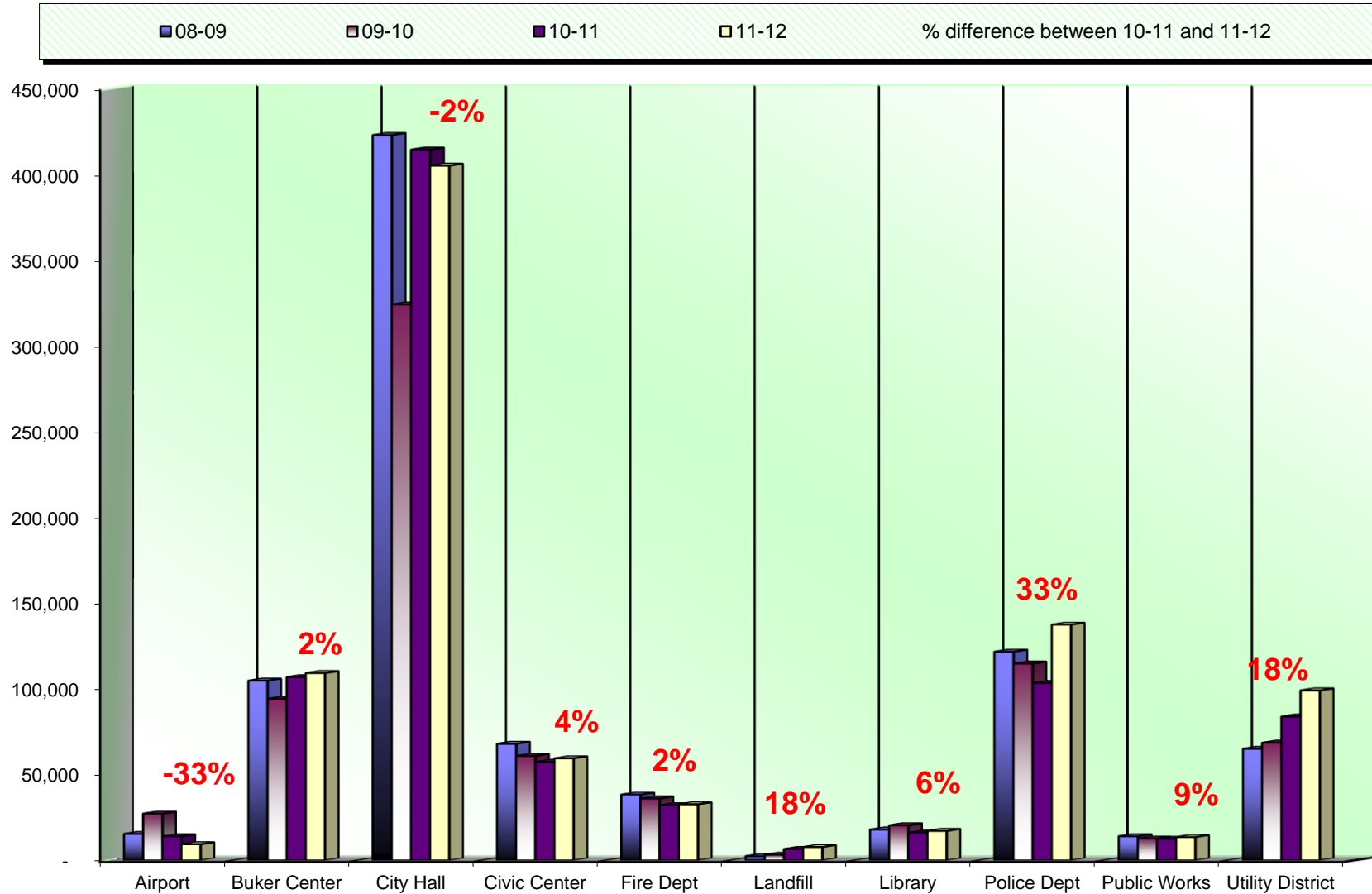
5%

% amount equals the overall
increase or decrease
between 10-11 and 11-12



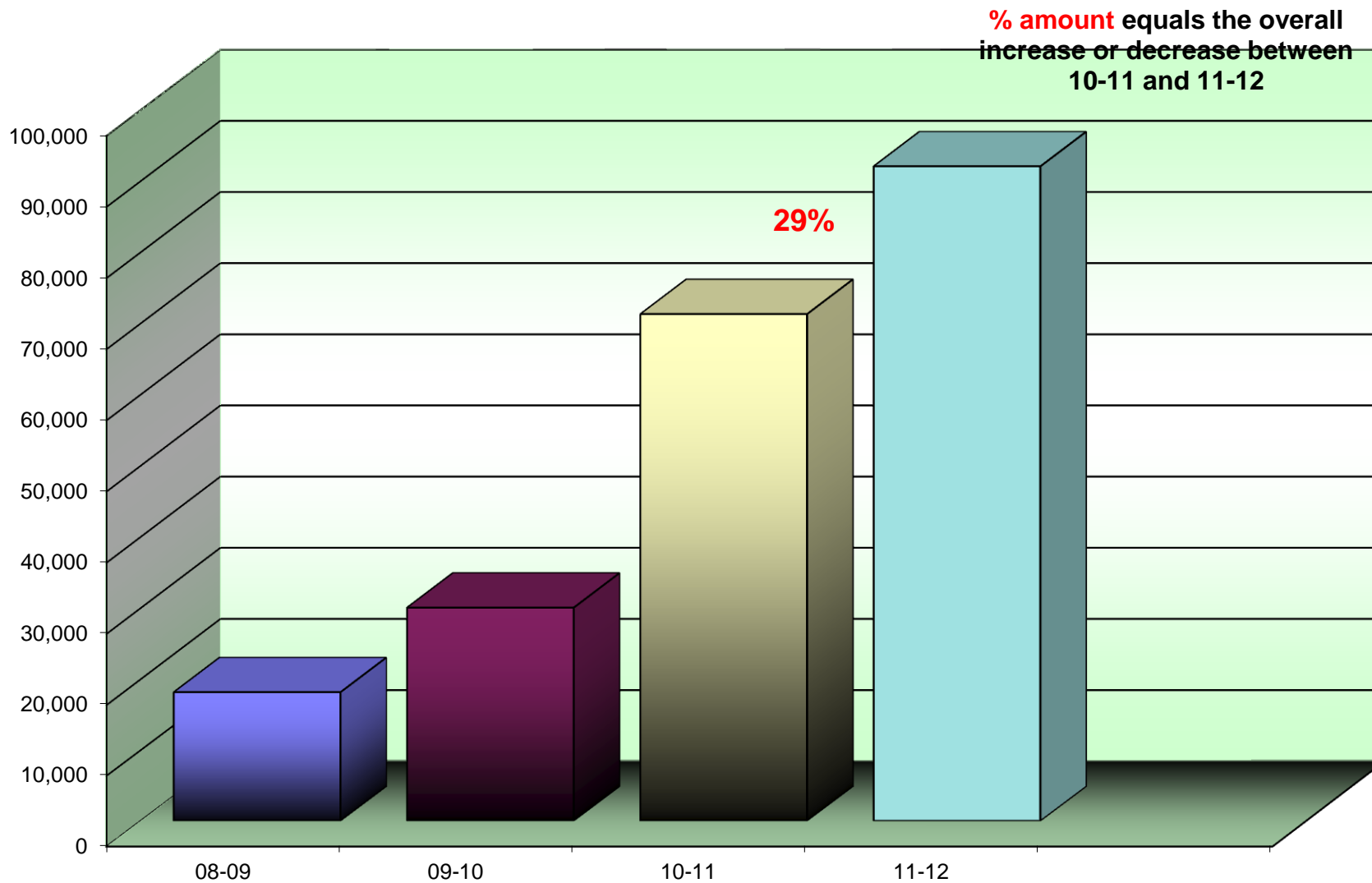
This report uses current trends for *black volume* to project future costs and potential equipment needs by building.

ANNUAL BLACK VOLUME BY DEPARTMENT

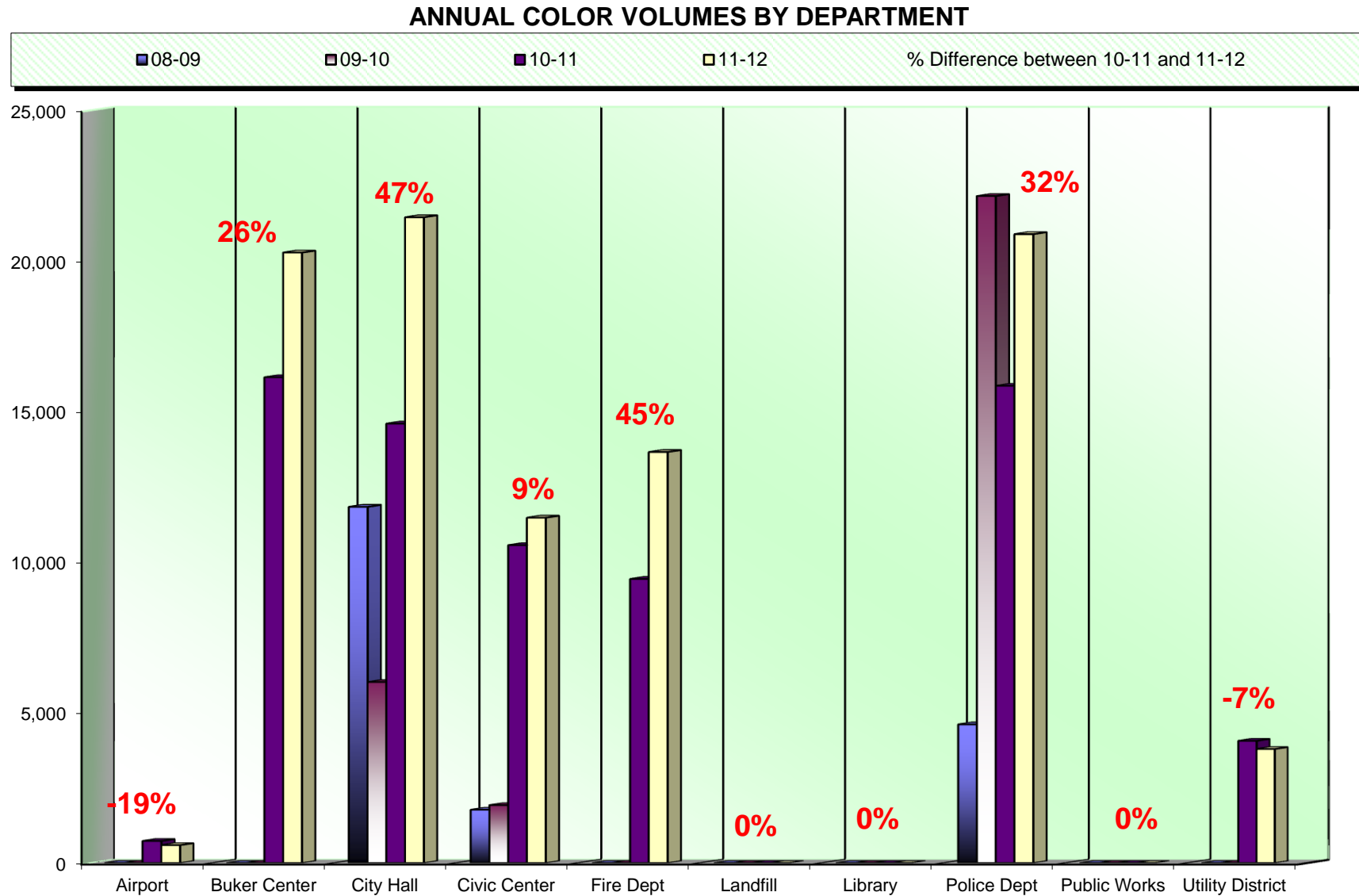


This report uses current trends for color volume to project future costs and potential equipment needs on an overall basis.

ANNUAL COLOR VOLUMES BY DISTRICT



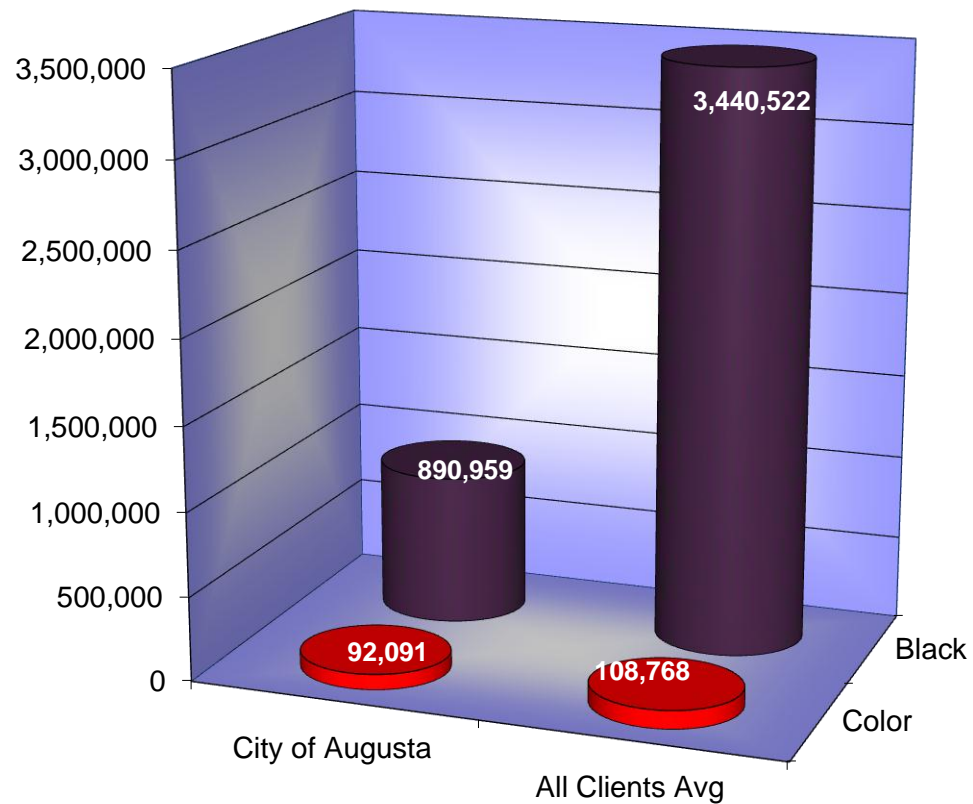
This report uses current trends for color volume to project future costs and potential equipment needs by building.



Black & Color Usage Comparisons

This chart compares your current usage ratios to the average of all SPC client school districts.

Color to Total Volume Percentage



Usage Profile for Service & Supplies

The usage analysis shown here provides an overview of the usage of each piece of equipment currently under contract and monitored by SPC. Projected Volume comparison is based on projected volume figured on your most recent Five-Year Equipment Replacement Schedule.

Date of Last Upgrade: 5/1/2010

<i>Make-Model / Speed</i>							
<i>Serial Number / Vendor ID</i>							
<i>Life / Intro Date</i>							
<i>Connectivity / Printer Exp Date</i>							
<i>Vendor</i>	<i>7/1/2011 Meter</i>	<i>6/30/2012 Meter</i>	<i>2011/12 Annual Volume</i>	<i>2012/13 Projected Volume</i>	<i>Volume Difference</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Augusta Airport							
Reception							
Toshiba E-453 45 CPM	240,771	249,879	9,108	15,459	-6,351	\$0.005060	None at this time.
CIA839422 / 0172						\$46.09	
1,000,000 / 01/2008	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							
Xerox 8560DN 30 CPM Black & Color	6,723	6,972	249	0	249	\$0.005060	None at this time.
FBT167122 /						\$1.26	
750,000 / 02/2007	19,692	20,287	595	0	595	\$0.09050	
Color Network Printer						\$53.85	
Connected 5/1/2015							
VARY							
	Subtotals B&W		9,357	15,459		\$47.35	
	Subtotals Color		595	0		\$53.85	

Augusta, City of

Date of Last Upgrade: 5/1/2010

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2011 Meter	6/30/2012 Meter	2011/12 Annual Volume	2012/13 Projected Volume	Volume Difference	Cost/Copy Annual Cost	Recommendations
Augusta City Hall							
Administration							
Toshiba E-455 45 CPM	48,079	90,473	42,394	40,739	1,655	\$0.004020	None at this time.
SCQE024320 / 1636						\$170.42	
1,000,000 / 06/2009	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							
Assessing Bureau							
Toshiba E-203L 23 CPM	90,429	100,423	9,994	24,888	-14,894	\$0.005060	None at this time.
CQB824753 / 0178						\$50.57	
500,000 / 01/2008	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							

Augusta, City of

Date of Last Upgrade: 5/1/2010

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2011 Meter	6/30/2012 Meter	2011/12 Annual Volume	2012/13 Projected Volume	Volume Difference	Cost/Copy Annual Cost	Recommendations
Augusta City Hall							
Audit Department							
Samsung SCX-5935 35 CPM	6,019	12,127	6,108	9,790	-3,682	\$0.004020	None at this time.
Z2PBAKSB00713 / 1622						\$24.55	
750,000 / 03/2009	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							
Savin MLP145 45 CPM	71,240	139,227	67,987	5,744	62,243	\$0.005060	None at this time
Q8476500028 / 0176						\$344.01	
1,000,000 / 09/2006	0	0	0	0	0	\$0.00000	
Black Network Printer						\$0.00	
Connected							
A-COPI							
Central Services							
Toshiba E-Studio 855	89,728	156,090	66,362	189,304	-122,942	\$0.004020	None at this time.
SCED011589 / 1627						\$266.78	
5,000,000 / 06/2009	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							

Augusta, City of

Date of Last Upgrade: 5/1/2010

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2011 Meter	6/30/2012 Meter	2011/12 Annual Volume	2012/13 Projected Volume	Volume Difference	Cost/Copy Annual Cost	Recommendations
Augusta City Hall							
City Clerk/Treasurer/Tax Coll							
Toshiba E-455 45 CPM	30,224	62,214	31,990	45,163	-13,173	\$0.004020	None at this time.
SCQD023794 / 1628						\$128.60	
1,000,000 / 06/2009	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							
City Services							
Toshiba E-720 72 CPM	411,516	485,537	74,021	67,769	6,252	\$0.005060	7 years from Intro.
CRH716993 / 0331						\$374.55	
4,000,000 / 06/2005	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							
Xerox 8860MFP 30 CPM Black & Color	8,574	16,486	7,912	4,589	3,323	\$0.005060	High Color Usage!
HBB403102 /						\$40.03	
750,000 / 09/2007	14,590	36,035	21,445	11,826	9,619	\$0.05268	
Color Photocopier						\$1,129.72	
Connected 6/27/2015							
VARY							

Augusta, City of

Date of Last Upgrade: 5/1/2010

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2011 Meter	6/30/2012 Meter	2011/12 Annual Volume	2012/13 Projected Volume	Volume Difference	Cost/Copy Annual Cost	Recommendations
Augusta City Hall							
Community Services							
Toshiba E-202L 20 CPM	92,112	100,096	7,984	8,319	-335	\$0.005060	None at this time.
CQK722695 / 0179						\$40.40	
300,000 / 01/2006	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							
Health & Welfare							
Toshiba E-455 45 CPM	25,491	52,395	26,904	42,144	-15,240	\$0.004020	None at this time.
SCQE024363 / 1635						\$108.15	
1,000,000 / 06/2009	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							
Human Resources							
Toshiba E-455 45 CPM	66,117	129,540	63,423	42,008	21,415	\$0.004020	None at this time.
SCQD023153 / 1568						\$254.96	
1,000,000 / 06/2009	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							
Subtotals B&W			405,079	480,457		\$1,803.03	
Subtotals Color			21,445	11,826		\$1,129.72	

Augusta, City of

Date of Last Upgrade: 5/1/2010

<i>Make-Model / Speed</i>	<i>Serial Number / Vendor ID</i>	<i>Life / Intro Date</i>	<i>2011/12 Annual Volume</i>	<i>2012/13 Projected Volume</i>	<i>Volume Difference</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<i>Connectivity / Printer Exp Date</i>	<i>7/1/2011 Meter</i>	<i>6/30/2012 Meter</i>					
<i>Vendor</i>							
Augusta Civic Center							
Main Office							
Toshiba E-4520c 45 CPM Black & Color	56,594	115,871	59,277	69,722	-10,445	\$0.005060	None at this time.
SCAB018781 / 1570						\$299.94	
1,000,000 / 05/2008	8,396	18,199	9,803	3,480	6,323	\$0.05613	
Color Photocopier						\$550.24	
Connected							
A-COPI							
Xerox 8550DP 30 CPM Black & Color	8,138	8,336	198	2,149	-1,951	\$0.005060	7 years from Intro.
WYP138607 / N/A						\$1.00	
750,000 / 06/2005	11,146	12,808	1,662	1,767	-105	\$0.09050	
Color Network Printer						\$150.41	
Connected 5/1/2015							
VARY							
Subtotals B&W			59,475	71,871		\$300.94	
Subtotals Color			11,465	5,247		\$700.65	

Augusta, City of

Date of Last Upgrade: 5/1/2010

<i>Make-Model / Speed</i>							
<i>Serial Number / Vendor ID</i>							
<i>Life / Intro Date</i>							
<i>Connectivity / Printer Exp Date</i>							
<i>Vendor</i>	<i>7/1/2011 Meter</i>	<i>6/30/2012 Meter</i>	<i>2011/12 Annual Volume</i>	<i>2012/13 Projected Volume</i>	<i>Volume Difference</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Augusta Fire Dept							
Admin. Asst. Office							
Toshiba E-353 35 CPM	92,135	115,966	23,831	33,567	-9,736	\$0.005060	None at this time.
CGB850214 / 0180						\$120.58	
750,000 / 01/2008	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							
Main Hall Up							
Xerox 8860MFP 30 CPM Black & Color	5,952	14,823	8,871	9,405	-534	\$0.005060	High Color usage!
HBB403212 /						\$44.89	
750,000 / 09/2007	9,429	23,077	13,648	5,232	8,416	\$0.05268	
Color Photocopier						\$718.98	
Connected 6/27/2015							
VARY							
	Subtotals B&W		32,702	42,972		\$165.47	
	Subtotals Color		13,648	5,232		\$718.98	

Augusta, City of

Date of Last Upgrade: 5/1/2010

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2011 Meter	6/30/2012 Meter	2011/12 Annual Volume	2012/13 Projected Volume	Volume Difference	Cost/Copy Annual Cost	Recommendations
Augusta Police Dept							
Detective Secretaries							
Toshiba E-4520c 45 CPM Black & Color	36,438	87,478	51,040	65,017	-13,977	\$0.005060	High Color Usage!
SACC018632 / 1569						\$258.26	
1,000,000 / 05/2008	15,845	36,729	20,884	4,599	16,285	\$0.05613	
Color Photocopier						\$1,172.22	
Connected							
A-COPI							
Dispatch Office							
Savin MLP145 45 CPM	105,272	124,474	19,202	38,564	-19,362	\$0.005060	None at this time.
Q8476500039 / 0171						\$97.16	
1,000,000 / 09/2006	0	0	0	0	0	\$0.00000	
Black Network Printer						\$0.00	
Connected							
A-COPI							
Hall 1st Floor							
Toshiba E-453 45 CPM	124,887	192,100	67,213	20,075	47,138	\$0.005060	None at this time.
CIA839427 / 0170						\$340.10	
1,000,000 / 01/2008	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							
Subtotals B&W			137,455	123,656		\$695.52	
Subtotals Color			20,884	4,599		\$1,172.22	

Augusta, City of

Date of Last Upgrade: 5/1/2010

Make-Model / Speed

Serial Number / Vendor ID

Life / Intro Date

Connectivity / Printer Exp Date

Vendor

7/1/2011
Meter

6/30/2012
Meter

**2011/12
Annual
Volume**

**2012/13
Projected
Volume**

Volume Difference

Cost/Copy

Annual Cost Recommendations

Augusta Public Works

Computer Room

Savin 816 16 CPM

M0179605244 / 0174

300,000 / 02/2007

Black Photocopier

Connected

A-COPI

40,717

54,319

13,602

14,059

-457

\$0.005060

None at this time.

\$68.83

0

0

0

0

0

\$0.00000

\$0.00

Subtotals B&W

13,602

14,059

\$68.83

Subtotals Color

0

0

\$0.00

Augusta, City of

Date of Last Upgrade: 5/1/2010

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2011 Meter	6/30/2012 Meter	2011/12 Annual Volume	2012/13 Projected Volume	Volume Difference	Cost/Copy Annual Cost	Recommendations
Greater Augusta Utility District							
Const. Supv. Office							
Xerox 8860MFP 30 CPM Black & Color	3,573	7,481	3,908	3,567	341	\$0.005060	None at this time.
HBB403198 /						\$19.77	
750,000 / 09/2007	4,052	7,834	3,782	0	3,782	\$0.05268	
Color Photocopier						\$199.24	
Connected 6/27/2015							
VARY							
Engineering							
Toshiba E-453 45 CPM	88,940	100,989	12,049	15,577	-3,528	\$0.005060	None at this time.
CIA839421 / 0169						\$60.97	
1,000,000 / 01/2008	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							
Jackson Sewage Treatment							
Toshiba E-352 35 CPM	58,344	72,027	13,683	8,125	5,558	\$0.005060	None at this time.
CGA611816 / 0173						\$69.24	
750,000 / 01/2006	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
A-COPI							

Augusta, City of

Date of Last Upgrade: 5/1/2010

Make-Model / Speed

Serial Number / Vendor ID

Life / Intro Date

Connectivity / Printer Exp Date

Vendor

7/1/2011
Meter

6/30/2012
Meter

**2011/12
Annual
Volume**

**2012/13
Projected
Volume**

Volume Difference

Cost/Copy

Annual Cost Recommendations

Greater Augusta Utility

Lobby

Toshiba E-455 45 CPM

58,447

127,944

69,497

37,819

31,678

\$0.004020

None at this time.

SCQD023202 / 1629

\$279.38

1,000,000 / 06/2009

0

0

0

0

0

\$0.00000

Black Photocopier

\$0.00

Connected

A-COPI

Subtotals B&W

99,137

65,088

\$429.36

Subtotals Color

3,782

0

\$199.24

Augusta, City of

Date of Last Upgrade: 5/1/2010

Make-Model / Speed

Serial Number / Vendor ID

Life / Intro Date

Connectivity / Printer Exp Date

Vendor

7/1/2011
Meter

6/30/2012
Meter

**2011/12
Annual
Volume**

**2012/13
Projected
Volume**

Volume Difference

Cost/Copy

Annual Cost Recommendations

Hatch Hill Landfill

Main Office

Savin 917SPF

6,619

14,404

7,785

2,476

5,309

\$0.004020

None at this time.

V4499602044 / 1664

\$31.30

300,000 / 04/2009

0

0

0

0

0

\$0.00000

Black Photocopier

\$0.00

Connected

A-COPI

Subtotals B&W

7,785

2,476

\$31.30

Subtotals Color

0

0

\$0.00

SPC Service & Supply Cost Savings

This table compares your equipment cost per copy for service and supplies (black prints or copies only) before becoming an SPC client with your projected cost per copy through SPC presently. Annual Volume represents actual projected volume when you first became an SPC client on 9/1/2004. If all things remained the same, this table demonstrates your average annual and five-year savings.

<i>Annual Volume</i>	<i>Before SPC CPC</i>	<i>After SPC CPC</i>	<i>SPC's CPC Savings</i>	<i>SPC's Annual Cost Savings</i>	<i>SPC's 5-year Cost Savings</i>
1,049,565	\$0.02170	\$0.00468	\$0.01703	\$17,874.09	\$89,370.45

Projected Equipment Costs by Building - Black

This table represents projected expenses for BLACK prints or copies by building based on recent activity. Approximate current paper case costs and averaged current annual lease payment are figured in to provide budget information for the upcoming fiscal year.

Building Name	Projected Volume	Service & Supply Cost	Paper Cost \$24.81/Case	Equipment Cost	Total Cost
Augusta Airport	9,357	\$48.47	\$46.43	\$296.55	\$391.45
Augusta City Hall	405,079	\$1,844.53	\$2,010.00	\$12,838.12	\$16,692.65
Augusta Civic Center	59,475	\$308.08	\$295.11	\$1,884.93	\$2,488.13
Augusta Fire Dept	32,702	\$169.40	\$162.27	\$1,036.42	\$1,368.09
Augusta Police Dept	137,455	\$712.02	\$682.05	\$4,356.35	\$5,750.42
Augusta Public Works	13,602	\$70.46	\$67.49	\$431.09	\$569.04
Buker Center	109,210	\$454.17	\$541.90	\$3,461.18	\$4,457.25
Greater Augusta Utility District	99,137	\$439.17	\$491.92	\$3,141.94	\$4,073.03
Hatch Hill Landfill	7,785	\$32.00	\$38.63	\$246.73	\$317.36
Lithgow Public Library	17,157	\$88.87	\$85.13	\$543.75	\$717.76
Totals	890,959	\$4,167.15	\$4,420.94	\$28,237.06	\$36,825.17

Service & Supply Usage Profile by Vendor - Black

This table represents actual expenses for BLACK prints or copies by vendor for the current year along with projected service & supply expenses for the upcoming fiscal year. Vendor typically invoices 80% of projected costs annually in advance. Cost per copy typically increases by 5% or CPI annually, whichever is less. Next year's increase will be **2.3%**.

<i>Vendor</i>	<i>Equipment Type</i>	<i>2011/12 Annual Volume</i>	<i>2011/12 Cost Per Copy</i>	<i>2011/12 Total Cost</i>	<i>2012/13 Cost Per Copy</i>	<i>2012/13 Projected Cost</i>
A-COPI	Color Photocopier	110,317	\$0.00506	\$558.20	\$0.00518	\$571.44
A-COPI	Black Photocopier	248,642	\$0.00506	\$1,258.13	\$0.00518	\$1,287.97
A-COPI	Black Photocopier	418,706	\$0.00402	\$1,683.20	\$0.00411	\$1,720.88
A-COPI	Black Network Printer	87,189	\$0.00506	\$441.18	\$0.00518	\$451.64
Vary Technologies	Color Photocopier	25,658	\$0.00506	\$129.83	\$0.00518	\$132.91
Vary Technologies	Color Network Printer	447	\$0.00506	\$2.26	\$0.00518	\$2.32
<i>Totals and Averages</i>		<i>890,959</i>	<i>\$0.00457</i>	<i>\$4,072.80</i>	<i>\$0.00468</i>	<i>\$4,167.16</i>

Projected Equipment Costs by Building - Color

This table represents projected expenses for COLOR prints or copies by building based on recent activity. Approximate current paper costs are figured in to provide budget information for the upcoming fiscal year. Equipment cost is not calculated with color usage.

Building Name	Projected Volume	Service & Supply Cost	Paper Cost \$24.81/Case	Total Cost
Augusta Airport	595	\$55.09	\$2.95	\$58.04
Augusta City Hall	21,445	\$1,155.67	\$106.41	\$1,262.08
Augusta Civic Center	11,465	\$716.76	\$56.89	\$773.65
Augusta Fire Dept	13,648	\$735.49	\$67.72	\$803.21
Augusta Police Dept	20,884	\$1,199.16	\$103.63	\$1,302.79
Augusta Public Works	0	\$0.00	\$0.00	\$0.00
Buker Center	20,272	\$1,092.46	\$100.59	\$1,193.05
Greater Augusta Utility District	3,782	\$203.81	\$18.77	\$222.58
Hatch Hill Landfill	0	\$0.00	\$0.00	\$0.00
Lithgow Public Library	0	\$0.00	\$0.00	\$0.00
Totals	92,091	\$5,158.43	\$456.96	\$5,615.39

Service & Supply Usage Profile by Vendor - Color

This table represents actual and projected expenses for COLOR prints or copies by vendor for the current and next fiscal year. Color copies are typically billed in arrears quarterly or semi-annually. Cost per copy typically increases by 5% or CPI annually, whichever is less. Next year's increase will be **2.3%**.

<i>Vendor</i>	<i>Equipment Type</i>	<i>2011/12 Annual Volume</i>	<i>2011/12 Cost Per Copy</i>	<i>2011/12 Actual Cost</i>	<i>2012/13 Cost Per Copy</i>	<i>2012/13 Projected Cost</i>
A-COPI	Color Photocopier	30,687	\$0.05613	\$1,722.46	\$0.05742	\$1,762.05
Vary Technologies	Color Photocopier	59,147	\$0.05268	\$3,115.86	\$0.05389	\$3,187.43
Vary Technologies	Color Network Printer	2,257	\$0.09050	\$204.26	\$0.09258	\$208.95
<i>Totals and Averages</i>		92,091	\$0.05476	\$5,042.58	\$0.05601	\$5,158.43

Reprographic Equipment Assessment

This chart provides the status of your equipment and details of your current lease, if any. *

Total # of Units	29
# of Units on Lease	24
# of Units Owned	5
Lease Company	Northway Bank
Lease Start Date	5/1/2010
Lease End Date	8/1/2015
Term	6 Annual
Annual Payment usually due on 8/1	\$28,237.06
Remaining Payments	3

**The determination on the lease has no bearing on Service & Supply and Warranty Contracts.*

Leased Equipment

Equipment currently held as collateral under SPC-monitored or private lease.

Building	Make	Model	Serial #
Augusta Airport	Toshiba	E-453	CIA839422
Augusta City Hall	Samsung	SCX-5935	Z2PBAKSB00713
Augusta City Hall	Toshiba	E-720	CRH716993
Augusta City Hall	Toshiba	E-202L	CQK722695
Augusta City Hall	Toshiba	E-203L	CQB824753
Augusta City Hall	Toshiba	E-Studio 855	SCED011589
Augusta City Hall	Toshiba	E-455	SCQD023794
Augusta City Hall	Toshiba	E-455	SCQE024363
Augusta City Hall	Toshiba	E-455	SCQD023153
Augusta City Hall	Toshiba	E-455	SCQE024320
Augusta City Hall	Xerox	8860MFP	HBB403102
Augusta Civic Center	Toshiba	E-4520c	SCAB018781
Augusta Fire Dept	Toshiba	E-353	CGB850214
Augusta Fire Dept	Xerox	8860MFP	HBB403212
Augusta Police Dept	Toshiba	E-4520c	SACC018632
Augusta Police Dept	Toshiba	E-453	CIA839427
Buker Center	Toshiba	E-455	SCQE024282
Buker Center	Xerox	8860MFP	HBB403199
Greater Augusta Utility District	Toshiba	E-352	CGA611816
Greater Augusta Utility District	Toshiba	E-453	CIA839421
Greater Augusta Utility District	Toshiba	E-455	SCQD023202
Greater Augusta Utility District	Xerox	8860MFP	HBB403198
Hatch Hill Landfill	Savin	917SPF	V4499602044
Lithgow Public Library	Toshiba	E-353	CGB850181

Owned Equipment

Equipment currently owned by client.

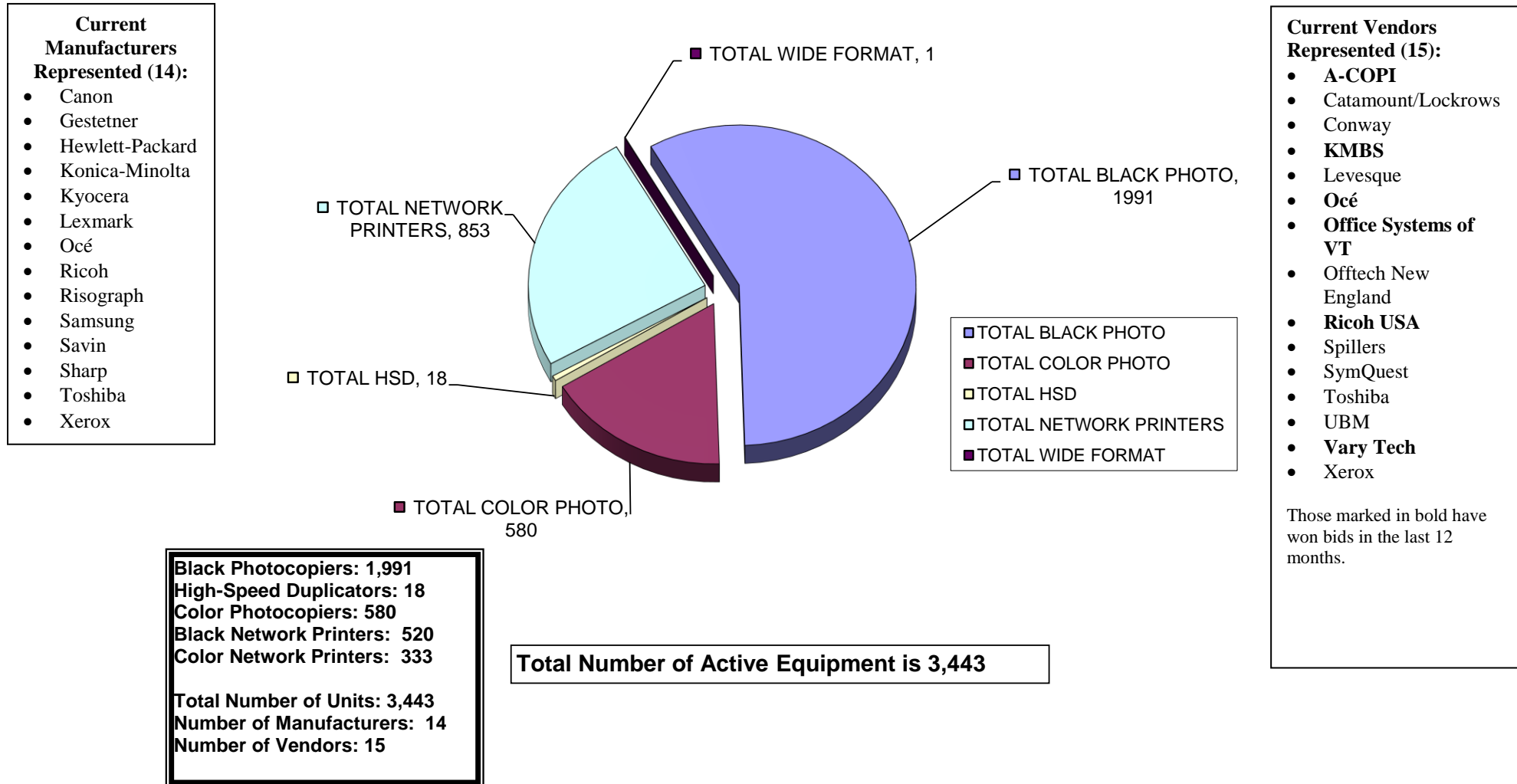
Building	Make	Model	Serial #
Augusta Airport	Xerox	8560DN	FBT167122
Augusta City Hall	Savin	MLP145	Q8476500028
Augusta Civic Center	Xerox	8550DP	WYP138607
Augusta Police Dept	Savin	MLP145	Q8476500039
Augusta Public Works	Savin	816	M0179605244

NOTE: With your next upgrade, your current Leased Equipment would be listed as Owned, and any new equipment would be listed as Leased. Your current Owned Equipment would be traded out.

Active Reprographic Equipment & Manufacturers

SPC currently maintains 3,4 high-end production reprographic units across the tri-state region. They are currently running over 301 million annual prints (black and color), culminating into over 1.5 billion prints over five years!

SPC Total Active Equipment



Improved SPC Services

Print Management Software (MagicSoft) with its Benefits

In 2007 we initiated what is called **Print Management Software**. It was designed to capture meter reads and order supplies electronically on most, if not all, of your networked printing devices automatically. This software offers the following benefits:

Collect meter reads daily. Benefits...

- IT staff can isolate problem volume locations
- Monitor over-use or under-use locations and make the adjustments sooner
- Know when to shift from expensive laser and inkjet printers to low-cost-of-operation reprographic units
- Project cost on both black and color prints before the invoice arrives

Automatic ordering of consumable items. Benefits...

- Eliminate the need of valuable time spent ordering supplies manually

Automatic service alert sent to service provider. Benefit...

- E-mail sent out to both IT staff and service provider. Provider will then call to verify service need with IT staff to qualify the issue and send out a technician.

Cost per print plan for networking printing devices such as HP and Lexmark network printers. Benefits...

- Instead of individual expensive purchase of supply items, a cost-per-print quarterly in arrears at about half what you are currently paying will be offered.

Announcing : STAR Doc!

SPC would like to introduce an exciting new tool:



STAR Doc has been custom developed and designed by SPC to assist their clients in efficiently and effectively managing all their assets. The detailed floor maps feature for all of our clients' devices is unique and invaluable. The floor maps will provide online, real-time information on each device daily, including meter reads. SPC realizes how important it is for their clients to be aligned with their budget. In response to that need, **STAR Doc** has the ability to project your budget and determine if you are on target or falling behind. This valuable feature provides our clients the access to information needed to make important budget decisions before the end of the year. Additionally, **STAR Doc** will store all your documents, which will include your most recent Upgrade Report, Annual Report, Compare Report, and Total Bid Analysis. At SPC we strive to improve our services and optimize our clients' resources; we are proud to be able to offer our clients all the benefits of the **STAR Doc** system.

Anticipated released date: September 2012

SPC’s Service & Supply Contract – Purpose & Sample

In an effort to serve our clients better, at our own expense, SPC hired Bond Counsel to set up your Service & Supply Contract to ensure accuracy and protection to our Clients. Integrated into and tailored to mirror the Lease-Purchase Agreement, this contract protects equipment held as collateral under the Lease-Purchase Agreement or for equipment already owned and purchased outright. Please note that it provides you with the option to upgrade your service contract with a 30-day termination notice. This provides you tremendous flexibility.

CONTRACT SAMPLE:

SERVICE AND SUPPLY CONTRACT
(LEASED EQUIPMENT)

The Vendor identified below of the equipment described at Exhibit A to Property Schedule No. 1 (the “Equipment”) to a Master Lease-Purchase Agreement between M.S.T. Government Leasing, LLC, as lessor (the “Lessor”) and Client, as lessee (the “Lessee”), dated beginning date, (the “Lease-Purchase”) hereby contracts with Lessee for the term of the Lease-Purchase (terminating on ending date) to provide comprehensive services, supplies, and maintenance to such Equipment, excluding only the cost of paper, transparencies, and staples, at a cost per copy per item of Equipment as shown on Schedule A attached hereto. In addition, for high-speed duplicators, Vendor may charge the cost shown on Schedule A attached hereto for masters used when the number of copies made by use of such masters is, on an annual average, fewer than 100. Vendor shall provide a four-hour response time to all service calls.

On July 1 of each calendar year during the term of the Lease-Purchase, Vendor, at its option, may increase such costs per copy under this Service and Supply Contract (the “Contract”) by 5% or by a percentage equal to the increase during the immediately preceding 12-month period of “The Consumer Price Index for All Urban Consumers (CPI-U) for the U.S. City Average for All Items, 1982-84 = 100,” whichever is less.

On July 1 of each calendar year during the term of the Lease-Purchase, Vendor shall credit to Lessee any cost of this Contract prepaid by Lessee and unused by Lessee because fewer copies were made by Lessee during the Contract period ending on such July 1 than were originally estimated under this Contract to be made by Lessee during such period. *If the Lease-Purchase is terminated prior to the end of its term, Vendor shall prorate and return to Lessee, within 30 days of such termination, any cost of this Contract prepaid by Lessee and unused by Lessee because of such early termination of the Lease-Purchase.*

Vendor: _____
Street Address: _____
City/State/Zip: _____
By (signature): _____
Name: _____
Title: _____

Lessee: _____
Street Address: _____
City/State/Zip: _____
By (signature): _____
Name: _____
Title: _____

SPC's Dual-Layered Warranty – Purpose & Explanation

Reprographic equipment is expensive and does not hold its value. Therefore, it is crucial for you and the banking industry holding the collateral to secure this asset.

Our unique Dual-Layered Warranty guarantees a like-for-like no-charge replacement unit in the event of equipment not performing satisfactorily.

1. **Servicing Vendor;** implemented in 1988
2. **ESP Electrical;** implemented in 2007, all photocopiers with such units will be warranted from electrical damage by ESP.

ESPs (Electronic Surge Protectors) with our most recent upgrades are being installed by SPC on 40 CPM units and faster in order to cut down on approximately 30% of all service calls. These units will not only protect from electrical surges but will also filter out electronic noise that creates havoc with boards and the operation of your equipment.

WARRANTY SAMPLE:

**WARRANTY
(LEASED EQUIPMENT)**

The Vendor identified below of the equipment described on Schedule A(P) attached hereto (the "Equipment") sold by Vendor to _____ (the "Owner") hereby warrants to Owner that, if any such Equipment malfunctions through no fault of Owner during a term commencing on _____ and terminating on _____ and such Equipment cannot be repaired promptly, Vendor promptly will replace such Equipment with equipment which is equal to or superior in quality and capabilities to the Equipment being replaced, at no cost to Owner.

The only exclusions to this Warranty are as follows:

1. This Warranty will expire for an item of Equipment when the life expectancy of such item of Equipment in number of copies, as shown on Schedule A(P) attached hereto, is exceeded;
2. This Warranty will expire for an item of Equipment at the date which is ten years after such Equipment was first offered for sale or lease by the manufacturer as shown on Schedule A(P) attached hereto.

Vendor: _____
Street Address: _____
City/State/Zip: _____
By (signature): _____
Name: _____
Title: _____