

## 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

Chip McGee NHSAU 25 - Bedford School District 103 County Road Bedford, NH 03110



# 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 Chip McGee NHSAU 25 - Bedfo

NHSAU 25 - Bedford School District

103 County Road Bedford, NH 03110

Dear Chip:

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 6 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

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## **Table of Contents**

Meet The Team	3
Equipment Health Status	5
Building NHSAU 25 Black Bar Chart	
District NHSAU 25 Black Bar Chart	
Avg Student Cost by Building Black	
Cost Comparison – Black Only	_
Building NHSAU 25 Color Bar Chart	9
District NHSAU 25 Color Bar Chart	10
Avg Student Cost by Building Color	11
Cost Comparison – Color Only	12
NHSAU 25 Bar Chart Compare	13
Usage Profile for Service & Supplies	14
SPC Service & Supply Cost Savings	15
Projected Equipment Cost by Building Black	31
Projected Equipment Cost by Building Color	32
Service & Supply Usage Profile by Vendor Black	33
Service & Supply Usage Profile by Vendor Color	34
Reprographic Equipment Assessment	35
Leased Equipment	36
Service & Supply Warranty Contract	37
StarDoc User Name	39
STARDoc Time Line	41
STARDoc Asset Management	42
VALUE ADD Documents - Client	43
VALUE ADD Documents - Vendor	45
ANTOF AND MOCALIBERS - AGUADA	46

## 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 costeffective 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**

<b>Total Number of Machines:</b>	35					
Total Black Photocopiers						
Total Color Photocopiers	10					
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:						
# of Units Overused:	2					
# of Units Underused:	0					
# of Units Connected to Network with Print and/or Scan						
Commencement Date:	9/1/2013					
# of Annual Payments Left on Lease	3					
All Warranties and Service Contracts Expire:						
SPC's FM Audit Print Management Software Loaded						
Printer Contract Signed; (Not seeing the entire printing budget)	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 Chip,

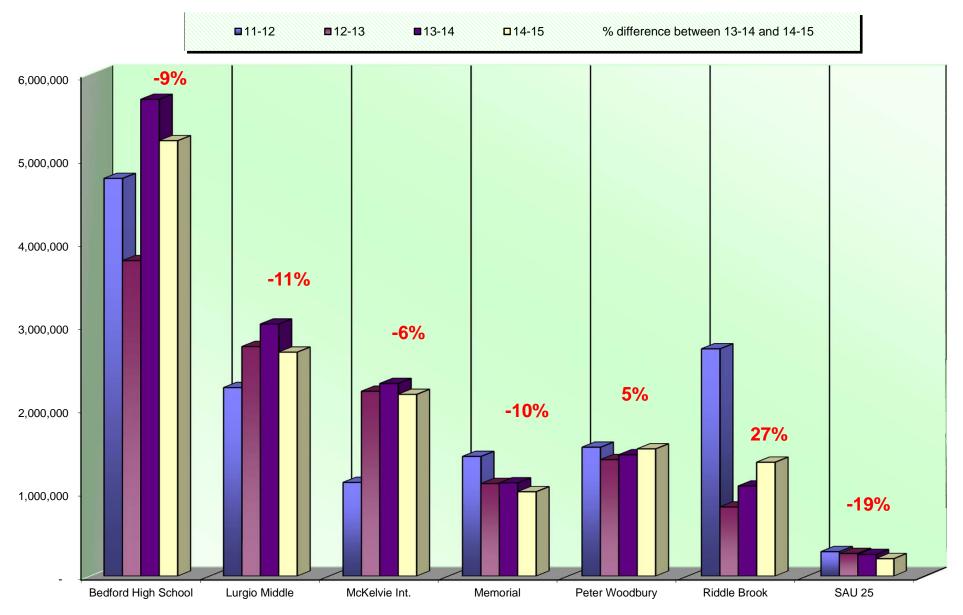
There are two machines that I see that could be heading toward a significant reliability issue, if not now, then in the near future. Perhaps the volume can be shifted to other locations in order to reduce the volume on these two machines or we could swap out 8295's that in a significantly lower volume level.

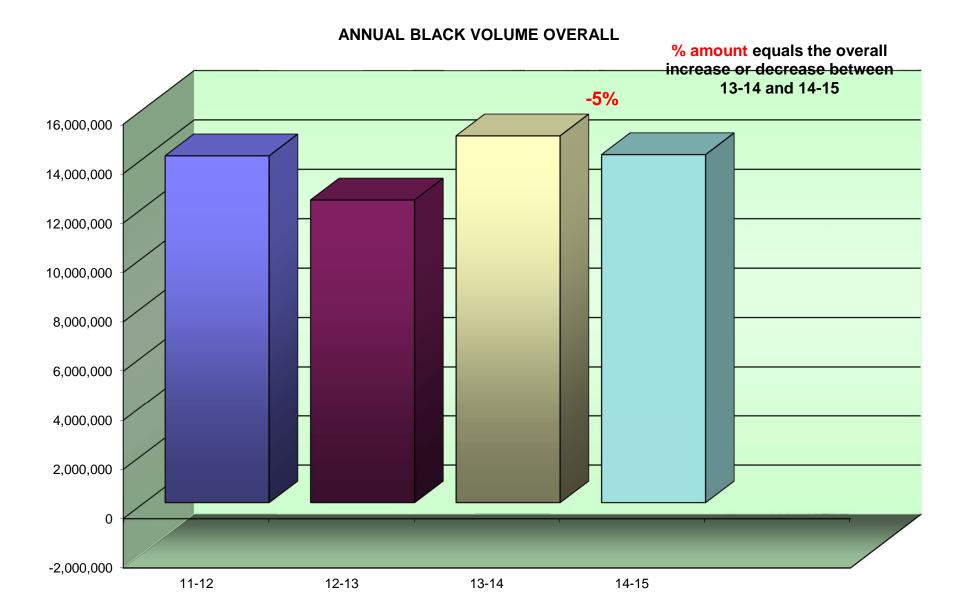
I would not try to replace the equipment yet. I would recommend that you let your lease payment go down another payment. Each time you make a payment you create additional funds for your next upgrade. The goal is to keep your capital cost at the same level or lower.

Sincerely,

Skip

#### 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.

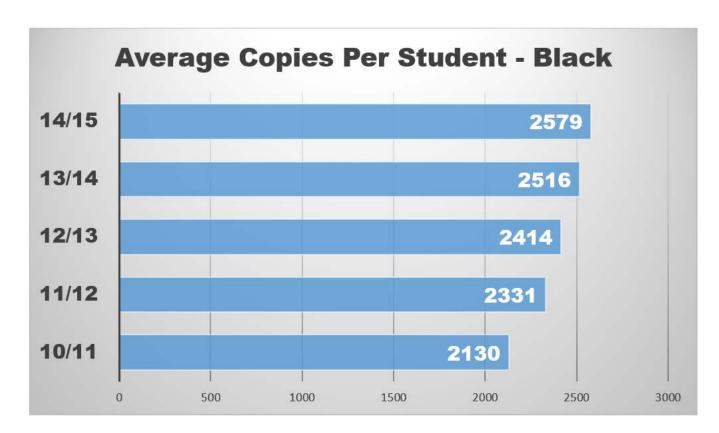
Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
Bedford High	1,410	5,200,890	\$70,330.47	3,689	\$49.88
McKelvie Intermediate	739	2,166,848	\$29,301.80	2,932	\$39.65
Memorial Elementary	459	1,002,586	\$13,557.74	2,184	\$29.54
Peter Woodbury School	339	1,515,042	\$20,487.57	4,469	\$60.44
Riddle Brook Elementary	513	1,355,553	\$18,330.84	2,642	\$35.73
Ross A. Lurgio Middle	779	2,671,763	\$36,129.65	3,430	\$46.38
SAU 25	0	207,093	\$2,800.47	0	\$0.00
Totals	4,239	14,119,775	\$190,938.54	3,331	\$45.04

## Cost Comparison – Black Only

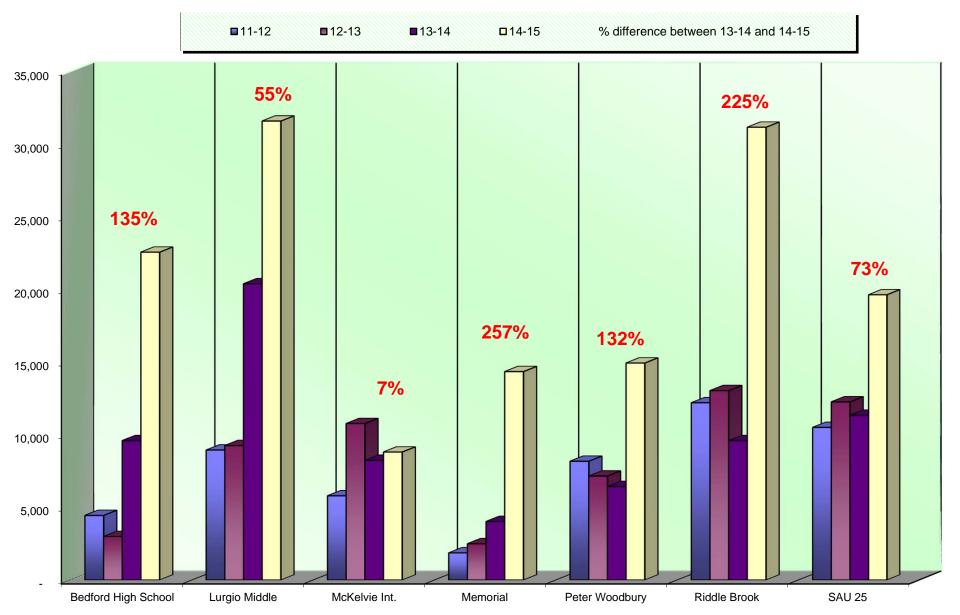
This is an SPC Comparison contrasting your district with 67 client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

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

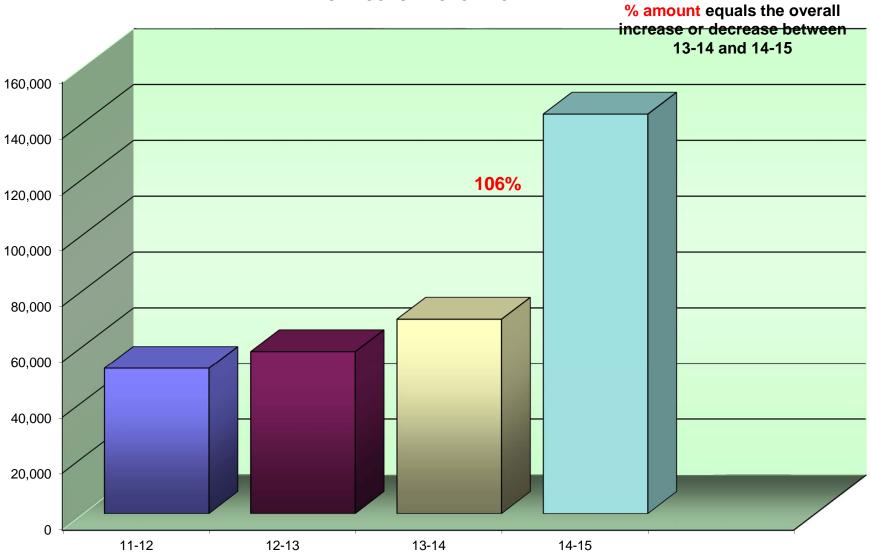
<sup>\*</sup>Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.



### ANNUAL COLOR VOLUME BY BUILDING



### ANNUAL COLOR VOLUME OVERALL



## **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.

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
Bedford High	1,410	22,553	\$1,126.52	16	\$0.80
McKelvie Intermediate	739	8,797	\$439.41	12	\$0.59
Memorial Elementary	459	14,334	\$715.98	31	\$1.56
Peter Woodbury School	339	14,923	\$1,123.25	44	\$3.31
Riddle Brook Elementary	513	31,153	\$2,668.77	61	\$5.20
Ross A. Lurgio Middle	779	31,579	\$1,577.37	41	\$2.02
SAU 25	0	19,621	\$980.07	0	\$0.00
Totals	4,239	142,960	\$8,631.38	34	\$2.04

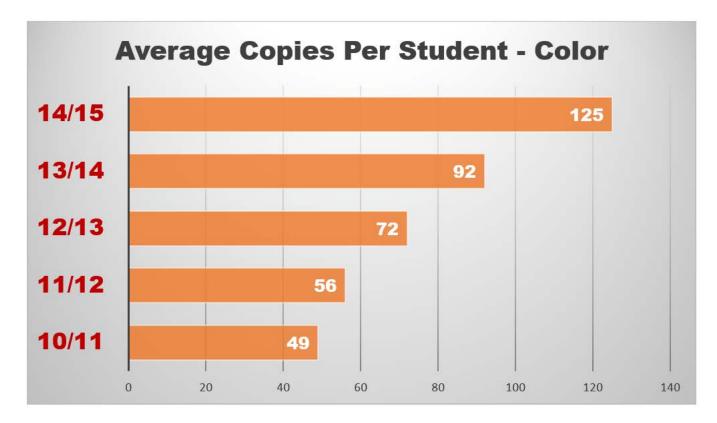
Note that your color volume above does not include the color prints being done on your printers which are significantly higher cost of operation.

### Cost Comparison - Color Only

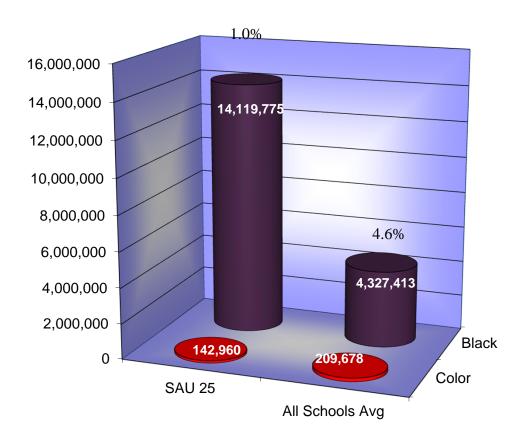
This is an SPC Comparison contrasting your district with 67 client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	Total Student	Total Annual	Total	Annual Copies	Annual Cost
	Population	Volume	District Cost*	Per Student	Per Student
All Schools w/student populations	114,078	14,258,074	\$796,263.47	125	\$6.98

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



### **Color to Total Volume Percentage**



## 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: 9/1/2013
Serial Number / Vendor ID					<del>-</del> -
Life / Intro Date			2014-15		
Connectivity / Printer Exp Date	7/1/2014	6/30/2015	Annual	Cost/Copy	
Vendor	Meter	Meter	Volume	Annual Cost	Recommendations
Bedford High					
Athletic Admin Room C102					
Canon IR 4245 / 45 PPM	38,934	127,471	88,537	\$0.003700	None at this time.
OHP02786 / GAEDH				\$327.59	
1,000,000 / 10/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					
Guidance Office					
Canon IR ADV 6255 / 55 PPM	44,798	162,353	117,555	\$0.003700	None at this time.
NMU09328 / GAECT				\$434.95	
3,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					

Make-Model / Speed					Date of Last Upgrade: 9/1/2013
Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date	7/1/2014	6/30/2015	2014-15 Annual	Cost/Copy	December 1 of the
Vendor	Meter	Meter	Volume	Annual Cost	Recommendations
Bedford High					
Library					
Canon IR ADV 6255 / 55 PPM	132,038	378,242	246,204	\$0.003700	None at this time.
NMU09299 / GAEDF 3,000,000 / 11/2012	0	0	0	\$910.95 \$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					
Main Office					
Canon IR ADV C5255 / 55 PPM	32,605	109,290	76,685	\$0.003700	None at this time.
JME08187 / GAEDI				\$283.73	
3,000,000 / 10/2012	8,229	30,782	22,553	\$0.04995	
Color Photocopier				\$1,126.52	
/					
CanonME					
Room B221 Left					
Canon IR ADV 8295 / 95 PPM	385,792	1,237,013	851,221	\$0.003700	None at this time.
KZZ02838 / GAECF				\$3,149.52	
5,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					

Make-Model / Speed					Date of Last Upgrade: 9/1/2013
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
Bedford High					
Room B221 Right					
Canon IR ADV 8295 / 95 PPM	543,104	1,876,405	1,333,301	\$0.003700	Overused!
KZZ02821 / GAECE				\$4,933.21	
5,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					
Room B328 Left					
Canon IR ADV 8295 / 95 PPM	251,404	1,639,477	1,388,073	\$0.003700	Overused!
KZZ02820 / GAECD				\$5,135.87	
5,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					
Room B328 Right					
Canon IR ADV 8295 / 95 PPM	518,584	1,454,378	935,794	\$0.003700	None at this time.
KZZ02853 / GAECI				\$3,462.44	
5,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					

Make-Model / Speed					Date of Last Upgrade: 9/1/2013
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
Bedford High					
Special Education Room 229					
Canon IR ADV 6265 / 65 PPM	59,369	222,889	163,520	\$0.003700	None at this time.
NML03053 / GAECU 3,000,000 / 11/2012	0	0	0	\$605.02 \$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					
	Subto	otals BW	5,200,890	\$19,243.29	
	Subto	otals Color	22,553	\$1,126.52	

Make-Model / Speed					Date of Last Upgrade: 9/1/2013
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
McKelvie Intermediate					
Guidance Office					
Canon IR ADV 8295 / 95 PPM	223,145	723,080	499,935	\$0.003700	None at this time.
KZZ02871 / GAECH 5,000,000 / 11/2012	0	0	0	\$1,849.76 \$0.00000	
Black Photocopier				\$0.00	
/ CanonME					
IT Office					
Canon IR4225 / 25 PPM	2,971	8,081	5,110	\$0.003700	None at this time.
OHJ02389 / GAEDG 500,000 / 10/2013	0	0	0	\$18.91 \$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					
Main Office					
Canon IR ADV C5255 / 55 PPM	13,667	51,544	37,877	\$0.003700	None at this time.
JME08084 / GAEDK 3,000,000 / 10/2012	946	9,743	8,797	\$140.14 \$0.04995	
Color Photocopier		,	,	\$439.41	
/ CanonME					

Make-Model / Speed					Date of Last Upgrade: 9/1/2013
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
McKelvie Intermediate					
Teachers' Room 1st Floor					
Canon IR ADV 8295 / 95 PPM	349,704	1,107,934	758,230	\$0.003700	None at this time.
KZZ02605 / GAECG 5,000,000 / 11/2012	0	0	0	\$2,805.45 \$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					
Teachers' Room 2nd Floor					
Canon IR ADV 8295 / 95 PPM	450,523	1,316,219	865,696	\$0.003700	None at this time.
KZZ02849 / GAECJ 5,000,000 / 11/2012	0	0	0	\$3,203.08 \$0.00000	
Black Photocopier				\$0.00	
CanonME					
	Subte	otals BW	2,166,848	\$8,017.34	
	Subto	otals Color	8,797	\$439.41	

Make-Model / Speed					Date of Last Upgrade: 9/1/2013
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
Memorial Elementary					
Copy Room					
Canon IR ADV 8295 / 95 PPM	248,153	819,683	571,530	\$0.003700	None at this time.
KZZ02631 / GAECK 5,000,000 / 11/2012	0	0	0	\$2,114.66 \$0.00000	
Black Photocopier				\$0.00	
CanonME					
Library					
Canon IR400if / 42 PPM	2,611	14,995	12,384	\$0.003700	None at this time.
OLA04814 / GAEDT 1,000,000 / 05/2013	0	0	0	\$45.82 \$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					
Main Office					
Canon IR ADV C5255 / 55 PPM	19,693	65,722	46,029	\$0.003700	None at this time.
JME08316 / GAEE3				\$170.31	
3,000,000 / 10/2012	2,657	16,991	14,334	\$0.04995	
Color Photocopier				\$715.98	
/ CanonME					

Make-Model / Speed Serial Number / Vendor ID					Date of Last Upgrade: 9/1/2013
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
Memorial Elementary					
Staff Lounge					
Canon IR ADV 8295 / 95 PPM	205,844	578,487	372,643	\$0.003700	None at this time.
KZZ02715 / GAECY 5,000,000 / 11/2012	0	0	0	\$1,378.78 \$0.00000	
Black Photocopier				\$0.00	
CanonME					
	Subto	otals BW	1,002,586	\$3,709.57	
	Subto	tals Color	14,334	\$715.98	

Make-Model / Speed					Date of Last Upgrade: 9/1/2013
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
Peter Woodbury School			, 000000	11	
Library					
Canon IR-C1030iF / 30 PPM	580	3,135	2,555	\$0.003700	None at this time.
NZG05927 / GAEDE 750,000 / 11/2010	76	1,901	1,825	\$9.45 \$0.11433	
Color Photocopier				\$208.65	
/					
CanonME					
Main Office					
Canon IR ADV C5255 / 55 PPM	25,112	81,852	56,740	\$0.003700	None at this time.
JME08183 / GAEDJ 3,000,000 / 10/2012	3,863	12,917	9,054	\$209.94 \$0.04995	
Color Photocopier				\$452.25	
/					
CanonME					
Maintenance Office					
Canon IR-C1030iF / 30 PPM	3,249	7,301	4,052	\$0.003700	None at this time.
NZG05149 / GAEDV	•	-	•	\$14.99	
750,000 / 11/2010	0	4,044	4,044	\$0.11433	
Color Photocopier				\$462.35	
CanonME					

Make-Model / Speed					Date of Last Upgrade: 9/1/2013
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
Peter Woodbury School					
Teachers' Room					
Canon IR ADV 8295 / 95 PPM	289,112	959,289	670,177	\$0.003700	None at this time.
KZZ02875 / GAECN				\$2,479.65	
5,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					
Canon IR ADV 8295 / 95 PPM	299,531	1,081,049	781,518	\$0.003700	None at this time.
KZZ02854 / GAECP				\$2,891.62	
5,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					
	Subt	otals BW	1,515,042	\$5,605.66	
	Subt	otals Color	14,923	\$1,123.25	

Make-Model / Speed					Date of Last Upgrade: 9/1/2013
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
Riddle Brook Elementary					
Copy Room 1st Floor					
Canon IR ADV 8295 / 95 PPM	310,145	1,050,617	740,472	\$0.003700	None at this time.
KZZ02874 / GAECO 5,000,000 / 11/2012	0	0	0	\$2,739.75 \$0.00000	
Black Photocopier				\$0.00	
/ CanonME					
Copy Room 2nd Floor					
Canon IR ADV 8295 / 95 PPM	232,626	729,246	496,620	\$0.003700	None at this time.
KZZ02602 / GAECO 5,000,000 / 11/2012	0	0	0	\$1,837.49 \$0.00000	
Black Photocopier				\$0.00	
/ CanonME					
Library	202	6.200	F 211	Φ0.00 <b>27</b> 00	<b>N</b>
Canon IR-C1030iF / 30 PPM	989	6,300	5,311	\$0.003700	None at this time.
NZG05302 / GAEDW 750,000 / 11/2010	478	17,761	17,283	\$19.65 \$0.11433	
Color Photocopier		,	,	\$1,975.97	
CanonME					

Make-Model / Speed					Date of Last Upgrade: 9/1/2013
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
Riddle Brook Elementary					
Main Office					
Canon IR ADV C5255 / 55 PPM	41,645	154,795	113,150	\$0.003700	None at this time.
JME08171 / GAEDM				\$418.66	
3,000,000 / 10/2012	3,115	16,985	13,870	\$0.04995	
Color Photocopier				\$692.81	
/					
CanonME					
	Subto	otals BW	1,355,553	<b>\$5,015.55</b>	
	Subto	otals Color	31,153	\$2,668.77	

Make-Model / Speed					Date of Last Upgrade: 9/1/2013
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
Ross A. Lurgio Middle					
7 South Hall Red Pod					
Canon IR ADV 8295 / 95 PPM	301,713	986,743	685,030	\$0.003700	None at this time.
KZZ02818 / GAECR				\$2,534.61	
5,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					
7 West Hall Green Pod					
Canon IR ADV 8295 / 95 PPM	314,401	1,050,871	736,470	\$0.003700	None at this time.
KZZ02634 / GAECS				\$2,724.94	
5,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					
Guidance Office					
Canon IR 4245 / 45 PPM	22,677	81,708	59,031	\$0.003700	None at this time.
OHP02792 / GAEEC				\$218.41	
1,000,000 / 10/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
/					
CanonME					

Make-Model / Speed Serial Number / Vendor ID					Date of Last Upgrade: 9/1/2013
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
Ross A. Lurgio Middle					
Main Office					
Canon IR ADV C5255 / 55 PPM	67,470	121,383	53,913	\$0.003700	None at this time.
JME08228 / GAEDO 3,000,000 / 10/2012	13,229	44,808	31,579	\$199.48 \$0.04995	
Color Photocopier / CanonME				\$1,577.37	
Media Center Left					
Canon IR ADV 8295 / 95 PPM KZZ02865 / GAECC	363,545	1,173,742	810,197	\$0.003700 \$2,997.73	None at this time.
5,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
CanonME					
Media Center Right					
Canon IR ADV 8295 / 95 PPM	247,512	574,634	327,122	\$0.003700	None at this time.
KZZ02817 / GAEDN 5,000,000 / 11/2012	0	0	0	\$1,210.35 \$0.00000	
Black Photocopier				\$0.00	
CanonME					
	Subto	otals BW	2,671,763	\$9,885.52	
	Subto	otals Color	31,579	\$1,577.37	

Make-Model / Speed					Date of Last Upgrade: 9/1/2013
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
SAU 25					
East Hallway					
Canon IR 4245 / 45 PPM	40,571	77,436	36,865	\$0.003700	None at this time.
OHP02791 / GAEEB 1,000,000 / 10/2013	0	0	0	\$136.40 \$0.00000	
Black Photocopier				\$0.00	
/ CanonME					
Work Room					
Canon IR ADV C5255 / 55 PPM JME08190 / GAEDL	73,277	243,505	170,228	\$0.003700 \$629.84	None at this time.
3,000,000 / 10/2012 Color Photocopier	8,331	27,952	19,621	\$0.04995 \$980.07	
CanonME					
	Subto	otals BW	207,093	\$766.24	
	Subto	otals Color	19,621	\$980.07	

District Wide Black Totals	14,119,775	\$52,243.17
District Wide Color Totals	142,960	\$8,631.38

## **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 9/1/2009 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
14,119,775	\$0.00651	\$91,919.74

#### **CURRENTLY WITH SPC**

<b>Current Volume</b>	<b>Current CPC</b>	<b>Current Cost</b>	<b>Cost Savings</b>	5 Year Savings
14,119,775	\$0.00370	\$52,243.17	\$39,676.57	\$198,382.84

Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$39,676.57 x 6 years as a Client = \$238,059.41 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 <u>upcoming fiscal year</u>.

Building	Projected Black Volume	Projected Black Usage Cost	Approx.Paper Cost	Average Annual Equipment Cost	Total Projected Black Usage Cost
Bedford High	5,200,890	\$19,243.29	\$25,806.82	\$25,280.36	\$70,330.47
Ross A. Lurgio Middle	2,671,763	\$9,885.52	\$13,257.29	\$12,986.84	\$36,129.65
McKelvie Intermediate	2,166,848	\$8,017.34	\$10,751.90	\$10,532.56	\$29,301.80
Memorial Elementary	1,002,586	\$3,709.57	\$4,974.83	\$4,873.35	\$13,557.74
Peter Woodbury School	1,515,042	\$5,605.66	\$7,517.64	\$7,364.28	\$20,487.57
Riddle Brook Elementary	1,355,553	\$5,015.55	\$6,726.25	\$6,589.04	\$18,330.84
SAU 25	207,093	\$766.24	\$1,027.60	\$1,006.63	\$2,800.47
Total	14,119,775	\$52,243.17	\$70,062.32	\$68,633.05	\$190,938.54

### SPC Equipment Bids:

Presently our Bids are coming in at 14.5% to 22% of Retail while the current Salesman's Cost is 50% of Retail. Example: Currently our bids for a Xerox 5890PT RADF Duplex Finisher 3-Hole Punch CIF-Print-Color Scan-Hard Drive for Secure Print-Fax 90 Copies per Minute are coming in at \$6,333 with a Retail Cost of \$43,495...14.5% of Retail!

## Projected Equipment Costs by Building - Color

This table represents projected expenses for COLOR prints or copies by building based on recent activity. Current paper case costs and current annual lease payment are NOT figured in to this table, as they are covered in the Black prints report.

Building	<b>Projected Color Volume</b>	Service & Supply Cost
Bedford High	22,553	\$1,126.52
Ross A. Lurgio Middle	31,579	\$1,577.37
McKelvie Intermediate	8,797	\$439.41
Memorial Elementary	14,334	\$715.98
Peter Woodbury School	14,923	\$1,123.25
Riddle Brook Elementary	31,153	\$2,668.77
SAU 25	19,621	\$980.07
Total	142,960	\$8,631.38

## 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	<b>Equipment Type</b>	Annual Volume	2014-2015 Cost / Copy	<b>Total Cost</b>	2015-2016 Cost / Copy	<b>Projected Cost</b>
Canon Solutions Maine	Black Photocopier	13,553,235	\$0.00370	\$50,146.97	\$0.00370	\$50,146.97
Canon Solutions Maine	Color Photocopier	566,540	\$0.00370	\$2,096.20	\$0.00370	\$2,096.20
Total		14,119,775	\$0.00370	\$52,243.17	\$0.00370	\$52,243.17

## 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	<b>Equipment Type</b>	Annual Volume	2014-2015 Cost / Copy	<b>Total Cost</b>	2015-2016 Cost / Copy	<b>Projected Cost</b>
Canon Solutions Maine	Color Photocopier	119,808	\$0.04995	\$5,984.41	\$0.04995	\$5,984.41
Canon Solutions Maine	Color Photocopier	23,152	\$0.11433	\$2,646.97	\$0.11433	\$2,646.97
Total		142,960	\$0.06038	\$8,631.38	\$0.06038	\$8,631.38

## Reprographic Equipment Assessment

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

<b>Total Number of Units</b>	35
<b>Total Number of Units on Lease</b>	35
<b>Total Number of Units Owned</b>	0
Lease Company	Northway Bank
Lease Start Date	9/1/2013
Lease End Date	8/1/2018
Term	5 Annual
Annual Payment usually due on 8/1	\$68,633.05
Remaining Payments	3

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

## Leased Equipment

Building	Make/Model	Serial Number
D 16 177 1	G W A DAY (26)	NI (1 00052
Bedford High	Canon IR ADV 6265	NML03053
Bedford High	Canon IR ADV 6255	NMU09328
Bedford High	Canon IR 4245	QHP02786
Bedford High	Canon IR ADV C5255	JME08187
Bedford High	Canon IR ADV 8295	KZZ02821
Bedford High	Canon IR ADV 8295	KZZ02838
Bedford High	Canon IR ADV 8295	KZZ02820
Bedford High	Canon IR ADV 8295	KZZ02853
Bedford High	Canon IR ADV 6255	NMU09299
McKelvie Intermediate	Canon IR ADV 8295	KZZ02605
McKelvie Intermediate	Canon IR ADV C5255	JME08084
McKelvie Intermediate	Canon IR4225	QHJ02389
McKelvie Intermediate	Canon IR ADV 8295	KZZ02871
McKelvie Intermediate	Canon IR ADV 8295	KZZ02849
Memorial Elementary	Canon IR ADV 8295	KZZ02631
Memorial Elementary	Canon IR ADV C5255	JME08316
Memorial Elementary	Canon IR ADV 8295	KZZ02715
Memorial Elementary	Canon IR400if	QLA04814
Peter Woodbury School	Canon IR ADV 8295	KZZ02854
Peter Woodbury School	Canon IR ADV C5255	JME08183
Peter Woodbury School	Canon IR-C1030iF	NZG05927
Peter Woodbury School	Canon IR-C1030iF	NZG05149
Peter Woodbury School	Canon IR ADV 8295	KZZ02875
Riddle Brook Elementary	Canon IR ADV C5255	JME08171
Riddle Brook Elementary	Canon IR-C1030iF	NZG05302
Riddle Brook Elementary	Canon IR ADV 8295	KZZ02602
Riddle Brook Elementary	Canon IR ADV 8295	KZZ02874
Ross A. Lurgio Middle	Canon IR ADV C5255	JME08228

Building	Make/Model	Serial Number
Ross A. Lurgio Middle	Canon IR ADV 8295	KZZ02817
Ross A. Lurgio Middle	Canon IR ADV 8295	KZZ02865
Ross A. Lurgio Middle	Canon IR 4245	QHP02792
Ross A. Lurgio Middle	Canon IR ADV 8295	KZZ02634
Ross A. Lurgio Middle	Canon IR ADV 8295	KZZ02818
SAU 25	Canon IR ADV C5255	JME08190
SAU 25	Canon IR 4245	QHP02791

## SERVICE AND SUPPLY CONTRACT - CLIENT

equipment described on Schedule A ("Equipment") using the Contracted Vendo	("Client") to provide comprehensive services, supplies, and maintenance to or shown below at a cost per print shown on said Schedule A, commencing on ontract") shall exclude only the cost of paper, transparencies, and staples. Refer to
cost per print listed on Schedule A. This semi-annual billing will take place Jul or from Client staff during the month of June. A final Reconciliation spreadshee	invoice Client one-half of the annual projected number of pages multiplied by the y 1 and January 1. Actual meter reads will be collected by SPC either electronically t and invoice will then be completed and sent to client. Upon payment of each billing Client is responsible for making payment in full within 30 days of said invoicing to
Client during the Contract period ending on or before June 30 annually than	nall credit Client any unused prepaid pages to Client if fewer copies were made by were originally estimated under this Contract for such period. If more pages were e will be generated. Following semi-annual billing will be based on previous year
	ts option, may increase such costs per print under this Service and Supply Contract ng 12-month period of "The Consumer Price Index for All Urban Consumers (CPI-
	ent will be required to provide final meter reads on all Equipment listed on Schedule t after reconciling actual usage versus projected will be paid to Client. Client must
AGREED AND ACCEPTED BY: Specialized Purchasing Consultants	AGREED AND ACCEPTED BY: Client
By: Skip Tilton	By:
Title: President/Owner	Title:
Date:	Date:
C'amatana.	Ci au atuur

Named Contracted Vendor: Vendor

## WARRANTY

malfunctions the cannot be repair	rough no fault of Client during the term commencing of ired promptly, Contracted Vendor, through Specialized to or superior in quality and capabilities to the Equipment	") that, if any such Equipment described on Schedule B attached hereton and terminating on June 30,, and such Equipment Purchasing Consultants, will replace such Equipment with equipment being replaced, at no cost to Client. Refer to Schedule B for Additional
The only	exclusions to this Warranty are as follows:	
1.	This Warranty will expire for an item of Equipment whas shown on Schedule B attached hereto, is exceeded	nen the Warranty Life of such item of Equipment in number of copies, d;
2.	This Warranty will expire for an item of Equipment at sale or lease by the manufacturer as shown on Scheo	the date which is ten years after such Equipment was first offered for lule B attached hereto.
	AGREED AND ACCEPTED BY: Vendor	AGREED AND ACCEPTED BY: Client
	By: John Cox	Ву:
	Title: Market Vice President	Title:
	Date:	Date:
	Signature:	Signature:

## StarDoc User Names

Name	User Name
Cheryl Daley	DaleyC@sau25.net
Chip McGee	mcgee
Dawna Duhamel	duhameld@sau25.net
<b>Debbie Gelinas</b>	gelinasd@sau25.net
Denise Boyle	boyled@sau25.net
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Jen Wasylak	wasylakj@sau25.net
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Joyce Edward	JoyceE@sau25.net
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Mary Cody	codym@sau25.net
Michael Fournier	FournierM@sau25.net
Molly McCarthy	McCarthyM@sau25.net
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Randy Prothero	protheror@sau25.net
Susan VanArsdell	vanasrsdells@sau25.net
Terry Bullard	bullardt@sau25.net
William Hagen	hagenw@sau25.net

<sup>\*</sup>If you need to verify your password or if you need to add users, please contact Alex Webster at <a href="mailto:awebster@spccopypro.com">awebster@spccopypro.com</a>



## 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

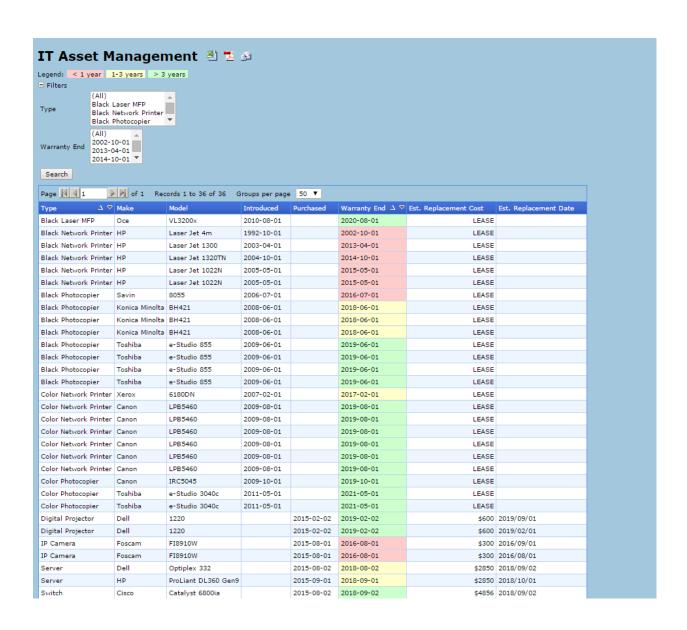
# New Mapping Options & Asset Management

- Allows mapping of other IT devices (Wireless Access Points, IP Camera, Projectors, VOIP phones
- IT Asset Management tracks all IT purchases, warranty expirations, etc.



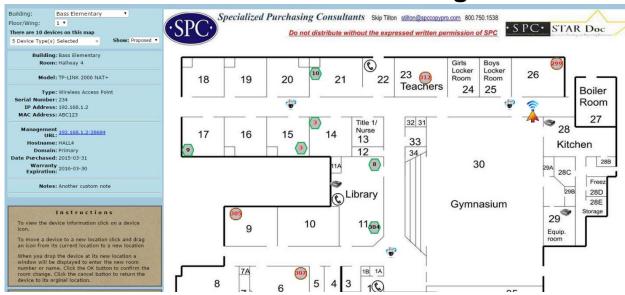
### **New Feature: IT Asset Management**

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





## **New Feature: IT Asset Management**



#### Legend:

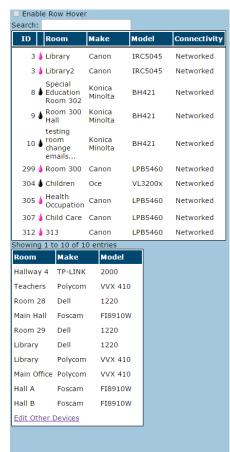














### Benefits of partnering with SPC

#### 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 <u>save you money</u> 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 <u>save you time</u> by preparing your bid, negotiating with vendors/manufacturers, presenting a total bid analysis and managing the implementation.
- We will <u>save you frustration</u>. 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: System for Tracking And Reporting Documents...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!