



Specialized Purchasing Consultants

PO Box 190

Gorham, NH 03581

(800) 750-1538

www.spccopypro.com

2015-2016 Annual Report

Year - End Photocopier Analysis

With projected costs for 2016-17

Belinda Waterhouse
RSU 12 - Sheepscot Valley
665 Patricktown Road Suite 2
Somerville, ME 04348



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

September 2016

Skip Tilton
President

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

Belinda Waterhouse
RSU 12 - Sheepscoot Valley
665 Patricktown Road Suite 2
Somerville, ME 04348

Dear Belinda:

VISIT US ON THE WEB:
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 18 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

Table of Contents

The SPC Team...	3
Equipment Health Status	5
Aging Equipment Summary	6
Annual Black Volume by Building	7
Annual Black Volume Overall	8
Average Student to Copy Usage – Black Only	9
Cost Comparison – Black	10
Annual Color Volume by Building	11
Annual Color Volume Overall	12
Average Student to Copy Usage – Color Only	13
Average Student to Copy Usage – Color Only	14
Color to Total Volume Percentage	15
Usage Profile for Service & Supplies	16
SPC Service & Supply Cost Savings	32
Projected Equipment Costs by Building - Black	33
Projected Equipment Costs by Building - Color	34
Service & Supply Usage Profile by Vendor - Black	35
Service & Supply Usage Profile by Vendor - Color	36
Reprographic Equipment Assessment	37
Leased Equipment	38
Owned Equipment	39
Service and Supply Contract - Client	40
Warranty	41
STARDoc User Names	42
STARDoc History	43
STARDoc Features	44
Benefits of partnering with SPC	46
SPC Values Our Vendors	47

The SPC Team...

would like to personally thank you for your continued trust and confidence!



Skip Tilton, President

Billie Jo Tilton, Vice President

As co-founders of SPC, Billie Jo and I are very proud of our team of professionals. The concept of group purchasing to save millions has grown since 1988 into providing over 16 different managerial services that increase reliability and extend the life of your equipment. However, none of this would have been possible without the loyalty of over 87 clients (3,800+ machines with 1.6 billion prints over five years). Together, we have realized the lowest prices possible while improving the quality of your service and equipment.



Sue Penney

Administration & Finance Manager

SPC is committed to providing cost-effective and reliable reprographics platforms to our community of clients. My 20+ years of experience in corporate management will be key in strengthening the relationships between SPC's clients and vendors. I will be focused on responding to your inquiries with the goal of solving any issues that may arise in a timely and efficient manner. Providing quality customer service is my top priority.

Alex Webster

Director of Customer Relations

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 features that normally cost thousands of dollars at no additional charge for our clients.



Robert B. Dutil

Director of Information Technology

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

Rachel Guay

Accounting Coordinator

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



The SPC Team Continued....



Pamela Weed

Client-Vendor Relations

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

clients and vendors to ensure smooth transitions or quick resolutions.

Joel Heffernan

Field Representative – Client Relations

As Field Representative for SPC, I reach out to the customer to offer help as needed in and during the installation of equipment change over and in assisting in each event.

Also, I bring to this company over forty years in the Copier/Printer industry. It is my goal to assure our clients a pleasant experience in using SPC's services.



Equipment Health Status

Total Number of Machines:	37
Total Black Photocopiers	19
Total Color Photocopiers	6
Total Black Network Printers	12
Total Color Network Printers	0
Total Removed from Service:	0
# of Units OFF Warranty:	0
# of Units Approaching End of Warranty:	8
# of Units Overused:	0
# of Units Underused:	4
Commencement Date:	7/1/2014
# of Annual Payments Left on Lease	3
All Warranties and Service Contracts Expire:	6/30/2019**
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."

**Current Service and Warranty Contracts fall shy of your current equipment lease end date. We are working to correct this oversight so that your contracts continue through the end of the fiscal year after your last lease payment.

Dear Belinda,

There are 8 machines that are getting up in age. I would not try to address them this year. I would definitely continue to pay down your principal on your capital lease by making your next payment. Each time you make a payment, you create additional funds for your next upgrade. The goal is to keep your capital cost at the same level or lower with your next upgrade.

It is important to not ignore machines that are being overused or underused. In your case, we have 0 machines being overused and 4 that are being underused. One of our responsibilities as a consultant firm is to make sure you maximize your capital investment as well as minimize the cost of operation on your service contracts.

Sincerely,

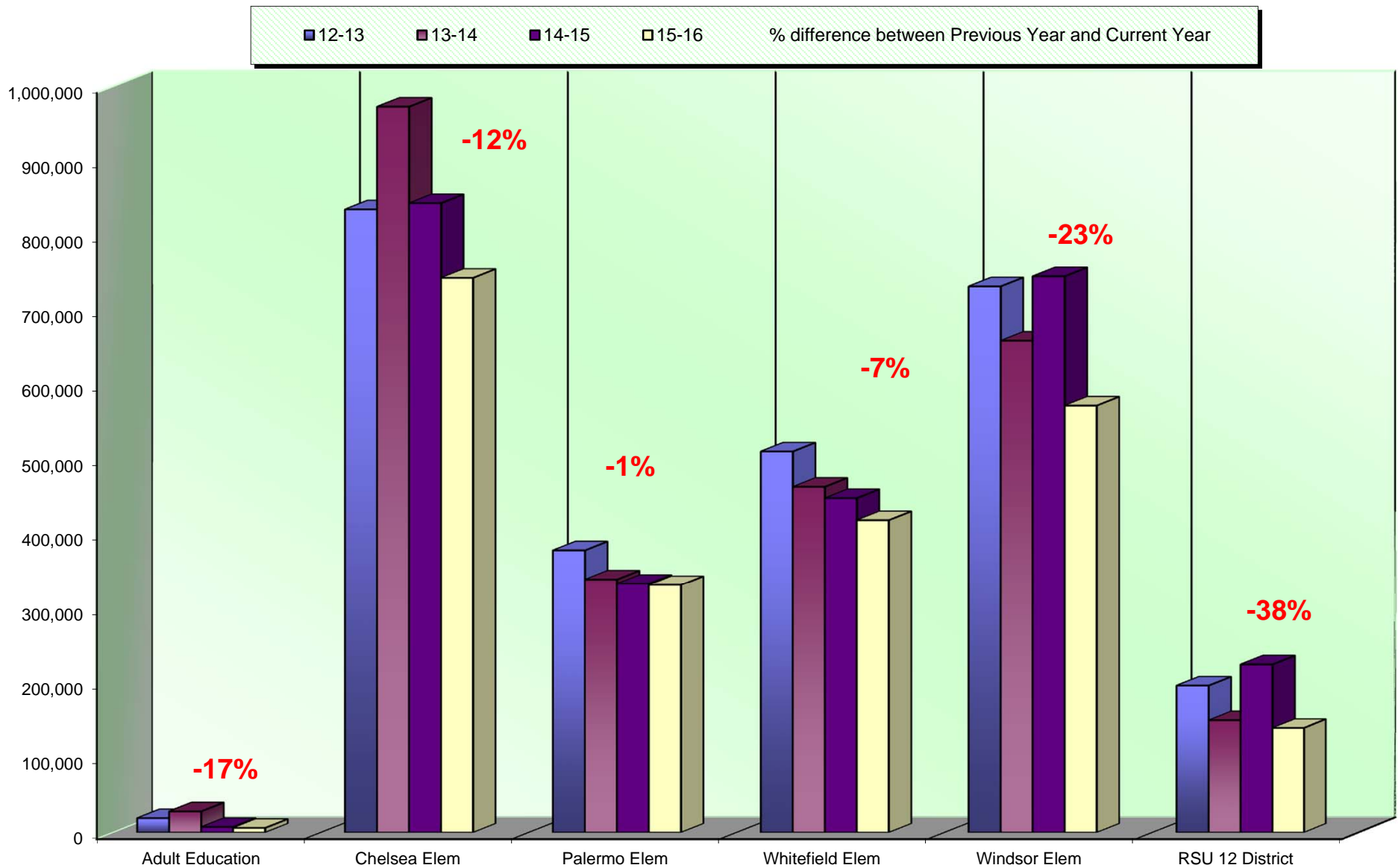
Skip

Aging Equipment Summary

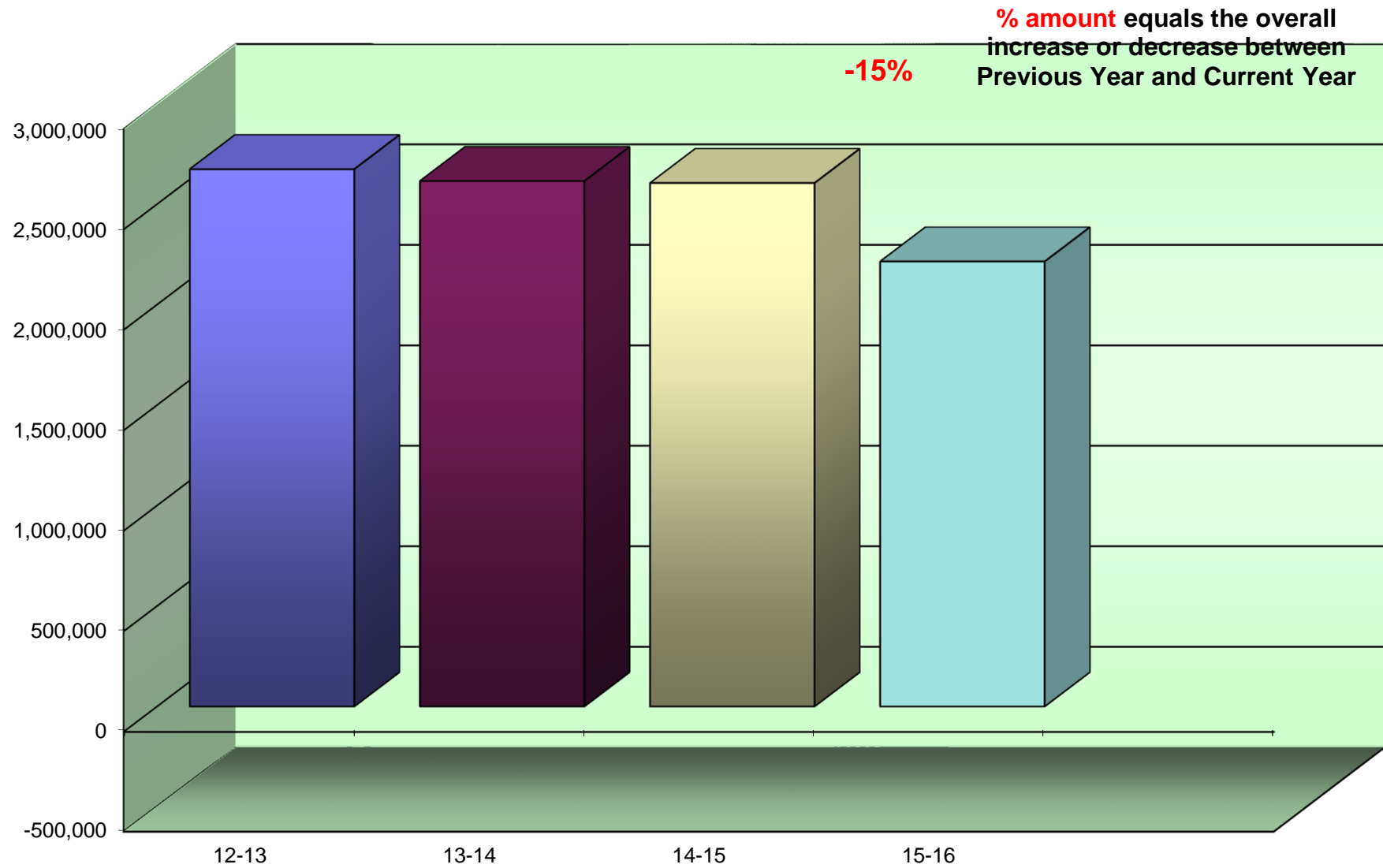
The following equipment is seven or more years from the date they were first offered for sale by the manufacturer. This is a major factor because availability of parts, cost of operation and warranties all become diminished at 10 years from the Date of Introduction. Usage, age, and service history need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

Building	Department	Make / Model	Serial Number	Vendor Name	Intro Date
Chelsea Elementary	Room 209	Toshiba e-Studio 655	CCD116536	A-COPI	06/2009
Chelsea Elementary	Volunteer Office	Toshiba e-Studio 655	CCH911086	A-COPI	06/2009
Palermo Consolidated	Grades 5-8 Closet	Toshiba e-Studio 455	CQB021094	A-COPI	06/2009
SVRSU District Office	Front Hall	Toshiba e-Studio 455	CQG027158	A-COPI	06/2009
SVRSU District Office	Head Start Hall	Toshiba e-Studio 655	CCH911120	A-COPI	06/2009
SVRSU District Office	Main Office - MICR	HP Laser Jet P3015 MICR	VND3F16676	Axis	07/2008
SVRSU District Office	Main Office - MICR	HP Laser Jet P3015 MICR	VND3F16675	Axis	07/2008
Whitefield Elementary	Math - Howard	HP Laser Jet 2100	USCD008346	AXIS	04/2007

ANNUAL BLACK VOLUME BY BUILDING



ANNUAL BLACK VOLUME OVERALL



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>
Chelsea Elementary	278	743,590	\$18,608.55	2,675	\$66.94
Palermo Consolidated	142	332,139	\$8,506.16	2,339	\$59.90
SVRSU District Office	0	140,378	\$3,749.21	0	\$0.00
Whitefield Adult Education	9	6,209	\$160.41	690	\$17.82
Whitefield Elementary	198	419,304	\$10,463.41	2,118	\$52.85
Windsor Elementary	295	572,682	\$14,359.56	1,941	\$48.68
<i>Totals</i>	922	2,214,302	\$55,847.30	2,402	\$60.57

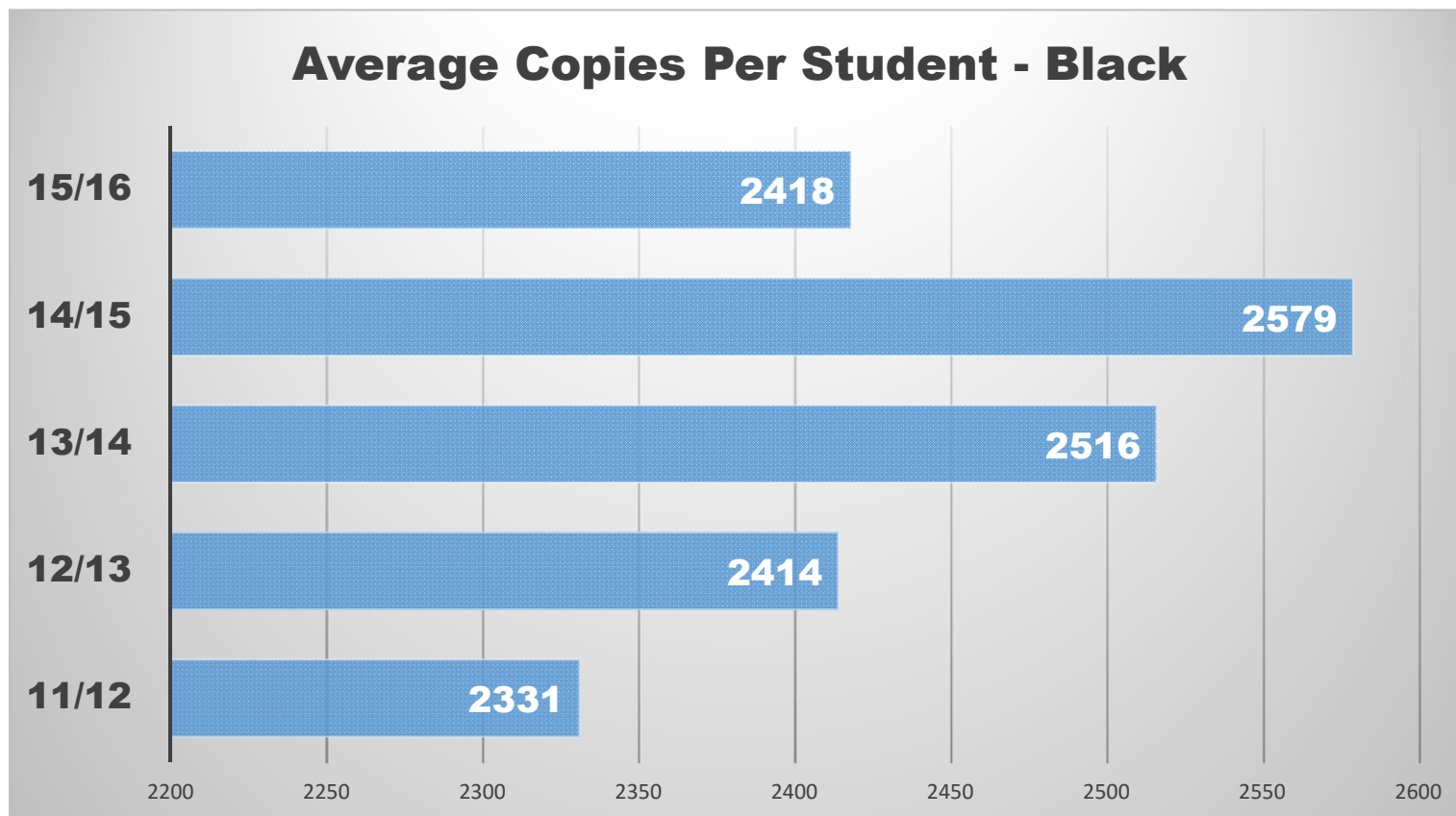
**Total School Cost refers to the cost of Service Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this Report.*

Cost Comparison – Black

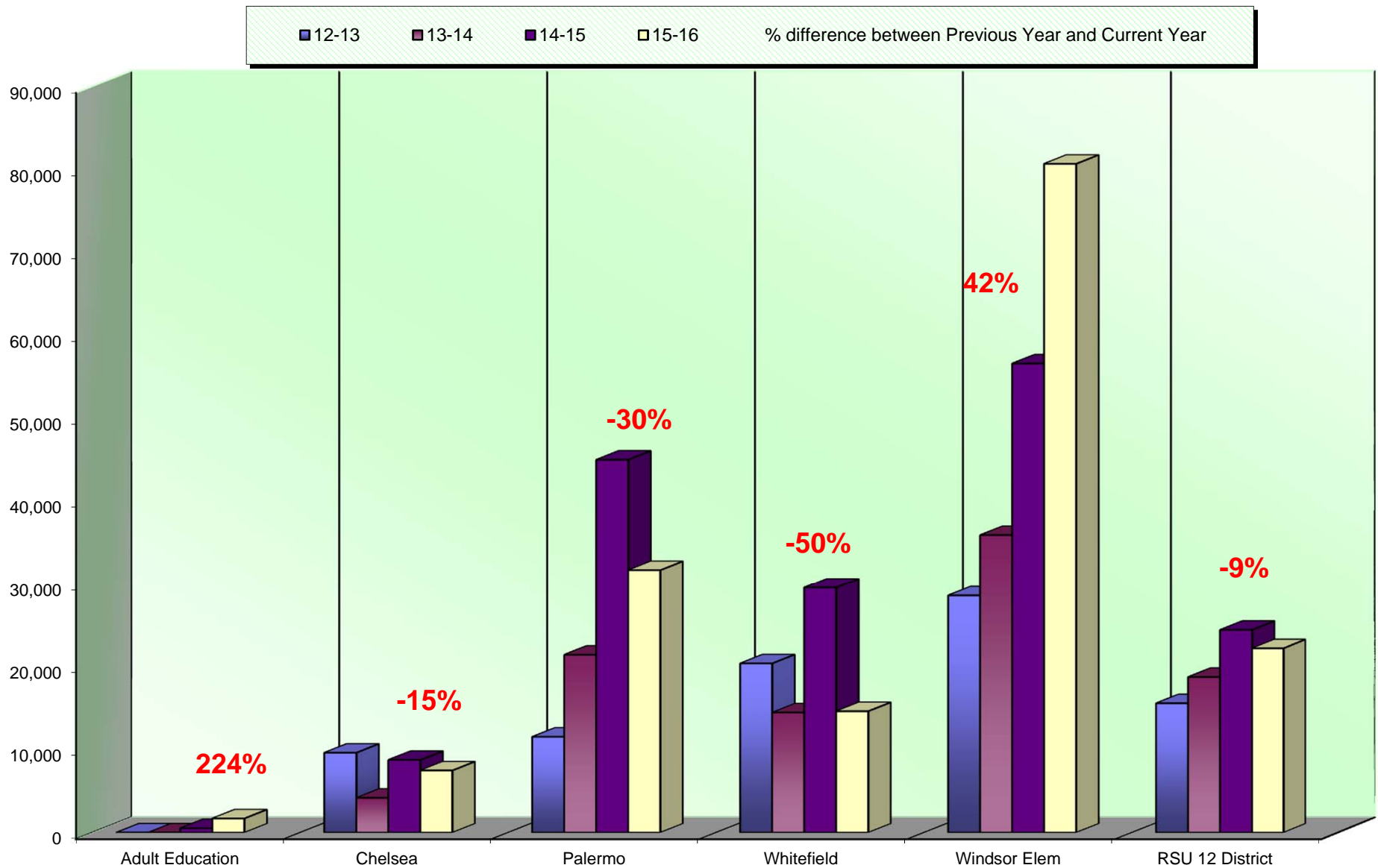
This is an SPC Comparison contrasting your district with 67 client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	<i>Total Student Population</i>	<i>Total Annual Volume</i>	<i>Total District Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
All Schools w/student populations	108,464	262,254,700	\$4,909,783	2,418	\$45.27

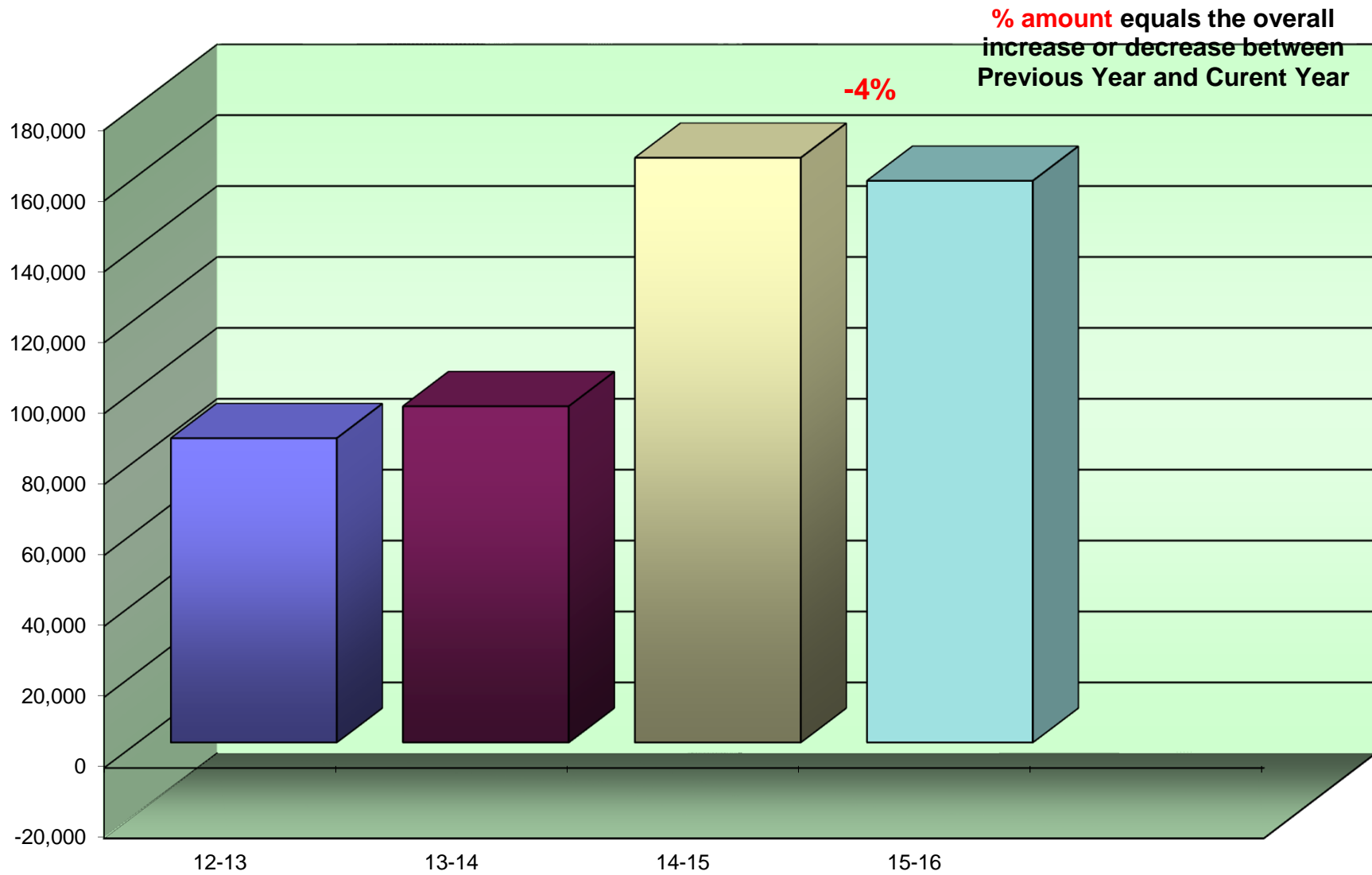
**Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.*



ANNUAL COLOR VOLUME BY BUILDING



ANNUAL COLOR VOLUME OVERALL



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>
Chelsea Elementary	278	7,500	\$336.30	27	\$1.21
Palermo Consolidated	142	31,713	\$1,422.01	223	\$10.01
SVRSU District Office	0	22,224	\$996.52	0	\$0.00
Whitefield Adult Education	9	1,707	\$76.54	190	\$8.50
Whitefield Elementary	198	14,648	\$656.82	74	\$3.32
Windsor Elementary	295	80,653	\$3,616.48	273	\$12.26
Totals	922	158,445	\$7,104.67	172	\$7.71

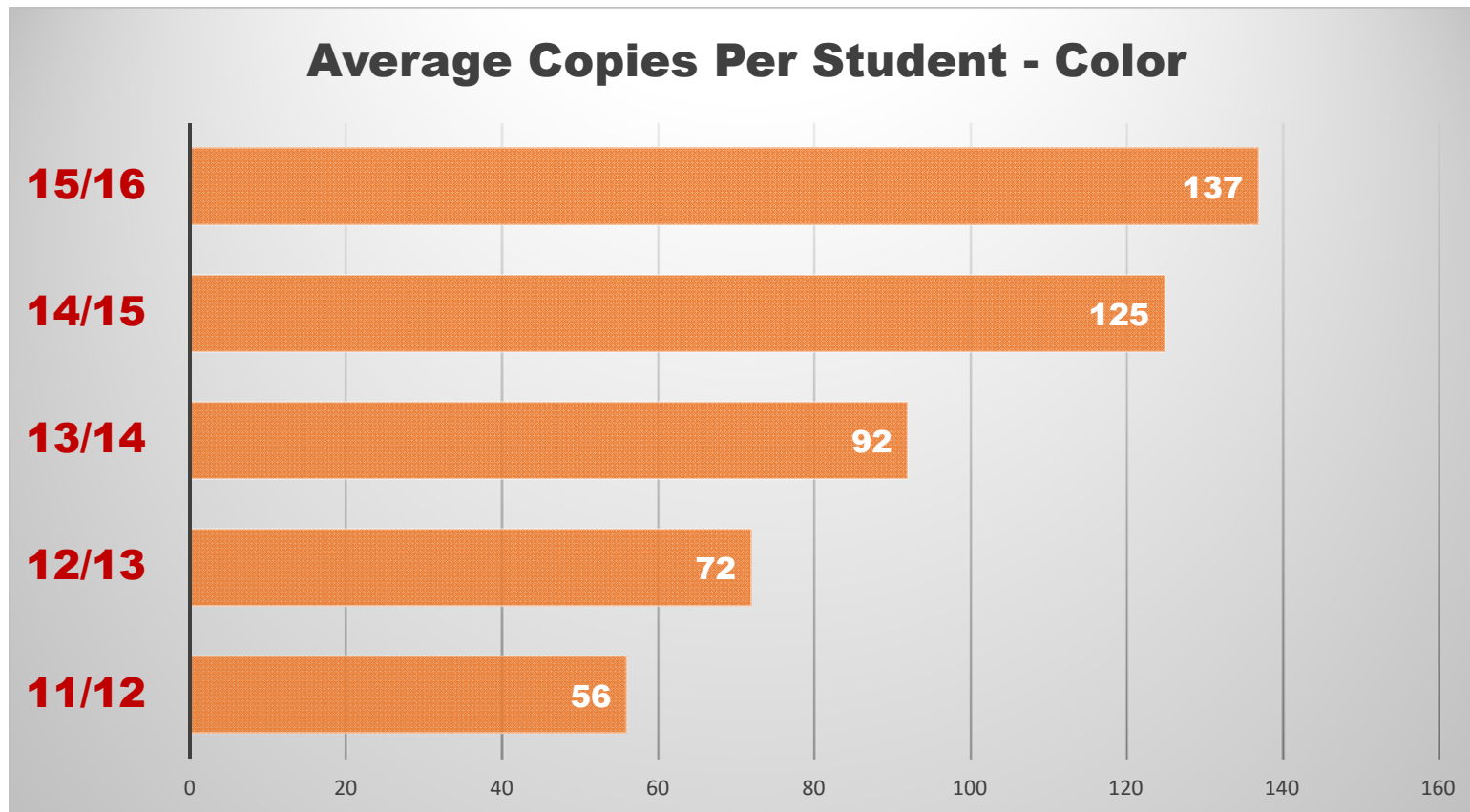
**Total School Cost refers to the cost of Service Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this Report.*

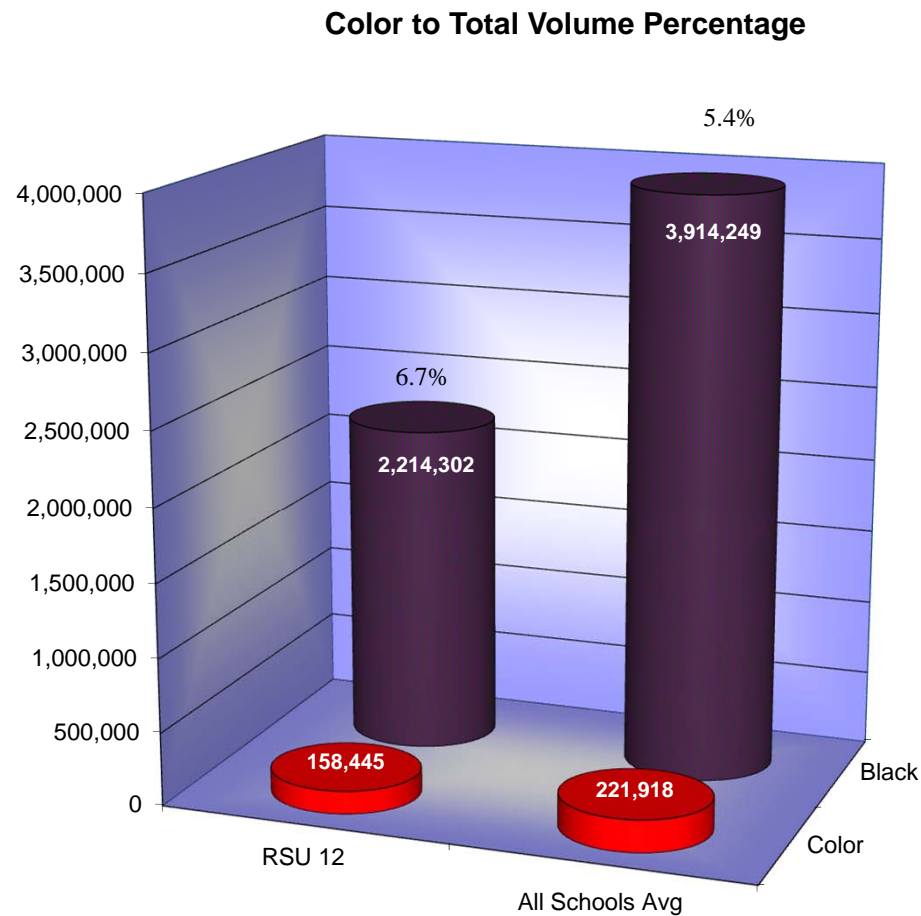
Cost Comparison – Color

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

	<i>Total Student Population</i>	<i>Total Annual Volume</i>	<i>Total District Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
All Schools w/student populations	108,464	14,868,490	\$787,820	137	\$7.25

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





Usage Profile for Service & Supplies

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

<i>Make-Model / Speed</i>	<i>Date of Last Upgrade: 7/1/2014</i>				
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>			<i>2015-16</i>		
<i>Vendor</i>	<i>7/1/2015</i>	<i>6/30/2016</i>	<i>Annual</i>	<i>Cost/Copy</i>	<i>Recommendations</i>
	<i>Meter</i>	<i>Meter</i>	<i>Volume</i>	<i>Annual Cost</i>	
CHELSEA ELEMENTARY					
<i>Cafeteria</i>					
HP Laser Jet Pro M401dn / 35 PPM	1,667	3,257	1,590	\$0.008750	None at this time.
PHGFB10245 /				\$13.91	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<i>Axis</i>					
Toshiba e-Studio 657 / 65 PPM	345,186	657,972	312,786	\$0.003500	None at this time.
CAFD11470 / 5074				\$1,094.75	
3,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
<i>A-COPI</i>					
<i>Grades 3-5 Wing Work Room</i>					
Toshiba e-Studio 657 / 65 PPM	288,286	559,186	270,900	\$0.003500	None at this time.
CAFD11467 / 5066				\$948.15	
3,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
<i>A-COPI</i>					

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>					<i>Date of Last Upgrade: 7/1/2014</i> <i>Recommendations</i>	
	<i>7/1/2015</i> <i>Meter</i>	<i>6/30/2016</i> <i>Meter</i>	<i>2015-16</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>		
CHELSEA ELEMENTARY						
Library						
HP Laser Jet Pro M401dn / 35 PPM	5,423	12,068	6,645	\$0.008750	None at this time.	
PHGFB17816 /				\$58.14		
750,000 / 06/2012	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
Axis						
Main Office						
HP Laser Jet Pro M401dn / 35 PPM	311	344	33	\$0.008750	Underused!	
VNG4X18756 /				\$0.29		
750,000 / 06/2012	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
Axis						
Toshiba e-Studio 4540c / 45 PPM	61,824	111,480	49,656	\$0.004200	None at this time.	
SMI380683 / 5083				\$208.56		
1,000,000 / 05/2011	7,671	15,171	7,500	\$0.04440		
Color Photocopier				\$333.00		
A-COPI						

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 7/1/2014
Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
CHELSEA ELEMENTARY					
Room 209					
Toshiba e-Studio 655 / 65 PPM	1,057,122	1,149,144	92,022	\$0.004110	7 years from Intro.
CCD116536 / 2586				\$378.21	
3,000,000 / 06/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Volunteer Office					
Toshiba e-Studio 655 / 65 PPM	672,841	682,799	9,958	\$0.004230	7 years from Intro.
CCH911086 / 1483				\$42.12	
3,000,000 / 06/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Subtotals Black			743,590	\$2,744.13	
Subtotals Color			7,500	\$333.00	

Date of Last Upgrade: 7/1/2014					
Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
PALERMO CONSOLIDATED					
Classroom 5					
Savin MP301SPF / 31 PPM	8,142	11,142	3,000	\$0.004200	None at this time.
W914P300435 / 5078				\$12.60	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
A-COPI					
Classroom 7					
HP Laser Jet Pro M401dn / 35 PPM	3,750	5,666	1,916	\$0.008750	None at this time.
VNG3H05365 /				\$16.77	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Axis					
Grades 5-8 Closet					
Toshiba e-Studio 455 / 45 PPM	256,654	310,045	53,391	\$0.004500	7 years from Intro.
CQB021094 / 5108				\$240.26	
1,000,000 / 06/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 7/1/2014
Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
PALERMO CONSOLIDATED					
Grades K-4 Hall					
Toshiba e-Studio 557 / 55 PPM	150,507	308,461	157,954	\$0.004200	None at this time.
CADD10066 / 5051				\$663.41	
3,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Main Office					
HP Laser Jet Pro M401dn / 35 PPM	506	589	83	\$0.008750	Underused!
PHGFD16285 /				\$0.73	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Main Office Hall					
Toshiba e-Studio 5540c / 55 PPM	99,962	215,757	115,795	\$0.004200	None at this time.
CBKC24033 / 5072				\$486.34	
3,000,000 / 05/2011	44,133	75,846	31,713	\$0.04440	
Color Photocopier				\$1,408.06	
A-COPI					
Subtotals Black			332,139	\$1,420.10	
Subtotals Color			31,713	\$1,408.06	

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>					<i>Date of Last Upgrade: 7/1/2014</i>
<i>Vendor</i>	<i>7/1/2015 Meter</i>	<i>6/30/2016 Meter</i>	<i>2015-16 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
SVRSU DISTRICT OFFICE					
Front Hall					
Toshiba e-Studio 455 / 45 PPM	314,193	318,179	3,986	\$0.004500	7 years from Intro.
CQG027158 / 5120				\$17.94	
1,000,000 / 06/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Head Start Hall					
Toshiba e-Studio 655 / 65 PPM	926,751	931,188	4,437	\$0.004230	7 years from Intro.
CCH911120 / 1523				\$18.77	
3,000,000 / 06/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Main Office					
Toshiba e-Studio 5560c / 55 PPM	53,143	104,595	51,452	\$0.004200	None at this time.
CSED11810 / 5119				\$216.10	
3,000,000 / 04/2014	16,869	39,093	22,224	\$0.04440	
Color Photocopier				\$986.75	
A-COPI					

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>					<i>Date of Last Upgrade: 7/1/2014</i>
<i>Vendor</i>	<i>7/1/2015 Meter</i>	<i>6/30/2016 Meter</i>	<i>2015-16 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
SVRSU DISTRICT OFFICE					
Main Office - MICR					
HP Laser Jet P3015 MICR / 42 PPM	17,621	30,890	13,269	\$0.008750	8 years from Intro.
VND3F16675 /				\$116.10	
200,000 / 07/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Axis					
HP Laser Jet P3015 MICR / 42 PPM	13,808	35,699	21,891	\$0.008750	8 years from Intro.
VND3F16676 /				\$191.55	
200,000 / 07/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Axis					
Roxy's Office					
HP Laser Jet Pro M401dn / 35 PPM	4,172	4,538	366	\$0.008750	None at this time.
VNG4X24874 /				\$3.20	
750,000 / 06/2012	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: 7/1/2014</i>	
<i>Vendor</i>	<i>7/1/2015 Meter</i>	<i>6/30/2016 Meter</i>	<i>2015-16 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>	
SVRSU DISTRICT OFFICE						
Special Education Office						
Toshiba e-Studio 457 / 45 PPM	36,493	81,470	44,977	\$0.004200	None at this time.	
CEGD23247 / 5132				\$188.90		
1,000,000 / 06/2014	0	0	0	\$0.00000		
Black Photocopier				\$0.00		
A-COPI						
Subtotals Black			140,378	\$752.56		
Subtotals Color			22,224	\$986.75		

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor					Date of Last Upgrade: 7/1/2014	
	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations	
WHITEFIELD ADULT EDUCATION						
Office						
Toshiba e-Studio 3055C / 30 PPM	7,001	13,210	6,209	\$0.004500	None at this time.	
C7IC23457 / 5080				\$27.94		
750,000 / 07/2013	527	2,234	1,707	\$0.04440		
Color Photocopier				\$75.79		
A-COPI						
Subtotals Black			6,209	\$27.94		
Subtotals Color			1,707	\$75.79		

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>					<i>Date of Last Upgrade: 7/1/2014</i>
<i>Vendor</i>	<i>7/1/2015 Meter</i>	<i>6/30/2016 Meter</i>	<i>2015-16 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
WHITEFIELD ELEMENTARY					
<i>Cafeteria</i>					
Savin MP301SPF / 31 PPM	8,065	15,042	6,977	\$0.004200	None at this time.
W914P502610 / 5081				\$29.30	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
A-COPI					
<hr/>					
<i>Library</i>					
Savin MP301SPF / 31 PPM	18,444	36,975	18,531	\$0.004200	None at this time.
W914P502613 / 5079				\$77.83	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor					Date of Last Upgrade: 7/1/2014	
	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations	
WHITEFIELD ELEMENTARY						
Main Office						
HP Laser Jet Pro M401dn / 35 PPM	719	719	0	\$0.008750	Not being used. Why?	
PHGFB06581 /				\$0.00		
750,000 / 06/2012	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
Axis						
Toshiba e-Studio 4540c / 45 PPM	32,316	52,700	20,384	\$0.004200	None at this time.	
SMI380662 / 5073				\$85.61		
1,000,000 / 05/2011	23,127	37,775	14,648	\$0.04440		
Color Photocopier				\$650.37		
A-COPI						
Math - Howard						
HP Laser Jet 2100 / 10 PPM	163,468	165,472	2,004	\$0.008750	9 years from Intro.	
USCD008346 /				\$17.54		
150,000 / 04/2007	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: 7/1/2014	
Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations	
WHITEFIELD ELEMENTARY						
Principal's Office						
HP Laser Jet Pro M401dn / 35 PPM	2,082	3,501	1,419	\$0.008750	None at this time.	
PHGFD16316 /				\$12.42		
750,000 / 06/2012	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
Axis						
Teachers' Room						
Toshiba e-Studio 657 / 65 PPM	225,502	420,163	194,661	\$0.003500	None at this time.	
CAFD11485 / 5075				\$681.31		
3,000,000 / 06/2014	0	0	0	\$0.00000		
Black Photocopier				\$0.00		
A-COPI						
Toshiba e-Studio 657 / 65 PPM	148,399	323,727	175,328	\$0.003500	None at this time.	
CAFD11486 / 5077				\$613.65		
3,000,000 / 06/2014	0	0	0	\$0.00000		
Black Photocopier				\$0.00		
A-COPI						
Subtotals Black			419,304	\$1,517.66		
Subtotals Color			14,648	\$650.37		

<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>					<i>Date of Last Upgrade: 7/1/2014</i>
<i>Vendor</i>	<i>7/1/2015 Meter</i>	<i>6/30/2016 Meter</i>	<i>2015-16 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
WINDSOR ELEMENTARY					
Computer Lab Room 309					
Savin MP301SPF / 31 PPM	7,225	12,017	4,792	\$0.004200	None at this time.
W914P502533 / 5082				\$20.13	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
A-COPI					
Conference Room 326					
Toshiba e-Studio 657 / 65 PPM	228,255	427,224	198,969	\$0.003500	None at this time.
CAFD11471 / 5076				\$696.39	
3,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date					Date of Last Upgrade: 7/1/2014
Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations
WINDSOR ELEMENTARY					
Main Office					
HP Laser Jet Pro M401dn / 35 PPM	5,495	5,495	0	\$0.008750	Not being used. Why?
PHGFB13770 /				\$0.00	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Toshiba e-Studio 4540c / 45 PPM	73,307	143,670	70,363	\$0.004200	None at this time.
SMI380652 / 5064				\$295.52	
1,000,000 / 05/2011	53,313	133,966	80,653	\$0.04440	
Color Photocopier				\$3,580.99	
A-COPI					
Media Center Room 305					
Savin MP301SPF / 31 PPM	5,066	10,137	5,071	\$0.004200	None at this time.
W914P203626 / 5071				\$21.30	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
A-COPI					

Date of Last Upgrade: 7/1/2014						
Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2015 Meter	6/30/2016 Meter	2015-16 Annual Volume	Cost/Copy Annual Cost	Recommendations	
WINDSOR ELEMENTARY						
Room 202						
Toshiba e-Studio 457 / 45 PPM CEFD20784 / 5117 1,000,000 / 06/2014 Black Photocopier	183,764 0	299,798 0	116,034 0	\$0.004200 \$487.34 \$0.00000 \$0.00	None at this time.	
A-COPI						
Teachers' Work Room						
Toshiba e-Studio 657 / 65 PPM CAFD11487 / 5065 3,000,000 / 06/2014 Black Photocopier	228,661 0	406,114 0	177,453 0	\$0.003500 \$621.09 \$0.00000 \$0.00		None at this time.
A-COPI						
Subtotals Black						
572,682						
\$2,141.77						
Subtotals Color						
80,653						
\$3,580.99						

<i>District Wide Black Totals</i>	2,214,302	\$8,604.16
<i>District Wide Color Totals</i>	158,445	\$7,034.96

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 1/15/1998 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual 2015-16 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
2,214,302	\$0.01740	\$38,528.85

CURRENTLY WITH SPC

Current Volume	Current CPC	Current Cost	Cost Savings	5 Year Savings
2,214,302	\$0.00389	\$8,613.63	\$29,915.22	\$149,576.10

Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$29,915.22 x 18 years as a Client

=\$538,473.96 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
Chelsea Elementary	743,590	\$2,774.29	\$3,689.69	\$12,144.57	\$18,608.55
Palermo Consolidated	332,139	\$1,433.48	\$1,648.07	\$5,424.61	\$8,506.16
SVRSU District Office	140,378	\$759.95	\$696.56	\$2,292.70	\$3,749.21
Whitefield Adult Education	6,209	\$28.19	\$30.81	\$101.41	\$160.41
Whitefield Elementary	419,304	\$1,534.60	\$2,080.59	\$6,848.22	\$10,463.41
Windsor Elementary	572,682	\$2,164.68	\$2,841.65	\$9,353.24	\$14,359.56
Total	2,214,302	\$8,695.19	\$10,987.37	\$36,164.74	\$55,847.30

SPC Equipment Bids:

Presently our Bids are coming in at **14.5%** to 22% of Retail while the current Salesman's Cost is 50% of Retail. Example: Currently our bids for a Ricoh MP 9003 SP RADF Duplex Finisher 3-Hole Punch CIF-Print-Color Scan-Hard Drive for Secure Print 90 Copies per Minute are coming in at **\$7,435** with a Retail Cost of \$51,053....**15% of Retail!**

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
Chelsea Elementary	7,500	\$336.30
Palermo Consolidated	31,713	\$1,422.01
SVRSU District Office	22,224	\$996.52
Whitefield Adult Education	1,707	\$76.54
Whitefield Elementary	14,648	\$656.82
Windsor Elementary	80,653	\$3,616.48
<i>Total</i>	158,445	\$7,104.67

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 1.1%.**

Vendor	Equipment Type	Annual Volume	2015 - 2016 Cost / Copy	Total Cost	2016 - 2017 Cost / Copy	Projected Cost
A-COPI	Black Laser MFP	38,371	\$0.00420	\$161.16	\$0.00424	\$162.69
A-COPI	Black Photocopier	1,330,097	\$0.00350	\$4,655.34	\$0.00354	\$4,708.54
A-COPI	Black Photocopier	92,022	\$0.00411	\$378.21	\$0.00415	\$381.89
A-COPI	Black Photocopier	318,965	\$0.00420	\$1,339.65	\$0.00424	\$1,352.41
A-COPI	Black Photocopier	14,395	\$0.00423	\$60.89	\$0.00427	\$61.47
A-COPI	Black Photocopier	57,377	\$0.00450	\$258.20	\$0.00454	\$260.49
A-COPI	Color Photocopier	307,650	\$0.00420	\$1,292.13	\$0.00424	\$1,304.44
A-COPI	Color Photocopier	6,209	\$0.00450	\$27.94	\$0.00454	\$28.19
Axis Business Solutions	Black Network Printer	49,216	\$0.00875	\$430.64	\$0.00884	\$435.07
Total		2,214,302	\$0.00389	\$8,604.16	\$0.00393	\$8,695.19

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 1.1%.**

Vendor	Equipment Type	Annual Volume	2015 - 2016 Cost / Copy	Total Cost	2016 - 2017 Cost / Copy	Projected Cost
A-COPI	Color Photocopier	158,445	\$0.04440	\$7,034.96	\$0.04484	\$7,104.67
Total		158,445	\$0.04440	\$7,034.96	\$0.04484	\$7,104.67

Reprographic Equipment Assessment

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

Total Number of Units	37
Total Number of Units on Lease	23
Total Number of Units Owned	14
Lease Company	Norway Savings Bank
Lease Start Date	7/1/2014
Lease End Date	8/1/2019
Term	6 Annual
Annual Payment usually due on 8/1	\$36,164.74
Remaining Payments	3

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

Leased Equipment

Building	Make/Model	Serial Number
Chelsea Elementary	HP Laser Jet Pro M401dn	PHGFB17816
Chelsea Elementary	Toshiba e-Studio 657	CAFD11470
Chelsea Elementary	Toshiba e-Studio 657	CAFD11467
Chelsea Elementary	Toshiba e-Studio 4540c	SMI380683
Chelsea Elementary	HP Laser Jet Pro M401dn	PHGFB10245
Palermo Consolidated	Savin MP301SPF	W914P300435
Palermo Consolidated	Toshiba e-Studio 557	CADD10066
Palermo Consolidated	Toshiba e-Studio 5540c	CBKC24033
SVRSU District Office	Toshiba e-Studio 5560c	CSED11810
SVRSU District Office	Toshiba e-Studio 457	CEGD23247
Whitefield Adult Education	Toshiba e-Studio 3055C	C7IC23457
Whitefield Elementary	Savin MP301SPF	W914P502613
Whitefield Elementary	Toshiba e-Studio 4540c	SMI380662
Whitefield Elementary	Toshiba e-Studio 657	CAFD11486
Whitefield Elementary	Toshiba e-Studio 657	CAFD11485
Whitefield Elementary	Savin MP301SPF	W914P502610
Windsor Elementary	Toshiba e-Studio 657	CAFD11487
Windsor Elementary	HP Laser Jet Pro M401dn	PHGFB13770
Windsor Elementary	Toshiba e-Studio 4540c	SMI380652
Windsor Elementary	Toshiba e-Studio 457	CEFD20784
Windsor Elementary	Savin MP301SPF	W914P203626
Windsor Elementary	Savin MP301SPF	W914P502533
Windsor Elementary	Toshiba e-Studio 657	CAFD11471

Owned Equipment

Building	Make/Model	Serial Number
Chelsea Elementary	Toshiba e-Studio 655	CCH911086
Chelsea Elementary	Toshiba e-Studio 655	CCD116536
Palermo Consolidated	Toshiba e-Studio 455	CQB021094
SVRSU District Office	Toshiba e-Studio 655	CCH911120
SVRSU District Office	Toshiba e-Studio 455	CQG027158
Whitefield Elementary	HP Laser Jet 2100	USCD008346



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: John Cox

Title: Market Vice President

Date:

Signature: _____

**AGREED AND ACCEPTED BY:
Client**

By:

Title:

Date:

Signature: _____

12/23/13

StarDoc User Names

Name	User Name
Anne Helm	ahelm@svrsu.org
Belinda Waterhouse	bwaterhouse@svrsu.org
Clarissa Howard	choward@svrsu.org
Debra Taylor	dtaylor@svrsu.org
Howie Tuttle	htuttle@svrsu.org
Lisa Dinsmore	ldinsmore@svrsu.org
Susan Dancer	sdancer@svrsu.org
Susan Sawyer	ssawyer@svrsu.org

*If you need to verify your password or if you need to add users, please contact Alex Webster at 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 84 clients with over 5,000 devices doing more than 306 million copies and prints per year. In 2015 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 STAR Doc 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 almost \$3.5 million for all of our clients. That translates into **Savings of more than \$17.4 million over five years!****



SPC Values Our Vendors

Overall Benefits to our VENDORS

- Opportunities brought to you – Hundreds of machines each year: In 2015 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 5,000 pieces of equipment;
Our relationship with our vendors has never been stronger!