



Specialized Purchasing Consultants

1491 East Side River Road

Dummer, NH 03588

(800)750-1538

2018-2019 Annual Report

Year - End Photocopier Analysis

With projected costs for 2019-2020

**Michael Noble
Norway Savings Bank
261 Main Street
Norway, ME 04268**



Specialized Purchasing Consultants Inc.
Serving Maine, New Hampshire & Vermont since 1988

October 2019

Michael Noble
Norway Savings Bank
261 Main Street
Norway, ME 04268

Skip Tilton
President

Corporate Office:
1491 East Side River Road
Dummer, NH 03588
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www.spccopypro.com

Dear Mike:

We at Specialized Purchasing consultants wish to thank you for your continued confidence in us. Our relationship is **now 17 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.

2018/2019 was a busy year for SPC, where we added three new services; Papercut Installer, Vendor Service History Reports and Chromebook Group Purchasing. For the upcoming year, SPC plans to offer a New **Five-Year Fleet Management** interactive tool that studies your printing habits and allows you to control your usage more efficiently over the life of your equipment. With the click of one button, it will incorporate past, present and future usage flagging any potential problematic areas..

We appreciate the opportunity to provide you with the best possible pricing, service, and equipment. We look forward to our meeting. Feel free to share your thoughts and feelings concerning your overall experience with SPC.

Sincerely,

Skip Tilton
President

"Protecting Your Copier Interests"

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Meet Your Team



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. We have also been able to find ways to increase your equipment reliability, monitor and track usage variations throughout the year, and keep your costs under control.



Jessica Paradis
Accounting Coordinator

Jessica manages all billing, equipment contracts for service and supplies, and lease or purchase transactions.

Alex Webster
Operations & Marketing Manager

Alex manages the SPC STARDoc site, FM Audit, and equipment upgrades. He also works to market current and new SPC tools and services to existing and potential clients.



Pam Weed
Client-Vendor Relations

Pam maintains a good working relationship between clients and vendors regarding billing issues, equipment reliability, and equipment additions or upgrades. She also works to ensure equipment records are up to date and accurately maintained.

Robert Dutil
Information Technology

Bob works behind the scenes to keep our record-keeping data and programs running smoothly.



Jamin Tilton
Operations Support

Jamin plays a vital role in performing onsite surveys and equipment installation audits. He also assists with contact information updates.

James Cartwright
Operations Support

James provides key support for STARDoc as well as assisting with equipment installation audits.



Heidi Tilton
Office Support

Heidi assists with bookkeeping as well as supporting other office staff with their needs.

Equipment Health Status

Total Number of Machines: **136**

Total Black Photocopiers:	97
Total Color Photocopiers:	10
Total Black Network Printers:	29
Total Color Network Printers:	0
Total Removed From Service:	0

of Units OFF Warranty: **5**

of Units Approaching End of Warranty: **64**

of Units Overused: **0**

of Units Underused: **0**

Commencement Date: 03/01/2016

of Annual Payments Left on Lease: **0**

All Warranties and Service Contracts Expire: 06/30/2021

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 Mike,

It has been three years since your last upgrade and you could benefit from an onsite visit and an upgrade since costs have come down over the years. You have 64 machines that are nearing the end of warranty. Keep in mind there is some powerful print management software available such as **Right-Sized Print Management (RS-PMS)** which will be included at no extra charge with your next upgrade. (See page #15) This will reduce your color cost dramatically. In order to stay ahead of your reliability curve, that upgrade could take place as early as the Summer of 2020. I am confident that there are other needs that an onsite visit will be able to address.

Sincerely,
Skip

Aging Equipment Summary

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

Building	Department	Make/Model	Serial Number	Vendor Name	Intro Date
Auburn Branch	Branch Manager	Ricoh MP301SPF	W913P203788	RICOH	06/01/2012
Auburn Branch	Service Bar	Ricoh MP4002	W523LC01513	RICOH	03/01/2012
Bethel Branch	Lobby	Ricoh MP4002	W523LC00203	RICOH	03/01/2012
Bethel Branch	Teller Line	Ricoh MP301SPF	W913P702146	RICOH	06/01/2012
Bridgton Branch	Lender's Office	Ricoh MP301SPF	W912PC02559	RICOH	06/01/2012
Bridgton Branch	Teller Line	Ricoh MP301SPF	W913PC01617	RICOH	06/01/2012
Brunswick - Cooks Corner Branch	Branch Manager	Ricoh MP4002	W523LC00205	RICOH	03/01/2012
Brunswick - Cooks Corner Branch	Teller Line	Ricoh MP201	W3018802862	RICOH	02/01/2011
Brunswick - Maine Street	Branch Manager	Ricoh MP301SPF	W913P203789	RICOH	06/01/2012
Brunswick - Maine Street	Office	Ricoh MP301SPF	W915P401212	RICOH	06/01/2012
Brunswick - Maine Street	Security Officer	Ricoh MP301SPF	W913P203793	RICOH	06/01/2012
Brunswick - Maine Street	Teller Line	Ricoh MP201	W3018802857	RICOH	02/01/2011
Falmouth Branch	Branch Manager	Ricoh MP301SPF	W913P900175	RICOH	06/01/2012
Freeport Branch	Branch Manager	Ricoh MP201	W3018802856	RICOH	02/01/2011
Freeport Branch	Lobby	Ricoh MP4002	W913PC02661	RICOH	03/01/2012
Freeport Branch	Teller Line	Ricoh MP4002	W523L401151	RICOH	03/01/2012
Fryeburg Branch	Branch Manager	Ricoh MP301SPF	W915PC02328	RICOH	06/01/2012
Fryeburg Branch	Main Office	Ricoh MP301SPF	W915PC01758	RICOH	06/01/2012
Gorham Branch	Commercial Lending	Ricoh MP301SPF	W913PC02657	RICOH	06/01/2012
Gorham Branch	Manager's Office	Ricoh MP301SPF	W916PB01262	RICOH	06/01/2012

Building	Department	Make/Model	Serial Number	Vendor Name	Norway Savings Bank
					Intro Date
Gray Branch	Office	Ricoh MP301SPF	W914P902011	RICOH	06/01/2012
Gray Branch	Office	Ricoh MP4002	W524LA01396	RICOH	03/01/2012
Gray Branch	Privacy Office	Ricoh MP301SPF	W914PA01205	RICOH	06/01/2012
Kennebunk Branch	Commercial Lender's Office	Ricoh MP301SPF	W912PA02882	RICOH	06/01/2012
Kennebunk Branch	Copy Room	Ricoh MP4002	W522LB00242	RICOH	03/01/2012
Kennebunk Branch	Manager's Office	Ricoh MP301SPF	W912PA02875	RICOH	06/01/2012
Naples Branch	Assistant Manager's Office	Ricoh MP301SPF	W914P802833	RICOH	06/01/2012
Naples Branch	Branch Manager	Ricoh MP301SPF	W913PC02649	RICOH	06/01/2012
Naples Branch	CSR Office	Ricoh MP301SPF	W913PC02648	RICOH	06/01/2012
Naples Branch	Manager's Office	Ricoh MP301SPF	W915PC02326	RICOH	06/01/2012
Norway - Main Offices	Brian's Office	Ricoh MP301SPF	W913PC01714	RICOH	06/01/2012
Norway - Main Offices	Drive-Up	Ricoh MP301SPF	W913PC01719	RICOH	06/01/2012
Norway - Main Offices	Karen's Office	Ricoh MP201	W3018802855	RICOH	02/01/2011
Norway - Main Offices	Lender's Office	Ricoh MP301SPF	W914P400953	RICOH	06/01/2012
Norway - Main Offices	Loan Servicing 2nd Floor	Ricoh MP5002	W533LC00803	RICOH	03/01/2012
Norway - Main Offices	Marketing Assistant	Ricoh MP301SPF	W913PC01717	RICOH	06/01/2012
Norway - Main Offices	Pam Veilleux's Office	Ricoh MP301SPF	W913PC01715	RICOH	06/01/2012
Norway - Main Offices	Risk Management	Ricoh MP201	W3018802852	RICOH	02/01/2011
Norway - Main Offices	RLC	Ricoh MP6002	W864L100096	RICOH	08/01/2012
Norway - Main Offices	Roxanne's Office	Ricoh MP201	W3018802865	RICOH	02/01/2011

Building	Department	Make/Model	Serial Number	Vendor Name	Norway Savings Bank
					Intro Date
Norway - Main Offices	Training	Ricoh MP301SPF	W913PC01992	RICOH	06/01/2012
Norway - Main Offices	Vicky's Office	Ricoh MP301SPF	W913PC01716	RICOH	06/01/2012
Norway - Operations Center	Chuck Williams' Office	Ricoh MP201	W3018802737	RICOH	02/01/2011
Norway - Operations Center	Deposit Ops	Ricoh MP5002	W533LC01390	RICOH	03/01/2012
Norway - Operations Center	Human Resources	Ricoh MP301SPF	W913PC01710	RICOH	06/01/2012
Norway - Operations Center	Richelle Wallace's Office	Ricoh MP301SPF	W913PC01713	RICOH	06/01/2012
Norway - Operations Center	Steve's Office	Ricoh MP301SPF	W913PC01718	RICOH	06/01/2012
Portland - Congress Street	AMG/Manager's Office	Ricoh MP201	W3018802794	RICOH	02/01/2011
Portland - Congress Street	Pat's Office	Ricoh MP301SPF	W913PC02414	RICOH	06/01/2012
Portland - Exchange Street	Teller Line	Ricoh MP301SPF	W914P300060	RICOH	06/01/2012
Portland - Forest Ave	Office	Ricoh MP301SPF	W914P400519	RICOH	06/01/2012
Portland - Forest Ave	Privacy Office	Ricoh MP301SPF	W914P400522	RICOH	06/01/2012
Portland - Forest Ave	Teller Line	Ricoh MP301SPF	W914P400960	RICOH	06/01/2012
Saco Branch	Commercial Area	Ricoh MP4002	W523LC01503	RICOH	03/01/2012
Saco Branch	Main Office	Ricoh MP301SPF	W915PC00101	RICOH	06/01/2012
Scarborough Branch	Lobby	Ricoh MP4002	W523LC00212	RICOH	03/01/2012
Scarborough Branch	Teller Line	Ricoh MP301SPF	W913P800113	RICOH	06/01/2012
South Paris Branch	CSR Office	Ricoh MP301SPF	W913PC02656	RICOH	06/01/2012
South Portland Branch	Teller Line	Ricoh MP301SPF	W913P703750	RICOH	06/01/2012
Standish Branch	Teller Line	Ricoh MP301SPF	W913PC02660	RICOH	06/01/2012

Building	Department	Make/Model	Serial Number	Vendor Name	Norway Savings Bank
					Intro Date
Topsham Branch	Teller Line	Ricoh MP301SPF	W913PC01709	RICOH	06/01/2012
Windham Branch	Manager's Office	Ricoh MP301SPF	W915PC01609	RICOH	06/01/2012
Windham Branch	Tici's Office	Ricoh MP301SPF	W913PC02664	RICOH	06/01/2012
Yarmouth Branch	Main Office	Ricoh MP301SPF	W915PC02335	RICOH	06/01/2012

Non-Contracted Devices

Make - Model	Serial Number	IP Address	Last Update
CANON PRO-4000	BADE01042	10.1.0.34	2019-09-23 05:03:09
DELL 2155cn Color MFP	VZK005334	10.1.1.43	2019-09-25 01:03:11



SPC Timeline

1988 Specialized Purchasing Consultants opens its doors

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

1999 Improved Annual Reports

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

2001 Solid-Ink Printers and Meter Collection

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

2002 Bond Counsel Review

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

2003 Contracts and Warranties Updated

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

2005 Economic Municipal Relief Fund Established

2006 Data Collection Agent

- Data Collection Agent Software offered for meter collection convenience.

2007 Insurance Fund

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

2012 STARDoc - Print Management Software Developed and Implemented

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



SPC Timeline

2013 STARDoc - Daily Tracking

- Meters gathered daily to track usage

2014 STARDoc - Monthly Audits

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

2015 STARDoc - Mapping Options and Asset Management

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

2018 STARDoc - Improved Pinpointing of Budget and Communications

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

2019 STARDoc – Service Histories, Chromebook Bid & Papercut Installers

- Request single, multiple, or fleet service history for a specific time period
- Request annual fleet service history
- Scroll through specific copiers or printers going over budget
- SPC's Chromebook bid allowed organizations to piggyback off our cooperative pricing. Many schools like SAU 67 - Bow and SAU 57 - Salem benefited from this pricing.
- 3 of SPC's team members became Certified Papercut installers.

2020 SPC Roadmap

- Five Year Fleet Management (FYFM) - Projects out Five Year costs for all equipment based on current and past usage.
- Update Bid Process to simplify bid submission for all of our vendors.



STARDoc Features

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
- Identifies detailed information (IP address, serial number, vendor ID, CPC, consumed volume, toner and service alerts)
- 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 TVs)

Floorplan Administration

Who Benefits? Business Manager and IT

- Allows IT and Business Manager to move devices around on Floorplan
- 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 STARDoc
- Toggle Email all (Toner, Service Monthly Audits)



STARDoc Features

Device Listing Page

- 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



STARDoc Features


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

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

Over-Budget Report

- Catch overused equipment early, before equipment begins to break down due to overuse.
- Request service history on any machine right through STARDoc.

Over Budget



Room:

 Room 201 Principal's Office

Make & Model:

 Canon IRC5051

Serial Number:

 GQM65369

IP Address:

 172.16.10.145

Projected Amount Over Budget:

\$404

This building's average color prints per student is 314

The industry average for color prints per student is 185

Previous

Next

Check Black/Color Default

Close



In The Pipeline...

Five Year Fleet Management (FYFM)

We have all heard the saying that Information is Power! Beginning with your next upgrade, FYFM will put you in the driver's seat.

Purpose of FYFM:

Interactive Tool you can alter with your printing habits. With the click of one button, it will incorporate both past, present and future usage, flagging any potential problematic areas. 'Right Size Print Management' will help to eliminate overused color copiers.

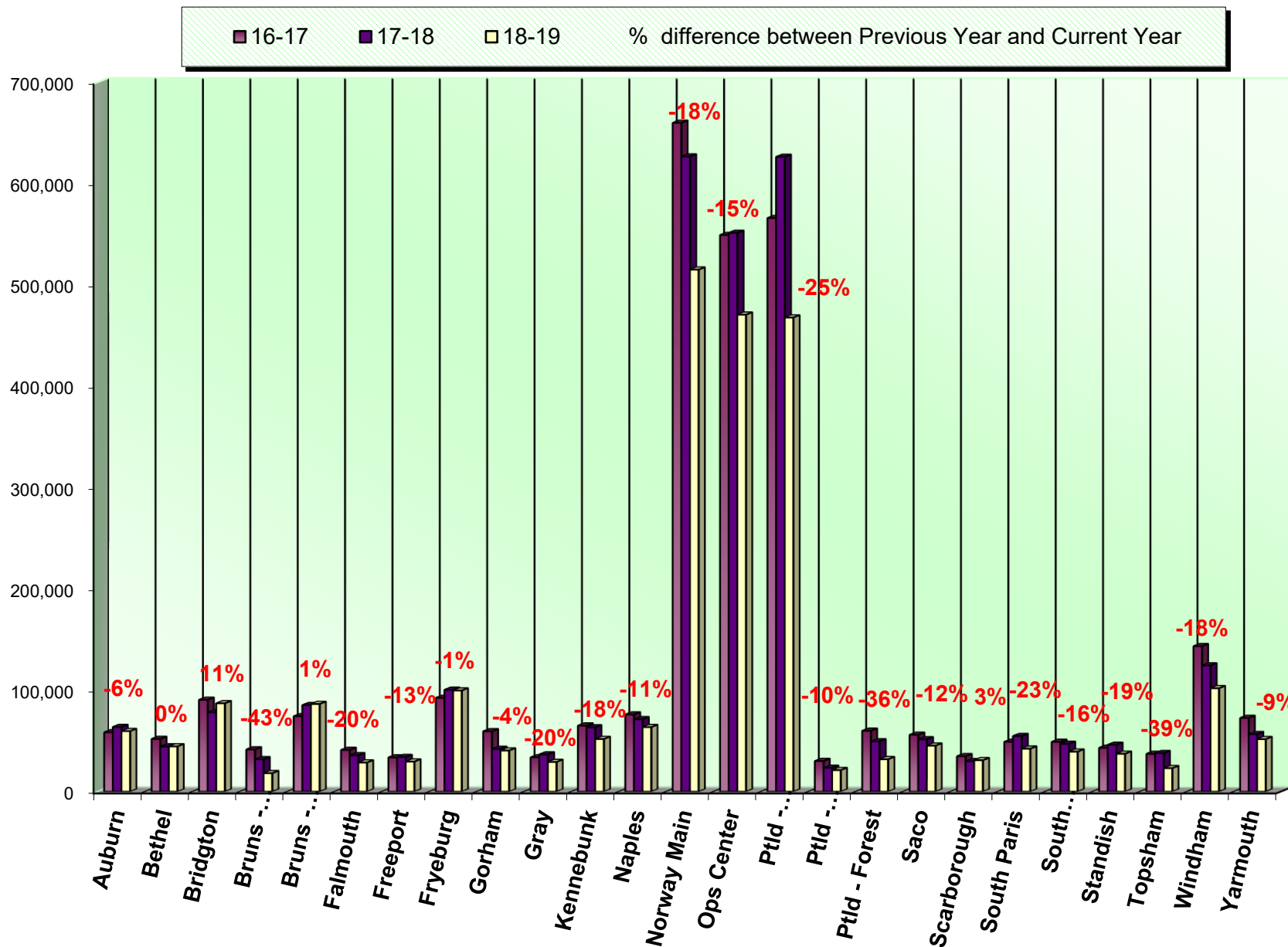
Setting up Future Budgets:

Projecting out your cost is crucial in setting up your budgets. With FYFM you will be able to take control of your future cost for the entire life of your fleet of copiers, MFP's and printers. STARDoc currently studies your printing habits and projects out for about eight months. FYFM will be able to project out your cost and volume for the entire life of your fleet, usually five years out.

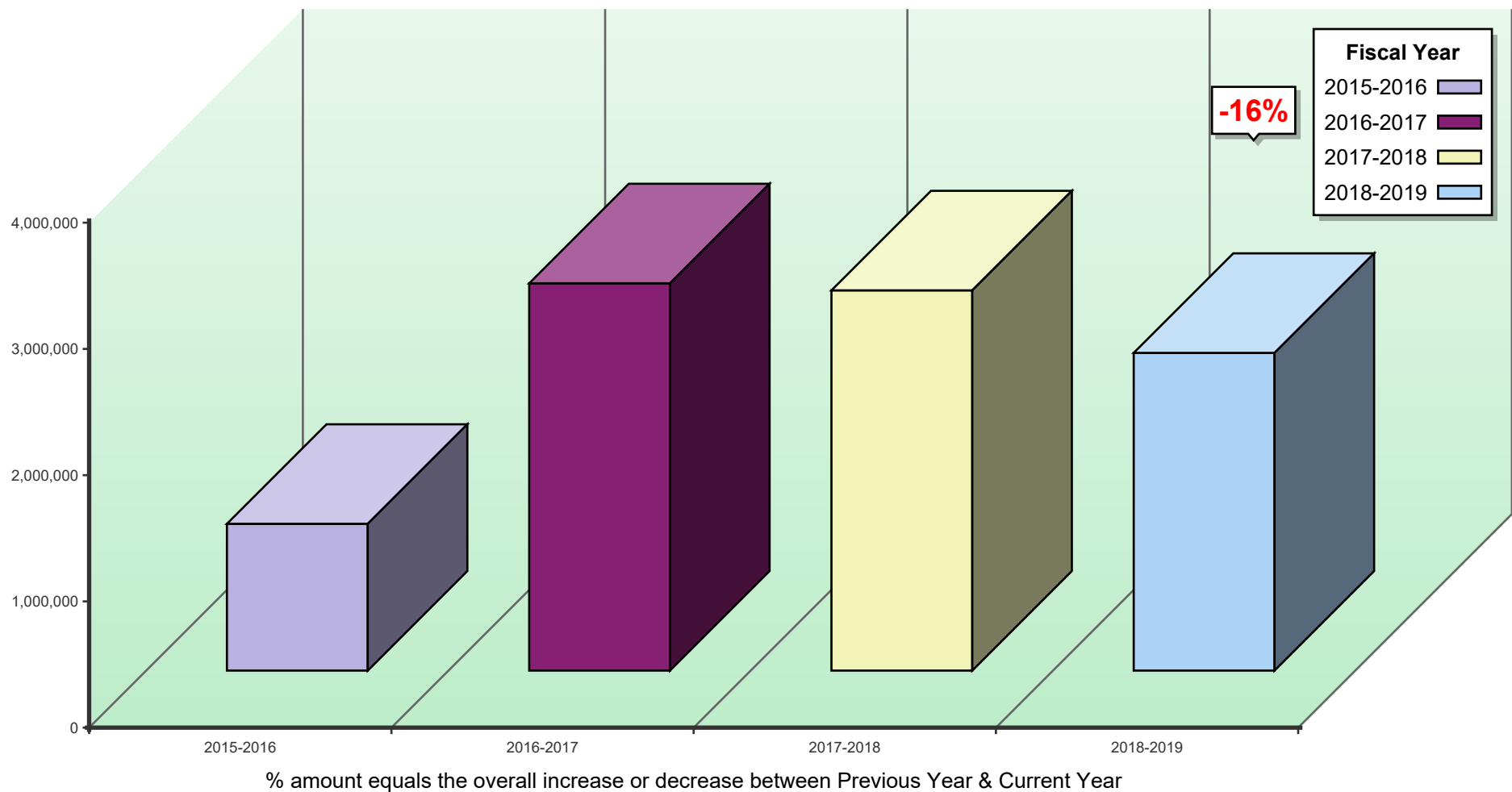
Problematic Machines:

How would you know if your equipment is truly malfunctioning and needs to be replaced under warranty? FYFM will compare your service calls to all SPC's clients for like models and speeds. It will provide you with the number of service calls in a fiscal year and the average copies between calls so that you will know if your equipment is running efficiently and/or needs to be replaced under warranty at no charge. In awarding future bids, you will be able to see which company and which manufacturer is operating the best in your geographic area.

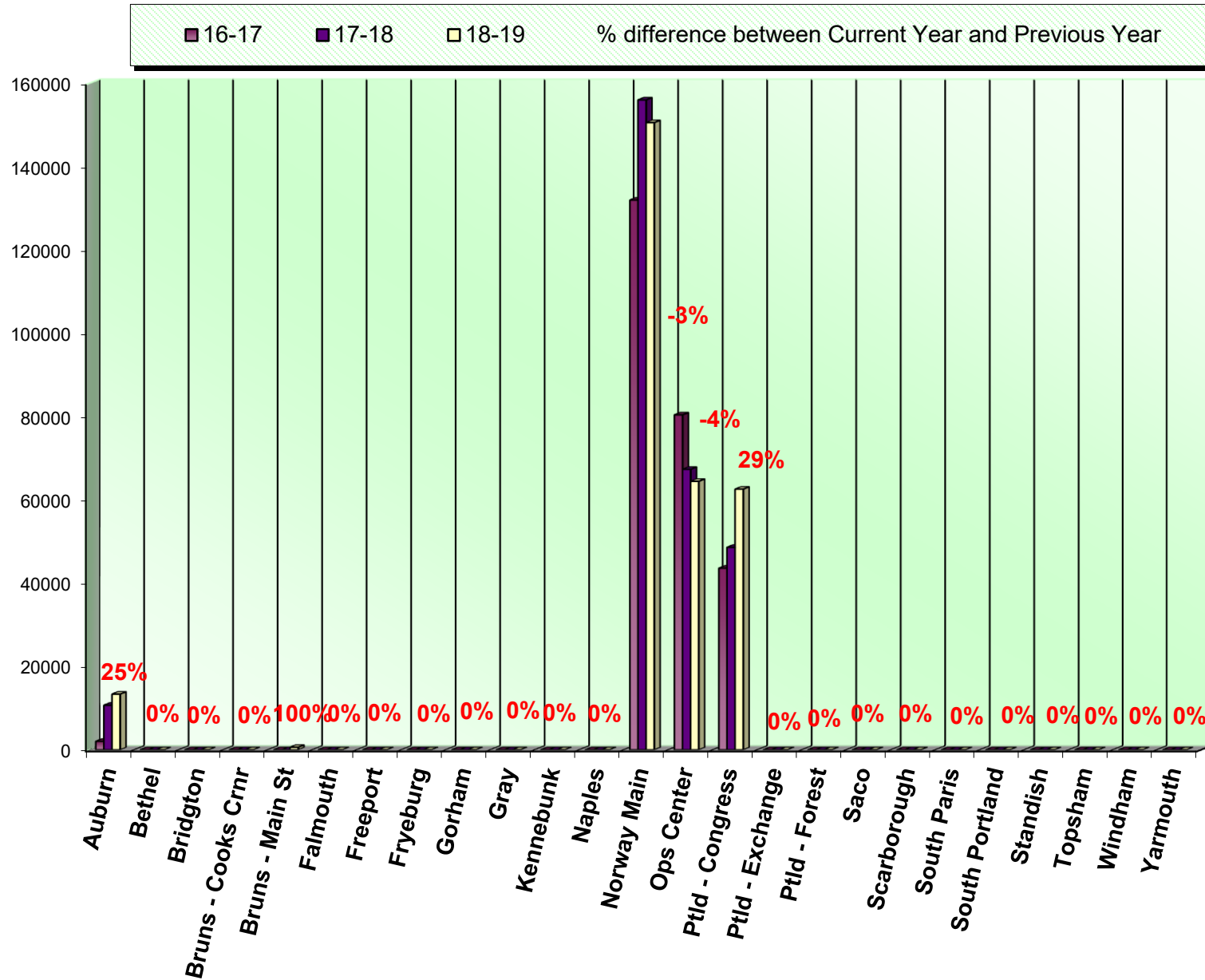
Annual Black Volume by Building



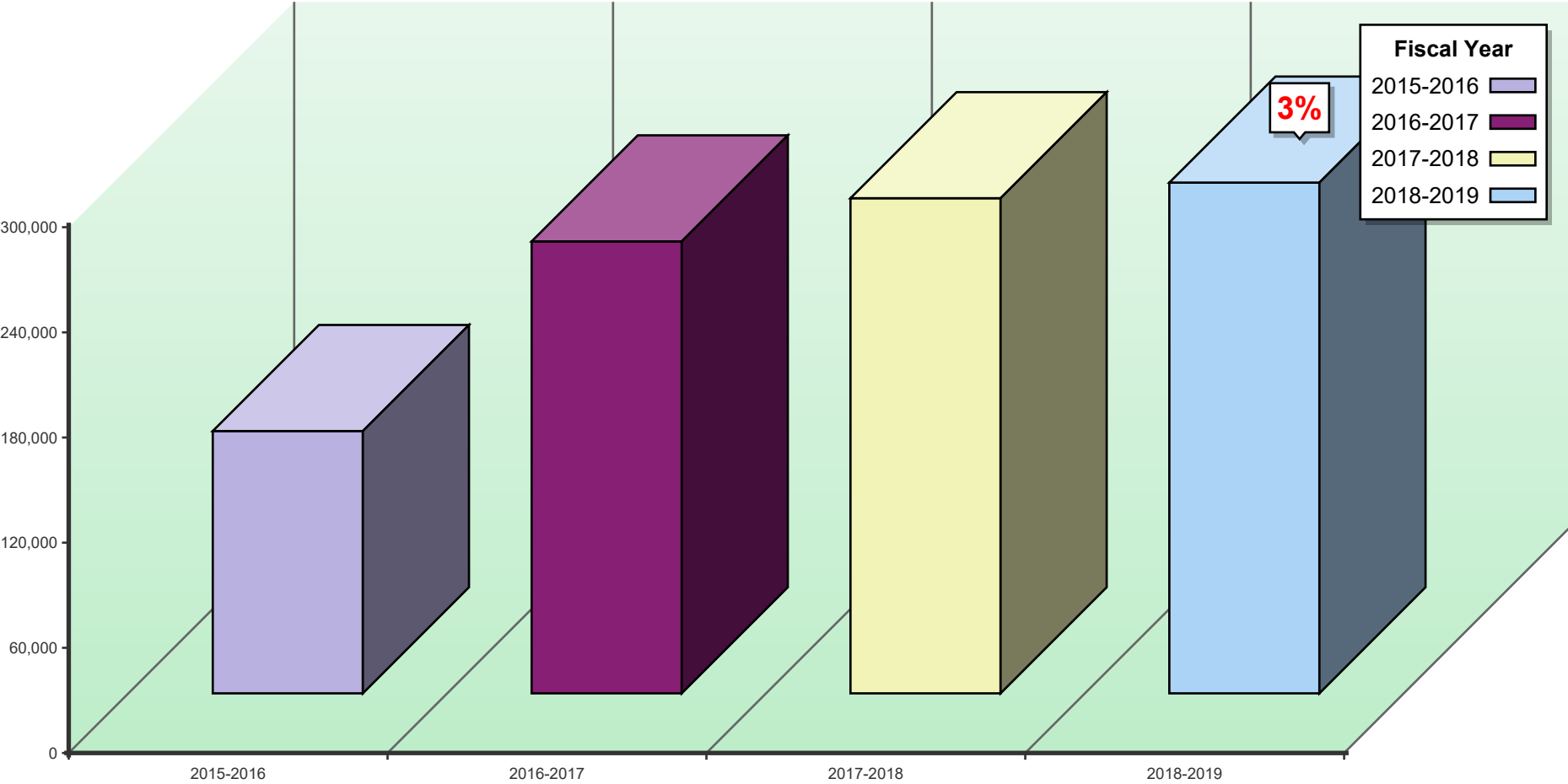
Annual Black Volume Overall



Annual Color Volume by Building

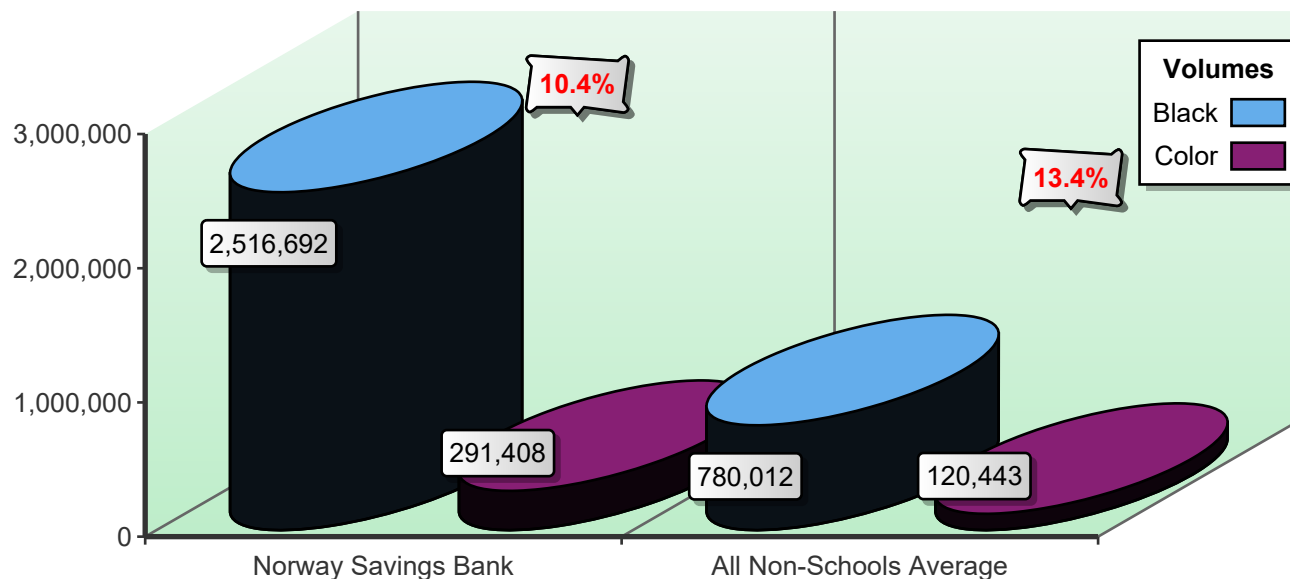


Annual Color Volume Overall



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

Color-to-Total Volume Comparison



SPC Analysis

COLOR printing is skyrocketing out of control! A five-year study of 83,000 students across the Tri-State region revealed a rapid increase in the K-12 sector. In fact, last year alone, color printing increased by 19%!

Taking Control What that means: If you are a school district of 1,000 students, the average color volume is 216,000 copies, which could be costing you from **\$7,500 > (CPC is at \$0.35) to \$10,000 per year. If current trends stay the same, then year five cost would be between \$17,897-\$23,863.** Obviously, some color printing is necessary. However, if color printing is not monitored properly, it could blow up your entire printing budget.

SOLUTION: SPC has developed Right-Sized Print Management software that pinpoints the problematic locations and implements tailor-made software that controls your color printing. Instead of forcing the entire district to change all printing habits, SPC focuses only on the problematic locations. Best of all, by means of our tremendous buying power, that software comes to you at no charge! In fact, studies have shown that SPC saves a school district of 1,000 students an average of \$74,000 over five years, with our compensation included (a \$74.00 per student average cost savings).

So why overwhelm the entire district with very expensive, intrusive software to control this color printing explosion? Direct your blows with SPC's unique Right-Sized Print Management Software. Call Skip Tilton or Alex Webster to set up an in-person demonstration today.

Other beneficial features include Follow-Me Printing.

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.

Date of Last Upgrade: 03/01/2016

Make-Model/Speed**Serial Number/Vendor Machine ID****Life/Intro Date****Vendor****07/01/2018****Meter****06/30/2019****Meter****2018-2019****Annual****Volume****Cost/Copy****Annual Cost****Recommendations****Auburn Branch****Branch Manager**

Ricoh MP301SPF / 31 PPM
W913P203788 / 20348498
750,000 / 06/2012
Black Laser MFP
RICOH

54,105

63,971

9,866

\$0.00422

7 years from Intro.

\$41.63

0

0

0

\$0.00000

\$0.00

Commercial & AMG

Ricoh MP C3504 / 35 PPM
G706M960538 / 13972311
750,000 / 07/2016
Color Photocopier
RICOH

21,200

33,880

12,680

\$0.00410

None at this time.

\$51.99

12,725

26,074

13,349

\$0.04674

\$623.93

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM
PHBHM36143 / 9497 1675
1,000,000 / 10/2015
Black Network Printer
KMBS

0

479

479

\$0.07500

None at this time.

\$35.93

0

0

0

\$0.00000

\$0.00

<i>Make-Model/Speed</i>					
<i>Serial Number/Vendor Machine ID</i>					
<i>Life/Intro Date</i>	<i>07/01/2018</i>	<i>06/30/2019</i>	<i>2018-2019</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual Volume</i>	<i>Annual Cost</i>	<i>Recommendations</i>
Service Bar					
Ricoh MP4002 / 40 PPM	141,447	178,044	36,597	\$0.00422	7 years from Intro.
W523LC01513 / 13196951				\$154.44	
1,000,000 / 03/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					
<hr/>					
		Subtotal Black	59,622	\$283.99	
		Subtotal Color	13,349	\$623.93	

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Bethel Branch

Lobby

Ricoh MP4002 / 40 PPM	97,063	116,149	19,086	\$0.00422	7 years from Intro.
W523LC00203 / 13196863				\$80.54	
1,000,000 / 03/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	445	445	\$0.07500	None at this time.
PHBHM36107 / 9497 1676				\$33.38	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Teller Line

Ricoh MP301SPF / 31 PPM	138,494	163,508	25,014	\$0.00422	7 years from Intro.
W913P702146 / 20348416				\$105.56	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Subtotal Black

44,545

\$219.48

Subtotal Color

0

\$0.00

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Bridgton Branch

Lender's Office

Ricoh MP301SPF / 31 PPM	74,313	89,996	15,683	\$0.00422	7 years from Intro.
W912PC02559 / 20348499				\$66.18	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Main Office

Ricoh MP 4054 / 40 PPM	136,323	198,905	62,582	\$0.00410	None at this time.
G176R130311 / 13745228				\$256.59	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	652	652	\$0.07500	None at this time.
PHBHM36106 / 9497 1681				\$48.90	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Norway Savings B					
Make-Model/Speed					
Serial Number/Vendor Machine ID			2018-2019		
Life/Intro Date	07/01/2018	06/30/2019	Annual	Cost/Copy	
Vendor	Meter	Meter	Volume	Annual Cost	Recommendations
Teller Line					
Ricoh MP301SPF / 31 PPM	140,076	148,137	8,061	\$0.00422	7 years from Intro.
W913PC01617 / 13197083				\$34.02	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					
	Subtotal Black		86,978	\$405.69	
	Subtotal Color		0	\$0.00	

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Brunswick - Cooks Corner Branch

Branch Manager

Ricoh MP4002 / 40 PPM	93,890	95,453	1,563	\$0.00422	7 years from Intro.
W523LC00205 / 13196864				\$6.60	
1,000,000 / 03/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	336	336	\$0.07500	None at this time.
PHBHM35807 / 9497 1698				\$25.20	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Teller Line

Ricoh MP201 / 21 PPM	143,769	160,001	16,232	\$0.00422	8 years from Intro.
W3018802862 / 20348496				\$68.50	
500,000 / 02/2011	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Subtotal Black

18,131

\$100.29

Subtotal Color

0

\$0.00

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Brunswick - Maine Street

Branch Manager

Ricoh MP301SPF / 31 PPM	64,540	75,053	10,513	\$0.00422	7 years from Intro.
W913P203789 / 11476092				\$44.36	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Copy Room

Ricoh MP 4054 / 40 PPM	59,609	98,733	39,124	\$0.00410	None at this time.
G176R130573 / 13745241				\$160.41	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office

Ricoh MP301SPF / 31 PPM	41,507	50,784	9,277	\$0.00422	7 years from Intro.
W915P401212 / 13451237				\$39.15	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

<i>Make-Model/Speed</i>					
<i>Serial Number/Vendor Machine ID</i>					
<i>Life/Intro Date</i>	<i>03/13/2019</i>	<i>06/30/2019</i>	<i>2018-2019</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual Volume</i>	<i>Annual Cost</i>	<i>Recommendations</i>
Office					
Ricoh MPC307SPF / 31 PPM	0	2,537	2,537	\$0.01125	High CPC. Solution push color over to Color Copier.
C509P100060 /				\$28.54	
750,000 / 10/2017	0	609	609	\$0.07250	
Color Laser MFP				\$44.15	
RICOH					
Office Check Printer					
HP Laser Jet Pro M402dn / 40 PPM	0	485	485	\$0.07500	None at this time.
PHBHM35802 / 9496 1697				\$36.38	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
Security Officer					
Ricoh MP301SPF / 31 PPM	33,077	40,870	7,793	\$0.00422	7 years from Intro.
W913P203793 / 11476091				\$32.89	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Norway Savings B					
Make-Model/Speed					
Serial Number/Vendor Machine ID			2018-2019		
Life/Intro Date	07/01/2018	06/30/2019	Annual	Cost/Copy	
Vendor	Meter	Meter	Volume	Annual Cost	Recommendations
Teller Line					
Ricoh MP201 / 21 PPM	163,419	180,003	16,584	\$0.00422	8 years from Intro.
W3018802857 / 11476090				\$69.98	
500,000 / 02/2011	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					
Subtotal Black			86,313	\$411.71	
Subtotal Color			609	\$44.15	

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Falmouth Branch

Branch Manager

Ricoh MP301SPF / 31 PPM	48,560	51,089	2,529	\$0.00422	7 years from Intro.
W913P900175 / 11476103				\$10.67	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Main Office

Ricoh MP 4054 / 40 PPM	69,971	95,884	25,913	\$0.00410	None at this time.
G176R130146 / 13738292				\$106.24	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	211	211	\$0.07500	None at this time.
PHBHM35804 / 9497 1694				\$15.83	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Subtotal Black

28,653

\$132.74

Subtotal Color

0

\$0.00

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Freeport Branch

Branch Manager

Ricoh MP201 / 21 PPM	32,482	37,583	5,101	\$0.00422	8 years from Intro.
W3018802856 / 20348497				\$21.53	
500,000 / 02/2011	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Lobby

Ricoh MP4002 / 40 PPM	79,561	94,046	14,485	\$0.00422	7 years from Intro.
W913PC02661 / 13196970				\$61.13	
1,000,000 / 03/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	280	280	\$0.07500	None at this time.
PHBHM36108 / 9497 1696				\$21.00	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

<i>Make-Model/Speed</i> <i>Serial Number/Vendor Machine ID</i> <i>Life/Intro Date</i> <i>Vendor</i>	<i>07/01/2018</i> <i>Meter</i>	<i>06/30/2019</i> <i>Meter</i>	<i>2018-2019</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
Teller Line					
Ricoh MP4002 / 40 PPM	24,764	34,468	9,704	\$0.00422	7 years from Intro.
W523L401151 / 12898917				\$40.95	
1,000,000 / 03/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					
<hr/>					
	Subtotal Black		29,570	\$144.60	
	Subtotal Color		0	\$0.00	

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Fryeburg Branch

Branch Manager

Ricoh MP301SPF / 31 PPM	58,028	77,185	19,157	\$0.00410	7 years from Intro.
W915PC02328 / 13738310				\$78.54	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Main Office

Ricoh MP301SPF / 31 PPM	54,008	76,953	22,945	\$0.00410	7 years from Intro.
W915PC01758 / 13738112				\$94.07	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Main Office

Ricoh MP 4054 / 40 PPM	107,047	163,609	56,562	\$0.00410	None at this time.
G176R130219 / 13738291				\$231.90	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

<i>Make-Model/Speed</i>	<i>12/14/2018</i>	<i>06/30/2019</i>	<i>2018-2019</i>	<i>Cost/Copy</i>	
<i>Serial Number/Vendor Machine ID</i>	<i>Meter</i>	<i>Meter</i>	<i>Annual</i>	<i>Annual Cost</i>	<i>Recommendations</i>
<i>Life/Intro Date</i>			<i>Volume</i>		
<i>Vendor</i>					
Office Check Printer					
HP Laser Jet Pro M402dn / 40 PPM	0	923	923	\$0.07500	None at this time.
PHBHL35057 / 9497 1680				\$69.23	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<hr/>					
	Subtotal Black		99,587	\$473.75	
	Subtotal Color		0	\$0.00	

*Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor*

*07/01/2018
Meter*

*06/30/2019
Meter*

*2018-2019
Annual
Volume*

*Cost/Copy
Annual Cost*

Recommendations

Gorham Branch

Commercial Lending

Ricoh MP301SPF / 31 PPM	58,514	61,214	2,700	\$0.00422	7 years from Intro.
W913PC02657 / 13197081				\$11.39	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Lobby

Ricoh MP 4054 / 40 PPM	82,188	106,596	24,408	\$0.00410	None at this time.
G175RB30465 / 13738413				\$100.07	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Manager's Office

Ricoh MP301SPF / 31 PPM	11,016	24,149	13,133	\$0.00422	7 years from Intro.
W916PB01262 / 13972111				\$55.42	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Norway Savings B					
<i>Make-Model/Speed</i>					
<i>Serial Number/Vendor Machine ID</i>			<i>2018-2019</i>		
<i>Life/Intro Date</i>	<i>12/14/2018</i>	<i>06/30/2019</i>	<i>Annual</i>	<i>Cost/Copy</i>	
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Volume</i>	<i>Annual Cost</i>	<i>Recommendations</i>
Office Check Printer					
HP Laser Jet Pro M402dn / 40 PPM	0	237	237	\$0.07500	None at this time.
PHBHM35812 / 9497 1686				\$17.78	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
Subtotal Black			40,478	\$184.66	
Subtotal Color			0	\$0.00	

*Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor*

*07/01/2018
Meter*

*06/30/2019
Meter*

*2018-2019
Annual
Volume*

*Cost/Copy
Annual Cost*

Recommendations

Gray Branch

Office

Ricoh MP4002 / 40 PPM	87,429	104,440	17,011	\$0.00422	7 years from Intro.
W524LA01396 / 13413825				\$71.79	
1,000,000 / 03/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office

Ricoh MP301SPF / 31 PPM	25,196	32,737	7,541	\$0.00422	7 years from Intro.
W914P902011 / 13413824				\$31.82	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	215	215	\$0.07500	None at this time.
PHBHM36110 / 9497 1685				\$16.13	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Norway Savings B					
Make-Model/Speed					
Serial Number/Vendor Machine ID			2018-2019		
Life/Intro Date	07/01/2018	06/30/2019	Annual	Cost/Copy	
Vendor	Meter	Meter	Volume	Annual Cost	Recommendations
Privacy Office					
Ricoh MP301SPF / 31 PPM	7,203	11,612	4,409	\$0.00422	7 years from Intro.
W914PA01205 / 13413844				\$18.61	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					
	Subtotal Black		29,176	\$138.34	
	Subtotal Color		0	\$0.00	

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Kennebunk Branch

Commercial Lender's Office

Ricoh MP301SPF / 31 PPM	18,290	21,397	3,107	\$0.00422	7 years from Intro.
W912PA02882 / 13116594				\$13.11	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Copy Room

Ricoh MP4002 / 40 PPM	312,281	357,685	45,404	\$0.00422	7 years from Intro.
W522LB00242 / 13116615				\$191.60	
1,000,000 / 03/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Manager's Office

Ricoh MP301SPF / 31 PPM	33,852	37,013	3,161	\$0.00422	7 years from Intro.
W912PA02875 / 13116593				\$13.34	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Norway Savings B					
Make-Model/Speed					
Serial Number/Vendor Machine ID			2018-2019		
Life/Intro Date	12/14/2018	06/30/2019	Annual	Cost/Copy	
Vendor	Meter	Meter	Volume	Annual Cost	Recommendations
Office Check Printer					
HP Laser Jet Pro M402dn / 40 PPM	0	113	113	\$0.07500	None at this time.
PHBHL35049 / 9497 1687				\$8.48	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
Subtotal Black			51,785	\$226.53	
Subtotal Color			0	\$0.00	

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Naples Branch

Assistant Manager's Office

Ricoh MP301SPF / 31 PPM	54,824	56,670	1,846	\$0.00422	7 years from Intro.
W914P802833 / 13420902				\$7.79	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Branch Manager

Ricoh MP301SPF / 31 PPM	80,284	91,873	11,589	\$0.00422	7 years from Intro.
W913PC02649 / 13196823				\$48.91	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

CSR Office

Ricoh MP301SPF / 31 PPM	52,476	59,514	7,038	\$0.00422	7 years from Intro.
W913PC02648 / 13196553				\$29.70	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

*Make-Model/Speed**Serial Number/Vendor Machine ID**Life/Intro Date**Vendor**07/01/2018
Meter**06/30/2019
Meter**2018-2019
Annual
Volume**Cost/Copy
Annual Cost**Recommendations***Main Office**

Ricoh MP 4054 / 40 PPM	104,259	142,049	37,790	\$0.00410	None at this time.
G176R130535 / 13738040				\$154.94	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Manager's Office

Ricoh MP301SPF / 31 PPM	10,667	15,394	4,727	\$0.00410	7 years from Intro.
W915PC02326 / 13738309				\$19.38	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	540	540	\$0.07500	None at this time.
PHBHL35051 / 9497 1682				\$40.50	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Subtotal Black**63,530****\$301.22****Subtotal Color****0****\$0.00**

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Norway - Main Offices

Brian's Office

Ricoh MP301SPF / 31 PPM	30,480	36,707	6,227	\$0.00422	7 years from Intro.
W913PC01714 / 13196950				\$26.28	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Commercial Admin

Ricoh MP 4055 / 40 PPM	11,069	46,955	35,886	\$0.00473	None at this time.
C327R601286 / 14429031				\$169.74	
1,000,000 / 2/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Drive-Up

Ricoh MP301SPF / 31 PPM	116,141	138,629	22,488	\$0.00422	7 years from Intro.
W913PC01719 / 13195725				\$94.90	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

					Norway Savings
Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor	12/14/2018 Meter	06/30/2019 Meter	2018-2019 Annual Volume	Cost/Copy Annual Cost	Recommendations
Drive-Up Check Printer					
HP Laser Jet Pro M402dn / 40 PPM	0	785	785	\$0.07500	None at this time.
PHBHL35059 / 9497 1678				\$58.88	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
Executive Administration					
Ricoh MP C6003 / 60 PPM	87,178	116,742	29,564	\$0.00410	High Color Usage and high CPC.
E195M910371 / 13686231				\$121.21	
3,500,000 / 07/2013	236,824	345,400	108,576	\$0.04674	
Color Photocopier				\$5,074.84	
RICOH					
Front Check Printer					
HP Laser Jet Pro M402dn / 40 PPM	0	438	438	\$0.07500	None at this time.
PHBHM35819 / 9497 1679				\$32.85	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

<i>Make-Model/Speed</i> <i>Serial Number/Vendor Machine ID</i> <i>Life/Intro Date</i> <i>Vendor</i>	<i>07/01/2018</i> <i>Meter</i>	<i>06/30/2019</i> <i>Meter</i>	<i>2018-2019</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
Karen's Office					
Ricoh MP201 / 21 PPM	48,615	49,083	468	\$0.00422	8 years from Intro.
W3018802855 / 20348473				\$1.97	
500,000 / 02/2011	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					
Lender's Office					
Ricoh MP301SPF / 31 PPM	33,672	65,734	32,062	\$0.00422	7 years from Intro.
W914P400953 / 13247530				\$135.30	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					
Loan Servicing					
Ricoh MP 4054 / 40 PPM	113,043	135,955	22,912	\$0.00410	None at this time.
G176R130023 / 13737780				\$93.94	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

<i>Make-Model/Speed</i> <i>Serial Number/Vendor Machine ID</i> <i>Life/Intro Date</i> <i>Vendor</i>	<i>07/01/2018</i> <i>Meter</i>	<i>06/30/2019</i> <i>Meter</i>	<i>2018-2019</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
Loan Servicing					
Ricoh MP 4054 / 40 PPM	172,935	196,352	23,417	\$0.00410	None at this time.
G176R130100 / 13737784				\$96.01	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					
Loan Servicing					
Ricoh MP C6004 / 60 PPM	23,887	70,531	46,644	\$0.00617	High Color Usage and high CPC. Solution: Perhaps Install RS- PMS!
C757MC20389 / 14145568				\$287.79	
3,500,000 / 07/2016	10,293	39,725	29,432	\$0.04564	
Color Photocopier				\$1,343.28	
RICOH					
Loan Servicing 2nd Floor					
Ricoh MP5002 / 50 PPM	215,959	277,218	61,259	\$0.00422	7 years from Intro.
W533LC00803 / 13196918				\$258.51	
2,000,000 / 03/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor</i>	<i>07/01/2018 Meter</i>	<i>06/30/2019 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Lobby					
Ricoh MP 4054 / 40 PPM	161,742	197,706	35,964	\$0.00410	None at this time.
G176R130070 / 13737781				\$147.45	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					
Lobby					
Ricoh MP 4054 / 40 PPM	85,293	140,720	55,427	\$0.00410	None at this time.
G176R130239 / 13737786				\$227.25	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					
Marketing Assistant					
Ricoh MP301SPF / 31 PPM	16,147	19,099	2,952	\$0.00422	7 years from Intro.
W913PC01717 / 13196862				\$12.46	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Make-Model/Speed**Serial Number/Vendor Machine ID****Life/Intro Date****Vendor****07/01/2018
Meter****06/30/2019
Meter****2018-2019
Annual
Volume****Cost/Copy
Annual Cost****Recommendations****Pam Veilleux's Office**

Ricoh MP301SPF / 31 PPM
W913PC01715 / 13196860
750,000 / 06/2012
Black Laser MFP
RICOH

14,782

17,574

2,792

\$0.00422

7 years from Intro.

\$11.78

0

0

0

\$0.00000

\$0.00

Risk Management

Ricoh MP201 / 21 PPM
W3018802852 / 20348493
500,000 / 02/2011
Black Laser MFP
RICOH

150,847

183,604

32,757

\$0.00422

8 years from Intro.

\$138.23

0

0

0

\$0.00000

\$0.00

RLC

Ricoh MP6002 / 60 PPM
W864L100096 / 13196213
3,000,000 / 08/2012
Black Photocopier
RICOH

576,234

587,423

11,189

\$0.00422

7 years from Intro.

\$47.22

0

0

0

\$0.00000

\$0.00

Make-Model/Speed**Serial Number/Vendor Machine ID****Life/Intro Date****Vendor****07/01/2018
Meter****06/30/2019
Meter****2018-2019
Annual
Volume****Cost/Copy
Annual Cost****Recommendations****RLC**

Ricoh MP 5054 / 50 PPM
G186R120150 / 13737452
2,000,000 / 02/2015
Black Photocopier
RICOH

71,348

80,048

8,700

\$0.00410

None at this time.

\$35.67

0

0

0

\$0.00000

\$0.00

RLC

Ricoh MP C306SPF / 31 PPM
G446P101338 / 13737785
750,000 / 01/2016
Color Laser MFP
RICOH

10,285

14,645

4,360

\$0.00410

High Color Usage and high CPC.
Solution: Shift volume to a color copier.

\$17.88

28,460

40,975

12,515

\$0.05263

\$658.66

RLC

Ricoh MP 5054 / 50 PPM
G186R120068 / 13745104
2,000,000 / 02/2015
Black Photocopier
RICOH

225,439

291,015

65,576

\$0.00410

None at this time.

\$268.86

0

0

0

\$0.00000

\$0.00

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor</i>	<i>07/01/2018 Meter</i>	<i>06/30/2019 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Roxanne's Office					
Ricoh MP201 / 21 PPM	54,923	57,763	2,840	\$0.00422	8 years from Intro.
W3018802865 / 20348472				\$11.98	
500,000 / 02/2011	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					
Training					
Ricoh MP301SPF / 31 PPM	32,133	40,565	8,432	\$0.00422	7 years from Intro.
W913PC01992 / 13196212				\$35.58	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					
Vicky's Office					
Ricoh MP301SPF / 31 PPM	15,422	17,349	1,927	\$0.00422	7 years from Intro.
W913PC01716 / 13196861				\$8.13	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					
Subtotal Black			515,066	\$2,339.89	
Subtotal Color			150,523	\$7,076.78	

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Norway - Operations Center

Chuck Williams' Office

Ricoh MP201 / 21 PPM	61,820	68,354	6,534	\$0.00422	8 years from Intro.
W3018802737 / 20348485				\$27.57	
500,000 / 02/2011	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Customer Care

Ricoh MP 4054 / 40 PPM	81,899	110,957	29,058	\$0.00410	None at this time.
G175RB30265 / 13737710				\$119.14	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Deposit Ops

Ricoh MP5002 / 50 PPM	400,578	479,151	78,573	\$0.00422	7 years from Intro.
W533LC01390 / 13196949				\$331.58	
2,000,000 / 03/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor</i>	<i>07/01/2018 Meter</i>	<i>06/30/2019 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Deposit Ops					
Ricoh MP 5054 / 50 PPM	405,266	587,871	182,605	\$0.00410	None at this time.
G186R120172 / 13737451				\$748.68	
2,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					
Finance					
Ricoh MP C6003 / 60 PPM	53,778	66,498	12,720	\$0.00410	High Color Usage and high CPC. Solution: Perhaps Install RS- PMS!
E195MA10127 / 13737718				\$52.15	
3,500,000 / 07/2013	147,049	199,858	52,809	\$0.04674	
Color Photocopier				\$2,468.29	
RICOH					
Human Resources					
Ricoh MP301SPF / 31 PPM	78,850	94,556	15,706	\$0.00422	7 years from Intro.
W913PC01710 / 13195679				\$66.28	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Norway Savings					
Make-Model/Speed					
Serial Number/Vendor Machine ID			2018-2019		
Life/Intro Date	07/01/2018	06/30/2019	Annual	Cost/Copy	
Vendor	Meter	Meter	Volume	Annual Cost	
Recommendations					
IT Network					
Ricoh MP 4054 / 40 PPM	39,408	57,002	17,594	\$0.00410	None at this time.
G176R130153 / 13745108				\$72.14	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					
IT Network					
Ricoh MP 4054 / 40 PPM	170,998	196,773	25,775	\$0.00410	None at this time.
G176R130110 / 13737450				\$105.68	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					
Main Office - MICR					
Ricoh SP3510dn / 30 PPM	16,167	23,143	6,976	\$0.01053	7 years from Intro.
T315Q910784 /				\$73.46	
750,000 / 6/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
RICOH					

<i>Make-Model/Speed</i> <i>Serial Number/Vendor Machine ID</i> <i>Life/Intro Date</i> <i>Vendor</i>	<i>07/01/2018</i> <i>Meter</i>	<i>06/30/2019</i> <i>Meter</i>	<i>2018-2019</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
Open Work Area					
Ricoh MP 4054 / 40 PPM	208,594	286,066	77,472	\$0.00410	None at this time.
G175RB31356 / 13737783				\$317.64	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					
Richelle Wallace's Office					
Ricoh MP301SPF / 31 PPM	30,672	35,151	4,479	\$0.00422	7 years from Intro.
W913PC01713 / 13195680				\$18.90	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					
Spare Check Printer					
HP Laser Jet Pro M402dn / 40 PPM	0	499	499	\$0.07500	None at this time.
PHBHM36136 / 9497 1700				\$37.43	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Norway Savings				
Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor	12/14/2018 Meter	06/30/2019 Meter	2018-2019 Annual Volume	Cost/Copy Annual Cost Recommendations
Spare Check Printer				
HP Laser Jet Pro M402dn / 40 PPM PHBHM35814 / 9497 1701 1,000,000 / 10/2015 Black Network Printer KMBS	0 0	0 0	0 0	\$0.07500 \$0.00 \$0.00000 \$0.00 None at this time.
Spare Check Printer				
HP Laser Jet Pro M402dn / 40 PPM PHBHL16641 / 9497 1702 1,000,000 / 10/2015 Black Network Printer KMBS	0 0	105 0	105 0	\$0.07500 \$7.88 \$0.00000 \$0.00 None at this time.
Steve's Office				
Ricoh MP301SPF / 31 PPM W913PC01718 / 13196870 750,000 / 06/2012 Black Laser MFP RICOH	50,636 0	53,829 0	3,193 0	\$0.00422 \$13.47 \$0.00000 \$0.00 7 years from Intro.

<i>Make-Model/Speed</i> <i>Serial Number/Vendor Machine ID</i> <i>Life/Intro Date</i> <i>Vendor</i>	<i>07/01/2018</i> <i>Meter</i>	<i>06/30/2019</i> <i>Meter</i>	<i>2018-2019</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
Training Prep Room					
Ricoh MP C306SPF / 31 PPM	13,602	22,886	9,284	\$0.00410	High Color Usage and high CPC. Solution: Shift volume to a color copier.
G446P101190 / 13737491				\$38.06	
750,000 / 01/2016	31,870	43,459	11,589	\$0.05263	
Color Laser MFP				\$609.93	
RICOH					
<hr/>					
	Subtotal Black		470,573	\$2,030.05	
	Subtotal Color		64,398	\$3,078.22	

					Norway Savings
<i>Make-Model/Speed Serial Number/VendorID Life/Intro Date Vendor</i>	<i>07/01/2018 Meter</i>	<i>06/30/2019 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Portland - Congress Street					
3rd Floor					
Ricoh MP 4054 / 40 PPM	146,074	201,872	55,798	\$0.00410	None at this time.
G175RB31454 / 13738002				\$228.77	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier RICOH				\$0.00	
AMG - 2nd Floor					
Ricoh MP C3503 / 35 PPM	155,634	208,023	52,389	\$0.00422	High Color Usage and high CPC! Solution: Perhaps Install RS-PMS!
E164MC10152 / 13498731				\$221.08	
750,000 / 07/2013	87,455	114,365	26,910	\$0.05842	
Color Photocopier RICOH				\$1,572.08	
AMG/Manager's Office					
Ricoh MP201 / 21 PPM	51,301	54,019	2,718	\$0.00422	8 years from Intro.
W3018802794 / 20348480				\$11.47	
500,000 / 02/2011	0	0	0	\$0.00000	
Black Laser MFP RICOH				\$0.00	

Norway Savings Bank					
Make-Model/Speed					
Serial Number/Vendor Machine ID			2018-2019		
Life/Intro Date	07/01/2018	06/30/2019	Annual	Cost/Copy	
Vendor	Meter	Meter	Volume	Annual Cost	
Recommendations					
AMG/Retail					
Ricoh MP 4054 / 40 PPM	119,185	158,321	39,136	\$0.00410	None at this time.
G176R130124 / 13737706				\$160.46	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					
Commercial Area					
Ricoh MP 5054 / 50 PPM	373,481	452,645	79,164	\$0.00410	None at this time.
G186R120096 / 13745143				\$324.57	
2,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					
Commercial Area					
Ricoh MP C306SPF / 31 PPM	13,635	15,727	2,092	\$0.00410	High Color Usage and high CPC. Solution: Shift volume to a color copier.
G446P101037 / 13744183				\$8.58	
750,000 / 01/2016	33,290	43,221	9,931	\$0.05263	
Color Laser MFP				\$522.67	
RICOH					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor</i>	<i>07/01/2018 Meter</i>	<i>06/30/2019 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Commercial Leasing					
Ricoh MP 5054 / 50 PPM	449,886	590,643	140,757	\$0.00410	None at this time.
G186R120077 / 13745139				\$577.10	
2,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					
HR & Training 2nd Floor					
Ricoh MP C3504 / 35 PPM	4,561	13,804	9,243	\$0.00410	High Color Usage and high CPC. Solution: Perhaps Install RS- PMS!
G706M960392 / 13972307				\$37.90	
750,000 / 07/2016	11,915	37,603	25,688	\$0.04674	
Color Photocopier				\$1,200.66	
RICOH					
Office Check Printer					
HP Laser Jet Pro M402dn / 40 PPM	0	379	379	\$0.07500	None at this time.
PHBHM35778 / 9497 1692				\$28.43	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

*Make-Model/Speed**Serial Number/Vendor Machine ID**Life/Intro Date**Vendor**07/01/2018
Meter**06/30/2019
Meter**2018-2019
Annual
Volume**Cost/Copy
Annual Cost**Recommendations***Pat's Office**

Ricoh MP301SPF / 31 PPM
W913PC02414 / 13197082
750,000 / 06/2012
Black Laser MFP
RICOH

12,369

13,122

753

\$0.00422

7 years from Intro.

\$3.18

0

0

0

\$0.00000

\$0.00

Retail Admin, 1st Floor

Ricoh MP 4055 / 40 PPM
C326RC01812 / 13960423
1,000,000 / 2/2017
Black Photocopier
RICOH

33,138

85,417

52,279

\$0.00410

None at this time.

\$214.34

0

0

0

\$0.00000

\$0.00

Teller Line

Ricoh MP 4054 / 40 PPM
G175RC30427 / 13737787
1,000,000 / 02/2015
Black Photocopier
RICOH

103,937

137,004

33,067

\$0.00410

None at this time.

\$135.57

0

0

0

\$0.00000

\$0.00

Subtotal Black**467,775****\$1,951.45****Subtotal Color****62,529****\$3,295.41**

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Portland - Exchange Street

Annex Area 1st Floor

Ricoh MP 4054 / 40 PPM	49,331	65,129	15,798	\$0.00410	None at this time.
G175RC30271 / 13745111				\$64.77	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	249	249	\$0.07500	None at this time.
PHBHL35056 / 9497 1693				\$18.68	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Teller Line

Ricoh MP301SPF / 31 PPM	28,038	33,172	5,134	\$0.00422	7 years from Intro.
W914P300060 / 13257014				\$21.67	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Subtotal Black

21,181

\$105.11

Subtotal Color

0

\$0.00

*Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor*

*07/01/2018
Meter*

*06/30/2019
Meter*

*2018-2019
Annual
Volume*

*Cost/Copy
Annual Cost*

Recommendations

Portland - Forest Ave

Branch Library

Ricoh MP 4055 / 40 PPM	5,683	15,323	9,640	\$0.00473	None at this time.
C327RA00279 / 14145354				\$45.60	
1,000,000 / 2/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office

Ricoh MP301SPF / 31 PPM	74,442	84,712	10,270	\$0.00422	7 years from Intro.
W914P400519 / 13248196				\$43.34	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	174	174	\$0.07500	None at this time.
PHBHL35053 / 9497 1691				\$13.05	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor</i>	<i>07/01/2018 Meter</i>	<i>06/30/2019 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Privacy Office					
Ricoh MP301SPF / 31 PPM	37,370	40,742	3,372	\$0.00422	7 years from Intro.
W914P400522 / 13247543				\$14.23	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					
Teller Line					
Ricoh MP301SPF / 31 PPM	58,845	67,285	8,440	\$0.00422	7 years from Intro.
W914P400960 / 13247531				\$35.62	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					
Subtotal Black			31,896	\$151.83	
Subtotal Color			0	\$0.00	

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Saco Branch

Commercial Area

Ricoh MP4002 / 40 PPM	83,276	83,720	444	\$0.00422	7 years from Intro.
W523LC01503 / 13196909				\$1.87	
1,000,000 / 03/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Main Office

Ricoh MP 4054 / 40 PPM	105,265	145,357	40,092	\$0.00410	None at this time.
G175RB31399 / 13737869				\$164.38	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Main Office

Ricoh MP301SPF / 31 PPM	9,496	13,887	4,391	\$0.00410	7 years from Intro.
W915PC00101 / 13639460				\$18.00	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

<i>Make-Model/Speed</i> <i>Serial Number/Vendor Machine ID</i> <i>Life/Intro Date</i> <i>Vendor</i>	<i>12/14/2018</i> <i>Meter</i>	<i>06/30/2019</i> <i>Meter</i>	<i>2018-2019</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
Office Check Printer					
HP Laser Jet Pro M402dn / 40 PPM	0	376	376	\$0.07500	None at this time.
PHBHM35821 / 9497 1688				\$28.20	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<hr/>					
		Subtotal Black	45,303	\$212.45	
		Subtotal Color	0	\$0.00	

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Scarborough Branch

Lobby

Ricoh MP4002 / 40 PPM	99,819	117,727	17,908	\$0.00422	7 years from Intro.
W523LC00212 / 13196910				\$75.57	
1,000,000 / 03/2012	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	192	192	\$0.07500	None at this time.
PHBHM35822 / 9497 1689				\$14.40	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Teller Line

Ricoh MP301SPF / 31 PPM	61,049	73,901	12,852	\$0.00422	7 years from Intro.
W913P800113 / 13116616				\$54.24	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Subtotal Black

30,952

\$144.21

Subtotal Color

0

\$0.00

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

South Paris Branch

CSR Office

Ricoh MP301SPF / 31 PPM	43,506	44,602	1,096	\$0.00422	7 years from Intro.
W913PC02656 / 13197139				\$4.63	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Main Office

Ricoh MP 4054 / 40 PPM	110,555	151,192	40,637	\$0.00410	None at this time.
G176R130166 / 13737782				\$166.61	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	582	582	\$0.07500	None at this time.
PHBHM35808 / 9497 1677				\$43.65	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Subtotal Black

42,315

\$214.89

Subtotal Color

0

\$0.00

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

South Portland Branch

Main Office

Ricoh MP 4054 / 40 PPM	76,933	101,422	24,489	\$0.00410	None at this time.
G175RC30378 / 13745141				\$100.40	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	283	283	\$0.07500	None at this time.
PHBHM36102 / 9497 1690				\$21.23	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Teller Line

Ricoh MP301SPF / 31 PPM	66,059	80,669	14,610	\$0.00422	7 years from Intro.
W913P703750 / 13116590				\$61.65	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Subtotal Black

39,382

\$183.28

Subtotal Color

0

\$0.00

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Standish Branch

Main Office

Ricoh MP 4054 / 40 PPM	53,382	72,491	19,109	\$0.00410	None at this time.
G175RC30395 / 13737856				\$78.35	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	257	257	\$0.07500	None at this time.
PHBHM36105 / 9497 1683				\$19.28	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Teller Line

Ricoh MP301SPF / 31 PPM	99,831	117,719	17,888	\$0.00422	7 years from Intro.
W913PC02660 / 13196880				\$75.49	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Subtotal Black

37,254

\$173.11

Subtotal Color

0

\$0.00

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Topsham Branch

Main Office

Ricoh MP 4054 / 40 PPM	50,114	62,261	12,147	\$0.00410	None at this time.
G176R130551 / 13738417				\$49.80	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	376	376	\$0.07500	None at this time.
PHBHM35809 / 9497 1699				\$28.20	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Teller Line

Ricoh MP301SPF / 31 PPM	89,171	99,765	10,594	\$0.00422	7 years from Intro.
W913PC01709 / 13195726				\$44.71	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Subtotal Black

23,117

\$122.71

Subtotal Color

0

\$0.00

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Windham Branch

Main Office

Ricoh MP 4054 / 40 PPM	165,205	224,240	59,035	\$0.00410	None at this time.
G176R130550 / 13745235				\$242.04	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Manager's Office

Ricoh MP301SPF / 31 PPM	33,983	44,870	10,887	\$0.00410	7 years from Intro.
W915PC01609 / 13738111				\$44.64	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	500	500	\$0.07500	None at this time.
PHBHM35813 / 9497 1684				\$37.50	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Norway Savings B					
Make-Model/Speed					
Serial Number/Vendor Machine ID			2018-2019		
Life/Intro Date	07/01/2018	06/30/2019	Annual	Cost/Copy	
Vendor	Meter	Meter	Volume	Annual Cost	Recommendations
Tici's Office					
Ricoh MP301SPF / 31 PPM	195,216	226,633	31,417	\$0.00422	7 years from Intro.
W913PC02664 / 13196879				\$132.58	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					
Subtotal Black			101,839	\$456.76	
Subtotal Color			0	\$0.00	

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Yarmouth Branch

Main Office

Ricoh MP301SPF / 31 PPM	31,719	40,380	8,661	\$0.00410	7 years from Intro.
W915PC02335 / 13738113				\$35.51	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
RICOH					

Main Office

Ricoh MP 4054 / 40 PPM	115,771	158,568	42,797	\$0.00410	None at this time.
G176R130775 / 13745242				\$175.47	
1,000,000 / 02/2015	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
RICOH					

Office Check Printer

HP Laser Jet Pro M402dn / 40 PPM	0	213	213	\$0.07500	None at this time.
PHBHL35052 / 9497 1695				\$15.98	
1,000,000 / 10/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

Subtotal Black

51,671

\$226.95

Subtotal Color

0

\$0.00

District Wide Black Totals

2,516,692

\$11,335.69

District Wide Color Totals

291,408

\$14,118.50

Your Average Color CPC is \$0.0484. Solution: renegotiate CPC down to \$0.04 saving \$12,000 over Five Years!

SPC Service & Supply Cost Savings

Norway Savings Bank

These tables compare your equipment cost per copy for service and supplies (black prints or copies only) before becoming an SPC client on 12/10/2002 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual 2018-2019 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
2,516,692	\$0.03558	\$89,543.90

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
2,516,692	\$0.00450	\$11,325.11	\$78,218.79	\$391,093.94

**Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$78,218.79 x 17 years as a Client
= \$1,329,719.39 Cost Savings!**

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

Projected Equipment Costs by Building - Black

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

Building	Projected Black Volume	Projected Black Usage Cost	Approximate Paper Cost	Average Annual Equipment Cost	Total Proj Black Usage Cost
Auburn Branch	59,622	\$289.44	\$321.96	\$1,113.36	\$1,724.75
Bethel Branch	44,545	\$223.67	\$240.54	\$831.82	\$1,296.03
Bridgton Branch	86,978	\$413.57	\$469.68	\$1,624.19	\$2,507.45
Brunswick - Cooks Corner Branch	18,131	\$102.22	\$97.91	\$338.57	\$538.70
Brunswick - Maine Street	86,313	\$419.68	\$466.09	\$1,611.78	\$2,497.55
Falmouth Branch	28,653	\$135.33	\$154.73	\$535.06	\$825.11
Freeport Branch	29,570	\$147.37	\$159.68	\$552.18	\$859.22
Fryeburg Branch	99,587	\$483.03	\$537.77	\$1,859.65	\$2,880.44
Gorham Branch	40,478	\$188.24	\$218.58	\$755.87	\$1,162.69
Gray Branch	29,176	\$140.98	\$157.55	\$544.82	\$843.35
Kennebunk Branch	51,785	\$230.83	\$279.64	\$967.01	\$1,477.49
Naples Branch	63,530	\$307.06	\$343.06	\$1,186.34	\$1,836.46
Norway - Main Offices	515,066	\$2,385.06	\$2,781.36	\$9,618.15	\$14,784.56
Norway - Operations Center	470,573	\$2,069.46	\$2,541.09	\$8,787.30	\$13,397.85
Portland - Congress Street	467,775	\$1,989.41	\$2,525.99	\$8,735.05	\$13,250.45
Portland - Exchange Street	21,181	\$107.16	\$114.38	\$395.53	\$617.06

Building	Projected Black Volume	Projected Black Usage Cost	Approximate Paper Cost	Average Annual Equipment Cost	Total Proj Black Usage Cost
Portland - Forest Ave	31,896	\$154.73	\$172.24	\$595.61	\$922.58
Saco Branch	45,303	\$216.61	\$244.64	\$845.97	\$1,307.22
Scarborough Branch	30,952	\$146.96	\$167.14	\$577.99	\$892.08
South Paris Branch	42,315	\$219.10	\$228.50	\$790.17	\$1,237.77
South Portland Branch	39,382	\$186.84	\$212.66	\$735.40	\$1,134.90
Standish Branch	37,254	\$176.45	\$201.17	\$695.67	\$1,073.29
Topsham Branch	23,117	\$125.09	\$124.83	\$431.68	\$681.60
Windham Branch	101,839	\$465.62	\$549.93	\$1,901.70	\$2,917.25
Yarmouth Branch	51,671	\$231.39	\$279.02	\$964.88	\$1,475.30
Total	2,516,692	\$11,555.30	\$13,590.14	\$46,995.75	\$72,141.18

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: A 95-CPM Konica Minolta Bizhub 958 RADF Duplex Finisher 3-Hole Punch CIF-Print-Color Scan-Hard Drive for Secure Print with a Retail Cost of \$45,640 is coming in at \$7,342...16% of Retail! Our prices are negotiated with 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
Auburn Branch	13,349	\$636.35
Bethel Branch	0	\$0.00
Bridgton Branch	0	\$0.00
Brunswick - Cooks Corner Branch	0	\$0.00
Brunswick - Maine Street	609	\$45.04
Falmouth Branch	0	\$0.00
Freeport Branch	0	\$0.00
Fryeburg Branch	0	\$0.00
Gorham Branch	0	\$0.00
Gray Branch	0	\$0.00
Kennebunk Branch	0	\$0.00
Naples Branch	0	\$0.00
Norway - Main Offices	150,523	\$7,217.68
Norway - Operations Center	64,398	\$3,139.50
Portland - Congress Street	62,529	\$3,361.21
Portland - Exchange Street	0	\$0.00

Building	Projected Color Volume	Service & Supply Cost
Portland - Forest Ave	0	\$0.00
Saco Branch	0	\$0.00
Scarborough Branch	0	\$0.00
South Paris Branch	0	\$0.00
South Portland Branch	0	\$0.00
Standish Branch	0	\$0.00
Topsham Branch	0	\$0.00
Windham Branch	0	\$0.00
Yarmouth Branch	0	\$0.00
Total	291,408	\$14,399.78

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%.**

Vendor	Equipment Type	Annual Volume	2018-2019 Cost/Copy	Total Cost	2019-2020 Cost/Copy	Projected Cost
Konica-Minolta Business Solutions	Black Network Printer	10,324	\$0.07500	\$774.30	\$0.07650	\$789.79
Ricoh USA	Black Laser MFP	70,768	\$0.00410	\$290.15	\$0.00418	\$295.81
Ricoh USA	Black Laser MFP	443,178	\$0.00422	\$1,870.21	\$0.00430	\$1,905.67
Ricoh USA	Black Network Printer	6,976	\$0.01053	\$73.46	\$0.01074	\$74.92
Ricoh USA	Black Photocopier	1,445,184	\$0.00410	\$5,925.25	\$0.00418	\$6,040.87
Ricoh USA	Black Photocopier	313,223	\$0.00422	\$1,321.80	\$0.00430	\$1,346.86
Ricoh USA	Black Photocopier	45,526	\$0.00473	\$215.34	\$0.00482	\$219.44
Ricoh USA	Color Laser MFP	15,736	\$0.00410	\$64.52	\$0.00418	\$65.78
Ricoh USA	Color Laser MFP	2,537	\$0.01125	\$28.54	\$0.01148	\$29.12
Ricoh USA	Color Photocopier	64,207	\$0.00410	\$263.25	\$0.00418	\$268.39
Ricoh USA	Color Photocopier	52,389	\$0.00422	\$221.08	\$0.00430	\$225.27
Ricoh USA	Color Photocopier	46,644	\$0.00617	\$287.79	\$0.00629	\$293.39
Total		2,516,692	\$0.00450	\$11,335.69	\$0.00459	\$11,555.30

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%.**

Vendor	Equipment Type	Annual Volume	2018-2019 Cost/Copy	Total Cost	2019-2020 Cost/Copy	Projected Cost
Ricoh USA	Color Laser MFP	34,035	\$0.05263	\$1,791.26	\$0.05368	\$1,827.00
Ricoh USA	Color Laser MFP	609	\$0.07250	\$44.15	\$0.07395	\$45.04
Ricoh USA	Color Photocopier	29,432	\$0.04564	\$1,343.28	\$0.04655	\$1,370.06
Ricoh USA	Color Photocopier	200,422	\$0.04674	\$9,367.72	\$0.04767	\$9,554.12
Ricoh USA	Color Photocopier	26,910	\$0.05842	\$1,572.08	\$0.05959	\$1,603.57
Total		291,408	\$0.04845	\$14,118.50	\$0.04941	\$14,399.78

Reprographic Equipment Assessment

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

Total Number of Units	136
Total Number of Units on Lease	0
Total Number of Units Owned	136
Lease Company	Cash Sale
Lease Start Date	N/A
Lease End Date	
Term	5 Yr Straight-Line Depreciation
Average Annual Depreciation Cost	\$234,975.73
Remaining Payments	0

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

Owned Equipment

Building	Make/Model	Serial Number
Auburn Branch	RicohMP C3504	G706M960538
Auburn Branch	HPLaser Jet Pro M402dn	PHBHM36143
Auburn Branch	RicohMP4002	W523LC01513
Auburn Branch	RicohMP301SPF	W913P203788
Bethel Branch	HPLaser Jet Pro M402dn	PHBHM36107
Bethel Branch	RicohMP4002	W523LC00203
Bethel Branch	RicohMP301SPF	W913P702146
Bridgton Branch	RicohMP 4054	G176R130311
Bridgton Branch	HPLaser Jet Pro M402dn	PHBHM36106
Bridgton Branch	RicohMP301SPF	W912PC02559
Bridgton Branch	RicohMP301SPF	W913PC01617
Brunswick - Cooks Corner Branch	HPLaser Jet Pro M402dn	PHBHM35807
Brunswick - Cooks Corner Branch	RicohMP201	W3018802862
Brunswick - Cooks Corner Branch	RicohMP4002	W523LC00205
Brunswick - Maine Street	RicohMPC307SPF	C509P100060
Brunswick - Maine Street	RicohMP 4054	G176R130573
Brunswick - Maine Street	HPLaser Jet Pro M402dn	PHBHM35802
Brunswick - Maine Street	RicohMP201	W3018802857
Brunswick - Maine Street	RicohMP301SPF	W913P203789
Brunswick - Maine Street	RicohMP301SPF	W913P203793
Brunswick - Maine Street	RicohMP301SPF	W915P401212
Falmouth Branch	RicohMP 4054	G176R130146
Falmouth Branch	HPLaser Jet Pro M402dn	PHBHM35804
Falmouth Branch	RicohMP301SPF	W913P900175
Freeport Branch	HPLaser Jet Pro M402dn	PHBHM36108
Freeport Branch	RicohMP201	W3018802856
Freeport Branch	RicohMP4002	W523L401151
Freeport Branch	RicohMP4002	W913PC02661
Fryeburg Branch	RicohMP 4054	G176R130219
Fryeburg Branch	HPLaser Jet Pro M402dn	PHBHL35057
Fryeburg Branch	RicohMP301SPF	W915PC01758
Fryeburg Branch	RicohMP301SPF	W915PC02328
Gorham Branch	RicohMP 4054	G175RB30465

Building	Make/Model	Serial Number
Gorham Branch	HPLaser Jet Pro M402dn	PHBHM35812
Gorham Branch	RicohMP301SPF	W913PC02657
Gorham Branch	RicohMP301SPF	W916PB01262
Gray Branch	HPLaser Jet Pro M402dn	PHBHM36110
Gray Branch	RicohMP4002	W524LA01396
Gray Branch	RicohMP301SPF	W914P902011
Gray Branch	RicohMP301SPF	W914PA01205
Kennebunk Branch	HPLaser Jet Pro M402dn	PHBHL35049
Kennebunk Branch	RicohMP4002	W522LB00242
Kennebunk Branch	RicohMP301SPF	W912PA02875
Kennebunk Branch	RicohMP301SPF	W912PA02882
Naples Branch	RicohMP 4054	G176R130535
Naples Branch	HPLaser Jet Pro M402dn	PHBHL35051
Naples Branch	RicohMP301SPF	W913PC02648
Naples Branch	RicohMP301SPF	W913PC02649
Naples Branch	RicohMP301SPF	W914P802833
Naples Branch	RicohMP301SPF	W915PC02326
Norway - Main Offices	RicohMP 4055	C327R601286
Norway - Main Offices	RicohMP C6004	C757MC20389
Norway - Main Offices	RicohMP C6003	E195M910371
Norway - Main Offices	RicohMP 4054	G176R130023
Norway - Main Offices	RicohMP 4054	G176R130070
Norway - Main Offices	RicohMP 4054	G176R130100
Norway - Main Offices	RicohMP 4054	G176R130239
Norway - Main Offices	RicohMP 5054	G186R120068
Norway - Main Offices	RicohMP 5054	G186R120150
Norway - Main Offices	RicohMP C306SPF	G446P101338
Norway - Main Offices	HPLaser Jet Pro M402dn	PHBHL35059
Norway - Main Offices	HPLaser Jet Pro M402dn	PHBHM35819
Norway - Main Offices	RicohMP201	W3018802852
Norway - Main Offices	RicohMP201	W3018802855
Norway - Main Offices	RicohMP201	W3018802865
Norway - Main Offices	RicohMP5002	W533LC00803
Norway - Main Offices	RicohMP6002	W864L100096

Building	Make/Model	Serial Number
Norway - Main Offices	RicohMP301SPF	W913PC01714
Norway - Main Offices	RicohMP301SPF	W913PC01715
Norway - Main Offices	RicohMP301SPF	W913PC01716
Norway - Main Offices	RicohMP301SPF	W913PC01717
Norway - Main Offices	RicohMP301SPF	W913PC01719
Norway - Main Offices	RicohMP301SPF	W913PC01992
Norway - Main Offices	RicohMP301SPF	W914P400953
Norway - Operations Center	RicohMP C6003	E195MA10127
Norway - Operations Center	RicohMP 4054	G175RB30265
Norway - Operations Center	RicohMP 4054	G175RB31356
Norway - Operations Center	RicohMP 4054	G176R130110
Norway - Operations Center	RicohMP 4054	G176R130153
Norway - Operations Center	RicohMP 5054	G186R120172
Norway - Operations Center	RicohMP C306SPF	G446P101190
Norway - Operations Center	HPLaser Jet Pro M402dn	PHBHL16641
Norway - Operations Center	HPLaser Jet Pro M402dn	PHBHM35814
Norway - Operations Center	HPLaser Jet Pro M402dn	PHBHM36136
Norway - Operations Center	RicohSP3510dn	T315Q910784
Norway - Operations Center	RicohMP201	W3018802737
Norway - Operations Center	RicohMP5002	W533LC01390
Norway - Operations Center	RicohMP301SPF	W913PC01710
Norway - Operations Center	RicohMP301SPF	W913PC01713
Norway - Operations Center	RicohMP301SPF	W913PC01718
Portland - Congress Street	RicohMP 4055	C326RC01812
Portland - Congress Street	RicohMP C3503	E164MC10152
Portland - Congress Street	RicohMP 4054	G175RB31454
Portland - Congress Street	RicohMP 4054	G175RC30427
Portland - Congress Street	RicohMP 4054	G176R130124
Portland - Congress Street	RicohMP 5054	G186R120077
Portland - Congress Street	RicohMP 5054	G186R120096
Portland - Congress Street	RicohMP C306SPF	G446P101037
Portland - Congress Street	RicohMP C3504	G706M960392
Portland - Congress Street	HPLaser Jet Pro M402dn	PHBHM35778
Portland - Congress Street	RicohMP201	W3018802794

Building	Make/Model	Serial Number
Portland - Congress Street	RicohMP301SPF	W913PC02414
Portland - Exchange Street	RicohMP 4054	G175RC30271
Portland - Exchange Street	HPLaser Jet Pro M402dn	PHBHL35056
Portland - Exchange Street	RicohMP301SPF	W914P300060
Portland - Forest Ave	RicohMP 4055	C327RA00279
Portland - Forest Ave	HPLaser Jet Pro M402dn	PHBHL35053
Portland - Forest Ave	RicohMP301SPF	W914P400519
Portland - Forest Ave	RicohMP301SPF	W914P400522
Portland - Forest Ave	RicohMP301SPF	W914P400960
Saco Branch	RicohMP 4054	G175RB31399
Saco Branch	HPLaser Jet Pro M402dn	PHBHM35821
Saco Branch	RicohMP4002	W523LC01503
Saco Branch	RicohMP301SPF	W915PC00101
Scarborough Branch	HPLaser Jet Pro M402dn	PHBHM35822
Scarborough Branch	RicohMP4002	W523LC00212
Scarborough Branch	RicohMP301SPF	W913P800113
South Paris Branch	RicohMP 4054	G176R130166
South Paris Branch	HPLaser Jet Pro M402dn	PHBHM35808
South Paris Branch	RicohMP301SPF	W913PC02656
South Portland Branch	RicohMP 4054	G175RC30378
South Portland Branch	HPLaser Jet Pro M402dn	PHBHM36102
South Portland Branch	RicohMP301SPF	W913P703750
Standish Branch	RicohMP 4054	G175RC30395
Standish Branch	HPLaser Jet Pro M402dn	PHBHM36105
Standish Branch	RicohMP301SPF	W913PC02660
Topsham Branch	RicohMP 4054	G176R130551
Topsham Branch	HPLaser Jet Pro M402dn	PHBHM35809
Topsham Branch	RicohMP301SPF	W913PC01709
Windham Branch	RicohMP 4054	G176R130550
Windham Branch	HPLaser Jet Pro M402dn	PHBHM35813
Windham Branch	RicohMP301SPF	W913PC02664
Windham Branch	RicohMP301SPF	W915PC01609
Yarmouth Branch	RicohMP 4054	G176R130775
Yarmouth Branch	HPLaser Jet Pro M402dn	PHBHL35052

Building	Make/Model	Serial Number
Yarmouth Branch	RicohMP301SPF	W915PC02335

STARDoc User Names

Norway Savings Bank

Name	User Name
Ann Brett	abrett
Brian Shibles	bshibles@norwaysavingsbank.com
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Benefits of partnering with SPC

Top Benefits to **our CLIENTS:**

1. Cooperative Buying

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

- SPC's pricing is so strong ***we pay for our own fee*** by acquiring prices lower than what you can do on your own.
- We will save you money benefiting from the combined purchasing power of more than 69 clients with over 3,900 devices doing more than **239** million copies and prints per year. We purchase approximately 1,100 units annually with 80 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

- STARDoc: System for Tracking And Reporting Documents.
- Maps all devices and sets up 'Interactive Live Floor Plans' of all printing devices, showing you a Before and After Upgrade look; provides a visual for all decision makers over the next five years.
- STARDoc studies your printing habits and is able to predict your year-end-cost months in advance before you receive your year-end reconciliation invoice.
- Sets up your next year's budget at the click of a mouse.

3. Simplified Billing Program

- Removes the confusion out of billing.
- Eliminates variety of invoices from multiple vendors that come annually and/or quarterly.
- 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.



Benefits of partnering with SPC

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 million for all of our clients. That translates into Savings of more than \$10 million over five years!



SPC Values Our Vendors

Overall Benefits to our VENDORS

- Opportunities brought to you - Over 1,100 units purchased annually running over 80 million prints!
- 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..



SPC Values Our Vendors

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.
- STARDoc: System for Tracking And Reporting Documents... Manages the budget.
- Annual Reports that flag machines that are being overused and underused thus improving reliability.
- Mediating warranty issues in sensitive locations.

Why do some vendors hesitate to bid?

- Vendors worry that bidding will reduce their margins.
- If word gets out on pricing, they feel that their other customers will call and ask for similar prices.
- Lose control of their account as winning bidder may beat their pricing.
- SPC bids are designed to keep specs equal for all, no chance of providing a lesser piece of equipment.

SPC manages over 3,900 pieces of equipment;
Our relationship with our vendors has never been stronger!