



Specialized Purchasing Consultants

PO Box 190

Gorham, NH 03581

(800) 750-1538

www.spccopypro.com

2012-13 Annual Report

Year - End Photocopier Analysis

With projected costs for 2013-14

Katie Chambers
NHSAU 40
100 West Street
Milford, NH 03055



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

November 2013

Skip Tilton
President

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

Katie Chambers
NHSAU 40
100 West Street
Milford, NH 03055

Dear Katie:

VISIT US ON THE WEB:
www.spccopypro.com

Once again the staff at SPC extends their appreciation to you for allowing us to provide beneficial services to you and your organization for the past *4 years*. We are thrilled with all that we have been able to accomplish on behalf of our clients for the past *25 years*, and we are even more excited about all that we are doing on your behalf in the upcoming year.

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

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

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

Sincerely,

Skip Tilton
President

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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 over 87 clients (3,800+ machines with 1.6 billion prints over five years). Together, we have realized the lowest prices possible while improving the quality of your service and equipment.



Paul Garozzo

General Manager

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

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

Glen Fortier

Auditor, Electronic Specialist & Equipment Implementation

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



Sue Penney

Administration & Finance Manager

SPC is committed to providing cost-effective and reliable reprographics platforms to our community of clients. My 20+ years of experience in corporate management will be key in strengthening the relationships between SPC's clients

and vendors. I will be focused on responding to your inquiries with the goal of solving any issues that may arise in a timely and efficient manner. Providing quality customer service is my top priority.

Alex Webster

Director of Customer Relations

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



The SPC Team Continued....



Robert B. Dutil

Director of Information Technology

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

Rachel Guay

Accounting Coordinator

I am responsible for the majority of the accounting communications between SPC and its vendors and clients. I will rely upon my years of experience and my strong attention to detail to ensure our clients' needs are well served. It is my goal to work accurately and efficiently and to uphold the high standards of customer satisfaction that SPC has provided to their customers. I look forward to establishing a strong working relationship with each and every one of you.



Pam Weed

Client-Vendor Relations

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

Joel Heffernan

Field Representative – Client Relations

As Field Representative for SPC, I reach out to the customer to offer help as needed in and during the installation of equipment change over and in assisting in each event. Also, I bring to this company over forty years in the Copier/Printer industry. It is my goal to assure our clients a pleasant experience in using SPC's services.



Charles Baca

Operational Support

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

Equipment Health Status

Total Number of Machines:	42
Total Black Photocopiers	24
Total Color Photocopiers (including MFP)	6
Total Low Cost of Operation Black Network Printers	11
Total Low Cost of Operation Color Network Printers	0
Total High-Speed Duplicators	0
Total Low-End Network Printers	0
Total Removed from Service:	0
# of Units OFF Warranty:	4
# of Units Approaching End of Warranty:	42
# of Units Overused:	2
# of Units Underused:	1
# of Units Connected to Network with Print and/or Scan	33
Commencement Date:	4/1/2009
# of Annual Payments Left on Lease	0
All Warranties and Service Contracts Expire:	6/30/2014
Print Management Software Loaded	Yes
LENP Contract Signed	Yes

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 Katie,

We sincerely appreciate your business for the past 4 years and look forward to a long relationship.

As you know, you are in your last year of your contract and that at some time in the near future you should rebid.

If you choose to do so you will see potential cost savings flagged on pages 33 through 37.

We look forward to a lively conversation.

Skip

Aging Equipment Summary

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

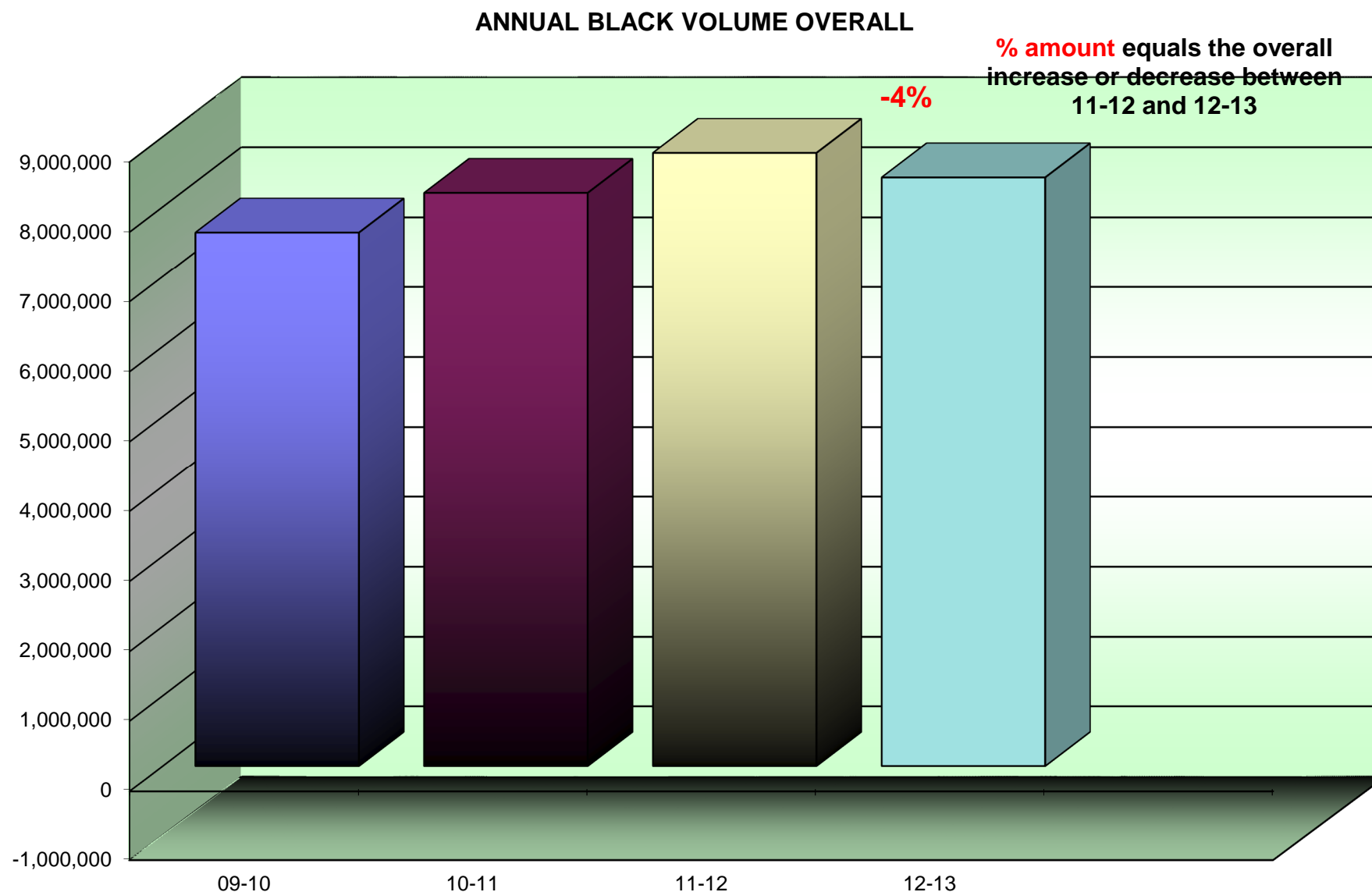
Building	Department	Make/Model	Serial #	Vendor ID	Intro Date
Heron Pond Elementary	Staff Room #712	Konica Minolta BH920	57GE00580		09/2005
Milford High	Drafting Dept.	Konica Minolta BH200	30EE06277		10/2005
Milford High	Graphic Arts	Konica Minolta di3510	31800726		04/2003
Milford High	Library	Konica Minolta di3510	31800724		04/2003
Milford High	Marketing Room #217	Konica Minolta BH350	30AE06751		10/2005
Milford High	Music Department	Konica Minolta di3510	31736141		04/2003
Milford High	Special Ed Room #209	Konica Minolta BH920	57GE00922	88024057	09/2005
Milford High	Student Services	Konica Minolta BH350	30AE06809		10/2005
Milford Middle	Library	Konica Minolta di3510	31727521		04/2003
Milford Middle	Teachers' Room 8th Grade	Konica Minolta BH920	57GE00581		09/2005
Milford Middle	Teachers' Room Central	Konica Minolta BH1050	56UE00740		11/2004

Expiring or Expired Xerox Service Contracts

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

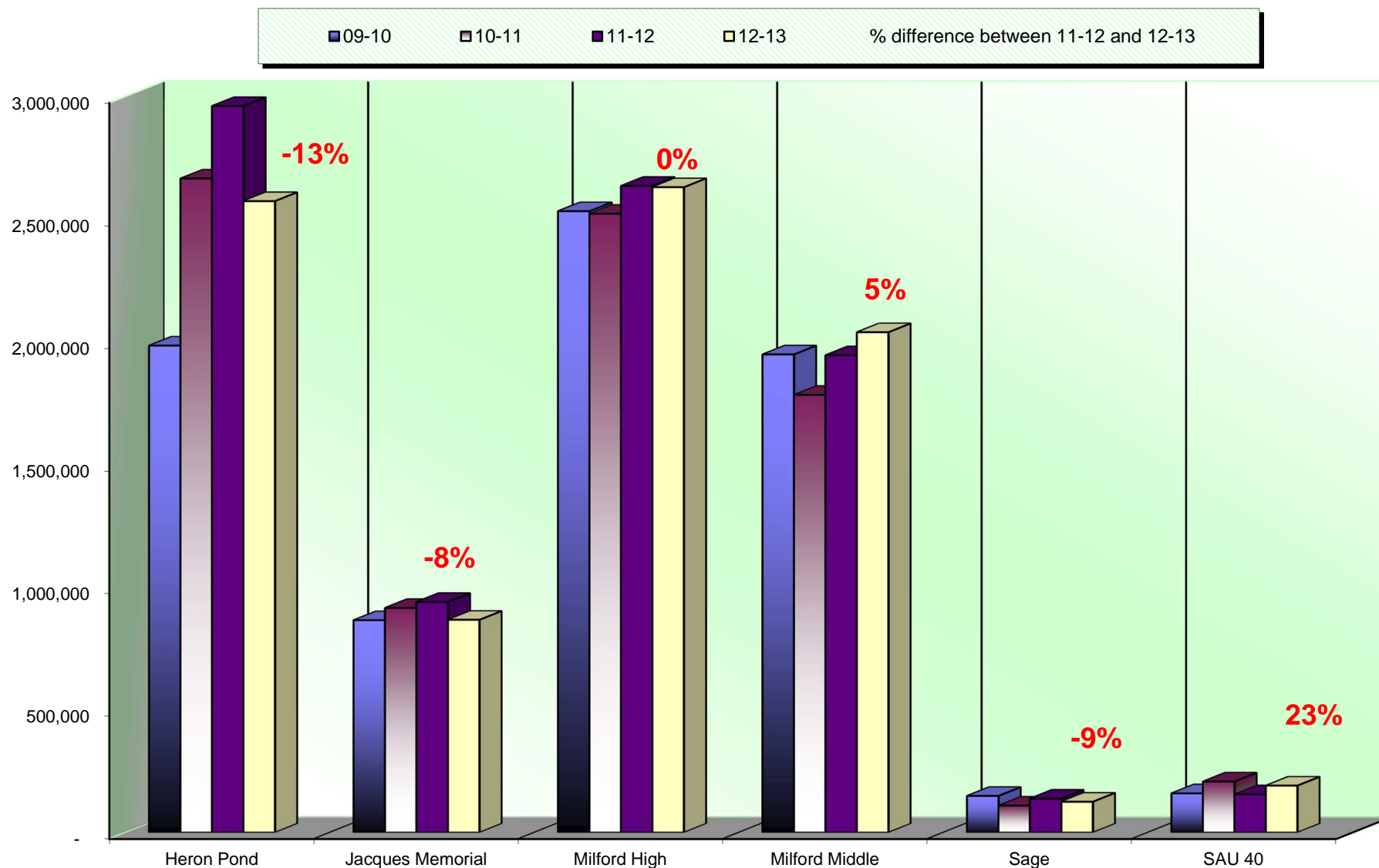
Building	Department	Make/Model	Serial #	Service Contract Expiration Date
Heron Pond Elementary	Main Office	Xerox 8860MFP	HBB034395	07/20/2014
Jacques Memorial	Main Office	Xerox 8860MFP	HBB046108	07/20/2014
Milford High	Main Office Workroom	Xerox 8860MFP	HBB034332	07/20/2014
Milford Middle	Main Office	Xerox 8860MFP	HBB034375	07/20/2014
Sage School	Special Ed Office	Xerox 8860MFP	HBB034223	07/20/2014
SAU #40	Main Office	Xerox 8860MFP	HBB034833	07/20/2014

Overall Four-Year Trend – Black Usage



By Building Four-Year Trend – Black Usage

ANNUAL BLACK VOLUME BY BUILDING



Average Student to Copy Usage – Black Only

Using the projected costs by building as the basis, this table represents the projected average usage and cost per student for each building.

<i>Building Name</i>	<i>Student Population</i>	<i>Annual Volume</i>	<i>Total School Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
Heron Pond Elementary	812	2,573,033	\$37,100.63	3,169	\$45.69
Jacques Memorial	270	865,089	\$12,267.74	3,204	\$45.44
Milford High	900	2,629,603	\$38,750.68	2,922	\$43.06
Milford Middle	646	2,037,065	\$29,811.88	3,153	\$46.15
Sage School	20	124,495	\$2,006.55	6,225	\$100.33
SAU #40	0	189,681	\$3,164.83	0	\$0.00
Totals	2,648	8,418,966	\$123,102.33	3,179	\$46.49

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

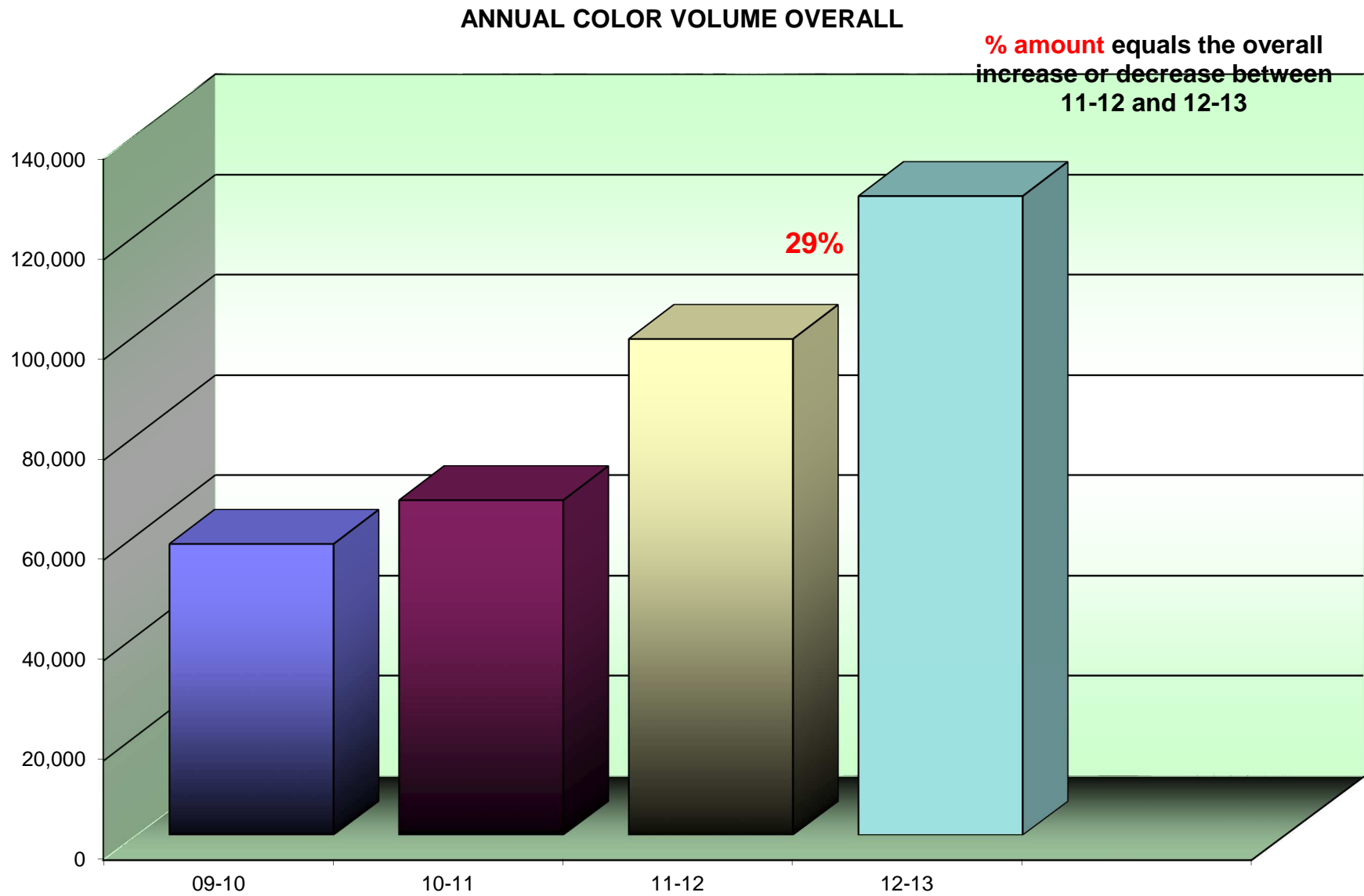
Cost Comparison Black Only

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

	<i>Total Student Population</i>	<i>Total Annual Volume</i>	<i>Total District Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
All Schools w/student populations	124,080	299,577,130	\$5,426,271.25	2,414	\$43.73

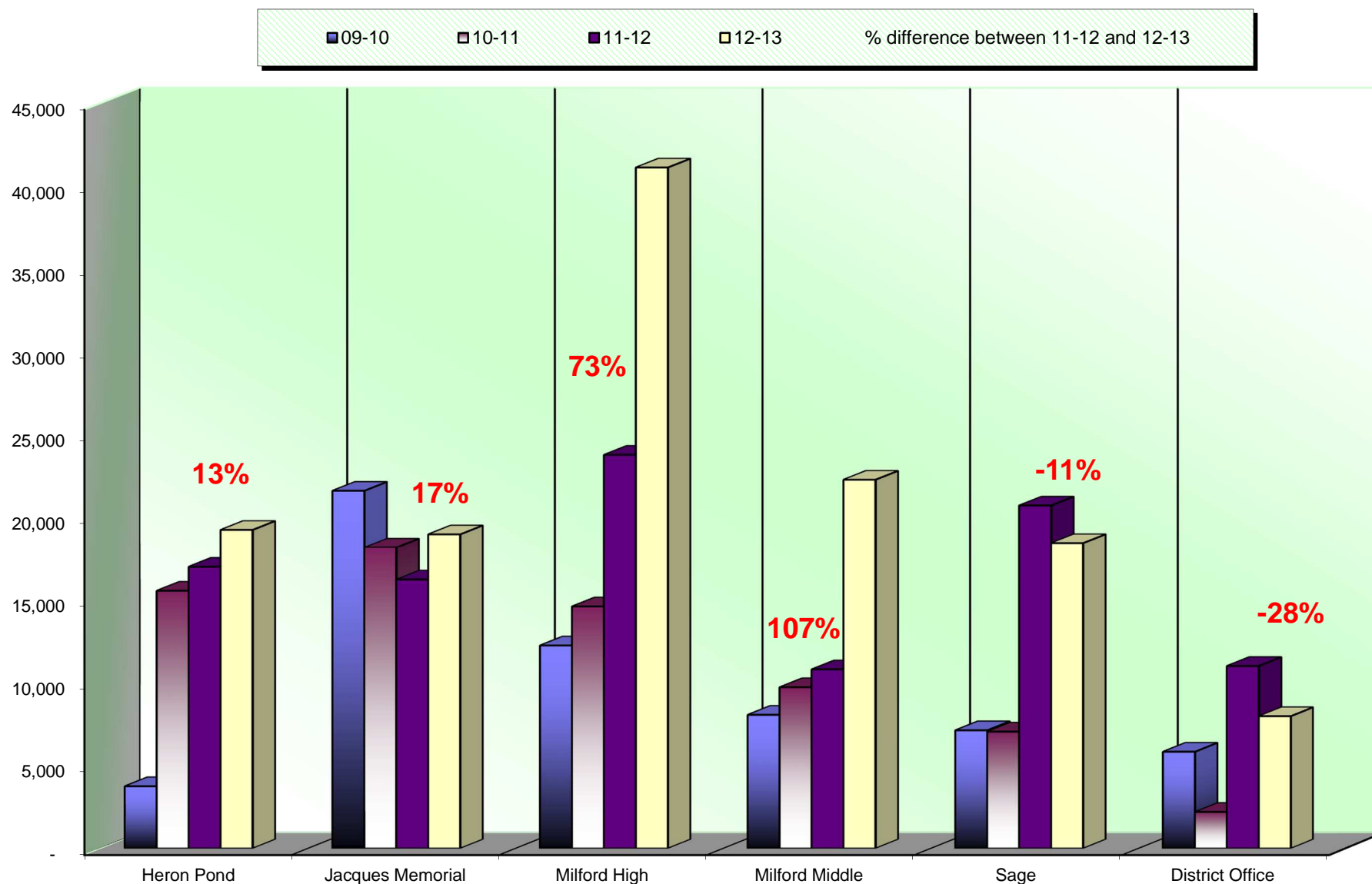
**Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.*

Overall Four-Year Trend – Color Usage



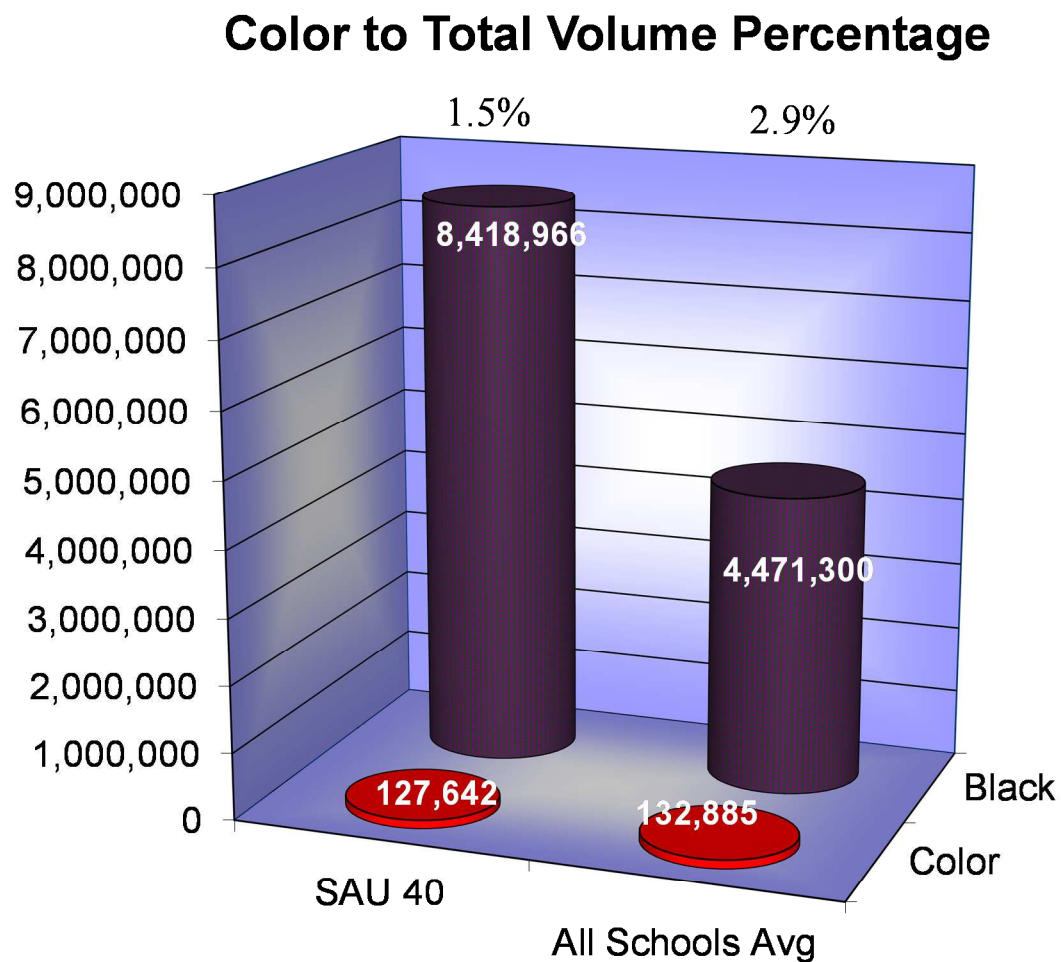
By Building Four-Year Trend – Color Usage

ANNUAL COLOR VOLUME BY BUILDING



Black & Color Usage Comparisons

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



Average Student to Copy Usage – Color Only

Using the projected costs by building as the basis, this table represents the projected average usage and cost per student for each building.

<i>Building Name</i>	<i>Student Population</i>	<i>Annual Volume</i>	<i>Total School Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
Heron Pond Elementary	812	19,172	\$1,986.82	24	\$2.45
Jacques Memorial	270	18,903	\$1,028.89	70	\$3.81
Milford High	900	41,109	\$4,535.97	46	\$5.04
Milford Middle	646	22,204	\$2,956.21	34	\$4.58
Sage School	20	18,372	\$999.99	919	\$50.00
SAU #40	0	7,882	\$429.02	0	\$0.00
<i>Totals</i>	2,648	127,642	\$11,936.90	48	\$4.51

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

Cost Comparison – Color Only

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

	<i>Total Student Population</i>	<i>Total Annual Volume</i>	<i>Total District Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
All Schools w/student populations	124,080	8,903,272	\$574,617.58	72	\$4.63

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

Usage Profile for Service & Supplies

The usage analysis shown here provides an overview of the usage of each piece of equipment currently under contract and monitored by SPC. Projected Volume comparison is based on projected volume figured on your most recent Five-Year Equipment Replacement Schedule.

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>					
<i>Vendor</i>	<i>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
Heron Pond Elementary					
Main Office					
Konica Minolta BH751 75 CPM	628,095	856,015	227,920	\$0.004210	None at this time.
A0PN011000138 /				\$959.54	
5,000,000 / 12/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Xerox 8860MFP 30 CPM Black & Color	5,790	10,144	4,354	\$0.005290	None at this time.
HBB034395 /				\$23.03	
750,000 / 09/2007	36,076	49,341	13,265	\$0.05389	
Color Photocopier				\$714.85	
Connected 7/20/2014					
VARY					
Room 216					
Ricoh 4100N 31 CPM	43,235	61,374	18,139	\$0.005290	None at this time.
S2089400860 / 11628295				\$95.96	
750,000 / 04/2007	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
IKON					

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor</i>	<i>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
Heron Pond Elementary					
Room 312					
Ricoh 4100N 31 CPM	30,712	44,677	13,965	\$0.005290	None at this time.
S2089400855 / 11628296				\$73.87	
750,000 / 04/2007	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
IKON					
Room 510					
Ricoh 4100N 31 CPM	40,832	61,002	20,170	\$0.005290	None at this time.
S2076800076 / 11628297				\$106.70	
750,000 / 04/2007	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
IKON					
Staff Room #712					
Konica Minolta BH920 92 CPM	3,380,713	3,821,906	441,193	\$0.004420	8 years from Intro.
57GE00580 /				\$1,950.07	
6,000,000 / 09/2005	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected					
KMBS					

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor</i>	<i>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
Heron Pond Elementary					
Work Room #220					
Ricoh MP8000 80 CPM	1,596,826	2,223,629	626,803	\$0.004210	None at this time.
M9486000109 / 11333430				\$2,638.84	
5,000,000 / 04/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected					
IKON					
Work Room #510					
Ricoh MP8000 80 CPM	2,077,532	2,642,134	564,602	\$0.004210	None at this time.
M9486000105 / 11904959				\$2,376.97	
5,000,000 / 04/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected					
IKON					
Work Room #808					
Ricoh MP8000 80 CPM	2,125,426	2,703,553	578,127	\$0.004210	None at this time.
M9486000100 / 11904798				\$2,433.91	
5,000,000 / 04/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected					
IKON					

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed</i>	<i>Serial Number / Vendor ID</i>	<i>Life / Intro Date</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
<i>Connectivity / Printer Exp Date</i>	<i>7/1/2012</i>	<i>6/30/2013</i>			
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>			
Heron Pond Elementary					
			<i>Subtotals B&W</i>	<i>2,495,273</i>	<i>\$10,658.91</i>
			<i>Subtotals Color</i>	<i>13,265</i>	<i>\$714.85</i>
Additional Usage Low-End Network Printers Black			77,760	\$1,246.63	
Additional Usage Low-End Network Printers Color			5,907	\$1,252.29	
			<i>Heron Pond Totals B&W</i>	<i>2,573,033</i>	<i>\$11,905.54</i>
			<i>Heron Pond Totals Color</i>	<i>19,172</i>	<i>\$1,967.14</i>

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>	<i>7/1/2012</i>	<i>6/30/2013</i>	<i>2012-13</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual</i>	<i>Annual Cost</i>	<i>Recommendation</i>
			<i>Volume</i>		
Jacques Memorial					
Main Office					
Xerox 8860MFP 30 CPM Black & Color	10,620	30,798	20,178	\$0.005290	None at this time.
HBB046108 /				\$106.74	
750,000 / 09/2007	11,613	30,516	18,903	\$0.05389	
Color Photocopier				\$1,018.68	
Connected 7/20/2014					
VARY					
Teachers' Room #1053					
Konica Minolta BH600 60 CPM	2,022,597	2,392,875	370,278	\$0.004420	None at this time.
57BE02508 /				\$1,636.63	
3,000,000 / 08/2006	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Konica Minolta BH751 75 CPM	1,666,345	2,135,624	469,279	\$0.004210	None at this time.
A0PN011000764 /				\$1,975.66	
5,000,000 / 12/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected					
KMBS					

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>	<i>7/1/2012</i>	<i>6/30/2013</i>	<i>2012-13</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual Volume</i>	<i>Annual Cost</i>	<i>Recommendation</i>
Jacques Memorial					
			Subtotals B&W	859,735	\$3,719.03
			Subtotals Color	18,903	\$1,018.68
Additional Usage Low-End Network Printers Black			5,354	\$80.32	
Additional Usage Low-End Network Printers Color			0	\$0.00	
			Jacques Memorial Totals B&W	865,089	\$3,799.35
			Jacques Memorial Totals Color	18,903	\$1,018.68

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor</i>	<i>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
Milford High Drafting Dept.					
Konica Minolta BH200 20 CPM	266,212	310,084	43,872	\$0.004420	8 years from Intro.
30EE06277 /				\$193.91	
300,000 / 10/2005	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Graphic Arts					
Konica Minolta di3510 35 CPM	62,099	74,004	11,905	\$0.004420	10 years from Intro.
31800726 /				\$52.62	
750,000 / 04/2003	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Library					
Konica Minolta di3510 35 CPM	393,023	488,604	95,581	\$0.004420	10 years from Intro.
31800724 /				\$422.47	
750,000 / 04/2003	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Ricoh 4100N 31 CPM	50,487	65,051	14,564	\$0.005290	None at this time.
S2077100687 / 11628281				\$77.04	
750,000 / 04/2007	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
IKON					

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>					
<i>Vendor</i>	<i>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
Milford High					
Main Office					
Konica Minolta BH751 75 CPM	882,259	1,119,141	236,882	\$0.004210	None at this time.
A0PN011000116 / 87003007				\$997.27	
5,000,000 / 12/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Main Office Workroom					
Xerox 8860MFP 30 CPM Black & Color	16,628	21,508	4,880	\$0.005290	None at this time.
HBB034332 /				\$25.82	
750,000 / 09/2007	50,401	77,117	26,716	\$0.05389	
Color Photocopier				\$1,439.73	
Connected 7/20/2014					
VARY					
Marketing Room #217					
Konica Minolta BH350 35 CPM	696,030	762,686	66,656	\$0.004420	8 years from Intro.
30AE06751 /				\$294.62	
750,000 / 10/2005	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>					
<i>Vendor</i>	<i>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
Milford High					
Math Work Room #153					
Konica Minolta BH950 95 CPM	2,190,939	2,815,796	624,857	\$0.004210	None at this time.
A0Y5011000247 / 88026174				\$2,630.65	
6,000,000 / 03/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Music Department					
Konica Minolta di3510 35 CPM	124,559	160,296	35,737	\$0.004420	10 years from Intro.
31736141 /				\$157.96	
750,000 / 04/2003	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Room #183					
Ricoh 4100N 31 CPM	56,326	80,486	24,160	\$0.005290	None at this time.
S2076800367 / 11628292				\$127.81	
750,000 / 04/2007	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
IKON					

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor</i>	<i>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
Milford High					
Room #219A Lab Marketing					
Ricoh 4100N 31 CPM	28,717	35,083	6,366	\$0.005290	None at this time.
S2077100688 / 11628280				\$33.68	
750,000 / 04/2007	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
IKON					
Room 139					
Ricoh 4100N 31 CPM	45,076	46,896	1,820	\$0.005220	None at this time.
S2089400851 / 11628298				\$9.50	
750,000 / 04/2007	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
IKON					
Special Ed Room #209					
Konica Minolta BH920 92 CPM	2,918,225	3,075,925	157,700	\$0.004420	8 years from Intro.
57GE00922 / 88024057				\$697.03	
6,000,000 / 09/2005	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					

Date of Last Upgrade: 4/1/2009

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2012 Meter	6/30/2013 Meter	2012-13 Annual Volume	Cost/Copy Annual Cost	Recommendation
Milford High					
Student Services					
Konica Minolta BH350 35 CPM 30AE06809 / 750,000 / 10/2005 Black Photocopier Connected KMBS	676,546 0	766,576 0	90,030 0	\$0.004420 \$397.93 \$0.00000 \$0.00	8 years from Intro.
Student Services Office					
Ricoh 4100N 31 CPM S2089400856 / 11628276 750,000 / 04/2007 Black Network Printer Connected IKON	65,358 0	92,261 0	26,903 0	\$0.005290 \$142.32 \$0.00000 \$0.00	None at this time.
Teachers' Lounge Room 314					
Konica Minolta BH950 95 CPM A0Y5011000346 / 88024192 6,000,000 / 03/2009 Black Photocopier Connected KMBS	2,898,081 0	3,932,691 0	1,034,610 0	\$0.004210 \$4,355.71 \$0.00000 \$0.00	Very High Usage! Should decentralize!

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed</i>	<i>Serial Number / Vendor ID</i>	<i>Life / Intro Date</i>	<i>Connectivity / Printer Exp Date</i>	<i>Vendor</i>	<i>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
Milford High									
<i>Subtotals B&W</i>							2,476,523	\$10,616.33	
<i>Subtotals Color</i>							26,716	\$1,439.73	
Additional Usage Low-End Network Printers Black							153,080	\$2,376.91	
Additional Usage Low-End Network Printers Color							14,393	\$3,051.31	
<i>Milford High Totals B&W</i>							2,629,603	\$12,993.24	
<i>Milford High Totals Color</i>							41,109	\$4,491.04	

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor</i>	<i>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
Milford Middle Guidance Office					
Konica Minolta BH600 60 CPM	1,852,184	2,001,583	149,399	\$0.004420	None at this time.
57BE02483 /				\$660.34	
3,000,000 / 08/2006	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Library					
Konica Minolta di3510 35 CPM	161,086	181,762	20,676	\$0.004420	10 years from Intro.
31727521 /				\$91.39	
750,000 / 04/2003	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Ricoh 4100N 31 CPM	81,093	101,544	20,451	\$0.005290	None at this time.
S2089400850 / 11628293				\$108.19	
750,000 / 04/2007	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
IKON					

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>					
<i>Vendor</i>	<i>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
Milford Middle					
Main Office					
Konica Minolta BH751 75 CPM	308,846	423,654	114,808	\$0.004210	Underused!
A0PN011000747 /				\$483.34	
5,000,000 / 12/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Xerox 8860MFP 30 CPM Black & Color	20,025	25,888	5,863	\$0.005290	None at this time.
HBB034375 /				\$31.02	
750,000 / 09/2007	28,364	39,624	11,260	\$0.05389	
Color Photocopier				\$606.80	
Connected 7/20/2014					
VARY					
Room 304					
Ricoh 4100N 31 CPM	30,862	40,469	9,607	\$0.005290	None at this time.
S2076700646 / 11628282				\$50.82	
750,000 / 04/2007	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
IKON					

Date of Last Upgrade: 4/1/2009

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2012 Meter	6/30/2013 Meter	2012-13 Annual Volume	Cost/Copy Annual Cost	Recommendation
Milford Middle					
Room 403					
Ricoh 4100N 31 CPM	20,452	29,076	8,624	\$0.005290	None at this time.
S2089400854 / 11628294				\$45.62	
750,000 / 04/2007	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Connected					
IKON					
Teachers' Room 8th Grade					
Konica Minolta BH920 92 CPM	4,302,850	4,503,333	200,483	\$0.004420	8 years from Intro.
57GE00581 /				\$886.13	
6,000,000 / 09/2005	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Teachers' Room Central					
Konica Minolta BH1050 105 CPM	5,717,273	6,032,216	314,943	\$0.004420	9 years from Intro. Warranty Expired!
56UE00740 /				\$1,392.05	
6,000,000 / 11/2004	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected					
KMBS					

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>					
<i>Vendor</i>	<i>7/1/2012 Meter</i>	<i>6/30/2013 Meter</i>	<i>2012-13 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendation</i>
Milford Middle					
Work Room					
Konica Minolta BH950 95 CPM	3,023,388	4,124,550	1,101,162	\$0.004210	Very High Usage! Decentralize!
A0Y5011000245 /				\$4,635.89	
6,000,000 / 03/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected					
KMBS					
	Subtotals B&W		1,946,016	\$8,384.79	
	Subtotals Color		11,260	\$606.80	
Additional Usage Low-End Network Printers Black			91,049	\$1,476.47	
Additional Usage Low-End Network Printers Color			10,944	\$2,320.13	
	Milford Middle Totals B&W		2,037,065	\$9,861.26	
	Milford Middle Totals Color		22,204	\$2,926.93	

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>	<i>7/1/2012</i>	<i>6/30/2013</i>	<i>2012-13</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual Volume</i>	<i>Annual Cost</i>	<i>Recommendation</i>
Sage School					
Special Ed Office					
Xerox 8860MFP 30 CPM Black & Color	104,824	140,624	35,800	\$0.005290	None at this time.
HBB034223 /				\$189.38	
750,000 / 09/2007	34,652	53,024	18,372	\$0.05389	
Color Photocopier				\$990.07	
Connected 7/20/2014					
VARY					
Teachers' Room					
Konica Minolta BH600 60 CPM	1,701,945	1,771,350	69,405	\$0.004420	None at this time.
57BE02541 /				\$306.77	
3,000,000 / 08/2006	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Not Connected					
KMBS					
	Subtotals B&W		105,205	\$496.15	
	Subtotals Color		18,372	\$990.07	
Additional Usage Low-End Network Printers Black			19,290	\$289.35	
Additional Usage Low-End Network Printers Color			0	\$0.00	
Sage School Totals B&W			124,495	\$785.50	
Sage School Totals Color			18,372	\$990.07	

Date of Last Upgrade: 4/1/2009

<i>Make-Model / Speed</i>					
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Connectivity / Printer Exp Date</i>	<i>7/1/2012</i>	<i>6/30/2013</i>	<i>2012-13</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual Volume</i>	<i>Annual Cost</i>	<i>Recommendation</i>
SAU #40					
Main Office					
Xerox 8860MFP 30 CPM Black & Color	13,331	17,262	3,931	\$0.005290	None at this time.
HBB034833 /				\$20.79	
750,000 / 09/2007	18,374	26,256	7,882	\$0.05389	
Color Photocopier				\$424.76	
Connected 7/20/2014					
VARY					
Office					
Konica Minolta BH600 60 CPM	1,351,394	1,493,518	142,124	\$0.004420	None at this time.
57BE02515 / 8802 5508				\$628.19	
3,000,000 / 08/2006	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
Connected					
KMBS					
Subtotals B&W			146,055	\$648.98	
Subtotals Color			7,882	\$424.76	
Additional Usage Low-End Network Printers Black			43,626	\$654.40	
Additional Usage Low-End Network Printers Color			0	\$0.00	
District Office Totals B&W			189,681	\$1,303.38	
District Office Totals Color			7,882	\$424.76	

Date of Last Upgrade: 4/1/2009

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

7/1/2012
Meter

6/30/2013
Meter

2012-13
Annual
Volume

Cost/Copy
Annual Cost

Recommendation

District Wide Black Subtotals 8,028,807 \$34,524.20

District Wide Color Subtotals 96,398 \$5,194.89

Additional Usage Low-End Network Printers Black 390,159 \$6,154.08

Additional Usage Low-End Network Printers Color 31,244 \$6,623.73

District Wide Black Totals 8,418,966 \$40,678.28

District Wide Color Totals 127,642 \$11,818.62

Note your Color cost on printers compared to copiers!

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

Recent Upgrade Comparison

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

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

Copies-per-Year: 8,788,824

Present vs. Proposed Recommendations as of 4/1/09

PRESENT SITUATION

- 1) Guarantees on Photocopiers...**Almost over**
- 2) Annual Price Ceilings Left...**Almost over**
- 3) High Volume Console Units...**Eleven**
- 4) Units to be Traded...**Fourteen**
- 5) Photocopiers...**Twenty-One**
 - Computer Interfaced...**Nine**
- 6) High Cost Operation Black Net Printers....**Sixty-Three***
- 7) Color Photocopiers Networked ...**None**
- Total number of Units...**Eighty-Four**
- 8) Duplex's...**Seventeen**
- 9) Sorter's...**Seventeen**
- 10) Finisher's...**Sixteen**

PROPOSED SITUATION

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

Overall Description of Equipment Fleet:

Presently, you have only five machines that are doing a total of 5.3 Million prints per year!...Your total Volume is 8.7 Million of which you have 5 units doing 61% of your entire volume. Therefore, we are proposing to trade out Fourteen machines that are worn out or too old and replace with Twenty-Seven New and Eight Recon units... all with Five Year warranties. In addition, we are dramatically increasing the number of large consoles (3 Million Life and Up)...going from Eleven to Nineteen. In this way, we will decentralize your volume, extend the life on all of your equipment and improve your reliability. Finally, we heavily invested in connecting photocopiers (Nineteen vs Nine presently) that has the potential of greatly reducing your cost of low end network printers.

Capital:

Presently, you have One installment plan at 10%. With the new arrangement, you will again have one 'municipal' master lease at **3.90%** interest. Your first of five annual lease payment will be due on August 1st 2009. A legal opinion from SPC's bond counsel (John Larouche in Augusta ME) will be done on this lease transaction. This will assure that all documents are prepared correctly and signed by the appropriate school and bank officials, and that the lease purchase is a tax-exempt obligation with no premium payable by the school district for prepayment. At your own expense, you can have your own bond counsel also review the documents which would simply duplicate this service.

Service & Supplies:

Considering all of your consumable cost centers including service you are averaging \$0.007595. For Copiers only you are averaging a CPC of \$0.00475. Based on SPC's last bidding process your CPC would have been at \$0.004181 per print for black only..

* Cost of operation on Sixty-Three network printers at 12% coverage is \$0.035 per print plus service. SPC's Pricing through Ikon is \$0.019 with service (HP Only) . The proposed cost per print for the connected photocopiers & Network Printers ranges from \$0.0049 to \$0.0039 with Service! Your Present Color cost per print is \$0.20 for laser and 30 to 70 Cents for Ink Jet. Your Color Prints through Xerox are coming in at \$0.05105....under a controlled setting.

Vendor Packages:

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

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 4/1/2009 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual 2012-13 fiscal year black print usage. The second table represents your annual and five-year cost savings compared to your previous cost per copy rate.

BEFORE SPC

Current Annual Volume	Average Prior CPC	Average Annual Charges
8,418,966	\$.00728	\$61,290.07

CURRENTLY WITH SPC (includes LENP)

Current Annual Volume	Current CPC (new year)	Average Annual Charges	Average Annual Cost Savings	Average 5-Year Cost Savings
8,418,966	\$.004874	\$41,034.04	\$20,256.03	\$101,280.15

***Today the Cooperative Buying of SPC has netted annual cost savings,
on average, of \$20,256.03 x 4 years as a Client
= \$81,024.12 Cost Savings!***

Projected Equipment Costs by Building - Black

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

<i>Building</i>	<i>2013-14 Projected Black Volume</i>	<i>2013-14 Projected Black Usage Cost</i>	<i>Approx. Paper Cost 24.81/Case</i>	<i>Average Annual Equipment Cost</i>	<i>Total Projected Black Usage Cost</i>
Heron Pond Elementary	2,573,033	\$12,018.39	\$12,767.39	\$12,314.85	\$37,100.63
Jacques Memorial	865,089	\$3,834.75	\$4,292.57	\$4,140.42	\$12,267.74
Milford High	2,629,603	\$13,116.99	\$13,048.09	\$12,585.60	\$38,750.68
Milford Middle	2,037,065	\$9,954.32	\$10,107.92	\$9,749.64	\$29,811.88
Sage School	124,495	\$792.96	\$617.74	\$595.85	\$2,006.55
SAU #40	189,681	\$1,315.80	\$941.20	\$907.84	\$3,164.83
<i>Totals</i>	<i>8,418,966</i>	<i>\$41,033.21</i>	<i>\$41,774.91</i>	<i>\$40,294.21</i>	<i>\$123,102.33</i>

SPC Equipment Bids:

Presently our Bids are coming in at **12.5% 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 **\$6,142 with a Retail Cost of \$49,040....12.5% of Retail!**

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 will be 1.1%.**

<i>Vendor</i>	<i>Equipment Type</i>	<i>2012-13 Annual Volume</i>	<i>2012-13 Cost Per Copy</i>	<i>2012-13 Total Cost</i>	<i>2013-14 Cost Per Copy</i>	<i>2013-14 Projected Cost</i>
Ricoh USA	Black Photocopier	1,769,532	\$0.00421	\$7,449.73	\$0.00425	\$7,520.51
Ricoh USA	Black Network Printer	162,949	\$0.00529	\$862.00	\$0.00534	\$870.15
Ricoh USA	Black Network Printer	1,820	\$0.00522	\$9.50	\$0.00534	\$9.72
Konica-Minolta	Black Photocopier	2,209,982	\$0.00442	\$9,768.12	\$0.00446	\$9,856.52
Konica-Minolta	Black Photocopier	3,809,518	\$0.00421	\$16,038.07	\$0.00425	\$16,190.45
Vary Technologies	Color Photocopier	75,006	\$0.00529	\$396.78	\$0.00534	\$400.53
Vary Technologies	Black LENP	390,159		\$6,124.08		\$6,185.32
<i>Totals and Averages</i>		<i>8,418,966</i>	<i>\$0.004828</i>	<i>\$40,678.28</i>	<i>\$0.004874</i>	<i>\$41,033.20</i>

Additional Potential Annual Cost Savings based on current bids Black \$11,211!

Projected Equipment Costs by Building - Color

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

Building	Projected Volume	Service & Supply Cost
Heron Pond Elementary	19,172	\$1,986.82
Jacques Memorial	18,903	\$1,028.89
Milford High	41,109	\$4,535.97
Milford Middle	22,204	\$2,956.21
Sage School	18,372	\$999.99
SAU #40	7,882	\$429.02
<i>Totals</i>	<i>127,642</i>	<i>\$11,936.90</i>

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 will be 1.1%.**

<i>Vendor</i>	<i>Equipment Type</i>	<i>2012-13 Annual</i>	<i>2012-13 Cost Per Copy</i>	<i>2012-13 Actual Cost</i>	<i>2013-14 Cost Per Copy</i>	<i>2013-14 Projected Cost</i>
Vary Technologies	Color Photocopier	96,398	\$0.05389	\$5,194.89	\$0.05443	\$5,246.94
Vary Technologies	Color LENP	31,244		\$6,623.73		\$6,689.97
<i>Totals and Averages</i>		<i>127,642</i>	<i>\$0.09259</i>	<i>\$11,818.62</i>	<i>\$0.09352</i>	<i>\$11,936.91</i>

Additional Potential Annual Cost Savings based on current bids Color \$5,442!

Reprographic Equipment Assessment

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

Total # of Units	42
# of Units on Lease	31
# of Units Owned	11
Lease Company	Northway Bank
Lease Start Date	4/1/2009
Lease End Date	8/1/2013
Term	5 Annual
Annual Payment usually due on 8/1	\$40,515.60
Remaining Payments	0

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

Leased Equipment

Building	Make	Model	Serial #
Heron Pond Elementary	Konica Minolta	BH751	A0PN011000138
Heron Pond Elementary	Ricoh	4100N	S2089400860
Heron Pond Elementary	Ricoh	4100N	S2076800076
Heron Pond Elementary	Ricoh	4100N	S2089400855
Heron Pond Elementary	Ricoh	MP8000	M9486000109
Heron Pond Elementary	Ricoh	MP8000	M9486000105
Heron Pond Elementary	Ricoh	MP8000	M9486000100
Heron Pond Elementary	Xerox	8860MFP	HBB034395
Jacques Memorial	Konica Minolta	BH751	A0PN011000764
Jacques Memorial	Xerox	8860MFP	HBB046108
Milford High	Konica Minolta	di3510	31800724
Milford High	Konica Minolta	di3510	31800726
Milford High	Konica Minolta	BH950	A0Y5011000346
Milford High	Konica Minolta	BH751	A0PN011000116
Milford High	Konica Minolta	BH950	A0Y5011000247
Milford High	Ricoh	4100N	S2076800367
Milford High	Ricoh	4100N	S2077100687
Milford High	Ricoh	4100N	S2077100688
Milford High	Ricoh	4100N	S2089400856
Milford High	Ricoh	4100N	S2089400851
Milford High	Xerox	8860MFP	HBB034332
Milford Middle	Konica Minolta	BH751	A0PN011000747
Milford Middle	Konica Minolta	di3510	31727521
Milford Middle	Konica Minolta	BH1050	56UE00740
Milford Middle	Konica Minolta	BH950	A0Y5011000245
Milford Middle	Ricoh	4100N	S2076700646
Milford Middle	Ricoh	4100N	S2089400854

Building	Make	Model	Serial #
Milford Middle	Ricoh	4100N	S2089400850
Milford Middle	Xerox	8860MFP	HBB034375
Sage School	Xerox	8860MFP	HBB034223
SAU #40	Xerox	8860MFP	HBB034833

Owned Equipment

Building	Make	Model	Serial #
Heron Pond Elementary	Konica Minolta	BH920	57GE00580
Jacques Memorial	Konica Minolta	BH600	57BE02508
Milford High	Konica Minolta	BH350	30AE06751
Milford High	Konica Minolta	BH350	30AE06809
Milford High	Konica Minolta	BH920	57GE00922
Milford High	Konica Minolta	BH200	30EE06277
Milford High	Konica Minolta	di3510	31736141
Milford Middle	Konica Minolta	BH600	57BE02483
Milford Middle	Konica Minolta	BH920	57GE00581
Sage School	Konica Minolta	BH600	57BE02541
SAU #40	Konica Minolta	BH600	57BE02515

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

Improved SPC Services

2012-2013 Simplified Billing Implemented

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

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

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

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

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

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

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

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

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

SPC's Newest Service

SPC STAR Doc

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



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

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

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

*SPC STARDoc Current User Names**

Name	User Name
Katie Chambers	kchambers

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

SPC's Service & Supply Contract – Purpose & Sample

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

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

: **SERVICE AND SUPPLY CONTRACT**

The Vendor identified below of the equipment described at Exhibit A to Property Schedule No. 1 (the "Equipment") to a Master Lease-Purchase Agreement between M.S.T. Government Leasing, LLC, as lessor (the "Lessor") and NHSAU 40, as lessee (the "Lessee"), commencing on April 01, 2009, (the "Lease-Purchase") hereby contracts with Lessee for the term of the Lease-Purchase (terminating on June 30, 2014) to provide comprehensive services, supplies, and maintenance to such Equipment, excluding only the cost of paper, transparencies, and staples, at a cost per copy per item of Equipment as shown on Schedule A attached hereto. In addition, for high-speed duplicators, Vendor may charge the cost shown on Schedule A attached hereto for masters used when the number of copies made by use of such masters is, on an annual average, fewer than 100. Vendor shall provide a four-hour response time to all service calls.

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

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

Client Acknowledgement of Vendor Commitment

Vendor:	Konica-Minolta Business Solutions	Lessee:	NHSAU 40
Street Address:	25 Pelham Road	Street Address:	100 West Street
City/State/Zip:	Salem, NH 03079	City/State/Zip:	Milford, NH 03055
By (signature):		By (signature):	
Name:	Mark Doucette	Name:	Katie Chambers
Title:	Market Vice President	Title:	Business Manager

SPC's Dual-Layered Warranty – Purpose & Explanation

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

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

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

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

WARRANTY

(LEASED EQUIPMENT)

The Vendor identified below of the equipment described at Exhibit A to Property Schedule No. 1 (the "Equipment") to a Master lease-Purchase Agreement between M.S.T. Government Leasing, LLC, as lessor (the "Lessor") and NHS AU 40, as lessee (the "Lessee"), commencing on April 01, 2009, (the "Lease-Purchase") hereby warrants to Lessee that, if any such Equipment malfunctions through no fault of Lessee during the term of the Lease-Purchase (terminating on June 30, 2014) and such Equipment cannot be repaired promptly, Vendor promptly will replace such Equipment with equipment which is equal to or superior in quality and capabilities to the Equipment being replaced, at no cost to Lessee.

The only exclusions to this Warranty are as follows:

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

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