



SCHEDULE A

SERVICE & SUPPLY CONTRACT - CLIENT

Client: Essex Westford Educational Community Unified Union School District
Contracted Vendor: Office Systems of Vermont
Term: 8/2/2017 through 6/30/2023

<i>Building</i>	<i>Room</i>	<i>Model</i>	<i>Serial Number</i>	<i>Machine Type</i>	<i>Black Cost/Copy</i>	<i>COLOR Cost/Copy</i>
Albert D. Lawton Intermediate	Library	Toshiba e-Studio 3055C	C7HD78629	Color Photocopier	\$0.00380	\$0.05106
Albert D. Lawton Intermediate	Library	Toshiba e-Studio 457	CEHD28685	Black Photocopier	\$0.00360	
Albert D. Lawton Intermediate	Room A4 Main Office	Toshiba e-Studio 5560c	CSHD13464	Color Photocopier	\$0.00360	\$0.05106
Albert D. Lawton Intermediate	Room B21 - Teachers' Room	Toshiba e-Studio 857	CAHD13822	Black Photocopier	\$0.00360	
Albert D. Lawton Intermediate	Room B21 - Teachers' Room	Toshiba e-Studio 857	CAHD13835	Black Photocopier	\$0.00360	
Center for Technology	Administration	Toshiba e-Studio 657	CAHD14097	Black Photocopier	\$0.00360	
Center for Technology	Building Trade Program	Toshiba e-Studio 457	CEHD28690	Black Photocopier	\$0.00360	
Center for Technology	Room D101 - Student Services	Toshiba e-Studio 5560c	CSHD13646	Color Photocopier	\$0.00360	\$0.05106
Center for Technology	Room E109 - Skill Tech & Co-op	Toshiba e-Studio 657	CAHD14096	Black Photocopier	\$0.00360	
Center for Technology	Room M127 - Community Ed M Wing	Toshiba e-Studio 657	CAHD14098	Black Photocopier	\$0.00360	
Center for Technology	Room R124 Cosmetology 2	Toshiba e-Studio 4540c	SMI380670	Color Photocopier	\$0.00380	\$0.05106
Central Office East	Copier	Toshiba e-Studio 5560c	CSBE17738	Color Photocopier	\$0.00360	\$0.05106
Central Office West	Room 112	Toshiba e-Studio 857	CAHD13841	Black Photocopier	\$0.00360	
Central Office West	Room 206	Toshiba e-Studio 3055C	C7HD78664	Color Photocopier	\$0.00380	\$0.05106
Essex High	Main Office	Toshiba e-Studio 657	CAHD14105	Black Photocopier	\$0.00360	
Essex High	Maintenance	Toshiba e-Studio 3055C	C7HD78644	Color Photocopier	\$0.00380	\$0.05106

<i>Building</i>	<i>Room</i>	<i>Model</i>	<i>Serial Number</i>	<i>Machine Type</i>	<i>Black Cost/Copy</i>	<i>COLOR Cost/Copy</i>
Essex High	Room A99 - Guidance Office	Toshiba e-Studio 557	CAHD14261	Black Photocopier	\$0.00360	
Essex High	Room C109B - Copy Room Left - 1st Floor	Toshiba e-Studio 1057	CBAF40183	High Production Black Photocopier	\$0.00320	
Essex High	Room C109B - Copy Room Right - 1st Floor	Toshiba e-Studio 1057	CBJE40093	High Production Black Photocopier	\$0.00320	
Essex High	Room C130A - Special Education	Toshiba e-Studio 757	CAHD13768	Black Photocopier	\$0.00360	
Essex High	Room C238 - Copy Room Left - 2nd Floor	Toshiba e-Studio 1057	CBJE40101	High Production Black Photocopier	\$0.00320	
Essex High	Room C238 - Copy Room Right - 2nd Floor	Toshiba e-Studio 1057	CBJE40118	High Production Black Photocopier	\$0.00320	
Essex High	Room L101 Library	Toshiba e-Studio 207L	CEHD29792	Black Photocopier	\$0.00380	
Essex Town Elementary School	Office Copy Room	Toshiba E-Studio 6570C	SSAF90726	Color Photocopier	\$0.00360	\$0.05106
Essex Town Elementary School	Room 33 Teachers' Room	Toshiba e-Studio 857	CABF31366	Black Photocopier	\$0.00360	
Essex Town Founders Memorial School	Office Color Copier	Toshiba E-Studio 6570C	SSAF90722	Color Photocopier	\$0.00360	\$0.05106
Essex Town Founders Memorial School	Room C226 2nd Floor Work Room	Toshiba e-Studio 857	CABF31365	Black Photocopier	\$0.00360	
Essex Town Middle School	Room 103D	Toshiba E-Studio 6570C	SSAF90713	Color Photocopier	\$0.00360	\$0.05106
Essex Town Middle School	Room 258	Toshiba e-Studio 857	CABF31362	Black Photocopier	\$0.00360	
Hiawatha Elementary	Room 28C Secretary's Office	Toshiba e-Studio 457	CEKE47064	Black Photocopier	\$0.00360	
Hiawatha Elementary	Teachers' Room	Toshiba e-Studio 857	CAHD13828	Black Photocopier	\$0.00360	
Thomas Fleming Elementary	Main Office	Toshiba e-Studio 3055C	C7HD78665	Color Photocopier	\$0.00380	\$0.05106
Thomas Fleming Elementary	Main Office	Toshiba e-Studio 557	CAHD14264	Black Photocopier	\$0.00360	
Thomas Fleming Elementary	Room 105 Hallway	Toshiba e-Studio 657	CAHD14073	Black Photocopier	\$0.00360	
Thomas Fleming Elementary	Room 213 Hallway	Toshiba e-Studio 657	CAHD14100	Black Photocopier	\$0.00360	
Westford Elementary	Commons Area	Toshiba e-Studio 557	CAHD14259	Black Photocopier	\$0.00360	

Subject to change and correction and future additions.

Additional Provisions:



SERVICE AND SUPPLY CONTRACT - CLIENT

Specialized Purchasing Consultants ("SPC") hereby contracts with Essex Westford Educational Community Unified Union School District ("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 August 2, 2017 and terminating on June 30, 2023. 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 or SPC 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: 7-17-17

Signature: 

Named Contracted Vendor: Office Systems of Vermont
131 South Main Street
Barre, VT 05641
(802) 479-3311

AGREED AND ACCEPTED BY:
Essex Westford Educational Community
Unified Union School District

By: 

Title: Executive Director of Technology

Date: July 17, 2017

Signature: 