



*Specialized Purchasing Consultants*

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[www.spccopypro.com](http://www.spccopypro.com)

# **2012-13 Annual Report**

## **Year - End Photocopier Analysis**

**With projected costs for 2013-14**

Mike O'Neil  
NHSAU 18  
119 Central Street  
Franklin, NH 03235



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

October 2013

Skip Tilton  
President

Corporate Office:  
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Mike O'Neil  
NHSAU 18  
119 Central Street  
Franklin, NH 03235

Dear Mike:

VISIT US ON THE WEB:  
[www.spccopypro.com](http://www.spccopypro.com)

Once again the staff at SPC extends their appreciation to you for allowing us to provide beneficial services to you and your organization for the past *5 years*. We are thrilled with all that we have been able to accomplish on behalf of our clients for the past *25 years*, and we are even more excited about all that we are doing on your behalf in the upcoming year.

Our staff continues to look for new ways to improve our services. This year, we are establishing several money- and time-saving programs you will no doubt appreciate. First, we are now offering **SPC Star Doc**. Utilizing the latest technology, SPC has created, developed, and implemented this one-of-its kind program designed to put you in charge of your own budget by giving you predictive tools to determine your individual and building reprographic equipment usage in advance. Second, we now have a **Simplified Billing Program** that reduces paperwork and invoices and minimizes the impact of meter collection on your staff. Finally, we have **redesigned our website** to readily highlight the benefits and services provided by SPC.

This year's Annual Report provides you with an overview of your equipment usage and status for the past fiscal year. Recommendations are provided to address potential problem areas to avoid needless down time and improve equipment reliability for the years to come.

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*

The SPC Team .....	1
Equipment Health Status.....	3
Aging Equipment Summary .....	4
Average Student to Copy Usage – Black Only.....	8
Average Student to Copy Usage – Color Only.....	12
Black & Color Usage Comparisons.....	11
Usage Profile for Service & Supplies .....	13
SPC Service & Supply Cost Savings .....	28
Projected Equipment Costs by Building - Black .....	30
Service & Supply Usage Profile by Vendor - Black.....	31
Projected Equipment Costs by Building - Color.....	32
Service & Supply Usage Profile by Vendor - Color.....	33
Reprographic Equipment Assessment .....	34
Leased Equipment.....	35
Owned Equipment .....	37
Improved SPC Services .....	38
SPC’s Service & Supply Contract – Purpose & Sample .....	41
SPC’s Dual-Layered Warranty – Purpose & Explanation.....	43

## ***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*

<b>Total Number of Machines:</b>	<b>60</b>
<b>Total Black Photocopiers</b>	<b>18</b>
<b>Total Color Photocopiers (including MFP)</b>	<b>8</b>
<b>Total Low Cost of Operation Black Network Printers</b>	<b>7</b>
<b>Total Low Cost of Operation Color Network Printers</b>	<b>0</b>
<b>Total High-Speed Duplicators</b>	<b>0</b>
<b>Total Low-End Black Network Printers</b>	<b>21</b>
<b>Total Low-End Color Network Printers</b>	<b>5</b>
<b>Total Removed from Service:</b>	<b>1</b>
<b># of Units OFF Warranty:</b>	<b>0</b>
<b># of Units Approaching End of Warranty:</b>	<b>60</b>
<b># of Units Overused:</b>	<b>0</b>
<b># of Units Underused:</b>	<b>0</b>
<b># of Units Connected to Network with Print and/or Scan</b>	<b>34</b>
<b>Commencement Date:</b>	<b>6/1/2009</b>
<b># of Annual Payments Left on Lease</b>	<b>0</b>
<b>All Warranties and Service Contracts Expire:</b>	<b>6/30/2014</b>
<b>Print Management Software Loaded</b>	<b>Yes</b>
<b>LENP Contract Signed</b>	<b>Yes</b>

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 Mike,

All of your devices are running out of their warranties and service and supply contracts. There is a need to do an upgrade prior too 6/30/2014. It is our professional opinion that many of your current devices could be reallocated to lower volumes and also extend the warranties while at the same time lowering your service cost district wide.

See pages....29-33

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 Intro. Usage, age, and service history need to be considered to see if they are due for replacement soon.

Building	Department	Make/Model	Serial #	Vendor ID	Intro Date
SAU #18	Special Ed Office	Konica Minolta BH350	30AE02320	8704 0375	10/2005

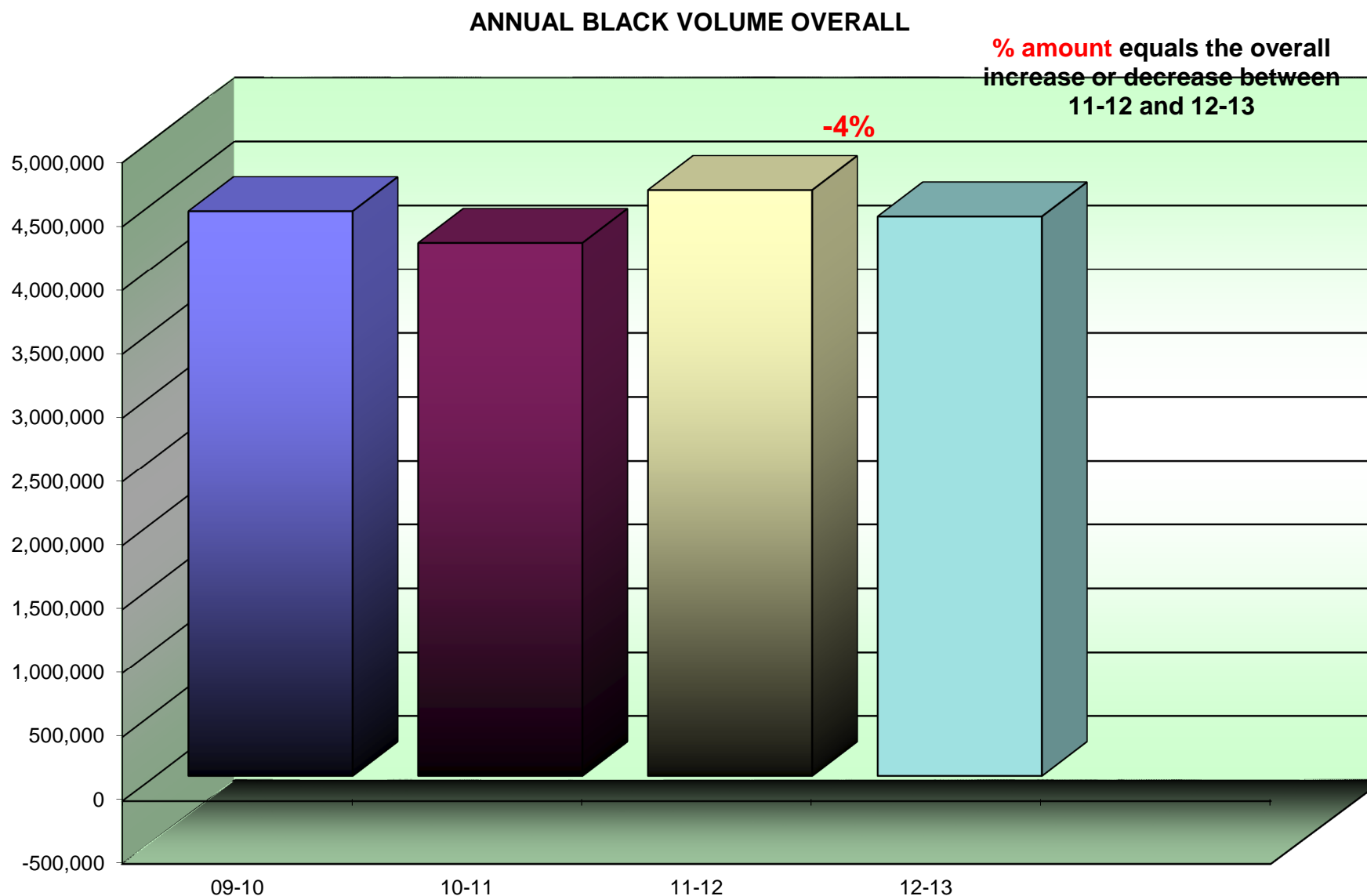
## *Expiring or Expired Xerox Service Contracts*

The following Xerox solid-ink printers and/or multi-function units are under a pre-paid Service Contract that either has expired or will be expiring soon. Replacing these printers or purchasing a new service contract should be discussed.

Building	Department	Make/Model	Serial #	Service Contract Expiration Date
Franklin High	Main Office	Xerox 8860MFP	HBB042027	07/29/2014
Franklin Middle	Guidance Office	Xerox 8860MFP	HBB034163	07/29/2014
Jennie D. Blake School	Main Office	Xerox 8860MFP	HBB034195	07/29/2014
Paul Smith School	Main Office	Xerox 8860MFP	HBB034459	07/29/2014
Paul Smith School	Special Education Office	Xerox 8860MFP	HBB034145	07/29/2014
SAU #18	Main Office	Xerox 8860MFP	HBB034482	06/28/2014
SAU #18	Tech Office Room 115C	Xerox 8860MFP	HBB034144	07/29/2014

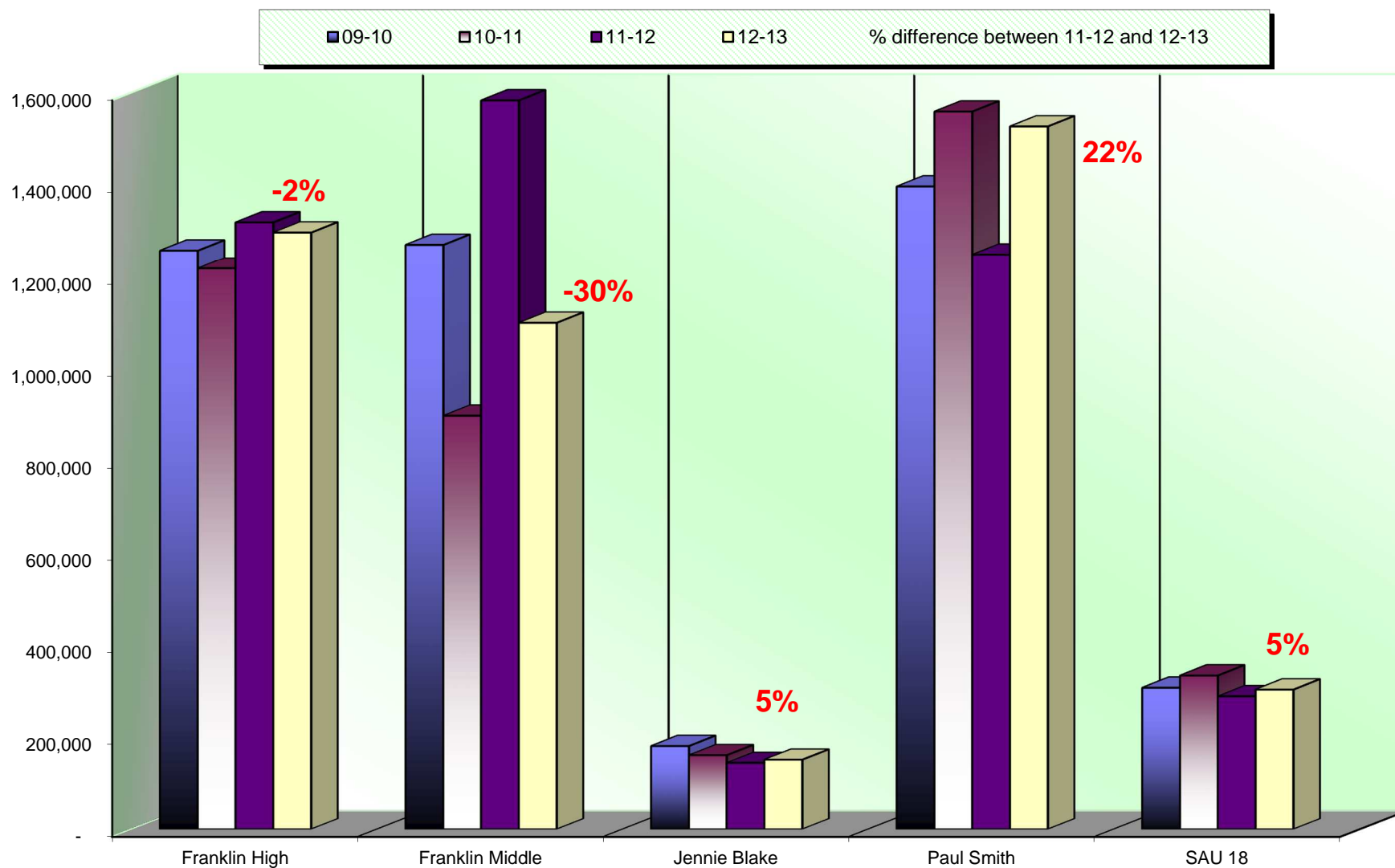


## Overall Four-Year Trend – Black Usage



## By Building Four-Year Trend – Black Usage

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>
Franklin High	410	1,297,068	\$29,250.68	3,164	\$71.34
Franklin Middle	360	1,100,497	\$23,908.63	3,057	\$66.41
Jennie D. Blake School	72	153,099	\$3,252.70	2,126	\$45.18
Paul Smith School	447	1,526,653	\$32,423.81	3,415	\$72.54
SAU #18	0	304,624	\$6,659.43	0	\$0.00
<b>Totals</b>	<b>1,289</b>	<b>4,381,941</b>	<b>\$95,495.25</b>	<b>3,399</b>	<b>\$74.08</b>

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

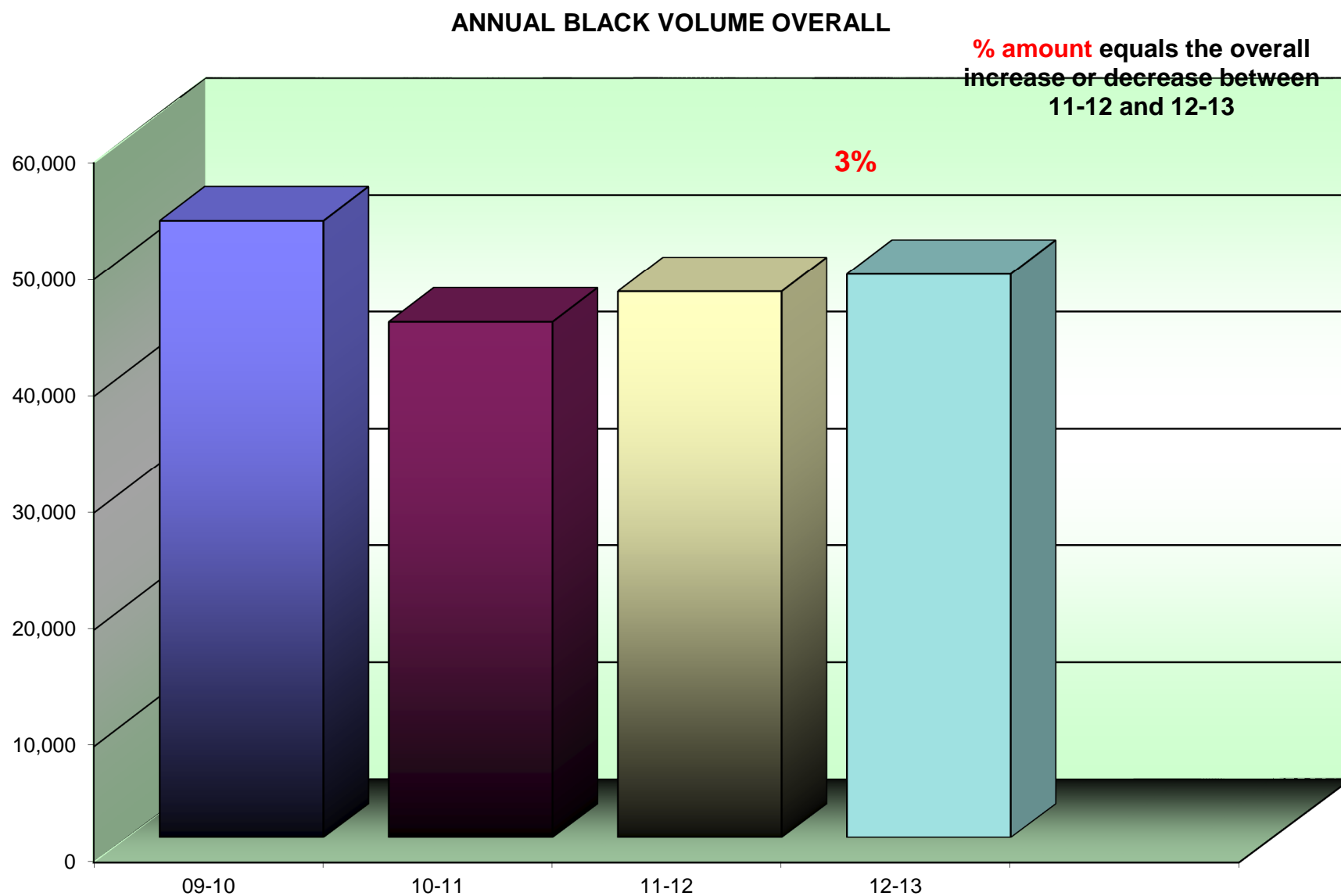
## *Cost Comparison Black Only*

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>
<b>All Schools w/student populations</b>	<b>124,080</b>	<b>299,577,130</b>	<b>\$5,426,271.25</b>	<b>2,414</b>	<b>\$43.73</b>

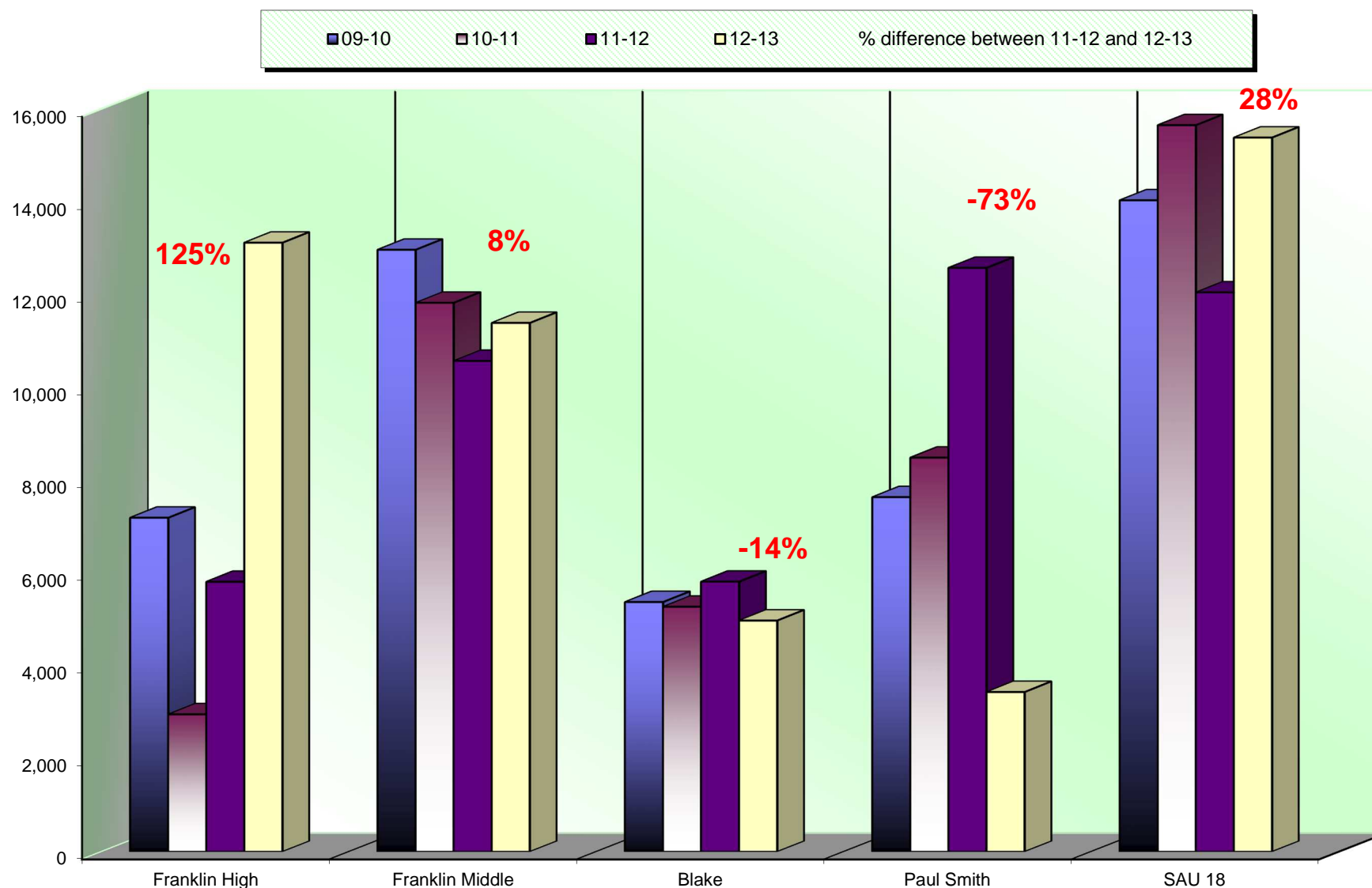
*\*Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.*

## Overall Four-Year Trend – Color Usage



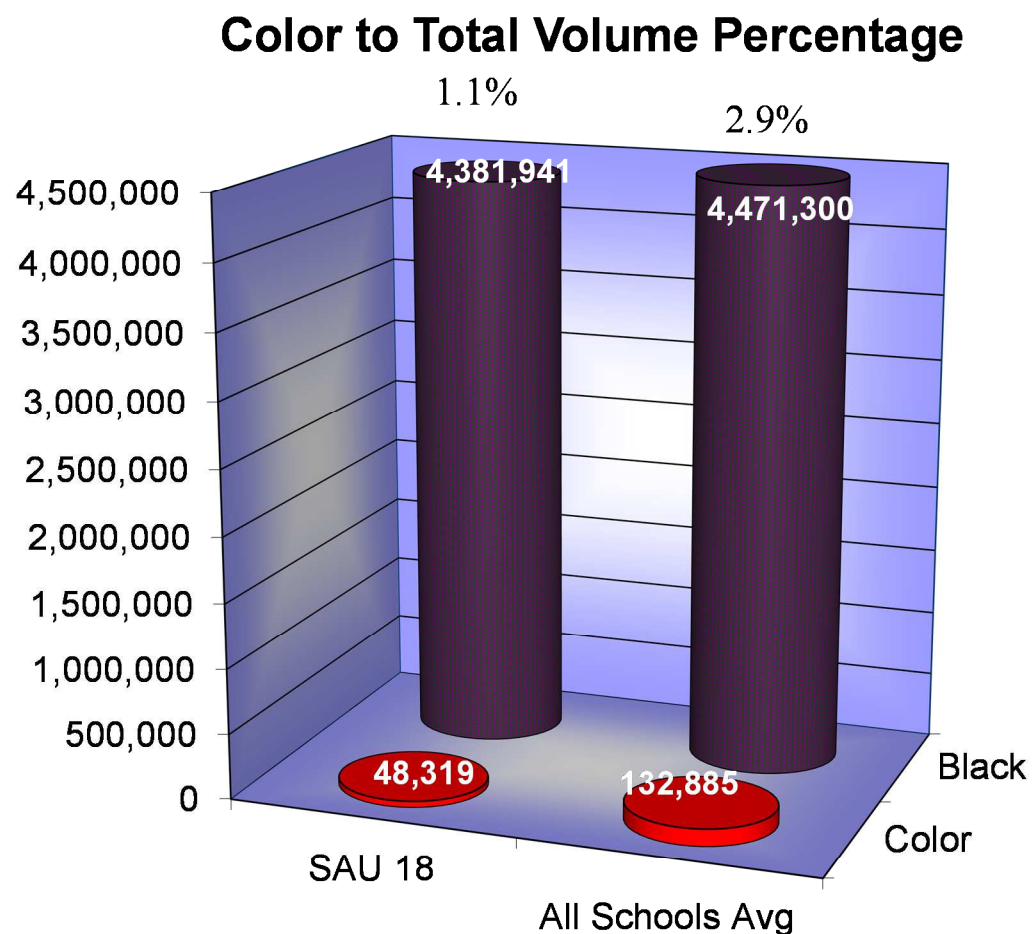
## By Building Four-Year Trend – Color Usage

ANNUAL BLACK VOLUME BY BUILDING



## Black & Color Usage Comparisons

This chart compares your current usage ratios to the average of all SPC client school districts.



## *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>
Franklin High	410	13,121	\$1,089.93	32	\$2.66
Franklin Middle	360	11,382	\$699.78	32	\$1.94
Jennie D. Blake School	72	4,990	\$271.61	69	\$3.77
Paul Smith School	447	3,444	\$485.76	8	\$1.09
SAU #18	0	15,382	\$863.82	0	\$0.00
<b>Totals</b>	<b>1,289</b>	<b>48,319</b>	<b>\$3,410.90</b>	<b>37</b>	<b>\$2.65</b>

\*Total School Cost refers to the cost of Service, Supplies, and Paper; Equipment Lease costs are not figured into color averages.

## *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>
<b>All Schools w/student populations</b>	<b>124,080</b>	<b>8,903,272</b>	<b>\$574,617.58</b>	<b>72</b>	<b>\$4.63</b>

\*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.

*Date of Last Upgrade: 6/1/2009*

<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>7/1/2012</i> <i>Meter</i>	<i>6/30/2013</i> <i>Meter</i>	<i>2012-13</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendation</i>
<b>Franklin High</b>					
<b><i>Copy Room Down Room 119</i></b>					
Konica Minolta BH751 75 CPM	848,890	1,195,349	346,459	\$0.004210	None at this time.
A0PN011001455 / 8704 0367				\$1,458.59	
5,000,000 / 12/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
<b><i>English Room 203</i></b>					
Konica Minolta BH40P 45 CPM	20,002	28,961	8,959	\$0.008100	None at this time.
A0DX013003061 /				\$72.57	
1,000,000 / 03/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
<b>KMBS</b>					
<b><i>Grade 9 Room 211</i></b>					
Konica Minolta BH40P 45 CPM	17,067	26,545	9,478	\$0.008100	None at this time.
A0DX013003125 /				\$76.77	
1,000,000 / 03/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
<b>KMBS</b>					



*Date of Last Upgrade: 6/1/2009*

<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>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
<b>Franklin High</b>					
<b>Guidance Office</b>					
Konica Minolta BH421 45 CPM	230,355	311,657	81,302	\$0.004210	None at this time.
A0R6011007819 / 8204 0356				\$342.28	
1,000,000 / 06/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
<b>Learning Lab Room 304</b>					
Konica Minolta BH421 45 CPM	428,930	486,148	57,218	\$0.004210	None at this time.
A0R6011007826 / 8704 0352				\$240.89	
1,000,000 / 06/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
<b>Library</b>					
Konica Minolta BH362 36 CPM	252,350	303,858	51,508	\$0.004210	None at this time.
A11U011000526 / 8704 0351				\$216.85	
750,000 / 02/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					

*Date of Last Upgrade: 6/1/2009*

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>	<i>7/1/2012</i>	<i>6/30/2013</i>	<i>2012-13</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual</i>	<i>Annual Cost</i>	<i>Recommendation</i>
			<i>Volume</i>		
<b>Franklin High</b>					
<b>Main Office</b>					
Konica Minolta BH601 60 CPM	435,692	556,411	120,719	\$0.004210	None at this time.
A0PP011003746 / 87040369				\$508.23	
3,000,000 / 12/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
Xerox 8860MFP 30 CPM Black & Color	678	2,820	2,142	\$0.005290	None at this time.
HBB042027 /				\$11.33	
750,000 / 09/2007	4,274	15,396	11,122	\$0.05389	
Color Photocopier				\$599.36	
Connected 7/29/2014					
<b>VARY</b>					
<b>Science Room 309</b>					
Konica Minolta BH40P 45 CPM	63,056	93,497	30,441	\$0.008100	None at this time.
A0DX013003797 /				\$246.57	
1,000,000 / 03/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
<b>KMBS</b>					

Date of Last Upgrade: 6/1/2009

<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>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
<b>Franklin High</b>					
<b>Teachers' Room</b>					
Konica Minolta BH751 75 CPM	1,318,392	1,700,577	382,185	\$0.004210	None at this time.
A0PN011001433 / 8704 0378				\$1,609.00	
5,000,000 / 12/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
<b>Teachers' Room #2</b>					
Konica Minolta BH751 75 CPM	743,331	847,289	103,958	\$0.004210	Underused!
A0PN011001095 / 8704 0365				\$437.66	
5,000,000 / 12/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
<b>Subtotals B&amp;W</b>			<b>1,194,369</b>	<b>\$5,220.74</b>	
<b>Subtotals Color</b>			<b>11,122</b>	<b>\$599.36</b>	
Additional Usage Low-End Network Printers Black			102,699	\$2,002.63	
Additional Usage Low-End Network Printers Color			1,999	\$479.76	
<b>Franklin High Totals B&amp;W</b>			<b>1,297,068</b>	<b>\$7,223.37</b>	
<b>Franklin High Totals Color</b>			<b>13,121</b>	<b>\$1,079.12</b>	

*Date of Last Upgrade: 6/1/2009*

<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>7/1/2012</i> <i>Meter</i>	<i>6/30/2013</i> <i>Meter</i>	<i>2012-13</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendation</i>
<b>Franklin Middle</b>					
<b>5th Grade</b>					
Konica Minolta BH40P 45 CPM	28,627	34,916	6,289	\$0.008100	None at this time.
A0DX013003795 /				\$50.94	
1,000,000 / 03/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
<b>KMBS</b>					
<b>6th Grade</b>					
Konica Minolta BH40P 45 CPM	23,485	47,623	24,138	\$0.008100	None at this time.
A0DX013002902 /				\$195.52	
1,000,000 / 03/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
<b>KMBS</b>					
<b>7th Grade</b>					
Konica Minolta BH40P 45 CPM	111,149	121,803	10,654	\$0.008100	None at this time.
A0DX013003796 /				\$86.30	
1,000,000 / 03/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
<b>KMBS</b>					

Date of Last Upgrade: 6/1/2009

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor</i>	<i>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
<b>Franklin Middle</b>					
<b>8th Grade</b>					
Konica Minolta BH40P 45 CPM	31,341	40,605	9,264	\$0.008100	None at this time.
A0DX013003800 /				\$75.04	
1,000,000 / 03/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
<b>KMBS</b>					
<b>Copy Room Down</b>					
Konica Minolta BH421 45 CPM	376,463	544,019	167,556	\$0.004210	<b>Warranty Replacement</b>
A0R6011007825 / 8704 0353				\$705.41	
1,000,000 / 06/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
Konica Minolta BH920 92 CPM	1,705,983	1,705,983	0	\$0.004210	<b>Replaced under Warranty.</b>
57GE02019 /				\$0.00	
6,000,000 / 09/2005	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected 8/31/2011					
<b>KMBS</b>					

*Date of Last Upgrade: 6/1/2009*

<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>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
<b>Franklin Middle</b>					
<b>Guidance Office</b>					
Xerox 8860MFP 30 CPM Black & Color	30,313	36,671	6,358	\$0.005290	None at this time.
HBB034163 /				\$33.63	
750,000 / 09/2007	38,351	49,306	10,955	\$0.05389	
Color Photocopier				\$590.36	
Connected 7/29/2014					
<b>VARY</b>					
<b>Library</b>					
Konica Minolta BH751 75 CPM	844,528	1,047,454	202,926	\$0.004210	None at this time.
A0PN011001474 / 8704 0364				\$854.32	
5,000,000 / 12/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
<b>Main Office</b>					
Konica Minolta BH501 50 CPM	366,830	462,335	95,505	\$0.004210	None at this time.
A0R5011006933 / 8704 0348				\$402.08	
1,000,000 / 06/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					

Date of Last Upgrade: 6/1/2009

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>	<i>7/1/2012</i>	<i>6/30/2013</i>	<i>2012-13</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual</i>	<i>Annual Cost</i>	<i>Recommendation</i>
<b>Franklin Middle</b>					
<b>Special Education</b>					
Konica Minolta BH421 45 CPM	226,296	271,979	45,683	\$0.004210	None at this time.
A0R6011007853 / 8704 0357				\$192.33	
1,000,000 / 06/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
<b>Teachers' Room</b>					
Konica Minolta BH950 95 CPM	1,731,841	2,238,250	506,409	\$0.004210	None at this time.
A0Y5011000644 / 8704 0459				\$2,131.98	
6,000,000 / 03/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
<b>Subtotals B&amp;W</b>			<b>1,074,782</b>	<b>\$4,727.54</b>	
<b>Subtotals Color</b>			<b>10,955</b>	<b>\$590.36</b>	
Additional Usage Low-End Network Printers Black			25,715	\$501.45	
Additional Usage Low-End Network Printers Color			427	\$102.48	
<b>Franklin Middle Totals B&amp;W</b>			<b>1,100,497</b>	<b>\$5,228.99</b>	
<b>Franklin Middle Totals Color</b>			<b>11,382</b>	<b>\$692.84</b>	

*Date of Last Upgrade: 6/1/2009*

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>	<i>7/1/2012</i>	<i>6/30/2013</i>	<i>2012-13</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual</i>	<i>Annual Cost</i>	<i>Recommendation</i>
			<i>Volume</i>		
<b>Jennie D. Blake School</b>					
<b>Main Office</b>					
Xerox 8860MFP 30 CPM Black & Color	37,903	47,395	9,492	\$0.005290	None at this time.
HBB034195 /				\$50.21	
750,000 / 09/2007	16,495	21,485	4,990	\$0.05389	
Color Photocopier				\$268.91	
Connected 7/29/2014					
<b>VARY</b>					
<b>Teachers' Room</b>					
Konica Minolta BH501 50 CPM	454,234	597,841	143,607	\$0.004210	None at this time.
A0R5011006931 / 8704 0350				\$604.59	
1,000,000 / 06/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
	<b>Subtotals B&amp;W</b>		<b>153,099</b>	<b>\$654.80</b>	
	<b>Subtotals Color</b>		<b>4,990</b>	<b>\$268.91</b>	



Date of Last Upgrade: 6/1/2009

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2012 Meter	6/30/2013 Meter	2012-13 Annual Volume	Cost/Copy Annual Cost	Recommendation
<b>Paul Smith School</b>					
<b>Book Room</b>					
Konica Minolta BH751 75 CPM	1,763,288	2,459,944	696,656	\$0.004210	Very High Volume!
A0PN011001421 / 8704 0368				\$2,932.92	
5,000,000 / 12/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
<b>Kindergarten</b>					
Konica Minolta BH751 75 CPM	632,143	1,322,489	690,346	\$0.004210	Very High Volume!
A0PN011001261 / 8704 0366				\$2,906.36	
5,000,000 / 12/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					

*Date of Last Upgrade: 6/1/2009*

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>	<i>7/1/2012</i>	<i>6/30/2013</i>	<i>2012-13</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual</i>	<i>Annual Cost</i>	<i>Recommendation</i>
			<i>Volume</i>		
<b>Paul Smith School</b>					
<b>Main Office</b>					
Konica Minolta BH421 45 CPM	265,902	376,326	110,424	\$0.004210	None at this time.
A0R6011007865 / 8704 0349				\$464.89	
1,000,000 / 06/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
<b>KMBS</b>					
Xerox 8860MFP 30 CPM Black & Color	44,010	45,669	1,659	\$0.005290	None at this time.
HBB034459 /				\$8.78	
750,000 / 09/2007	25,242	26,462	1,220	\$0.05389	
Color Photocopier				\$65.75	
Connected 7/29/2014					
<b>VARY</b>					
<b>Multi-Purpose Room</b>					
Konica Minolta BH40P 45 CPM	17,351	20,400	3,049	\$0.008100	None at this time.
A0DX013003505 /				\$24.70	
1,000,000 / 03/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
<b>KMBS</b>					

Additional Usage Low-End Network Printers Black	3,593	\$70.06
Additional Usage Low-End Network Printers Color	1,587	\$380.88

*Date of Last Upgrade: 6/1/2009*

<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>7/1/2012</i> <i>Meter</i>	<i>6/30/2013</i> <i>Meter</i>	<i>2012-13</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendation</i>
SAU #18					
Accounting Department					
Konica Minolta BHC353 35 CPM A02E010017554 / 8704 0355 750,000 / 12/2007 Color Photocopier Connected KMBS	50,337  3,844	89,451  9,427	39,114  5,583	\$0.004210 \$164.67 \$0.05860 \$327.16	None at this time.
Main Office					
Konica Minolta BH601 60 CPM A0PP011003747 / 87040371 3,000,000 / 12/2008 Black Photocopier Connected KMBS	780,133  0	974,883  0	194,750  0	\$0.004210 \$819.90 \$0.00000 \$0.00	None at this time.
Xerox 8860MFP 30 CPM Black & Color HBB034482 / 750,000 / 09/2007 Color Photocopier Connected 6/28/2014 VARY	29,152  19,006	32,889  22,804	3,737  3,798	\$0.005290 \$19.77 \$0.05389 \$204.67	None at this time.
Special Ed Office					
Konica Minolta BH350 35 CPM 30AE02320 / 8704 0375 750,000 / 10/2005 Black Photocopier Connected KMBS	229,305  0	279,137  0	49,832  0	\$0.004210 \$209.79 \$0.00000 \$0.00	8 years from Intro.

*Date of Last Upgrade: 6/1/2009*

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>	<i>7/1/2012</i>	<i>6/30/2013</i>	<i>2012-13</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual Volume</i>	<i>Annual Cost</i>	<i>Recommendation</i>
SAU #18					
Tech Office Room 115C					
Xerox 8860MFP 30 CPM Black & Color	21,620	25,911	4,291	\$0.005290	None at this time.
HBB034144 /				\$22.70	
750,000 / 09/2007	26,053	32,054	6,001	\$0.05389	
Color Photocopier				\$323.39	
Connected 7/29/2014					
VARY					
	Subtotals B&W		291,724	\$1,236.83	
	Subtotals Color		15,382	\$855.23	
Additional Usage Low-End Network Printers Black			12,900	\$193.50	
Additional Usage Low-End Network Printers Color			0	\$0.00	
District Office Totals B&W			304,624	\$1,430.33	
District Office Totals Color			15,382	\$855.23	

Date of Last Upgrade: 6/1/2009

Make-Model / Speed  
Serial Number / Vendor ID  
Life / Intro Date  
Connectivity / Printer Exp Date  
Vendor

7/1/2012  
Meter

6/30/2013  
Meter

2012-13  
Annual  
Volume

Cost/Copy  
Annual Cost

Recommendation

**District Wide Black SubTotals** 4,237,034 \$18,288.25

**District Wide Color SubTotals** 44,306 \$2,413.95

Additional Usage Low-End Network Printers Black 144,907 \$2,767.64

Additional Usage Low-End Network Printers Color 4,013 \$963.12

**District Wide Black Totals** 4,381,941 \$21,055.89

**District Wide Color Totals** 48,319 \$3,377.07

*Understanding the past can help you to  
plan the Future!*

## Recent Upgrade Comparison

This form reflects the Compare report prepared at your last upgrade.

**Five-Year Basis beginning with the 2009/2010 Fiscal Year**

**Copies-per-Year: 4,808,639**

**Present vs. Proposed Recommendations as of 6/1/09**

### PRESENT SITUATION

- 1) Guarantees on Photocopiers...**Almost over**
- 2) Annual Price Ceilings Left...**Almost over**
- 3) High Volume Console Units...**Seven**
- 4) Units to be Traded...**Fifteen Lease Returns**
- 5) Photocopiers...**Sixteen**
- Computer Interfaced...**One**
- 6) High Cost Operation Net Printers....**Fifty w/Seven Color**
- 7) Color Photocopiers Networked ...**None**
- Total number of Units...**Sixty-Six**
- 8) Duplex's...**Sixteen**
- 9) Sorter's...**Sixteen**
- 10) Finisher's...**Fifteen with on Saddle Stitch**

### PROPOSED SITUATION

- 1) Guarantees for both New, Recons & Used Photo's...**Five+ Years**
- 2) 5% or CPI Annual Ceilings, whichever is less...**Five+ Years**
- 3) High Volume Console Units with 3-5 Million plus...**Twelve**
- 4) Replaced by **Thirty-Two** New Units & **Two** Recon Units
- 5) Photocopiers...**Twenty-Six**
- Computer Interfaced ..**Twenty-Five with Print &-Or Scan**
- 6) Low Cost Black Network Printers...**Eight + Forty-Two Controlled**
- 7) Low Cost Color Photocopiers Networked...**Seven**
- Total number of Units...**Seventy-Six**
- 8) Duplex's...**Twenty-Six**
- 9) Sorter's...**Twenty-Six**
- 10) Finisher's > Staple-Sorter &/Or 3-Hole Punch..**Nineteen, One Saddle Stitch**

### **Overall Description of Equipment Fleet:**

Presently, you have only **Four** machines that are doing a total of **3 Million prints per year!**...Your total Volume is 5.1 Million. Therefore, only 4 out of Sixteen machines are doing 59% of your entire volume! Therefore, we are proposing to decentralize this volume. Going from seven consoles to Twelve. In this way, we will decentralize your volume, extend the life on all of your equipment and improve your reliability. Finally, we heavily invested in connecting photocopiers and added eight low cost of operation network printers (**Twenty-Five vs One Presently**) that have the potential of greatly reducing your cost of operation....See Below.

### **Capital:**

Presently, you have **Four** overlapping commercial leases (48 Invoices per year) with Fair Market buyouts at 10-15% interest that will be paid off. With the new arrangement, you will have **one** 'municipal' master lease at **3.90%** interest broken down by building. Your first of five annual lease payment will be due on August 1st 2009. You will have a \$1.00 buyout at end of lease. A legal opinion from SPC's bond counsel (John Larouche in Augusta ME) will be done on this lease transaction. This will assure that all documents are prepared correctly and signed by the appropriate school and bank officials, and that the lease purchase is a tax-exempt obligation with no premium payable by the school district for prepayment. At your own expense, you can have your own bond counsel also review the documents which would simply duplicate this service.

### **Service & Supplies:**

Considering all of your consumable cost centers including service you are averaging **\$0.01627**. For Black Copiers only you have Sixteen different Service & Supply contracts that are averaging a CPC of **\$0.00669 with a High of \$0.0305 at FHS SPED to a low of \$0.00594 at FM Teachers**. Based on SPC's our bid, your CPC would come in at **\$0.00401** per print under an all-inclusive cost per print blanket program with no minimums or maximums....Approx 6 invoices per year.

\* Cost of operation on Sixty-Three network printers at 12% coverage is **\$0.035** per print plus service. SPC's Pricing through Vary is **\$0.019** with service, Supplies and Equipment. The proposed cost per print for the connected photocopiers & Network Printers ranges from **\$0.0075 to \$0.0039 with Service!** Your Present Color cost per print is **\$0.20** for laser and **30 to 70 Cents** for Ink Jet. Your Color Prints through Xerox are coming in at **\$0.05105**....under a controlled setting or at the Arc program of **\$0.0555** for color.

### **Vendor Packages:**

SPC has brought to you **Five** different vendor combinations, matching up the best technology available to meet your needs. We will highlight the most qualified bid combination, which is **KMBS (Konica Minolta) & Xerox**

<u>Cost Center</u>	<u>Present</u>	<u>Proposed</u>
2. Service & Supplies Photocopiers only	<b>\$30,569.04</b>	<b>\$18,166.03</b>
3. Annual Muni Lease	<b>\$45,941.76</b>	<b>\$52,434.98...Network Printer &amp; Color Photo Portion is \$9,423.28</b>
4. Totals	<b>\$76,510.80</b>	<b>\$70,601.01</b>
In House Network Printing	<b>\$8,331.19</b>	<b>\$1,118.76</b>

**The successful bidders** will have a blanket servicing contract that includes all consumables excluding only staples and paper for all of the equipment that is under their factory authorized ability to service. They will provide one easy 'Cost per Copy' billing plan done once a year in June-July. Your service contract will be fixed through **June 30th 2010**. A contract extension has been negotiated for four more years, which will have an annual price ceiling of five percent or CPI, whichever is less. You however, only commit funds for one-year at a time to the servicing vendor. And even this scenario allows you to upgrade, lowering the service costs, if it is to your advantage to go out to bid at any time. SPC will set up both the service-supply contracts and the warranty cards with the successful bidding vendors.

## ***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 6/1/2009 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual 2012-13 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 Annual Volume	Average Prior CPC	Average Annual Charges
4,381,941	\$0.00809	\$35,449.90

### **CURRENTLY WITH SPC**

Current Annual Volume	Current CPC (new year)	Average Annual Charges	Average Annual Cost Savings	Average 5-Year Cost Savings
4,381,941	\$0.00487	\$21,340.05	<b>\$14,109.85</b>	\$70,549.25

***Today the Cooperative Buying of SPC has netted annual cost savings,  
on average, of \$14,109.85 x 5 years as a Client  
= \$70,549.25 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.

<i><b>Building</b></i>	<i><b>2013-14 Projected Black Volume</b></i>	<i><b>2013-14 Projected Black Usage Cost</b></i>	<i><b>Approx. Paper Cost \$24.81/Case</b></i>	<i><b>Average Annual Equipment Cost</b></i>	<i><b>Total Projected Black Usage Cost</b></i>
Franklin High	1,297,068	\$7,293.71	\$6,436.05	\$15,520.92	\$29,250.68
Franklin Middle	1,100,497	\$5,279.25	\$5,460.67	\$13,168.72	\$23,908.63
Jennie D. Blake School	153,099	\$661.02	\$759.68	\$1,832.01	\$3,252.70
Paul Smith School	1,526,653	\$6,580.39	\$7,575.25	\$18,268.16	\$32,423.81
SAU #18	304,624	\$1,502.71	\$1,511.54	\$3,645.18	\$6,659.43
<b><i>Totals</i></b>	<b><i>4,381,941</i></b>	<b><i>\$21,317.08</i></b>	<b><i>\$21,743.19</i></b>	<b><i>\$52,434.98</i></b>	<b><i>\$95,495.25</i></b>

### ***SPC Equipment Bids:***

***Presently our Bids are coming in at 12.5 to 22% of Retail when the current Saleman'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 \$6,142 with a Retail of \$49,040....12.5% of Retail!***

***Interest Rates on a MUNI lease is at 2.68% currently!***

## *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 at 1.1%.**

<i>Vendor</i>	<i>Equipment Type</i>	<i>2012-13 Annual Volume</i>	<i>2012-13 Cost Per Copy</i>	<i>2012-13 Total Cost</i>	<i>2013-14 Cost Per Copy</i>	<i>2013-14 Projected Cost</i>
Konica-Minolta	Color Photocopier	39,114	\$0.00421	\$164.67	\$0.00425	\$166.23
Konica-Minolta	Black Photocopier	4,047,043	\$0.00421	\$17,038.05	\$0.00425	\$17,199.93
Konica-Minolta	Black Network Printer	102,272	\$0.00810	\$828.40	\$0.00818	\$836.69
Vary Technologies	Color Photocopier	48,605	\$0.00529	\$257.12	\$0.00534	\$259.55
Vary Technologies	Black LENP	144,907	\$0.01910	\$2,767.65	\$0.01970	\$2,854.67
<b><i>Totals and Averages</i></b>		<b><i>4,381,941</i></b>	<b><i>\$0.00481</i></b>	<b><i>\$21,055.89</i></b>	<b><i>\$0.00487</i></b>	<b><i>\$21,317.07</i></b>

**Additional Savings with a Rebid > \$5,980.21 for Black.**

### ***Projected Equipment Costs by Building - Color***

This table represents projected expenses for COLOR prints or copies by building based on recent activity. Approximate current paper costs are figured in to provide budget information for the upcoming fiscal year. Annual Equipment Lease payment is not calculated with color usage.

<b>Building</b>	<b>Projected Volume</b>	<b>Service &amp; Supply Cost</b>
Franklin High	13,121	\$1,089.93
Franklin Middle	11,382	\$699.78
Jennie D. Blake School	4,990	\$271.61
Paul Smith School	3,444	\$485.76
SAU #18	15,382	\$863.82
<b><i>Totals</i></b>	<b><i>48,319</i></b>	<b><i>\$3,410.90</i></b>

## *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 at 1.1%.**

<i>Vendor</i>	<i>Equipment Type</i>	<i>2012-13 Annual</i>	<i>2012-13 Cost Per Copy</i>	<i>2012-13 Actual Cost</i>	<i>2013-14 Cost Per Copy</i>	<i>2013-14 Projected Cost</i>
Konica-Minolta Business Solutions	Color Photocopier	5,583	\$0.05860	\$327.16	\$0.05919	\$330.46
Vary Technologies	Color Photocopier	38,723	\$0.05389	\$2,086.78	\$0.05443	\$2,107.69
Vary Technologies	Color LENP	4,013	\$0.24000	\$963.12	\$0.2424	\$972.75
<b><i>Totals and Averages</i></b>		<b><i>48,319</i></b>	<b><i>\$0.06989</i></b>	<b><i>\$3,377.07</i></b>	<b><i>\$0.07059</i></b>	<b><i>\$3,410.90</i></b>

**Additional Savings with a Rebid > \$996.46 for Color.**

## *Reprographic Equipment Assessment*

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

<b>Total # of Units</b>	<b>34</b>
<b># of Units on Lease</b>	<b>33</b>
<b># of Units Owned</b>	<b>1</b>
<b>Lease Company</b>	<b>Northway Bank</b>
<b>Lease Start Date</b>	<b>6/1/2009</b>
<b>Lease End Date</b>	<b>8/1/2013</b>
<b>Term</b>	<b>5 Annual</b>
<b>Annual Payment usually due on 8/1</b>	<b>\$52,434.98</b>
<b>Remaining Payments</b>	<b>0</b>

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

## *Leased Equipment*

<b>Building</b>	<b>Make</b>	<b>Model</b>	<b>Serial #</b>
Franklin High	Konica Minolta	BH421	A0R6011007819
Franklin High	Konica Minolta	BH40P	A0DX013003125
Franklin High	Konica Minolta	BH40P	A0DX013003061
Franklin High	Konica Minolta	BH40P	A0DX013003797
Franklin High	Konica Minolta	BH421	A0R6011007826
Franklin High	Konica Minolta	BH362	A11U011000526
Franklin High	Konica Minolta	BH601	A0PP011003746
Franklin High	Konica Minolta	BH751	A0PN011001095
Franklin High	Konica Minolta	BH751	A0PN011001433
Franklin High	Konica Minolta	BH751	A0PN011001455
Franklin High	Xerox	8860MFP	HBB042027
Franklin Middle	Konica Minolta	BH40P	A0DX013003800
Franklin Middle	Konica Minolta	BH40P	A0DX013003795
Franklin Middle	Konica Minolta	BH40P	A0DX013003796
Franklin Middle	Konica Minolta	BH421	A0R6011007853
Franklin Middle	Konica Minolta	BH950	A0Y5011000644
Franklin Middle	Konica Minolta	BH40P	A0DX013002902
Franklin Middle	Konica Minolta	BH421	A0R6011007825
Franklin Middle	Konica Minolta	BH751	A0PN011001474
Franklin Middle	Konica Minolta	BH501	A0R5011006933
Franklin Middle	Xerox	8860MFP	HBB034163
Jennie D. Blake School	Konica Minolta	BH501	A0R5011006931
Jennie D. Blake School	Xerox	8860MFP	HBB034195
Paul Smith School	Konica Minolta	BH40P	A0DX013003505
Paul Smith School	Konica Minolta	BH421	A0R6011007865
Paul Smith School	Konica Minolta	BH751	A0PN011001421
Paul Smith School	Konica Minolta	BH751	A0PN011001261

<b>Building</b>	<b>Make</b>	<b>Model</b>	<b>Serial #</b>
Paul Smith School	Xerox	8860MFP	HBB034145
Paul Smith School	Xerox	8860MFP	HBB034459
SAU #18	Konica Minolta	BHC353	A02E010017554
SAU #18	Konica Minolta	BH601	A0PP011003747
SAU #18	Konica Minolta	BH350	30AE02320
SAU #18	Xerox	8860MFP	HBB034144

## *Owned Equipment*

<b>Building</b>	<b>Make</b>	<b>Model</b>	<b>Serial #</b>
SAU #18	Xerox	8860MFP	HBB034482

***NOTE: With your next upgrade, your current Leased Equipment would be listed as Owned, and any new equipment would be listed as Leased. Your current Owned Equipment would be traded out.***



## *Improved SPC Services*

### **2012-2013 Simplified Billing Implemented**

In January 2013, SPC developed the Simplified Billing Program, designed to streamline the invoicing process and further help to eliminate billing errors. Some of its features include:

#### ***TWO Pre-Billing invoices annually from ONE billing source. Benefits...***

- One half of your projected annual volume is billed twice per year: July and January.
- No need to review pages and pages of confusing invoices from multiple vendors, whose systems produce a variety of invoicing formats.

#### ***Eliminate confusing variety of invoices from multiple vendors that come annually and/or quarterly. Benefit...***

- Different vendors utilize different invoicing programs, producing a wide variety of lengthy and often confusing invoices; you receive each invoice directly from SPC, in one, easy to read format.
- Accompanying spreadsheets break out the totals owed for pre-billing or reconciliation by building or cost center to allow you to allocate costs to specific locations.

#### ***Standardized billing to eliminate chasing meter reads during the year. Benefits...***

- Staff no longer need to collect color or low-end printer meter reads on a quarterly basis.
- Billing is based on previous year's actual usage.
- Most meter reads can now be captured electronically, with only a small handful of printers needing a manual meter reading, thus saving valuable staff time at the end of the fiscal year.

#### ***SPC's managed spreadsheet includes all copy and printing devices within your organization for all locations and all vendors. Benefits...***

- Spreadsheets associated with each invoice show the itemized equipment in each location, the projected volume, and the semi-annual pre-billing or reconciliation.
- Again, one simplified invoice for all equipment and one billing source rather than multiple varied invoices from several billing sources.

## *SPC's Newest Service*

### **SPC STAR Doc**

Throughout the 2012-13 year, SPC designed, developed, and implemented a new online program that allows our clients to effectively manage all of their reprographic assets.



### ***STAR Doc: System for Tracking and Reporting Documents. Benefits...***

- Detailed floor maps identifying each copier and printer within your fleet, including make, model, serial number, meter read, building, and department.
- Online, real-time information daily.
- Allows you to project your usage in comparison with your budget to determine if you are on target or if you need to make some adjustments.
- Allows you to identify problem areas and address them immediately, before your annual billing invoice.
- All your SPC-related documents stored in one location: Five-Year Equipment Replacement Schedule, Compare Report, Total Bid Analysis, Annual Report.

At SPC we are always striving to improve our services and optimize our clients' resources. We are proud to be able to offer our clients all the benefits of the new **STAR Doc** system.

*SPC STARDoc Current User Names\**

<b>Name</b>	<b>User Name</b>
Mike O'Neill	moneill
Adam Hollins	ahollins

\*If you need to verify your password or if you need to add users please contact Alex Webster at [awebster@spccopypro.com](mailto:awebster@spccopypro.com)

## *SPC's Service & Supply Contract – Purpose & Sample*

In an effort to serve our clients better, at our own expense, SPC hired Bond Counsel to set up your Service & Supply Contract to ensure accuracy and protection to our Clients. Integrated into and tailored to mirror the Lease-Purchase Agreement, this contract protects equipment held as collateral under the Lease-Purchase Agreement or for equipment already owned and purchased outright.

Please note that this contract provides you with the option to upgrade your service contract with a 30-day termination notice. This provides you tremendous flexibility.

## : **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 NHSAU 18, as lessee (the "Lessee"), commencing on June 1, 2009, (the "Lease-Purchase") hereby contracts with Lessee for the term of the Lease-Purchase (terminating on June 30, 2014) 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*

<b>Vendor:</b>	<b>Konica-Minolta Business Solutions</b>	<b>Lessee:</b>	<b>NHSAU 18</b>
<b>Street Address:</b>	<b>25 Pelham Road</b>	<b>Street Address:</b>	<b>119 Central Street</b>
<b>City/State/Zip:</b>	<b>Salem, NH 03079</b>	<b>City/State/Zip:</b>	<b>Franklin, NH 03235</b>
<b>By (signature):</b>		<b>By (signature):</b>	
<b>Name:</b>	<b>Mark Doucette</b>	<b>Name:</b>	<b>Mike O'Neil</b>
<b>Title:</b>	<b>Market Vice President</b>	<b>Title:</b>	<b>Business Manager</b>

## *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 NHS AU 18, as lessee (the "Lessee"), commencing on June 1, 2009, (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, 2014) 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.

<b>Vendor:</b>	<u>Konica-Minolta Business Solutions</u>
<b>Street Address:</b>	<u>25 Pelham Road</u>
<b>City/State/Zip:</b>	<u>Salem, NH 03079</u>
<b>By (signature):</b>	<u></u>
<b>Name:</b>	<u>Mark Doucette</u>
<b>Title:</b>	<u>Market Vice President</u>