



Specialized Purchasing Consultants

PO Box 190

Gorham, NH 03581

(800) 750-1538

www.spccopypro.com

2015-2016 Annual Report

Year - End Photocopier Analysis

With projected costs for 2016-17

Kathy Casparius
Augusta Schools
40 Pierce Drive
Augusta, ME 04330



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

September 2016

Skip Tilton
President

Corporate Office:
PO Box 190
Gorham, NH 03581
(800) 750-1538
(866) 281-7596 Fax

Kathy Casparius
Augusta Schools
40 Pierce Drive
Augusta, ME 04330

Dear Kathy:

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 11 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

Table of Contents

The SPC Team...	3
Equipment Health Status	5
Aging Equipment Summary	6
Annual Black Volume by Building	7
Annual Black Volume Overall	8
Average Student to Copy Usage – Black Only	9
Cost Comparison – Black	10
Annual Color Volume by Building	11
Annual Color Volume Overall	12
Average Student to Copy Usage – Color Only	13
Cost Comparison – Color	14
Color to Total Volume Percentage	15
Usage Profile for Service & Supplies	16
SPC Service & Supply Cost Savings	31
Projected Equipment Costs by Building - Black	32
Projected Equipment Costs by Building - Color	33
Service & Supply Usage Profile by Vendor - Black	34
Service & Supply Usage Profile by Vendor - Color	35
Reprographic Equipment Assessment	36
Leased Equipment	37
Owned Equipment	39
Service and Supply Contract - Client	40
Warranty	41
STARDoc User Names	42
STARDoc History	43
STARDoc Features	44
Benefits of partnering with SPC	46
SPC Values Our Vendors	47

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:	37
Total Black Photocopiers	28
Total Color Photocopiers	9
Total Black Network Printers	0
Total Color Network Printers	0
Total Removed from Service:	0
# of Units OFF Warranty:	0
# of Units Approaching End of Warranty:	1
# of Units Overused:	1
# of Units Underused:	0
Commencement Date:	2/15/2015
# 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	No

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 Kathy,

There is 1 machine that is getting up in age plus 0 machines that are 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 1 machine being overused and 0 that are 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.

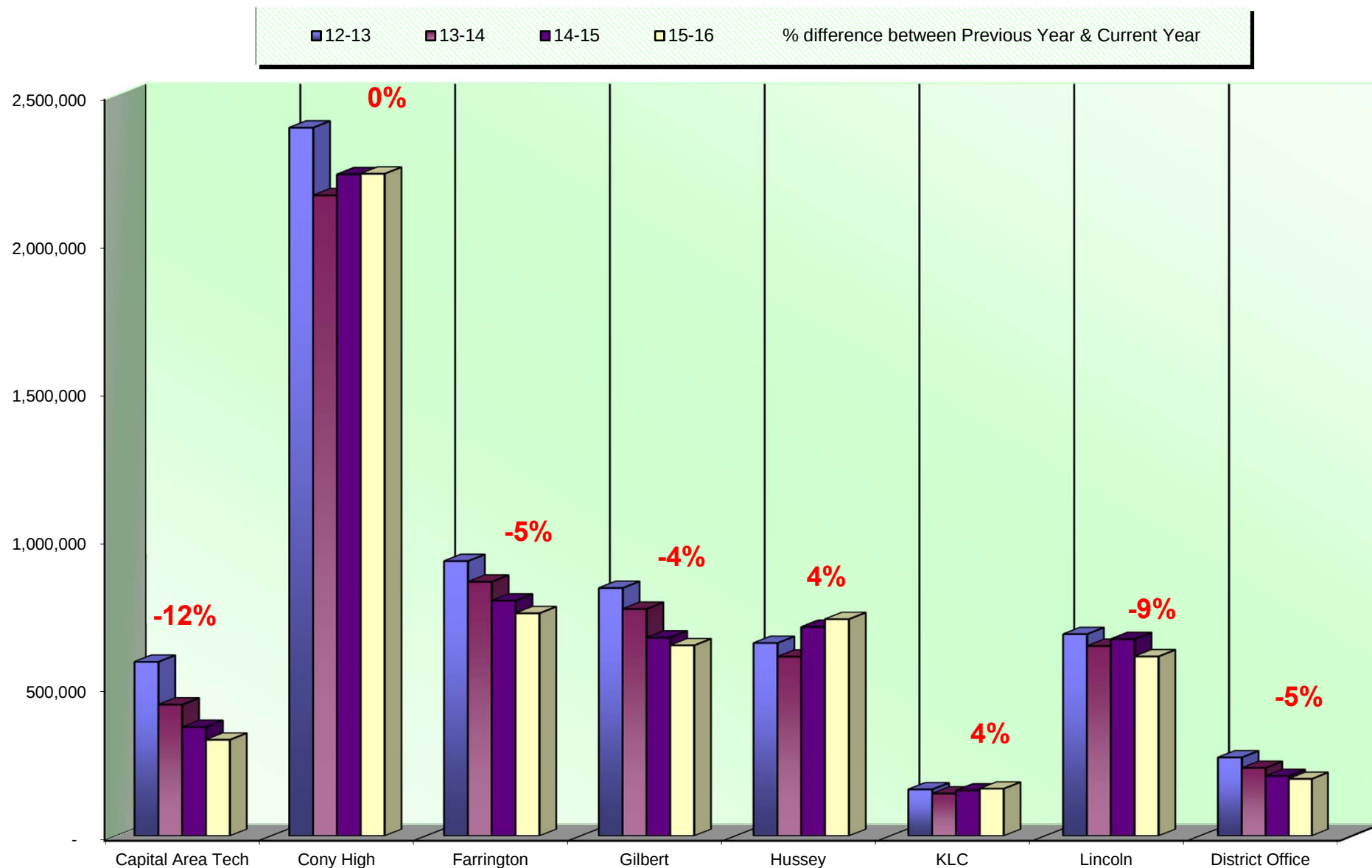
Sincerely, Skip

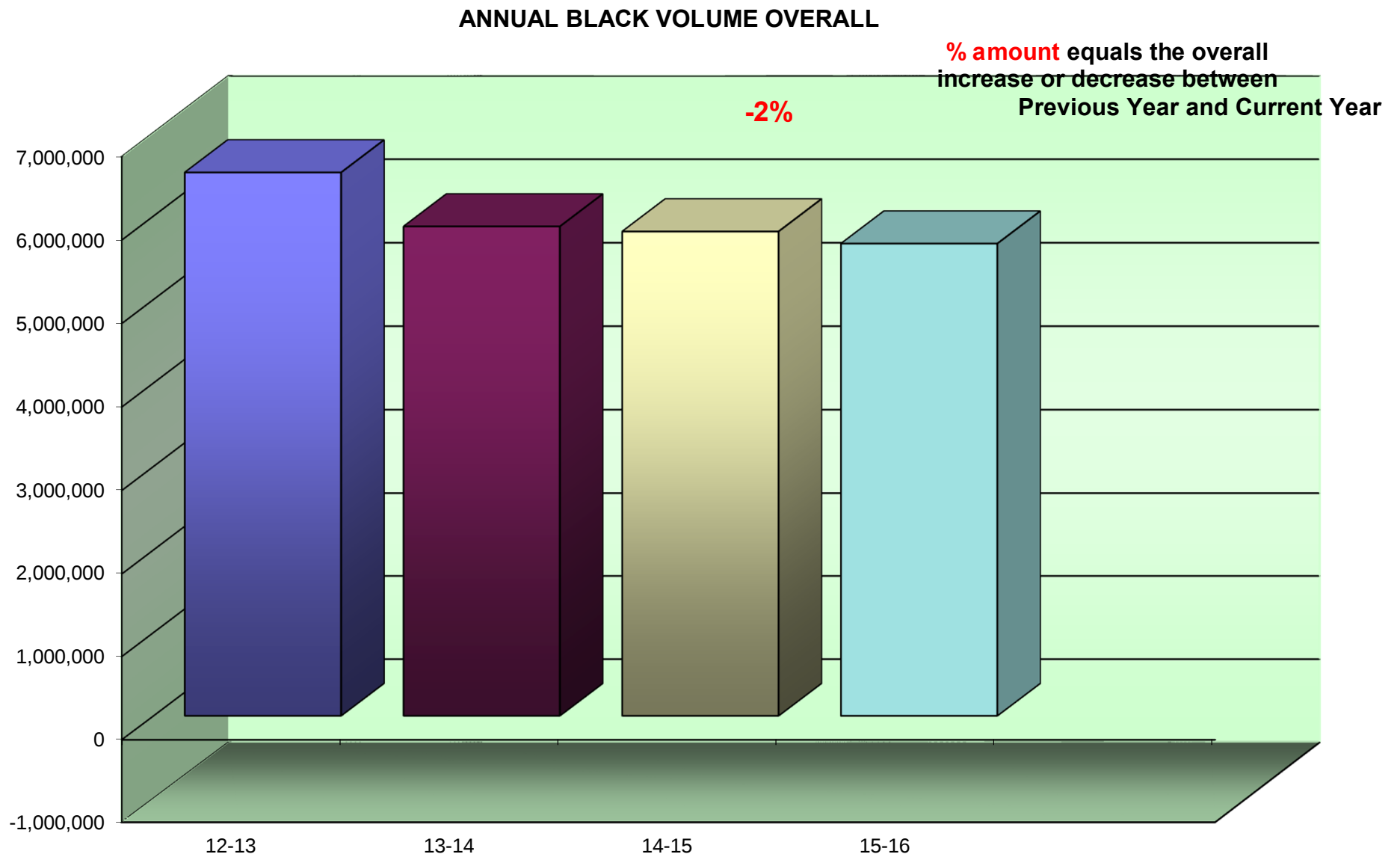
Aging Equipment Summary

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
Capital Area Technical Center	Graphics	Konica Minolta BHC5501	A0U1011000795	KMBS	10/2008

ANNUAL BLACK VOLUME BY BUILDING





Average Student to Copy Usage – Black Only

Using the projected costs by building as the basis, this table represents the projected average usage and cost per student for each building.

<i>Building Name</i>	<i>Student Population</i>	<i>Annual Volume</i>	<i>Total School Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
Augusta District Office	0	195,320	\$3,380.46	0	\$0.00
Capital Area Technical Center	220	329,627	\$5,715.38	1,498	\$25.98
Cony High School	964	2,234,018	\$38,664.83	2,317	\$40.11
Farrington School	361	755,231	\$13,071.02	2,092	\$36.21
Kennebec Learning Center	45	161,976	\$2,803.37	3,599	\$62.30
Lillian Parks Hussey School	274	735,428	\$12,728.28	2,684	\$46.45
Lincoln School	268	610,051	\$10,558.34	2,276	\$39.40
Sylvio J. Gilbert School	346	647,226	\$11,201.74	1,871	\$32.38
Totals	2,478	5,668,877	\$98,123.42	2,288	\$39.58

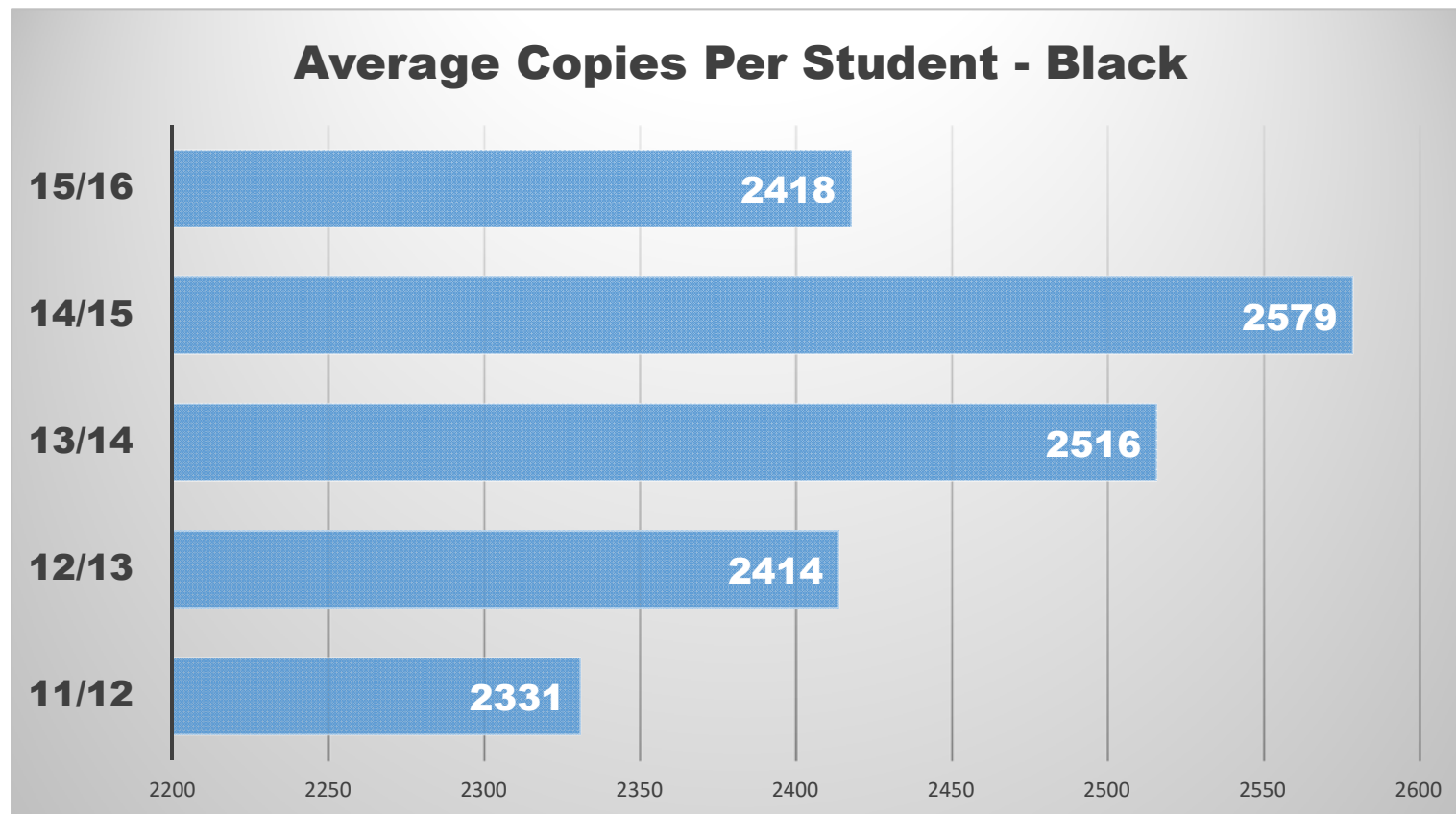
**Total School Cost refers to the cost of Service Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this Report.*

Cost Comparison – Black

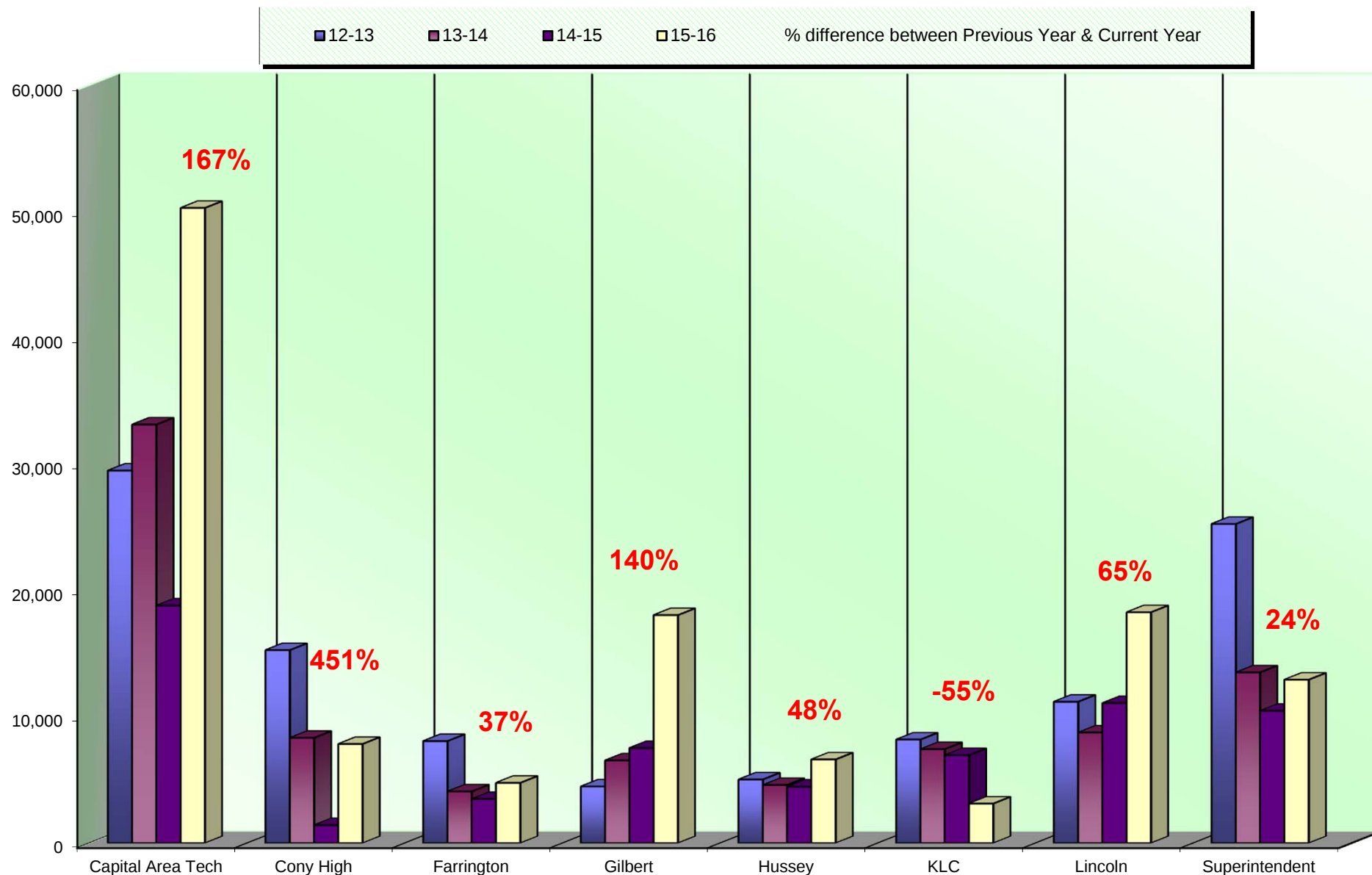
This is an SPC Comparison contrasting your district with 67 client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district or if you plan to build an addition or a new school.

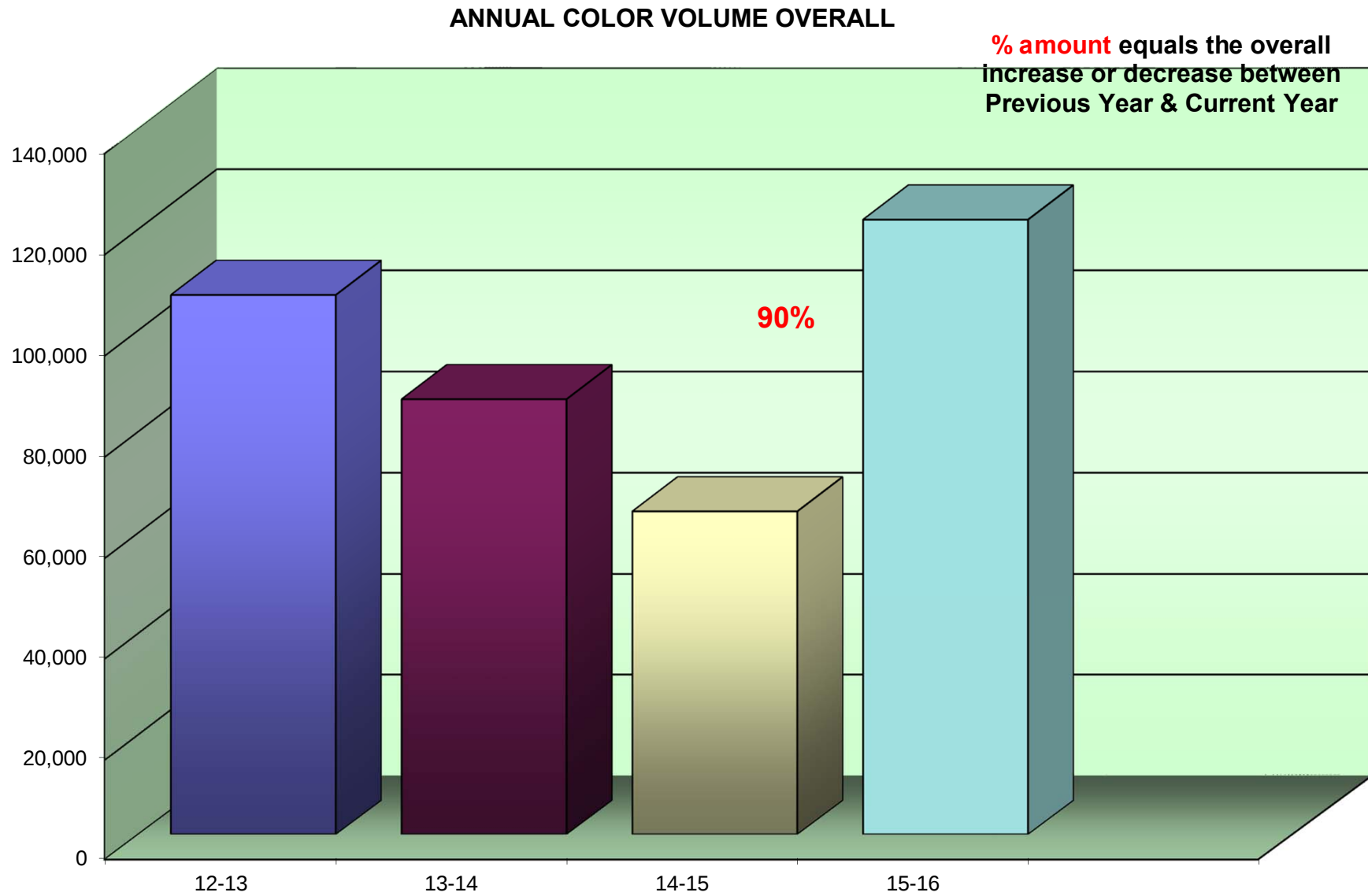
	<i>Total Student Population</i>	<i>Total Annual Volume</i>	<i>Total District Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
All Schools w/student populations	108,464	262,254,700	\$4,909,783	2,418	\$45.27

**Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.*



ANNUAL COLOR VOLUME BY BUILDING





Average Student to Copy Usage – Color Only

Using the projected costs by building as the basis, this table represents the projected average usage and cost per student for each building.

<i>Building Name</i>	<i>Student Population</i>	<i>Annual Volume</i>	<i>Total School Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
Augusta District Office	0	12,938	\$609.20	0	\$0.00
Capital Area Technical Center	220	50,265	\$2,648.31	228	\$12.04
Cony High School	964	7,852	\$369.72	8	\$0.38
Farrington School	361	4,773	\$224.74	13	\$0.62
Kennebec Learning Center	45	3,130	\$147.38	70	\$3.28
Lillian Parks Hussey School	274	6,625	\$311.95	24	\$1.14
Lincoln School	268	18,273	\$860.41	68	\$3.21
Sylvio J. Gilbert School	346	18,047	\$849.76	52	\$2.46
Totals	2,478	121,903	\$6,021.47	49	\$2.43

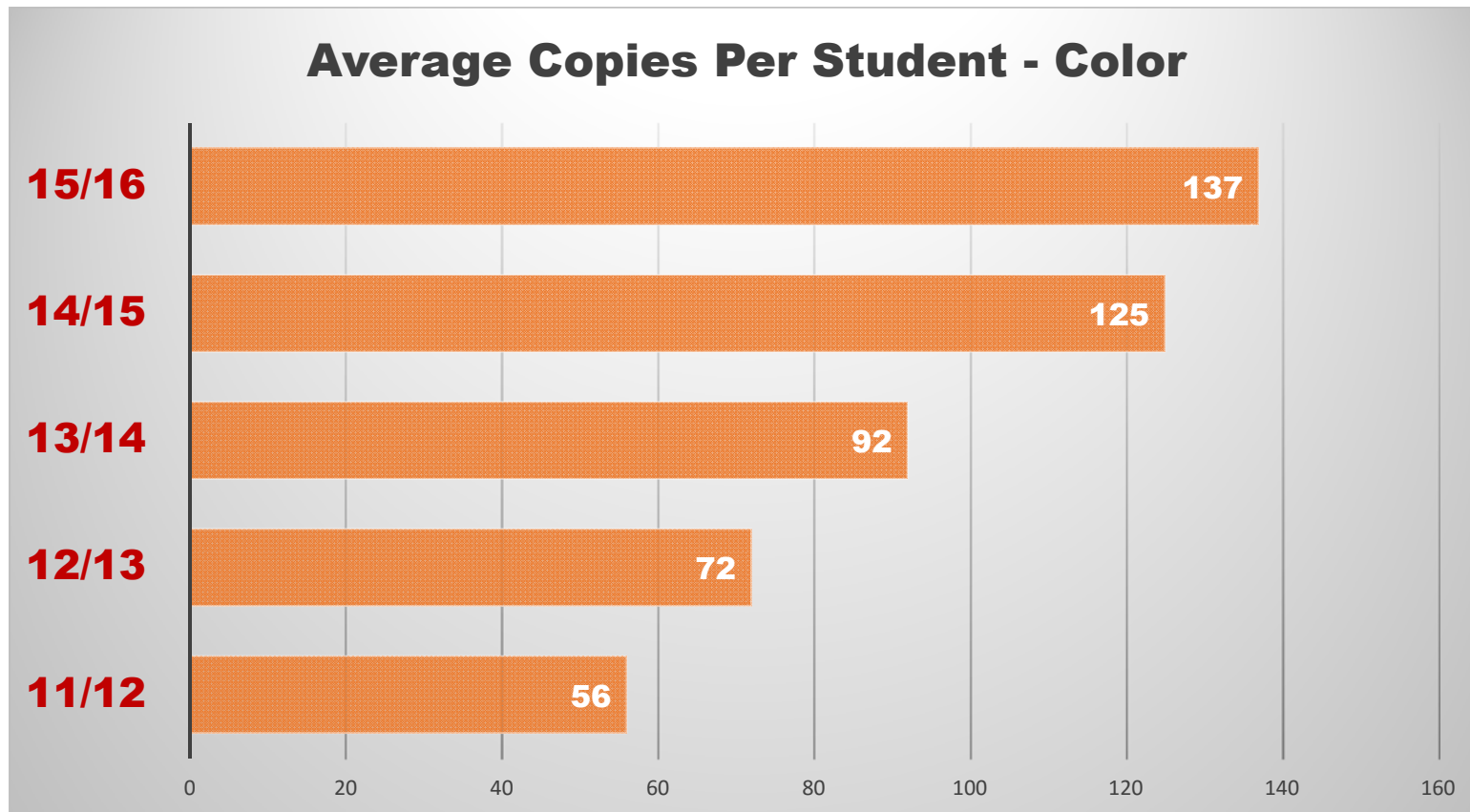
**Total School Cost refers to the cost of Service Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this Report.*

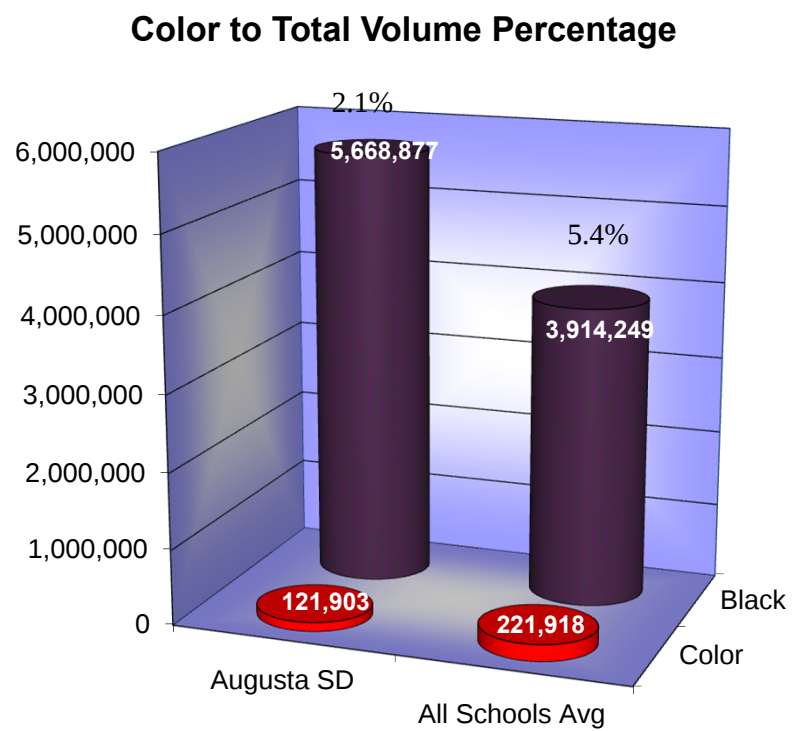
Cost Comparison – Color

This is an SPC Comparison contrasting your district with 67 client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district or if you plan to build an addition or a new school.

	<i>Total Student Population</i>	<i>Total Annual Volume</i>	<i>Total District Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
All Schools w/student populations	108,464	14,868,490	\$787,820	137	\$7.25

**Total District Cost refers to the cost of Service, Supplies and Paper. Equipment is calculated only into the Black Volume.*





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: 2/15/2015	
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
AUGUSTA DISTRICT OFFICE					
Room 1014 New Business Office					
Toshiba e-Studio 457 / 45 PPM	15,227	47,609	32,382	\$0.003500	None at this time.
CELD49086 / 5423				\$113.34	
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Room 1255 Central Office Copy Room					
Toshiba E-Studio 6560C / 65 PPM	57,599	220,537	162,938	\$0.003500	None at this time.
CSKD15153 / 5435				\$570.28	
3,000,000 / 04/2014	2,459	15,397	12,938	\$0.04662	
Color Photocopier				\$603.17	
A-COPI					
Subtotals Black			195,320	\$683.62	
Subtotals Color			12,938	\$603.17	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date				Date of Last Upgrade: 2/15/2015	
Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
CAPITAL AREA TECHNICAL CENTER					
Graphics					
Konica Minolta BHC5501 / 55 PPM A0U1011000795 / 0 3,000,000 / 10/2008 High Production Color Photocop	68,009 60,260	82,286 96,412	14,277 36,152	\$0.004230 \$60.39 \$0.05433 \$1,964.14	8 years from Intro.
KMBS					
Room 1007 Plumbing Heating					
Toshiba e-Studio 457 / 45 PPM CELD48922 / 5424 1,000,000 / 06/2014 Black Photocopier	1,990 0	14,409 0	12,419 0	\$0.003500 \$43.47 \$0.00000 \$0.00	None at this time.
A-COPI					
Room 1012 Auto Tech Hallway					
Toshiba e-Studio 457 / 45 PPM CELD49235 / 5412 1,000,000 / 06/2014 Black Photocopier	5,153 0	20,409 0	15,256 0	\$0.003500 \$53.40 \$0.00000 \$0.00	None at this time.
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date				Date of Last Upgrade: 2/15/2015	
Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
CAPITAL AREA TECHNICAL CENTER					
Room 1035 Main Office					
Toshiba e-Studio 457 / 45 PPM	12,423	82,182	69,759	\$0.003500	None at this time.
CELD49301 / 5425				\$244.16	
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Toshiba E-Studio 6560C / 65 PPM	29,400	65,161	35,761	\$0.003500	None at this time.
CSKD15165 / 5436				\$125.16	
3,000,000 / 04/2014	1,681	15,794	14,113	\$0.04662	
Color Photocopier				\$657.95	
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor				Date of Last Upgrade: 2/15/2015	
	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
CAPITAL AREA TECHNICAL CENTER					
Room 2002 Faculty Room					
Toshiba e-Studio 457 / 45 PPM CELD49081 / 5414 1,000,000 / 06/2014 Black Photocopier	527 0	4,208 0	3,681 0	\$0.003500 \$12.88 \$0.00000 \$0.00	None at this time.
A-COPI					
Toshiba e-Studio 657 / 65 PPM CALD18058 / 5434 3,000,000 / 06/2014 Black Photocopier	63,410 0	241,884 0	178,474 0	\$0.003500 \$624.66 \$0.00000 \$0.00	
A-COPI					
Subtotals Black329,627\$1,164.12					
Subtotals Color50,265\$2,622.09					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date				Date of Last Upgrade: 2/15/2015	
Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
CONY HIGH SCHOOL					
Alcove 111-113 Right Side					
Toshiba e-Studio 457 / 45 PPM	21,587	89,728	68,141	\$0.003500	None at this time.
CELD49088 / 5416				\$238.49	
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Alcove 119-123 Left Side					
Toshiba e-Studio 457 / 45 PPM	36,190	97,389	61,199	\$0.003500	None at this time.
CELD48910 / 5415				\$214.20	
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Alcove 211-213 Right Side					
Toshiba e-Studio 457 / 45 PPM	25,983	95,190	69,207	\$0.003500	None at this time.
CELD49246 / 5418				\$242.22	
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor</i>				<i>Date of Last Upgrade: 2/15/2015</i>	
	<i>7/1/2015 Meter</i>	<i>6/30/2016 Meter</i>	<i>2015-16 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
CONY HIGH SCHOOL					
<i>Alcove 219-221 Left Side</i>					
Toshiba e-Studio 457 / 45 PPM	40,352	99,839	59,487	\$0.003500	None at this time.
CELD49309 / 5417				\$208.20	
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
<i>Room 1 Main Office</i>					
Toshiba e-Studio 5560c / 55 PPM	59,402	234,042	174,640	\$0.003500	None at this time.
CSKD15647 / 5429				\$611.24	
3,000,000 / 04/2014	544	8,396	7,852	\$0.04662	
Color Photocopier				\$366.06	
A-COPI					
<i>Room 108 Faculty Room</i>					
Toshiba e-Studio 857 / 85 PPM	147,344	507,001	359,657	\$0.003500	None at this time.
CAKD17184 / 5432				\$1,258.80	
5,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date				Date of Last Upgrade: 2/15/2015	
Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
CONY HIGH SCHOOL					
Room 126 Faculty Room					
Toshiba e-Studio 857 / 85 PPM	152,064	451,096	299,032	\$0.003500	None at this time.
CAKD17183 / 5411				\$1,046.61	
5,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Room 14 Guidance Office					
Toshiba e-Studio 457 / 45 PPM	31,486	117,916	86,430	\$0.003500	None at this time.
CELD49302 / 5422				\$302.51	
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Room 206 Faculty Work Room					
Toshiba e-Studio 857 / 85 PPM	140,431	572,782	432,351	\$0.003500	None at this time.
CAKD17185 / 5410				\$1,513.23	
5,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 2/15/2015</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Vendor</i>	<i>7/1/2015 Meter</i>	<i>6/30/2016 Meter</i>	<i>2015-16 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
CONY HIGH SCHOOL					
Room 226 Faculty Work Room					
Toshiba e-Studio 857 / 85 PPM	107,059	465,402	358,343	\$0.003500	None at this time.
CAKD17207 / 5437				\$1,254.20	
5,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Room 312					
Toshiba e-Studio 557 / 55 PPM	53,173	232,143	178,970	\$0.003500	None at this time.
CADD10037 / 5324				\$626.40	
3,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Room 33 Faculty Room					
Toshiba e-Studio 457 / 45 PPM	13,146	61,271	48,125	\$0.003500	None at this time.
CELD48927 / 5427				\$168.44	
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					

Make-Model / Speed				Date of Last Upgrade: 2/15/2015	
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
CONY HIGH SCHOOL					
Room 50 Library/Media Center					
Toshiba e-Studio 457 / 45 PPM	22,598	61,034	38,436	\$0.003500	None at this time.
CELD49297 / 5419				\$134.53	
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Storage					
Toshiba e-Studio 457 / 45 PPM	0	0	0	\$0.003500	None at this time.
CELD49230 / 5413				\$0.00	
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Subtotals Black			2,234,018	\$7,819.06	
Subtotals Color			7,852	\$366.06	

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>				<i>Date of Last Upgrade: 2/15/2015</i>	
<i>Vendor</i>	<i>7/1/2015 Meter</i>	<i>6/30/2016 Meter</i>	<i>2015-16 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
FARRINGTON SCHOOL					
<i>Main Office</i>					
Toshiba e-Studio 4540c / 45 PPM	39,370	126,058	86,688	\$0.003500	None at this time.
SMI380664 / 5401				\$303.41	
1,000,000 / 05/2011	1,472	6,245	4,773	\$0.04662	
Color Photocopier				\$222.52	
A-COPI					
<i>Teachers' Room Downstairs</i>					
Toshiba e-Studio 857 / 85 PPM	149,003	466,353	317,350	\$0.003500	None at this time.
CAKD17178 / 5408				\$1,110.73	
5,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
<i>Teachers' Room Upstairs</i>					
Toshiba e-Studio 857 / 85 PPM	127,768	478,961	351,193	\$0.003500	None at this time.
CALD18174 / 5438				\$1,229.18	
5,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
<i>Subtotals Black</i>			755,231	\$2,643.31	
<i>Subtotals Color</i>			4,773	\$222.52	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date				Date of Last Upgrade: 2/15/2015	
Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
KENNEBEC LEARNING CENTER					
Adult Ed					
Toshiba e-Studio 4540c / 45 PPM	12,710	73,093	60,383	\$0.003500	None at this time.
SMG380626 / 5403				\$211.34	
1,000,000 / 05/2011	2,112	5,242	3,130	\$0.04662	
Color Photocopier				\$145.92	
A-COPI					
Adult Ed Hallway					
Toshiba e-Studio 457 / 45 PPM	33,873	135,466	101,593	\$0.003500	None at this time.
CELD48925 / 5426				\$355.58	
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Subtotals Black			161,976	\$566.92	
Subtotals Color			3,130	\$145.92	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date				Date of Last Upgrade: 2/15/2015	
Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
LILLIAN PARKS HUSSEY SCHOOL					
Hallway					
Toshiba e-Studio 657 / 65 PPM	40,962	294,620	253,658	\$0.003500	None at this time.
CAHD14078 / 5404				\$887.80	
3,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Main Office					
Toshiba e-Studio 4540c / 45 PPM	37,435	121,412	83,977	\$0.003500	None at this time.
SMI380644 / 5183				\$293.92	
1,000,000 / 05/2011	2,130	8,755	6,625	\$0.04662	
Color Photocopier				\$308.86	
A-COPI					
Teachers' Room					
Toshiba e-Studio 657 / 65 PPM	175,082	572,875	397,793	\$0.003500	None at this time.
CALD18062 / 5421				\$1,392.28	
3,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Subtotals Black			735,428	\$2,574.00	
Subtotals Color			6,625	\$308.86	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date				Date of Last Upgrade: 2/15/2015	
Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
LINCOLN SCHOOL					
Main Office					
Toshiba e-Studio 4540c / 45 PPM	43,007	135,155	92,148	\$0.003500	None at this time.
SMG380557 / 5402				\$322.52	
1,000,000 / 05/2011	5,728	24,001	18,273	\$0.04662	
Color Photocopier				\$851.89	
A-COPI					
Storage Downstairs					
Toshiba e-Studio 457 / 45 PPM	102,597	335,139	232,542	\$0.003500	Overused! Redirect some (~100,000) to the teachers' room copier.
CELD49066 / 5420				\$813.90	
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Teachers' Room					
Toshiba e-Studio 657 / 65 PPM	119,154	404,515	285,361	\$0.003500	None at this time.
CAHD14086 / 5405				\$998.76	
3,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Subtotals Black			610,051	\$2,135.18	
Subtotals Color			18,273	\$851.89	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor				Date of Last Upgrade: 2/15/2015		
	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations	
SYLVIO J. GILBERT SCHOOL						
Library						
Toshiba e-Studio 657 / 65 PPM CALD18064 / 5430 3,000,000 / 06/2014 Black Photocopier	69,013 0	286,629 0	217,616 0	\$0.003500 \$761.66 \$0.00000 \$0.00	None at this time.	
A-COPI						
Main Office						
Toshiba e-Studio 4540c / 45 PPM SMI380675 / 5126 1,000,000 / 05/2011 Color Photocopier	48,049 2,794	168,574 20,841	120,525 18,047	\$0.003500 \$421.84 \$0.04662 \$841.35		None at this time.
A-COPI						
Teachers Room 1st Floor						
Toshiba e-Studio 857 / 85 PPM CAKD17188 / 5409 5,000,000 / 06/2014 Black Photocopier	146,270 0	455,355 0	309,085 0	\$0.003500 \$1,081.80 \$0.00000 \$0.00	None at this time.	
A-COPI						
Subtotals Black				647,226		\$2,265.29
Subtotals Color				18,047		\$841.35

<i>District Wide Black Totals</i>	5,668,877	\$19,851.49
<i>District Wide Color Totals</i>	121,903	\$5,961.85

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 8/15/2005 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
5,668,877	\$0.01514	\$85,826.80

CURRENTLY WITH SPC

Current Volume	Current CPC	Current Cost	Cost Savings	5 Year Savings
5,668,877	\$0.00350	\$19,841.07	\$65,985.73	\$329,928.64

Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$65,985.73 x 11 years as a Client

=\$725,843.01 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 District Office	195,320	\$691.43	\$969.18	\$1,719.85	\$3,380.46
Capital Area Technical Center	329,627	\$1,177.30	\$1,635.61	\$2,902.47	\$5,715.38
Cony High School	2,234,018	\$7,908.42	\$11,085.20	\$19,671.21	\$38,664.83
Farrington School	755,231	\$2,673.52	\$3,747.46	\$6,650.04	\$13,071.02
Kennebec Learning Center	161,976	\$573.40	\$803.72	\$1,426.25	\$2,803.37
Lillian Parks Hussey School	735,428	\$2,603.42	\$3,649.19	\$6,475.67	\$12,728.28
Lincoln School	610,051	\$2,159.58	\$3,027.07	\$5,371.69	\$10,558.34
Sylvio J. Gilbert School	647,226	\$2,291.18	\$3,211.54	\$5,699.02	\$11,201.74
Total	5,668,877	\$20,078.25	\$28,128.97	\$49,916.19	\$98,123.42

SPC Equipment Bids:

Presently our Bids are coming in at **14.5%** 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 **\$7,435** with a Retail Cost of \$51,053....**15% of Retail!**

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 District Office	12,938	\$609.20
Capital Area Technical Center	50,265	\$2,648.31
Cony High School	7,852	\$369.72
Farrington School	4,773	\$224.74
Kennebec Learning Center	3,130	\$147.38
Lillian Parks Hussey School	6,625	\$311.95
Lincoln School	18,273	\$860.41
Sylvio J. Gilbert School	18,047	\$849.76
Total	121,903	\$6,021.47

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	4,837,540	\$0.00350	\$16,931.39	\$0.00354	\$17,124.89
A-COPI	Color Photocopier	817,060	\$0.00350	\$2,859.71	\$0.00354	\$2,892.39
Konica-Minolta Business Solutions	High Production Color Photocopier	14,277	\$0.00423	\$60.39	\$0.00427	\$60.96
Total		5,668,877	\$0.00350	\$19,851.49	\$0.00354	\$20,078.25

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 1.1%.**

Vendor	Equipment Type	Annual Volume	2015 - 2016 Cost / Copy	Total Cost	2016 - 2017 Cost / Copy	Projected Cost
A-COPI	Color Photocopier	85,751	\$0.04662	\$3,997.71	\$0.04709	\$4,037.69
Konica-Minolta Business Solutions	High Production Color Photocopier	36,152	\$0.05433	\$1,964.14	\$0.05487	\$1,983.78
Total		121,903	\$0.04891	\$5,961.85	\$0.04940	\$6,021.47

Reprographic Equipment Assessment

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

Total Number of Units	37
Total Number of Units on Lease	36
Total Number of Units Owned	1
Lease Company	Northway Lease
Lease Start Date	2/15/2015
Lease End Date	8/1/2019
Term	5 Annual
Annual Payment usually due on 8/1	\$49,916.19
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 District Office	Toshiba e-Studio 457	CELD49086
Augusta District Office	Toshiba E-Studio 6560C	CSKD15153
Capital Area Technical Center	Toshiba e-Studio 457	CELD49081
Capital Area Technical Center	Toshiba E-Studio 6560C	CSKD15165
Capital Area Technical Center	Toshiba e-Studio 457	CELD49301
Capital Area Technical Center	Toshiba e-Studio 457	CELD48922
Capital Area Technical Center	Toshiba e-Studio 457	CELD49235
Capital Area Technical Center	Toshiba e-Studio 657	CALD18058
Cony High School	Toshiba e-Studio 557	CADD10037
Cony High School	Toshiba e-Studio 457	CELD49297
Cony High School	Toshiba e-Studio 457	CELD48910
Cony High School	Toshiba e-Studio 457	CELD49309
Cony High School	Toshiba e-Studio 857	CAKD17185
Cony High School	Toshiba e-Studio 857	CAKD17207
Cony High School	Toshiba e-Studio 457	CELD48927
Cony High School	Toshiba e-Studio 857	CAKD17183
Cony High School	Toshiba e-Studio 857	CAKD17184
Cony High School	Toshiba e-Studio 5560c	CSKD15647
Cony High School	Toshiba e-Studio 457	CELD49230
Cony High School	Toshiba e-Studio 457	CELD49088
Cony High School	Toshiba e-Studio 457	CELD49246
Cony High School	Toshiba e-Studio 457	CELD49302
Farrington School	Toshiba e-Studio 857	CALD18174
Farrington School	Toshiba e-Studio 4540c	SMI380664
Farrington School	Toshiba e-Studio 857	CAKD17178
Kennebec Learning Center	Toshiba e-Studio 457	CELD48925
Kennebec Learning Center	Toshiba e-Studio 4540c	SMG380626
Lillian Parks Hussey School	Toshiba e-Studio 4540c	SMI380644
Lillian Parks Hussey School	Toshiba e-Studio 657	CALD18062
Lillian Parks Hussey School	Toshiba e-Studio 657	CALD14078

Building	Make/Model	Serial Number
Lincoln School	Toshiba e-Studio 457	CELD49066
Lincoln School	Toshiba e-Studio 657	CAHD14086
Lincoln School	Toshiba e-Studio 4540c	SMG380557
Sylvio J. Gilbert School	Toshiba e-Studio 657	CALD18064
Sylvio J. Gilbert School	Toshiba e-Studio 857	CAKD17188
Sylvio J. Gilbert School	Toshiba e-Studio 4540c	SMI380675

Owned Equipment

Building	Make/Model	Serial Number
Capital Area Technical Center	Konica Minolta BHC5501	A0U1011000795



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: John Cox

Title: Market Vice President

Date:

Signature: _____

**AGREED AND ACCEPTED BY:
Client**

By:

Title:

Date:

Signature: _____

StarDoc User Names

Name	User Name
Deborah Remley	dremley@augustaschools.org
Diane Cloutier	dcloutier@augustaschools.org
Fred Kahl	fkahl@augustaschools.org
Heather Gauthier	hgauthier@augustaschools.org
James Anastasio	janastasio@augustaschools.org
James Holland	jholland@augustaschools.org
Jodi Beaulieu	jbeaulieu@augustaschools.org
Judith Howard	jhoward@augustaschools.org
Kathy Casparius	kcasparius@augustaschools.org
Kim Silsby	kim.silsby@augustaschools.org
Lori Gagnon	lgagnon@augustaschools.org
Lynne Hayes	lhayes@augustaschoollynne.hayes@augustaschools.org
Mary Barnes	mbarnes@augustaschools.org
Melinda Jorgensen	Melinda.jorgensen@augustaschools.org
Michelle Beach	mbeach@augustaschools.org
Rachel Burns	rburns@augustaschools.org
Sue Dionne	sdionne@augustaschools.org
Troy Alexander	talexander@augustaschools.org

*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 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 **Annual Savings of almost \$3.5 million for all of our clients. That translates into **Savings of more than \$17.4 million over five years!****



SPC Values Our Vendors

Overall Benefits to our VENDORS

- 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!