



Specialized Purchasing Consultants

PO Box 190

Gorham, NH 03581

(800) 750-1538

www.spccopypro.com

2014-2015 Annual Report

Year - End Photocopier Analysis

With projected costs for 2015-16

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



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

October 2015

Skip Tilton
President

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

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

Dear Allyn:

VISIT US ON THE WEB:
www.spccopypro.com

Once again, on behalf of our staff here at Specialized Purchasing Consultants, we wish to thank you for your continued confidence in us to provide our services to you and your organization. Our relationship is now 19 years strong, and we hope that your trust in us and this relationship will continue for many years to come.

Our Annual Report is designed to provide an overview of the recent past year's reprographic equipment usage and status. We provide recommendations based on the usage to address potential problem areas in order to avoid needless down time and improve equipment reliability for years to come.

Every year we look for new ways to improve our services to save our clients time, money, and effort. Over the past years we have implemented a number of new features, such as Simplified Billing, FM Audit automatic meter reading, SPC STARDoc and recently an IT Asset Management Program, where you can visualize all of your assets laid out on an interactive floor plan that will allow you to schedule out replacement units as needed.

During the upcoming year, we have even more services to offer by way of STARDoc. Some of those new features are listed on the "New Features" page of this report. During our in-person meeting with you to review this report, we will demonstrate those new features as well as discuss your suggestions to enhance STARDoc to be even more useful and beneficial to you and your IT staff. All of these new features are at no additional charge to you.

Thank you again for allowing SPC the opportunity to be of service. If you have any questions or are in need of more information, please let us know.

Sincerely,

Skip Tilton
President

Table of Contents

Meet The Team	3
Equipment Health Status	5
Aging Equipment Summary	6
Building Kittery Black Bar Chart	7
District Kittery Black Bar Chart	8
Avg Student Cost by Building Black	9
Cost Comparison – Black Only	10
Building Kittery Color Bar Chart	11
District Kittery Color Bar Chart	12
Avg Student Cost by Building Color	13
Cost Comparison – Color Only	14
Kittery Bar Chart Compare	15
Usage Profile for Service & Supplies	16
SPC Service & Supply Cost Savings	27
Projected Equipment Cost by Building Black	28
Projected Equipment Cost by Building Color	29
Service & Supply Usage Profile by Vendor Black	30
Service & Supply Usage Profile by Vendor Color	31
Reprographic Equipment Assessment	32
Leased Equipment	33
Service & Supply Warranty Contract	34
StarDoc User Name	36
STARDoc Time Line	37
STARDoc Asset Management	38
VALUE ADD Documents - Client	40
VALUE ADD Documents - Vendor	41

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.

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.



The SPC Team Continued....



Charles Baca

Operational Support

I've been happily working at SPC for about 2 years, and I'm happy to be working with such an amazing staff. We have grown so much as a team since I started. I enjoy going out and meeting all of you in the field and making sure everything runs smooth. Please feel free to contact me with any questions or concerns you may have.

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.



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

Equipment Health Status

Total Number of Machines:	24
Total Black Photocopiers	20
Total Color Photocopiers	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:	9
# of Units Overused:	0
# of Units Underused:	0
# of Units Connected to Network with Print and/or Scan	18
Commencement Date:	8/2/2011
# of Annual Payments Left on Lease	1
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,

Overall, things look good on paper, but it has been four years since your last upgrade and you may benefit from an onsite visit and an upgrade. That upgrade could take place around 8-2016. You would have made your last payment on your lease. At that time you could address the 9 machines approaching the end of their warranty. Perhaps there are other needs that an onsite visit may be able to address as well. It is always good to stay ahead of the reliability curve.

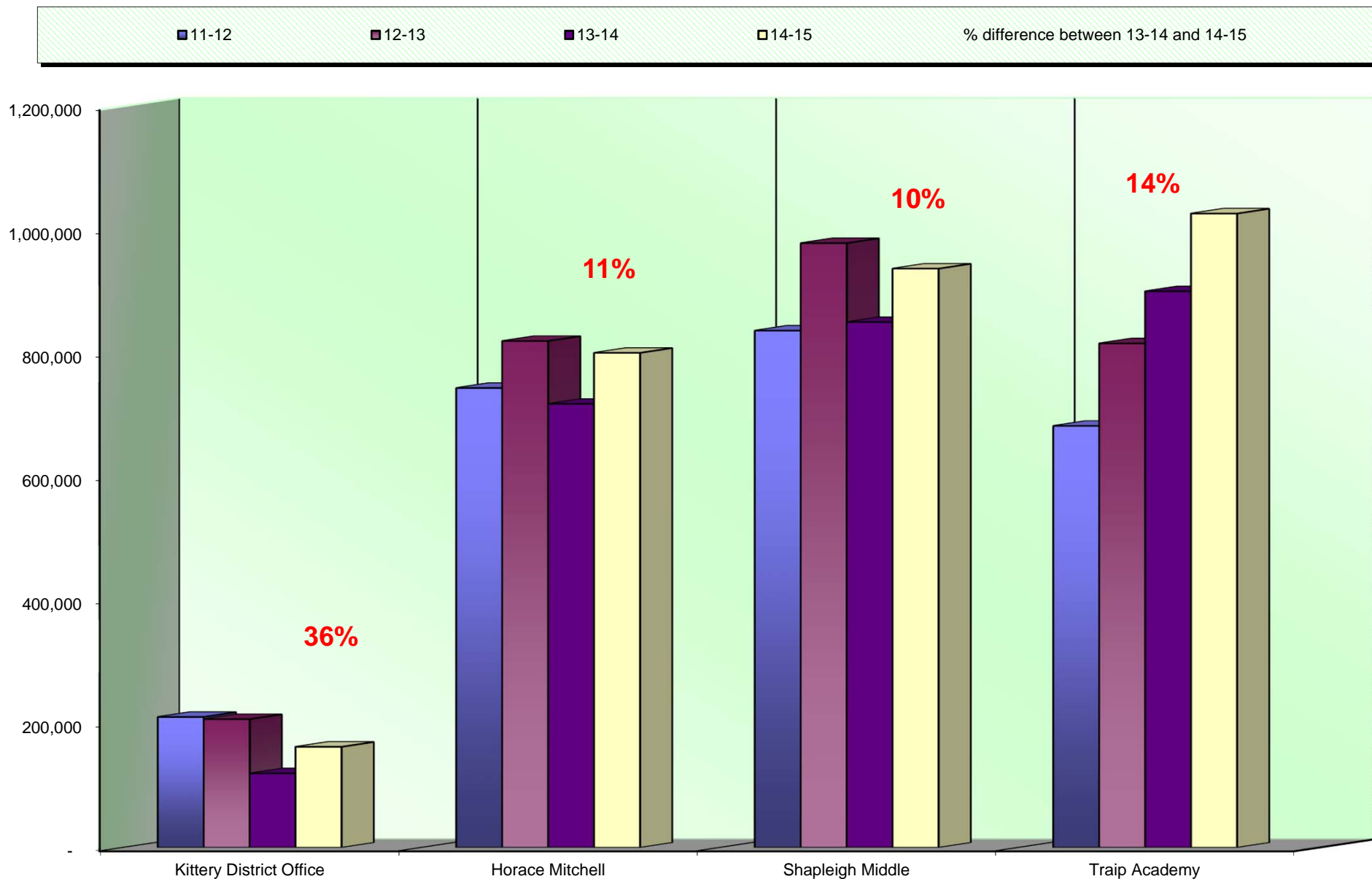
Sincerely,
Skip

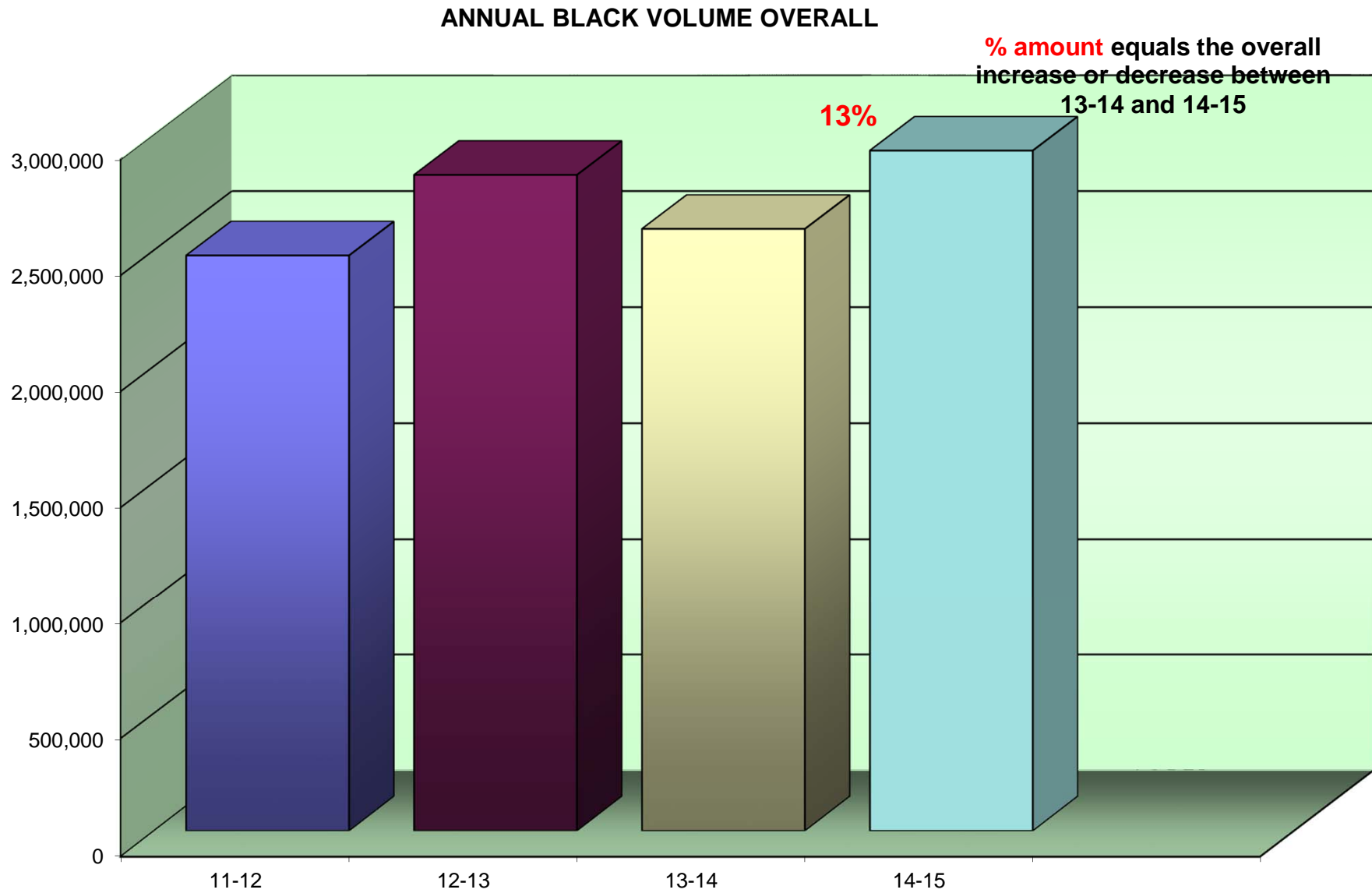
Aging Equipment Summary

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
Horace Mitchell Primary School	3rd Grade Wing 1st Floor	Canon IR3245i	DHK16466	CanonME	07/2008
Horace Mitchell Primary School	3rd Grade Wing 2nd Floor	Canon IR3235i	DGA27685	CanonME	07/2008
Kittery District Office	Copy/Storage Room	Canon IR3235i	DGA25719	CanonME	07/2008
Robert W. Traip Academy	Adult Education Hall	Canon IR3235i	DGA25720	CanonME	07/2008
Robert W. Traip Academy	Cook Hallway 2nd Floor	Canon IR3245i	DHK16463	CanonME	07/2008
Robert W. Traip Academy	Guidance Office	Canon IR3235i	DGA25721	CanonME	07/2008
Robert W. Traip Academy	Library Hall	Canon IR3235i	DGA05844	CanonME	07/2008
Robert W. Traip Academy	Science Hall	Canon IR3235i	DGA27504	CanonME	07/2008
Robert W. Traip Academy	Server Room Hall	Canon IR3235i	DGA02678	CanonME	07/2008

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.

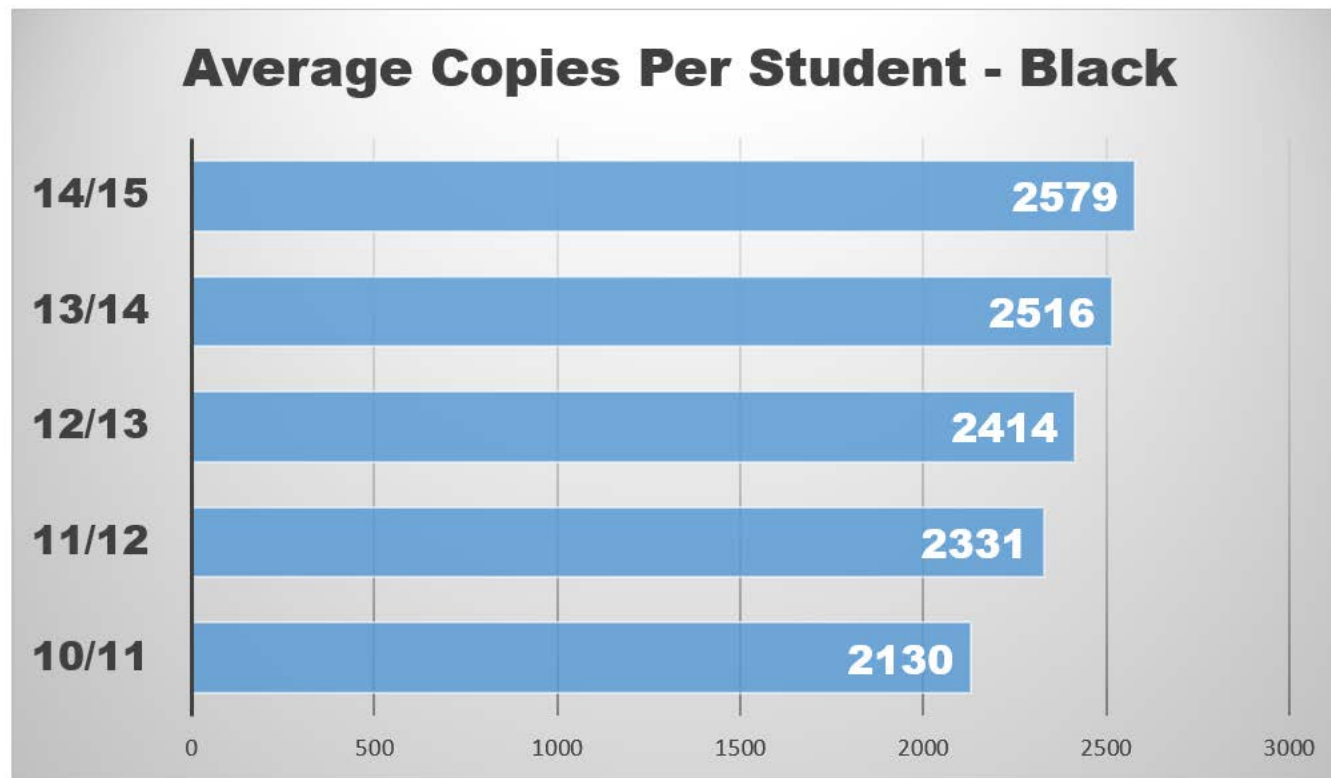
<i>Building Name</i>	<i>Student Population</i>	<i>Annual Volume</i>	<i>Total School Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
Horace Mitchell Primary School	375	801,540	\$16,752.88	2,137	\$44.67
Kittery District Office	0	163,520	\$3,515.67	0	\$0.00
Robert W. Traip Academy	275	1,036,745	\$21,627.39	3,770	\$78.65
Shapleigh Middle School	402	937,685	\$19,657.07	2,333	\$48.90
<i>Totals</i>	1,052	2,929,490	\$61,472.49	2,785	\$58.43

Cost Comparison – Black Only

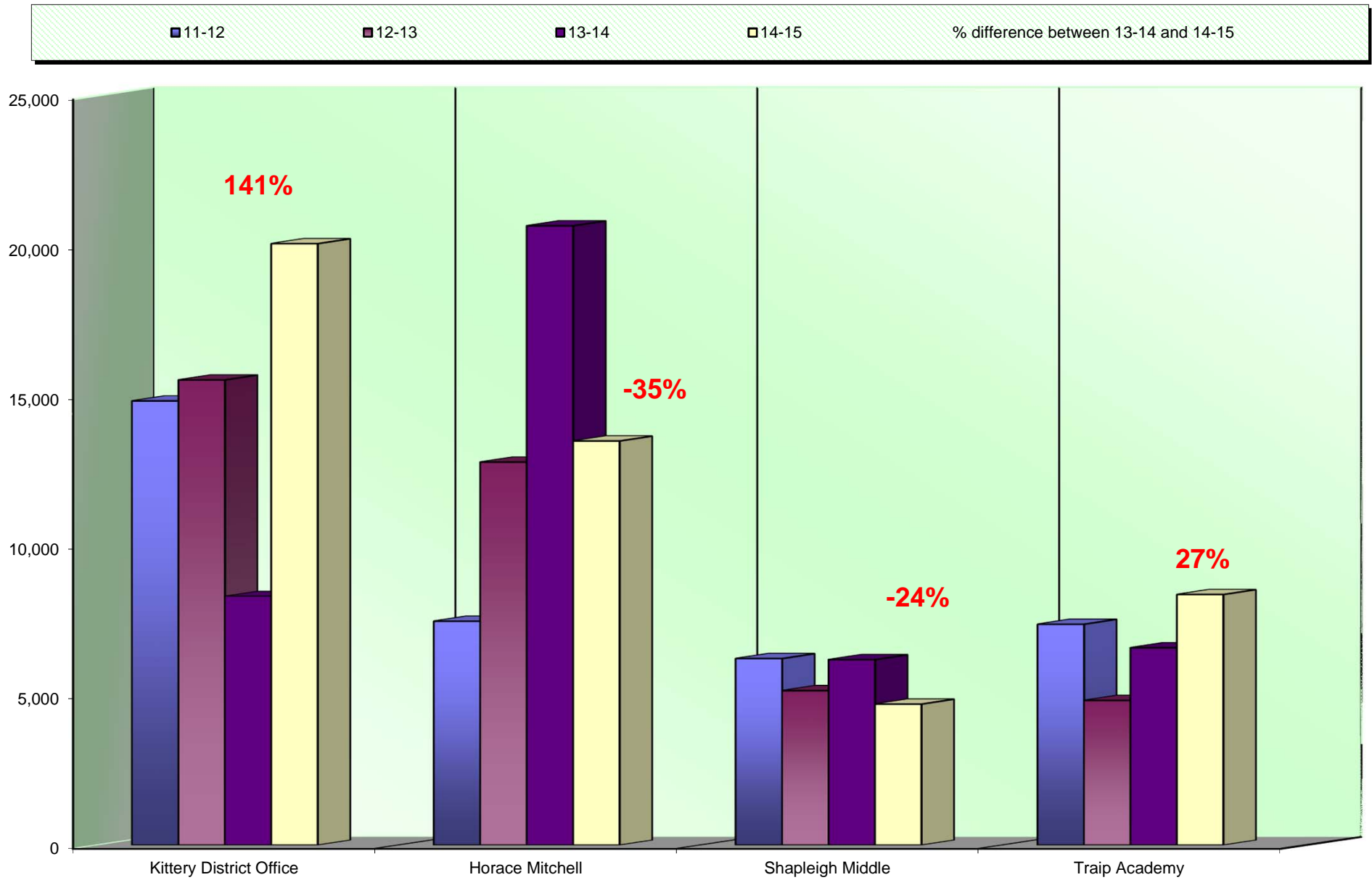
This is an SPC Comparison contrasting your district with 67 client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

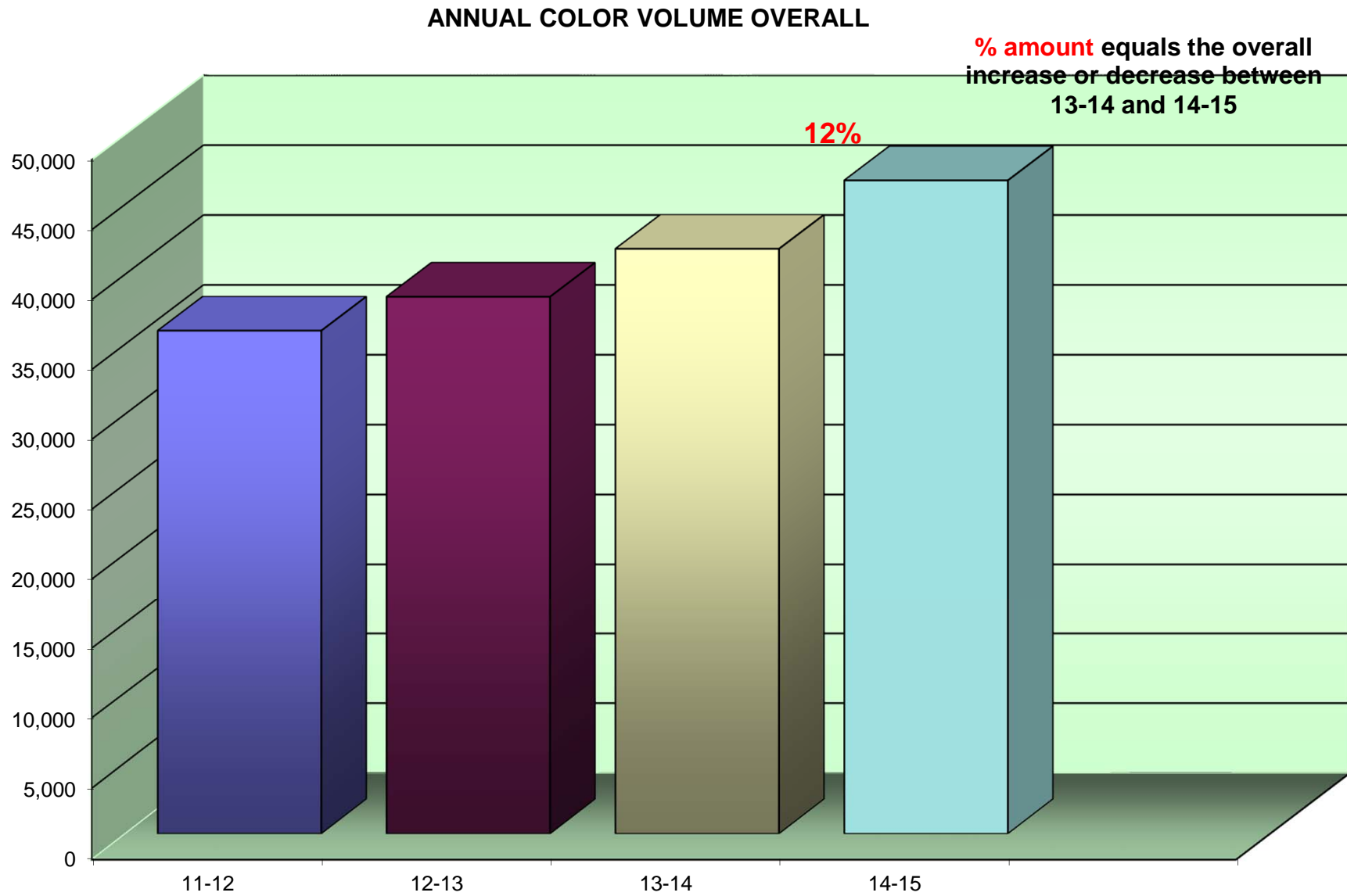
	<i>Total Student Population</i>	<i>Total Annual Volume</i>	<i>Total District Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
All Schools w/student populations	114,078	294,264,070	\$5,363,546.52	2,579	\$47.02

**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.

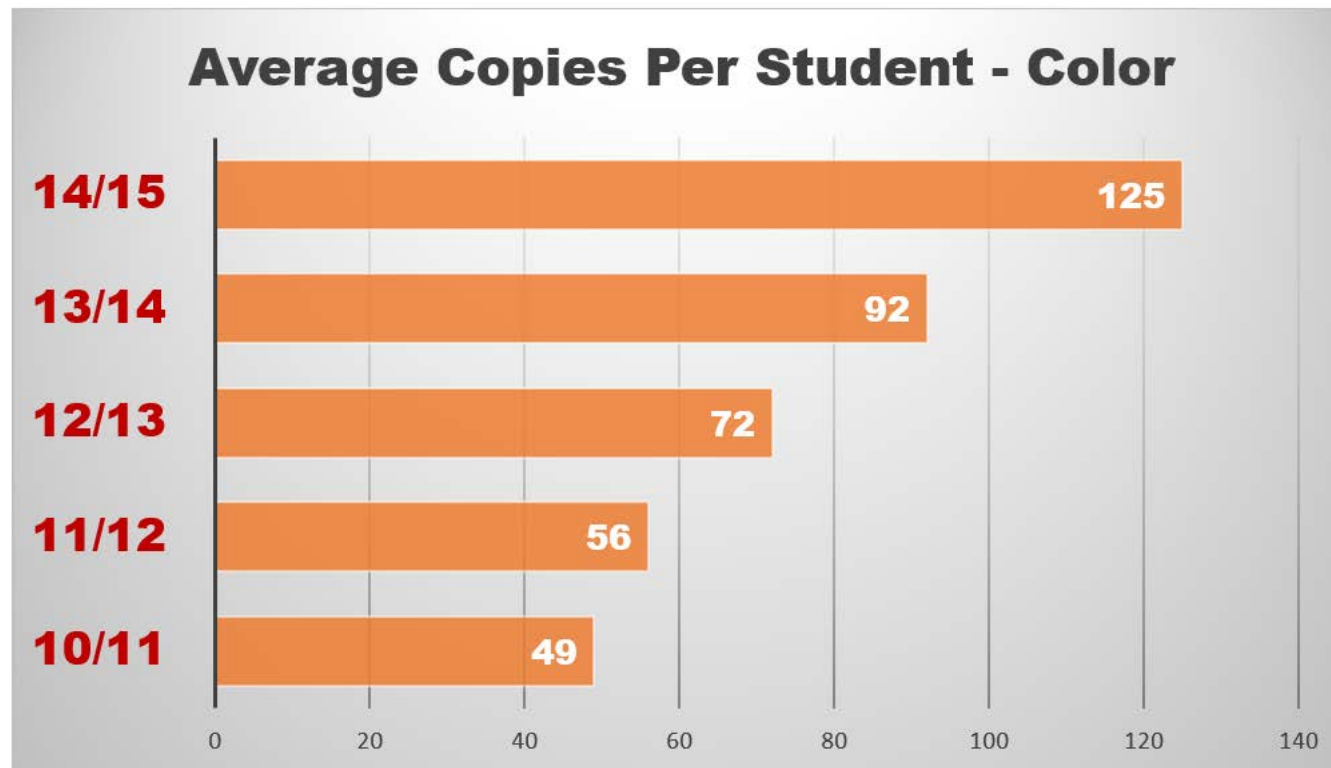
<i>Building Name</i>	<i>Student Population</i>	<i>Annual Volume</i>	<i>Total School Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
Horace Mitchell Primary School	375	13,505	\$694.97	36	\$1.85
Kittery District Office	0	20,075	\$1,033.06	0	\$0.00
Robert W. Traip Academy	275	8,395	\$432.01	31	\$1.57
Shapleigh Middle School	402	4,745	\$244.18	12	\$0.61
<i>Totals</i>	1,052	46,720	\$2,404.21	44	\$2.29

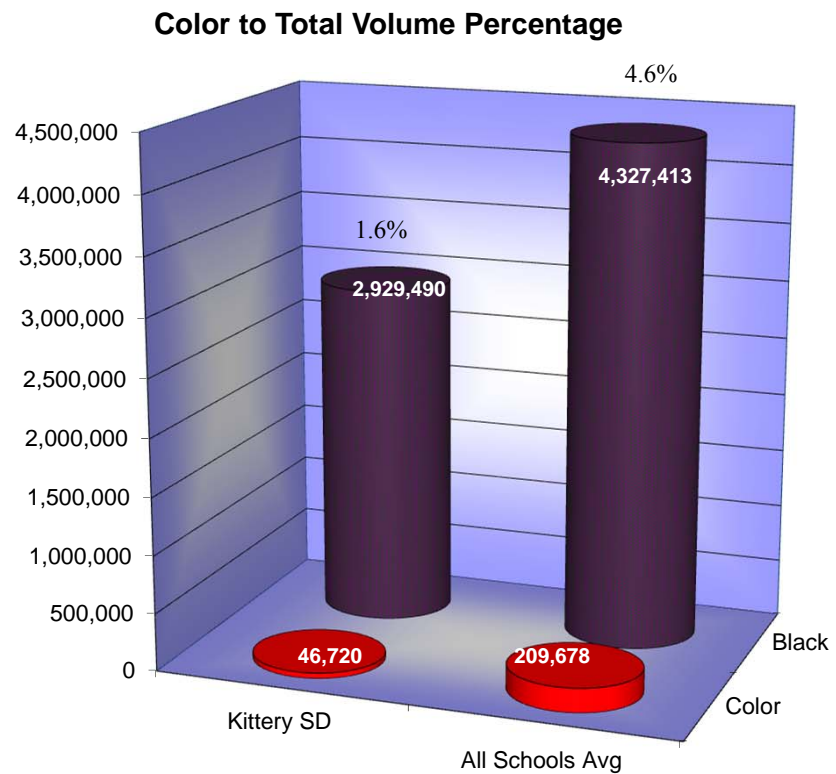
Cost Comparison – Color Only

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	114,078	14,258,074	\$796,263.47	125	\$6.98

*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: 8/2/2011	
Serial Number / Vendor ID						
Life / Intro Date						
Connectivity / Printer Exp Date						
Vendor	7/1/2014 Meter	6/30/2015 Meter	2014-15 Annual Volume	Cost/Copy Annual Cost	Recommendations	
Horace Mitchell Primary School						
3rd Grade Wing 1st Floor						
Canon IR3245i / 45 PPM	320,497	464,307	143,810	\$0.003090	7 years from Intro.	
DHK16466 / GAAPC				\$444.37		
1,000,000 / 07/2008	0	0	0	\$0.00000		
Black Photocopier				\$0.00		
Connected /						
CanonME						
3rd Grade Wing 2nd Floor						
Canon IR3235i / 35 PPM	425,131	581,351	156,220	\$0.003090	7 years from Intro.	
DGA27685 / GAAKX				\$482.72		
750,000 / 07/2008	0	0	0	\$0.00000		
Black Photocopier				\$0.00		
Connected /						
CanonME						

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date</i>				<i>Date of Last Upgrade: 8/2/2011</i>	
<i>Vendor</i>	<i>7/1/2014 Meter</i>	<i>6/30/2015 Meter</i>	<i>2014-15 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Horace Mitchell Primary School					
Computer Lab					
Oce VL3200x / 32 PPM	50,306	76,951	26,645	\$0.004120	None at this time.
01080158 / GAASR				\$109.78	
750,000 / 08/2010	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
Not Connected /					
CanonME					
Principal's Office					
Canon IRC5045 / 45 PPM	219,938	322,868	102,930	\$0.004020	None at this time.
GPO56917 / GAAPG				\$413.78	
1,000,000 / 10/2009	36,399	49,904	13,505	\$0.05146	
Color Photocopier				\$694.97	
Connected /					
CanonME					
Teachers' Room					
Canon IR6075 / 75 PPM	858,619	1,213,764	355,145	\$0.003090	None at this time.
HTK13034 / GAAOF				\$1,097.40	
4,000,000 / 06/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected /					
CanonME					

<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: 8/2/2011</i>	
	<i>7/1/2014</i> <i>Meter</i>	<i>6/30/2015</i> <i>Meter</i>	<i>2014-15</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
Horace Mitchell Primary School					
Teachers' Room 2nd Floor					
Oce VL3200x / 32 PPM	45,220	62,010	16,790	\$0.004120	None at this time.
01080042 / GAAST				\$69.17	
750,000 / 08/2010	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
Not Connected /					
CanonME					
Subtotals BW			801,540	\$2,617.22	
Subtotals Color			13,505	\$694.97	

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor</i>					<i>Date of Last Upgrade: 8/2/2011</i>
	<i>7/1/2014 Meter</i>	<i>6/30/2015 Meter</i>	<i>2014-15 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Kittery District Office					
Copy/Storage Room					
Canon IR3235i / 35 PPM	99,566	126,941	27,375	\$0.003090	7 years from Intro.
DGA25719 / GAAOI				\$84.59	
750,000 / 07/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected /					
CanonME					
Main Office					
Canon IRC5051 / 51 PPM	343,425	479,570	136,145	\$0.004020	None at this time.
GOM57214 / GAAPU				\$547.30	
3,000,000 / 10/2009	32,382	52,457	20,075	\$0.05146	
Color Photocopier				\$1,033.06	
Connected /					
CanonME					
	Subtotals BW		163,520	\$631.89	
	Subtotals Color		20,075	\$1,033.06	

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor</i>					<i>Date of Last Upgrade: 8/2/2011</i>
	<i>7/1/2014 Meter</i>	<i>6/30/2015 Meter</i>	<i>2014-15 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Robert W. Traip Academy					
Adult Education Hall					
Canon IR3235i / 35 PPM	127,748	175,928	48,180	\$0.003090	7 years from Intro.
DGA25720 / GAANZ				\$148.88	
750,000 / 07/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected /					
CanonME					
Cook Hallway 2nd Floor					
Canon IR3245i / 45 PPM	423,582	596,957	173,375	\$0.003090	7 years from Intro.
DHK16463 / GAAOK				\$535.73	
1,000,000 / 07/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected /					
CanonME					
Guidance Office					
Canon IR3235i / 35 PPM	89,944	127,174	37,230	\$0.003090	7 years from Intro.
DGA25721 / GAAOB				\$115.04	
750,000 / 07/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected /					
CanonME					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date</i>					<i>Date of Last Upgrade: 8/2/2011</i>
<i>Vendor</i>	<i>7/1/2014 Meter</i>	<i>6/30/2015 Meter</i>	<i>2014-15 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Robert W. Traip Academy					
Library Hall					
Canon IR3235i / 35 PPM	164,005	224,960	60,955	\$0.004120	7 years from Intro.
DGA05844 / GACDO				\$251.13	
750,000 / 07/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected /					
CanonME					
Principal's Office					
Canon IR6075 / 75 PPM	378,533	544,973	166,440	\$0.003090	None at this time.
HTK12634 / GAAOE				\$514.30	
4,000,000 / 06/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected /					
CanonME					
Canon IRC5035 / 35 PPM	66,682	108,292	41,610	\$0.004020	None at this time.
GNW57848 / GAAKW				\$167.27	
750,000 / 10/2009	12,266	20,661	8,395	\$0.05146	
Color Photocopier				\$432.01	
Connected /					
CanonME					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date</i>				<i>Date of Last Upgrade: 8/2/2011</i>	
<i>Vendor</i>	<i>7/1/2014 Meter</i>	<i>6/30/2015 Meter</i>	<i>2014-15 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Robert W. Traip Academy					
Science Hall					
Canon IR3235i / 35 PPM	332,870	505,515	172,645	\$0.003090	7 years from Intro. Overused!
DGA27504 / GAAOT				\$564.37	
750,000 / 07/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected /					
CanonME					
Server Room Hall					
Canon IR3235i / 35 PPM	446,536	484,131	37,595	\$0.004120	7 years from Intro.
DGA02678 / GACDP				\$154.89	
750,000 / 07/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected /					
CanonME					
Teachers' Room 2nd Floor					
Canon IR6075 / 75 PPM	562,732	851,447	288,715	\$0.003090	None at this time.
HTK13248 / GAAOG				\$892.13	
4,000,000 / 06/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected /					
CanonME					
Subtotals BW			1,026,745	\$3,312.85	
Subtotals Color			8,395	\$432.01	

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date</i>				<i>Date of Last Upgrade: 8/2/2011</i>	
<i>Vendor</i>	<i>7/1/2014 Meter</i>	<i>6/30/2015 Meter</i>	<i>2014-15 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Shapleigh Middle School					
4th Grade Wing					
Oce VL3200x / 32 PPM	105,113	138,693	33,580	\$0.004120	None at this time.
01090436 / GAAVC				\$138.35	
750,000 / 08/2010	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
Not Connected /					
CanonME					
5th Grade Wing					
Oce VL3200x / 32 PPM	55,619	69,489	13,870	\$0.004120	None at this time.
01080155 / GAASO				\$57.14	
750,000 / 08/2010	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
Not Connected /					
CanonME					
7th & 8th Grade Stairwell					
Oce VL3200x / 32 PPM	70,085	87,605	17,520	\$0.004120	None at this time.
01080154 / GAASU				\$72.18	
750,000 / 08/2010	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
Not Connected /					
CanonME					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date</i>				<i>Date of Last Upgrade: 8/2/2011</i>	
<i>Vendor</i>	<i>7/1/2014 Meter</i>	<i>6/30/2015 Meter</i>	<i>2014-15 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Shapleigh Middle School					
Library					
Oce VL3200x / 32 PPM	89,303	118,868	29,565	\$0.004120	None at this time.
01080034 / GAASN				\$121.81	
750,000 / 08/2010	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
Not Connected /					
CanonME					
Main Office					
Canon IRC5051 / 51 PPM	343,820	478,870	135,050	\$0.004020	None at this time.
GOM56120 / GAAOO				\$542.90	
3,000,000 / 10/2009	12,092	16,837	4,745	\$0.05146	
Color Photocopier				\$244.18	
Connected /					
CanonME					
Teachers' Room 1st Floor					
Canon IR8085 / 85 PPM	802,281	1,172,756	370,475	\$0.003090	None at this time.
HNG10128 / GAANY				\$1,144.77	
4,000,000 / 06/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected /					
CanonME					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor</i>					<i>Date of Last Upgrade: 8/2/2011</i>
	<i>7/1/2014 Meter</i>	<i>6/30/2015 Meter</i>	<i>2014-15 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Shapleigh Middle School					
Teachers' Room 2nd Floor					
Canon IR6075 / 75 PPM	836,384	1,174,009	337,625	\$0.003090	None at this time.
HTK13023 / GAAOA				\$1,043.26	
4,000,000 / 06/2010	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected /					
CanonME					
Subtotals BW			937,685	\$3,120.41	
Subtotals Color			4,745	\$244.18	

<i>District Wide Black Totals</i>	2,929,490	\$9,682.37
<i>District Wide Color Totals</i>	46,720	\$2,404.21

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 2014-15 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
2,929,490	\$0.01240	\$36,325.68

CURRENTLY WITH SPC

Current Volume	Current CPC	Current Cost	Cost Savings	5 Year Savings
2,929,490	\$0.00331	\$9,696.61	\$26,629.07	\$133,145.35

*Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$26,629.07 x 19 years as a Client
= \$505,952.33 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	801,540	\$2,617.22	\$3,977.24	\$10,158.42	\$16,752.88
Shapleigh Middle School	937,685	\$3,120.41	\$4,652.79	\$11,883.87	\$19,657.07
Kittery District Office	163,520	\$631.89	\$811.39	\$2,072.39	\$3,515.67
Robert W. Traip Academy	1,026,745	\$3,312.85	\$5,094.71	\$13,139.32	\$21,546.88
Total	2,929,490	\$9,682.37	\$14,536.13	\$37,253.99	\$61,472.49

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

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	13,505	\$694.97
Shapleigh Middle School	4,745	\$244.18
Kittery District Office	20,075	\$1,033.06
Robert W. Traip Academy	8,395	\$432.01
Total	46,720	\$2,404.21

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. **No CPC increase for current year.**

Vendor	Equipment Type	Annual Volume	2014-2015 Cost / Copy	Total Cost	2015-2016 Cost / Copy	Projected Cost
Canon Solutions Maine	Black Laser MFP	137,970	\$0.00412	\$568.44	\$0.00412	\$568.44
Canon Solutions Maine	Black Photocopier	2,277,235	\$0.00309	\$7,036.66	\$0.00309	\$7,036.66
Canon Solutions Maine	Black Photocopier	98,550	\$0.00412	\$406.03	\$0.00412	\$406.03
Canon Solutions Maine	Color Photocopier	415,735	\$0.00402	\$1,671.25	\$0.00402	\$1,671.25
Total		2,929,490	\$0.00331	\$9,682.37	\$0.00331	\$9,682.37

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. **No CPC increase for current year.**

Vendor	Equipment Type	Annual Volume	2014-2015 Cost / Copy	Total Cost	2015-2016 Cost / Copy	Projected Cost
Canon Solutions Maine	Color Photocopier	46,720	\$0.05146	\$2,404.21	\$0.05146	\$2,404.21
Total		46,720	\$0.05146	\$2,404.21	\$0.05146	\$2,404.21

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	8/2/2011
Lease End Date	8/1/2016
Term	5 Annual
Annual Payment usually due on 8/1	\$37,253.99
Remaining Payments	1

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



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
Allyn Hutton	ahutton@kitteryschools.com
Anna Lejon-Guth	aleijonguth@kitteryschools.com
Don Harkin	dharkin@kitteryschools.com
Donna Schoff	dschoff@kitteryschools.com
Jennifer Hall	jhall@kitteryschools.com
Marilyn Woodside	mwoodside@kitteryschools.com
Seth Cole	scole@kitteryschool.com

*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.



New Feature: IT Asset Management

- **Keep Track of your IT Purchases**
- **Budget for Future Needs**
- **Map Out Your IT Devices on Floor Plans**

IT Asset Management

Legend: < 1 year 1-3 years > 3 years

Filters

Type: (All) Black Laser MFP Black Network Printer Black Photocopier

Warranty End: (All) 2002-10-01 2013-04-01 2014-10-01

Search

Page 1 of 1 Records 1 to 36 of 36 Groups per page 50

Type	Make	Model	Introduced	Purchased	Warranty End	Est. Replacement Cost	Est. Replacement Date
Black Laser MFP	Oce	VL3200x	2010-08-01		2020-08-01	LEASE	
Black Network Printer	HP	Laser Jet 4m	1992-10-01		2002-10-01	LEASE	
Black Network Printer	HP	Laser Jet 1300	2003-04-01		2013-04-01	LEASE	
Black Network Printer	HP	Laser Jet 1320TN	2004-10-01		2014-10-01	LEASE	
Black Network Printer	HP	Laser Jet 1022N	2005-05-01		2015-05-01	LEASE	
Black Network Printer	HP	Laser Jet 1022N	2005-05-01		2015-05-01	LEASE	
Black Photocopier	Savin	8055	2006-07-01		2016-07-01	LEASE	
Black Photocopier	Konica Minolta	BH421	2008-06-01		2018-06-01	LEASE	
Black Photocopier	Konica Minolta	BH421	2008-06-01		2018-06-01	LEASE	
Black Photocopier	Konica Minolta	BH421	2008-06-01		2018-06-01	LEASE	
Black Photocopier	Toshiba	e-Studio 855	2009-06-01		2019-06-01	LEASE	
Black Photocopier	Toshiba	e-Studio 855	2009-06-01		2019-06-01	LEASE	
Black Photocopier	Toshiba	e-Studio 855	2009-06-01		2019-06-01	LEASE	
Black Photocopier	Toshiba	e-Studio 855	2009-06-01		2019-06-01	LEASE	
Color Network Printer	Xerox	6180DN	2007-02-01		2017-02-01	LEASE	
Color Network Printer	Canon	LPB5460	2009-08-01		2019-08-01	LEASE	
Color Network Printer	Canon	LPB5460	2009-08-01		2019-08-01	LEASE	
Color Network Printer	Canon	LPB5460	2009-08-01		2019-08-01	LEASE	
Color Network Printer	Canon	LPB5460	2009-08-01		2019-08-01	LEASE	
Color Network Printer	Canon	LPB5460	2009-08-01		2019-08-01	LEASE	
Color Network Printer	Canon	LPB5460	2009-08-01		2019-08-01	LEASE	
Color Photocopier	Canon	IRC5045	2009-10-01		2019-10-01	LEASE	
Color Photocopier	Toshiba	e-Studio 3040c	2011-05-01		2021-05-01	LEASE	
Color Photocopier	Toshiba	e-Studio 3040c	2011-05-01		2021-05-01	LEASE	
Digital Projector	Dell	1220		2015-02-02	2019-02-02	\$600	2019/09/01
Digital Projector	Dell	1220		2015-02-02	2019-02-02	\$600	2019/02/01
IP Camera	Foscam	FI8910W		2015-08-01	2016-08-01	\$300	2016/09/01
IP Camera	Foscam	FI8910W		2015-08-01	2016-08-01	\$300	2016/08/01
Server	Dell	Optiplex 332		2015-08-02	2018-08-02	\$2850	2018/09/02
Server	HP	ProLiant DL360 Gen9		2015-09-01	2018-09-01	\$2850	2018/10/01
Switch	Cisco	Catalyst 6800ia		2015-08-02	2018-09-02	\$4856	2018/09/02



New Feature: IT Asset Management

Building: Bass Elementary
Floor/Wing: 1
There are 10 devices on this map
5 Device Type(s) Selected Show: Proposed

Building: Bass Elementary
Room: Hallway 4
Model: TP-LINK 2000 NAT+

Type: Wireless Access Point
Serial Number: 234
IP Address: 192.168.1.2
MAC Address: ABC123

Management URL: 192.168.1.2:28604
Hostname: HALL4
Domain: Primary
Date Purchased: 2015-03-31
Warranty Expiration: 2016-03-30
Notes: Another custom note

Instructions
To view the device information click on a device icon.
To move a device to a new location click and drag an icon from its current location to a new location
When you drop the device at its new location a window will be displayed to enter the new room number or name. Click the OK button to confirm the room change. Click the cancel button to return the device to its original location.

Specialized Purchasing Consultants Skip Tilton stilton@spccopypro.com 800.750.1538
Do not distribute without the expressed written permission of SPC

Legend:

- Voip Phone
- Wireless Access Point
- IP Camera
- Server
- Switch

☐ Enable Row Hover

Search:

ID	Room	Make	Model	Connectivity
3	Library	Canon	IRC5045	Networked
3	Library2	Canon	IRC5045	Networked
8	Special Education Room 302	Konica Minolta	BH421	Networked
9	Room 300 Hall	Konica Minolta	BH421	Networked
10	testing room change emails...	Konica Minolta	BH421	Networked
299	Room 300	Canon	LPB5460	Networked
304	Children	Oce	VL3200x	Networked
305	Health Occupation	Canon	LPB5460	Networked
307	Child Care	Canon	LPB5460	Networked
312	313	Canon	LPB5460	Networked

Showing 1 to 10 of 10 entries

Room	Make	Model
Hallway 4	TP-LINK	2000
Teachers	Polycom	VVX 410
Room 28	Dell	1220
Main Hall	Foscam	FI8910W
Room 29	Dell	1220
Library	Dell	1220
Library	Polycom	VVX 410
Main Office	Polycom	VVX 410
Hall A	Foscam	FI8910W
Hall B	Foscam	FI8910W

[Edit Other Devices](#)



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 90 clients with over 3,443 devices doing more than 314 million copies and prints per year. In 2013 we purchased approximately 1,000 printing devices.
- 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 \$17.2 million over five years!



SPC Values Our Vendors

Overall Benefits to our VENDORS

- Opportunities brought to you – Hundreds of machines each year: In 2013 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 3,700 pieces of equipment;
Our relationship with our vendors has never been *stronger*!