



Specialized Purchasing Consultants

1491 East Side River Road

Dummer, NH 03588

(800) 750-1538

www.spccopypro.com

2017-2018 Annual Report

Year - End Photocopier Analysis

With projected costs for 2018-19

Maggie Duprey
NHSAU 25 - Bedford School
District 103 County Road
Bedford, NH 03110



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

October 2018

Skip Tilton
President

Corporate Office:
1491 East Side River Drive
Dummer, NH 03588
(800) 750-1538

Maggie Duprey
NHSAU 25 - Bedford School District
103 County Road
Bedford, NH 03110

VISIT US ON THE WEB:
www.spccopypro.com

Dear Maggie:

We at Specialized Purchasing Consultants, wish to thank you for your continued confidence in us. Our relationship is **now 9 years strong**, and we hope that your trust in us and this relationship will continue for many years to come.

The following Annual Report provides an overview of last year's reprographic equipment usage and status. Recommendations are included based on usage and remaining life expectancy to address potential problem areas. This will help to avoid needless down time and improve equipment reliability.

Every year we strive to improve or enhance our services to save our clients time, money, and effort. For the past number of years, numerous new features have been implemented to benefit our clients such as Simplified Billing, FMAudit automated meter reading, STARDoc and IT Asset Management. We hope you have found these services to be beneficial and time-saving. We are very pleased to offer these services at no additional charge.

During our meeting with you to review this report, we would like to take some time to review our current services as well as new services soon to be offered and how you can benefit from these services.

Again, we appreciate the opportunity to continue to provide you with the best possible pricing, service, and equipment. If you have any questions or are in need of more information, please let us know.

Sincerely,

Skip Tilton
President

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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 our clients, many of whom we have assisted for more than 20 years! Together, we have realized the lowest prices

possible while improving the quality of your service and equipment, as well as providing ways to increase your equipment reliability and the ability to monitor and track usage variations throughout the year to keep your costs under control.



Jessica Paradis

Accounting Coordinator

As the new accounting director for SPC, my focus is to ensure transactions are handled with importance, accuracy, and timeliness. My goal is for all communication, with client or vendor, to be satisfactory for all parties. I am

excited to be part of this team, and I am available to answer any billing or contract questions you may have.

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



Pam Weed

Client-Vendor Relations

It is always my goal to ensure a good working relationship between clients and vendors. This applies to billing, upgrades, equipment reliability, and everything in between. I am available to assist you with smooth transitions and quick resolutions.

Joel Heffernan

Implementation Specialist

With over 40 years of experience in the copier/printer industry, I am able to deliver knowledgeable assistance before, during, and after equipment changeover. I am available to our clients to address any concerns they may have and to assure our clients have a pleasant experience with SPC.



Robert Dutil

Director of Information Technology

I work behind the scenes to keep everything running smoothly. I appreciate SPC's honesty, work ethic and loyalty, and it is my goal to make sure SPC has the tools it needs to continue improving their technology to better serve their clients and to be as productive as possible. 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.

Equipment Health Status

Total Number of Machines:	35
Total Black Photocopiers	25
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:	3
# of Units Overused:	0
# of Units Underused:	0
Commencement Date:	9/1/2013
# of Annual Payments Left on Lease	0
All Warranties and Service Contracts Expire:	6/30/2019
SPC's FM Audit Print Management Software Loaded	Yes
Printer Contract	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 Maggie,

It has been five years since your last upgrade and you could benefit from an onsite visit and an upgrade since costs have come down over the years. You have 3 machines that are nearing the end of life but all 35 units warranty will expire on 6-30-2019.

Please note that there are significant funds that can be saved for the district if we were able to help out on the printers you have. Also, there is some powerful print management software that you may want to consider this time around. (See page #16) In reviewing both your black and color usage compared to over 54 school districts across three states your ratios are below average which is fantastic however most of those districts include both copiers and printers while your ratio is based only on copiers!

In order to stay ahead of your reliability curve, your next upgrade could take place in the spring of 2019. I am confident that there are other needs that an onsite visit will be able to address.

Sincerely,

Skip

Aging Equipment Summary

The following equipment is seven or more years from the date they were first offered for sale by the manufacturer. This is a major factor because availability of parts, cost of operation and warranties all become diminished at 10 years from the Date of Introduction. Usage, age, and service history need to be considered to see if they are due for replacement soon.

Building	Department	Make / Model	Serial Number	Vendor Name	Intro Date
Peter Woodbury School	Library	Canon IR-C1030iF	NZG05927	CanonME	11/2010
Peter Woodbury School	Maintenance Office	Canon IR-C1030iF	NZG05149	CanonME	11/2010
Riddle Brook Elementary	Library	Canon IR-C1030iF	NZG05302	CanonME	11/2010

Non Contracted Devices

NHSAU 25 - Bedford School

Make - Model	Serial Number	IP Address	Last Update
HP LASERJET 400 color M451nw	CNDG117528	10.50.20.197	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG1R0GF	10.20.32.31	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG3517C	10.20.32.37	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG35179	10.20.22.31	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG462HP	10.20.20.31	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG370QG	10.50.21.254	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG370TM	10.20.22.42	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG370PM	10.20.21.31	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG370ST	10.40.21.248	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG370QV	10.20.31.31	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG181Y6	10.70.20.249	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG370TQ	10.70.21.249	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG370TP	10.60.20.44	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNCCG370V0	10.60.20.47	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNDCG7Q1H9	10.30.22.33	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNDCG7Q1GW	10.30.22.30	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNDCG7Q1H0	10.30.21.38	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNDCG7Q1M6	10.50.20.252	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNDCH1C1VD	10.40.21.251	10/16/2018 7:30:19 AM
HP LASERJET 600 M601	CNDCGBW105	10.40.20.32	10/16/2018 7:30:19 AM

HP LASERJET 600 M601

CNDCGBW12E

10.20.20.30

10/16/2018 7:30:19 AM

Make - Model		Serial Number	IP Address	NHSAU-25 Bedford School	Updated
HP LASERJET 600 M601		CNDCH2S0B6	10.20.30.39	10/16/2018 7:30:19 AM	
HP LASERJET 600 M601		CNDCH2S0B5	10.30.31.31	10/16/2018 7:30:19 AM	
HP LASERJET 600 M601		CNDCH2S0BD	10.30.31.32	10/16/2018 7:30:19 AM	
HP LASERJET 600 M601		CNDCH2S0CD	10.60.20.45	10/16/2018 7:30:19 AM	
HP LASERJET 600 M601		CNDCGBW10N	10.60.20.46	10/16/2018 7:30:19 AM	
HP LASERJET 600 M601		CNDCH2S0B3	10.60.20.49	10/16/2018 7:30:19 AM	
HP LASERJET 600 M601		CNDCG932JP	10.70.20.248	10/16/2018 7:30:19 AM	
HP LASERJET 600 M601		CNDCGBW109	10.20.22.43	10/16/2018 7:30:19 AM	
HP LASERJET 600 M601		CNDCH2S0BF	10.30.21.35	10/16/2018 7:30:19 AM	
HP LASERJET 400 M401DW		PHGGG01927	10.50.21.253	10/16/2018 7:30:19 AM	
HP LASERJET 600 M602		CNCCDDF28C	10.40.20.247	10/16/2018 7:30:19 AM	
BROTHER MFC-8480DN		C2J153933	10.20.31.35	10/16/2018 7:30:19 AM	
HP LASERJET 600 M601		CNCCG370T0	10.30.22.29	10/16/2018 7:30:19 AM	
HP COLOR LaserJet M553		CNBCH9R08C	10.20.21.35	10/16/2018 7:30:19 AM	
HP COLOR LaserJet M553		JPBCJ1T0L9	10.10.10.224	10/16/2018 7:30:19 AM	
HP COLOR LaserJet M553		JPBCJ1T0M5	10.60.20.41	10/16/2018 7:30:19 AM	
HP LASERJET M604		CNBCHBQ2LL	10.30.22.34	10/16/2018 7:30:19 AM	
HP LASERJET M604		CNBCHBQ2LN	10.30.22.35	10/16/2018 7:30:19 AM	
HP COLOR LaserJet M553		CNBCH9R074	10.20.25.31	10/16/2018 7:30:19 AM	
HP LASERJET M604		CNBCHBQ2L9	10.30.22.32	10/16/2018 7:30:19 AM	
HP LASERJET M604		CNBCHBQ2KM	10.30.21.39	10/16/2018 7:30:19 AM	
HP LASERJET M604		CNBCHBQ2G7	10.40.21.245	10/16/2018 7:30:19 AM	
EPSON LET-4500 Series		W97Y022079	10.40.21.249	10/16/2018 7:30:19 AM	
2017 - 2018 Year-End Photocopier Analysis with 2018-2019 Projections					7

Make - Model	Serial Number	IP Address	NHSAU-25 Bedford School
HP LaserJet M402n	PHBHC67735	10.110.20.51	10/16/2018 7:30:19 AM
HP LASERJET 400 M401DW	PHGGG03302	10.60.20.54	10/16/2018 7:30:19 AM
HP COLOR LaserJet MFP M277dw	VNB8H7WFL7	10.40.21.250	10/16/2018 7:30:19 AM
HP LaserJet M607	CNBCK9B1TS	10.100.20.216	10/16/2018 7:30:19 AM
HP LASERJET P2055dn	CNB9L26352	10.20.23.33	10/16/2018 7:30:19 AM
EPSON ET-4500 Series	W97Y001983	10.30.21.70	10/16/2018 7:30:19 AM
HP LaserJet M607	CNBCK9B1RT	10.100.20.210	10/16/2018 7:30:19 AM
HP LASERJET 400 M401DW	PHGGG03254	10.70.20.246	10/16/2018 7:30:19 AM
EPSON ET-4750 Series	X4CK035447	10.30.22.31	10/16/2018 7:30:19 AM
HP LaserJet M607	CNBCKBT1QT	10.100.20.214	10/16/2018 7:30:19 AM
HP COLOR LaserJet MFP M277dw	VNB8H7WFGM	10.20.34.30	10/16/2018 7:30:19 AM
EPSON ET-3700 Series	X4E9009531	10.20.21.39	10/16/2018 7:30:19 AM
HP LASERJET M402dn	PHB5C59688	10.20.23.35	10/16/2018 7:30:19 AM
HP LASERJET 400 color M451dw	CNDF619662	10.20.31.30	10/16/2018 7:30:19 AM

Machine Count: 58... Our Goal with the next upgrade is to get all non contract devices under a CPC agreement.

Warranty Progress Report

For Year 2017-2018

Equipment Details

McKelvie Intermediate

Teachers' Room 2nd Floor

		<i>Black Meter & Volume</i>	<i>Color Meter & Volume</i>
Canon IR ADV 8295	<i>Begin Date:</i> 7/1/2017	<i>Begin Meter</i> 2,906,301	
KZZ02849	<i>End Date:</i> 6/30/2018	<i>End Meter</i> 3,520,114	
CanonME - GAECJ		<i>Black Volume:</i> 613,813	
<i>Model Intro Date:</i> 11/1/2012			

<i>Date</i>	<i>Comments</i>
12/13/2017	Maggie Duprey sent an e-mail stating she had been talking with Denise Roy at McKelvie. Denise told her they were having a lot of trouble with this machine. They were concerned it would not even make it to the end of the year. She also mentioned they have put in numerous calls and the technicians were also aware of this problem and are monitoring it. Requested service history from Jason Cheney. He stated they were aware of some issues with this machine recently. He had a senior tech in to help on a jamming matter and a part was replaced 12/12 for that. He also noted the client called back today with some unrelated copy quality issue that a tech was working on. He said he would follow up with the school in person to see how the unit was running.
12/14/2017	I sent an e-mail to Maggie and Skip noting the number of service calls since August, primarily for jamming. I also let Denise know that we were aware and were monitoring the situation. She said she had been having conversations with the techs who told her they were bringing it to the attention of someone higher. She also is monitoring the copier carefully and hoped to have better news to report.
12/21/2017	I followed up by e-mail with Denise. She responded by stating that it was still too soon to tell. They had it serviced last week and they continued to have problems; a part was replaced on Tuesday (12/19). When the staff returns after the holidays she thinks she will have more information. I told her I would follow up later in January when they have had more time to use the copier and Canon will have been able to check it out further as well.
1/26/2018	I followed up with Denise Roy to see how the copier was running. She said that it was working good so far for the past couple of weeks. Will check in again in two weeks.

Equipment Details

Peter Woodbury School

Teachers' Room

		<i>Black Meter & Volume</i>	<i>Color Meter & Volume</i>
Canon IR ADV 8295	<i>Begin Date:</i> 7/1/2017	<i>Begin Meter</i> 2,310,220	
KZZ02854	<i>End Date:</i> 6/30/2018	<i>End Meter</i> 2,937,895	
CanonME - GAACP		<i>Black Volume:</i> 627,675	
<i>Model Intro Date:</i> 11/1/2012			

<i>Date</i>	<i>Comments</i>
9/27/2017	Maggie Duprey mentioned to Skip during their Annual Report meeting that two copiers at Peter Woodbury School in the Teachers' Room had constant jamming issues. She sent a reminder e-mail to Skip and me to follow up. I requested service histories, which were forwarded to me by Jason Cheney. Histories did not reveal significant jamming issues as client was likely removing them and resetting the copier.
11/14/2017	Followed up with Jason Cheney, requesting service histories. They indicated some jamming, especially in October, but still not a significant amount. Called Susan Van Arsdell to ask her about the copiers. She said one of the copiers was down for two days with several technicians and a number of parts being replaced. She also mentioned one of the copiers having been moved to another room in the building for some reason. Jason Cheney said the copier had a breakdown with the document feeder and the motherboard also failed. Canon manufacturer reps were called into help with the issues.
11/16/2017	Had a conference call with Jason Cheney, Pam, Skip, and Susan. Discussed the need for Canon to come in and do full PMs on both copiers and then follow up with them in a month.
12/7/2017	Followed up with Susan today; she said they continue to have problems with both copiers. On November 29 she called for service because both were jamming. When the technician came he said they both needed some new parts, which were ordered and replaced by week's end. This week they have not had any issues. I forwarded Susan's message to Jason. He replied that he had gone in to do full PMs during the Thanksgiving holiday week and everything was up to date and running properly. He thought the 11/29 incident was a routine jamming call but that he would speak with the technician regarding the call.
12/14/2017	Followed up with Jason Cheney. He said he had gone in and checked everything over. He thought the 11/29 call was a routine jamming call but he would call the tech and get specifics on what needed to be replaced.
12/22/2017	Followed up with Susan by e-mail. She responded that a call was made on the copier in the Teachers' room on December 19 as the feeder was not working. The other machine has not had any problems.

Equipment Details

Peter Woodbury School

Canon IR ADV 8295	<i>Begin Date:</i>	7/1/2017	<i>Begin Meter</i>	2,232,986
KZZ02875	<i>End Date:</i>	6/30/2018	<i>End Meter</i>	2,571,822
CanonME - GAECN			<i>Black Volume:</i>	338,836

Model Intro Date: 11/1/2012

<i>Date</i>	<i>Comments</i>
9/27/2017	Maggie Duprey mentioned to Skip during their Annual Report meeting that the Teachers' Room copiers at the Peter Woodbury School had constant jamming issues. I requested service histories from Jason Cheney. Histories did not reveal any significant service calls.
11/14/2017	Followed up with Jason for new service histories. All service calls had been for jamming, but Jason believed the problem was with the poor paper quality and the high humidity we had been experiencing. I called and spoke with Susan Van Arsdell; she said one of the copiers (GAECN) had been down for 2 days with a number of techs working on it and parts being replaced. I followed up with Jason, who said the other copier had a failure in the document feeder and the motherboard, both of which had to be replaced. Canon reps were called in to help with the issues.
11/16/2017	Had conference call with Jason Cheney, Pam Weed, Skip Tilton, and Susan Van Arsdell. Discussed the needd for Canon to come in and do full PMs on both copiers and then follow up with them in a month.
12/7/2017	Followed up with Susan by e-mail today; she said they continue to have jamming problems with both copiers. On November 29 she called for service because both were jamming. The technician informed her both needed new parts, which were ordered and installed by week's end. At this time both copiers were running well, with no issues. I forwarded e-mail to Jason. He stated he had gone in the previous week to do full PMs and that everything was up to date and running properly. He believed the 11/29 incident was a routine jamming call but that he would speak with the technician to find out more.



1988 Specialized Purchasing Consultants opens its doors

- Began offering equipment at the sales representative's cost with continued cooperative buying power, obtaining competitive rates on leases, equipment, and service and supply contracts.

1999 Improved Annual Reports

- Revised Annual Report format to include new charts and tables for more expansive usage and budget detail
- Initiated 5% cost per print annual increase cap

2001 Solid-Ink Printers and Meter Collection

- Offered low-cost-of-operation solid-ink network printers to help reduce printing costs
- Began collecting meter reads directly from client and submitting to vendors via spreadsheet, providing more accurate and consistent billing

2002 Bond Counsel Review

- Added Bond Counsel Review to endure any and all funding sources provided legal documentation to meet State statutes and regulations

2003 Contracts and Warranties Updated

- Service & Supply Contracts revised to reflect SPC's commitment to managing a client's account for five years while allowing the client a 30-day cancel option
- Warranty revised to protect equipment, guaranteeing service or replacement at no charge, even if a vendor goes out of business

2005 Economic Municipal Relief Fund Established

2006 Data Collection Agent

- Data Collection Agent Software offered for meter collection convenience

2007 Insurance Fund

- Insurance Fund established for equipment upgrades with SPC monitoring installations from start to finish. SPC absorbs cost of returning leased equipment, electrical or network drop installs or upgrades, and surge protectors (ESPs)

2012 STARDoc - Print Management Software Developed and Implemented

- Live Floor Plans allow IT administrators to move devices around on their own floor plans
- Low-end network printers added to contracts and monitored
- Simplified Billing introduced

2013 STARDoc - Daily Tracking

- Meters gathered daily to track usage

2014 STARDoc - Monthly Audits

- Users can see a monthly snapshot of current usage and estimated projections

2015 STARDoc - Mapping Options and Asset Management

- Allows mapping of other IT devices (Wireless Access Points, IP Cameras, Projectors, VoIP Phones, etc.)
- IT Asset Management tracks all IT purchases, warranty expirations, etc.

2018 STARDoc - Improved Pinpointing of Budget and Communications

- Improved pinpointing of machines projected to go over budget
- Facilitate communication with your vendor's service manager
- Request service history on any given printer or copier



- **Cost Projection by Department or Building** - Who Benefits? Accounts Payable, Business Manager and Superintendent
 - Allows you to formulate next year's budgets as early as December
 - Allows you to see the projected usage bill in advance
 - Tabulate total budgets and total costs district wide
 - Volume or cost pages allow you to pinpoint specific machines on the floor plans
 - Timeline - allowing you to go back to see how your budget compares to previous years
- **Map your devices on Floorplans** - Who Benefits? Business Manager, IT
 - Identifies detailed information (IP address, serial number, vendor ID, CPC, consumed volume, toner and service alerts)
 - Device information tab will allow you to easily access the web interface of the printer/copier
 - Non-Reporting device listing for devices that haven't reported for more than 2 weeks
 - Asset Management (Servers, Wireless Access Points, IP Cameras, Projectors, Apple TV's)
- **Floor Plans Admin** - Who Benefits? Business Manager and IT
 - Allows IT and Business Manager to move devices around on Floor Plan
 - Paper trail of device locations after summer break
 - Will show Previous Devices, Present Equipment and Proposed Equipment

- **Contacts Page** - Who Benefits? Business Manager and IT
 - Control Access and Permissions to Star Doc
 - Toggle Email all (Toner, Service Monthly Audits)
- **Device Listing Page** - Who Benefits? Business Manager and IT
 - Centralized location for detailed information of District's assets
 - Exportable device listing to Excel or PDF
 - Tracks additional non-contract devices
 - IP Addresses and MAC addresses automatically imported
 - Strikethrough on machines that have been removed
- **Monthly Audits** - Who Benefits? Business Manager and Superintendent
 - Monthly Cost Snapshot
 - Shows amount of devices not reporting to help improve accuracy of projections
- **Timeline:** Who Benefits? Business Manager
 - Track historical volume and cost per building
- **"Last Sync Date"** Who Benefits? IT Manager
 - Shows the last time that FMAudit synced for that client

New Features

Industry Wide

Consult: Secure Print Release, also known as Follow Me Print or Find-Me Printing.


- Print to a single global queue, walk up, and collect at any device.
- The application allows jobs to be held at the server level and released when the user engages it at any multi-function device (MFD). It allows users to print at any area within the building as long as the MFD has the features needed by the user.

STARDoc

NEW! Over Budget Report feature

- Allows user to select the Over Budget feature to produce a report showing each machine currently running over projected volumes, listed with highest amount over first.
- Catch overused equipment early, before equipment begins to break down due to over use.
- Request service history on any machine right through STARDoc.

Over Budget



Room:

Room 201 Principal's Office

Make & Model:

Canon IRC5051

Serial Number:

GQM65369

IP Address:

172.16.10.145

Projected Amount Over Budget:

\$1,902

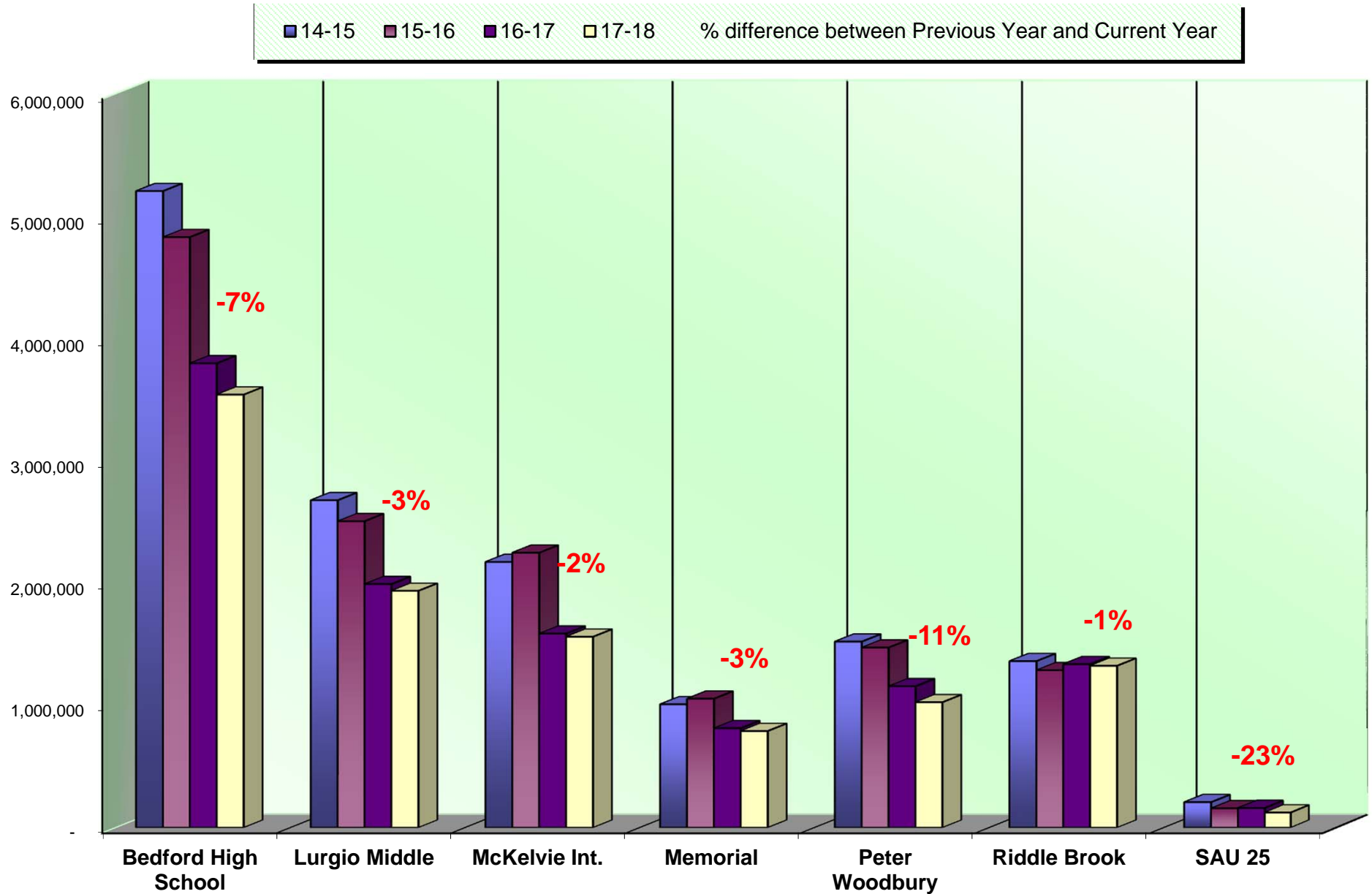
Previous

Next

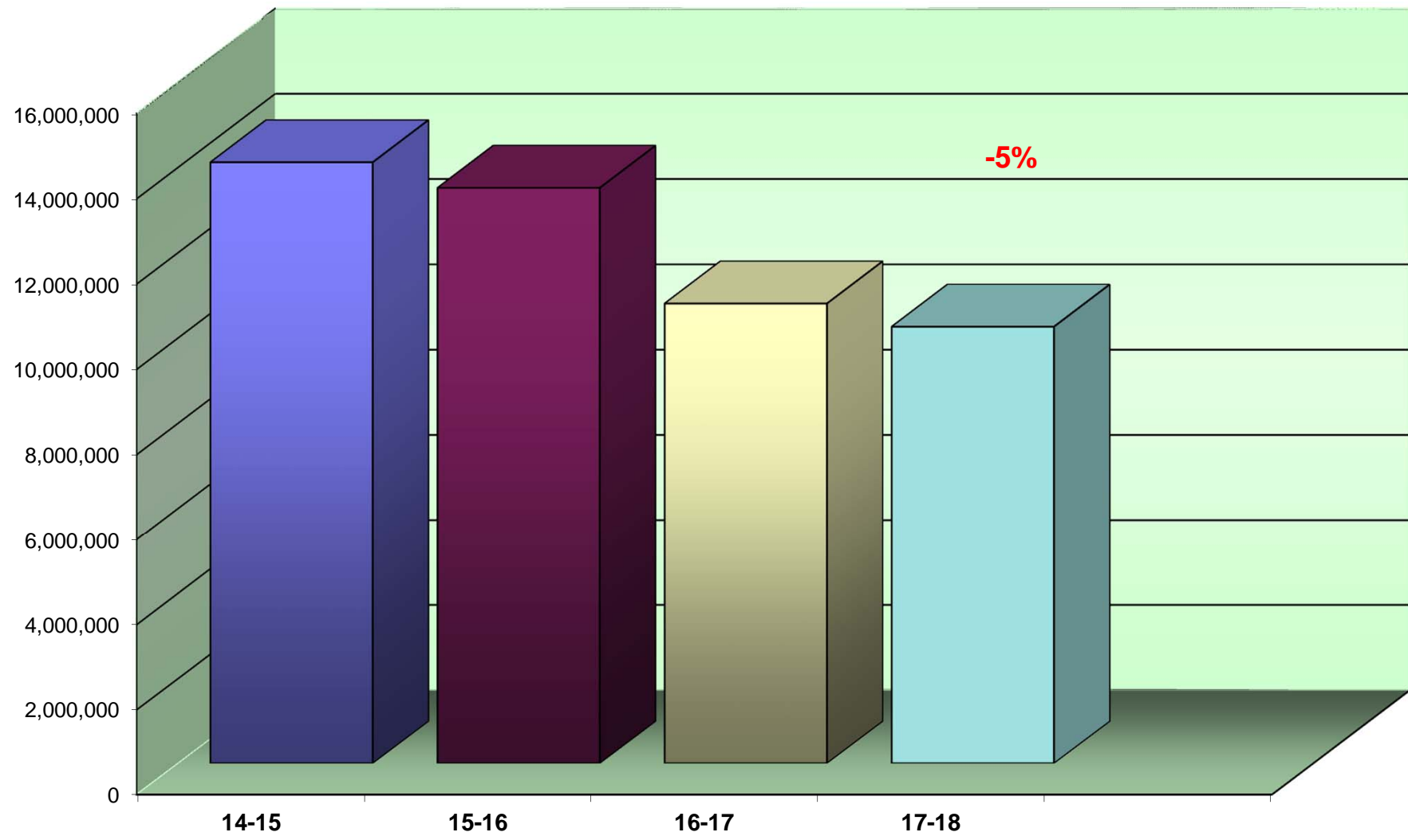
Request Service History

Close

Annual Black Volume by Building



Annual Black Volume Overall



% amount equals the overall increase or decrease between Previous Year and Current Year

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>
Bedford High	1,499	3,535,539	\$55,112.83	2,359	\$36.77
McKelvie Intermediate	718	1,555,066	\$24,240.74	2,166	\$33.76
Memorial Elementary	410	783,912	\$12,219.81	1,912	\$29.80
Peter Woodbury School	526	1,019,308	\$15,889.22	1,938	\$30.21
Riddle Brook Elementary	553	1,317,682	\$20,540.34	2,383	\$37.14
Ross A. Lurgio Middle	754	1,930,530	\$30,093.56	2,560	\$39.91
SAU 25	0	122,785	\$1,914.00	0	\$0.00
Totals	4,460	10,264,822	\$160,010.50	2,302	\$35.88

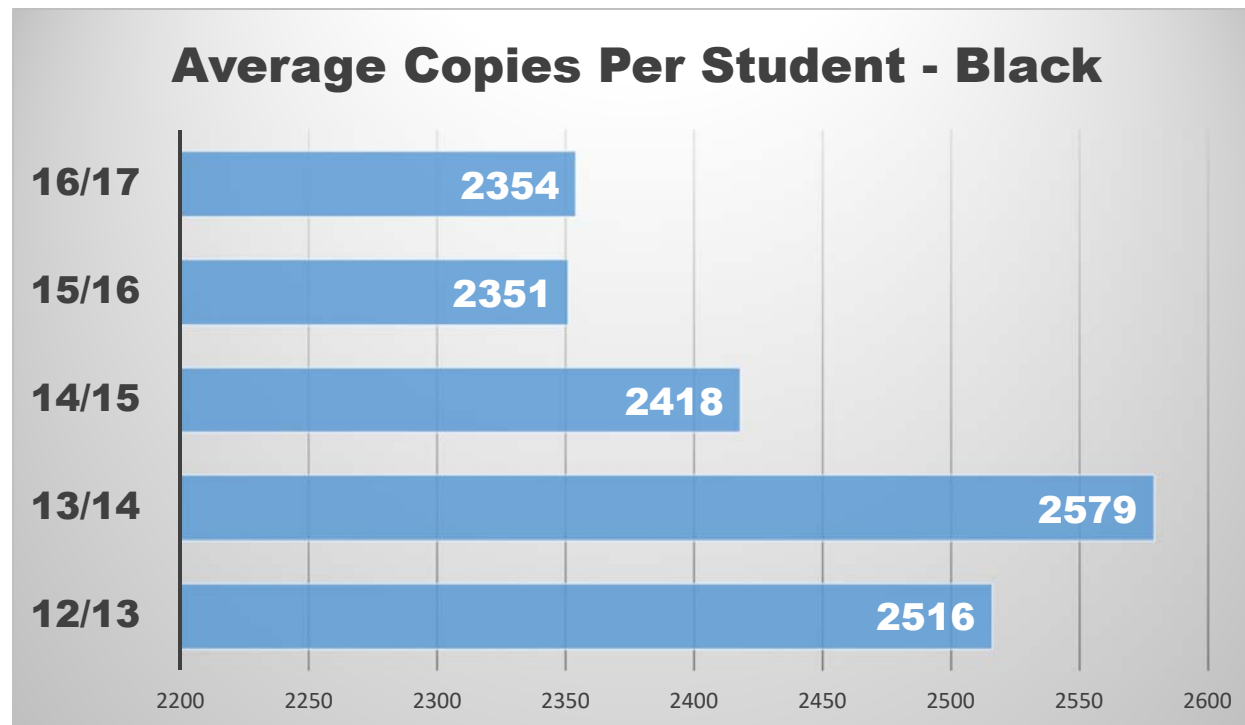
**Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this Report.*

Cost Comparison – Black Only

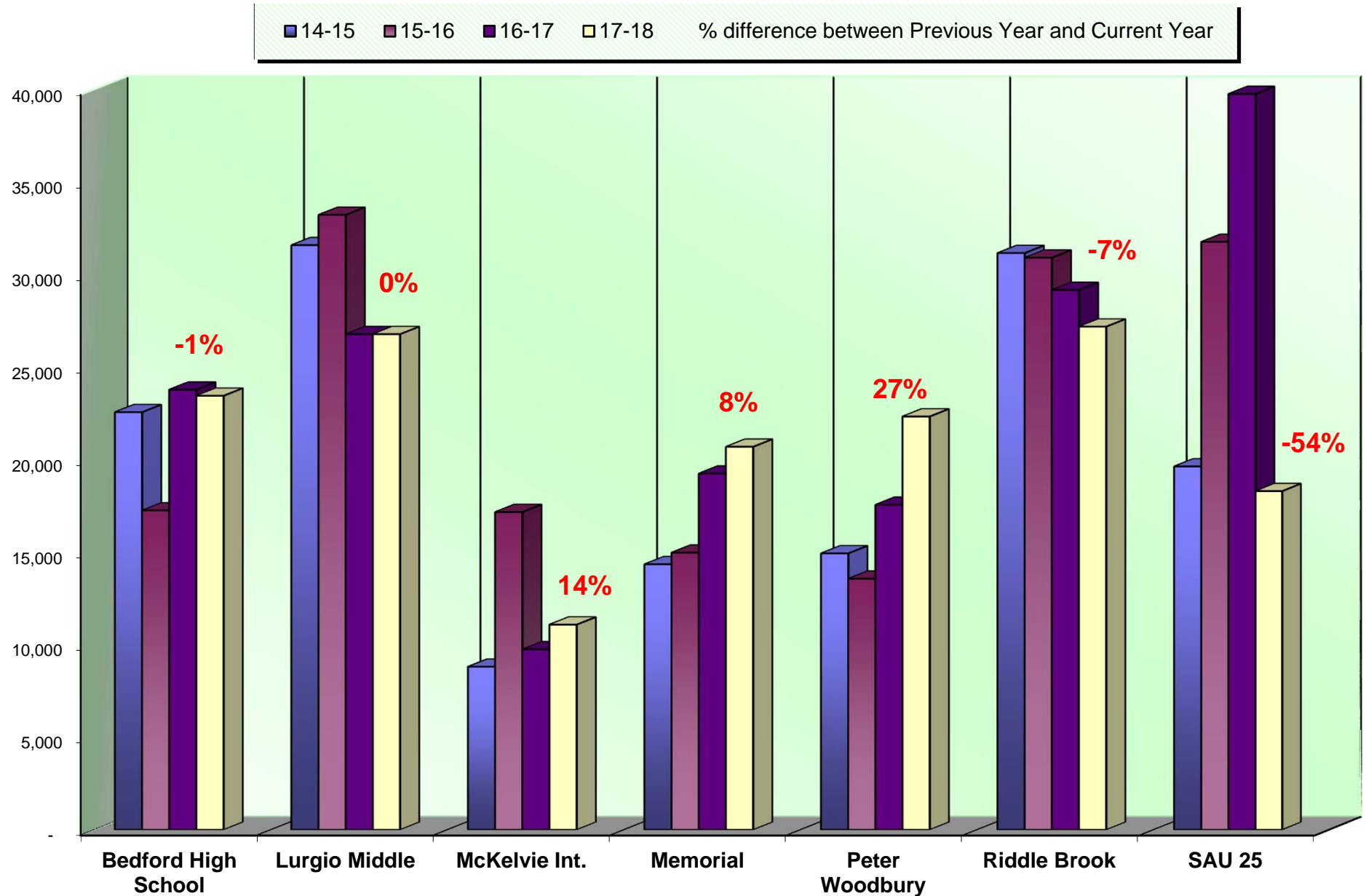
This is an SPC Comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	Total Student Population	Total Annual Volume	Total District Cost*	Annual Copies Per Student	Annual Cost Per Student
All Schools w/Student Populations	88,906	209,301,843	\$4,194,294.05	2,354	\$47.17

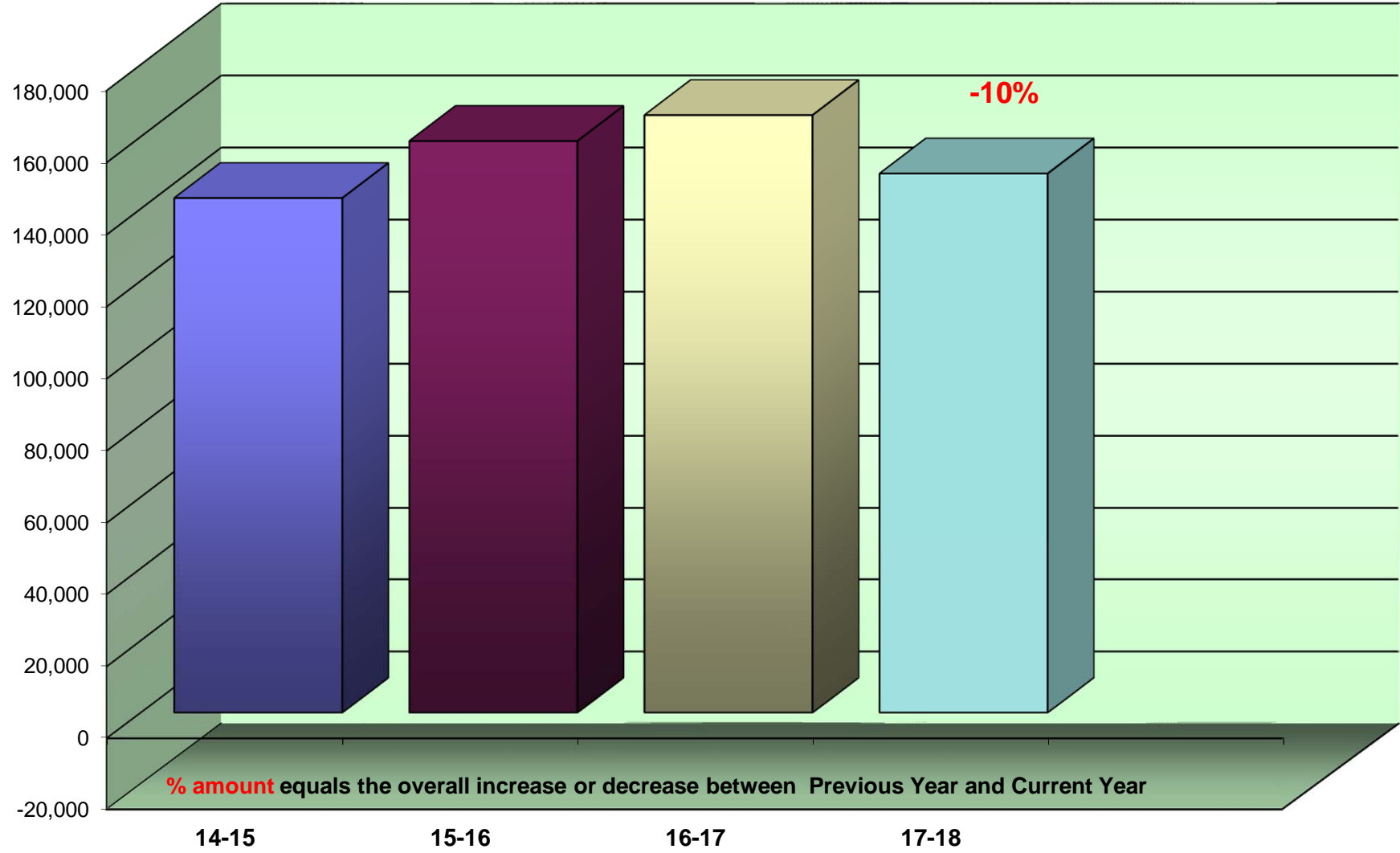
* Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment



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.

<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>
Bedford High	1,499	23,439	\$1,244.85	16	\$0.83
McKelvie Intermediate	718	11,073	\$588.09	15	\$0.82
Memorial Elementary	410	20,684	\$1,098.53	50	\$2.68
Peter Woodbury School	526	22,320	\$1,654.43	42	\$3.15
Riddle Brook Elementary	553	27,177	\$2,368.06	49	\$4.28
Ross A. Lurgio Middle	754	26,769	\$1,421.70	36	\$1.89
SAU 25	0	18,286	\$971.17	0	\$0.00
Totals	4,460	149,748	\$9,346.83	34	\$2.10

**Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this Report.*

Note: New STARDoc tool will flag any future High Color Usage. See Page # 16 under new STARDoc features! Industry Ratios are 185 color prints per student per year. Please contact our SPC technical team to provide training to your staff.

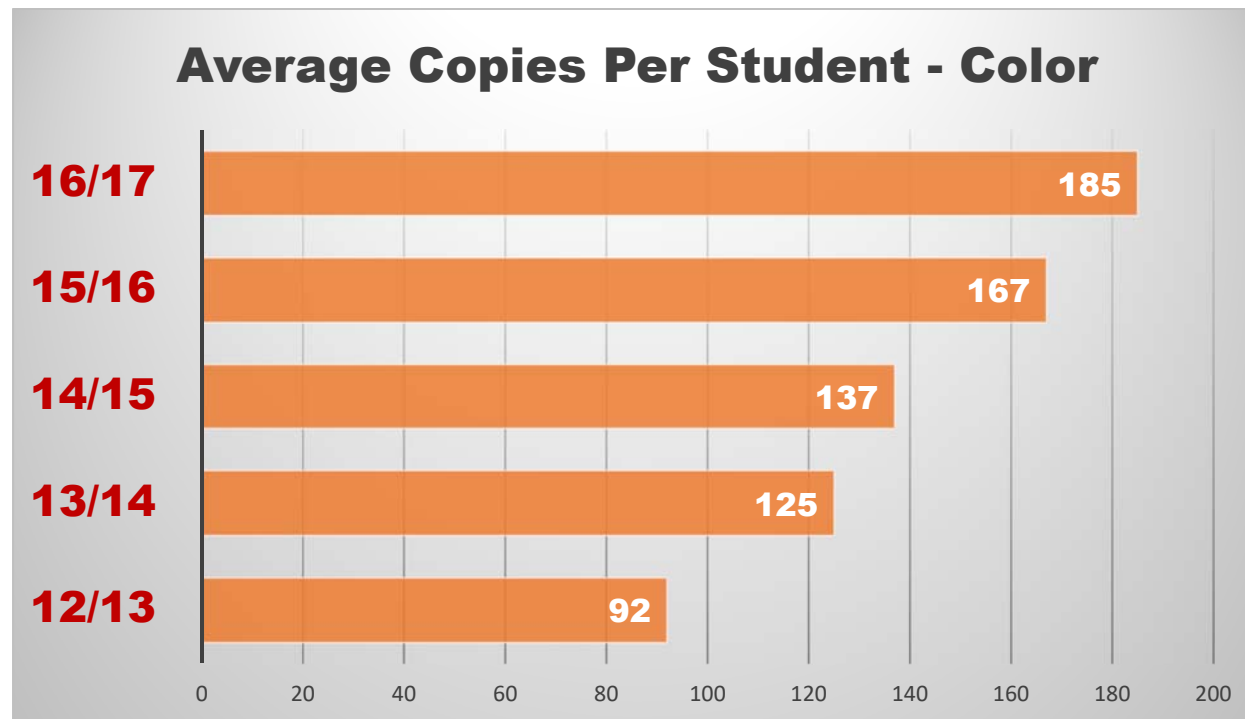
<i>District Wide Black Totals</i>	<i>10,264,822</i>	<i>\$39,314.27</i>
<i>District Wide Color Totals</i>	<i>149,748</i>	<i>\$9,091.82</i>

Cost Comparison – Color Only

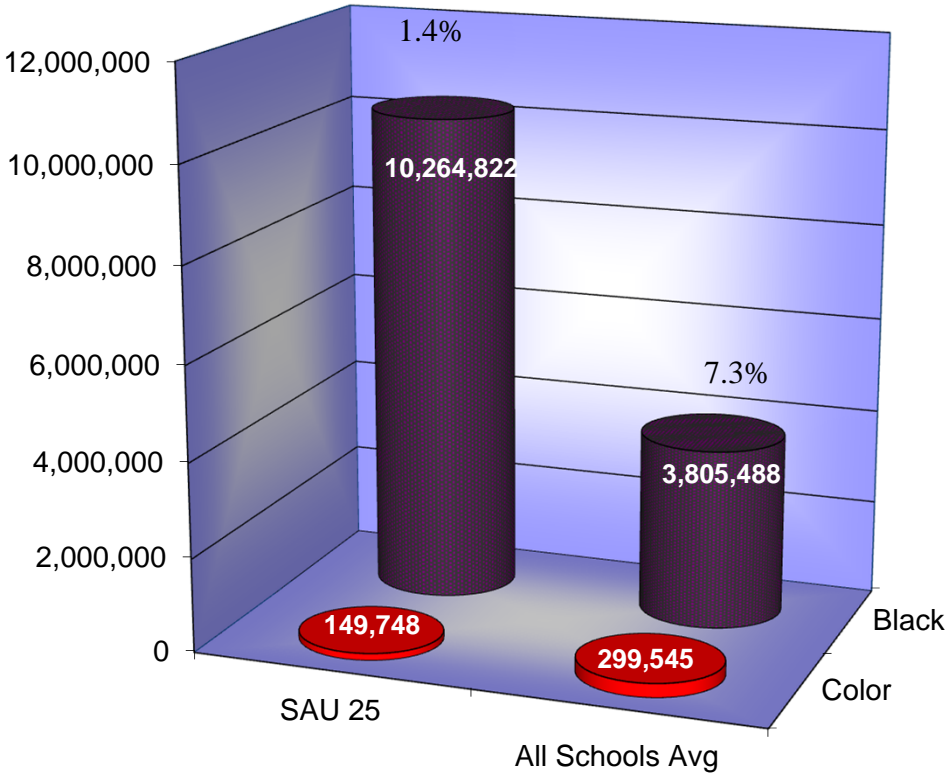
This is an SPC Comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	<i>Total Student Population</i>	<i>Total Annual Volume</i>	<i>Total District Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
All Schools w/Student Populations	88,906	16,474,996	\$820,060.24	185	\$9.22

* Total District Cost refers to the cost of Service and Supplies only; paper and equipment costs are calculated into the Black Comparison chart.



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.

Date of Last Upgrade: 9/1/2013					
Make-Model / Speed	Serial Number / Vendor ID	Life / Intro Date	2017-18		
Vendor	7/1/2017 Meter	6/30/2018 Meter	Annual Volume	Cost/Copy Annual Cost	Recommendations
BEDFORD HIGH					
Athletic Admin Room C102					
Canon IR 4245 / 45 PPM	276,238	332,011	55,773	\$0.003830	None at this time.
QHP02786 / GAEDH				\$213.61	
1,000,000 / 10/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
CanonME					
Guidance Office					
Canon IR ADV 6255 / 55 PPM	347,416	425,875	78,459	\$0.003830	None at this time.
NMU09328 / GAECT				\$300.50	
3,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
CanonME					
Library					
Canon IR ADV 6255 / 55 PPM	910,948	1,126,505	215,557	\$0.003830	None at this time.
NMU09299 / GAEDF				\$825.58	
3,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
CanonME					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor				Date of Last Upgrade: 9/1/2013	
	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations
BEDFORD HIGH					
Main Office					
Canon IR ADV C5255 / 55 PPM JME08187 / GAEDI 3,000,000 / 10/2012 Color Photocopier CanonME	230,765 71,797	285,113 95,236	54,348 23,439	\$0.003830 \$208.15 \$0.05166 \$1,210.86	None at this time.
Room B221 Left					
Canon IR ADV 8295 / 95 PPM KZZ02838 / GAECF 5,000,000 / 11/2012 Black Photocopier CanonME	2,933,914 0	3,591,875 0	657,961 0	\$0.003830 \$2,519.99 \$0.00000 \$0.00	None at this time.
Room B221 Right					
Canon IR ADV 8295 / 95 PPM KZZ02821 / GAECE 5,000,000 / 11/2012 Black Photocopier CanonME	3,718,172 0	4,414,074 0	695,902 0	\$0.003830 \$2,665.30 \$0.00000 \$0.00	None at this time.
Room B328 Left					
Canon IR ADV 8295 / 95 PPM KZZ02820 / GAECD 5,000,000 / 11/2012 Black Photocopier CanonME	3,575,116 0	4,476,875 0	901,759 0	\$0.003830 \$3,453.74 \$0.00000 \$0.00	None at this time.

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor</i>					<i>Date of Last Upgrade: 9/1/2013</i>	
	<i>7/1/2017 Meter</i>	<i>6/30/2018 Meter</i>	<i>2017-18 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>	
BEDFORD HIGH						
Room B328 Right						
Canon IR ADV 8295 / 95 PPM KZZ02853 / GAECI 5,000,000 / 11/2012 Black Photocopier CanonME	3,261,193 0	3,952,313 0	691,120 0	\$0.003830 \$2,646.99 \$0.00000 \$0.00	None at this time.	
Special Education Room 229						
Canon IR ADV 6265 / 65 PPM NML03053 / GAECU 3,000,000 / 11/2012 Black Photocopier CanonME	570,145 0	754,805 0	184,660 0	\$0.003830 \$707.25 \$0.00000 \$0.00	None at this time.	
Subtotals Black			3,535,539	\$13,541.11		
Subtotals Color			23,439	\$1,210.86		

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor					Date of Last Upgrade: 9/1/2013	
	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations	
MCKELVIE INTERMEDIATE						
Guidance Office						
Canon IR ADV 8295 / 95 PPM KZZ02871 / GAECH 5,000,000 / 11/2012 Black Photocopier CanonME	1,684,446 0	2,055,224 0	370,778 0	\$0.003830 \$1,420.08 \$0.00000 \$0.00	None at this time.	
IT Office						
Canon IR4225 / 25 PPM QHJ02389 / GAEDG 500,000 / 10/2013 Black Photocopier CanonME	23,482 0	27,740 0	4,258 0	\$0.003830 \$16.31 \$0.00000 \$0.00	None at this time.	
Main Office						
Canon IR ADV C5255 / 55 PPM JME08084 / GAEDK 3,000,000 / 10/2012 Color Photocopier CanonME	136,974 36,636	168,021 47,709	31,047 11,073	\$0.003830 \$118.91 \$0.05166 \$572.03	None at this time.	
Teachers' Room 1st Floor						
Canon IR ADV 8295 / 95 PPM KZZ02605 / GAECG 5,000,000 / 11/2012 Black Photocopier CanonME	2,279,088 0	2,814,258 0	535,170 0	\$0.003830 \$2,049.70 \$0.00000 \$0.00	None at this time.	

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 9/1/2013</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Vendor</i>	<i>7/1/2017 Meter</i>	<i>6/30/2018 Meter</i>	<i>2017-18 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
MCKELVIE INTERMEDIATE					
<i>Teachers' Room 2nd Floor</i>					
Canon IR ADV 8295 / 95 PPM	2,906,301	3,520,114	613,813	\$0.003830	None at this time.
KZZ02849 / GAECJ				\$2,350.90	
5,000,000 / 11/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
CanonME					
	<i>Subtotals Black</i>		1,555,066	\$5,955.90	
	<i>Subtotals Color</i>		11,073	\$572.03	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor					Date of Last Upgrade: 9/1/2013	
	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations	
MEMORIAL ELEMENTARY						
Copy Room						
Canon IR ADV 8295 / 95 PPM KZZ02631 / GAECK 5,000,000 / 11/2012 Black Photocopier CanonME	1,779,943 0	2,181,413 0	401,470 0	\$0.003830 \$1,537.63 \$0.00000 \$0.00	None at this time.	
Library						
Canon IR400if / 42 PPM QLA04814 / GAEDT 1,000,000 / 05/2013 Black Photocopier CanonME	37,124 0	47,909 0	10,785 0	\$0.003830 \$41.31 \$0.00000 \$0.00	None at this time.	
Main Office						
Canon IR ADV C5255 / 55 PPM JME08316 / GAEE3 3,000,000 / 10/2012 Color Photocopier CanonME	173,859 51,193	215,219 71,877	41,360 20,684	\$0.003830 \$158.41 \$0.05166 \$1,068.54	None at this time.	
Staff Lounge						
Canon IR ADV 8295 / 95 PPM KZZ02715 / GAECY 5,000,000 / 11/2012 Black Photocopier CanonME	1,343,323 0	1,673,620 0	330,297 0	\$0.003830 \$1,265.04 \$0.00000 \$0.00	None at this time.	

<i>Make-Model / Speed</i>					<i>Date of Last Upgrade: 9/1/2013</i>
<i>Serial Number / Vendor ID</i>			<i>2017-18</i>		
<i>Life / Intro Date</i>	<i>7/1/2017</i>	<i>6/30/2018</i>	<i>Annual</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Volume</i>	<i>Annual Cost</i>	<i>Recommendations</i>
MEMORIAL ELEMENTARY					
			Subtotals Black	783,912	\$3,002.38
			Subtotals Color	20,684	\$1,068.54

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor					Date of Last Upgrade: 9/1/2013	
	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations	
PETER WOODBURY SCHOOL						
Library						
Canon IR-C1030iF / 30 PPM NZG05927 / GAEDE 750,000 / 11/2010 Color Photocopier CanonME	7,258 4,632	9,260 7,609	2,002 2,977	\$0.003830 \$7.67 \$0.11824 \$352.00	8 years from Intro.	
Main Office						
Canon IR ADV C5255 / 55 PPM JME08183 / GAEDJ 3,000,000 / 10/2012 Color Photocopier CanonME	177,697 33,977	222,128 49,444	44,431 15,467	\$0.003830 \$170.17 \$0.05166 \$799.03	None at this time.	
Maintenance Office						
Canon IR-C1030iF / 30 PPM NZG05149 / GAEDV 750,000 / 11/2010 Color Photocopier CanonME	21,338 11,355	27,702 15,231	6,364 3,876	\$0.003830 \$24.37 \$0.11824 \$458.30	8 years from Intro.	

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor</i>					<i>Date of Last Upgrade: 9/1/2013</i>	
	<i>7/1/2017 Meter</i>	<i>6/30/2018 Meter</i>	<i>2017-18 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>	
PETER WOODBURY SCHOOL						
Teachers' Room						
Canon IR ADV 8295 / 95 PPM KZZ02875 / GAECN 5,000,000 / 11/2012 Black Photocopier CanonME	2,232,986 0	2,571,822 0	338,836 0	\$0.003830 \$1,297.74 \$0.00000 \$0.00	None at this time.	
Canon IR ADV 8295 / 95 PPM KZZ02854 / GAECN 5,000,000 / 11/2012 Black Photocopier CanonME	2,310,220 0	2,937,895 0	627,675 0	\$0.003830 \$2,404.00 \$0.00000 \$0.00	None at this time.	
Subtotals Black			1,019,308	\$3,903.95		
Subtotals Color			22,320	\$1,609.32		

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor					Date of Last Upgrade: 9/1/2013	
	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations	
RIDDLE BROOK ELEMENTARY						
Copy Room 1st Floor						
Canon IR ADV 8295 / 95 PPM KZZ02874 / GAECO 5,000,000 / 11/2012 Black Photocopier CanonME	2,535,104 0	3,211,476 0	676,372 0	\$0.003830 \$2,590.50 \$0.00000 \$0.00	None at this time.	
Copy Room 2nd Floor						
Canon IR ADV 8295 / 95 PPM KZZ02602 / GAECQ 5,000,000 / 11/2012 Black Photocopier CanonME	1,765,203 0	2,309,469 0	544,266 0	\$0.003830 \$2,084.54 \$0.00000 \$0.00	None at this time.	
Library						
Canon IR-C1030iF / 30 PPM NZG05302 / GAEDW 750,000 / 11/2010 Color Photocopier CanonME	16,934 54,706	19,773 68,217	2,839 13,511	\$0.003830 \$10.87 \$0.11824 \$1,597.54	8 years from Intro.	
Main Office						
Canon IR ADV C5255 / 55 PPM JME08171 / GAEDM 3,000,000 / 10/2012 Color Photocopier CanonME	335,896 40,098	430,101 53,764	94,205 13,666	\$0.003830 \$360.81 \$0.05166 \$705.99	None at this time.	

<i>Make-Model / Speed</i>					<i>Date of Last Upgrade: 9/1/2013</i>
<i>Serial Number / Vendor ID</i>			<i>2017-18</i>		
<i>Life / Intro Date</i>	<i>7/1/2017</i>	<i>6/30/2018</i>	<i>Annual</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Volume</i>	<i>Annual Cost</i>	<i>Recommendations</i>
RIDDLE BROOK ELEMENTARY					
			Subtotals Black	1,317,682	\$5,046.72
			Subtotals Color	27,177	\$2,303.53

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor					Date of Last Upgrade: 9/1/2013	
	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations	
ROSS A. LURGIO MIDDLE						
7 South Hall Red Pod						
Canon IR ADV 8295 / 95 PPM KZZ02818 / GAECR 5,000,000 / 11/2012 Black Photocopier CanonME	2,057,744 0	2,587,593 0	529,849 0	\$0.003830 \$2,029.32 \$0.00000 \$0.00	None at this time.	
7 West Hall Green Pod						
Canon IR ADV 8295 / 95 PPM KZZ02634 / GAECR 5,000,000 / 11/2012 Black Photocopier CanonME	2,233,435 0	2,726,239 0	492,804 0	\$0.003830 \$1,887.44 \$0.00000 \$0.00	None at this time.	
Guidance Office						
Canon IR 4245 / 45 PPM QHP02792 / GAEEC 1,000,000 / 10/2013 Black Photocopier CanonME	176,533 0	222,764 0	46,231 0	\$0.003830 \$177.06 \$0.00000 \$0.00	None at this time.	
Main Office						
Canon IR ADV C5255 / 55 PPM JME08228 / GAEDO 3,000,000 / 10/2012 Color Photocopier CanonME	213,699 104,793	244,487 131,562	30,788 26,769	\$0.003830 \$117.92 \$0.05166 \$1,382.89	None at this time.	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor					Date of Last Upgrade: 9/1/2013	
	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations	
ROSS A. LURGIO MIDDLE						
Media Center Left						
Canon IR ADV 8295 / 95 PPM KZZ02865 / GAECC 5,000,000 / 11/2012 Black Photocopier CanonME	2,208,888 0	2,630,608 0	421,720 0	\$0.003830 \$1,615.19 \$0.00000 \$0.00	None at this time.	
Media Center Right						
Canon IR ADV 8295 / 95 PPM KZZ02817 / GAEDN 5,000,000 / 11/2012 Black Photocopier CanonME	1,584,810 0	1,993,948 0	409,138 0	\$0.003830 \$1,567.00 \$0.00000 \$0.00	None at this time.	
Subtotals Black			1,930,530	\$7,393.93		
Subtotals Color			26,769	\$1,382.89		

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor					Date of Last Upgrade: 9/1/2013	
	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations	
SAU 25						
East Hallway						
Canon IR 4245 / 45 PPM QHP02791 / GAEEB 1,000,000 / 10/2013 Black Photocopier CanonME	145,890 0	171,350 0	25,460 0	\$0.003830 \$97.51 \$0.00000 \$0.00	None at this time.	
Work Room						
Canon IR ADV C5255 / 55 PPM JME08190 / GAEDL 3,000,000 / 10/2012 Color Photocopier CanonME	492,172 99,455	589,497 117,741	97,325 18,286	\$0.003830 \$372.75 \$0.05166 \$944.65	None at this time.	
Subtotals Black			122,785	\$470.27		
Subtotals Color			18,286	\$944.65		

<i>District Wide Black Totals</i>	10,264,822	\$39,314.27
<i>District Wide Color Totals</i>	149,748	\$9,091.82

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 2017-18 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
10,264,822	\$0.00651	\$66,823.99

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
10,264,822	\$0.00383	\$39,314.27	\$27,509.72	\$137,548.61

Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$27,509.72 x 9 years as a Client

=\$247,587.51 Cost Savings!

*This CPC is an average of your copiers and printers together. Your copier cpc is substantially lower than this average.

Projected Equipment Costs by Building - Black

This table represents projected expenses for BLACK prints or copies by building based on recent activity. Approximate current paper case costs and averaged current annual lease payment are figured in to provide budget information for the upcoming fiscal year.

Building	Projected Black Volume	Projected Black Usage Cost	Approx.Paper Cost	Average Annual Equipment Cost	Total Projected Black Usage Cost
Bedford High	3,535,539	\$13,930.02	\$17,543.34	\$23,639.46	\$55,112.83
McKelvie Intermediate	1,555,066	\$6,126.96	\$7,716.24	\$10,397.54	\$24,240.74
Memorial Elementary	783,912	\$3,088.61	\$3,889.77	\$5,241.42	\$12,219.81
Peter Woodbury School	1,019,308	\$4,016.07	\$5,057.81	\$6,815.34	\$15,889.22
Riddle Brook Elementary	1,317,682	\$5,191.67	\$6,538.34	\$8,810.34	\$20,540.34
Ross A. Lurgio Middle	1,930,530	\$7,606.29	\$9,579.29	\$12,907.98	\$30,093.56
SAU 25	122,785	\$483.77	\$609.26	\$820.97	\$1,914.00
Total	10,264,822	\$40,443.40	\$50,934.05	\$68,633.05	\$160,010.50

SPC Equipment Bids:

Presently our bids are coming in between 14.77% to 20.87% of Retail while the current Salesman's Cost is 50% of Retail. For Example: An Konica Minolta BH 958 RADF Duplex Finisher 3-Hole Punch CIF-Print-Color Scan-Hard Drive for Secure Print 95 Copies per Minute with a Retail Cost of \$45,640 is coming in at \$7,342....16% of Retail! Our prices are negotiated and supported directly by the manufacturer.

Projected Equipment Costs by Building - Color

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

Building	Projected Color Volume	Service & Supply Cost
Bedford High	23,439	\$1,244.85
McKelvie Intermediate	11,073	\$588.09
Memorial Elementary	20,684	\$1,098.53
Peter Woodbury School	22,320	\$1,654.43
Riddle Brook Elementary	27,177	\$2,368.06
Ross A. Lurgio Middle	26,769	\$1,421.70
SAU 25	18,286	\$971.17
Total	149,748	\$9,346.83

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 2.8%.**

Vendor	Equipment Type	Annual Volume	2017-2018 Cost / Copy	Total Cost	2018- 2019 Cost / Copy	Projected Cost
Canon Solutions Maine	Black Photocopier	9,860,113	\$0.00383	\$37,764.23	\$0.00394	\$38,848.85
Canon Solutions Maine	Color Photocopier	404,709	\$0.00383	\$1,550.04	\$0.00394	\$1,594.55
Total		10,264,822	\$0.00383	\$39,314.27	\$0.00394	\$40,443.40

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 2.8%.**

Vendor	Equipment Type	Annual Volume	2017- 2018 Cost / Copy	Total Cost	2018- 2019 Cost / Copy	Projected Cost
Canon Solutions Maine	Color Photocopier	129,384	\$0.05166	\$6,683.98	\$0.05311	\$6,871.58
Canon Solutions Maine	Color Photocopier	20,364	\$0.11824	\$2,407.84	\$0.12155	\$2,475.24
Total		149,748	\$0.06071	\$9,091.82	\$0.06242	\$9,346.83

Reprographic Equipment Assessment

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

Total Number of Units	35
Total Number of Units on Lease	0
Total Number of Units Owned	35
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	0

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

Owned Equipment

Building	Make/Model	Serial Number
Bedford High	Canon IR ADV 6255	NMU09328
Bedford High	Canon IR ADV 6265	NML03053
Bedford High	Canon IR ADV C5255	JME08187
Bedford High	Canon IR ADV 8295	KZZ02838
Bedford High	Canon IR ADV 8295	KZZ02853
Bedford High	Canon IR ADV 8295	KZZ02820
Bedford High	Canon IR ADV 8295	KZZ02821
Bedford High	Canon IR ADV 6255	NMU09299
Bedford High	Canon IR 4245	QHP02786
McKelvie Intermediate	Canon IR ADV 8295	KZZ02605
McKelvie Intermediate	Canon IR ADV 8295	KZZ02849
McKelvie Intermediate	Canon IR ADV C5255	JME08084
McKelvie Intermediate	Canon IR ADV 8295	KZZ02871
McKelvie Intermediate	Canon IR4225	QHJ02389
Memorial Elementary	Canon IR ADV 8295	KZZ02715
Memorial Elementary	Canon IR ADV C5255	JME08316
Memorial Elementary	Canon IR400if	QLA04814
Memorial Elementary	Canon IR ADV 8295	KZZ02631
Peter Woodbury School	Canon IR-C1030iF	NZG05149
Peter Woodbury School	Canon IR-C1030iF	NZG05927
Peter Woodbury School	Canon IR ADV C5255	JME08183
Peter Woodbury School	Canon IR ADV 8295	KZZ02854
Peter Woodbury School	Canon IR ADV 8295	KZZ02875
Riddle Brook Elementary	Canon IR ADV 8295	KZZ02874
Riddle Brook Elementary	Canon IR ADV C5255	JME08171
Riddle Brook Elementary	Canon IR-C1030iF	NZG05302

Building	Make/Model	Serial Number
Riddle Brook Elementary	Canon IR ADV 8295	KZZ02602
Ross A. Lurgio Middle	Canon IR ADV 8295	KZZ02634
Ross A. Lurgio Middle	Canon IR ADV 8295	KZZ02818
Ross A. Lurgio Middle	Canon IR ADV 8295	KZZ02865
Ross A. Lurgio Middle	Canon IR 4245	QHP02792
Ross A. Lurgio Middle	Canon IR ADV C5255	JME08228
Ross A. Lurgio Middle	Canon IR ADV 8295	KZZ02817
SAU 25	Canon IR ADV C5255	JME08190
SAU 25	Canon IR 4245	QHP02791



Service and Supply Contract - Client

Specialized Purchasing Consultants ("SPC") hereby contracts with _____ ("Client") to provide comprehensive services, supplies, and maintenance to equipment described on Schedule A ("Equipment") using the Contracted Vendor shown below at a cost per print shown on said Schedule A, commencing on _____ and terminating on June 30, _____. This Service and Supply Contract ("Contract") shall exclude only the cost of paper, transparencies, and staples. Refer to Schedule A for Additional Provisions, if any.

SPC assumes responsibility for all billing and vendor payment. SPC shall invoice Client one-half of the annual projected number of pages multiplied by the cost per print listed on Schedule A. This semi-annual billing will take place July 1 and January 1. Actual meter reads will be collected by SPC either electronically or from Client staff during the month of June. A final Reconciliation spreadsheet and invoice will then be completed and sent to client. Upon payment of each billing invoice during the year, SPC will reimburse Contracted Vendor appropriately. Client is responsible for making payment in full within 30 days of said invoicing to avoid suspension of supplies by Contracted Vendor.

On July 1 of each calendar year during the afore-mentioned term, SPC shall credit Client any unused prepaid pages to Client if fewer copies were made by Client during the Contract period ending on or before June 30 annually than were originally estimated under this Contract for such period. If more pages were consumed than billed in the combined semi-annual billing, an overage invoice will be generated. Following semi-annual billing will be based on previous year volume.

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

Client may terminate Contract at any time with a 30-day written notice. Client will be required to provide final meter reads on all Equipment listed on Schedule A, including those added during the Contract term. Any credits owed to Client after reconciling actual usage versus projected will be paid to Client. Client must return any unused consumables to Contracted Vendor.

**AGREED AND ACCEPTED BY:
Specialized Purchasing Consultants**

By: Skip Tilton

Title: President/Owner

Date: _____

Signature: _____

**AGREED AND ACCEPTED BY:
Client**

By: _____

Title: _____

Date: _____

Signature: _____

Named Contracted Vendor: *Vendor*

Warranty

Vendor ("Contracted Vendor") hereby warrants to _____ ("Client") that, if any such Equipment described on Schedule B attached hereto malfunctions through no fault of Client during the term commencing on _____ and terminating on June 30, _____, and such Equipment cannot be repaired promptly, Contracted Vendor, *through Specialized Purchasing Consultants*, will replace such Equipment with equipment which is equal to or superior in quality and capabilities to the Equipment being replaced, at no cost to Client. Refer to Schedule B for Additional Provisions to this Warranty.

The only exclusions to this Warranty are as follows:

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

AGREED AND ACCEPTED BY:
Vendor

By:

Title:

Date:

Signature: _____

AGREED AND ACCEPTED BY:
Client

By:

Title:

Date:

Signature: _____

StarDoc User Names

Name	User Name
Cheryl Daley	DaleyC@sau25.net
Chip McGee	mcgeec@sau25.net
Debbie Gelinas	gelinasd@sau25.net
Denise Boyle	boyled@sau25.net
Denise Roy	royc@sau25.net
Jen Wasylak	wasylakj@sau25.net
Jill Vitagliano	vitaglianoj@sau25.net
Joyce Edward	JoyceE@sau25.net
Kim Lamper	lamperk@sau25.net
Maggie Duprey	dupreym@sau25.net
Mary Cody	codym@sau25.net
Michael Fournier	FournierM@sau25.net
Molly McCarthy	McCarthyM@sau25.net
Phil Schappler	schapplerph@sau25.net
Randy Prothero	protheror@sau25.net
Susan VanArsdell	vanasrsdells@sau25.net
Terry Bullard	bullardt@sau25.net
William Hagen	hagenw@sau25.net

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



Benefits of partnering with SPC

Top Benefits to **our CLIENTS**:

1. Cooperative Buying

By definition, is a model that allows a group of buyers with a common interest to pool their buying power in order to negotiate more favorable pricing and better service. SPC's model allows you to pick your preferred vendor!

- SPC's pricing is so strong ***we pay for our own fee*** by acquiring prices lower than what you can do on your own.
- We will ***save you money*** benefiting from the combined purchasing power of more than 69 clients with over 4,100 devices doing more than 239 million copies and prints per year. Annually, we purchase approximately 1,100 units running over 80 million prints!
- We will ***save you time*** by preparing your bid, negotiating with vendors/manufacturers, presenting a total bid analysis and managing the implementation.
- We will ***save you frustration***. We manage your contracts for up to five years from the date of installation.

2. Exclusive STARDoc 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.
- STARDoc 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, TW 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 undersell 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 more than \$2.5 million for all of our clients.

That translates into Savings of more than \$12 million over five years!



SPC Values Our Vendors

Overall Benefits to our VENDORS

- Opportunities brought to you Annually, we purchase approximately 1,100 units running over 80 million prints!
- SPC is well respected in the industry
- SPC values our vendors and speaks highly of them to our clients.
- Rational 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 SP 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.
- STA - 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 4,100 pieces of equipment;
Our relationship with our vendors has never been stronger!