

Specialized Purchasing Consultants

1491 East Side River Road Dummer, NH 03588 (800) 750-1538 www.spccopypro.com

2017-2018 Annual Report

Year - End Photocopier Analysis

With projected costs for 2018-19

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



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

October 2018

Skip Tilton President

Corporate Office: 1491 East Side River Drive Dummer, NH 03588 (800) 750-1538

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

Dear Belinda:

VISIT US ON THE WEB: www.spccopypro.com

We at Specialized Purchasing Consultants, wish to thank you for your continued confidence in us. Our relationship is now 20 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 as well as new services soon to be offered and how you can benefit from these services.

Again, we appreciate the opportunity to continue to provide you with the best possible pricing, service, and equipment. If you have any questions or are in need of more information, please let us know.

Sincerely,

Skip Tilton President

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The SPC Team... would like to personally thank you for your continued trust and confidence!



Skip Tilton, President Billie Jo Tilton, Vice President

As co-founders of SPC, Billie Jo and I are very proud of our team of professionals. The concept of group purchasing to save millions has grown since 1988 into providing over 16 different managerial services that increase reliability and extend the life of your equipment. However, none of this would have been possible without the loyalty of our clients, many of whom we have assisted for more than 20 years! Together, we have realized the lowest prices



possible while improving the quality of your service and equipment, as well as providing ways to increase your equipment reliability and the ability to monitor and track usage variations throughout the year to keep your costs under control.



Jessica Paradis

As the new accounting director for SPC, my focus is to ensure transactions are handled with importance, accuracy, and timeliness. My goal is for all communication, with client or vendor, to be satisfactory for all parties. I am

excited to be part of this team, and I am available to answer any billing or contract questions you may have.

Alex Webster

Operations Manager
My top priority is ensuring that our clients receive the absolute best customer service possible. Whether you have a question about your SPC STARDoc site, an upcoming upgrade or your existing equipment, I am here to answer any questions you may have. I am very excited about the new



features that we have on STARDoc. We are now able to offer at no additional charge to our clients features that normally cost thousands of dollars.



Pam Weed

Client-Vendor Relations

It is always my goal to ensure a good working relationship between clients and vendors. This applies to billing, upgrades, equipment reliability, and everything in between. I am available to assist you with smooth transitions and quick resolutions.

Joel Heffernan

Implementation Specialist

With over 40 years of experience in the copier/printer industry, I am able to deliver knowledgeable assistance before, during, and after equipment changeover. I am available to our clients to address any concerns they may have and to assure our clients have a pleasant experince with SPC.





Director of Information Technology

I work behind the scenes to keep everything running smoothly. I appreciate SPC's honesty, work ethic and loyalty, and it is my goal to make sure SPC has the tools it needs to continue improving their technology to better serve their clients and to be as productive as possible. By doing this, our clientele has the ability to monitor their assets and keep their costs down. I am excited about what the future holds for SPC and our clients.



Equipment Health Status

Total Number of Machines:	38
Total Black Photocopiers	19
Total Color Photocopiers	6
Total Black Network Printers	13
Total Color Network Printers	0
Total Removed from Service:	0
# of Units OFF Warranty:	3
# of Units Approaching End of Warranty:	9
# of Units Overused:	0
# of Units Underused:	4
Commencement Date:	7/1/2014
# of Annual Payments Left on Lease	1
All Warranties and Service Contracts Expire:	6/30/2019
SPC's FM Audit Print Management Software Loaded	Yes
Printer Contract	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 Belinda,

It has been four 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 9 machines that are nearing the end of warranty as well as 3 machines already off warranty. These were machines that were carried over from your previous lease and you own outright as well as reconditioned machines. We noticed that 4 printers in the district are underused. Also, keep in mind there are some powerful print management software that you may want to consider this time around. (See page #12)

In order to stay ahead of your reliability curve, that upgrade could take place as early as the Summer of 2019 after you have made your last lease payment. 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
Chelsea Elementary	Main Office	Toshiba e-Studio 4540c	SMI380683	A-COPI	05/2011
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
Palermo Consolidated	Main Office Hall	Toshiba e-Studio 5540c	CBKC24033	A-COPI	05/2011
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	Main Office	Toshiba e-Studio 4540c	SMI380662	A-COPI	05/2011
Whitefield Elementary	Math - Howard	HP Laser Jet 2100	USCD008346	AXIS	04/2007
Windsor Elementary	Main Office	Toshiba e-Studio 4540c	SMI380652	A-COPI	05/2011

Non Contracted Devices

Make - Model Serial Number IP Address Last Update

There are no Non-Contracted devices.



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

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



- 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
 - o 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
 - o 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
 - o Track historical volume and cost per building
- "Last Sync Date" Who Benefits? IT Manager
 - o Shows the last time that FMAudit synced for that client

New Features

Industry Wide

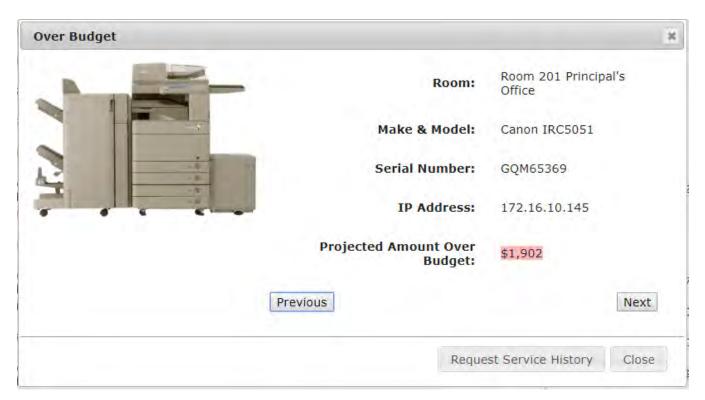
Consult: Secure Print Release, also known as Follow Me Print or Find-Me Printing.

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

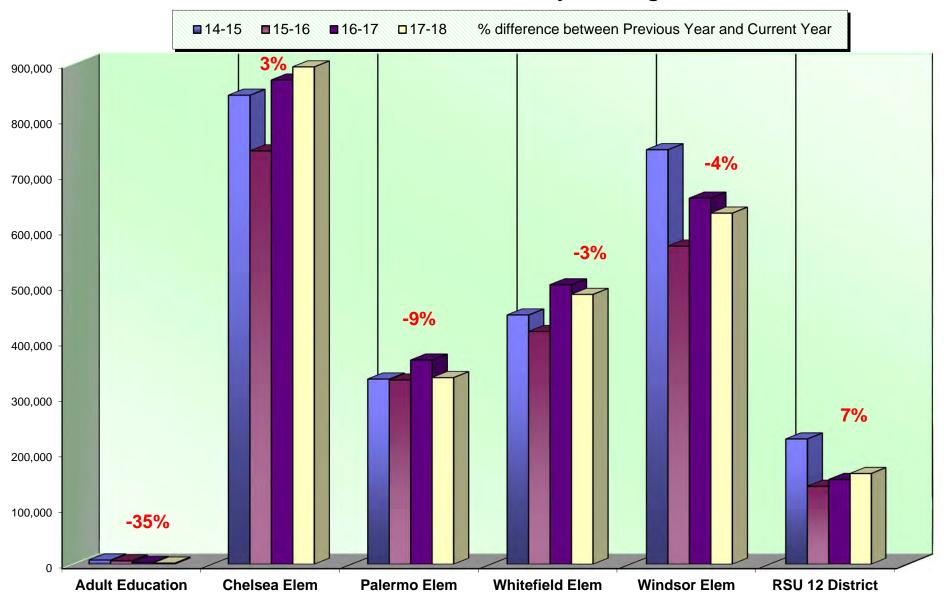
STARDoc

NEW! Over Budget Report feature

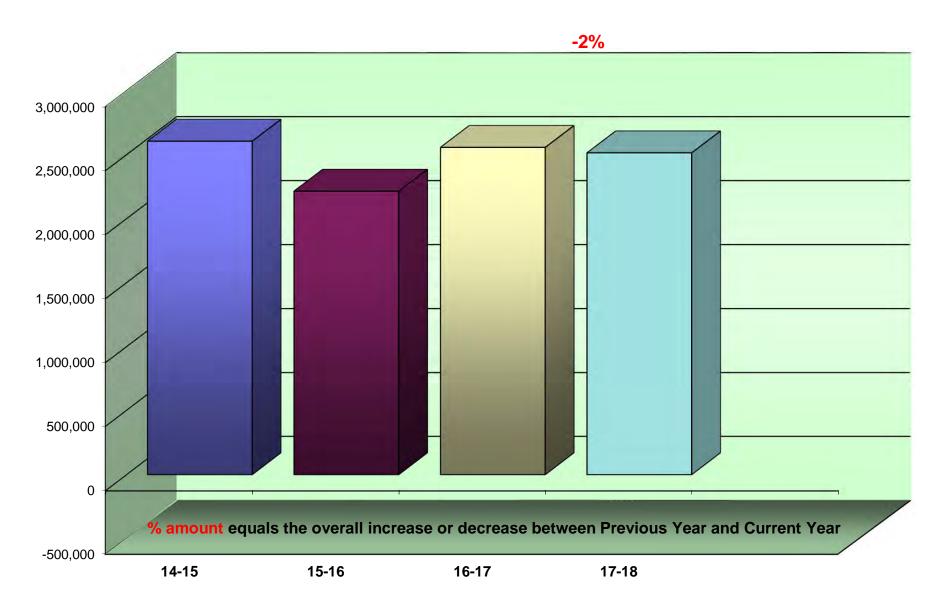
- Allows user to select the Over Budget feature to produce a report showing each machine currently running over projected volumes, listed with highest amount over first.
- Catch overused equipment early, before equipment begins to break down due to over use.
- ➤ Request service history on any machine right through STARDoc.



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.

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
Chelsea Elementary	302	894,504	\$20,821.45	2,962	\$68.95
Palermo Consolidated	133	336,432	\$8,041.02	2,530	\$60.46
Somerville School	16	44,443	\$1,058.09	2,778	\$66.13
SVRSU District Office	0	118,837	\$2,991.56	0	\$0.00
Whitefield Adult Education	0	2,031	\$49.00	0	\$0.00
Whitefield Elementary	180	485,867	\$11,282.52	2,699	\$62.68
Windsor Elementary	319	631,820	\$14,765.92	1,981	\$46.29
Totals	950	2,513,934	\$59,009.56	2,646	\$62.12

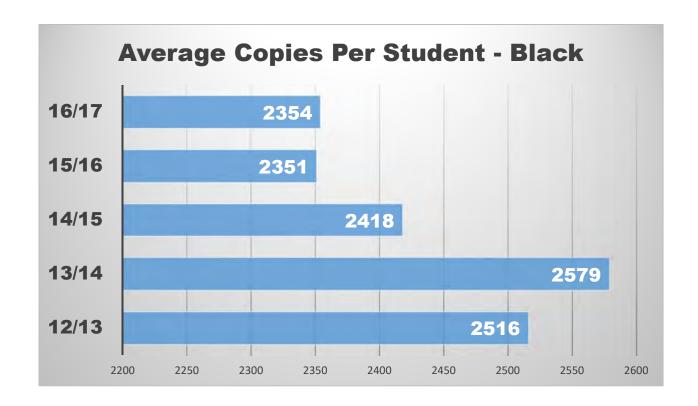
^{*}Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this Report.

Cost Comparison – Black Only

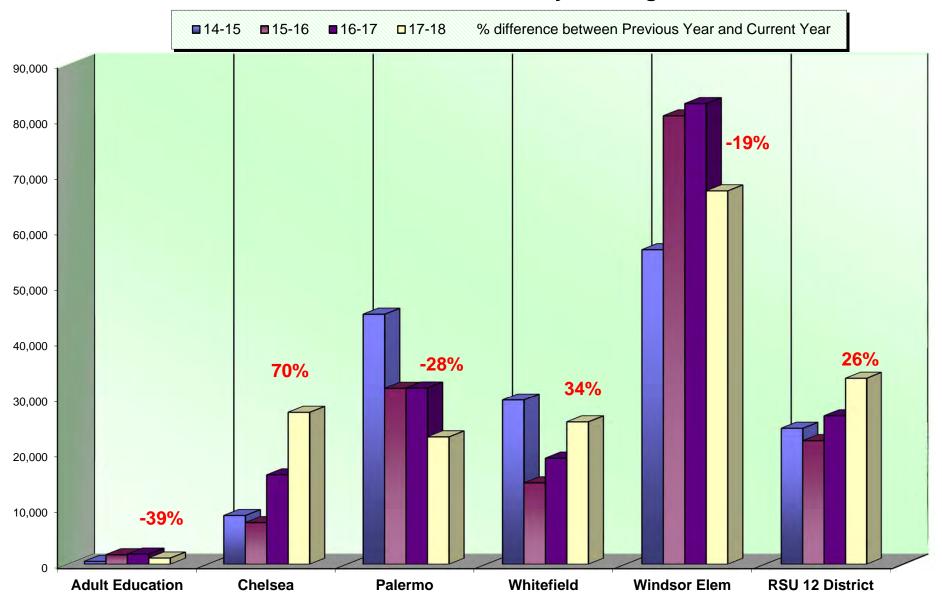
This is an SPC Comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	Total Student	Total Annual	Total	Annual Copies	Annual Cost
	Population	Volume	District Cost*	Per Student	Per Student
All Schools w/Student Populations	88,906	209,301,843	\$4,194,294.05	2,354	\$47.17

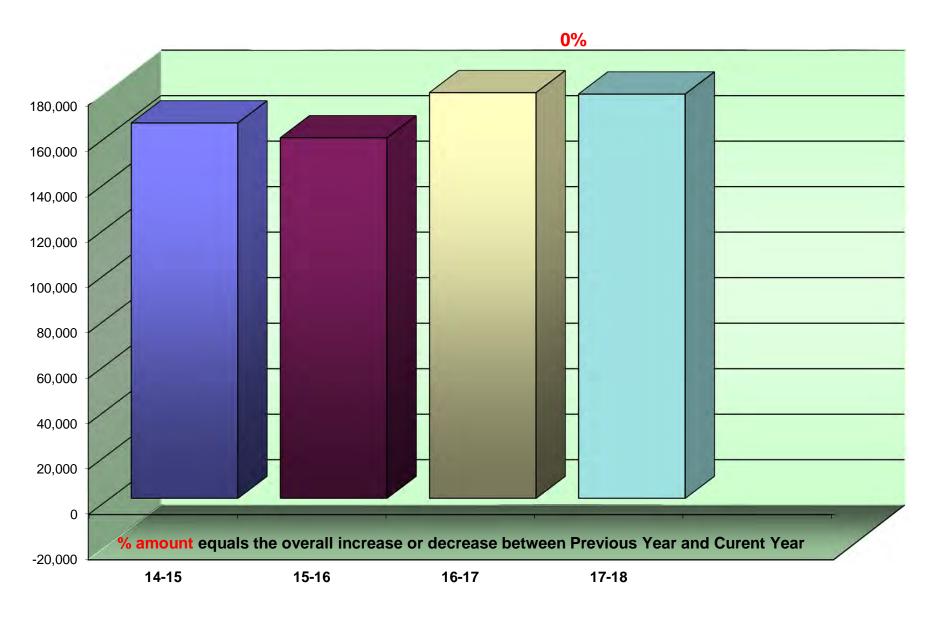
^{*} Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment



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.

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
Chelsea Elementary	302	27,323	\$1,289.92	90	\$4.27
Palermo Consolidated	133	22,910	\$1,081.58	172	\$8.13
Somerville School	16	0	\$0.00	0	\$0.00
SVRSU District Office	0	33,520	\$1,582.48	0	\$0.00
Whitefield Adult Education	0	1,117	\$52.73	0	\$0.00
Whitefield Elementary	180	25,614	\$1,209.24	142	\$6.72
Windsor Elementary	319	67,174	\$3,171.28	211	\$9.94
Totals	950	177,658	\$8,387.23	187	\$8.83

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

Note: New STARDoc tool will flag High Color Usage. See Page #12 under new STARDoc features! Industry ratios are 185 color prints per student per year. Please contact our SPC technical team to provide training to your staff.

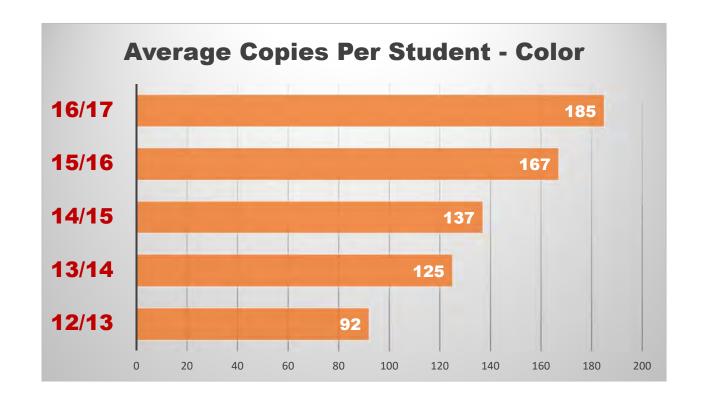
District Wide Black Totals	2,513,934	\$10,091.39
District Wide Color Totals	177,658	\$8,158.06

Cost Comparison – Color Only

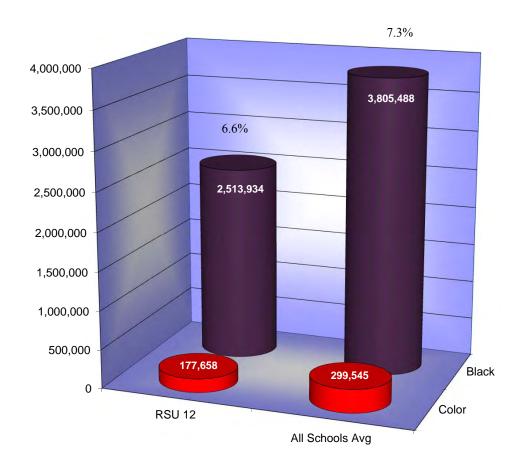
This is an SPC Comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	Total Student	Total Annual	Total	Annual Copies	Annual Cost
	Population	Volume	District Cost*	Per Student	Per Student
All Schools w/Student Populations	88,906	16,474,996	\$820,060.24	185	\$9.22

^{*} Total District Cost refers to the cost of Service and Supplies only; paper and equipment costs are calculated into the Black Comparison chart.



Color to Total Volume Percentage



Usage Profile for Service & Supplies

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

				Date of Last Upgrade: 7/1/2014
7/1/2017	6/30/2018	2017-18 Annual	Cost/Copy	
Meter	Meter	Volume	Annual Cost	Recommendations
3,983	5,996	2,013	\$0.009050 \$18.22	None at this time.
0	0	0	\$0.00000	
			\$0.00	
1,065,502	1,413,616	348,114	\$0.003620 \$1,260.17	None at this time.
0	0	0	\$0.00000	
			\$0.00	
857,457	1,193,186	335,729	\$0.003620 \$1,215.34	None at this time.
0	0	0	\$0.00000	
			\$0.00	
	3,983 0 1,065,502 0	Meter Meter 3,983 5,996 0 0 1,065,502 1,413,616 0 0 857,457 1,193,186	7/1/2017 Meter 6/30/2018 Meter Annual Volume 3,983 5,996 2,013 0 0 0 1,065,502 1,413,616 348,114 0 0 0 857,457 1,193,186 335,729	7/1/2017 Meter 6/30/2018 Meter Annual Volume Cost/Copy Annual Cost 3,983 5,996 2,013 \$0.009050 \$18.22 0 0 0 \$0.00000 \$0.00 \$0.00 \$0.00 1,065,502 1,413,616 348,114 \$0.003620 \$1,260.17 0 0 \$0.00000 \$0.00 \$0.00 857,457 1,193,186 335,729 \$0.003620 \$1,215.34 0 0 \$0.00000

Make-Model / Speed					Date of Last Upgrade: 7/1/2014
Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations
CHELSEA ELEMENTARY					
Library					
HP Laser Jet Pro M401dn / 35 PPM PHGFB17816 /	18,801	20,328	1,527	\$0.009050 \$13.82	Volume prior to meter reset.
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Axis					
HP Laser Jet Pro M401dn / 35 PPM PHGFB17816 /	0	5,185	5,185	\$0.009050 \$46.92	Volume after meter reset.
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Axis					
Main Office					
HP Laser Jet Pro M401dn / 35 PPM VNG4X18756 /	344	481	137	\$0.009050 \$1.24	Underused!
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Axis					
Toshiba e-Studio 4540c / 45 PPM SMI380683 / 5083	184,862	248,090	63,228	\$0.004340 \$274.41	7 years from Intro.
1,000,000 / 05/2011	31,254	58,577	27,323	\$0.04592	
Color Photocopier A-COPI				\$1,254.67	

30/2018	2017-18		
	Annual	Cost/Copy	
Meter	Volume	Annual Cost	Recommendations
55,388	130,427	\$0.004250 \$554.31	9 years from Intro.
0	0	\$0.00000	
		\$0.00	
99,380	8,144	\$0.004370 \$35.59	9 years from Intro.
0	0	\$0.00000	
		\$0.00	
Black	894,504	\$3,420.03	
Color	27,323	\$1,254.67	
	Meter 55,388 0	Meter Volume 55,388 130,427 0 0 99,380 8,144 0 0 Black 894,504	Meter Volume Annual Cost 55,388 130,427 \$0.004250 \$554.31 0 \$0.00000 \$0.00 \$0.00 \$99,380 8,144 \$0.004370 \$35.59 0 \$0.00000 \$0.00 \$0.00

Make-Model / Speed					Date of Last Upgrade: 7/1/2014
Serial Number / Vendor ID			2017-18		
Life / Intro Date	7/1/2017	6/30/2018	Annual	Cost/Copy	
Vendor	Meter	Meter	Volume	Annual Cost	Recommendations
PALERMO CONSOLIDATED					
Classroom 5					
Savin MP301SPF / 31 PPM W914P300435 / 5078	15,465	18,646	3,181	\$0.004340 \$13.81	None at this time.
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 VNG3H05365 /	7,665	10,152	2,487	\$0.009050 \$22.51	None at this time.
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 CQB021094 / 5108	374,748	434,358	59,610	\$0.004650 \$277.19	9 years from Intro.
1,000,000 / 06/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Grades K-4 Hall					
Toshiba e-Studio 557 / 55 PPM CADD10066 / 5051	460,031	615,369	155,338	\$0.004340 \$674.17	None at this time.
3,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier A-COPI				\$0.00	

Make-Model / Speed					Date of Last Upgrade: 7/1/2014
Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual	Cost/Copy	Recommendations
PALERMO CONSOLIDATED	Meter	Meter	Volume	Annual Cost	Recommendations
Main Office					
HP Laser Jet Pro M401dn / 35 PPM PHGFD16285 /	621	668	47	\$0.009050 \$0.43	Underused!
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Main Office Hall					
Toshiba e-Studio 5540c / 55 PPM CBKC24033 / 5072	361,054	476,823	115,769	\$0.004340 \$502.44	7 years from Intro.
3,000,000 / 05/2011	107,608	130,518	22,910	\$0.04592	
Color Photocopier				\$1,052.03	
A-COPI					
	Subto	tals Black	336,432	\$1,490.53	
	Subto	tals Color	22,910	\$1,052.03	

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 7/1/2014 Recommendations
SOMERVILLE SCHOOL					
Special Ed & Pre-K					
Toshiba e-Studio 457 / 45 PPM CEGD23247 / 5132	123,709	168,152	44,443	\$0.004340 \$192.88	None at this time.
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
	Subto	Subtotals Black		\$192.88	
	Subto	tals Color	0	\$0.00	

Make-Model / Speed					Date of Last Upgrade: 7/1/2014
Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations
SVRSU DISTRICT OFFICE @ SOME	RVILLE				
Front Hall					
Toshiba e-Studio 455 / 45 PPM CQG027158 / 5120	319,337	323,630	4,293	\$0.004650 \$19.96	9 years from Intro.
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 CCH911120 / 1523	945,083	954,268	9,185	\$0.004370 \$40.14	9 years from Intro.
3,000,000 / 06/2009	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Main Office					
Toshiba e-Studio 5560c / 55 PPM CSED11810 / 5119	168,001	240,164	72,163	\$0.004340 \$313.19	None at this time.
3,000,000 / 04/2014	65,779	99,299	33,520	\$0.04592	
Color Photocopier A-COPI				\$1,539.24	

Make-Model / Speed					Date of Last Upgrade: 7/1/2014
Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations
SVRSU DISTRICT OFFICE					
Main Office - MICR					
HP Laser Jet P3015 MICR / 42 PPM VND3F16675 /	43,137	54,608	11,471	\$0.009050 \$103.81	10 years from Intro.
500,000 / 07/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Axis					
HP Laser Jet P3015 MICR / 42 PPM VND3F16676 /	55,248	73,130	17,882	\$0.009050 \$161.83	10 years from Intro.
500,000 / 07/2008	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Axis					
Roxy's Office					
HP Laser Jet Pro M401dn / 35 PPM VNG4X24874 /	4,538	8,381	3,843	\$0.009050 \$34.78	None at this time.
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Axis					
	Subto	tals Black	118,837	\$673.71	
	Subto	tals Color	33,520	\$1,539.24	

Make-Model / Speed					Date of Last Upgrade: 7/1/2014
Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations
WHITEFIELD ADULT EDUCATION					
Office					
Toshiba e-Studio 3055C / 30 PPM C7IC23457 / 5080	16,347	18,378	2,031	\$0.004650 \$9.44	None at this time.
750,000 / 07/2013	4,051	5,168	1,117	\$0.04592	
Color Photocopier				\$51.29	
A-COPI					
	Subtotals Black		2,031	\$9.44	
	Subto	tals Color	1,117	\$51.29	

Make-Model / Speed					Date of Last Upgrade: 7/1/2014
Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations
WHITEFIELD ELEMENTARY					
Cafeteria					
Savin MP301SPF / 31 PPM W914P502610 / 5081	23,813	32,388	8,575	\$0.004340 \$37.22	None at this time.
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
A-COPI					
Library					
Savin MP301SPF / 31 PPM W914P502613 / 5079	64,539	83,298	18,759	\$0.004340 \$81.41	None at this time.
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
A-COPI					
Main Office					
HP Laser Jet Pro M401dn / 35 PPM PHGFB06581 /	736	736	0	\$0.009050 \$0.00	Not being used. Why?
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Axis					
Toshiba e-Studio 4540c / 45 PPM SMI380662 / 5073	84,981	132,199	47,218	\$0.004340 \$204.93	7 years from Intro.
1,000,000 / 05/2011	56,857	82,471	25,614	\$0.04592	
Color Photocopier				\$1,176.19	
A-COPI					

Make-Model / Speed					Date of Last Upgrade: 7/1/2014
Serial Number / Vendor ID			2017-18		
Life / Intro Date Vendor	7/1/2017 Meter	6/30/2018 Meter	Annual Volume	Cost/Copy Annual Cost	Recommendations
WHITEFIELD ELEMENTARY			rounc	muu Cost	
Math - Howard					
HP Laser Jet 2100 / 10 PPM USCD008346 /	166,124	166,352	228	\$0.009050 \$2.06	11 years from Intro. Underused!
150,000 / 04/2007	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Principal's Office					
HP Laser Jet Pro M401dn / 35 PPM PHGFD16316 /	34	3,302	3,268	\$0.009050 \$29.58	None at this time.
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
Axis					
Teachers' Room					
Toshiba e-Studio 657 / 65 PPM CAFD11485 / 5075	645,709	852,486	206,777	\$0.003620 \$748.53	None at this time.
3,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier A-COPI				\$0.00	
Toshiba e-Studio 657 / 65 PPM CAFD11486 / 5077	531,487	732,529	201,042	\$0.003620 \$727.77	None at this time.
3,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier A-COPI				\$0.00	
	Subto	tals Black	485,867	\$1,831.50	
	Subto	tals Color	25,614	\$1,176.19	

Make-Model / Speed					Date of Last Upgrade: 7/1/2014
Serial Number / Vendor ID			2017-18		
Life / Intro Date Vendor	7/1/2017 Meter	6/30/2018 Meter	Annual Volume	Cost/Copy Annual Cost	Recommendations
WINDSOR ELEMENTARY					
Computer Lab Room 309					
Savin MP301SPF / 31 PPM W914P502533 / 5082	18,064	25,133	7,069	\$0.004340 \$30.68	None at this time.
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 CAFD11471 / 5076	635,142	858,833	223,691	\$0.003620 \$809.76	None at this time.
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 PHGFB13770 /	5,972	6,633	661	\$0.009050 \$5.98	None at this time.
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Toshiba e-Studio 4540c / 45 PPM SMI380652 / 5064	206,351	275,306	68,955	\$0.004340 \$299.26	7 years from Intro.
1,000,000 / 05/2011	216,809	283,983	67,174	\$0.04592	
Color Photocopier A-COPI				\$3,084.63	

Make-Model / Speed					Date of Last Upgrade: 7/1/2014
Serial Number / Vendor ID Life / Intro Date	7/1/2017	6/30/2018	2017-18 Annual	Cost/Copy	
Vendor	Meter	Meter	Volume	Annual Cost	Recommendations
WINDSOR ELEMENTARY					
Media Center Room 305					
Savin MP301SPF / 31 PPM W914P203626 / 5071	18,398	26,602	8,204	\$0.004340 \$35.61	None at this time.
750,000 / 06/2012	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
A-COPI					
Room 202					
Toshiba e-Studio 457 / 45 PPM CEFD20784 / 5117	467,509	636,784	169,275	\$0.004340 \$734.65	None at this time.
1,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
Teachers' Work Room					
Toshiba e-Studio 657 / 65 PPM CAFD11487 / 5065	611,830	765,795	153,965	\$0.003620 \$557.35	None at this time.
3,000,000 / 06/2014	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
	Subto	tals Black	631,820	\$2,473.30	
	Subto	tals Color	67,174	\$3,084.63	

District Wide Black Totals	2,513,934	\$10,091.39
District Wide Color Totals	177,658	\$8,158.06

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 2017-18 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		
2,513,934	\$0.01740	\$43,742.45		

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
2,513,934	\$0.00401	\$10,080.88	\$33,661.58	\$168,307.88

Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$33,661.58 x 20 years as a Client

=\$673,231.53 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	Approx.Paper Cost	Average Annual Equipment Cost	Total Projected Black Usage Cost
Chelsea Elementary	894,504	\$3,514.84	\$4,438.53	\$12,868.08	\$20,821.45
Palermo Consolidated	336,432	\$1,531.83	\$1,669.38	\$4,839.82	\$8,041.02
Somerville School	44,443	\$198.22	\$220.53	\$639.34	\$1,058.09
SVRSU District Office	118,837	\$692.33	\$589.67	\$1,709.56	\$2,991.56
Whitefield Adult Education	2,031	\$9.71	\$10.08	\$29.22	\$49.00
Whitefield Elementary	485,867	\$1,882.10	\$2,410.87	\$6,989.54	\$11,282.52
Windsor Elementary	631,820	\$2,541.65	\$3,135.09	\$9,089.18	\$14,765.92
Total	2,513,934	\$10,370.68	\$12,474.14	\$36,164.74	\$59,009.56

SPC Equipment Bids:

Presently our bids are coming in between 14.77% to 20.87% of Retail while the current Salesman's Cost is 50% of Retail. For Example: An Konica Minolta BH 958 RADF Duplex Finisher 3-Hole Punch CIF-Print-Color Scan-Hard Drive for Secure Print 95 Copies per Minute with a Retail Cost of \$45,640 is coming in at \$7,342...16% of Retail! Our prices are negotiated and supported directly by the manufacturer.

Projected Equipment Costs by Building - Color

This table represents projected expenses for COLOR prints or copies by building based on recent activity. Current paper case costs and current annual lease payment are NOT figured in to this table, as they are covered in the Black prints report.

Building	Projected Color Volume	Service & Supply Cost
Chelsea Elementary	27,323	\$1,289.92
Palermo Consolidated	22,910	\$1,081.58
Somerville School	0	\$0.00
SVRSU District Office	33,520	\$1,582.48
Whitefield Adult Education	1,117	\$52.73
Whitefield Elementary	25,614	\$1,209.24
Windsor Elementary	67,174	\$3,171.28
Total	177,658	\$8,387.23

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 2.8%.

Vendor	Equipment Type	Annual Volume	2017- 2018 Cost / Copy	Total Cost	2018- 2019 Cost / Copy	Projected Cost
A-COPI	Black Laser MFP	45,788	\$0.00434	\$198.72	\$0.00446	\$204.21
A-COPI	Black Photocopier	1,469,318	\$0.00362	\$5,318.93	\$0.00372	\$5,465.86
A-COPI	Black Photocopier	130,427	\$0.00425	\$554.31	\$0.00437	\$569.97
A-COPI	Black Photocopier	369,056	\$0.00434	\$1,601.70	\$0.00446	\$1,645.99
A-COPI	Black Photocopier	17,329	\$0.00437	\$75.73	\$0.00449	\$77.81
A-COPI	Black Photocopier	63,903	\$0.00465	\$297.15	\$0.00478	\$305.46
A-COPI	Color Photocopier	367,333	\$0.00434	\$1,594.23	\$0.00446	\$1,638.31
A-COPI	Color Photocopier	2,031	\$0.00465	\$9.44	\$0.00478	\$9.71
Axis Business Solutions	Black Network Printer	48,749	\$0.00905	\$441.18	\$0.00930	\$453.37
Total		2,513,934	\$0.00401	\$10,091.39	\$0.00413	\$10,370.68

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 2.8%.

	Vendor	Equipment Type	Annual Volume	2017- 2018 Cost / Copy	Total Cost	2018- 2019 Cost / Copy	Projected Cost
A-COPI		Color Photocopier	177,658	\$0.04592	\$8,158.06	\$0.04721	\$8,387.23
Total			177,658	\$0.04592	\$8,158.06	\$0.04721	\$8,387.23

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	31
Total Number of Units Owned	6
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	1

^{*}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	VNG4X18756
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
Chelsea Elementary	HP Laser Jet Pro M401dn	PHGFB17816
Palermo Consolidated	Toshiba e-Studio 5540c	CBKC24033
Palermo Consolidated	HP Laser Jet Pro M401dn	VNG3H05365
Palermo Consolidated	HP Laser Jet Pro M401dn	PHGFD16285
Palermo Consolidated	Savin MP301SPF	W914P300435
Palermo Consolidated	Toshiba e-Studio 557	CADD10066
Somerville School	Toshiba e-Studio 457	CEGD23247
SVRSU District Office	Toshiba e-Studio 5560c	CSED11810
SVRSU District Office	HP Laser Jet Pro M401dn	VNG4X24874
SVRSU District Office	HP Laser Jet P3015 MICR	VND3F16675
SVRSU District Office	HP Laser Jet P3015 MICR	VND3F16676
Whitefield Adult Education	Toshiba e-Studio 3055C	C7IC23457
Whitefield Elementary	Savin MP301SPF	W914P502613
Whitefield Elementary	Toshiba e-Studio 4540c	SMI380662
Whitefield Elementary	Savin MP301SPF	W914P502610
Whitefield Elementary	Toshiba e-Studio 657	CAFD11486
Whitefield Elementary	Toshiba e-Studio 657	CAFD11485
Whitefield Elementary	HP Laser Jet Pro M401dn	PHGFD16316
Whitefield Elementary	HP Laser Jet Pro M401dn	PHGFB06581
Windsor Elementary	Savin MP301SPF	W914P502533
Windsor Elementary	Toshiba e-Studio 657	CAFD11487

Building	Make/Model	Serial Number
Windsor Elementary	Toshiba e-Studio 657	CAFD11471
Windsor Elementary	Toshiba e-Studio 457	CEFD20784
Windsor Elementary	Toshiba e-Studio 4540c	SMI380652
Windsor Elementary	HP Laser Jet Pro M401dn	PHGFB13770
Windsor Elementary	Savin MP301SPF	W914P203626

Owned Equipment

Building	Make/Model	Serial Number
Chelsea Elementary	Toshiba e-Studio 655	ССН911086
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

C	D	
O	P	

• SPC• Service and Supi	ply Contract - Client
equipment described on Schedule A ("Equipment") using the Contracted Vend	("Client") to provide comprehensive services, supplies, and maintenance to lor shown below at a cost per print shown on said Schedule A, commencing on Contract") shall exclude only the cost of paper, transparencies, and staples. Refer to
cost per print listed on Schedule A. This semi-annual billing will take place Ju or from Client staff during the month of June. A final Reconciliation spreadshe	Il invoice Client one-half of the annual projected number of pages multiplied by the aly 1 and January 1. Actual meter reads will be collected by SPC either electronically set and invoice will then be completed and sent to client. Upon payment of each billing to Client is responsible for making payment in full within 30 days of said invoicing to
Client during the Contract period ending on or before June 30 annually than	shall credit Client any unused prepaid pages to Client if fewer copies were made by a were originally estimated under this Contract for such period. If more pages were ce will be generated. Following semi-annual billing will be based on previous year
	its option, may increase such costs per print under this Service and Supply Contract ling 12-month period of "The Consumer Price Index for All Urban Consumers (CPI-
	lient will be required to provide final meter reads on all Equipment listed on Schedule ent after reconciling actual usage versus projected will be paid to Client. Client must
AGREED AND ACCEPTED BY: Specialized Purchasing Consultants	AGREED AND ACCEPTED BY: Client
By: <u>Skip Tilton</u>	Ву:
Title: President/Owner	Title:
Date:	Date:
Signature:	Signature:
Named Contracted Vendor: Vendor	

Warranty

Vendor ("Contracted Vendor") hereby warrants to ("Client") to malfunctions through no fault of Client during the term commencing on cannot be repaired promptly, Contracted Vendor, through Specialized Putwhich is equal to or superior in quality and capabilities to the Equipment be Provisions to this Warranty.	urchasing Consultants, will replace such Equipment with equipment
The only exclusions to this Warranty are as follows:	
 This Warranty will expire for an item of Equipment when as shown on Schedule B attached hereto, is exceeded; 	n the Warranty Life of such item of Equipment in number of copies,
This Warranty will expire for an item of Equipment at the sale or lease by the manufacturer as shown on Schedule	e date which is ten years after such Equipment was first offered for e B attached hereto.
AGREED AND ACCEPTED BY: Vendor	AGREED AND ACCEPTED BY: Client
Ву:	Ву:
Title:	Title:
Date:	Date:
Signature:	Signature:

12/23/13

StarDoc User Names

Name	User Name
Anne Helm	ahelm@svrsu.org
Belinda Waterhouse	bwaterhouse@svrsu.org
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Dale Haywood	dhaywood@svrsu.org
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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



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 <u>save you money</u> benefiting from the combined purchasing power of more than 69 clients with over 4,100 devices doing more than 239 million copies and prints per year. Annually, we purchase approximately 1,100 units running over 80 million prints!
- We will <u>save you time</u> by preparing your bid, negotiating with vendors/manufacturers, presenting a total bid analysis and managing the implementation.
- We will <u>save you frustration</u>. We manage your contracts for up to five years from the date of installation.

2. Exclusive STARDoc Software

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

3. Simplified Billing Program

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

4. Five-Year Equipment Replacement Schedule

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

5. Annual Report

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

6. Vendor Neutral

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

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

Based on current actual volumes and CPCs, SPC has generated

Annual Savings of more than \$2.5 million for all of our clients.

That translates into Savings of more than \$12 million over five years!



SPC Values Our Vendors

Overall Benefits to our VENDORS

- Opportunities brought to you Annually, we purchase approximately 1,100 units 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.

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: 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 4,100 pieces of equipment;

Our relationship with our vendors has never been stronger!