



Specialized Purchasing Consultants

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2011-12 Annual Report

Year - End Photocopier Analysis

With projected costs for 2012-13

Jenifer Krook
NHSAU 87
16 School Street
Greenville, NH 03048



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

October 2012

Skip Tilton
President

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Jenifer Krook
NHSAU 87
16 School Street
Greenville, NH 03048

VISIT US ON THE WEB:
www.spccopypro.com

Dear Jenifer:

Once again the staff at SPC would like to extend our appreciation for being of service to you and your organization for the past *6 years*. Though each year seems to pose unique challenges, we are thrilled with all that we have been able to accomplish on behalf of our clients for the past *24 years*.

In these difficult economic times, our staff continues to be fully committed to assisting your organization in achieving goals and objectives relative to new technologies and related costs. In relation to new services, we are excited to bring to your attention *new cost-savings initiatives as well as a new service called SPC STAR Doc* that will continue to meet our mutual goal of improving the quality of service and equipment while reducing your overall cost.

I hope you find the enclosed annual report useful. We are providing you an overview of your current equipment situation, reports associated with copying and printing costs and, if needed, recommendations for addressing situations posing a problem now or could become a problem in the near future.

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 117 clients (3200+ machines with 1.7 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 STARDoc 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.



Derik Brasher

Administration & Finance Manager

SPC is committed to providing cost-effective and reliable reprographic 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 will be creating detailed maps of your Copiers/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 experiences and my strong attention to detail to ensure our client's 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.

Anne Arbore

Administration

Since many of our clients are educational systems, I find it satisfying to know that my co-workers and I have made a contribution toward their success by assisting them in saving on their budgets for reprographic equipment, providing better quality equipment to work with and freeing their resources for other needs.



Laura Lynch

Marketing Coordinator & Client Relations

As a member of the SPC team for the past 12 years as their website designer, I am excited to take on this new position. Some of my responsibilities will include

scheduling essential meetings with our clients and vendors, creating new marketing collateral and developing new clients. I look forward to establishing a closer relationship with each of our clients.

Equipment Health Status

Total Number of Machines:	20
Total Black Photocopiers	16
Total Low Cost of Operation Black Network Printers	0
Total High-Speed Duplicators	0
Total Color Photocopiers (including MFP)	4
Total Low Cost of Operation 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
# of Units Connected to Network with Print and/or Scan	19
Commencement Date:	2/1/2011
# of Annual Payments Left on Lease	3
All Warranties and Service Contracts Expire:	6/30/2016
Print Management Software Loaded	No
LENP Contract Signed	No

NOTE: When a machine goes off warranty, it does not mean that the service contract expires. It simply means that if a replacement machine becomes necessary, it may not be at "no charge."

Jenifer,

Overall your district is doing well. Your black volume is up slightly over last year's volume. Your color volume has increased significantly over last year which may be something you might want to keep an eye on. You may want to consider SPC to manage your Low End Network Printers. By managing your copiers and printers, SPC will be able to help reduce you current costs on LENP's and provide accurate estimates for future upgrades.

Regards,

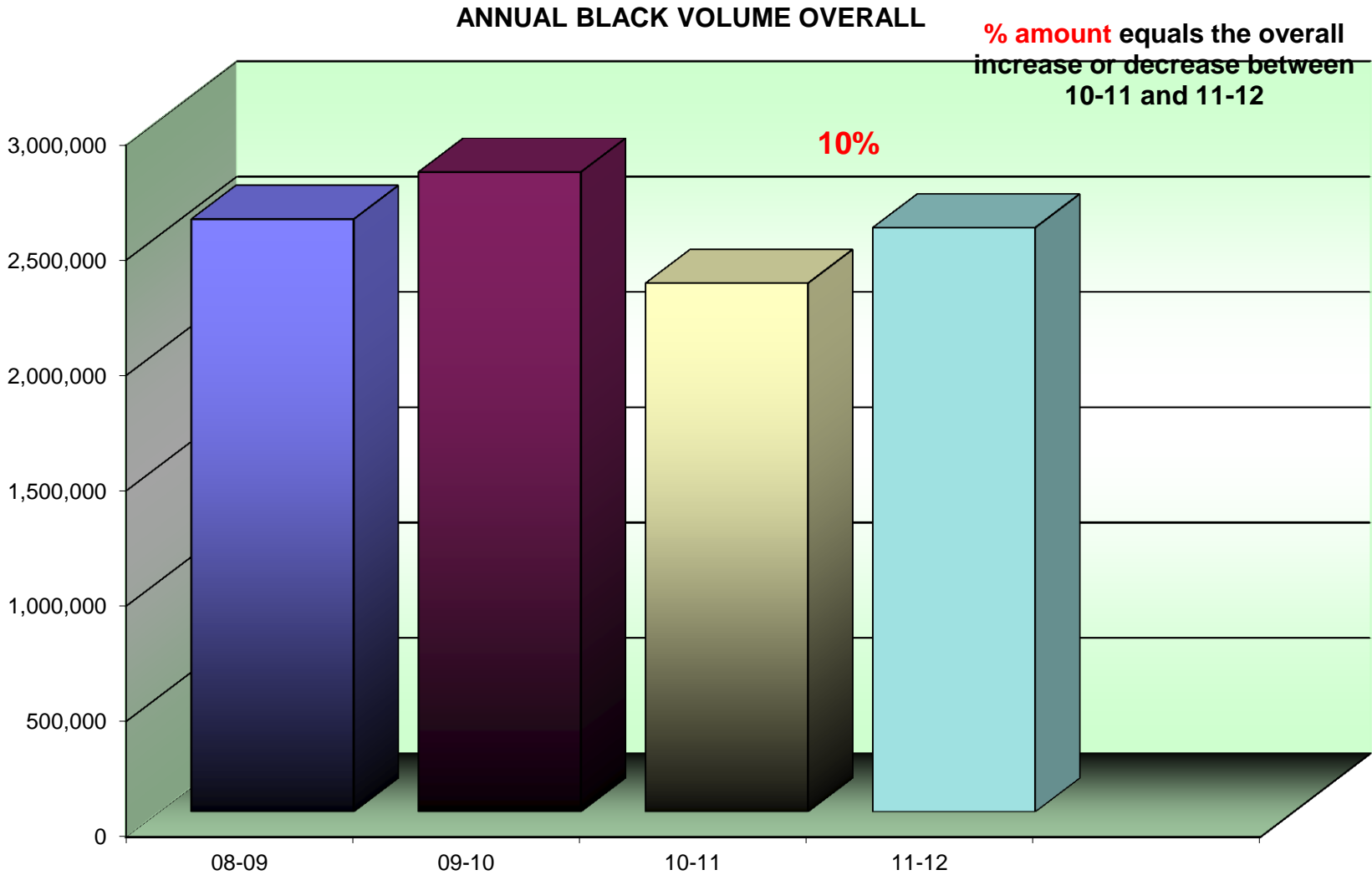
Skip

Aging Equipment Summary

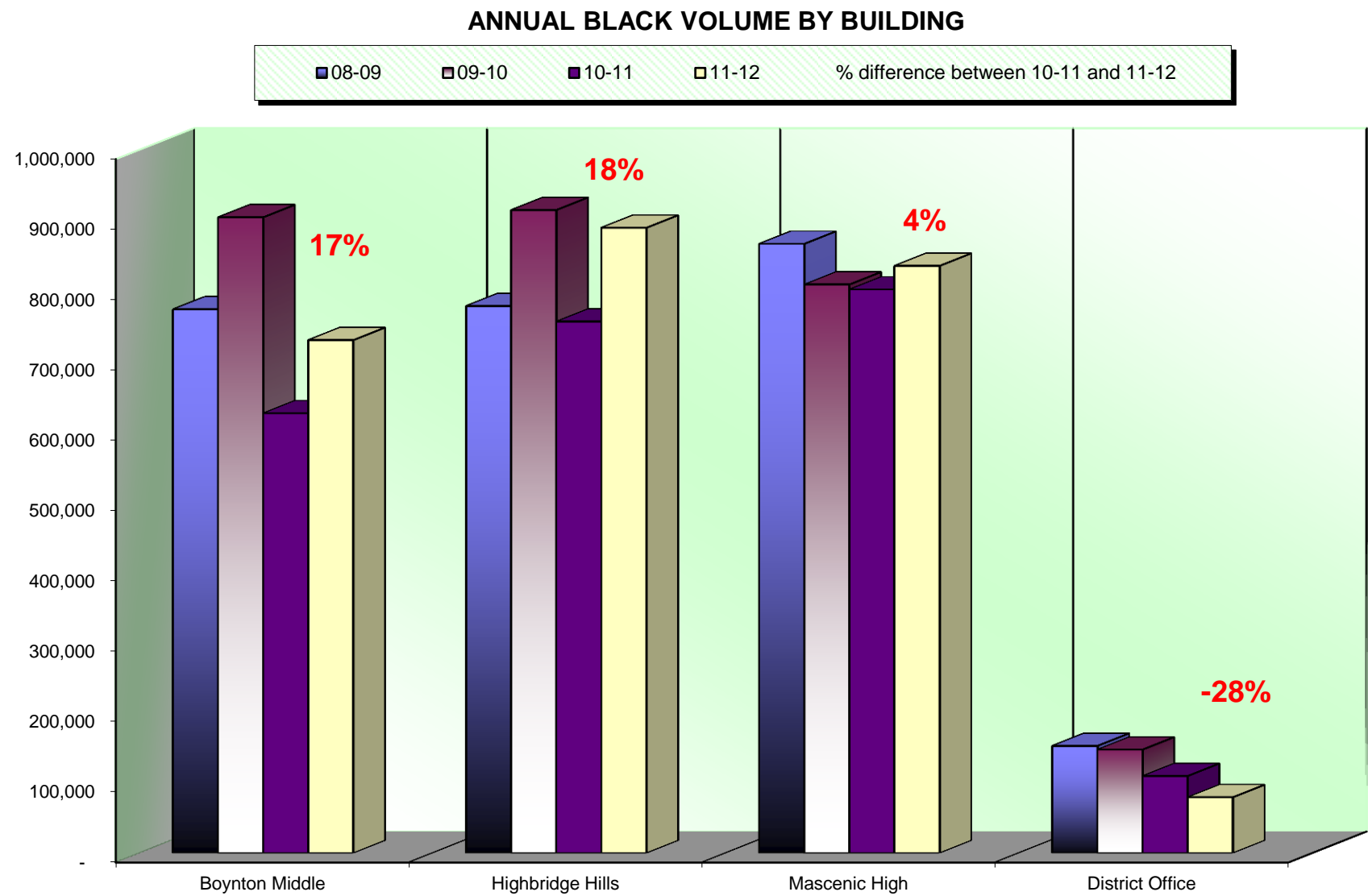
The following equipment is **seven or more years** from the date they were first offered for sale by the manufacturer. This is a major factor because availability of parts, cost of operation and warranties all become diminished at 10 years from the date of Intro. Usage, age, and service history need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

Building	Department	Make/Model	Serial #	Vendor ID	Intro Date
Boynton Middle School	Teachers' Room	Oce im3511	6111078	GW1UC	5/2005
Boynton Middle School	Title 1	Oce im3511	6111085	GW1UA	5/2005
Mascenic Regional High	Learning Center	Oce im4511	6110711	GW1UL	5/2005

This report uses current trends for *black volume* to project future costs and potential equipment needs on an overall basis.



This report uses current trends for *black volume* to project future costs and potential equipment needs 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>
Boynton Middle	357	729,368	\$14,307.80	2,043	\$40.08
Highbridge Hills Elementary	466	889,255	\$17,420.04	1,908	\$37.38
Mascenic Regional High	409	835,028	\$16,393.24	2,042	\$40.08
SAU 87 District	0	79,400	\$1,596.96	0	\$0.00
Totals	1,232	2,533,051	\$49,718.03	2,056	\$40.36

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

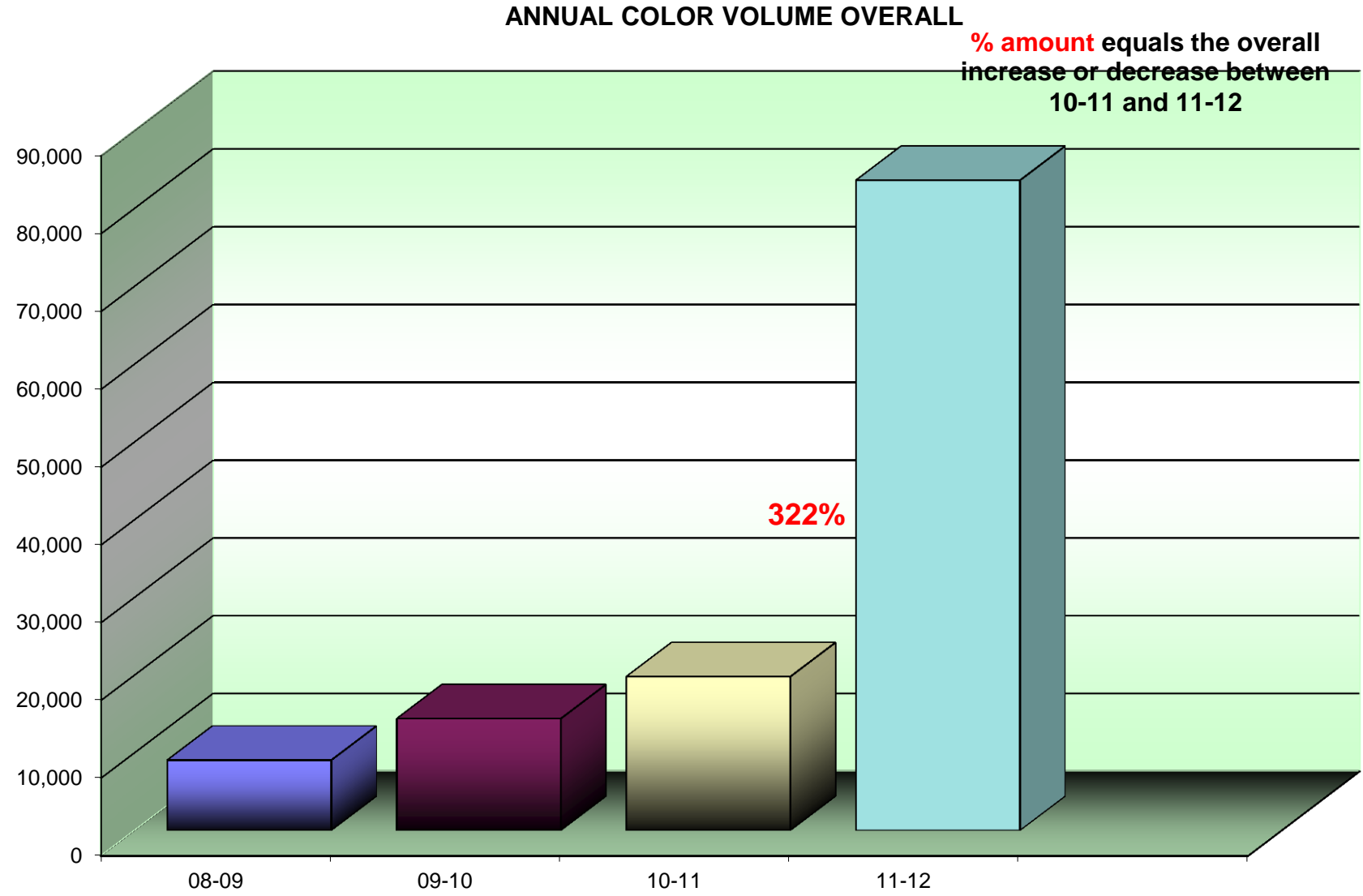
Cost Comparison Black Only

This is an SPC Comparison contrasting your district with 84 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	131,784	307,171,835	\$5,571,341.44	2,331	\$42.28

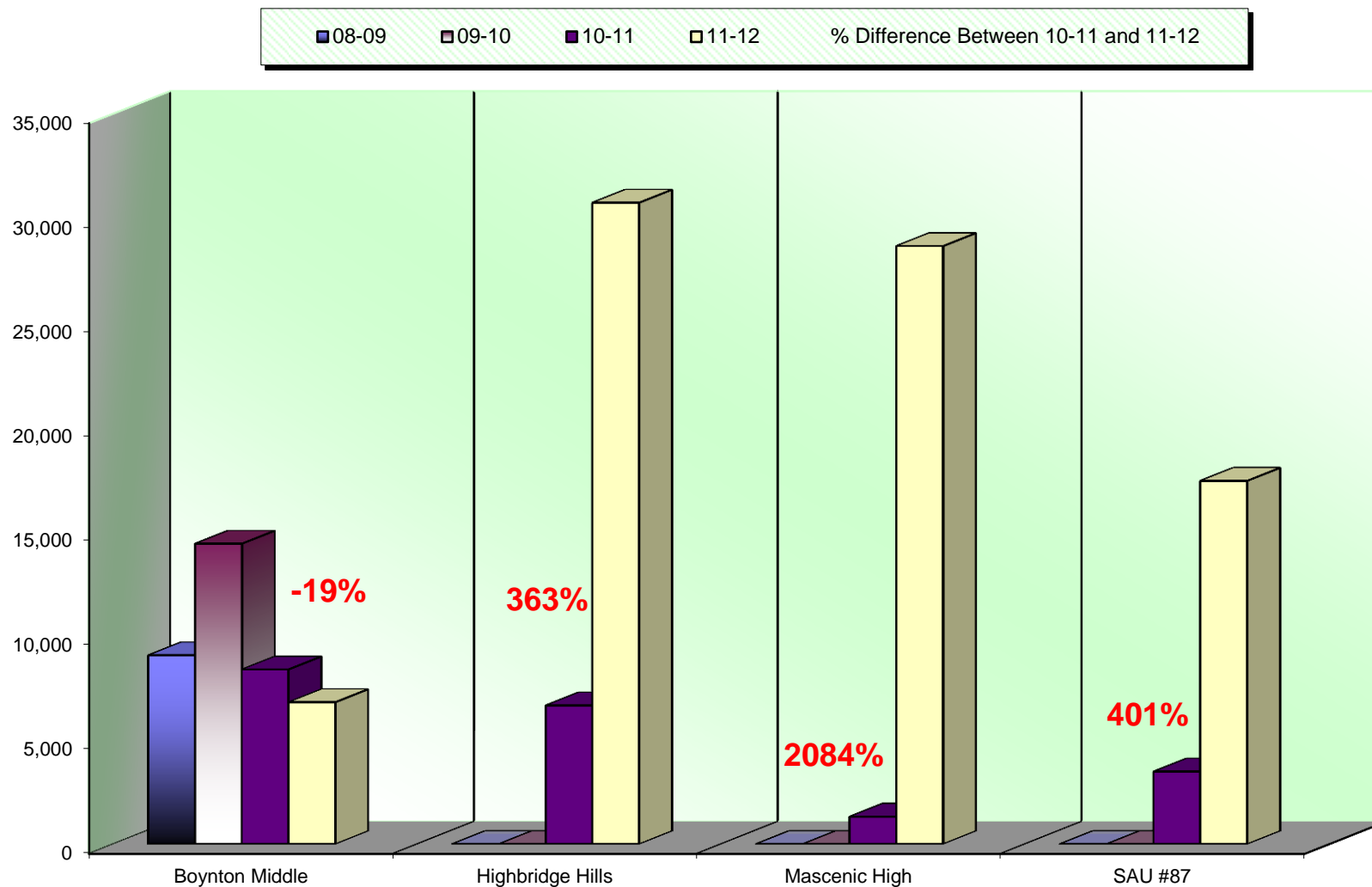
*Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.

This report uses current trends for color volume to project future costs and potential equipment needs on an overall basis.



This report uses current trends for color volume to project future costs and potential equipment needs by building.

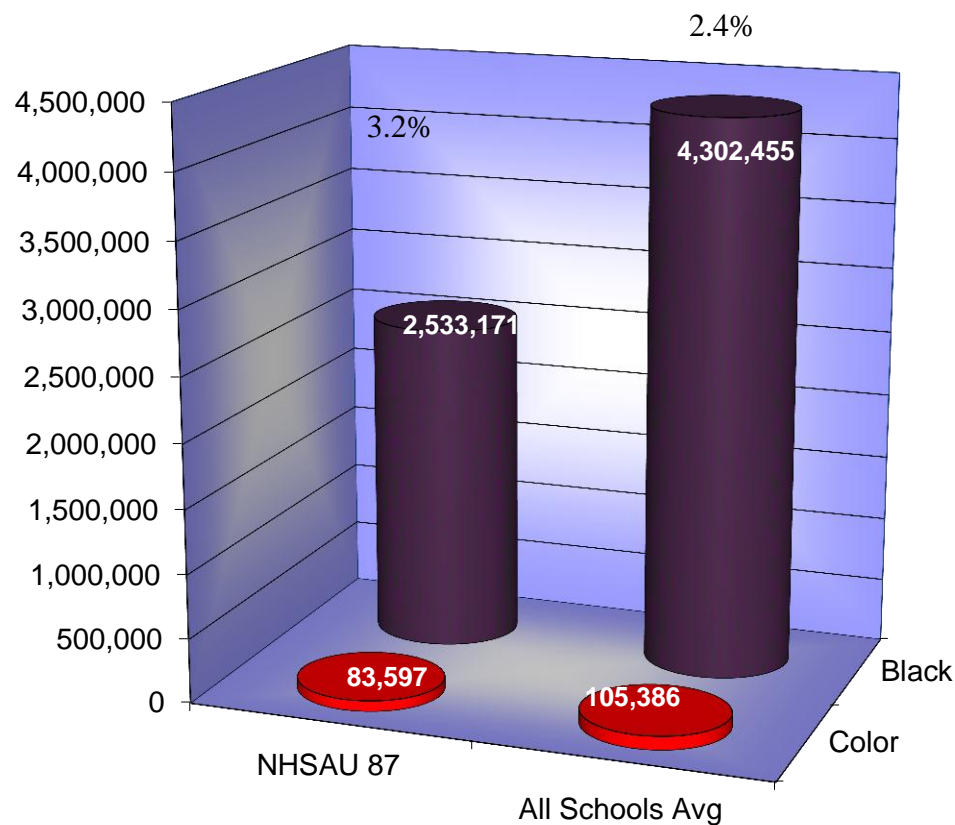
ANNUAL COLOR VOLUMES BY BUILDING



Black & Color Usage Comparisons

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

Color to Total Volume Percentage



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>
Boynton Middle	357	6,799	\$381.17	19	\$1.07
Highbridge Hills Elementary	466	30,735	\$1,723.07	66	\$3.70
Mascenic Regional High	409	28,655	\$1,606.46	70	\$3.93
SAU 87 District	0	17,408	\$975.93	0	\$0.00
Totals	1,232	83,597	\$4,686.62	68	\$3.80

*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 84 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	131,784	7,377,029	\$486,775.63	56	\$3.69

*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: 2/1/2011

<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>7/1/2011 Meter</i>	<i>6/30/2012 Meter</i>	<i>2011/12 Annual Volume</i>	<i>2012/13 Projected Volume</i>	<i>Volume Difference</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Boynton Middle							
Library							
Oce im3512 35 CPM	432,682	452,078	19,396	30,656	-11,260	\$0.004000	None at this time.
7120093 / GW1UB						\$77.58	
750,000 / 12/2007	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							
Main Office							
Canon IR6075	14,785	246,028	231,243	200,000	31,243	\$0.003300	None at this time.
FZE01957 / GW1TR						\$763.10	
4,000,000 / 10/2010	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							
Principal's Office							
Canon IRC5045	10,245	64,382	54,137	94,256	-40,119	\$0.003900	None at this time.
GPQ51479 / GW1U4						\$211.13	
1,000,000 / 10/2009	3,128	9,927	6,799	14,393	-7,594	\$0.04995	
Color Photocopier						\$339.61	
Connected							
OCE VT							

Date of Last Upgrade: 2/1/2011

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2011 Meter	6/30/2012 Meter	2011/12 Annual Volume	2012/13 Projected Volume	Volume Difference	Cost/Copy Annual Cost	Recommendations
Boynton Middle							
Special Ed Room 215							
Oce VL3200x 32 CPM	4,092	18,095	14,003	11,455	2,548	\$0.004000	None at this time.
0090533 / GW1TO						\$56.01	
750,000 / 08/2010	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							
Teachers' Room							
Canon IR6075	149,900	523,382	373,482	400,000	-26,518	\$0.003300	None at this time.
FZE01952 / GW1TT						\$1,232.49	
4,000,000 / 10/2010	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							
Oce im3511 35 CPM	251,897	267,134	15,237	22,763	-7,526	\$0.004000	7 years from Intro.
6111078 / GW1UC						\$60.95	
750,000 / 05/2005	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							

Date of Last Upgrade: 2/1/2011

Make-Model / Speed

Serial Number / Vendor ID

Life / Intro Date

Connectivity / Printer Exp Date

Vendor

7/1/2011

6/30/2012

2011/12

Annual

2012/13

Projected

Volume

Cost/Copy

Difference Annual Cost Recommendations

Boynton Middle

Title 1

Oce im3511 35 CPM

340,948

362,818

21,870

7,132

14,738

\$0.004000

7 years from Intro.

6111085 / GW1UA

\$87.48

750,000 / 05/2005

0

0

0

0

0

\$0.00000

Black Photocopier

\$0.00

Connected

OCE VT

Subtotals B&W

729,368

766,262

\$2,488.75

Subtotals Color

6,799

14,393

\$339.61

Date of Last Upgrade: 2/1/2011

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2011 Meter	6/30/2012 Meter	2011/12 Annual Volume	2012/13 Projected Volume	Volume Difference	Cost/Copy Annual Cost	Recommendations
Highbridge Hills Elementary							
1st Grade Work Room							
Canon IR6075	84,522	320,188	235,666	313,183	-77,517	\$0.003300	None at this time.
FZE01849 / GW1TX						\$777.70	
4,000,000 / 10/2010	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							
2nd Grade Work Room							
Canon IR6075	10,917	159,949	149,032	0	149,032	\$0.003300	None at this time.
HTK10133 / GW1TZ						\$491.81	
4,000,000 / 10/2010	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							
3rd Grade Work Room							
Canon IR6075	71,538	272,072	200,534	165,905	34,629	\$0.003300	None at this time.
FZE01943 / GW1TU						\$661.76	
4,000,000 / 10/2010	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							

Date of Last Upgrade: 2/1/2011

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor</i>	<i>7/1/2011 Meter</i>	<i>6/30/2012 Meter</i>	<i>2011/12 Annual Volume</i>	<i>2012/13 Projected Volume</i>	<i>Volume Difference</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Highbridge Hills Elementary							
4th Grade Work Room							
Canon IR6075	61,465	239,129	177,664	358,825	-181,161	\$0.003300	None at this time.
FZE01961 / GW1TS						\$586.29	
4,000,000 / 10/2010	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							
Library							
Oce VL3200x 32 CPM	1,301	4,733	3,432	7,853	-4,421	\$0.003900	None at this time.
0090538 / GW1TP						\$13.38	
750,000 / 08/2010	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							
Main Office							
Canon IRC5045	39,400	162,327	122,927	9,914	113,013	\$0.003900	None at this time.
GPQ51690 / GW1U5						\$479.42	
1,000,000 / 10/2009	6,643	37,378	30,735	0	30,735	\$0.04995	
Color Photocopier						\$1,535.21	
Connected							
OCE VT							
Subtotals B&W			889,255	855,680		\$3,010.36	
Subtotals Color			30,735	0		\$1,535.21	

Date of Last Upgrade: 2/1/2011

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2011 Meter	6/30/2012 Meter	2011/12 Annual Volume	2012/13 Projected Volume	Volume Difference	Cost/Copy Annual Cost	Recommendations
Mascenic Regional High Guidance Office							
Canon IR6075	124,759	174,649	49,890	296,462	-246,572	\$0.003300	None at this time.
FZE01963 / GW1TV						\$164.64	
4,000,000 / 10/2010	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							
Learning Center							
Oce im4511 45 CPM	667,761	705,525	37,764	26,564	11,200	\$0.004000	7 years from Intro.
6110711 / GW1UL						\$151.06	
1,000,000 / 05/2005	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							
Library							
Oce im3512 35 CPM	143,179	193,188	50,009	47,726	2,283	\$0.004000	None at this time.
8090531 / GW1UM						\$200.04	
750,000 / 12/2007	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							

Date of Last Upgrade: 2/1/2011

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Connectivity / Printer Exp Date Vendor	7/1/2011 Meter	6/30/2012 Meter	2011/12 Annual Volume	2012/13 Projected Volume	Volume Difference	Cost/Copy Annual Cost	Recommendations
Mascenic Regional High							
Main Office							
Canon IRC5045	33,503	108,157	74,654	144,123	-69,469	\$0.003900	None at this time.
GPQ51831 / GW1U6						\$291.15	
1,000,000 / 10/2009	1,314	29,969	28,655	0	28,655	\$0.04995	
Color Photocopier						\$1,431.32	
Not Connected							
OCE VT							
Teachers' Work Room							
Canon IR6075	77,227	555,654	478,427	288,262	190,165	\$0.003300	None at this time.
HTK10139 / GW1TW						\$1,578.81	
4,000,000 / 10/2010	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							
Tech Building							
Canon IR6075	42,481	186,765	144,284	200,000	-55,716	\$0.003300	None at this time.
FZE01964 / GW1TY						\$476.14	
4,000,000 / 10/2010	0	0	0	0	0	\$0.00000	
Black Photocopier						\$0.00	
Connected							
OCE VT							
Subtotals B&W			835,028	1,003,137		\$2,861.83	
Subtotals Color			28,655	0		\$1,431.32	

Date of Last Upgrade: 2/1/2011

<i>Make-Model / Speed</i>							
<i>Serial Number / Vendor ID</i>							
<i>Life / Intro Date</i>							
<i>Connectivity / Printer Exp Date</i>	<i>7/1/2011</i>	<i>6/30/2012</i>	<i>2011/12</i>	<i>2012/13</i>	<i>Volume</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual</i>	<i>Projected</i>	<i>Difference</i>	<i>Annual Cost</i>	<i>Recommendations</i>
SAU 87 District							
Main Office							
Canon IRC5051	22,248	101,648	79,400	168,709	-89,309	\$0.003900	None at this time.
GQM30165 / GW1U1						\$309.66	
3,000,000 / 10/2009	3,476	20,884	17,408	0	17,408	\$0.04995	
Color Photocopier						\$869.53	
Connected							
OCE VT							
	Subtotals B&W		79,400	168,709		\$309.66	
	Subtotals Color		17,408	0		\$869.53	
District Wide Black Totals			2,533,051	2,793,788		\$8,670.59	
District Wide Color Totals			83,597	14,393		\$4,175.67	

SPC Service & Supply Cost Savings

This table compares your equipment cost per copy for service and supplies (black prints or copies only) before becoming an SPC client with your projected cost per copy through SPC presently. Annual Volume represents actual projected volume when you first became an SPC client on 2/1/2006. If all things remained the same, this table demonstrates your average annual and five-year savings.

<i>Annual Volume</i>	<i>Before SPC CPC</i>	<i>After SPC CPC</i>	<i>SPC's CPC Savings</i>	<i>SPC's Annual Cost Savings</i>	<i>SPC's 5-year Cost Savings</i>
2,522,298	\$0.01806	\$0.00350	\$0.01456	\$36,724.66	\$183,623.30

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 Name	Projected Volume	Service & Supply Cost	Paper Cost \$24.81/Case	Equipment Cost	Total Cost
Boynton Middle	729,368	\$2,548.35	\$3,619.12	\$8,140.33	\$14,307.80
Highbridge Hills Elementary	889,255	\$3,082.76	\$4,412.48	\$9,924.79	\$17,420.04
Mascenic Regional High	835,028	\$2,930.25	\$4,143.41	\$9,319.58	\$16,393.23
SAU 87 District	79,400	\$316.81	\$393.98	\$886.17	\$1,596.96
Totals	2,533,051	\$8,878.17	\$12,569.00	\$28,270.86	\$49,718.03

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. Vendor typically invoices 80% of projected costs annually in advance. Cost per copy typically increases by 5% or CPI annually, whichever is less. Next year's increase will be **2.3%**.

<i>Vendor</i>	<i>Equipment Type</i>	<i>2011/12 Annual Volume</i>	<i>2011/12 Cost Per Copy</i>	<i>2011/12 Total Cost</i>	<i>2012/13 Cost Per Copy</i>	<i>2012/13 Projected Cost</i>
Oce Vermont	Color Photocopier	331,118	\$0.00390	\$1,291.36	\$0.00399	\$1,321.16
Oce Vermont	Black Photocopier	158,279	\$0.00400	\$633.12	\$0.00409	\$647.36
Oce Vermont	Black Photocopier	3,432	\$0.00390	\$13.38	\$0.00399	\$13.69
Oce Vermont	Black Photocopier	2,040,222	\$0.00330	\$6,732.73	\$0.00338	\$6,895.95
<i>Totals and Averages</i>		<i>2,533,051</i>	<i>\$0.00342</i>	<i>\$8,670.59</i>	<i>\$0.00350</i>	<i>\$8,878.16</i>

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. Equipment cost is not calculated with color usage.

Building Name	Projected Volume	Service & Supply Cost	Paper Cost \$24.81/Case	Total Cost
Boynton Middle	6,799	\$347.43	\$33.74	\$381.17
Highbridge Hills Elementary	30,735	\$1,570.56	\$152.51	\$1,723.07
Mascenic Regional High	28,655	\$1,464.27	\$142.19	\$1,606.46
SAU 87 District	17,408	\$889.55	\$86.38	\$975.93
<i>Totals</i>	<i>83,597</i>	<i>\$4,271.81</i>	<i>\$414.81</i>	<i>\$4,686.62</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. Color copies are typically billed in arrears quarterly or semi-annually. Cost per copy typically increases by 5% or CPI annually, whichever is less. Next year's increase will be **2.3%**.

<i>Vendor</i>	<i>Equipment Type</i>	<i>2011/12 Annual Volume</i>	<i>2011/12 Cost Per Copy</i>	<i>2011/12 Actual Cost</i>	<i>2012/13 Cost Per Copy</i>	<i>2012/13 Projected Cost</i>
Oce Vermont	Color Photocopier	83,597	\$0.04995	\$4,175.67	\$0.05110	\$4,271.81
<i>Totals and Averages</i>		<i>83,597</i>	<i>\$0.04995</i>	<i>\$4,175.67</i>	<i>\$0.05110</i>	<i>\$4,271.81</i>

Reprographic Equipment Assessment

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

Total # of Units	20
# of Units on Lease	15
# of Units Owned	5
Lease Company	Norway Savings Bank
Lease Start Date	2/1/2011
Lease End Date	8/1/2015
Term	5 Annual
Annual Payment usually due on 8/1	\$28,270.86
Remaining Payments	3

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

Leased Equipment

Equipment currently held as collateral under SPC-monitored or private lease.

Building	Make	Model	Serial #
Boynton Middle	Canon	IRC5045	GPQ51479
Boynton Middle	Canon	IR6075	FZE01952
Boynton Middle	Canon	IR6075	FZE01957
Boynton Middle	Oce	VL3200x	0090533
Highbridge Hills Elementary	Canon	IR6075	HTK10133
Highbridge Hills Elementary	Canon	IRC5045	GPQ51690
Highbridge Hills Elementary	Canon	IR6075	FZE01943
Highbridge Hills Elementary	Canon	IR6075	FZE01849
Highbridge Hills Elementary	Canon	IR6075	FZE01961
Highbridge Hills Elementary	Oce	VL3200x	0090538
Mascenic Regional High	Canon	IRC5045	GPQ51831
Mascenic Regional High	Canon	IR6075	FZE01964
Mascenic Regional High	Canon	IR6075	HTK10139
Mascenic Regional High	Canon	IR6075	FZE01963
SAU 87 District	Canon	IRC5051	GQM30165

Owned Equipment

Equipment currently owned by client.

Building	Make	Model	Serial #
Boynton Middle	Oce	im3511	6111085
Boynton Middle	Oce	im3512	7120093
Boynton Middle	Oce	im3511	6111078
Mascenic Regional High	Oce	im4511	6110711
Mascenic Regional High	Oce	im3512	8090531

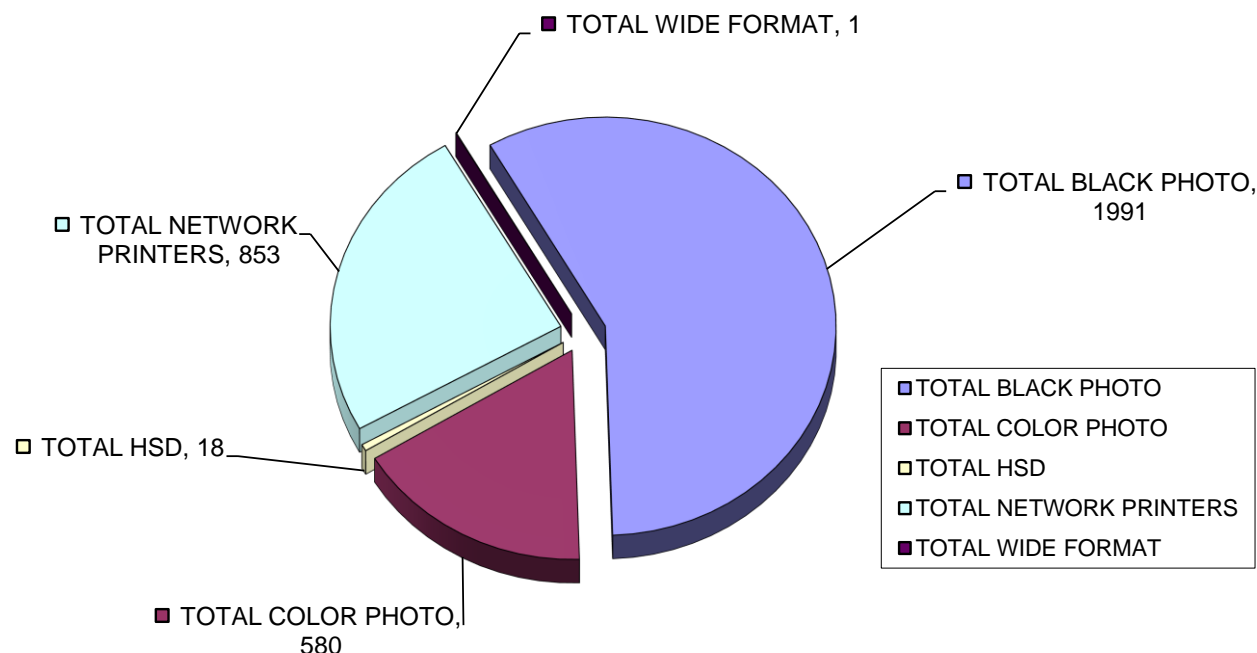
NOTE: With your next upgrade, your current Leased Equipment would be listed as Owned, and any new equipment would be listed as Leased. Your current Owned Equipment would be traded out.

Active Reprographic Equipment & Manufacturers

SPC currently maintains 3,4 high-end production reprographic units across the tri-state region. They are currently running over 301 million annual prints (black and color), culminating into over 1.5 billion prints over five years!

SPC Total Active Equipment

- Current Manufacturers Represented (14):**
- Canon
 - Gestetner
 - Hewlett-Packard
 - Konica-Minolta
 - Kyocera
 - Lexmark
 - Océ
 - Ricoh
 - Risograph
 - Samsung
 - Savin
 - Sharp
 - Toshiba
 - Xerox



Black Photocopiers: 1,991
High-Speed Duplicators: 18
Color Photocopiers: 580
Black Network Printers: 520
Color Network Printers: 333

Total Number of Units: 3,443
Number of Manufacturers: 14
Number of Vendors: 15

Total Number of Active Equipment is 3,443

Current Vendors Represented (15):

- **A-COPI**
- Catamount/Lockrows
- Conway
- **KMBS**
- Levesque
- **Océ**
- **Office Systems of VT**
- Offtech New England
- **Ricoh USA**
- Spillers
- SymQuest
- Toshiba
- UBM
- **Vary Tech**
- Xerox

Those marked in bold have won bids in the last 12 months.

Improved SPC Services

Print Management Software (MagicSoft) with its Benefits

In 2007 we initiated what is called **Print Management Software**. It was designed to capture meter reads and order supplies electronically on most, if not all, of your networked printing devices automatically. This software offers the following benefits:

Collect meter reads daily. Benefits...

- IT staff can isolate problem volume locations
- Monitor over-use or under-use locations and make the adjustments sooner
- Know when to shift from expensive laser and inkjet printers to low-cost-of-operation reprographic units
- Project cost on both black and color prints before the invoice arrives

Automatic ordering of consumable items. Benefits...

- Eliminate the need of valuable time spent ordering supplies manually

Automatic service alert sent to service provider. Benefit...

- E-mail sent out to both IT staff and service provider. Provider will then call to verify service need with IT staff to qualify the issue and send out a technician.

Cost per print plan for networking printing devices such as HP and Lexmark network printers. Benefits...

- Instead of individual expensive purchase of supply items, a cost-per-print quarterly in arrears at about half what you are currently paying will be offered.

SPC's *Value Add* to Our Cooperative Vendors

Dear Valued Vendor:

We truly do provide a value add to you before, during and after the installation process. Here is a few of our services to the client that benefit the Vendors as well.

Overall Benefit to You

- Opportunities brought to you – Hundreds of machines each year
- SPC is well respected in industry – You are partnering with them
- SPC values our vendors and speaks highly of them to our clients
- National Contracts that are all negotiated with the manufacturers at your disposal

Your 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)
- Allow for the Vendor to sell directly to the client after the bids are in. A chance to explain your 'Value Add' directly to our clients. Customer has the right to pay more than low bid.

Your Benefits Before & During Installation

- Digital Needs Analysis: Matching up the machine to installation site
- Schedule & Coordinate Vendor Meeting with Client
- Cover the Cost of ESP Surge Protectors, Electrical Wiring, Computer Interface and any unexpected cost!
- Manage installation
- Audit installation
- Capture final meter reads for old contracts
- Close books on old devices & contracts

Your Ongoing Support

- Yearly Meter Reads
- Simplified Billing; SPC collects service funds for the Vendor
- Collection of all Meter Reads annually & reconciling them with the Client & Vendor
- STAR Doc: **S**ystem for **T**racking **A**nd **R**eporting **D**ocuments...Manages the Budget
- Annual Reports that flag machines that are being overused and underused thus improving reliability
- Mediating warranty issues in sensitive locations

Version Date: 10-9-2012

Announcing : STAR Doc!

SPC would like to introduce an exciting new tool:



STAR Doc has been custom developed and designed by SPC to assist their clients in efficiently and effectively managing all their assets. The detailed floor maps feature for all of our clients' devices is unique and invaluable. The floor maps will provide online, real-time information on each device daily, including meter reads. SPC realizes how important it is for their clients to be aligned with their budget. In response to that need, **STAR Doc** has the ability to project your budget and determine if you are on target or falling behind. This valuable feature provides our clients the access to information needed to make important budget decisions before the end of the year. Additionally, **STAR Doc** will store all your documents, which will include your most recent Upgrade Report, Annual Report, Compare Report, and Total Bid Analysis. At SPC we strive to improve our services and optimize our clients' resources; we are proud to be able to offer our clients all the benefits of the **STAR Doc** system.

Anticipated released date: September 2012

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

CONTRACT SAMPLE:

SERVICE AND SUPPLY CONTRACT (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 Client, as lessee (the "Lessee"), dated beginning date, (the "Lease-Purchase") hereby contracts with Lessee for the term of the Lease-Purchase (terminating on ending date) 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.*

Vendor: _____
Street Address: _____
City/State/Zip: _____
By (signature): _____
Name: _____
Title: _____

Lessee: _____
Street Address: _____
City/State/Zip: _____
By (signature): _____
Name: _____
Title: _____

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 SAMPLE:

WARRANTY (LEASED EQUIPMENT)

The Vendor identified below of the equipment described on Schedule A(P) attached hereto (the "Equipment") sold by Vendor to _____ (the "Owner") hereby warrants to Owner that, if any such Equipment malfunctions through no fault of Owner during a term commencing on _____ and terminating on _____ 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 Owner.

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:	_____
Street Address:	_____
City/State/Zip:	_____
By (signature):	_____
Name:	_____
Title:	_____