



***Specialized Purchasing Consultants***

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

# **2016-2017 Annual Report**

## **Year - End Photocopier Analysis**

**With projected costs for 2017-18**

Beth Baker  
NHSAU 87 - Mascenic Regional  
16 School Street  
Greenville, NH 03048



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

September 2017

Skip Tilton  
President

Corporate Office:  
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Beth Baker  
NHSAU 87 - Mascenic Regional  
16 School Street  
Greenville, NH 03048

Dear Beth:

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

On behalf of all of us at Specialized Purchasing Consultants, thank you for your continued confidence in us. Our relationship is **now 11 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 and discuss how these are being utilized in your district. We also welcome suggestions for improvement to enhance your experience with SPC.

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!*

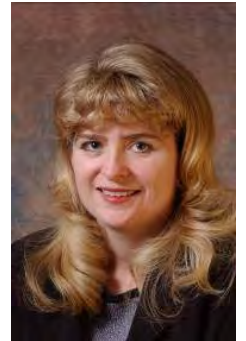


***Skip Tilton, President***

***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:	61
Total Black Photocopiers	16
Total Color Photocopiers	5
Total Black Network Printers	39
Total Color Network Printers	1
Total Removed from Service:	0
# of Units OFF Warranty:	0
# of Units Approaching End of Warranty:	4
# of Units Overused:	0
# of Units Underused:	0
Commencement Date:	8/2/2015
# of Annual Payments Left on Lease	3
All Warranties and Service Contracts Expire:	6/30/2021
SPC's FM Audit Print Management Software Loaded	Yes
Printer 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 Beth,

There are 4 machines that are getting up there in age. These are the machines that were carried over from the old contract. I would not try to address them this year as they are under the same warranty as the rest of the equipment in the district. I would definitely continue to pay down your principal on your capital lease.

It is important to not ignore machines that are being overused or underused. In your case, we have 0 machines being overused and 4 machines being underused. One of our jobs is help flag these kinds of devices so that you can maximize your capital investment as well as minimize the cost of operation on your service contracts.

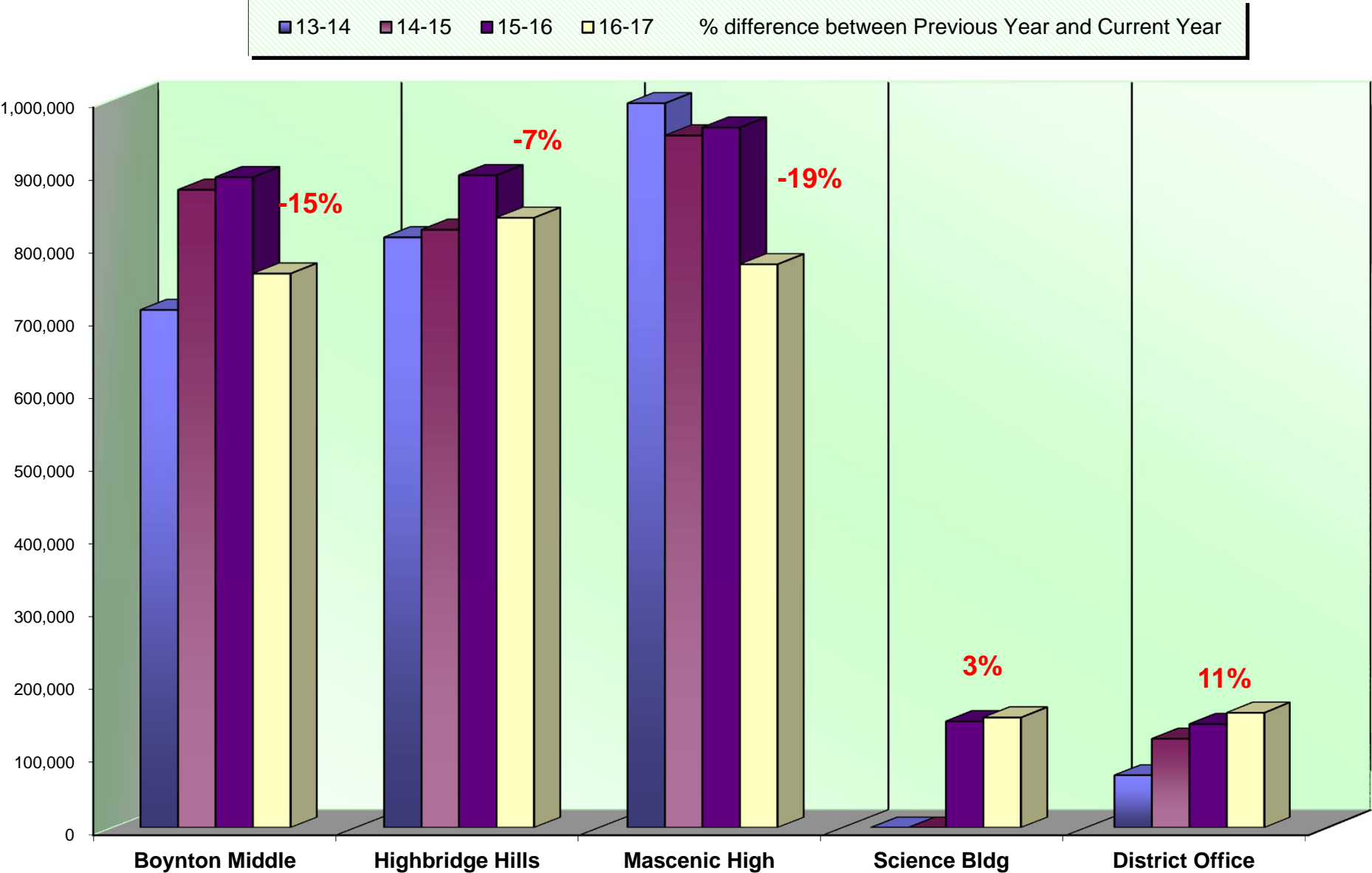
Sincerely,  
Skip

## Aging Equipment Summary

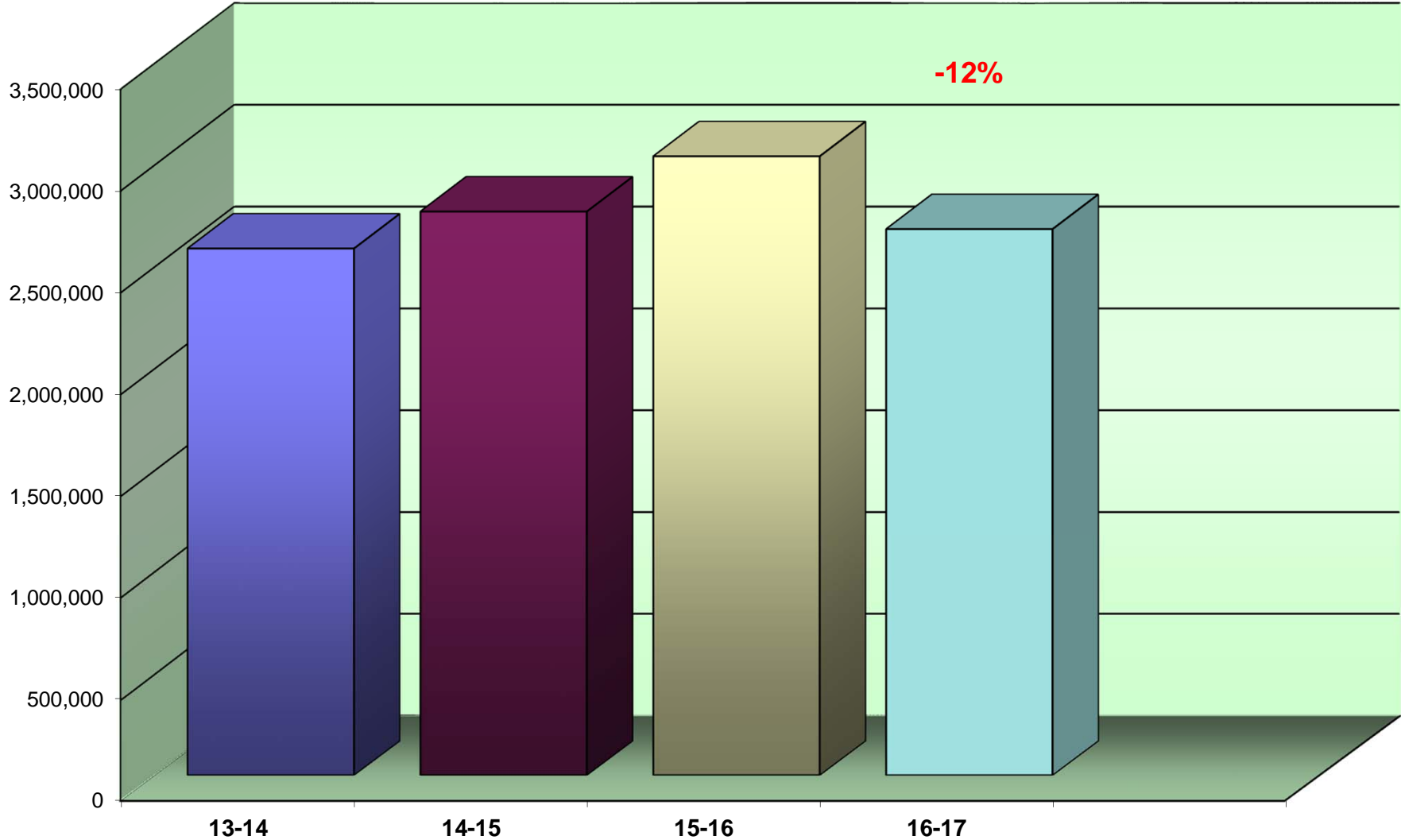
The following equipment is seven or more years from the date they were first offered for sale by the manufacturer. This is a major factor because availability of parts, cost of operation and warranties all become diminished at 10 years from the Date of Introduction. Usage, age, and service history need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

Building	Department	Make / Model	Serial Number	Vendor Name	Intro Date
Boynton Middle	Library	Konica Minolta BH501	AOR5011021408	KMBS	06/2008
Mascenic Regional High	Library	Konica Minolta BH501	AOR5011021344	KMBS	06/2008
Mascenic Regional High	Room 342	Konica Minolta BH501	AOR5011021553	KMBS	06/2008
SAU 87 District	Admin Assistant	Konica Minolta BH501	AOR5011022221	KMBS	06/2008

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>
Boynton Middle	308	761,547	\$17,060.91	2,473	\$55.39
Highbridge Hill Elementary	416	838,040	\$18,609.08	2,015	\$44.73
Mascenic Regional High	340	774,266	\$17,836.35	2,277	\$52.46
SAU 87 District	0	159,673	\$3,760.49	0	\$0.00
Science Building	0	153,135	\$3,347.82	0	\$0.00
<b>Totals</b>	<b>1,064</b>	<b>2,686,661</b>	<b>\$60,614.66</b>	<b>2,525</b>	<b>\$56.97</b>

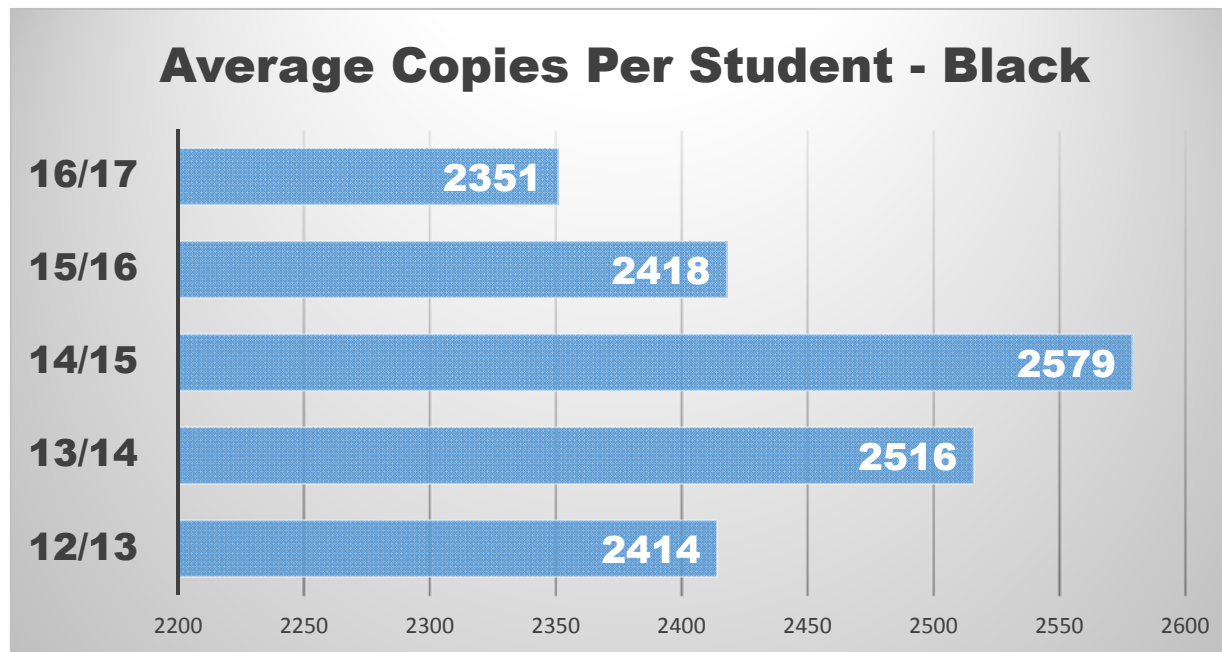
*\*Total School Cost refers to the cost of Service Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this Report.*

## Cost Comparison / Black Only

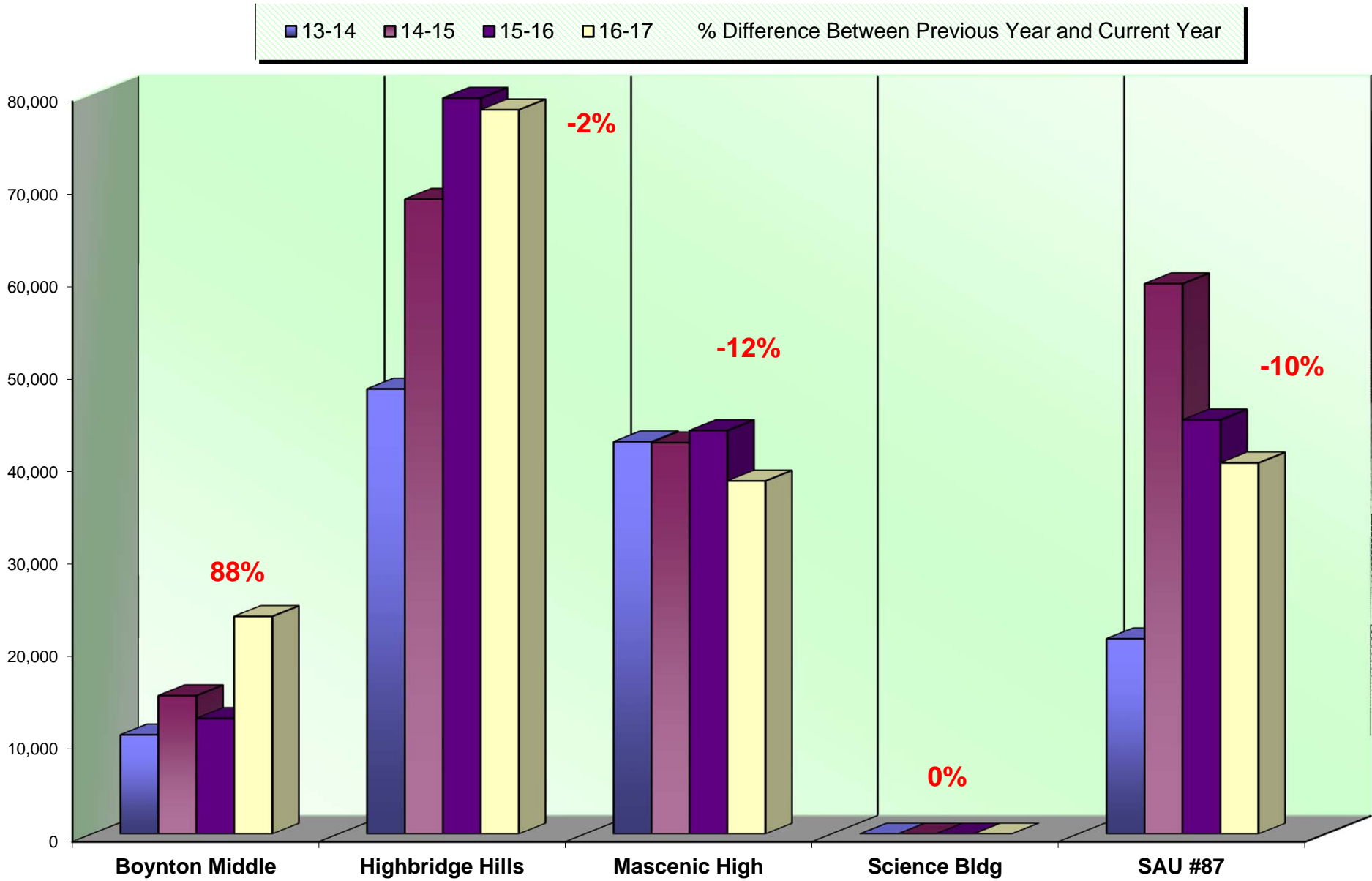
This is an SPC Comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	<i>Total Student Population</i>	<i>Total Annual Volume</i>	<i>Total District Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
<b>All Schools w/student populations</b>	<b>85,149</b>	<b>200,180,673</b>	<b>\$3,977,633.44</b>	<b>2,351</b>	<b>\$46.71</b>

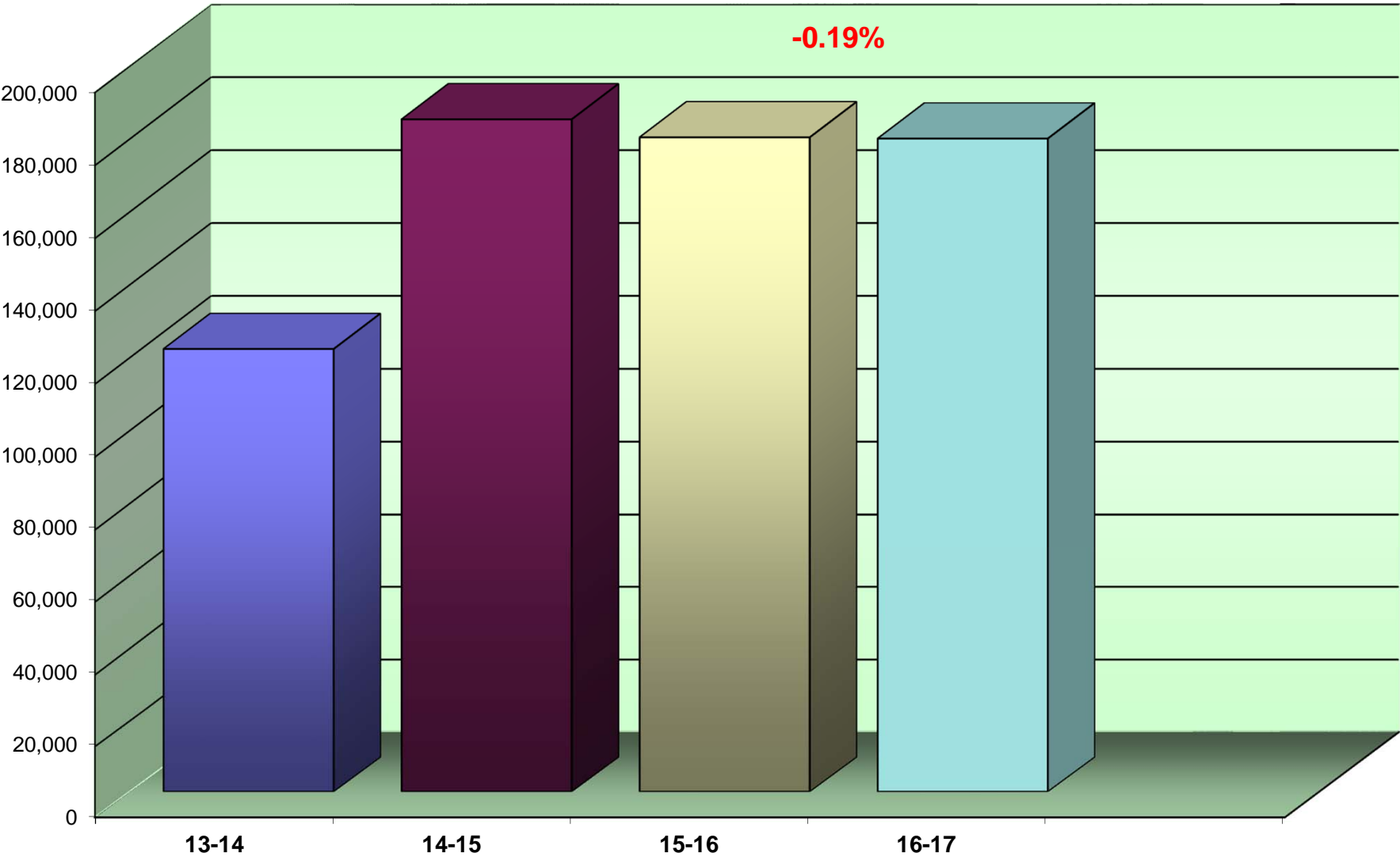
*\*Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.*



Annual Color Volume by Building



Annual Color Volume Overall



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

## 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	308	23,517	\$1,202.89	76	\$3.91
Highbridge Hill Elementary	416	78,262	\$4,003.10	188	\$9.62
Mascenic Regional High	340	38,210	\$2,015.33	112	\$5.93
SAU 87 District	0	40,157	\$2,054.03	0	\$0.00
Science Building	0	0	\$0.00	0	\$0.00
<b>Totals</b>	<b>1,064</b>	<b>180,146</b>	<b>\$9,275.35</b>	<b>169</b>	<b>\$8.72</b>

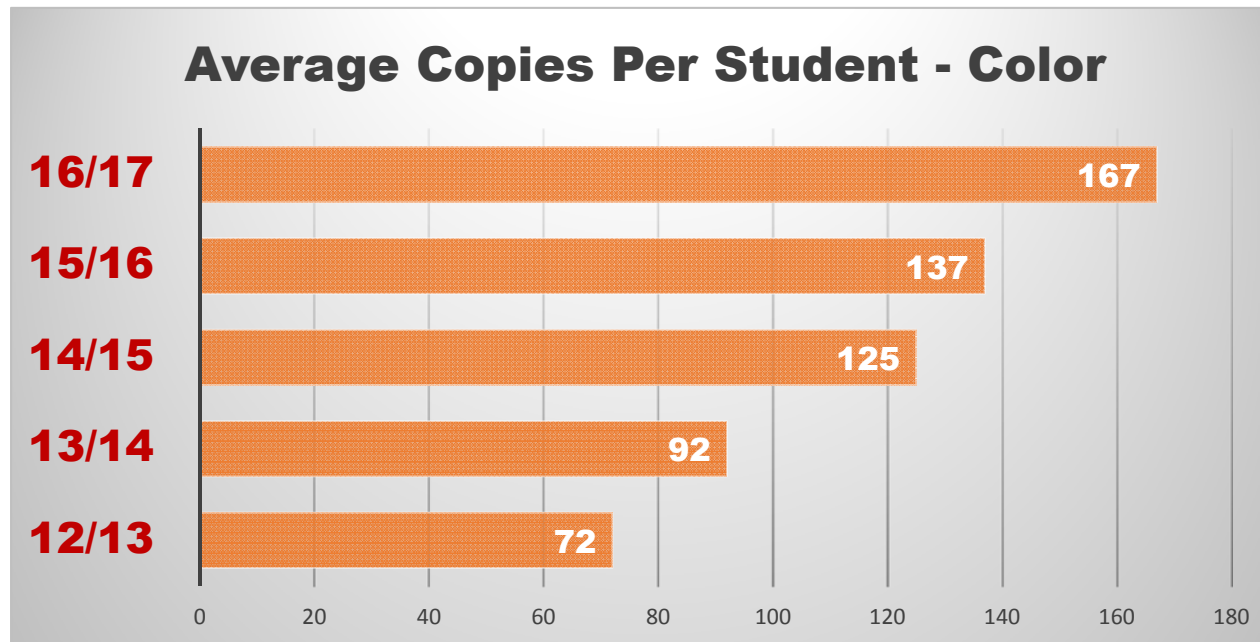
*\*Total School Cost refers to the cost of Service Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this Report.*

### Cost Comparison – Color Copy

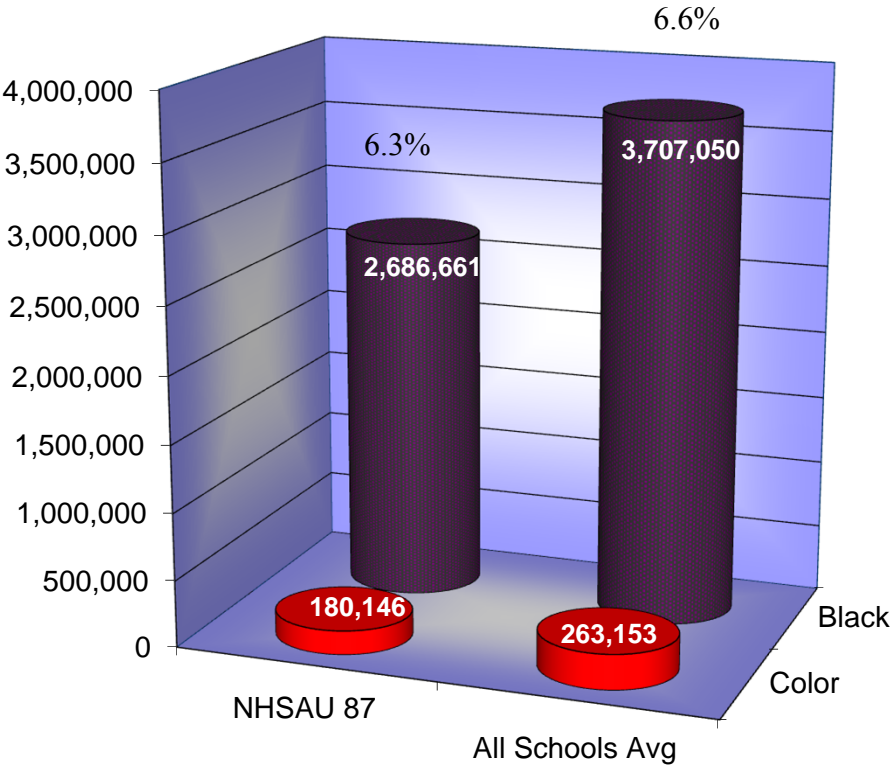
This is an SPC Comparison contrasting your district with 54 client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district or if you plan to build an addition or a new school.

	<i>Total Student Population</i>	<i>Total Annual Volume</i>	<i>Total District Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
<b>All Schools w/student populations</b>	<b>85,149</b>	<b>14,210,264</b>	<b>\$726,269.21</b>	<b>167</b>	<b>\$8.53</b>

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



Color to Total Volume Percentage



## *Usage Profile for Service & Supplies*

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

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>				<i>Date of Last Upgrade: 8/2/2015</i>  <i>2016-17</i> <i>Annual</i> <i>Volume</i>		<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
7/1/2016 Meter	6/30/2017 Meter						
<b>BOYNTON MIDDLE</b>							
<i>Library</i>							
Konica Minolta BH501 / 50 PPM	132,308	145,182	12,874	\$0.003200			9 years from Intro.
A0R5011021408 / 9348 5937				\$41.20			
2,000,000 / 06/2008	0	0	0	\$0.00000			
Black Photocopier				\$0.00			
<b>KMBS</b>							
<i>Phys Ed Office</i>							
HP Laser Jet 600 M604 / 52 PPM	9,958	21,870	11,912	\$0.012380			None at this time.
CNBCH970T8 /				\$147.47			
2,000,000 / 04/2015	0	0	0	\$0.00000			
Black Network Printer				\$0.00			
<b>AXIS</b>							



Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 8/2/2015
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
BOYNTON MIDDLE					
Room 100 Guidance					
Konica Minolta BH654 / 65 PPM	247,396	518,355	270,959	\$0.003200	None at this time.
A5YN017007892 / 9348 5942				\$867.07	
3,000,000 / 02/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
Room 101 Principal's Office					
Konica Minolta BHC554 / 55 PPM	34,182	77,225	43,043	\$0.003200	None at this time.
A5AY011015779 / 9348 5943				\$137.74	
3,000,000 / 08/2012	7,729	26,912	19,183	\$0.04995	
Color Photocopier				\$958.19	
KMBS					
Room 102					
HP Laser Jet 600 M604 / 52 PPM	526	978	452	\$0.012380	Underused!
CNBCH970VS /				\$5.60	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 8/2/2015
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
BOYNTON MIDDLE					
Room 105					
HP Laser Jet 600 M604 / 52 PPM	5,455	11,780	6,325	\$0.012380	None at this time.
CNBCH970TJ /				\$78.30	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Room 107					
HP Laser Jet Enterprise600 M601DN / 45 PP	6,833	12,018	5,185	\$0.012380	None at this time.
CNDCGB51GC /				\$64.19	
1,000,000 / 11/2011	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Room 113A Nurse					
HP Laser Jet 600 M604 / 52 PPM	3,962	4,393	431	\$0.012380	Underused!
CNBCH8306L /				\$5.34	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>					<i>Date of Last Upgrade: 8/2/2015</i>
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>BOYNTON MIDDLE</b>					
<b>Room 115</b>					
Konica Minolta BHC454 / 45 PPM	162,302	229,607	67,305	\$0.003200	None at this time.
A4FJ011002531 / 9348 5952				\$215.38	
1,000,000 / 07/2012	85,616	89,950	4,334	\$0.04995	
Color Photocopier				\$216.48	
<b>KMBS</b>					
<b>Room 117</b>					
HP Laser Jet Enterprise600 M601DN / 45 PP	11,831	15,821	3,990	\$0.012380	None at this time.
CNDCGB51G9 /				\$49.40	
1,000,000 / 11/2011	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					
<b>Room 200</b>					
Konica Minolta BH754 / 75 PPM	273,085	576,461	303,376	\$0.003200	None at this time.
A55V017005302 / 9348 5851				\$970.80	
4,000,000 / 03/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
<b>KMBS</b>					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 8/2/2015
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
BOYNTON MIDDLE					
Room 207					
HP Laser Jet 600 M604 / 52 PPM	7,698	13,650	5,952	\$0.012380	None at this time.
CNBCH8306G /				\$73.69	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Room 208					
HP Laser Jet Enterprise600 M601DN / 45 PP	9,575	13,119	3,544	\$0.012380	None at this time.
CNDCGB51GH /				\$43.87	
1,000,000 / 11/2011	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Room 215 Special Ed					
Konica Minolta BH4050 / 42 PPM	18,508	32,243	13,735	\$0.004000	None at this time.
A6VF011011461 / 9348 5934				\$54.94	
1,000,000 / 02/2014	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
KMBS					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 8/2/2015	
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations	
BOYNTON MIDDLE						
Room 218						
HP Laser Jet 600 M604 / 52 PPM	7,795	12,208	4,413	\$0.012380	None at this time.	
CNBCH970T3 /				\$54.63		
2,000,000 / 04/2015	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
AXIS						
Room 219						
HP Laser Jet Enterprise600 M601DN / 45 PP	22,326	27,178	4,852	\$0.012380	None at this time.	
CNDCGB51GK /				\$60.07		
1,000,000 / 11/2011	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
AXIS						
Title One						
HP Laser Jet 600 M604 / 52 PPM	3,754	6,953	3,199	\$0.012380	None at this time.	
CNBCH8306W /				\$39.60		
2,000,000 / 04/2015	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
AXIS						
Subtotals Black			761,547	\$2,909.28		
Subtotals Color			23,517	\$1,174.67		

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 8/2/2015
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
HIGHBRIDGE HILL ELEMENTARY					
3rd Grade Work Room					
Konica Minolta BH654 / 65 PPM	88,215	192,609	104,394	\$0.003200	None at this time.
A5YN017007632 / 9348 5939				\$334.06	
3,000,000 / 02/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
Copy Room Downstairs					
Konica Minolta BH754 / 75 PPM	183,864	409,646	225,782	\$0.003200	None at this time.
A55V017005368 / 9348 5949				\$722.50	
4,000,000 / 03/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
Library					
Konica Minolta BH4050 / 42 PPM	2,014	5,047	3,033	\$0.004000	None at this time.
A6VF011011467 / 9348 5949				\$12.13	
1,000,000 / 02/2014	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
KMBS					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 8/2/2015	
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations	
HIGHBRIDGE HILL ELEMENTARY						
Main Office						
HP Laser Jet Enterprise600 M601DN / 45 PP	1,445	2,020	575	\$0.012380	None at this time.	
CNDCGB00BV /				\$7.12		
1,000,000 / 11/2011	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
AXIS						
Konica Minolta BHC554 / 55 PPM	58,699	133,941	75,242	\$0.003200	None at this time.	
A5AY011015788 / 9348 5945				\$240.77		
3,000,000 / 08/2012	52,703	130,965	78,262	\$0.04995		
Color Photocopier				\$3,909.19		
KMBS						
MDF Room						
HP Laser Jet 600 M604 / 52 PPM	13,975	27,829	13,854	\$0.012380	None at this time.	
CNBCH8307R /				\$171.51		
2,000,000 / 04/2015	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
AXIS						

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 8/2/2015</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>HIGHBRIDGE HILL ELEMENTARY</b>					
<b><i>Nurse's Office</i></b>					
HP Laser Jet 600 M604 / 52 PPM	2,228	4,746	2,518	\$0.012380	None at this time.
CNBCH83074 /				\$31.17	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					
<b><i>Room 125</i></b>					
HP Laser Jet 600 M604 / 52 PPM	6,953	18,420	11,467	\$0.012380	None at this time.
CNBCH970TX /				\$141.96	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					
Konica Minolta BH754 / 75 PPM	186,115	430,513	244,398	\$0.003200	None at this time.
A55V017005341 / 9348 5948				\$782.07	
4,000,000 / 03/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
<b>KMBS</b>					



<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>					<i>Date of Last Upgrade: 8/2/2015</i>	
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>	
<b>HIGHBRIDGE HILL ELEMENTARY</b>						
<b>Room 173 Computer Lab</b>						
HP Laser Jet Enterprise600 M601DN / 45 PP	3,800	5,967	2,167	\$0.012380	None at this time.	
CNDCGB00BN /				\$26.83		
1,000,000 / 11/2011	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
<b>AXIS</b>						
<b>Room 207</b>						
Konica Minolta BH754 / 75 PPM	118,414	264,855	146,441	\$0.003200	None at this time.	
A55V017005288 / 9348 5950				\$468.61		
4,000,000 / 03/2013	0	0	0	\$0.00000		
Black Photocopier				\$0.00		
<b>KMBS</b>						
<b>Room 218</b>						
HP Laser Jet Enterprise600 M601DN / 45 PP	9,586	16,748	7,162	\$0.012380	None at this time.	
CNDCGB00BM /				\$88.67		
1,000,000 / 11/2011	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
<b>AXIS</b>						

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>					<i>Date of Last Upgrade: 8/2/2015</i>	
	<i>7/1/2016</i> <i>Meter</i>	<i>6/30/2017</i> <i>Meter</i>	<i>2016-17</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>	
<b>HIGHBRIDGE HILL ELEMENTARY</b>						
<b>Room 227</b>						
HP Laser Jet Enterprise600 M601DN / 45 PP	2,175	3,182	1,007	\$0.012380	None at this time.	
CNDCGB51GB /				\$12.47		
1,000,000 / 11/2011	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
<b>AXIS</b>						
<b>Subtotals Black</b>			<b>838,040</b>	<b>\$3,039.88</b>		
<b>Subtotals Color</b>			<b>78,262</b>	<b>\$3,909.19</b>		

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 8/2/2015</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>MASCENIC REGIONAL HIGH</b>					
<b>Guidance Room</b>					
Konica Minolta BHC554 / 55 PPM	48,125	122,711	74,586	\$0.003200	None at this time.
A5AY011015749 / 9348 5936				\$238.68	
3,000,000 / 08/2012	32,691	70,212	37,521	\$0.04995	
Color Photocopier				\$1,874.17	
<b>KMBS</b>					
<b>Gym Wiegth Room</b>					
HP Laser Jet 600 M604 / 52 PPM	3,018	8,817	5,799	\$0.012380	None at this time.
CNBCH8305G /				\$71.79	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					
<b>Library</b>					
Konica Minolta BH501 / 50 PPM	111,015	139,904	28,889	\$0.003200	9 years from Intro.
A0R5011021344 / 9348 5936				\$92.44	
2,000,000 / 06/2008	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
<b>KMBS</b>					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 8/2/2015
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
MASCENIC REGIONAL HIGH					
Main Office					
Konica Minolta BH4050 / 42 PPM	8,519	17,495	8,976	\$0.004000	None at this time.
A6VF011011470 / 9348 5960				\$35.90	
1,000,000 / 02/2014	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
KMBS					
Main Office Copy Room					
Konica Minolta BH654 / 65 PPM	36,381	69,548	33,167	\$0.003200	None at this time.
A5YN017007896 / 9348 5940				\$106.13	
3,000,000 / 02/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
Nurse's Office					
HP Laser Jet 600 M604 / 52 PPM	723	1,906	1,183	\$0.012380	None at this time.
CNBCH8306C /				\$14.65	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>					<i>Date of Last Upgrade: 8/2/2015</i>
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>MASCENIC REGIONAL HIGH</b>					
<b><i>Principal's Secretary</i></b>					
HP Laser Jet 600 M602 / 52 PPM	26,781	33,389	6,608	\$0.012380	None at this time.
CNCCFCS1HL /				\$81.81	
3,000,000 / 11/2011	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					
<b><i>Room 040</i></b>					
HP Laser Jet Enterprise600 M601DN / 45 PP	21,993	33,893	11,900	\$0.012380	None at this time.
CNDCGB00BK /				\$147.32	
1,000,000 / 11/2011	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					
<b><i>Room 070</i></b>					
HP Laser Jet 600 M604 / 52 PPM	2,234	5,787	3,553	\$0.012380	None at this time.
CNBCH8307M /				\$43.99	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 8/2/2015</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>MASCENIC REGIONAL HIGH</b>					
<b>Room 323</b>					
HP Laser Jet 600 M604 / 52 PPM	6,177	17,591	11,414	\$0.012380	None at this time.
CNBCH8307X /				\$141.31	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					
<b>Room 326</b>					
HP Laser Jet 600 M604 / 52 PPM	3,349	8,881	5,532	\$0.012380	None at this time.
CNBCH8307P /				\$68.49	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					
<b>Room 332</b>					
HP Laser Jet Enterprise600 M601DN / 45 PP	34,069	49,300	15,231	\$0.012380	None at this time.
CNDCGB51GJ /				\$188.56	
1,000,000 / 11/2011	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 8/2/2015	
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations	
MASCENIC REGIONAL HIGH						
Room 335						
HP Laser Jet Enterprise600 M601DN / 45 PP	53,671	84,171	30,500	\$0.012380	None at this time.	
CNDCGB00BJ /				\$377.59		
1,000,000 / 11/2011	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
AXIS						
Room 342						
Konica Minolta BH501 / 50 PPM	81,592	111,671	30,079	\$0.003200	9 years from Intro.	
A0R5011021553 / 9348 5935				\$96.25		
2,000,000 / 06/2008	0	0	0	\$0.00000		
Black Photocopier				\$0.00		
KMBS						
Room 347						
HP Laser Jet Enterprise600 M601DN / 45 PP	15,769	24,127	8,358	\$0.012380	None at this time.	
CNDCGB51GF /				\$103.47		
1,000,000 / 11/2011	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
AXIS						

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 8/2/2015
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
MASCENIC REGIONAL HIGH					
Room 380					
Konica Minolta BH754 / 75 PPM	486,332	981,191	494,859	\$0.003200	None at this time.
A55V017005506 / 9348 5947				\$1,583.55	
4,000,000 / 03/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
Room 383					
HP Color Laser Jet M451dn / 21 PPM	631	1,547	916	\$0.012380	None at this time.
CNBH308714 /				\$11.34	
500,000 / 02/2012	634	1,323	689	\$0.13625	
Color Network Printer				\$93.88	
AXIS					
Room 397					
HP Laser Jet 600 M604 / 52 PPM	4,653	7,369	2,716	\$0.012380	None at this time.
CNBCH83068 /				\$33.62	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Subtotals Black			774,266	\$3,436.89	
Subtotals Color			38,210	\$1,968.05	



Date of Last Upgrade: 8/2/2015					
Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
SAU 87 DISTRICT					
Admin Assistant					
Konica Minolta BH501 / 50 PPM A0R5011022221 / 9348 5938 2,000,000 / 06/2008 Black Photocopier	108,568  0	123,080  0	14,512  0	\$0.003200 \$46.44 \$0.00000 \$0.00	9 years from Intro.
KMBS					
Director of Student Services					
HP Laser Jet 400 M401n / 35 PPM VNG4G01618 / 750,000 / 01/2013 Black Network Printer	8,924  0	8,924  0	0  0	\$0.012380 \$0.00 \$0.00000 \$0.00	Underused!
AXIS					
Hot Swap					
HP Laser Jet 600 M604 / 52 PPM CNBCH970TT / 2,000,000 / 04/2015 Black Network Printer	0  0	0  0	0  0	\$0.012380 \$0.00 \$0.00000 \$0.00	None at this time.
AXIS					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 8/2/2015
Vendor	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations
SAU 87 DISTRICT					
Main Office					
HP Laser Jet 600 M604 / 52 PPM	6,118	12,510	6,392	\$0.012380	None at this time.
CNBCH8307Q /				\$79.13	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Konica Minolta BHC554 / 55 PPM	66,331	181,199	114,868	\$0.003200	None at this time.
A5AY011015759 / 9348 5944				\$367.58	
3,000,000 / 08/2012	31,742	71,899	40,157	\$0.04995	
Color Photocopier				\$2,005.84	
KMBS					
Main Office - MICR					
HP Laser Jet 600 M602 / 52 PPM	42,025	51,348	9,323	\$0.012380	None at this time.
CNBCD7L0CJ /				\$115.42	
3,000,000 / 11/2011	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>					<i>Date of Last Upgrade: 8/2/2015</i>
<i>Vendor</i>	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>SAU 87 DISTRICT</b>					
<b><i>Student Services</i></b>					
HP Laser Jet 600 M602 / 52 PPM	11,707	12,471	764	\$0.012380	None at this time.
CNCCF1C0J4 /				\$9.46	
3,000,000 / 11/2011	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					
<b><i>Superintendent</i></b>					
HP Laser Jet 600 M602 / 52 PPM	26,506	33,300	6,794	\$0.012380	None at this time.
CNCCF6L0YZ /				\$84.11	
3,000,000 / 11/2011	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					
<b><i>Training Room</i></b>					
HP Laser Jet 600 M604 / 52 PPM	243	1,624	1,381	\$0.012380	None at this time.
CNBCH970TK /				\$17.10	
2,000,000 / 04/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>AXIS</b>					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor</i>					<i>Date of Last Upgrade: 8/2/2015</i>	
	<i>7/1/2016 Meter</i>	<i>6/30/2017 Meter</i>	<i>2016-17 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>	
SAU 87 DISTRICT						
Training Room - MICR						
HP Laser Jet 600 M602 / 52 PPM	40,701	46,340	5,639	\$0.012380	None at this time.	
CNBCD7L0C8 /				\$69.81		
3,000,000 / 11/2011	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
AXIS						
Subtotals Black			159,673	\$789.04		
Subtotals Color			40,157	\$2,005.84		

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor					Date of Last Upgrade: 8/2/2015	
	7/1/2016 Meter	6/30/2017 Meter	2016-17 Annual Volume	Cost/Copy Annual Cost	Recommendations	
SCIENCE BUILDING						
Tech Building						
Konica Minolta BH654 / 65 PPM	116,623	268,226	151,603	\$0.003200	None at this time.	
A5YN017007805 / 9348 9541				\$485.13		
3,000,000 / 02/2013	0	0	0	\$0.00000		
Black Photocopier				\$0.00		
KMBS						
Tech Building - Computer Classroom						
HP Laser Jet 600 M604 / 52 PPM	757	2,289	1,532	\$0.012380	None at this time.	
CNBCH8306P /				\$18.97		
2,000,000 / 04/2015	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
AXIS						
Tech Building - Tech Office						
HP Laser Jet 600 M604 / 52 PPM	1,053	1,053	0	\$0.012380	Underused!	
CNBCH8306B /				\$0.00		
2,000,000 / 04/2015	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
AXIS						
Subtotals Black			153,135	\$504.10		
Subtotals Color			0	\$0.00		

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<i>District Wide Black Totals</i>	2,686,661	\$10,679.19
<i>District Wide Color Totals</i>	180,146	\$9,057.75

## 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 2/1/2006 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual 2016-17 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
2,686,661	\$0.01806	\$48,521.10

### CURRENTLY WITH SPC

Current Volume	Current CPC	Current Cost	Cost Savings	5 Year Savings
2,686,661	\$0.00397	\$10,666.04	\$37,855.05	\$189,275.27

*Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$37,855.05 x 11 years as a Client*

***=\$416,405.59 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.

Building	Projected Black Volume	Projected Black Usage Cost	Approx.Paper Cost	Average Annual Equipment Cost	Total Projected Black Usage Cost
Boynton Middle	761,547	\$2,981.53	\$3,778.80	\$10,300.58	\$17,060.91
Highbridge Hill Elementary	838,040	\$3,115.51	\$4,158.35	\$11,335.21	\$18,609.08
Mascenic Regional High	774,266	\$3,521.83	\$3,841.91	\$10,472.62	\$17,836.35
SAU 87 District	159,673	\$808.48	\$792.30	\$2,159.72	\$3,760.49
Science Building	153,135	\$516.68	\$759.86	\$2,071.28	\$3,347.82
<b>Total</b>	<b>2,686,661</b>	<b>\$10,944.03</b>	<b>\$13,331.21</b>	<b>\$36,339.41</b>	<b>\$60,614.66</b>

### *SPC Equipment Bids:*

*Presently our bids are coming in between **15% to 23%** of Retail while the current Salesman's Cost is 50% of Retail. For Example: An 85 CPM Toshiba e-Studio 8508 RADF Duplex Finisher 3-Hole Punch CIF-Print-Color Scan-Hard Drive for Secure Print 85 Copies per Minute with a Retail Cost of \$41,564 is coming in at **\$6,575....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
Boynton Middle	23,517	\$1,202.89
Highbridge Hill Elementary	78,262	\$4,003.10
Mascenic Regional High	38,210	\$2,015.33
SAU 87 District	40,157	\$2,054.03
Science Building	0	\$0.00
<b><i>Total</i></b>	<b>180,146</b>	<b>\$9,275.35</b>

## *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 2.4%.

Vendor	Equipment Type	Annual Volume	2016- 2017 Cost / Copy	Total Cost	2017- 2018 Cost / Copy	Projected Cost
Axis Business Solutions	Black Network Printer	223,624	\$0.01238	\$2,768.47	\$0.01268	\$2,835.55
Axis Business Solutions	Color Network Printer	916	\$0.01238	\$11.34	\$0.01268	\$11.61
Konica-Minolta Business Solutions	Black Laser MFP	25,744	\$0.00400	\$102.98	\$0.00410	\$105.55
Konica-Minolta Business Solutions	Black Photocopier	2,061,333	\$0.00320	\$6,596.27	\$0.00328	\$6,761.17
Konica-Minolta Business Solutions	Color Photocopier	375,044	\$0.00320	\$1,200.14	\$0.00328	\$1,230.14
<b>Total</b>		<b>2,686,661</b>	<b>\$0.00397</b>	<b>\$10,679.19</b>	<b>\$0.00407</b>	<b>\$10,944.03</b>

### *Service & Supply Usage Profile by Vendor - Color*

This table represents actual and projected expenses for COLOR prints or copies by vendor for the current and next fiscal year. Under SPC's new Simplified Billing Program, SPC will invoice you directly for 50% of the Projected Annual Volume in July and January, and then reconcile based on actual usage in June. Cost per copy typically increases by 5% or CPI annually, whichever is less. **Current year's increase is 2.4%.**

Vendor	Equipment Type	Annual Volume	2016- 2017 Cost / Copy	Total Cost	2017- 2018 Cost / Copy	Projected Cost
Axis Business Solutions	Color Network Printer	689	\$0.13625	\$93.88	\$0.13952	\$96.13
Konica-Minolta Business Solutions	Color Photocopier	179,457	\$0.04995	\$8,963.88	\$0.05115	\$9,179.23
<b>Total</b>		<b>180,146</b>	<b>\$0.05028</b>	<b>\$9,057.75</b>	<b>\$0.05149</b>	<b>\$9,275.35</b>

## *Reprographic Equipment Assessment*

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

<b>Total Number of Units</b>	<b>61</b>
<b>Total Number of Units on Lease</b>	<b>38</b>
<b>Total Number of Units Owned</b>	<b>23</b>
<b>Lease Company</b>	<b>Norway Savings Bank</b>
<b>Lease Start Date</b>	<b>8/2/2015</b>
<b>Lease End Date</b>	<b>8/1/2020</b>
<b>Term</b>	<b>5 Annual</b>
<b>Annual Payment usually due on 8/1</b>	<b>\$36,339.41</b>
<b>Remaining Payments</b>	<b>3</b>

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

## *Leased Equipment*

<b>Building</b>	<b>Make/Model</b>	<b>Serial Number</b>
Boynton Middle	Konica Minolta BH654	A5YN017007892
Boynton Middle	Konica Minolta BHC554	A5AY011015779
Boynton Middle	HP Laser Jet 600 M604	CNBCH970VS
Boynton Middle	HP Laser Jet 600 M604	CNBCH970TJ
Boynton Middle	HP Laser Jet 600 M604	CNBCH8306L
Boynton Middle	HP Laser Jet 600 M604	CNBCH8306W
Boynton Middle	HP Laser Jet 600 M604	CNBCH970T8
Boynton Middle	HP Laser Jet 600 M604	CNBCH970T3
Boynton Middle	Konica Minolta BH4050	A6VF011011461
Boynton Middle	HP Laser Jet 600 M604	CNBCH8306G
Boynton Middle	Konica Minolta BH754	A55V017005302
Highbridge Hill Elementary	HP Laser Jet 600 M604	CNBCH8307R
Highbridge Hill Elementary	Konica Minolta BH654	A5YN017007632
Highbridge Hill Elementary	Konica Minolta BH754	A55V017005368
Highbridge Hill Elementary	Konica Minolta BHC554	A5AY011015788
Highbridge Hill Elementary	HP Laser Jet 600 M604	CNBCH83074
Highbridge Hill Elementary	HP Laser Jet 600 M604	CNBCH970TX
Highbridge Hill Elementary	Konica Minolta BH754	A55V017005341
Highbridge Hill Elementary	Konica Minolta BH754	A55V017005288
Highbridge Hill Elementary	Konica Minolta BH4050	A6VF011011467
Mascenic Regional High	Konica Minolta BH4050	A6VF011011470
Mascenic Regional High	HP Color Laser Jet M451dn	CNBH308714
Mascenic Regional High	Konica Minolta BHC554	A5AY011015749
Mascenic Regional High	HP Laser Jet 600 M604	CNBCH8305G
Mascenic Regional High	Konica Minolta BH654	A5YN017007896
Mascenic Regional High	HP Laser Jet 600 M604	CNBCH8307M
Mascenic Regional High	HP Laser Jet 600 M604	CNBCH8307X
Mascenic Regional High	Konica Minolta BH754	A55V017005506
Mascenic Regional High	HP Laser Jet 600 M604	CNBCH8306C
Mascenic Regional High	HP Laser Jet 600 M604	CNBCH83068

<b>Building</b>	<b>Make/Model</b>	<b>Serial Number</b>
Mascenic Regional High	HP Laser Jet 600 M604	CNBCH8307P
SAU 87 District	HP Laser Jet 600 M604	CNBCH970TT
SAU 87 District	Konica Minolta BHC554	A5AY011015759
SAU 87 District	HP Laser Jet 600 M604	CNBCH8307Q
SAU 87 District	HP Laser Jet 600 M604	CNBCH970TK
Science Building	HP Laser Jet 600 M604	CNBCH8306B
Science Building	Konica Minolta BH654	A5YN017007805
Science Building	HP Laser Jet 600 M604	CNBCH8306P

*Owned Equipment*

Building	Make/Model	Serial Number
Boynton Middle	HP Laser Jet Enterprise600 M601DN	CNDCGB51GC
Boynton Middle	HP Laser Jet Enterprise600 M601DN	CNDCGB51G9
Boynton Middle	HP Laser Jet Enterprise600 M601DN	CNDCGB51GH
Boynton Middle	HP Laser Jet Enterprise600 M601DN	CNDCGB51GK
Boynton Middle	Konica Minolta BHC454	A4FJ011002531
Boynton Middle	Konica Minolta BH501	A0R5011021408
Highbridge Hill Elementary	HP Laser Jet Enterprise600 M601DN	CNDCGB51GB
Highbridge Hill Elementary	HP Laser Jet Enterprise600 M601DN	CNDCGB00BM
Highbridge Hill Elementary	HP Laser Jet Enterprise600 M601DN	CNDCGB00BN
Highbridge Hill Elementary	HP Laser Jet Enterprise600 M601DN	CNDCGB00BV
Mascenic Regional High	HP Laser Jet Enterprise600 M601DN	CNDCGB51GF
Mascenic Regional High	Konica Minolta BH501	A0R5011021344
Mascenic Regional High	HP Laser Jet 600 M602	CNCCFCS1HL
Mascenic Regional High	HP Laser Jet Enterprise600 M601DN	CNDCGB00BK
Mascenic Regional High	HP Laser Jet Enterprise600 M601DN	CNDCGB51GJ
Mascenic Regional High	Konica Minolta BH501	A0R5011021553
Mascenic Regional High	HP Laser Jet Enterprise600 M601DN	CNDCGB00BJ
SAU 87 District	HP Laser Jet 600 M602	CNBCD7L0C8
SAU 87 District	HP Laser Jet 400 M401n	VNG4G01618
SAU 87 District	Konica Minolta BH501	A0R5011022221
SAU 87 District	HP Laser Jet 600 M602	CNCCF1C0J4
SAU 87 District	HP Laser Jet 600 M602	CNCCF6L0YZ
SAU 87 District	HP Laser Jet 600 M602	CNBCD7L0CJ



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*

<b>Name</b>	<b>User Name</b>
<b>Betty Duggan</b>	bduggan@mascenic.org
<b>Cathy Michaels</b>	cmichaels@mascenic.org
<b>David Jack</b>	djack@mascenic.org
<b>John Barth</b>	jbarth
<b>John MacArthur</b>	jmacarthur@mascenic.org
<b>Joshua Hadwick</b>	jhardwick@mascenic.org
<b>Laurie Olsen</b>	lolsen@mascenic.org
<b>Linda Guruge</b>	lguruge@mascenic.org
<b>Marion Saari</b>	msaari@mascenic.org
<b>Matt Ballou</b>	mballou@mascenic.org
<b>Maureen Degrenier</b>	mdegrenier@mascenic.org
<b>Nicholas Hill</b>	nhill@mascenic.org

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



2012

### **STARDOC created**

- Live Floor Plans - Allows IT administrators to move devices around on their own floor plans.

2013

### **Daily Tracking**

- Meters gathered daily to track usage
- Daily adjusts projected annual volumes for fiscal year

2014

### **Monthly Audits**

- Allows user to see monthly snapshot of current usage and estimated projections

2015

### **New Mapping Options & Asset Management**

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



- **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



## 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 70 clients with over 4,100 devices doing more than 255 million copies and prints per year. In 2016 we purchased approximately 1,070 printing devices, with over 83 million prints out to bid.
- 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.
- STAR Doc studies your printing habits and is able to predict your year-end cost months in advance, before you receive your year-end reconciliation invoice.
- Sets up your next year's budget at the click of a mouse.

#### 3. Simplified Billing Program

- Removes the confusion out of billing.
- Eliminates variety of invoices from multiple vendors that come annually and/or quarterly.
- With SPC's Simplified Billing Program, TWO invoices are sent each year from ONE billing source.
- Reconciles all of your devices at the end of the year: You pay only for what you use; no minimums.

#### 4. Five-Year Equipment Replacement Schedule

- SPC's staff surveys key locations that determine life of existing equipment.
- Specs out new equipment needed: Does not allow vendors to undersize during the bidding process.
- Manages the entire bid process down to the install.

#### 5. Annual Report

- A crucial document that extends the life of your equipment, often getting 8 to 10 years of guaranteed performance! Flags copying trends within your organization such as over usage
- You get an overview of your current equipment situation, reports associated with copying and printing costs and, if needed, recommendations for addressing situations posing a problem

#### 6. Vendor Neutral

- SPC does not recommend just one brand; we suggest what's best for you with serviceability in mind.
- We present you with the bid results and offer recommendations, yet the decision is yours to make.

**SPC has been serving their clients since 1988, saving millions of dollars along the way.**

***Based on current actual volumes and CPCs, SPC has generated***

***Annual Savings of more than \$2.3 million for all of our clients.***

***That translates into Savings of more than \$11.6 million over five years!***



## SPC Values Our Vendors

### Overall Benefits to our VENDORS

- Opportunities brought to you – Hundreds of machines each year: *In 2016 there were over a thousand.*
- SPC is well respected in the industry
- SPC values our vendors and speaks highly of them to our clients.
- National Contracts that are all negotiated with the manufacturers at your disposal

### Vendor Benefits Pre-Bid & During the Bid Process

- Sharing of previous bid results that help you to negotiate with your manufacturers.
- On-Site Survey of client requirements including mapping all devices.
- Writing of the *Five-Year Equipment Replacement Schedule* (Bid Specs).
- Controls the Bid Specs (Not allowing any vendor to underbid or offer discontinued equipment).
- A chance to sell your 'Value Add' directly to our clients after the bids are in. Customer has the right to pay more than low bid.

### Vendor Benefits Before & During Installation

- Digital Needs Analysis: Matching up the machine to installation site.
- Schedule and coordinate Vendor meeting with Client.
- Cover the cost of ESP surge protectors, electrical wiring, computer interface and any unexpected cost!
- Manage installation.
- Audit installation.
- Capture final meter reads for old contracts.
- Close books on old devices & contracts.

### Vendor Ongoing Support

- Yearly meter reads.
- Simplified Billing: SPC collects service funds for the Vendor.
- Collection of all meter reads annually and reconciling them with the Client and Vendor.
- STAR Doc: **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.

### 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!**