



Specialized Purchasing Consultants

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www.spccopypro.com

2013-14 Annual Report

Year - End Photocopier Analysis

With projected costs for 2014-15

Allyn Hutton
Kittery School Department
200 Rogers Road
Kittery, ME 03904-1458



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

Ugr vgo dgt 2014

Skip Tilton
President

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Allyn Hutton
Kittery School Department
200 Rogers Road
Kittery, ME 03904-1458

Dear Allyn:

VISIT US ON THE WEB:
www.spccopypro.com

Our staff at SPC would like to extend their gratitude for allowing us to provide beneficial services to you and your organization for the past *18 years*. Over the last two years, SPC has made major improvements to your services without increasing our cost to you. We hope you have experienced and enjoyed the benefits.

Since our inception in 1988, we have always strived to maximize your savings while improving productivity and reliability. As a major part of our services, **SPC STAR Doc.** * which was designed to predict both your year-end cost as well as set up your next year's budget as soon as January 1st, is fully functional. New features include...

- Mapped devices show a before and after Upgrade floor plan
- Devices not reporting are now factored into your budget so that you have a more accurate forecast
- Non-contracted devices are now flagged with potential cost savings

*Feel free to ask for a more detailed explanation

New to this year's Annual Report is a section for warranty replacements and equipment complaints that have taken place during the previous year. This will flag problem locations that may or may not need to be eventually upgraded. As always, the overview of your equipment usage and status for the past fiscal year is included. Recommendations are provided to address potential problem areas to avoid needless down time and improve equipment reliability for years to come.

Thank you again for allowing SPC the opportunity to be of service. We look forward to our personal presentation of this year's annual report.

Sincerely,

Skip Tilton
President

Table of Contents

The SPC Team	3
Equipment Health Status	5
Annual Black Volume by Building	6
Annual Black Volume Overall	7
Avg Student Cost by Building Black	8
Cost Comparison Black Only	9
Annual Color Volume by Building	10
Annual Color Volume Overall	11
Avg Student Cost by Building Color	12
Cost Comparison – Color Only	13
Kittery Bar Chart Compare	14
Usage Profile for Service & Supplies	15
SPC Service & Supply Cost Savings	26
Projected Equipment Cost by Building Black	27
Projected Equipment Cost by Building Color	28
Service & Supply Usage Profile by Vendor Black	29
Service & Supply Usage Profile by Vendor Color	30
Reprographic Equipment Assessment	31
Leased Equipment	32
StarDoc User Name	33
Service & Supply Warranty Contract	34

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.



Paul Garozzo

General Manager

As General Manager my goal is ensure our clients are pleased with our services and also provide solutions that are efficient, productive and reduce cost. With my 23 years in the copier industry, I will use my experiences to achieve this

goal. In addition, I will be utilizing our new SPC STAR Doc system to further enhance SPC services. Clients will now have the benefit of visually seeing where all their devices are located and project future expenses. I could not be more excited to join the SPC team.

Glen Fortier

Auditor, Electronic Specialist & Equipment Implementation

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



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

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



The SPC Team Continued....



Robert B. Dutil

Director of Information Technology

I have been working with SPC since February 2000. SPC's honesty, work ethics and loyalty have made my experience with the company a pleasurable journey. SPC is constantly trying to improve their technology to better serve their clients. My goal has been to give our clients and associates the best tools available to allow them to be more productive. By doing this, our clientele has the ability to monitor their assets and keep their costs down. I am excited about what the future holds for SPC and our clients.

Rachel Guay

Accounting Coordinator

I am responsible for the majority of the accounting communications between SPC and its vendors and clients. I will rely upon my years of 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.



Pam Weed

Client-Vendor Relations

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

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.



Charles Baca

Operational Support

I feel privileged to join SPC and honored that I am able to work with such an amazing team. I'm here to help make sure that the SPC headquarters runs as smoothly as possible. That includes technical issues and networking matters. I also make sure that all of our clients' data are up to date and as accurate as possible. I love working at SPC because it's a challenging work environment committed to their clients.

Equipment Health Status

Total Number of Machines:	24
Total Black Photocopiers	20
Total Color Photocopiers (including MFP)	4
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:	0
# of Units Overused:	3
# of Units Underused:	0
# of Units Connected to Network with Print and/or Scan	18
Commencement Date:	9/1/2011
# of Annual Payments Left on Lease	2
All Warranties and Service Contracts Expire:	6/30/2017
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."

Dear Allyn,

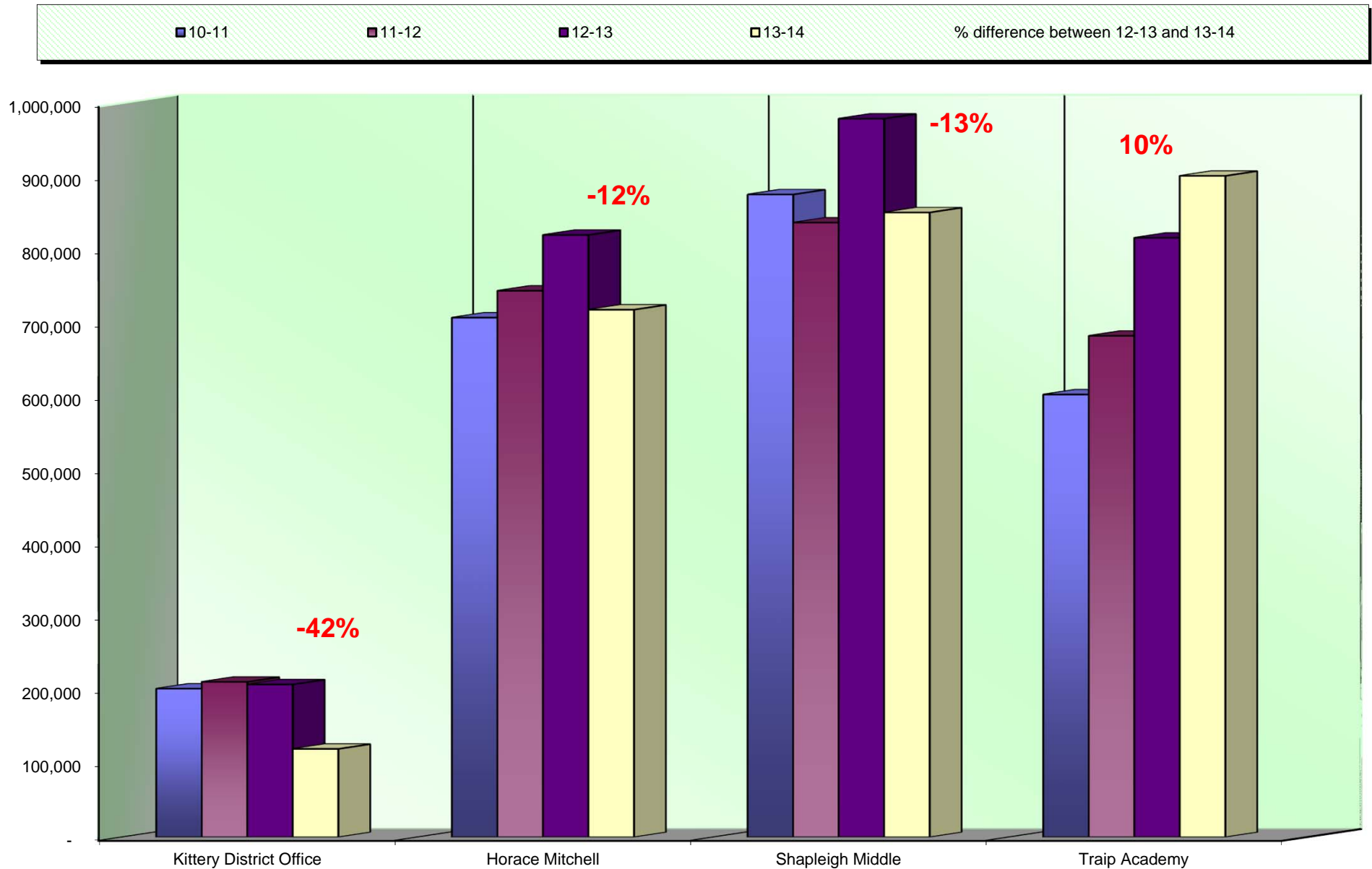
There is a concern in three locations where a relatively small copier model is being overused and could reach the end of life before the end of the service and supply contract. That being said, there are other high volume locations that could easily absorb and volume that you choose to shift over in the same school.

Also, are there any other HP or low volume printers that would benefit from a Cost per print program in the district?

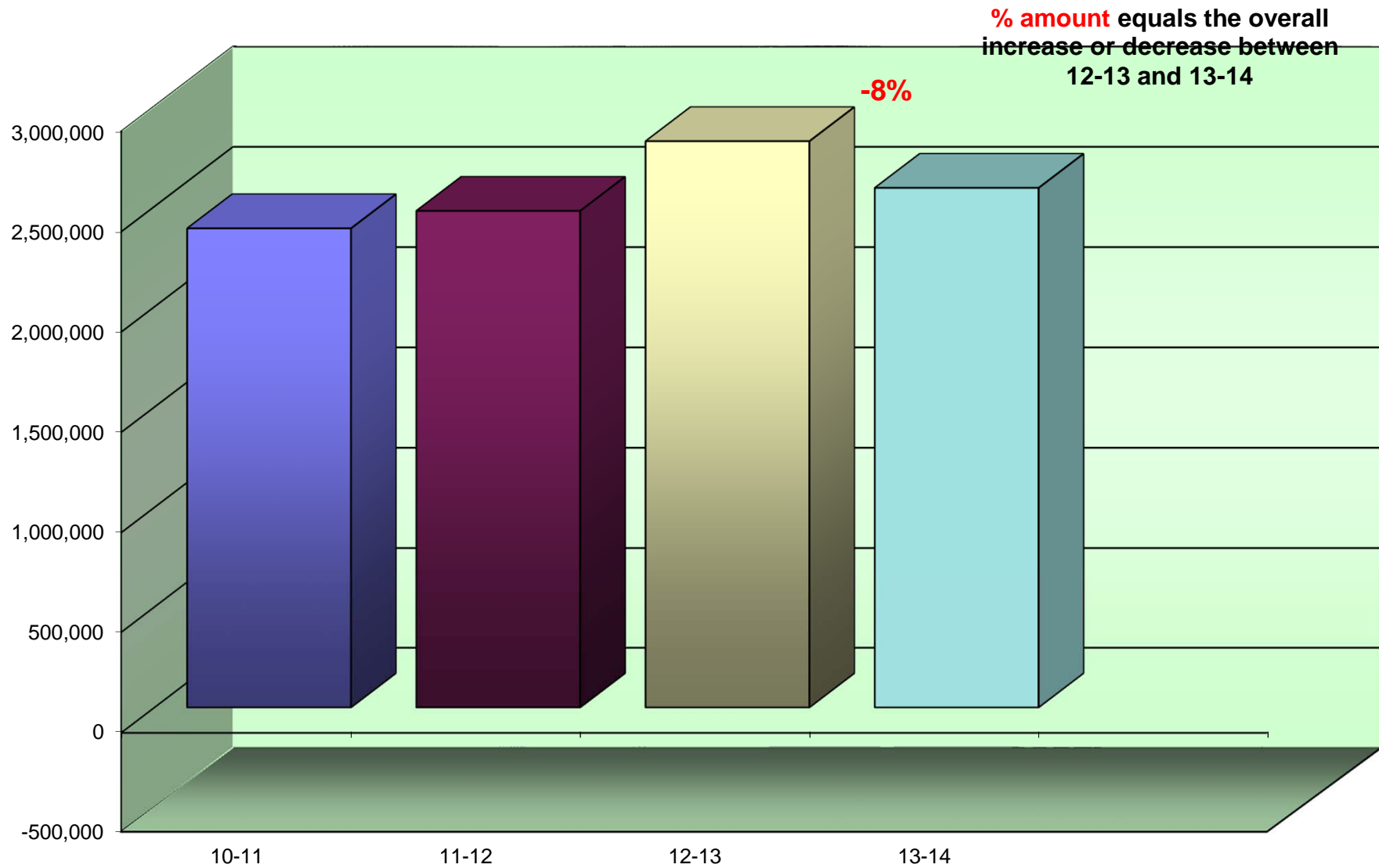
Your next upgrade should be considered in the spring of 2016.

Skip

ANNUAL BLACK VOLUME BY BUILDING



ANNUAL BLACK VOLUME OVERALL



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>
Horace Mitchell Primary School	418	719,053	\$16,239.59	1,720	\$38.85
Kittery District Office	0	120,541	\$2,794.86	0	\$0.00
Robert W. Traip Academy	266	901,082	\$20,297.64	3,388	\$76.31
Shapleigh Middle School	397	851,304	\$19,338.02	2,144	\$48.71
<i>Totals</i>	1,081	2,591,980	\$58,670.11	2,398	\$54.27

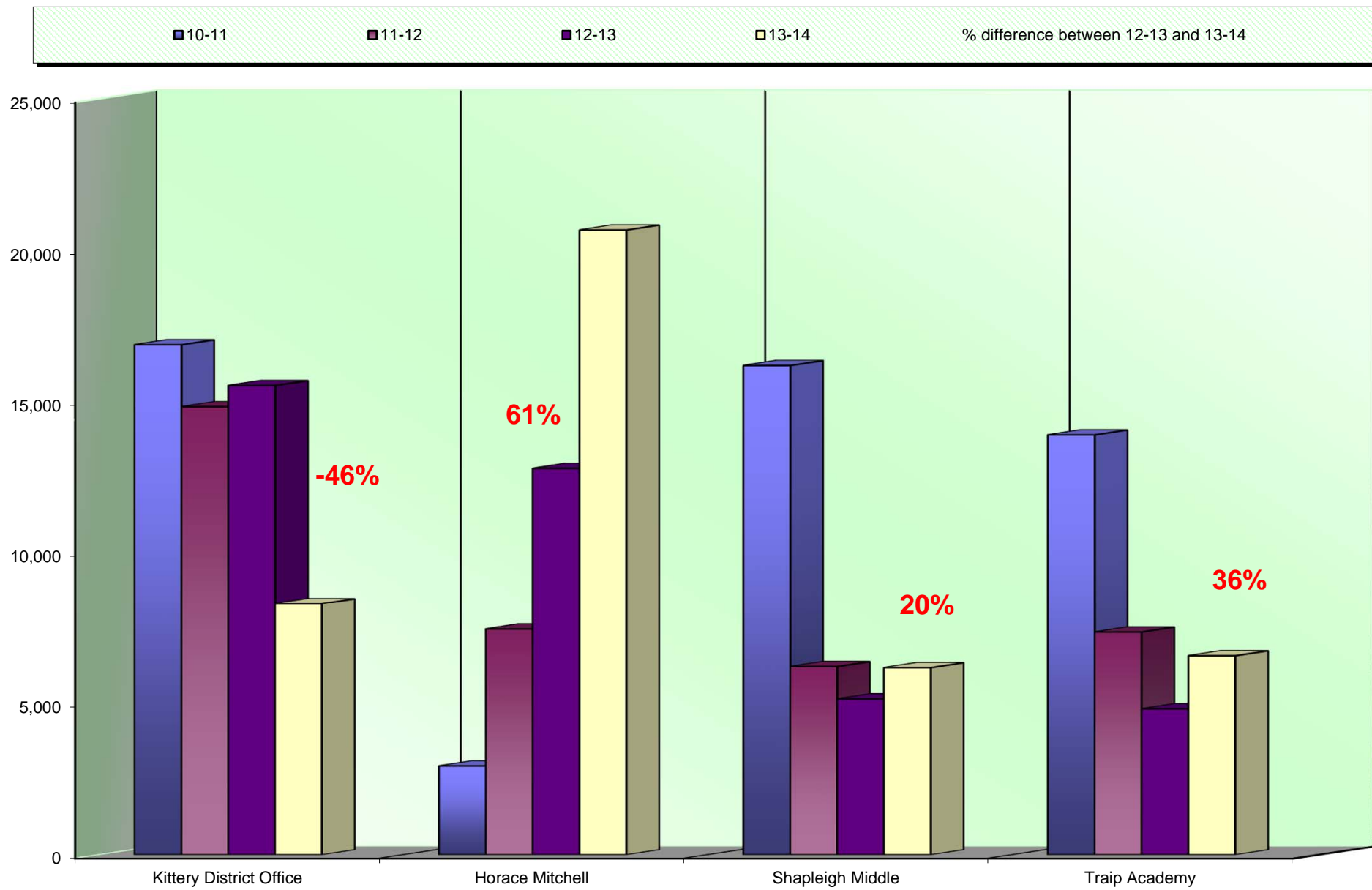
Cost Comparison *Black Only*

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	114,558	228,223,654	\$5,292,743.97	2,516	\$46.20

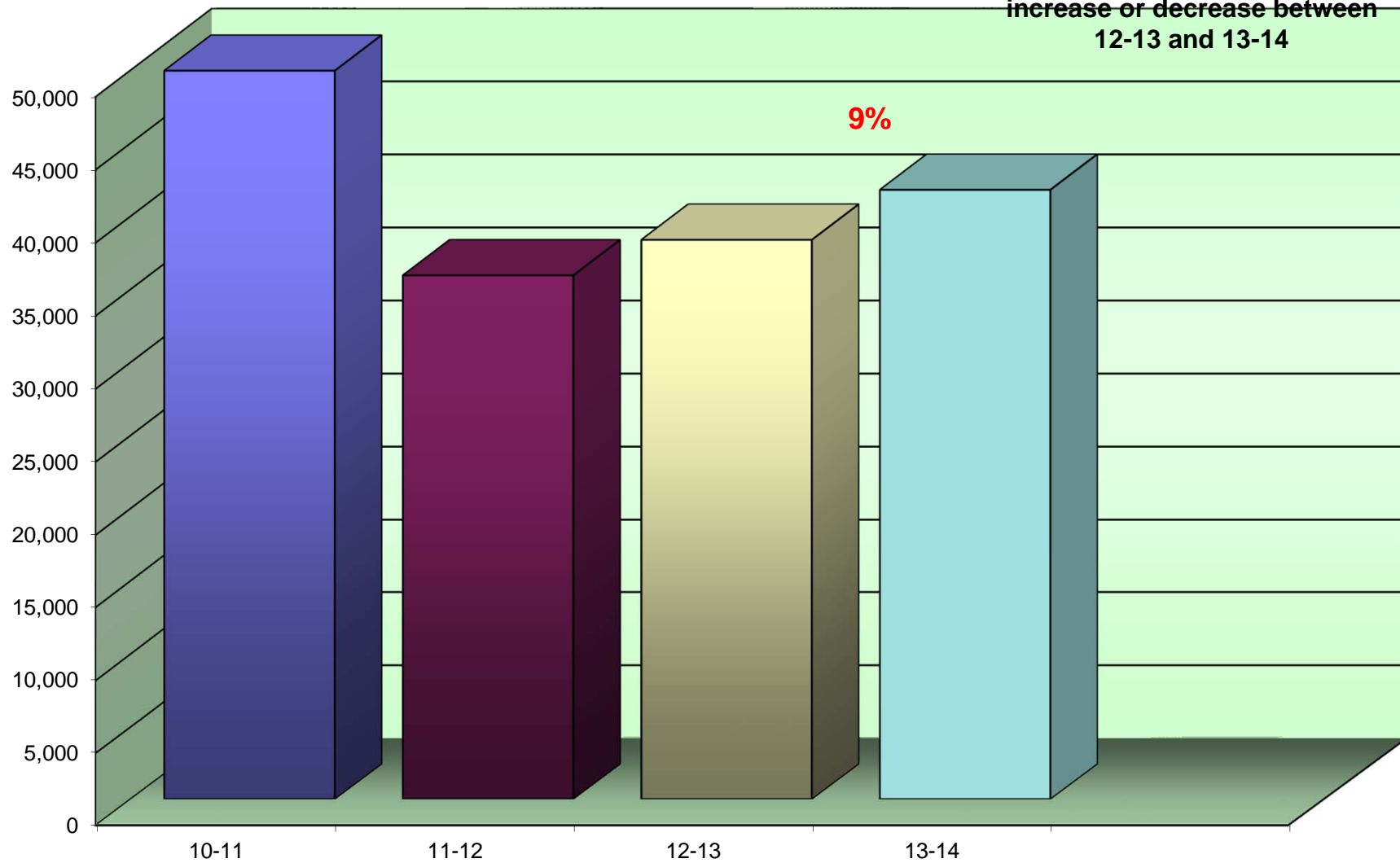
**Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.*

ANNUAL COLOR VOLUME BY BUILDING



ANNUAL COLOR VOLUME OVERALL

% amount equals the overall
increase or decrease between
12-13 and 13-14



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.

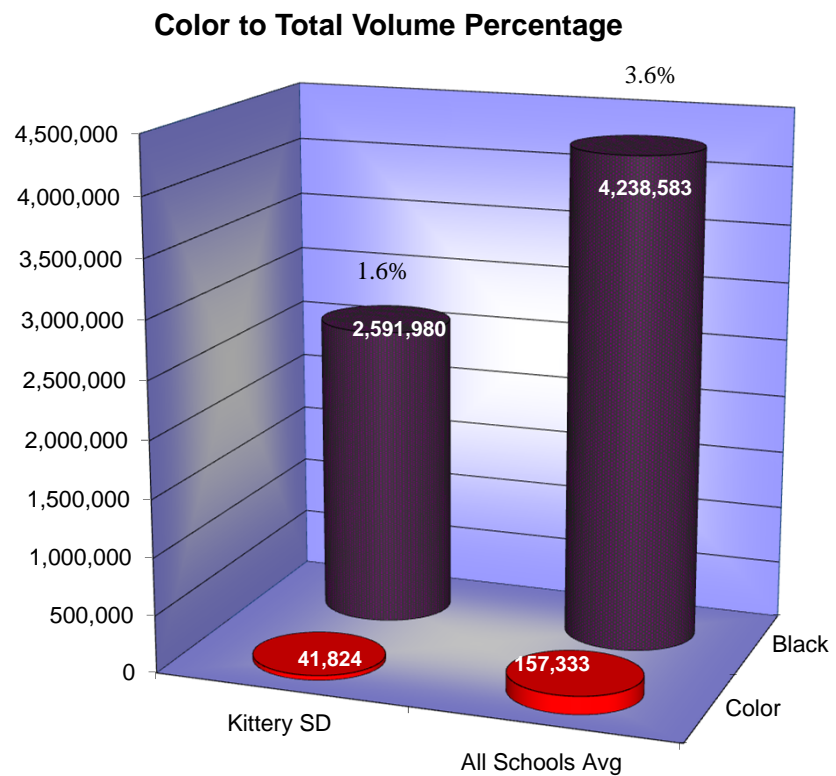
<i>Building Name</i>	<i>Student Population</i>	<i>Annual Volume</i>	<i>Total School Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
Horace Mitchell Primary School	418	20,669	\$1,063.63	49	\$2.54
Kittery District Office	0	8,331	\$428.71	0	\$0.00
Robert W. Traip Academy	266	6,609	\$340.10	25	\$1.28
Shapleigh Middle School	397	6,215	\$319.82	16	\$0.81
<i>Totals</i>	1,081	41,824	\$2,152.26	39	\$1.99

Cost Comparison – Color Only

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	114,558	10,541,331	\$617,517.66	92	\$5.39

**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.

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Connectivity / Printer Exp Date</i> <i>Vendor</i>					<i>Date of Last Upgrade: 9/1/2011</i>	
	<i>7/1/2013</i> <i>Meter</i>	<i>6/30/2014</i> <i>Meter</i>	<i>2013-14</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>	
Horace Mitchell Primary School						
3rd Grade Wing 1st Floor						
Canon IR3245i / 45 PPM	249,466	320,497	71,031	\$0.003030	None at this time.	
DHK16466 / GAAPC				\$215.22		
1,000,000 / 07/2008	0	0	0	\$0.00000		
Black Photocopier				\$0.00		
Connected / 6/1/2017						
CanonME						
3rd Grade Wing 2nd Floor						
Canon IR3235i / 35 PPM	246,316	425,131	178,815	\$0.003030	Overused!	
DGA27685 / GAAKX				\$541.81		
750,000 / 07/2008 Black	0	0	0	\$0.00000		
Photocopier Connected /				\$0.00		
6/1/2017 CanonME						

Date of Last Upgrade: 9/1/2011					
Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2013 Meter	6/30/2014 Meter	2013-14 Annual Volume	Cost/Copy Annual Cost	Recommendations
Horace Mitchell Primary School					
Computer Lab					
Oce VL3200x / 32 PPM	26,096	50,306	24,210	\$0.004040	None at this time.
01080158 / GAASR				\$97.81	
750,000 / 08/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected / 6/1/2017					
CanonME					
Principal's Office					
Canon IRC5045 / 45 PPM	140,604	219,938	79,334	\$0.003940	None at this time.
GPO56917 / GAAPG				\$312.58	
1,000,000 / 10/2009	15,730	36,399	20,669	\$0.05045	
Color Photocopier				\$1,042.75	
Connected / 6/1/2017					
CanonME					
Teachers' Room					
Canon IR6075 / 75 PPM	508,742	858,619	349,877	\$0.003030	None at this time.
HTK13034 / GAAOF				\$1,060.13	
4,000,000 / 06/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected / 6/1/2017					
CanonME					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor</i>					<i>Date of Last Upgrade: 9/1/2011</i>
	<i>7/1/2013 Meter</i>	<i>6/30/2014 Meter</i>	<i>2013-14 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Horace Mitchell Primary School					
<i>Teachers' Room 2nd Floor</i>					
Oce VL3200x / 32 PPM	29,434	45,220	15,786	\$0.004040	None at this time.
01080042 / GAAST				\$63.78	
750,000 / 08/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected / 6/1/2017					
CanonME					
	<i>Subtotals BW</i>		719,053	\$2,291.32	
	<i>Subtotals Color</i>		20,669	\$1,042.75	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor					Date of Last Upgrade: 9/1/2011	
	7/1/2013 Meter	6/30/2014 Meter	2013-14 Annual Volume	Cost/Copy Annual Cost	Recommendations	
Kittery District Office						
Copy/Storage Room						
Canon IR3235i / 35 PPM	77,684	99,566	21,882	\$0.003030	None at this time.	
DGA25719 / GAAOI				\$66.30		
750,000 / 07/2008	0	0	0	\$0.00000		
Black Photocopier				\$0.00		
Connected / 6/1/2017						
CanonME						
Main Office						
Canon IRC5051 / 51 PPM	244,766	343,425	98,659	\$0.003940	None at this time.	
GOM57214 / GAAPU				\$388.72		
3,000,000 / 10/2009	24,051	32,382	8,331	\$0.05045		
Color Photocopier				\$420.30		
Connected / 6/1/2017						
CanonME						
Subtotals BW			120,541	\$455.02		
Subtotals Color			8,331	\$420.30		

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor					Date of Last Upgrade: 9/1/2011	
	7/1/2013 Meter	6/30/2014 Meter	2013-14 Annual Volume	Cost/Copy Annual Cost	Recommendations	
Robert W. Traip Academy						
Adult Education Hall						
Canon IR3235i / 35 PPM	74,286	127,748	53,462	\$0.003030	None at this time.	
DGA25720 / GAANZ				\$161.99		
750,000 / 07/2008	0	0	0	\$0.00000		
Black Photocopier				\$0.00		
Connected / 6/1/2017						
CanonME						
Cook Hallway 2nd Floor						
Canon IR3245i / 45 PPM	55,776	89,944	34,168	\$0.003030	None at this time.	
DHK16463 / GAAOK				\$103.53		
1,000,000 / 07/2008	0	0	0	\$0.00000		
Black Photocopier				\$0.00		
Connected / 6/1/2017						
CanonME						
Guidance Office						
Canon IR3235i / 35 PPM	241,944	423,582	181,638	\$0.003030	Overused!	
DGA25721 / GAAOB				\$550.36		
750,000 / 07/2008 Black	0	0	0	\$0.00000		
Photocopier Connected /				\$0.00		
6/1/2017 CanonME						

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date</i>					<i>Date of Last Upgrade: 9/1/2011</i>
<i>Vendor</i>	<i>7/1/2013 Meter</i>	<i>6/30/2014 Meter</i>	<i>2013-14 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Robert W. Traip Academy					
Library Hall					
Canon IR3235i / 35 PPM	130,271	164,005	33,734	\$0.004040	None at this time.
DGA05844 / GACDO				\$136.29	
750,000 / 07/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected / 6/1/2017					
CanonME					
Principal's Office					
Canon IR6075 / 75 PPM	226,529	378,533	152,004	\$0.003030	None at this time.
HTK12634 / GAAOE				\$460.57	
4,000,000 / 06/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected / 6/1/2017					
CanonME					
Canon IRC5035 / 35 PPM	39,336	66,682	27,346	\$0.003940	None at this time.
GNW57848 / GAAKW				\$107.74	
750,000 / 10/2009	5,657	12,266	6,609	\$0.05045	
Color Photocopier				\$333.42	
Connected / 6/1/2017					
CanonME					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor					Date of Last Upgrade: 9/1/2011
	7/1/2013 Meter	6/30/2014 Meter	2013-14 Annual Volume	Cost/Copy Annual Cost	Recommendations
Robert W. Traip Academy					
Science Hall					
Canon IR3235i / 35 PPM	190,610	332,870	142,260	\$0.003030	Very High Volume!
DGA27504 / GAAOT				\$431.05	
750,000 / 07/2008 Black	0	0	0	\$0.00000	
Photocopier Connected / 6/1/2017 CanonME				\$0.00	
Server Room Hall					
Canon IR3235i / 35 PPM	416,547	446,536	29,989	\$0.004040	None at this time.
DGA02678 / GACDP				\$121.16	
750,000 / 07/2008	0	0	0	\$0.00000	
Black Photocopier Connected / 6/1/2017 CanonME				\$0.00	
Teachers' Room 2nd Floor					
Canon IR6075 / 75 PPM	316,251	562,732	246,481	\$0.003030	None at this time.
HTK13248 / GAAOG				\$746.84	
4,000,000 / 06/2010	0	0	0	\$0.00000	
Black Photocopier Connected / 6/1/2017 CanonME				\$0.00	
Subtotals BW			901,082	\$2,819.52	
Subtotals Color			6,609	\$333.42	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date					Date of Last Upgrade: 9/1/2011
Vendor	7/1/2013 Meter	6/30/2014 Meter	2013-14 Annual Volume	Cost/Copy Annual Cost	Recommendations
Shapleigh Middle School					
4th Grade Wing					
Oce VL3200x / 32 PPM	55,821	105,113	49,292	\$0.004040	None at this time.
01090436 / GAAVC				\$199.14	
750,000 / 08/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected / 6/1/2017					
CanonME					
5th Grade Wing					
Oce VL3200x / 32 PPM	31,236	55,619	24,383	\$0.004040	None at this time.
01080155 / GAASO				\$98.51	
750,000 / 08/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected / 6/1/2017					
CanonME					
7th & 8th Grade Stairwell					
Oce VL3200x / 32 PPM	56,021	70,085	14,064	\$0.004040	None at this time.
01080154 / GAASU				\$56.82	
750,000 / 08/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected / 6/1/2017					
CanonME					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date</i>				<i>Date of Last Upgrade: 9/1/2011</i>	
<i>Vendor</i>	<i>7/1/2013 Meter</i>	<i>6/30/2014 Meter</i>	<i>2013-14 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Shapleigh Middle School					
Library					
Oce VL3200x / 32 PPM	54,004	89,303	35,299	\$0.004040	None at this time.
01080034 / GAASN				\$142.61	
750,000 / 08/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected / 6/1/2017					
CanonME					
Main Office					
Canon IRC5051 / 51 PPM	213,741	343,820	130,079	\$0.003940	None at this time.
GOM56120 / GAAOO				\$512.51	
3,000,000 / 10/2009	5,877	12,092	6,215	\$0.05045	
Color Photocopier				\$313.55	
Connected / 6/1/2017					
CanonME					
Teachers' Room 1st Floor					
Canon IR8085 / 85 PPM	524,499	802,281	277,782	\$0.003030	None at this time.
HNG10128 / GAANY				\$841.68	
4,000,000 / 06/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected / 6/1/2017					
CanonME					

<i>Make-Model / Speed</i>			<i>Date of Last Upgrade: 9/1/2011</i>		
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>					
<i>Vendor</i>	<i>7/1/2013 Meter</i>	<i>6/30/2014 Meter</i>	<i>2013-14 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Shapleigh Middle School					
Teachers' Room 2nd Floor					
Canon IR6075 / 75 PPM	515,979	836,384	320,405	\$0.003030	None at this time.
HTK13023 / GAAOA				\$970.83	
4,000,000 / 06/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected / 6/1/2017					
CanonME					
Subtotals BW			851,304	\$2,822.09	
Subtotals Color			6,215	\$313.55	

<i>District Wide Black Totals</i>	2,591,980	\$8,387.95
<i>District Wide Color Totals</i>	41,824	\$2,110.02

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 12/1/1996 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual 2013-14 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
2,591,980	\$0.01240	\$32,140.55

CURRENTLY WITH SPC

Current Volume	Current CPC	Current Cost	Cost Savings	5 Year Savings
2,591,980	\$0.00330	\$8,553.53	\$23,587.02	\$117,935.09

*Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$23,587.02 x 18 years as a Client
= \$424,566.32 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
Horace Mitchell Primary School	719,053	\$2,336.85	\$3,567.94	\$10,334.80	\$16,239.59
Shapleigh Middle School	851,304	\$2,878.23	\$4,224.17	\$12,235.62	\$19,338.02
Kittery District Office	120,541	\$464.22	\$598.12	\$1,732.51	\$2,794.86
Robert W. Traip Academy	901,082	\$2,875.41	\$4,471.17	\$12,951.06	\$20,297.64
Total	2,591,980	\$8,554.72	\$12,861.40	\$37,253.99	\$58,670.11

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 Xerox 5890PT RADF Duplex Finisher 3-Hole Punch CIF-Print-Color Scan-Hard Drive for Secure Print-Fax 90 Copies per Minute are coming in at \$6,333 with a Retail Cost of \$43,495....14.5% 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
Horace Mitchell Primary School	20,669	\$1,063.63
Shapleigh Middle School	6,215	\$319.82
Kittery District Office	8,331	\$428.71
Robert W. Traip Academy	6,609	\$340.10
Total	41,824	\$2,152.26

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 1.2%.**

Vendor	Equipment Type	Annual Volume	2013-2014 Cost / Copy	Total Cost	2014-2015 Cost / Copy	Projected Cost
Canon Solutions Maine	Black Photocopier	2,029,805	\$0.00303	\$6,150.31	\$0.00309	\$6,272.10
Canon Solutions Maine	Black Photocopier	226,757	\$0.00404	\$916.10	\$0.00412	\$934.24
Canon Solutions Maine	Color Photocopier	335,418	\$0.00394	\$1,321.55	\$0.00402	\$1,348.38
Total		2,591,980	\$0.00324	\$8,387.95	\$0.00330	\$8,554.72

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 1.2%.**

Vendor	Equipment Type	Annual Volume	2013-2014 Cost / Copy	Total Cost	2014-2015 Cost / Copy	Projected Cost
Canon Solutions Maine	Color Photocopier	41,824	\$0.05045	\$2,110.02	\$0.05146	\$2,152.26
Total		41,824	\$0.05045	\$2,110.02	\$0.05146	\$2,152.26

Reprographic Equipment Assessment

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

Total Number of Units	24
Total Number of Units on Lease	24
Total Number of Units Owned	0
Lease Company	Norway Savings Bank
Lease Start Date	9/1/2011
Lease End Date	8/1/2016
Term	5 Annual
Annual Payment usually due on 8/1	859.4750 ;
Remaining Payments	2

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

Leased Equipment

Building	Make	Model	Serial Number
Horace Mitchell Primary School	Canon	IR3235i	DGA27685
Horace Mitchell Primary School	Oce	VL3200x	01080158
Horace Mitchell Primary School	Canon	IR3245i	DHK16466
Horace Mitchell Primary School	Oce	VL3200x	01080042
Horace Mitchell Primary School	Canon	IRC5045	GPQ56917
Horace Mitchell Primary School	Canon	IR6075	HTK13034
Kittery District Office	Canon	IRC5051	GQM57214
Kittery District Office	Canon	IR3235i	DGA25719
Robert W. Traip Academy	Canon	IR3235i	DGA25721
Robert W. Traip Academy	Canon	IR3245i	DHK16463
Robert W. Traip Academy	Canon	IR3235i	DGA25720
Robert W. Traip Academy	Canon	IR3235i	DGA02678
Robert W. Traip Academy	Canon	IR6075	HTK12634
Robert W. Traip Academy	Canon	IRC5035	GNW57848
Robert W. Traip Academy	Canon	IR3235i	DGA05844
Robert W. Traip Academy	Canon	IR6075	HTK13248
Robert W. Traip Academy	Canon	IR3235i	DGA27504
Shapleigh Middle School	Canon	IRC5051	GQM56120
Shapleigh Middle School	Oce	VL3200x	01090436
Shapleigh Middle School	Oce	VL3200x	01080154
Shapleigh Middle School	Canon	IR8085	HNG10128
Shapleigh Middle School	Oce	VL3200x	01080155
Shapleigh Middle School	Canon	IR6075	HTK13023
Shapleigh Middle School	Oce	VL3200x	01080034

StarDoc User Names

Name	User Name
Don Harkin	dharkin@kitteryschools.com
Marilyn Woodside	mwoodside@kitteryschools.com

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

: **SERVICE AND SUPPLY CONTRACT**

The Vendor identified below of the equipment described at Exhibit A to Property Schedule No. 1 (the "Equipment") to a Master Lease-Purchase Agreement between M.S.T. Government Leasing, LLC, as lessor (the "Lessor") and Kittery School Department, as lessee (the "Lessee"), commencing on September 1, 2011, (the "Lease-Purchase") hereby contracts with Lessee for the term of the Lease-Purchase (terminating on June 30, 2016) to provide comprehensive services, supplies, and maintenance to such Equipment, excluding only the cost of paper, transparencies, and staples, at a cost per copy per item of Equipment as shown on Schedule A attached hereto. In addition, for high-speed duplicators, Vendor may charge the cost shown on Schedule A attached hereto for masters used when the number of copies made by use of such masters is, on an annual average, fewer than 100. Vendor shall provide a four-hour response time to all service calls.

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

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

Client Acknowledgement of Vendor Commitment

Vendor:	_____	Lessee:	Kittery School Department
Street Address:	_____	Street Address:	200 Rogers Road
City/State/Zip:	_____	City/State/Zip:	Kittery, ME 03904-1458
By (signature):	_____	By (signature):	_____
Name:	_____	Name:	_____
Title:	_____	Title:	_____

SPC's Dual-Layered Warranty – Purpose & Explanation

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

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

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

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

WARRANTY

(LEASED EQUIPMENT)

The Vendor identified below of the equipment described at Exhibit A to Property Schedule No. 1 (the "Equipment") to a Master lease-Purchase Agreement between M.S.T. Government Leasing, LLC, as lessor (the "Lessor") and Kittery School Department, as lessee (the "Lessee"), commencing on September 1, 2011, (the "Lease-Purchase") hereby warrants to Lessee that, if any such Equipment malfunctions through no fault of Lessee during the term of the Lease-Purchase (terminating on June 30, 2016) and such Equipment cannot be repaired promptly, Vendor promptly will replace such Equipment with equipment which is equal to or superior in quality and capabilities to the Equipment being replaced, at no cost to Lessee.

The only exclusions to this Warranty are as follows:

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

Vendor: _____

Street Address: _____

City/State/Zip: _____

By (signature): _____

Name: _____

Title: _____