



## SCHEDULE A SERVICE & SUPPLY CONTRACT - CLIENT

**Client:** Northport Municipal School Unit  
**Contracted Vendor:** Budget Document Technologies  
**Term:** 8/30/2015 through 6/30/2020

<i>Building</i>	<i>Room</i>	<i>Model</i>	<i>Serial Number</i>	<i>Machine Type</i>	<i>Black Cost/Copy</i>	<i>COLOR Cost/Copy</i>
Edna Drinkwater Elementary	Library	Xerox WC 7845	MX4762152	Color Photocopier	\$0.00440	\$0.04662
Edna Drinkwater Elementary	Main Office	HP Laser Jet Pro M401dn	JPGFH38513	Black Network Printer	\$0.02750	\$0.00000
Edna Drinkwater Elementary	Teachers' Room	Xerox Workcentre 5945	A2M643433	Black Photocopier	\$0.00440	\$0.00000

*Subject to change and correction and future additions.*

**Additional Provisions:**



## SERVICE AND SUPPLY CONTRACT - CLIENT

Specialized Purchasing Consultants ("SPC") hereby contracts with Northport Municipal School Unit ("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 August 30, 2015 and terminating on June 30, 2020. 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: 9-15-2015

Signature: [Signature]

**Named Contracted Vendor:** *Budget Business Machines*  
*P.O. Box 2322*  
*Lewiston, ME 04241-2322*  
*(207) 782-7427*

**AGREED AND ACCEPTED BY:**  
**Northport Municipal School Unit**

By: Luci Milewski Judith M. Lucarelli

Title: Business Manager Superintendent

Date: 9/8/15

Signature: Judith M. Lucarelli