



Specialized Purchasing Consultants

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www.spccopypro.com

2016-2017 Annual Report

Year - End Photocopier Analysis

With projected costs for 2017-18

Ralph St. Pierre
Eko "qh" Augusta,
16 Cony Street
Augusta, ME 04330



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

Ugr vgo dgt 2017

Skip Tilton
President

Corporate Office:
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Ralph St. Pierre
Ekw "qh" Augusta
16 Cony Street
Augusta, ME 04330

Dear Ralph:

VISIT US ON THE WEB:
www.spccopypro.com

On behalf of all of us at Specialized Purchasing Consultants, thank you for your continued confidence in us. Our relationship is **now 13 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

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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 our clients, many of whom we have assisted for more than 20 years! Together, we have realized the lowest prices

possible while improving the quality of your service and equipment, as well as providing ways to increase your equipment reliability and the ability to monitor and track usage variations throughout the year to keep your costs under control.



Jessica Paradis

Accounting Coordinator

As the new accounting director for SPC, my focus is to ensure transactions are handled with importance, accuracy, and timeliness. My goal is for all communication, with client or vendor, to be satisfactory for all parties. I am

excited to be part of this team, and I am available to answer any billing or contract questions you may have.

Alex Webster

Operations Manager

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 *at no additional charge to our clients* features that normally cost thousands of dollars.



Pam Weed

Client-Vendor Relations

It is always my goal to ensure a good working relationship between clients and vendors. This applies to billing, upgrades, equipment reliability, and everything in between. I am available to assist you with smooth transitions and quick resolutions.

Joel Heffernan

Implementation Specialist

With over 40 years of experience in the copier/printer industry, I am able to deliver knowledgeable assistance before, during, and after equipment changeover. I am available to our clients to address any concerns they may have and to assure our clients have a pleasant experience with SPC.



Robert Dutil

Director of Information Technology

I work behind the scenes to keep everything running smoothly. I appreciate SPC's honesty, work ethic and loyalty, and it is my goal to make sure SPC has the tools it needs to continue improving their technology to better serve their clients and to be as productive as possible. 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.

Equipment Health Status

Total Number of Machines:	62
Total Black Photocopiers	12
Total Color Photocopiers	13
Total Black Network Printers	31
Total Color Network Printers	6
Total Removed from Service:	0
# of Units OFF Warranty:	0
# of Units Approaching End of Warranty:	11
# of Units Overused:	0
# of Units Underused:	0
Commencement Date:	10/1/2014
# of Annual Payments Left on Lease	2
All Warranties and Service Contracts Expire:	6/30/2020
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."

Dear Ralph,

It has been three years since your last upgrade and you could benefit from an onsite visit and an upgrade since costs have come down over the years. You have 11 machines that are nearing the end of warranty. These were machines that were carried over from your previous lease and you own outright. In order to stay ahead of your reliability curve, that upgrade could take place as early as the Summer of 2018. In that way you would only have one payment left. That being said, a second alternative is to wait until August of 2019 when your last payment will have been made. Either way, I am confident that there are other needs that an onsite visit will be able to address.

If we did an upgrade in 2018 however we would extend the life and warranty on a large portion of your equipment for another five years. 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.

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	Central Services	HP Color Laser Jet Pro CP5225DN	CNBCD8R1FT	AXIS	11/2010
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	Nancy	HP Laser Jet P1102w	VND3R15005	AXIS	04/2010

Warranty Progress Report

For Year 2016-2017

Equipment Details

Augusta City Hall

Audit Department

			<i>Black Meter & Volume</i>	<i>Color Meter & Volume</i>
Toshiba e-Studio 455	<i>Begin Date:</i>	7/1/2016	<i>Begin Meter</i>	511,993
CQE024282	<i>End Date:</i>	6/30/2017	<i>End Meter</i>	555,933
A-COPI - 1634			<i>Black Volume:</i>	43,940

Model Intro Date: 6/1/2009

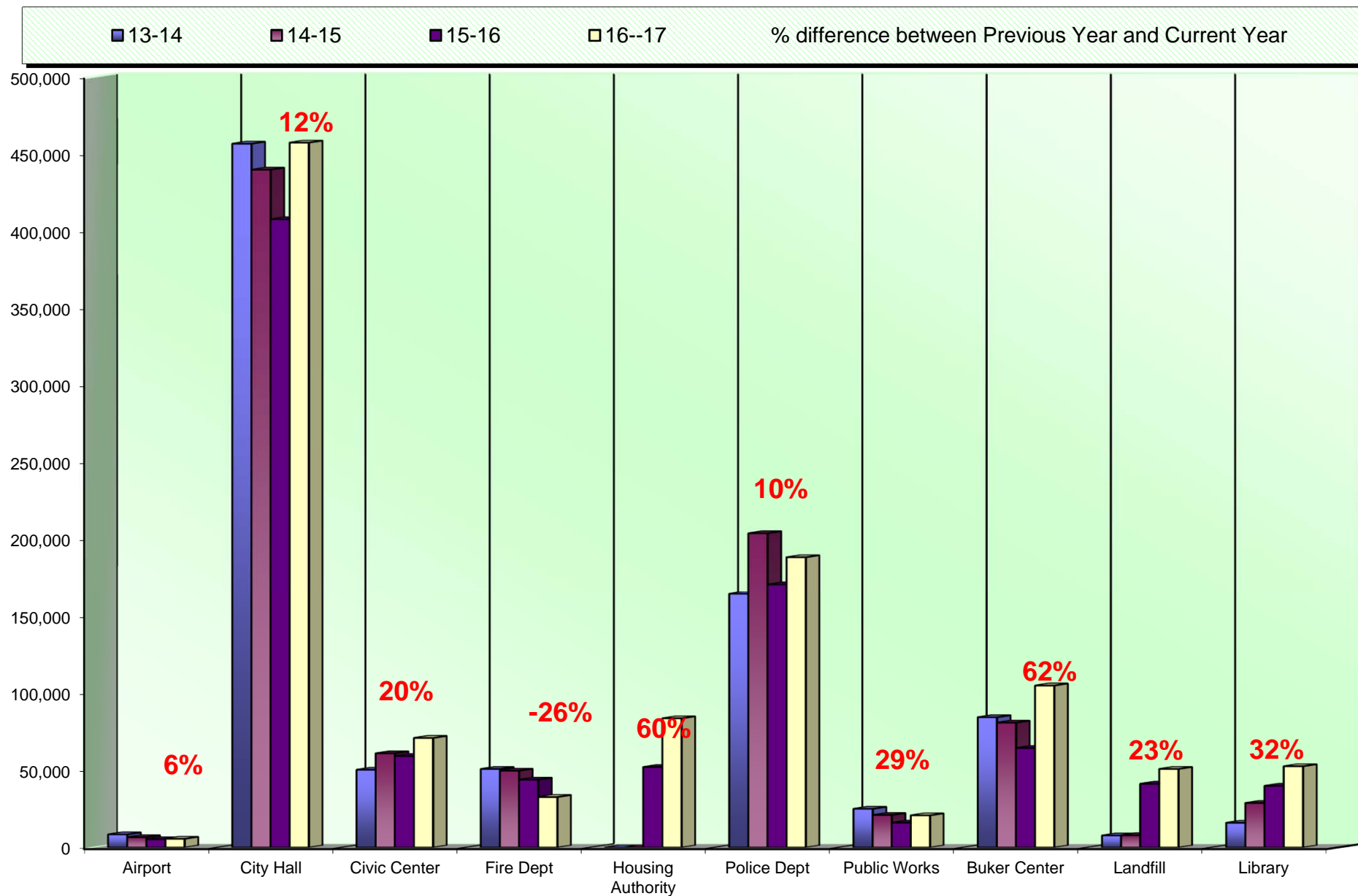
<i>Date</i>	<i>Comments</i>
4/28/2015	Tracy Roy sent CEC. Claimed when unit was at Buker, the administrator called four times about the drawer not lining up. Told her it had frequent problems. Vendor sent CEC
9/18/2015	I received from Matt Vincunas at A-Copi the service history on the copier. The vendor 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

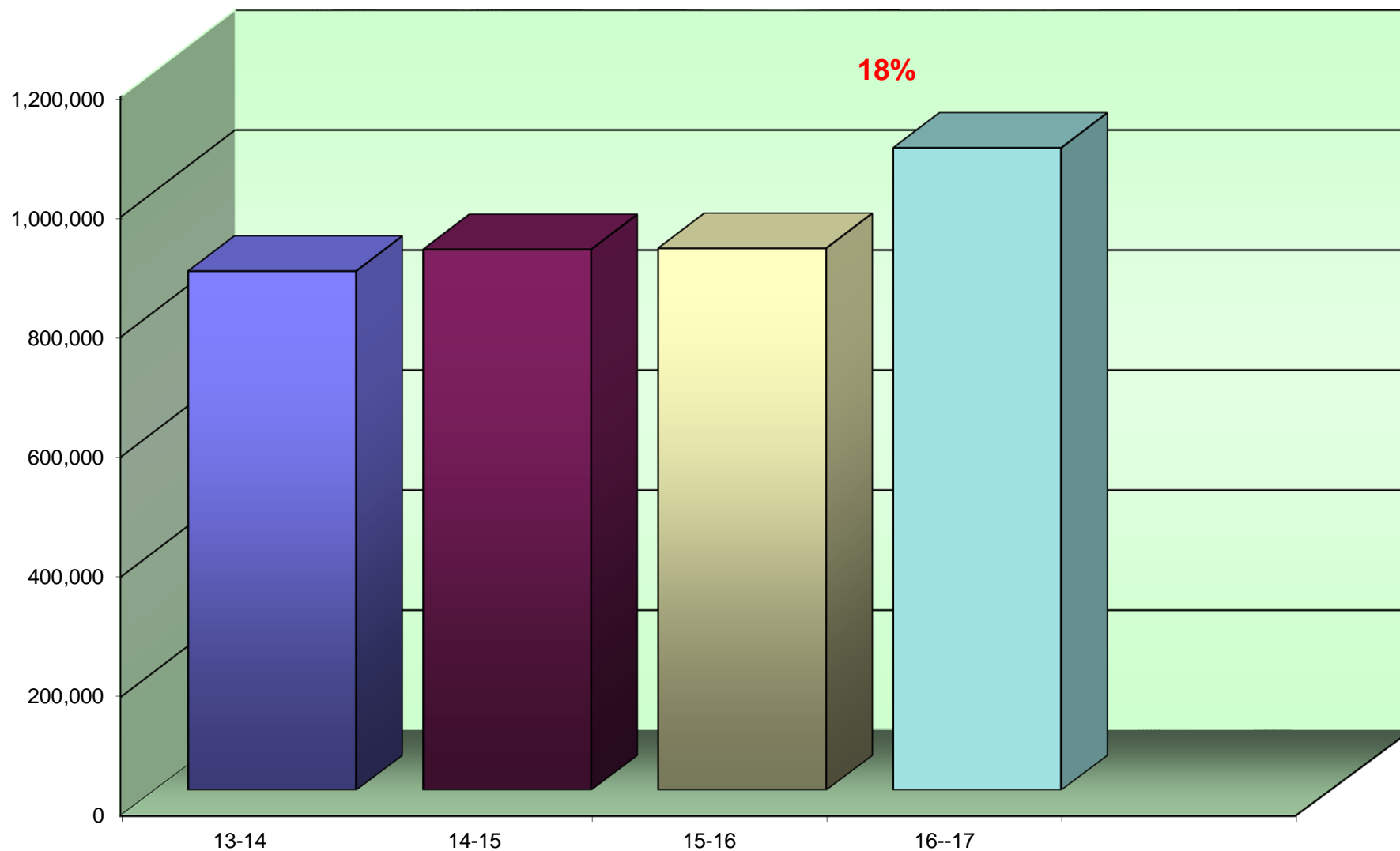
The following copiers or printers have been replaced by the vendor under the service warranty agreement.

Building	Department / Room	Make Model	Serial #	Vendor Id #	Date of Trade
Lithgow Public Library	Central Location - 1st Floor	Toshiba e-Studio 455	CQE024320	1636	6/30/2017

Annual Black Volume by Department

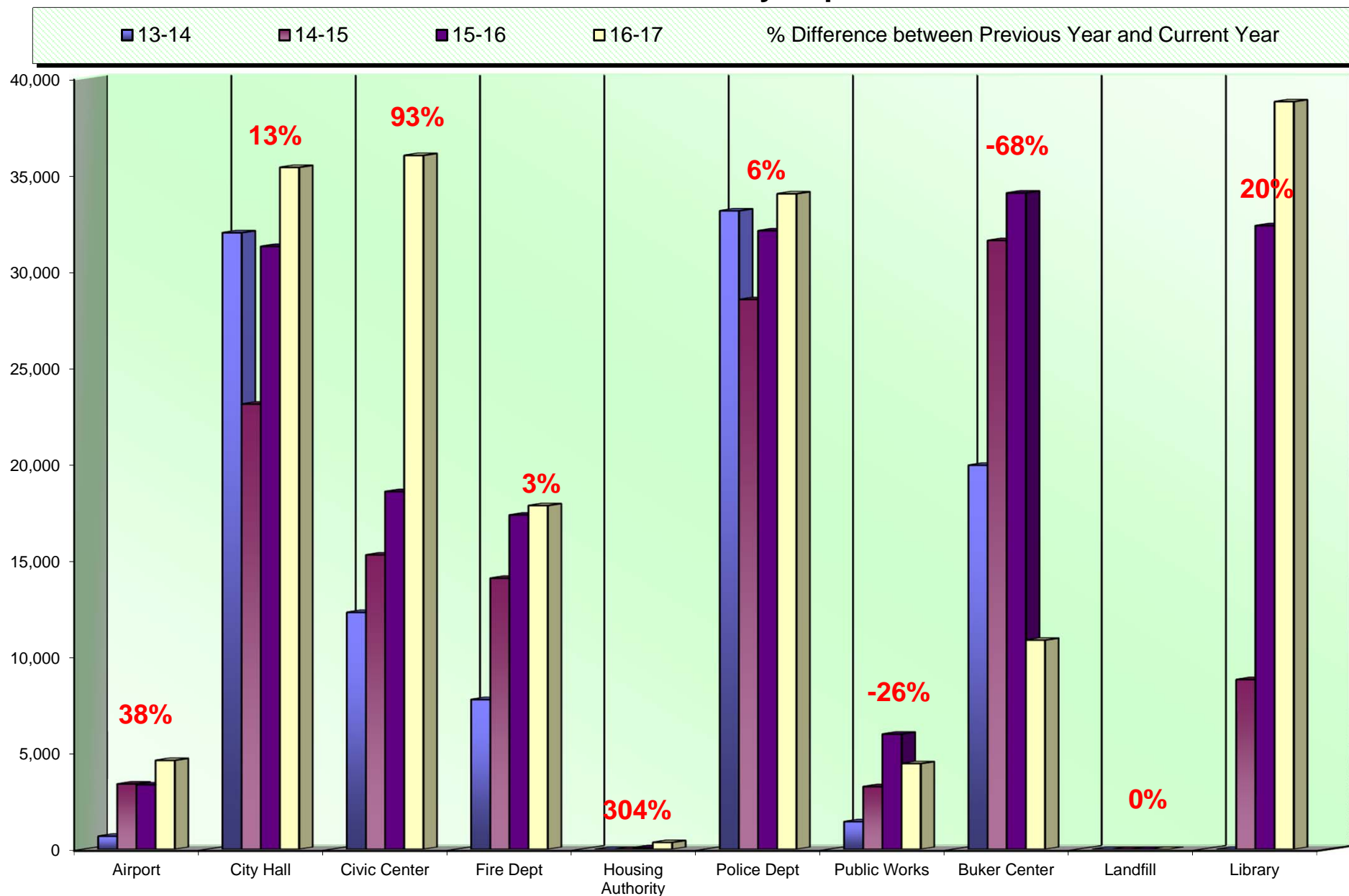


Annual Black Volume Overall

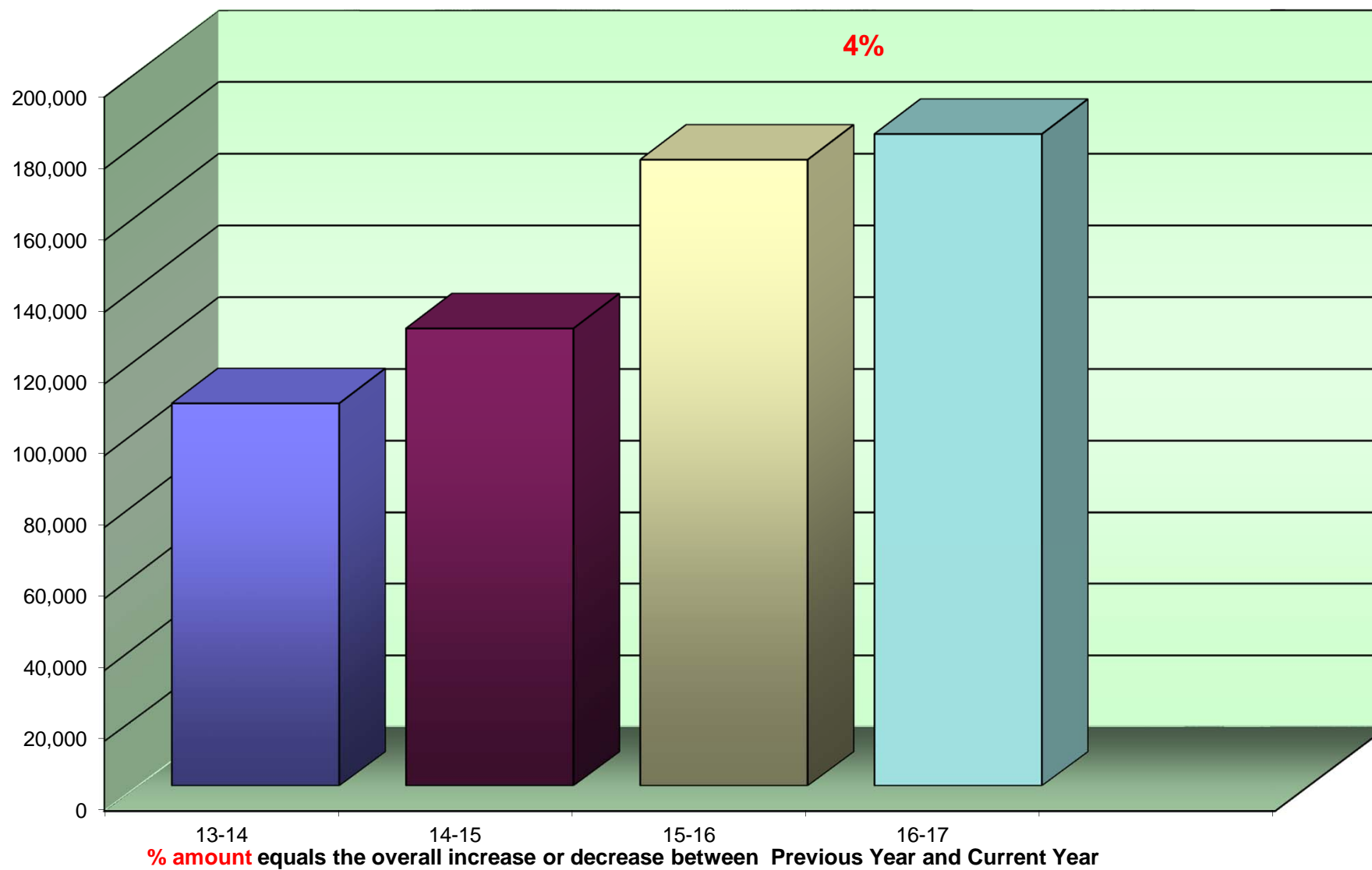


% amount equals the overall increase or decrease between Previous Year and Current Year

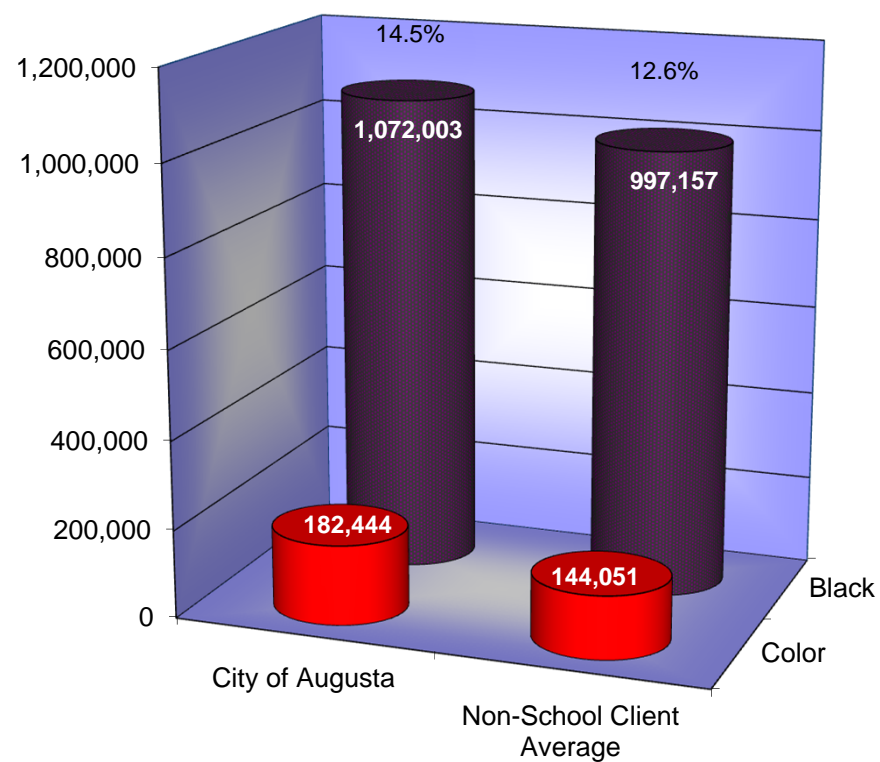
Annual Color Volume by Department



Annual Color Volume Overall



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.

Make-Model / Speed			Date of Last Upgrade: 10/1/2014		
Serial Number / Vendor ID					
Life / Intro Date					
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
AUGUSTA AIRPORT					
Reception Area					
Toshiba e-Studio 3055C / 30 PPM	9,986	15,718	5,732	\$0.003940	None at this time.
C7ED66106 / 5243				\$22.58	
750,000 / 07/2013	6,668	11,326	4,658	\$0.05045	
Color Photocopier				\$235.00	
A-COPI					
Subtotals Black			5,732	\$22.58	
Subtotals Color			4,658	\$235.00	

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>				<i>Date of Last Upgrade: 10/1/2014</i>	
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
AUGUSTA CITY HALL					
Assessing Bureau					
HP Laser Jet Enterprise600 M601DN / 45 PP CNBCD3M3C5 / 1,000,000 / 11/2011 Black Network Printer	9,417 0	15,173 0	5,756 0	\$0.007580 \$43.63 \$0.00000 \$0.00	None at this time.
AXIS					
Toshiba e-Studio 207L / 20 PPM CEGD23963 / 5253 500,000 / 06/2014 Black Photocopier	20,772 0	42,136 0	21,364 0	\$0.004040 \$86.31 \$0.00000 \$0.00	None at this time.
A-COPI					

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 10/1/2014</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
AUGUSTA CITY HALL					
Audit Department					
HP Laser Jet P3015 / 42 PPM	16,745	26,297	9,552	\$0.007580	9 years from Intro.
VNB3441363 /				\$72.40	
200,000 / 07/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Toshiba e-Studio 455 / 45 PPM	511,993	555,933	43,940	\$0.004270	8 years from Intro.
CQE024282 / 1634				\$187.62	
1,000,000 / 06/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>				<i>Date of Last Upgrade: 10/1/2014</i> <i>2016-17</i> <i>Annual</i> <i>Volume</i>		<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
	<i>7/1/2016</i> <i>Meter</i>	<i>6/30/2017</i> <i>Meter</i>					
AUGUSTA CITY HALL							
Central Services							
HP Color Laser Jet Pro CP5225DN / 20 PPM	3,659	5,117	1,458			\$0.007580	7 years from Intro.
CNBCD8R1FT /						\$11.05	
500,000 / 11/2010	17,524	25,196	7,672			\$0.08838	
Color Network Printer						\$678.05	
AXIS							
Toshiba e-Studio 855 / 85 PPM	381,584	433,483	51,899			\$0.004270	8 years from Intro.
CED011589 / 1627						\$221.61	
4,000,000 / 06/2009	0	0	0			\$0.00000	
Black Photocopier						\$0.00	
A-COPI							
Community Service							
Toshiba e-Studio 455 / 45 PPM	157,694	160,284	2,590			\$0.004270	8 years from Intro.
CQD023794 / 1628						\$11.06	
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				Date of Last Upgrade: 10/1/2014		
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations	
AUGUSTA CITY HALL						
Community Service - Mr. Dahlin						
HP Laser Jet Pro M401dne / 35 PPM PHGFC36877 / 750,000 / 01/2013 Black Network Printer	5,137 0	6,872 0	1,735 0	\$0.007580 \$13.15 \$0.00000 \$0.00	None at this time.	
AXIS						
Custodial Office						
HP Laser Jet Pro M401dne / 35 PPM PHGFC36879 / 750,000 / 01/2013 Black Network Printer	972 0	2,286 0	1,314 0	\$0.007580 \$9.96 \$0.00000 \$0.00		None at this time.
AXIS						
Fort Western						
HP Laser Jet Pro M401dne / 35 PPM PHGFC36858 / 750,000 / 01/2013 Black Network Printer	21,544 0	31,234 0	9,690 0	\$0.007580 \$73.45 \$0.00000 \$0.00	None at this time.	
AXIS						

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>	<i>7/1/2016</i> <i>Meter</i>	<i>6/30/2017</i> <i>Meter</i>	<i>2016-17</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Date of Last Upgrade: 10/1/2014</i> <i>Recommendations</i>
AUGUSTA CITY HALL					
Health & Welfare					
Toshiba e-Studio 455 / 45 PPM CQE024363 / 1635 1,000,000 / 06/2009 Black Photocopier	157,934 0	190,439 0	32,505 0	\$0.004270 \$138.80 \$0.00000 \$0.00	8 years from Intro.
A-COPI					
Human Resources					
Toshiba e-Studio 457 / 45 PPM CEHD28550 / 5233 1,000,000 / 06/2014 Black Photocopier	110,980 0	183,915 0	72,935 0	\$0.003940 \$287.36 \$0.00000 \$0.00	None at this time.
A-COPI					
Information Technology					
HP Laser Jet Pro M401dne / 35 PPM PHGFC36875 / 750,000 / 01/2013 Black Network Printer	5,206 0	7,814 0	2,608 0	\$0.007580 \$19.77 \$0.00000 \$0.00	None at this time.
AXIS					

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 10/1/2014</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
AUGUSTA CITY HALL					
Room 130 Development Services					
Toshiba e-Studio 3055C / 30 PPM	10,743	23,230	12,487	\$0.003940	None at this time.
C7ED66124 / 5242				\$49.20	
750,000 / 07/2013	25,783	49,716	23,933	\$0.05045	
Color Photocopier				\$1,207.42	
A-COPI					
Room 130 Development Services Copy Room					
Toshiba e-Studio 757 / 75 PPM	97,763	149,803	52,040	\$0.003940	None at this time.
CAHD13764 / 5247				\$205.04	
4,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 10/1/2014</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>	<i>7/1/2016</i>	<i>6/30/2017</i>	<i>2016-17</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual Volume</i>	<i>Annual Cost</i>	<i>Recommendations</i>
AUGUSTA CITY HALL					
Room 213 City Clerk/Treasurer/Tax Collector					
HP Laser Jet Pro M401dne / 35 PPM	14,845	20,306	5,461	\$0.007580	None at this time.
PHGFC36873 /				\$41.39	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Toshiba e-Studio 457 / 45 PPM	61,983	116,220	54,237	\$0.003940	None at this time.
CEHD30678 / 5246				\$213.69	
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	16,872	28,776	11,904	\$0.007580	None at this time.
PHGFC36807 /				\$90.23	
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				Date of Last Upgrade: 10/1/2014	
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
AUGUSTA CITY HALL					
Room 213 Treasury Department					
HP Laser Jet Pro M401dne / 35 PPM	12,712	23,020	10,308	\$0.007580	None at this time.
PHGFB36494 /				\$78.13	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Room 236 - Administration					
Toshiba e-Studio 457 / 45 PPM	79,883	132,304	52,421	\$0.003940	None at this time.
CEHD30694 / 5244				\$206.54	
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	1,934	3,147	1,213	\$0.007580	None at this time.
CNBH204646 /				\$9.19	
500,000 / 02/2012	6,564	10,339	3,775	\$0.08838	
Color Network Printer				\$333.63	
AXIS					
Subtotals Black			457,417	\$2,069.60	
Subtotals Color			35,380	\$2,219.11	

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 10/1/2014</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
AUGUSTA CIVIC CENTER					
Director's Office					
HP Laser Jet Pro M401dne / 35 PPM	4,576	7,133	2,557	\$0.007580	None at this time.
PHGFC36874 /				\$19.38	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Kitchen					
HP Laser Jet Pro M401dne / 35 PPM	5,085	8,223	3,138	\$0.007580	None at this time.
PHGFC36805 /				\$23.79	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Main Office					
Toshiba e-Studio 4540c / 45 PPM	88,350	150,440	62,090	\$0.003940	None at this time.
SMI380649 / 5184				\$244.63	
1,000,000 / 05/2011	30,231	66,229	35,998	\$0.05045	
Color Photocopier				\$1,816.10	
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date				Date of Last Upgrade: 10/1/2014	
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
AUGUSTA CIVIC CENTER					
Maintenance Office					
HP Laser Jet Pro M401dne / 35 PPM	3,737	7,576	3,839	\$0.007580	None at this time.
PHGFC36869 /				\$29.10	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Subtotals Black			71,624	\$316.90	
Subtotals Color			35,998	\$1,816.10	

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>				<i>Date of Last Upgrade: 10/1/2014</i>	
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
AUGUSTA FIRE DEPT					
<i>Admin Office 2nd Floor</i>					
Toshiba e-Studio 3055C / 30 PPM	30,913	43,208	12,295	\$0.003940	None at this time.
C7IC23480 / 5241				\$48.44	
750,000 / 07/2013	15,694	24,115	8,421	\$0.05045	
Color Photocopier				\$424.84	
A-COPI					
<i>Common Area 2nd Floor</i>					
Lexmark XC 2132 / 32 PPM	7,383	9,759	2,376	\$0.007070	None at this time.
S75272594652N4 / 5282				\$16.80	
750,000 / 04/2013	14,747	24,205	9,458	\$0.06727	
Color Photocopier				\$636.24	
A-COPI					
<i>Main Hall Upstairs</i>					
HP Laser Jet Pro M401dne / 35 PPM	22,017	33,920	11,903	\$0.007580	None at this time.
PHGFC36867 /				\$90.22	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>					<i>Date of Last Upgrade: 10/1/2014</i>	
	<i>7/1/2016</i> <i>Meter</i>	<i>6/30/2017</i> <i>Meter</i>	<i>2016-17</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>	
AUGUSTA FIRE DEPT						
Office						
Kyocera P2235dw / 37 PPM	0	0	0	\$0.016250	New Machine to be implemented.	
VCU6Y00103 / 7036				\$0.00		
750,000 / 04/2017	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
A-COPI						
Toshiba e-Studio 477s / PPM	0	0	0	\$0.009000	New Machine to be implemented.	
TQGF17343 / 6932				\$0.00		
/	0	0	0	\$0.00000		
Black Laser MFP				\$0.00		
A-COPI						

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 10/1/2014</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>	<i>7/1/2016</i>	<i>6/30/2017</i>	<i>2016-17</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual</i>	<i>Annual Cost</i>	<i>Recommendations</i>
<i>Volume</i>					
AUGUSTA FIRE DEPT					
Wells Fire Station					
HP Laser Jet Pro M401dne / 35 PPM	8,669	9,551	882	\$0.007580	None at this time.
PHGFC36864 /				\$6.69	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
HP Laser Jet Pro M401dne / 35 PPM	6,677	9,468	2,791	\$0.007580	None at this time.
PHGFD61559 /				\$21.16	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
HP Laser Jet Pro M401dne / 35 PPM	0	834	834	\$0.007580	None at this time.
PHGFC36864A /				\$6.32	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 10/1/2014</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
AUGUSTA FIRE DEPT					
Western Ave Fire Station Office					
HP Laser Jet Pro M402dn / 40 PPM	683	2,622	1,939	\$0.023990	None at this time.
PHBQG10462 /				\$46.52	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Subtotals Black			33,020	\$236.15	
Subtotals Color			17,879	\$1,061.08	

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>				<i>Date of Last Upgrade: 10/1/2014</i>	
	<i>7/1/2016</i> <i>Meter</i>	<i>6/30/2017</i> <i>Meter</i>	<i>2016-17</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
AUGUSTA HOUSING AUTHORITY					
Main Office					
Toshiba e-Studio 5560c / 55 PPM	52,642	136,920	84,278	\$0.003940	None at this time.
CSGE20477 / 5922				\$332.06	
3,000,000 / 04/2014	90	454	364	\$0.05045	
Color Photocopier				\$18.36	
A-COPI					
Subtotals Black			84,278	\$332.06	
Subtotals Color			364	\$18.36	

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 10/1/2014</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
AUGUSTA POLICE DEPT					
<i>Alternate Dispatch Center</i>					
HP Laser Jet Pro M402dn / 40 PPM	0	34	34	\$0.023990	Underused!
PHBQG11107 /				\$0.82	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
<i>Booking Room #1</i>					
HP Laser Jet Pro M401dne / 35 PPM	8,796	12,222	3,426	\$0.007580	None at this time.
PHGFC36870 /				\$25.97	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
<i>Chief's Administrative Assistant</i>					
HP Laser Jet Pro M401dn / 35 PPM	18,044	29,636	11,592	\$0.007580	None at this time.
PHGFC36872 /				\$87.87	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>				<i>Date of Last Upgrade: 10/1/2014</i>		
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>	
AUGUSTA POLICE DEPT						
Chief's Office						
HP Laser Jet Pro M401dne / 35 PPM PHGFC36809 / 750,000 / 01/2013 Black Network Printer	5,952 0	7,973 0	2,021 0	\$0.007580 \$15.32 \$0.00000 \$0.00	None at this time.	
AXIS						
CID Commander						
HP Laser Jet Pro M401dne / 35 PPM PHGFC36876 / 750,000 / 01/2013 Black Network Printer	1,663 0	2,290 0	627 0	\$0.007580 \$4.75 \$0.00000 \$0.00		None at this time.
AXIS						
CID Sargeant						
HP Laser Jet Pro M401dne / 35 PPM PHGFC36803 / 750,000 / 01/2013 Black Network Printer	1,935 0	3,270 0	1,335 0	\$0.007580 \$10.12 \$0.00000 \$0.00	None at this time.	
AXIS						

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date				Date of Last Upgrade: 10/1/2014	
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
AUGUSTA POLICE DEPT					
Court Officer					
HP Laser Jet Pro M401dne / 35 PPM	6,179	9,683	3,504	\$0.007580	None at this time.
PHGFC36865 /				\$26.56	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Deputy Chief					
HP Laser Jet Pro M401dne / 35 PPM	7,778	7,878	100	\$0.007580	Underused!
PHGFC36868 /				\$0.76	
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	49,846	77,950	28,104	\$0.007580	9 years from Intro.
VNBC9D03RK /				\$213.03	
200,000 / 07/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>					<i>Date of Last Upgrade: 10/1/2014</i>
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
AUGUSTA POLICE DEPT					
<i>Lunch Room 2nd Floor</i>					
Toshiba e-Studio 4540c / 45 PPM	99,975	154,712	54,737	\$0.003940	None at this time.
SMI380663 / 5212				\$215.66	
1,000,000 / 05/2011	38,515	57,787	19,272	\$0.05045	
Color Photocopier				\$972.27	
A-COPI					
<i>Patrol Room - 1st Floor</i>					
HP Laser Jet P3015 / 42 PPM	36,611	59,921	23,310	\$0.007580	9 years from Intro.
JPCDS05131 /				\$176.69	
200,000 / 07/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
<i>Records Hall 1st Floor</i>					
Toshiba e-Studio 4540c / 45 PPM	95,386	153,375	57,989	\$0.003940	None at this time.
SMI380638 / 5219				\$228.48	
1,000,000 / 05/2011	12,218	26,124	13,906	\$0.05045	
Color Photocopier				\$701.56	
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor				Date of Last Upgrade: 10/1/2014	
	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
AUGUSTA POLICE DEPT					
Watch Command Office					
HP Color Laser Jet M451dn / 21 PPM CNBH204654 / 500,000 / 02/2012 Color Network Printer	5,724	7,841	2,117	\$0.007580 \$16.05 \$0.08838 \$73.89	None at this time.
AXIS					
Subtotals Black			188,896	\$1,022.07	
Subtotals Color			34,014	\$1,747.72	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date				Date of Last Upgrade: 10/1/2014	
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
AUGUSTA PUBLIC WORKS					
Conference Room 2nd Floor					
Toshiba e-Studio 3055C / 30 PPM C7IC23506 / 5256 750,000 / 07/2013 Color Photocopier	15,131	25,789	10,658	\$0.003940 \$41.99	None at this time.
	1,429	2,666	1,237	\$0.05045	
				\$62.41	
A-COPI					
Micky's Office					
Lexmark XC 2132 / 32 PPM S7527259465322 / 5283 750,000 / 04/2013 Color Photocopier	15,039	25,420	10,381	\$0.007070 \$73.39	None at this time.
	7,405	10,657	3,252	\$0.06727	
				\$218.76	
A-COPI					
Subtotals Black			21,039	\$115.39	
Subtotals Color			4,489	\$281.17	

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor</i>				<i>Date of Last Upgrade: 10/1/2014</i>	
	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
BUKER CENTER					
Main Office					
Toshiba e-Studio 5560c / 55 PPM	102,681	208,167	105,486	\$0.003940	None at this time.
CSFD12256 / 5249				\$415.61	
3,000,000 / 04/2014	62,539	73,421	10,882	\$0.05045	
Color Photocopier				\$549.00	
A-COPI					
Subtotals Black			105,486	\$415.61	
Subtotals Color			10,882	\$549.00	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date				Date of Last Upgrade: 10/1/2014	
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
HATCH HILL LANDFILL					
Main Office					
Savin 917SPF / 17 PPM	41,422	46,970	5,548	\$0.004270	8 years from Intro.
V4499602044 / 1664				\$23.69	
200,000 / 04/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Office					
HP Laser Jet Pro M401dne / 35 PPM	38,700	84,528	45,828	\$0.007580	None at this time.
PHGFC36878 /				\$347.38	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Subtotals Black			51,376	\$371.07	
Subtotals Color			0	\$0.00	

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>					<i>Date of Last Upgrade: 10/1/2014</i> <i>2016-17</i> <i>Annual</i> <i>Volume</i>		<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
	7/1/2016 Meter	6/30/2017 Meter						
LITHGOW PUBLIC LIBRARY								
Adult Services Desk								
HP Laser Jet Enterprise600 M601DN / 45 PP	70,890	92,510	21,620			\$0.006310		None at this time.
CNCCF3N1MH /						\$136.42		
1,000,000 / 11/2011	0	0	0			\$0.00000		
Black Network Printer						\$0.00		
AXIS								
Central Location - 1st Floor								
Toshiba e-Studio 2050C / 20 PPM	0	14,861	14,861			\$0.003940		None at this time.
C7AE25508 / 6380						\$58.55		
500,000 / 06/2012	0	4,051	4,051			\$0.05045		
Color Photocopier						\$204.37		
A-COPI								
Toshiba e-Studio 455 / 45 PPM	219,303	220,153	850			\$0.004270		8 years from Intro.
CQE024320 / 1636						\$3.63		
1,000,000 / 06/2009	0	0	0			\$0.00000		
Black Photocopier						\$0.00		
A-COPI								

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>				<i>Date of Last Upgrade: 10/1/2014</i>		
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>	
LITHGOW PUBLIC LIBRARY						
Main Floor						
HP Color Laser Jet M451dn / 21 PPM CNBH204645 / 500,000 / 02/2012 Color Network Printer	1,261 10,917	2,089 12,947	828 2,030	\$0.006310 \$5.22 \$0.01136 \$23.06	None at this time.	
AXIS						
<hr/>						
Nancy						
HP Laser Jet P1102w / 19 PPM VND3R15005 / 200,000 / 04/2010 Black Network Printer	2,757 0	2,784 0	27 0	\$0.006310 \$0.17 \$0.00000 \$0.00	7 years from Intro. Underused!	
AXIS						

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>				<i>Date of Last Upgrade: 10/1/2014</i>	
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
LITHGOW PUBLIC LIBRARY					
Tech Services					
HP Color Laser Jet M451dn / 21 PPM CNDG303277 / 500,000 / 02/2012 Color Network Printer	6,170 11,017	12,243 25,049	6,073 14,032	\$0.006310 \$38.32 \$0.01136 \$159.40	None at this time.
AXIS					
HP Color Laser Jet Pro MFP M570dn / 31 PP CNB9H3W7H3 / 750,000 / 11/2012 Color Laser MFP	4,765 13,334	12,046 26,501	7,281 13,167	\$0.006310 \$45.94 \$0.01136 \$149.58	None at this time.
AXIS					
Youth Services					
HP Color Laser Jet M451dn / 21 PPM CNBH204640 / 500,000 / 02/2012 Color Network Printer	3,841 5,977	5,436 11,477	1,595 5,500	\$0.006310 \$10.06 \$0.01136 \$62.48	None at this time.
AXIS					
Subtotals Black			53,135	\$298.33	
Subtotals Color			38,780	\$598.89	

<i>City Wide Black Totals</i>	<i>1,072,003</i>	<i>\$5,199.75</i>
<i>City Wide Color Totals</i>	<i>182,444</i>	<i>\$8,526.42</i>

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 2016-17 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
1,072,003	\$0.02170	\$23,262.47

CURRENTLY WITH SPC

Current Volume	Current CPC	Current Cost	Cost Savings	5 Year Savings
1,072,003	\$0.00485	\$5,199.21	\$18,063.25	\$90,316.25

Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$18,063.25 x 13 years as a Client

=\$234,822.26 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 upcoming fiscal year.

Building	Projected Black Volume	Projected Black Usage Cost	Approx.Paper Cost	Average Annual Equipment Cost	Total Projected Black Usage Cost
Augusta Airport	5,732	\$23.10	\$28.44	\$154.86	\$206.40
Augusta City Hall	457,417	\$2,117.78	\$2,269.70	\$12,357.99	\$16,745.48
Augusta Civic Center	71,624	\$324.21	\$355.40	\$1,935.06	\$2,614.66
Augusta Fire Dept	33,020	\$235.26	\$163.85	\$892.10	\$1,291.21
Augusta Housing Authority	84,278	\$339.64	\$418.19	\$2,276.93	\$3,034.76
Augusta Police Dept	188,896	\$1,045.94	\$937.30	\$5,103.39	\$7,086.62
Augusta Public Works	21,039	\$118.11	\$104.40	\$568.41	\$790.91
Buker Center	105,486	\$425.11	\$523.42	\$2,849.91	\$3,798.44
Hatch Hill Landfill	51,376	\$379.87	\$254.93	\$1,388.02	\$2,022.82
Lithgow Public Library	53,135	\$241.76	\$263.66	\$1,435.54	\$1,940.96
Total	1,072,003	\$5,250.78	\$5,319.28	\$28,962.21	\$39,532.27

SPC Equipment Bids:

*Presently our bids are coming in between **15% to 23%** of Retail while the current Salesman's Cost is 50% of Retail. For Example: An 85 CPM Toshiba e-Studio 8508 RADF Duplex Finisher 3-Hole Punch CIF-Print-Color Scan-Hard Drive for Secure Print 85 Copies per Minute with a Retail Cost of \$41,564 is coming in at **\$6,575....16% of Retail!** Our prices are negotiated and supported directly by the manufacturer.*

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	4,658	\$240.63
Augusta City Hall	35,380	\$2,272.33
Augusta Civic Center	35,998	\$1,859.66
Augusta Fire Dept	17,879	\$1,086.50
Augusta Housing Authority	364	\$18.80
Augusta Police Dept	34,014	\$1,789.63
Augusta Public Works	4,489	\$287.90
Buker Center	10,882	\$562.16
Hatch Hill Landfill	0	\$0.00
Lithgow Public Library	38,780	\$
Total	182,444	\$8,+' \$.-

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 2.4%.**

Vendor	Equipment Type	Annual Volume	2016- 2017 Cost / Copy	Total Cost	2017- 2018 Cost / Copy	Projected Cost
A-COPI	Black Laser MFP	0	\$0.00900	\$0.00	\$0.00922	\$0.00
A-COPI	Black Network Printer	0	\$0.01625	\$0.00	\$0.01664	\$0.00
A-COPI	Black Photocopier	231,633	\$0.00394	\$912.63	\$0.00403	\$933.48
A-COPI	Black Photocopier	21,364	\$0.00404	\$86.31	\$0.00414	\$88.45
A-COPI	Black Photocopier	850	\$0.00427	\$3.63	\$0.00000	\$0.00
A-COPI	Black Photocopier	136,482	\$0.00427	\$582.78	\$0.00437	\$596.43
A-COPI	Color Photocopier	14,861	\$0.00394	\$58.55	\$0.00000	\$0.00
A-COPI	Color Photocopier	405,752	\$0.00394	\$1,598.66	\$0.00403	\$1,635.18
A-COPI	Color Photocopier	12,757	\$0.00707	\$90.19	\$0.00724	\$92.36
Axis Business Solutions	Black Network Printer	21,647	\$0.00631	\$136.59	\$0.00646	\$139.84
Axis Business Solutions	Black Network Printer	834	\$0.00758	\$6.32	\$0.00000	\$0.00
Axis Business Solutions	Black Network Printer	203,285	\$0.00758	\$1,540.90	\$0.00776	\$1,577.49
Axis Business Solutions	Black Network Printer	1,973	\$0.02399	\$47.33	\$0.02457	\$48.48
Axis Business Solutions	Color Laser MFP	7,281	\$0.00631	\$45.94	\$0.00646	\$47.04
Axis Business Solutions	Color Network Printer	8,496	\$0.00631	\$53.61	\$0.00646	\$54.88
Axis Business Solutions	Color Network Printer	4,788	\$0.00758	\$36.29	\$0.00776	\$37.15
Total		1,072,003	\$0.00485	\$5,199.75	\$0.00490	\$5,250.78

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. **Current year's increase is 2.4%.**

Vendor	Equipment Type	Annual Volume	2016- 2017 Cost / Copy	Total Cost	2017- 2018 Cost / Copy	Projected Cost
A-COPI	Color Photocopier	4,051	\$0.05045	\$204.37	\$0.0	\$.
A-COPI	Color Photocopier	118,671	\$0.05045	\$5,986.95	\$0.05166	\$6,130.54
A-COPI	Color Photocopier	12,710	\$0.06727	\$855.00	\$0.06888	\$875.46
Axis Business Solutions	Color Laser MFP	13,167	\$0.01136	\$149.58	\$0.01163	\$153.13
Axis Business Solutions	Color Network Printer	21,562	\$0.01136	\$244.94	\$0.01163	\$250.77
Axis Business Solutions	Color Network Printer	12,283	\$0.08838	\$1,085.57	\$0.09050	\$1,111.61
Total		182,444	\$0.04673	\$8,526.42	\$0.04671	\$8, .

Reprographic Equipment Assessment

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

Total Number of Units	61
Total Number of Units on Lease	43
Total Number of Units Owned	18
Lease Company	Northway Lease
Lease Start Date	10/1/2014
Lease End Date	8/1/2019
Term	5 Annual
Annual Payment usually due on 8/1	\$28,962.21
Remaining Payments	2

**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	HP Laser Jet P3015	VNB3441363
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFC36877
Augusta City Hall	HP Color Laser Jet M451dn	CNBH204646
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFC36875
Augusta City Hall	Toshiba e-Studio 457	CEHD28550
Augusta City Hall	Toshiba e-Studio 3055C	C7ED66124
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFC36807
Augusta City Hall	Toshiba e-Studio 457	CEHD30694
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFC36879
Augusta City Hall	HP Color Laser Jet Pro CP5225DN	CNBCD8R1FT
Augusta City Hall	Toshiba e-Studio 207L	CEGD23963
Augusta City Hall	Toshiba e-Studio 457	CEHD30678
Augusta City Hall	Toshiba e-Studio 757	CAHD13764
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFC36858
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFC36873
Augusta City Hall	HP Laser Jet Pro M401dne	PHGFB36494
Augusta City Hall	HP Laser Jet Enterprise600 M601DN	CNBCD3M3C5
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	PHGFC36874
Augusta Civic Center	HP Laser Jet Pro M401dne	PHGFC36869
Augusta Fire Dept	Lexmark XC 2132	S75272594652N4
Augusta Fire Dept	HP Laser Jet Pro M401dne	PHGFC36867
Augusta Fire Dept	Toshiba e-Studio 3055C	C7IC23480
Augusta Fire Dept	HP Laser Jet Pro M401dne	PHGFC36864
Augusta Police Dept	Toshiba e-Studio 4540c	SMI380663
Augusta Police Dept	HP Laser Jet Pro M401dne	PHGFC36803
Augusta Police Dept	HP Laser Jet Pro M401dne	PHGFC36809
Augusta Police Dept	HP Laser Jet Pro P3015	VNRC9D03RK

Building	Make/Model	Serial Number
Augusta Police Dept	HP Laser Jet Pro M401dne	PHGFC36876
Augusta Police Dept	Toshiba e-Studio 4540c	SMI380638
Augusta Police Dept	HP Color Laser Jet M451dn	CNBH204654
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 Public Works	Lexmark XC 2132	S7527259465322
Augusta Public Works	Toshiba e-Studio 3055C	C7IC23506
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	CQE024363
Augusta City Hall	Toshiba e-Studio 455	CQE024282
Augusta City Hall	Toshiba e-Studio 455	CQD023794
Augusta City Hall	Toshiba e-Studio 855	CED011589
Augusta Fire Dept	HP Laser Jet Pro M402dn	PHBQG10462
Augusta Fire Dept	HP Laser Jet Pro M401dne	PHGFC36864A
Augusta Fire Dept	Kyocera P2235dw	VCU6Y00103
Augusta Fire Dept	HP Laser Jet Pro M401dne	PHGFD61559
Augusta Fire Dept	Toshiba e-Studio 477s	TQGF17343
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 2050C	C7AE25508
Lithgow Public Library	HP Laser Jet Enterprise600 M601DN	CNCCF3N1MH
Lithgow Public Library	HP Color Laser Jet M451dn	CNDG303277
Lithgow Public Library	HP Laser Jet P1102w	VND3R15005
Lithgow Public Library	HP Color Laser Jet Pro MFP M570dn	CNB9H3W7H3



Service and Supply Contract - Client

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

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:

Title:

Date:

Signature: _____

AGREED AND ACCEPTED BY:
Client

By:

Title:

Date:

Signature: _____

StarDoc User Names

Name	User Name
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
Roberta Fogg	roberta.fogg@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 **our CLIENTS**:

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 70 clients with over 4,100 devices doing more than 255 million copies and prints per year. In 2016 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 STARDoc 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

Annual Savings of more than \$2.3 million for all of our clients.

That translates into Savings of more than \$11.6 million over five years!



SPC Values Our Vendors

Overall Benefits to our VENDORS

- Opportunities brought to you – Hundreds of machines each year: *In 2016 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 4,100 pieces of equipment;
Our relationship with our vendors has never been stronger!