•SPC•

Specialized Purchasing Consultants

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Gorham, NH 03581

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www.spccopypro.com

2015-2016 Annual Report

Year - End Photocopier Analysis

With projected costs for 2016-17

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

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

Skip Tilton
President

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September 2016

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

Dear Ralph:

On behalf of all of us at Specialized Purchasing Consultants, thank you for your continued confidence in us. Our relationship is now 12 years strong, and we hope that your trust in us and this relationship will continue for many years to come.

The following Annual Report provides an overview of last year's reprographic equipment usage and status. Recommendations are included based on usage and remaining life expectancy to address potential problem areas. This will help to avoid needless down time and improve equipment reliability.

Every year we strive to improve or enhance our services to save our clients time, money, and effort. For the past number of years, numerous new features have been implemented to benefit our clients such as Simplified Billing, FMAudit automated meter reading, STARDoc and IT Asset Management. We hope you have found these services to be beneficial and time-saving. We are very pleased to offer these services at no additional charge.

During our meeting with you to review this report, we would like to take some time to review our current services and discuss how these are being utilized in your district. We also welcome suggestions for improvement to enhance your experience with SPC.

Again, we appreciate the opportunity to continue to provide you with the best possible pricing, service, and equipment. If you have any questions or are in need of more information, please let us know.

Sincerely,

Skip Tilton
President

"Protecting Your Copier Interests"

Table of Contents

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 87 clients (3,800+ machines with 1.6 billion prints over five years). Together, we have realized the lowest prices possible while improving the quality of your service and equipment.

Sue Penney
Administration & Finance Manager

SPC is committed to providing cost-effective and reliable reprographics 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

My top priority is ensuring that our clients receive the absolute best customer service possible. Whether you have a question about your SPC STARDoc site, an upcoming upgrade, or your existing equipment, I am here to answer any questions you may have. I am very excited about the new features that we have on STARDoc. We are now able to offer features that normally cost thousands of dollars at no additional charge for our clients.

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 experience and my strong attention to detail to ensure our clients' 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.

The SPC Team Continued….

Pamela 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.

Joel Heffernan

Field Representative – Client Relations

As Field Representative for SPC, I reach out to the customer to offer help as needed in and during the installation of equipment change over and in assisting in each event. Also, I bring to this company over forty years in the Copier/Printer industry. It is my goal to assure our clients a pleasant experience in using SPC's services.

Equipment Health Status

Total Number of Machines:	**59**
Total Black Photocopiers	**11**
Total Color Photocopiers	**13**
Total Black Network Printers	**29**
Total Color Network Printers	**6**
Total Removed from Service:	**1**
# of Units OFF Warranty:	**0**
# of Units Approaching End of Warranty:	**9**
# of Units Overused:	**0**
# of Units Underused:	**1**
Commencement Date:	**10/1/2014**
# of Annual Payments Left on Lease	**3**
All Warranties and Service Contracts Expire:	**6/30/2019****
SPC's FM Audit Print Management Software Loaded	**Yes**
Printer 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."

**Current Service and Warranty Contracts fall shy of your current equipment lease end date (8/1/2019). We are working to correct this oversight so that contracts continue through the end of the fiscal year after your last lease payment (6/30/2020).

Dear Ralph,

There are 9 machines that are getting up in age plus 0 that is off warranty*. I would not try to address them this year. I would definitely continue to pay down your principal on your capital lease by making your next payment. Each time you make a payment, you create additional funds for your next upgrade. The goal is to keep your capital cost at the same level or lower with your next upgrade.

It is important to not ignore machines that are being overused or underused. In your case, we have 0 machines being overused and 1 that is being underused. One of our responsibilities as a consultant firm is to make sure you maximize your capital investment as well as minimize the cost of operation on your service contracts.

*In the event that a machine that is off warranty becomes a reliability concern, SPC will do what it can to have it replaced at no charge.

Sincerely, Skip

Aging Equipment Summary

The following equipment is seven 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 Introduction. Usage, age, and service history need to be considered to see if they are due for replacement soon.

Building	Department	Make / Model	Serial Number	Vendor Name	Intro Date
Augusta City Hall	Audit Department	Toshiba e-Studio 455	CQE024282	A-COPI	06/2009
Augusta City Hall	Audit Department	HP Laser Jet P3015	VNB3441363	AXIS	07/2008
Augusta City Hall	Central Services	Toshiba e-Studio 855	CED011589	A-COPI	06/2009
Augusta City Hall	Community Service	Toshiba e-Studio 455	CQD023794	A-COPI	06/2009
Augusta City Hall	Health & Welfare	Toshiba e-Studio 455	CQE024363	A-COPI	06/2009
Augusta Police Dept	Dispatch Center 1st Floor	HP Laser Jet P3015	VNBC9D03RK	AXIS	07/2008
Augusta Police Dept	Patrol Room - 1st Floor	HP Laser Jet P3015	JPCDS05131	AXIS	07/2008
Hatch Hill Landfill	Main Office	Savin 917SPF	V4499602044	A-COPI	04/2009
Lithgow Public Library	Central Location - 1st Floor	Toshiba e-Studio 455	CQE024320	A-COPI	06/2009

Warranty Progress Report
For Year 2015-2016

Equipment Details

Augusta City Hall

Audit Department

			Black Meter & Volume		*Color Meter & Volume*

Toshiba e-Studio 455	*Begin Date:*	7/1/2015	*Begin Meter*	470,491	
CQE024282	*End Date:*	6/30/2016	*End Meter*	511,993	
A-COPI - 1634			*Black Volume:*	41,502	

Model Intro Date: 6/1/2009

Date	Comments
4/28/2015	Tracy Roy sent CEC. Claimed when unit was at Buker, the administrator called four times about the drawer not lining up. Told her it had frequent problems. Vendor sent CEC
9/18/2015	I received from Matt Vincunas at A-Copi the service history on the copier. The vendor stated they had not received a service call since July 2, 2015. Matt stated he maintains contact with the client up until about a week or two after the last call. He also felt it was important for the client to call A-Copi and not SPC when they are experiencing continued problems so that they can address it.
10/5/2015	I called Tracy to follow up on how the copier was running. She stated that it was causing 3-4 sheets of paper to stick together. She had called for service and it was fixed. Then the paper started wrinkling. She called again, and two techs came out. They replaced a roller. It wrinkled again on Friday, 10/2. However, she did not call Matt as she was able to take care of the problem herself at that time. She said she would see how the week went as her department is busier during the week than on Fridays. If it acted up again, she said she would call Matt and let SPC know as well.
12/11/2015	Tracy wrote that papers have still been wrinkling, but only about once a day. Vendor has been good about checking in; she said if it got worse she would let him know. She stated complaint could be closed.

Warranty Replaced Machines

The following copiers or printers have been replaced by the vendor under the service warranty agreement.

Building	Department / Room	Make Model	Serial #	Vendor Id #	Date of Trade
Lithgow Public Library	Tech Services	Lexmark XC 2132	S7527209464P3D	5281	7/30/2015

ANNUAL BLACK VOLUME BY DEPARTMENT

| | 12-13 | 13-14 | 14-15 | 15-16 | % difference between Previous Year and Current Year |
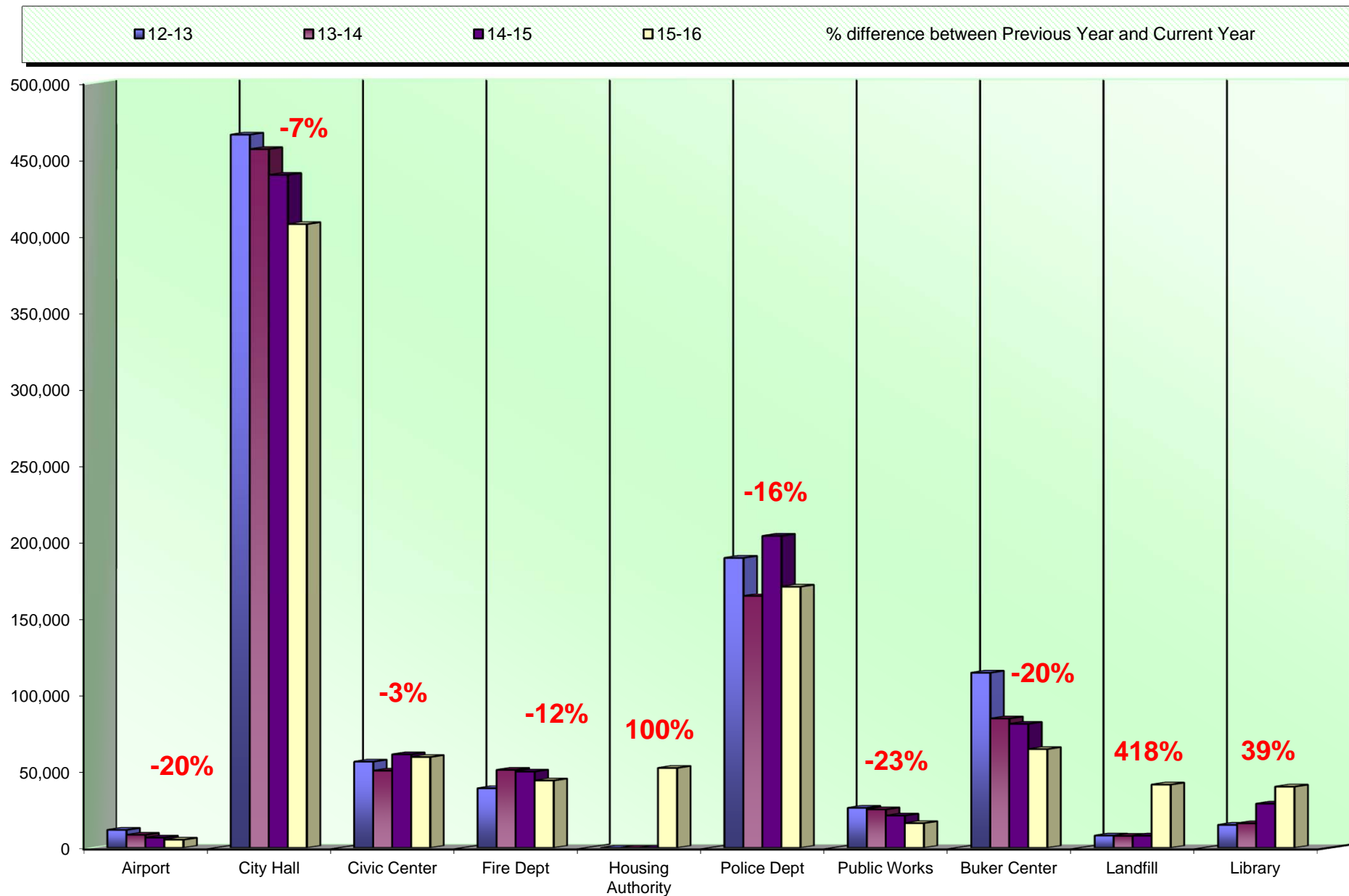
ANNUAL BLACK VOLUME OVERALL

% amount equals the overall increase or decrease between Previous Year and Current Year

0.21%

1,000,000	
900,000	
800,000	
700,000	
600,000	
500,000	
400,000	
300,000	
200,000	
100,000	
0	

12-13   13-14   14-15   15-16
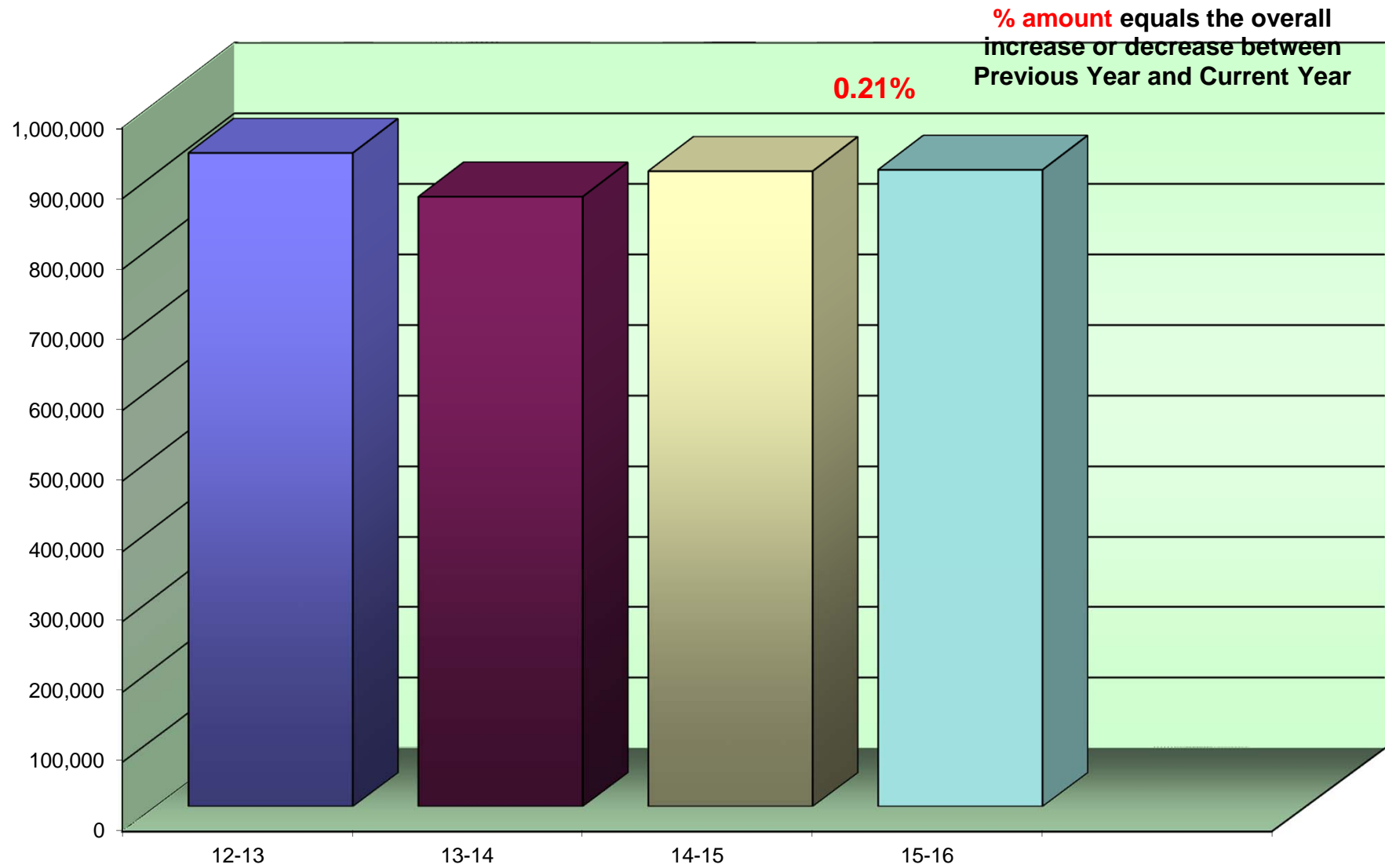
ANNUAL COLOR VOLUMES BY DEPARTMENT
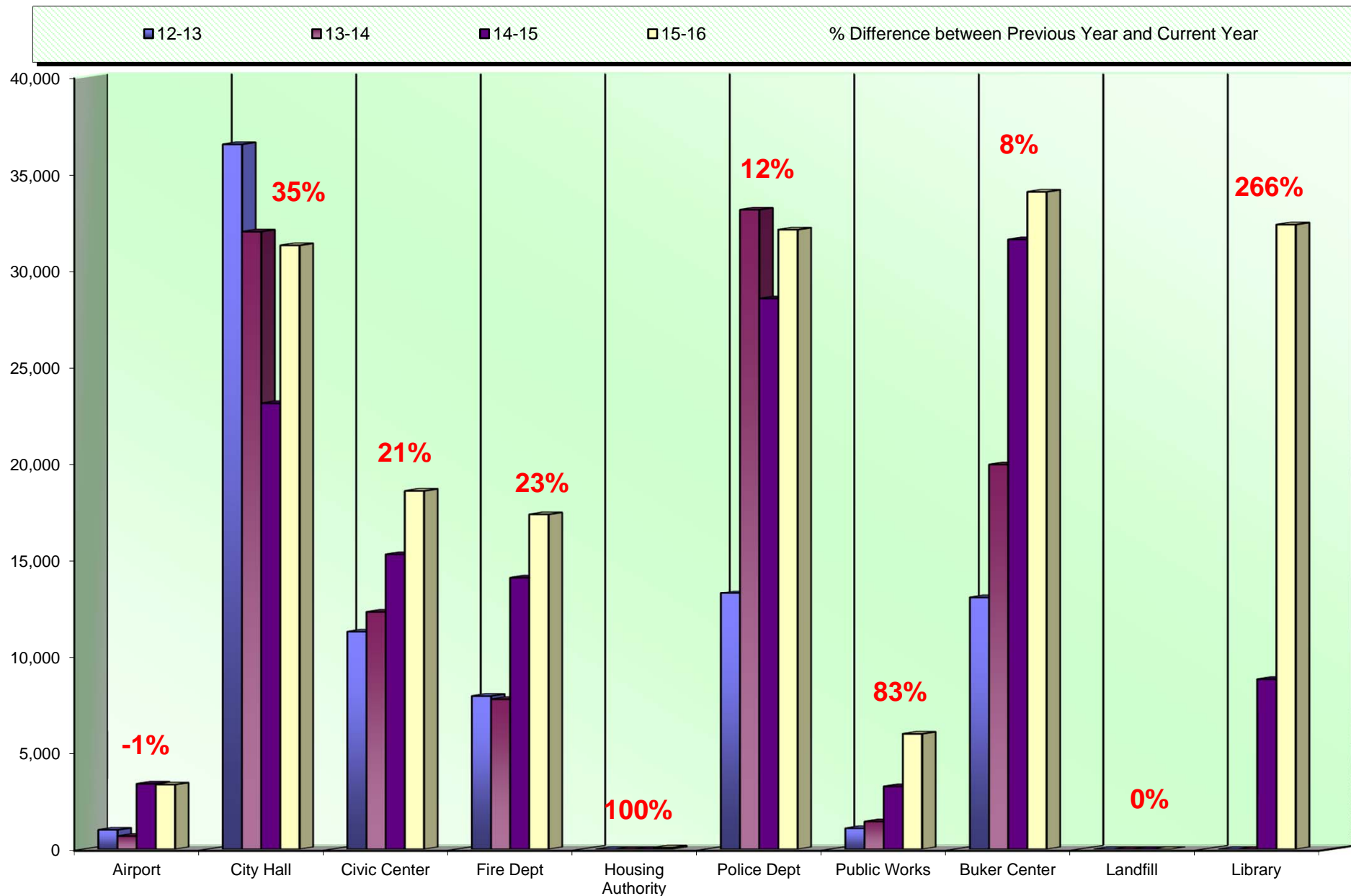
ANNUAL COLOR VOLUMES OVERALL

% amount equals the overall
increase or decrease between
Previous Year and Current Year

37%

180,000			
160,000			
140,000			
120,000			
100,000			
80,000			
60,000			
40,000			
20,000			
0			
12-13	13-14	14-15	15-16

Color to Total Volume Percentage

13.6%

16.2%

1,600,000

1,400,000 — 1,491,832

1,200,000

1,000,000 — 904,686

800,000

600,000

400,000

200,000 — 175,296 235,265

0

Black

Color

City of Augusta

Non-School
Client Average
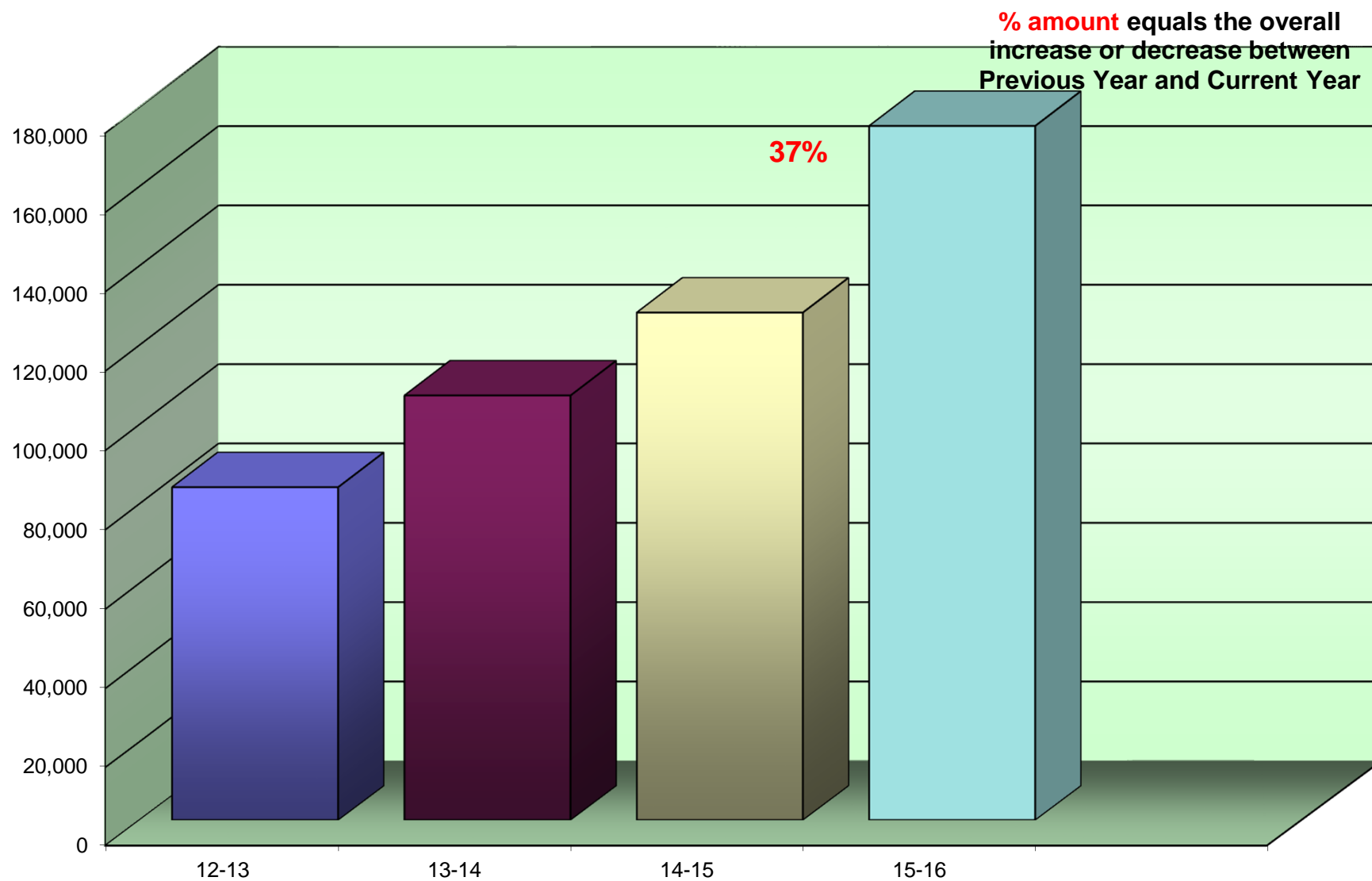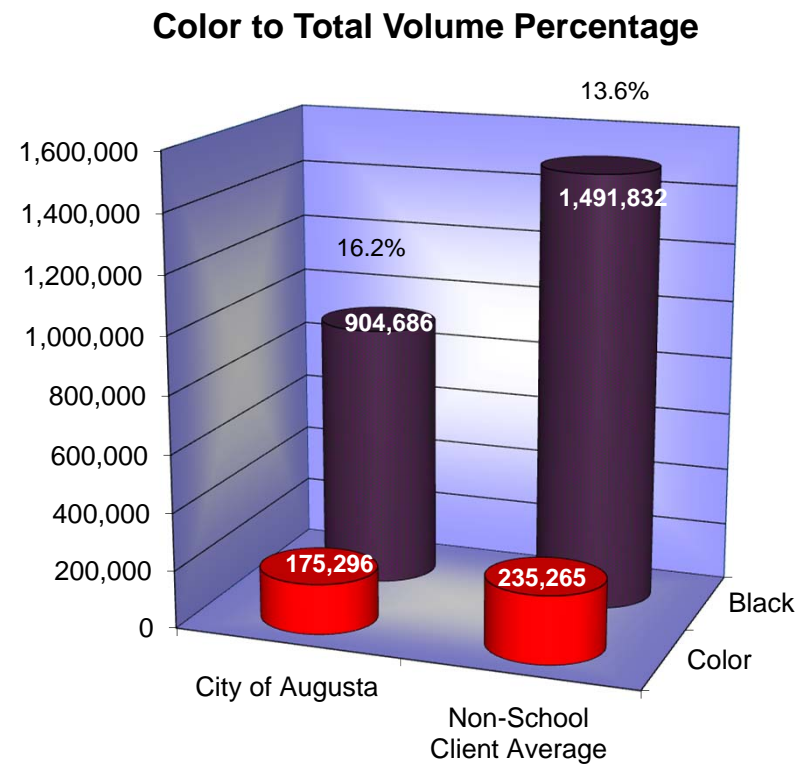
Usage Profile for Service & Supplies

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.

Make-Model / Speed *Serial Number / Vendor ID* *Life / Intro Date* *Vendor*	*7/1/2015 Meter*	*6/30/2016 Meter*	*2015-16 Annual Volume*	*Cost/Copy Annual Cost*	*Date of Last Upgrade: 10/1/2014* *Recommendations*
AUGUSTA AIRPORT					
Reception Area					
Toshiba e-Studio 3055C / 30 PPM	4,603	9,986	5,383	$0.003900	None at this time.
C7ED66106 / 5243				$20.99	
750,000 / 07/2013	3,288	6,668	3,380	$0.04995	
Color Photocopier				$168.83	
A-COPI					

Subtotals Black	**5,383**	**$20.99**	
Subtotals Color	**3,380**	**$168.83**	

Make-Model / Speed *Serial Number / Vendor ID* *Life / Intro Date* *Vendor*	*7/1/2015 Meter*	*6/30/2016 Meter*	*2015-16 Annual Volume*	*Cost/Copy Annual Cost*	*Date of Last Upgrade: 10/1/2014* **Recommendations**
AUGUSTA CITY HALL					
Assessing Bureau					
HP Laser Jet Enterprise600 M601DN / 45 PP	3,973	9,417	5,444	$0.007500	None at this time.
CNBCD3M3C5 /				$40.83	
1,000,000 / 11/2011	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					
Toshiba e-Studio 207L / 20 PPM	9,104	20,772	11,668	$0.004000	None at this time.
CEGD23963 / 5253				$46.67	
500,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	*Date of Last Upgrade: 10/1/2014* Recommendations
AUGUSTA CITY HALL					
Audit Department					
HP Laser Jet P3015 / 42 PPM	6,813	16,745	9,932	$0.007500	8 years from Intro.
VNB3441363 /				$74.49	
200,000 / 07/2008	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					
Toshiba e-Studio 455 / 45 PPM	470,491	511,993	41,502	$0.004230	7 years from Intro.
CQE024282 / 1634				$175.55	
1,000,000 / 06/2009	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations
AUGUSTA CITY HALL					
Central Services					
HP Color Laser Jet Pro CP5225DN / 20 PPM	1,793	3,659	1,866	$0.007500 $14.00	None at this time.
CNBCD8R1FT /					
500,000 / 11/2010	7,938	17,524	9,586	$0.08750	
Color Network Printer				$838.78	
AXIS					
Toshiba e-Studio 855 / 85 PPM	342,474	381,584	39,110	$0.004230 $165.44	7 years from Intro.
CED011589 / 1627					
4,000,000 / 06/2009	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Community Service					
Toshiba e-Studio 455 / 45 PPM	154,490	157,694	3,204	$0.004230 $13.55	7 years from Intro.
CQD023794 / 1628					
1,000,000 / 06/2009	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations
AUGUSTA CITY HALL					
Community Service - Mr. Dahlin					
HP Laser Jet Pro M401dne / 35 PPM	2,203	5,137	2,934	$0.007500	None at this time.
PHGFC36877 /				$22.01	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					
Custodial Office					
HP Laser Jet Pro M401dne / 35 PPM	345	972	627	$0.007500	None at this time.
PHGFC36879 /				$4.70	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					
Fort Western					
HP Laser Jet Pro M401dne / 35 PPM	10,778	21,544	10,766	$0.007500	None at this time.
PHGFC36858 /				$80.75	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations
AUGUSTA CITY HALL					
Health & Welfare					
Toshiba e-Studio 455 / 45 PPM	131,997	157,934	25,937	$0.004230 $109.71	7 years from Intro.
CQE024363 / 1635					
1,000,000 / 06/2009	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Human Resources					
Toshiba e-Studio 457 / 45 PPM	45,263	110,980	65,717	$0.003900 $256.30	None at this time.
CEHD28550 / 5233					
1,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Information Technology					
HP Laser Jet Pro M401dne / 35 PPM	1,859	5,206	3,347	$0.007500 $25.10	None at this time.
PHGFC36875 /					
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Make-Model / Speed *Serial Number / Vendor ID* *Life / Intro Date* *Vendor*	*7/1/2015 Meter*	*6/30/2016 Meter*	*2015-16 Annual Volume*	*Cost/Copy Annual Cost*	*Date of Last Upgrade: 10/1/2014* **Recommendations**
AUGUSTA CITY HALL					
Room 130 Development Services					
Toshiba e-Studio 3055C / 30 PPM	2,989	10,743	7,754	$0.003900	None at this time.
C7ED66124 / 5242				$30.24	
750,000 / 07/2013	8,357	25,783	17,426	$0.04995	
Color Photocopier				$870.43	
A-COPI					
Room 130 Development Services Copy Room					
Toshiba e-Studio 757 / 75 PPM	34,527	97,763	63,236	$0.003900	None at this time.
CAHD13764 / 5247				$246.62	
4,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					

Make-Model / Speed *Serial Number / Vendor ID* *Life / Intro Date* *Vendor*	*7/1/2015* *Meter*	*6/30/2016* *Meter*	*2015-16* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	*Date of Last Upgrade: 10/1/2014* *Recommendations*
AUGUSTA CITY HALL					
Room 213 City Clerk/Treasurer/Tax Collector					
HP Laser Jet Pro M401dne / 35 PPM	6,739	14,845	8,106	$0.007500	None at this time.
PHGFC36873 /				$60.80	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					
Toshiba e-Studio 457 / 45 PPM	22,281	61,983	39,702	$0.003900	None at this time.
CEHD30678 / 5246				$154.84	
1,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Room 213 Debbie's Desk					
HP Laser Jet Pro M401dne / 35 PPM	7,770	16,872	9,102	$0.007500	None at this time.
PHGFC36807 /				$68.27	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations
AUGUSTA CITY HALL					
Room 213 Treasury Department					
HP Laser Jet Pro M401dne / 35 PPM	5,012	12,712	7,700	$0.007500 $57.75	None at this time.
PHGFB36494 /					
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					
Room 236 - Administration					
Toshiba e-Studio 457 / 45 PPM	31,082	79,883	48,801	$0.003900 $190.32	None at this time.
CEHD30694 / 5244					
1,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Room 236 - City Manager					
HP Color Laser Jet M451dn / 21 PPM	592	1,934	1,342	$0.007500 $10.07	None at this time.
CNBH204646 /					
500,000 / 02/2012	2,287	6,564	4,277	$0.08750	
Color Network Printer				$374.24	
AXIS					
	Subtotals Black	**407,797**		**$1,847.99**	
	Subtotals Color	**31,289**		**$2,083.44**	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations
AUGUSTA CIVIC CENTER					
Director's Office					
HP Laser Jet Pro M401dne / 35 PPM	3,204	4,576	1,372	$0.007500 $10.29	None at this time.
PHGFC36874 /					
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					
Kitchen					
HP Laser Jet Pro M401dne / 35 PPM	1,741	5,085	3,344	$0.007500 $25.08	None at this time.
PHGFC36805 /					
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					
Main Office					
Toshiba e-Studio 4540c / 45 PPM	35,684	88,350	52,666	$0.003900 $205.40	None at this time.
SMI380649 / 5184					
1,000,000 / 05/2011	11,627	30,231	18,604	$0.04995	
Color Photocopier				$929.27	
A-COPI					

Make-Model / Speed					*Date of Last Upgrade: 10/1/2014*
Serial Number / Vendor ID			*2015-16*		
Life / Intro Date	*7/1/2015*	*6/30/2016*	*Annual*	*Cost/Copy*	
Vendor	*Meter*	*Meter*	*Volume*	*Annual Cost*	*Recommendations*
AUGUSTA CIVIC CENTER					
Maintenance Office					
HP Laser Jet Pro M401dne / 35 PPM	1,290	3,737	2,447	$0.007500	None at this time.
PHGFC36869 /				$18.35	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Subtotals Black	**59,829**	**$259.12**	
Subtotals Color	**18,604**	**$929.27**	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations
AUGUSTA FIRE DEPT					
Admin Office 2nd Floor					
Toshiba e-Studio 3055C / 30 PPM	14,025	30,913	16,888	$0.003900	None at this time.
C7IC23480 / 5241				$65.86	
750,000 / 07/2013	5,625	15,694	10,069	$0.04995	
Color Photocopier				$502.95	
A-COPI					
Common Area 2nd Floor					
Lexmark XC 2132 / 32 PPM	2,895	7,383	4,488	$0.007000	None at this time.
S75272594652N4 / 5282				$31.42	
750,000 / 04/2013	7,426	14,747	7,321	$0.06660	
Color Photocopier				$487.58	
A-COPI					
Main Hall Upstairs					
HP Laser Jet Pro M401dne / 35 PPM	9,141	22,017	12,876	$0.007500	None at this time.
PHGFC36867 /				$96.57	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations
AUGUSTA FIRE DEPT					
Wells Fire Station					
HP Laser Jet Pro M401dne / 35 PPM	5,922	8,669	2,747	$0.007500 $20.60	None at this time.
PHGFC36864 /					
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					
HP Laser Jet Pro M401dne / 35 PPM	0	6,677	6,677	$0.007500 $50.08	None at this time.
PHGFD61559 /					
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					
Western Ave Fire Station Office					
HP Laser Jet Pro M402dn / 40 PPM	0	683	683	$0.023750 $16.22	None at this time.
PHBQG10462 /					
1,000,000 / 10/2015	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

	Subtotals Black	44,359	$280.75
	Subtotals Color	17,390	$990.53

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations
AUGUSTA HOUSING AUTHORITY					
Main Office					
Toshiba e-Studio 5560c / 55 PPM	0	52,642	52,642	$0.003900	None at this time.
CSGE20477 / 5922				$205.30	
3,000,000 / 04/2014	0	90	90	$0.04995	
Color Photocopier				$4.50	
A-COPI					

Subtotals Black	**52,642**	**$205.30**
Subtotals Color	**90**	**$4.50**

Make-Model / Speed					
Serial Number / Vendor ID			*2015-16*	*Date of Last Upgrade: 10/1/2014*	
Life / Intro Date	*7/1/2015*	*6/30/2016*	*Annual*	*Cost/Copy*	
Vendor	*Meter*	*Meter*	*Volume*	*Annual Cost*	**Recommendations**

AUGUSTA POLICE DEPT

Alternate Dispatch Center

HP Laser Jet Pro M402dn / 40 PPM	0	0	0	$0.023750	None at this time.
PHBQG11107 /				$0.00	
1,000,000 / 10/2015	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Booking Room #1

HP Laser Jet Pro M401dne / 35 PPM	3,298	8,796	5,498	$0.007500	None at this time.
PHGFC36870 /				$41.24	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Chief's Administrative Assistant

HP Laser Jet Pro M401dn / 35 PPM	7,375	18,044	10,669	$0.007500	None at this time.
PHGFC36872 /				$80.02	
750,000 / 06/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations

AUGUSTA POLICE DEPT

Chief's Office

HP Laser Jet Pro M401dne / 35 PPM	4,235	5,952	1,717	$0.007500	None at this time.
PHGFC36809 /				$12.88	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

CID Commander

HP Laser Jet Pro M401dne / 35 PPM	749	1,663	914	$0.007500	None at this time.
PHGFC36876 /				$6.86	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

CID Sargeant

HP Laser Jet Pro M401dne / 35 PPM	563	1,935	1,372	$0.007500	None at this time.
PHGFC36803 /				$10.29	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Make-Model / Speed *Serial Number / Vendor ID* *Life / Intro Date* *Vendor*	*7/1/2015* *Meter*	*6/30/2016* *Meter*	*2015-16* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	*Date of Last Upgrade: 10/1/2014* **Recommendations**

AUGUSTA POLICE DEPT

Court Officer

HP Laser Jet Pro M401dne / 35 PPM	2,661	6,179	3,518	$0.007500 $26.39	None at this time.
PHGFC36865 /					
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Deputy Chief

HP Laser Jet Pro M401dne / 35 PPM	2,547	7,778	5,231	$0.007500 $39.23	None at this time.
PHGFC36868 /					
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Dispatch Center 1st Floor

HP Laser Jet P3015 / 42 PPM	20,619	49,846	29,227	$0.007500 $219.20	8 years from Intro.
VNBC9D03RK /					
200,000 / 07/2008	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations
AUGUSTA POLICE DEPT					
Lunch Room 2nd Floor					
Toshiba e-Studio 4540c / 45 PPM	41,506	99,975	58,469	$0.003900	None at this time.
SMI380663 / 5212				$228.03	
1,000,000 / 05/2011	14,539	38,515	23,976	$0.04995	
Color Photocopier				$1,197.60	
A-COPI					
Patrol Room - 1st Floor					
HP Laser Jet P3015 / 42 PPM	15,594	36,611	21,017	$0.007500	8 years from Intro.
JPCDS05131 /				$157.63	
200,000 / 07/2008	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					
Records Hall 1st Floor					
Toshiba e-Studio 4540c / 45 PPM	64,970	95,386	30,416	$0.003900	None at this time.
SMI380638 / 5219				$118.62	
1,000,000 / 05/2011	4,745	12,218	7,473	$0.04995	
Color Photocopier				$373.28	
A-COPI					

Make-Model / Speed					
Serial Number / Vendor ID				*Date of Last Upgrade: 10/1/2014*	
Life / Intro Date			*2015-16*		
Vendor	*7/1/2015 Meter*	*6/30/2016 Meter*	*Annual Volume*	*Cost/Copy Annual Cost*	*Recommendations*

AUGUSTA POLICE DEPT

Watch Command Office

HP Color Laser Jet M451dn / 21 PPM	2,467	5,724	3,257	$0.007500	None at this time.
CNBH204654 /				$24.43	
500,000 / 02/2012	871	1,522	651	$0.08750	
Color Network Printer				$56.96	
AXIS					

			Subtotals Black	171,305	$964.80
			Subtotals Color	32,100	$1,627.84

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
				Date of Last Upgrade: 10/1/2014	

AUGUSTA PUBLIC WORKS

Conference Room 2nd Floor

Toshiba e-Studio 3055C / 30 PPM	9,855	15,131	5,276	$0.003900 $20.58	None at this time.
C7IC23506 / 5256					
750,000 / 07/2013	365	1,429	1,064	$0.04995	
Color Photocopier				$53.15	
A-COPI					

Micky's Office

Lexmark XC 2132 / 32 PPM	4,024	15,039	11,015	$0.007000 $77.11	None at this time.
S7527259465322 / 5283					
750,000 / 04/2013	2,443	7,405	4,962	$0.06660	
Color Photocopier				$330.47	
A-COPI					

Subtotals Black	*16,291*	*$97.68*	
Subtotals Color	*6,026*	*$383.62*	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
				Date of Last Upgrade: 10/1/2014	

BUKER CENTER

Main Office

Toshiba e-Studio 5560c / 55 PPM	37,611	102,681	65,070	$0.003900	None at this time.
CSFD12256 / 5249				$253.77	
3,000,000 / 04/2014	28,484	62,539	34,055	$0.04995	
Color Photocopier				$1,701.05	

A-COPI

	Subtotals Black	65,070	$253.77
	Subtotals Color	34,055	$1,701.05

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations
HATCH HILL LANDFILL					
Main Office					
Savin 917SPF / 17 PPM	38,437	41,422	2,985	$0.004230	7 years from Intro.
V4499602044 / 1664				$12.63	
200,000 / 04/2009	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Office					
HP Laser Jet Pro M401dne / 35 PPM	0	38,700	38,700	$0.007500	None at this time.
PHGFC36878 /				$290.25	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

	Subtotals Black	41,685	$302.88
	Subtotals Color	0	$0.00

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations
LITHGOW PUBLIC LIBRARY					
Adult Services Desk					
HP Laser Jet Enterprise600 M601DN / 45 PP	50,801	70,890	20,089	$0.006250	None at this time.
CNCCF3N1MH /				$125.56	
1,000,000 / 11/2011	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					
Central Location - 1st Floor					
Toshiba e-Studio 455 / 45 PPM	211,815	219,303	7,488	$0.004230	7 years from Intro.
CQE024320 / 1636				$31.67	
1,000,000 / 06/2009	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Main Floor					
HP Color Laser Jet M451dn / 21 PPM	1,129	1,261	132	$0.006250	None at this time.
CNBH204645 /				$0.83	
500,000 / 02/2012	3,804	10,917	7,113	$0.01125	
Color Network Printer				$80.02	
AXIS					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 10/1/2014 Recommendations
LITHGOW PUBLIC LIBRARY					
Nancy					
HP Laser Jet P1102w / 19 PPM	2,661	2,757	96	$0.006250	Underused!
VND3R15005 /				$0.60	
200,000 / 04/2010	0	0	0	$0.00000	
Black Network Printer				$0.00	
AXIS					

Make-Model / Speed *Serial Number / Vendor ID* *Life / Intro Date* *Vendor*	*7/1/2015* *Meter*	*6/30/2016* *Meter*	*2015-16* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	*Date of Last Upgrade: 10/1/2014* *Recommendations*
LITHGOW PUBLIC LIBRARY					
Tech Services					
HP Color Laser Jet M451dn / 21 PPM	2,943	6,170	3,227	$0.006250 $20.17	None at this time.
CNDG303277 /					
500,000 / 02/2012	9,671	11,017	1,346	$0.01125	
Color Network Printer				$15.14	
AXIS					
HP Color Laser Jet Pro MFP M570dn / 31 PP	0	4,765	4,765	$0.006250 $29.78	None at this time. Replaced Lexmark XC2132 below.
CNB9H3W7H3 /					
750,000 / 11/2012	0	13,334	13,334	$0.01125	
Color Laser MFP				$150.01	
AXIS					
Lexmark XC 2132 / 32 PPM	12	699	687	$0.007000 $4.81	Traded; replaced with HP M570dn above.
S7527209464P3D / 5281					
750,000 / 04/2013	56	4,648	4,592	$0.06660	
Color Photocopier				$305.83	
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	*Date of Last Upgrade: 10/1/2014* Recommendations
LITHGOW PUBLIC LIBRARY					
Youth Services					
HP Color Laser Jet M451dn / 21 PPM	0	3,841	3,841	$0.006250	None at this time.
CNBH204640 /				$24.01	
500,000 / 02/2012	0	5,977	5,977	$0.01125	
Color Network Printer				$67.24	
AXIS					

		Subtotals Black	**40,325**	**$237.42**	
		Subtotals Color	**32,362**	**$618.24**	

City Wide Black Totals	904,686	$4,470.71
City Wide Color Totals	175,296	$8,507.31

SPC Service & Supply Cost Savings

These tables compare your equipment cost per copy for service and supplies (black prints or copies only) before becoming an SPC client on 9/1/2004 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual 2015-16 fiscal year black print usage. The second table represents your annual and five-year cost savings compared to your previous cost per copy rate.

BEFORE SPC

Current Volume	PriorCPC	Average Annual Cost
904,686	$0.02170	$19,631.69

CURRENTLY WITH SPC

Current Volume	Current CPC	Current Cost	Cost Savings	5 Year Savings
904,686	$0.00494	$4,469.15	$15,162.54	$75,812.69

Today the Cooperative Buying of SPC has netted annual cost savings, on average, of $15,162.54 x 12 years as a Client

=$181,950.45 Cost Savings!

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 <u>upcoming fiscal year</u>.

Building	Projected Black Volume	Projected Black Usage Cost	Approx.Paper Cost	Average Annual Equipment Cost	Total Projected Black Usage Cost
Augusta Airport	5,383	$21.20	$26.71	$172.33	$220.24
Augusta City Hall	407,797	$1,866.47	$2,023.49	$13,055.03	$16,944.99
Augusta Civic Center	59,829	$261.71	$296.87	$1,915.34	$2,473.92
Augusta Fire Dept	44,359	$283.56	$220.11	$1,420.09	$1,923.76
Augusta Housing Authority	52,642	$207.36	$261.21	$1,685.26	$2,153.82
Augusta Police Dept	171,305	$974.45	$850.02	$5,484.08	$7,308.55
Augusta Public Works	16,291	$98.66	$80.84	$521.53	$701.03
Buker Center	65,070	$256.31	$322.88	$2,083.12	$2,662.31
Hatch Hill Landfill	41,685	$305.91	$206.84	$1,334.48	$1,847.23
Lithgow Public Library	40,325	$239.79	$200.09	$1,290.95	$1,730.83
Total	**904,686**	**$4,515.42**	**$4,489.05**	**$28,962.21**	**$37,966.68**

SPC Equipment Bids:
Presently our Bids are coming in at <mark>14.5%</mark> to 22% of Retail while the current Salesman's Cost is 50% of Retail. Example: Currently our bids for a Ricoh MP 9003 SP RADF Duplex Finisher 3-Hole Punch CIF-Print-Color Scan-Hard Drive for Secure Print 90 Copies per Minute are coming in at <mark>$7,435</mark> with a Retail Cost of $51,053….<mark>15% of Retail!</mark>

Projected Equipment Costs by Building - Color

This table represents projected expenses for COLOR prints or copies by building based on recent activity. Current paper case costs and current annual lease payment are NOT figured in to this table, as they are covered in the Black prints report.

Building	Projected Color Volume	Service & Supply Cost
Augusta Airport	3,380	$170.52
Augusta City Hall	31,289	$2,104.28
Augusta Civic Center	18,604	$938.56
Augusta Fire Dept	17,390	$1,000.43
Augusta Housing Authority	90	$4.54
Augusta Police Dept	32,100	$1,644.12
Augusta Public Works	6,026	$387.45
Buker Center	34,055	$1,718.06
Hatch Hill Landfill	0	$0.00
Lithgow Public Library	32,362	$624.42
Total	**175,296**	**$8,592.38**

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. Under SPC's new Simplified Billing Program, SPC will invoice you directly for 50% of the Projected Annual Volume in July and January, and then reconcile based on actual usage in June. Cost per copy typically increases by 5% or CPI annually, whichever is less. Current year's increase is 1.1%.

Vendor	Equipment Type	Annual Volume	2015 - 2016 Cost / Copy	Total Cost	2016 - 2017 Cost / Copy	Projected Cost
A-COPI	Black Photocopier	217,456	$0.00390	$848.08	$0.00394	$856.56
A-COPI	Black Photocopier	11,668	$0.00400	$46.67	$0.00404	$47.14
A-COPI	Black Photocopier	120,226	$0.00423	$508.56	$0.00427	$513.64
A-COPI	Color Photocopier	294,564	$0.00390	$1,148.80	$0.00394	$1,160.29
A-COPI	Color Photocopier	16,190	$0.00700	$113.33	$0.00707	$114.46
Axis Business Solutions	Black Network Printer	20,185	$0.00625	$126.16	$0.00631	$127.42
Axis Business Solutions	Black Network Printer	205,284	$0.00750	$1,539.63	$0.00758	$1,555.03
Axis Business Solutions	Black Network Printer	683	$0.02375	$16.22	$0.02399	$16.38
Axis Business Solutions	Color Laser MFP	4,765	$0.00625	$29.78	$0.00631	$30.08
Axis Business Solutions	Color Network Printer	7,200	$0.00625	$45.00	$0.00631	$45.45
Axis Business Solutions	Color Network Printer	6,465	$0.00750	$48.49	$0.00758	$48.97
Total		**904,686**	**$0.00494**	**$4,470.71**	**$0.00499**	**$4,515.42**

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. Under SPC's new Simplified Billing Program, SPC will invoice you directly for 50% of the Projected Annual Volume in July and January, and then reconcile based on actual usage in June. Cost per copy typically increases by 5% or CPI annually, whichever is less. <mark>Current year's increase is 1.1%.</mark>

Vendor	Equipment Type	Annual Volume	2015 - 2016 Cost / Copy	Total Cost	2016 - 2017 Cost / Copy	Projected Cost
A-COPI	Color Photocopier	116,137	$0.04995	$5,801.04	$0.05045	$5,859.05
A-COPI	Color Photocopier	16,875	$0.06660	$1,123.88	$0.06727	$1,135.11
Axis Business Solutions	Color Laser MFP	13,334	$0.01125	$150.01	$0.01136	$151.51
Axis Business Solutions	Color Network Printer	14,436	$0.01125	$162.41	$0.01136	$164.03
Axis Business Solutions	Color Network Printer	14,514	$0.08750	$1,269.98	$0.08838	$1,282.67
Total		**175,296**	**$0.04853**	**$8,507.31**	**$0.04902**	**$8,592.38**

Please Note: A-Copi Lexmark printer at Lithgow Public Library was replaced with an HP Color LaserJet Pro color network printer. The Cost per Print on the LaserJet is lower and therefore reduces the overall actual projected color cost to $8,335.77. Please see July 2016-17 pre-billing report for details.

Reprographic Equipment Assessment

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

Total Number of Units	**58**
Total Number of Units on Lease	**43**
Total Number of Units Owned	**15**
Lease Company	**Northway Lease**
Lease Start Date	**10/1/2014**
Lease End Date	**8/1/2019**
Term	**¨˚nnual**
Annual Payment usually due on 8/1	**$28,962.21**
Remaining Payments	**3**

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

Leased Equipment

Building	Make/Model	Serial Number
Augusta Airport	Toshiba e-Studio 3055C	C7ED66106
Augusta City Hall	Toshiba e-Studio 3055C	C7ED66124
Augusta City Hall	Toshiba e-Studio 457	CEHD30694
Augusta City Hall	Toshiba e-Studio 457	CEHD28550
Augusta City Hall	Toshiba e-Studio 457	CEHD30678
Augusta City Hall	Toshiba e-Studio 757	CAHD13764
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFC36873
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFB36494
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFC36807
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFC36875
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFC36858
Augusta City Hall	HP Laser Jet Enterprise600 M601DN	CNBCD3M3C5
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFC36879
Augusta City Hall	HP Laser Jet P3015	VNB3441363
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFC36877
Augusta City Hall	Toshiba e-Studio 207L	CEGD23963
Augusta City Hall	HP Color Laser Jet Pro CP5225DN	CNBCD8R1FT
Augusta City Hall	HP Color Laser Jet M451dn	CNBH204646
Augusta Civic Center	HP Laser Jet Pro M401dne	PHGFC36874
Augusta Civic Center	HP Laser Jet Pro M401dne	PHGFC36805
Augusta Civic Center	Toshiba e-Studio 4540c	SMI380649
Augusta Civic Center	HP Laser Jet Pro M401dne	PHGFC36869
Augusta Fire Dept	Lexmark XC 2132	S75272594652N4
Augusta Fire Dept	HP Laser Jet Pro M401dne	PHGFC36864
Augusta Fire Dept	Toshiba e-Studio 3055C	C7IC23480
Augusta Fire Dept	HP Laser Jet Pro M401dne	PHGFC36867
Augusta Police Dept	HP Laser Jet P3015	VNBC9D03RK
Augusta Police Dept	Toshiba e-Studio 4540c	SMI380638
Augusta Police Dept	HP Laser Jet Pro M401dne	PHGFC36809
Augusta Police Dept	Toshiba e-Studio 4540c	SMI380663

Building	Make/Model	Serial Number
Augusta Police Dept	HP Laser Jet Pro M401dne	PHGFC36803
Augusta Police Dept	HP Laser Jet Pro M401dne	PHGFC36876
Augusta Police Dept	HP Laser Jet Pro M401dne	PHGFC36868
Augusta Police Dept	HP Laser Jet Pro M401dne	PHGFC36865
Augusta Police Dept	HP Laser Jet Pro M401dne	PHGFC36870
Augusta Police Dept	HP Laser Jet P3015	JPCDS05131
Augusta Police Dept	HP Color Laser Jet M451dn	CNBH204654
Augusta Public Works	Toshiba e-Studio 3055C	C7IC23506
Augusta Public Works	Lexmark XC 2132	S7527259465322
Buker Center	Toshiba e-Studio 5560c	CSFD12256
Hatch Hill Landfill	HP Laser Jet Pro M401dne	PHGFC36878
Lithgow Public Library	HP Color Laser Jet M451dn	CNBH204640
Lithgow Public Library	HP Color Laser Jet M451dn	CNBH204645

Owned Equipment

Building	Make/Model	Serial Number
Augusta City Hall	Toshiba e-Studio 455	CQD023794
Augusta City Hall	Toshiba e-Studio 455	CQE024282
Augusta City Hall	Toshiba e-Studio 855	CED011589
Augusta City Hall	Toshiba e-Studio 455	CQE024363
Augusta Fire Dept	HP Laser Jet Pro M402dn	PHBQG10462
Augusta Fire Dept	HP Laser Jet Pro M401dne	PHGFD61559
Augusta Housing Authority	Toshiba e-Studio 5560c	CSGE20477
Augusta Police Dept	HP Laser Jet Pro M401dn	PHGFC36872
Augusta Police Dept	HP Laser Jet Pro M402dn	PHBQG11107
Hatch Hill Landfill	Savin 917SPF	V4499602044
Lithgow Public Library	Toshiba e-Studio 455	CQE024320
Lithgow Public Library	HP Color Laser Jet M451dn	CNDG303277
Lithgow Public Library	HP Laser Jet Enterprise600 M601DN	CNCCF3N1MH
Lithgow Public Library	HP Color Laser Jet Pro MFP M570dn	CNB9H3W7H3
Lithgow Public Library	HP Laser Jet P1102w	VND3R15005

Service and Supply Contract – Client

·SPC·

Specialized Purchasing Consultants ("SPC") hereby contracts with _____ ("Client") to provide comprehensive services, supplies, and maintenance to equipment described on Schedule A ("Equipment") using the Contracted Vendor shown below at a cost per print shown on said Schedule A, commencing on _____ and terminating on June 30, _____. This Service and Supply Contract ("Contract") shall exclude only the cost of paper, transparencies, and staples. Refer to Schedule A for Additional Provisions, if any.

SPC assumes responsibility for all billing and vendor payment. SPC shall invoice Client one-half of the annual projected number of pages multiplied by the cost per print listed on Schedule A. This semi-annual billing will take place July 1 and January 1. Actual meter reads will be collected by SPC either electronically or from Client staff during the month of June. A final Reconciliation spreadsheet and invoice will then be completed and sent to client. Upon payment of each billing invoice during the year, SPC will reimburse Contracted Vendor appropriately. Client is responsible for making payment in full within 30 days of said invoicing to avoid suspension of supplies by Contracted Vendor.

On July 1 of each calendar year during the afore-mentioned term, SPC shall credit Client any unused prepaid pages to Client if fewer copies were made by Client during the Contract period ending on or before June 30 annually than were originally estimated under this Contract for such period. If more pages were consumed than billed in the combined semi-annual billing, an overage invoice will be generated. Following semi-annual billing will be based on previous year volume.

On July 1 of each calendar year during the term of this Contract, SPC, at its option, may increase such costs per print under this Service and Supply 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.

Client may terminate Contract at any time with a 30-day written notice. Client will be required to provide final meter reads on all Equipment listed on Schedule A, including those added during the Contract term. Any credits owed to Client after reconciling actual usage versus projected will be paid to Client. Client must return any unused consumables to Contracted Vendor.

AGREED AND ACCEPTED BY:
Specialized Purchasing Consultants

By: Skip Tilton _____

Title: President/Owner _____

Date: _____

Signature: _____

AGREED AND ACCEPTED BY:
Client

By: _____

Title: _____

Date: _____

Signature: _____

Named Contracted Vendor: *Vendor*

12/23/13

Warranty

      Vendor ("Contracted Vendor") hereby warrants to _____ ("Client") that, if any such Equipment described on Schedule B attached hereto malfunctions through no fault of Client during the term commencing on _____ and terminating on June 30, _____, and such Equipment cannot be repaired promptly, Contracted Vendor, *through Specialized Purchasing Consultants*, 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 Client. Refer to Schedule B for Additional Provisions to this Warranty.

      The only exclusions to this Warranty are as follows:

1. This Warranty will expire for an item of Equipment when the Warranty Life of such item of Equipment in number of copies, as shown on Schedule B 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 B attached hereto.

AGREED AND ACCEPTED BY:
Vendor

By: John Cox

Title: Market Vice President

Date:

_____
Signature:

AGREED AND ACCEPTED BY:
Client

By:

Title:

Date:

_____
Signature:

12/23/13

StarDoc User Names

Name	User Name
Barbara Wardwell	barbara.wardwell@augustamaine.gov
Charlie McCann	charlie.mccann
Cheryl Vashon	cheryl.vashon@augustamaine.gov
Claire True	audit@augustamaine.gov
Crystal Corbett	crystal.corbett@augustamaine.gov
Debra Lymneos	debra.lymneos
Dolores Steverman-Daoust	Dolores.Daoust@augustamaine.gov
Fred Kahl	fkahl
Jane Dumas	Jane.dumas@augustamaine.gov
Karen Perry	karen.perry@augustamaine.gov
Loretta Lathe	loretta.lathe@augustamaine.gov
Lorie Mastemaker	lorie.mastemaker
Michelle Cram	micky.cram@augustamaine.gov
Mike Shriver	mshriver@augustamaine.gov
Mona Delois	mona.delois@augustamaine.gov
Ralph St. Pierre	ralph.stpierre@augustamaine.gov
Ruth Tondreau	Ruth.tondreau@augustamaine.gov
Sarah Schulz-Nielaon	saraho
Theresa Arbour	theresa.arbour@augustamaine.gov
Wendy Somes	wendy.somes@augustamaine.gov

*If you need to verify your password or if you need to add users, please contact Alex Webster at
awebster@spccopypro.com

2012 STARDOC created

- Live Floor Plans - Allows IT administrators to move devices around on their own floor plans.

2013 Daily Tracking

- Meters gathered daily to track usage
- Daily adjusts projected annual volumes for fiscal year

2014 Monthly Audits

- Allows user to see monthly snapshot of current usage and estimated projections

2015 New Mapping Options & Asset Management

- Allows mapping of other IT devices (Wireless Access Points, IP Camera, Projectors, VOIP phones
- IT Asset Management tracks all IT purchases, warranty expirations, etc.

- **Cost Projection by Department or Building** - Who Benefits? Accounts Payable, Business Manager and Superintendent
  - Allows you to formulate next year's budgets as early as December
  - Allows you to see the projected usage bill in advance
  - Tabulate total budgets and total costs district wide
  - Volume or cost pages allow you to pinpoint specific machines on the floor plans
  - Timeline - allowing you to go back to see how your budget compares to previous years

- **Map your devices on Floorplans** - Who Benefits? Business Manager, IT
  - Identifies detailed information (IP address, serial number, vendor ID, CPC, consumed volume, toner and service alerts)
  - Device information tab will allow you to easily access the web interface of the printer/copier
  - Non-Reporting device listing for devices that haven't reported for more than 2 weeks
  - Asset Management (Servers, Wireless Access Points, IP Cameras, Projectors, Apple TV's)

- **Floor Plans Admin** - Who Benefits? Business Manager and IT
  - Allows IT and Business Manager to move devices around on Floor Plan
  - Paper trail of device locations after summer break
  - Will show Previous Devices, Present Equipment and Proposed Equipment

- **Contacts Page** - Who Benefits? Business Manager and IT
  - Control Access and Permissions to Star Doc
  - Toggle Email all (Toner, Service Monthly Audits)

- **Device Listing Page** - Who Benefits? Business Manager and IT
  - Centralized location for detailed information of District's assets
  - Exportable device listing to Excel or PDF
  - Tracks additional non-contract devices
  - IP Addresses and MAC addresses automatically imported
  - Strikethrough on machines that have been removed

- **Monthly Audits** - Who Benefits? Business Manager and Superintendent
  - Monthly Cost Snapshot
  - Shows amount of devices not reporting to help improve accuracy of projections

- **Timeline:** Who Benefits? Business Manager
  - Track historical volume and cost per building

- **"Last Sync Date"** Who Benefits? IT Manager
  - Shows the last time that FMAudit synced for that client

Benefits of partnering with SPC

Top Benefits to <mark>our CLIENTS</mark>:

1. Cooperative Buying
By definition, is a model that allows a group of buyers with a common interest to pool their buying power in order to negotiate more favorable pricing and better service. SPC's model allows you to pick your preferred vendor!
- ➢ SPC's pricing is so strong **we pay for our own fee** by acquiring prices lower than what you can do on your own.
- ➢ We will _save you money_ benefiting from the combined purchasing power of more than 84 clients with over 5,000 devices doing more than 306 million copies and prints per year. In 2015 we purchased approximately 1,070 printing devices, with over 83 million prints out to bid.
- ➢ We will _save you time_ by preparing your bid, negotiating with vendors/manufacturers, presenting a total bid analysis and managing the implementation.
- ➢ We will _save you frustration_. We manage your contracts for up to five years from the date of installation.

2. Exclusive STAR Doc Software
- ➢ Maps all devices and sets up "Interactive Live Floor Plans" of all printing devices, showing you a Before and After Upgrade look; provides a visual for all decision makers over the next five years.
- ➢ STAR Doc studies your printing habits and is able to predict your year-end cost months in advance, before you receive your year-end reconciliation invoice.
- ➢ Sets up your next year's budget at the click of a mouse.

3. Simplified Billing Program
- ➢ Removes the confusion out of billing.
- ➢ Eliminates variety of invoices from multiple vendors that come annually and/or quarterly.
- ➢ With SPC's Simplified Billing Program, TWO invoices are sent each year from ONE billing source.
- ➢ Reconciles all of your devices at the end of the year: You pay only for what you use; no minimums.

4. Five-Year Equipment Replacement Schedule
- ➢ SPC's staff surveys key locations that determine life of existing equipment.
- ➢ Specs out new equipment needed: Does not allow vendors to undersize during the bidding process.
- ➢ Manages the entire bid process down to the install.

5. Annual Report
- ➢ A crucial document that extends the life of your equipment, often getting 8 to 10 years of guaranteed performance! Flags copying trends within your organization such as over usage
- ➢ You get an overview of your current equipment situation, reports associated with copying and printing costs and, if needed, recommendations for addressing situations posing a problem

6. Vendor Neutral
- ➢ SPC does not recommend just one brand; we suggest what's best for you with serviceability in mind.
- ➢ We present you with the bid results and offer recommendations, yet the decision is yours to make.

SPC has been serving their clients since 1988, saving millions of dollars along the way. _Based on current actual volumes and CPCs, SPC has generated <mark>Annual Savings of almost $3.5 million</mark> for all of our clients. That translates into <mark>Savings of more than $17.4 million over five years</mark>!_

SPC Values Our Vendors

Overall Benefits to <mark>our VENDORS</mark>

- Opportunities brought to you – Hundreds of machines each year: In 2015 there were over a thousand.
- SPC is well respected in the industry
- SPC values our vendors and speaks highly of them to our clients.
- National Contracts that are all negotiated with the manufacturers at your disposal

Vendor Benefits Pre-Bid & During the Bid Process

- Sharing of previous bid results that help you to negotiate with your manufacturers.
- On-Site Survey of client requirements including mapping all devices.
- Writing of the *Five-Year Equipment Replacement Schedule* (Bid Specs).
- Controls the Bid Specs (Not allowing any vendor to underbid or offer discontinued equipment).
- A chance to sell your 'Value Add' directly to our clients after the bids are in. Customer has the right to pay more than low bid.

Vendor Benefits Before & During Installation

- Digital Needs Analysis: Matching up the machine to installation site.
- Schedule and coordinate Vendor meeting with Client.
- Cover the cost of ESP surge protectors, electrical wiring, computer interface and any unexpected cost!
- Manage installation.
- Audit installation.
- Capture final meter reads for old contracts.
- Close books on old devices & contracts.

Vendor Ongoing Support

- Yearly meter reads.
- Simplified Billing: SPC collects service funds for the Vendor.
- Collection of all meter reads annually and reconciling them with the Client and Vendor.
- STAR Doc: **S**ystem for **T**racking **A**nd **R**eporting **D**ocuments…Manages the budget.
- Annual Reports that flag machines that are being overused and underused thus improving reliability.
- Mediating warranty issues in sensitive locations.

Why do some vendors hesitate to bid?
- Vendors worry that bidding will reduce their margins.
- If word gets out on pricing, they feel that their other customers will call and ask for similar prices.
- Lose control of their account as winning bidder may beat their pricing.
- SPC bids are designed to keep specs equal for all, no chance of providing a lesser piece of equipment.

SPC manages over 5,000 pieces of equipment;
Our relationship with our vendors has never been *stronger*!