·SPC·

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

David Walker
RSU 34 - Old Town
156 Oak Street
Old Town, ME 04468

•SPC•

Skip Tilton
President

Corporate Office:
1491 East Side River Drive
Dummer, NH 03588
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VISIT US ON THE WEB:
www.spccopypro.com

October 2018

David Walker
RSU 34 - Old Town
156 Oak Street
Old Town, ME 04468

Dear David:

We at Specialized Purchasing Consultants, wish to thank you for your continued confidence in us. Our relationship is now 24 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

"Protecting Your Copier Interests"

Table of Contents

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

Skip Tilton, President
Billie Jo Tilton, Vice President

As co-founders of SPC, Billie Jo and I are very proud of our team of professionals. The concept of group purchasing to save millions has grown since 1988 into providing over 16 different managerial services that increase reliability and extend the life of your equipment. However, none of this would have been possible without the loyalty of our clients, many of whom we have assisted for more than 20 years! Together, we have realized the lowest prices possible while improving the quality of your service and equipment, as well as providing ways to increase your equipment reliability and the ability to monitor and track usage variations throughout the year to keep your costs under control.

Jessica Paradis
Accounting Coordinator

As the new accounting director for SPC, my focus is to ensure transactions are handled with importance, accuracy, and timeliness. My goal is for all communication, with client or vendor, to be satisfactory for all parties. I am excited to be part of this team, and I am available to answer any billing or contract questions you may have.

Alex Webster
Operations Manager

My top priority is ensuring that our clients receive the absolute best customer service possible. Whether you have a question about your SPC STARDoc site, an upcoming upgrade or your existing equipment, I am here to answer any questions you may have. I am very excited about the new features that we have on STARDoc. We are now able to offer *at no additional charge to our clients* features that normally cost thousands of dollars.

Pam Weed
Client-Vendor Relations

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

Joel Heffernan
Implementation Specialist

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

Robert Dutil
Director of Information Technology

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

Equipment Health Status

Total Number of Machines:	26
Total Black Photocopiers	9
Total Color Photocopiers	11
Total Black Network Printers	2
Total Color Network Printers	4
Total Removed from Service:	0
# of Units OFF Warranty:	0
# of Units Approaching End of Warranty:	9
# of Units Overused:	0
# of Units Underused:	0
Commencement Date:	7/1/2016
# of Annual Payments Left on Lease (CASH SALE)	N/A
All Warranties and Service Contracts Expire:	6/30/2021
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 David,

   There are 9 machines that are getting up there in age. They are the copiers we kept from the old lease. I would not try to address them this year as they are under the same warranty as the rest of your equipment.
   It is important to not ignore machines that are being overused or underused. We noticed that the Kyocera FS-C5250 in Room 205 in the High School is not being used. we wanted to make sure to flag that machine in case it was needed elsewhere in the district.
   There are some options that could be discussed.
Also, keep in mind there are some powerful print management software that you may want to consider next time around. (See page #12)

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
Alton Elementary	Staff Lounge	Toshiba e-Studio 555SE	CBI912057	A-COPI	02/2011
Leonard Middle	IT STORAGE	Kyocera FS-C5250	Q552Z06353	A-COPI	12/2010
Old Town High	Adult Ed - Modular Office	Toshiba e-Studio 3040c	CNE111258	A-COPI	05/2011
Old Town High	Art Room	Kyocera FS-C5250	Q552Z06352	A-COPI	12/2010
Old Town High	Guidance Office	Toshiba e-Studio 3040c	CNG113605	A-COPI	05/2011
Old Town High	Main Office	Toshiba e-Studio 5540c	CBC110054	A-COPI	05/2011
Old Town High	Room 205	Kyocera FS-C5250	Q552705636	A-COPI	12/2010
Old Town High	Room 217 Food Service	Toshiba e-Studio 5540c	CBD110162	A-COPI	05/2011
Old Town High	Room 313	Kyocera FS-C5250	Q553407446	A-COPI	12/2010

Non Contracted Devices

Make - Model	Serial Number	IP Address	Last Update
HP LASERJET P2015 SERIES	CNBJP14921	172.16.2.99	8/15/2018 5:24:50 PM
HP LASERJET 4200	USGNM57873	192.168.0.51	8/15/2018 5:24:50 PM
HP LASERJET 4200	USGNX65593	192.168.0.5	8/15/2018 5:24:50 PM
HP 3830 series	CN5AQ2J6DB06D1	192.168.8.14	6/16/2018 5:24:50 PM
HP LASERJET 1022n	JN03NE9	172.16.3.163	8/15/2018 5:24:50 PM
LEXMARK MX410de	70155PLM0ZK87	192.168.8.54	8/15/2018 5:24:50 PM
HP LASERJET 4050 SERIES	USCC001300	172.16.2.152	2/19/2018 5:24:51 PM
LEXMARK CX410de	75273494GNTP2	192.168.8.56	8/15/2018 5:24:50 PM

Machine Count: 8...Our   oal with the next upgrade is to get all non contract devices under a CPC agreement.

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
  - 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

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.

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:	$1,902

Previous   Next

Request Service History   Close

Annual Black Volume by Building

■ 14-15 ■ 15-16 ■ 16-17 □ 17-18   % difference between Previous Year and Current Year

33% -25% -7% 8% 12% -3% -24%

Alton Elementary Leonard Middle OT Elementary OT High Special Ed Superintendent Viola Rand
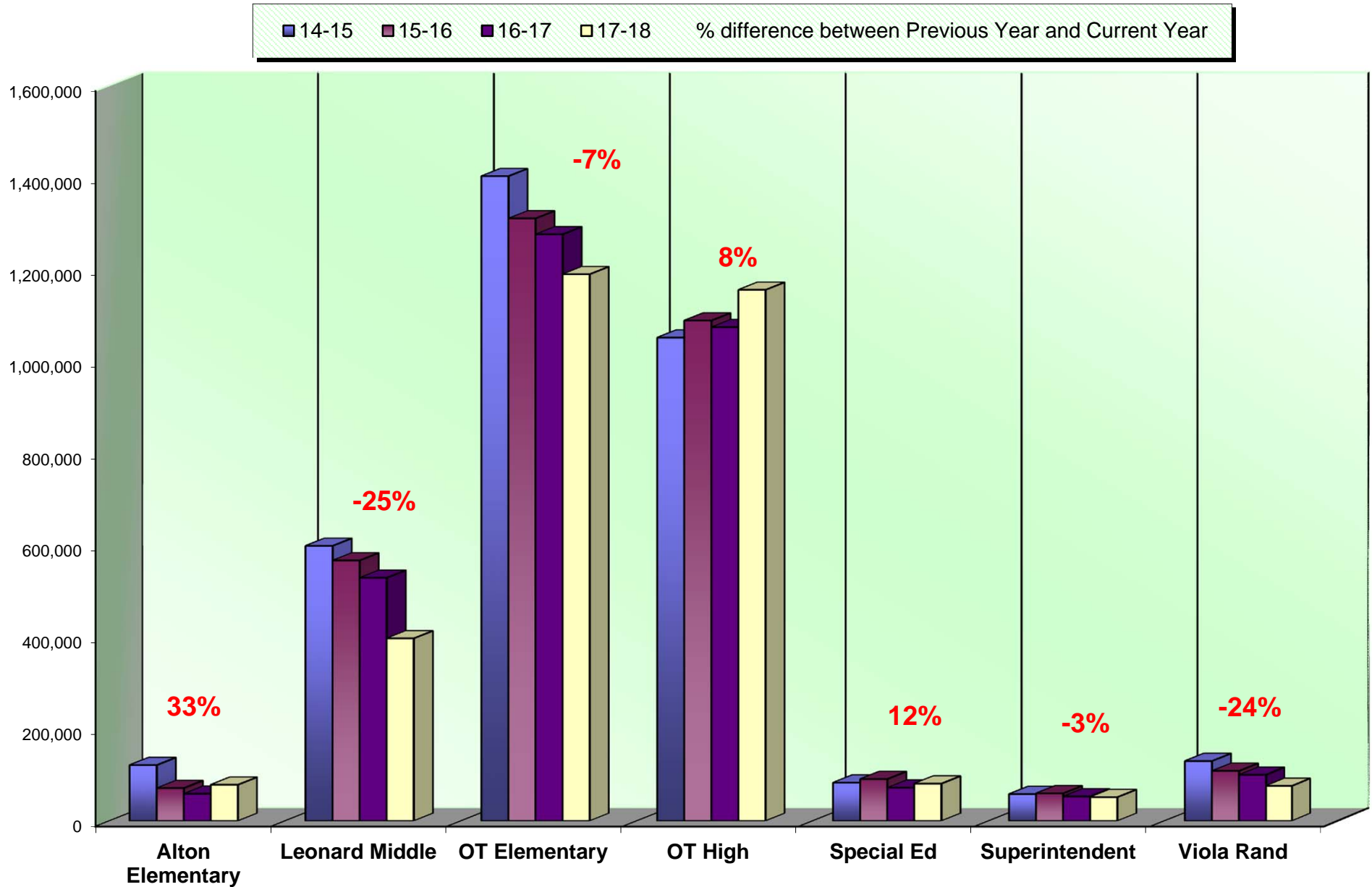
Annual Black Volume Overall
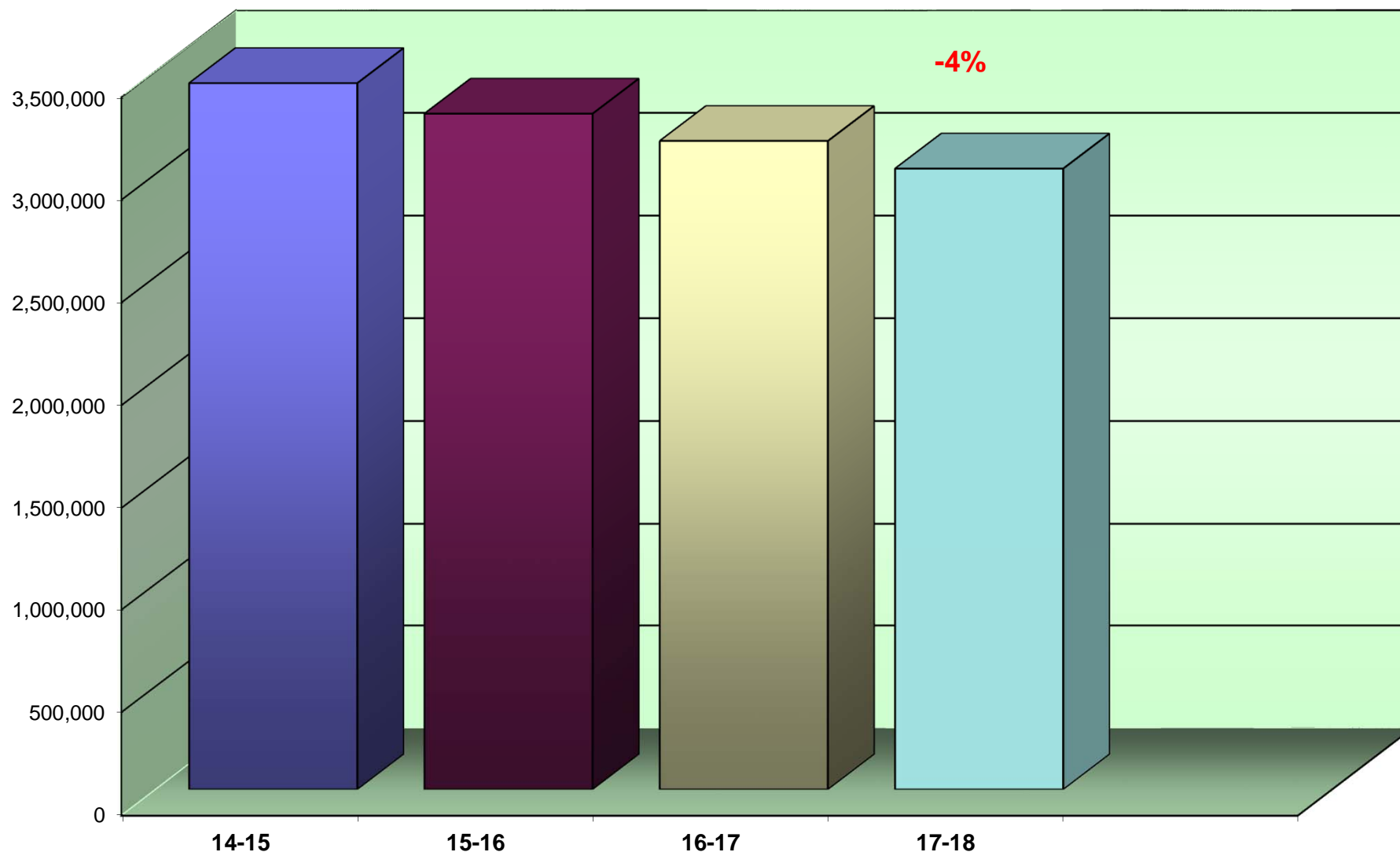
-4%

3,500,000	
3,000,000	
2,500,000	
2,000,000	
1,500,000	
1,000,000	
500,000	
0	

14-15   15-16   16-17   17-18

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

Average Student to Copy Usage – Black Only

Using the projected costs by building as the basis, this table represents the projected average usage and cost per student for each building.

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
Alton Elementary	39	78,224	$1,243.87	2,006	$31.89
Leonard Middle	310	396,020	$6,000.67	1,277	$19.36
Old Town Elementary	586	1,188,835	$18,146.54	2,029	$30.97
Old Town High	509	1,154,862	$17,569.23	2,269	$34.52
RSU 34 District Office	0	132,121	$2,100.91	0	$0.00
Viola Rand Elementary	48	75,712	$1,209.16	1,577	$25.19
Totals	**1,492**	**3,025,774**	**$46,270.38**	**2,028**	**$31.01**

*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 Population	Total Annual Volume	Total District Cost*	Annual Copies Per Student	Annual Cost 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

Average Copies Per Student - Black

Year	Value
16/17	2354
15/16	2351
14/15	2418
13/14	2579
12/13	2516
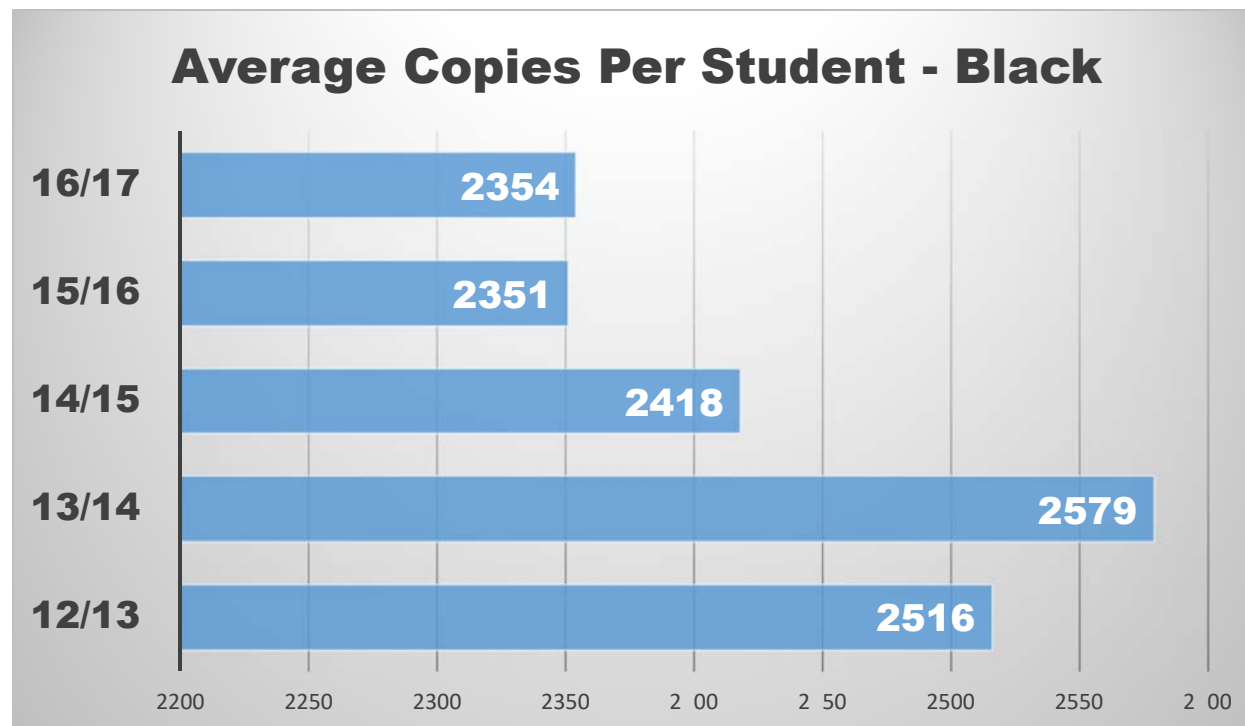
Annual Color Volume by Building

■ 14-15   ■ 15-16   ■ 16-17   □ 17-18   % difference between Previous Year and Current Year

-26%   **-13%**   **73%**   **55%**   **60%**   **-6%**   **4%**

Alton Elementary · Leonard Middle · OT Elementary · OT High · Special Ed · Superintendent · Viola Rand

Annual Color Volume Overall
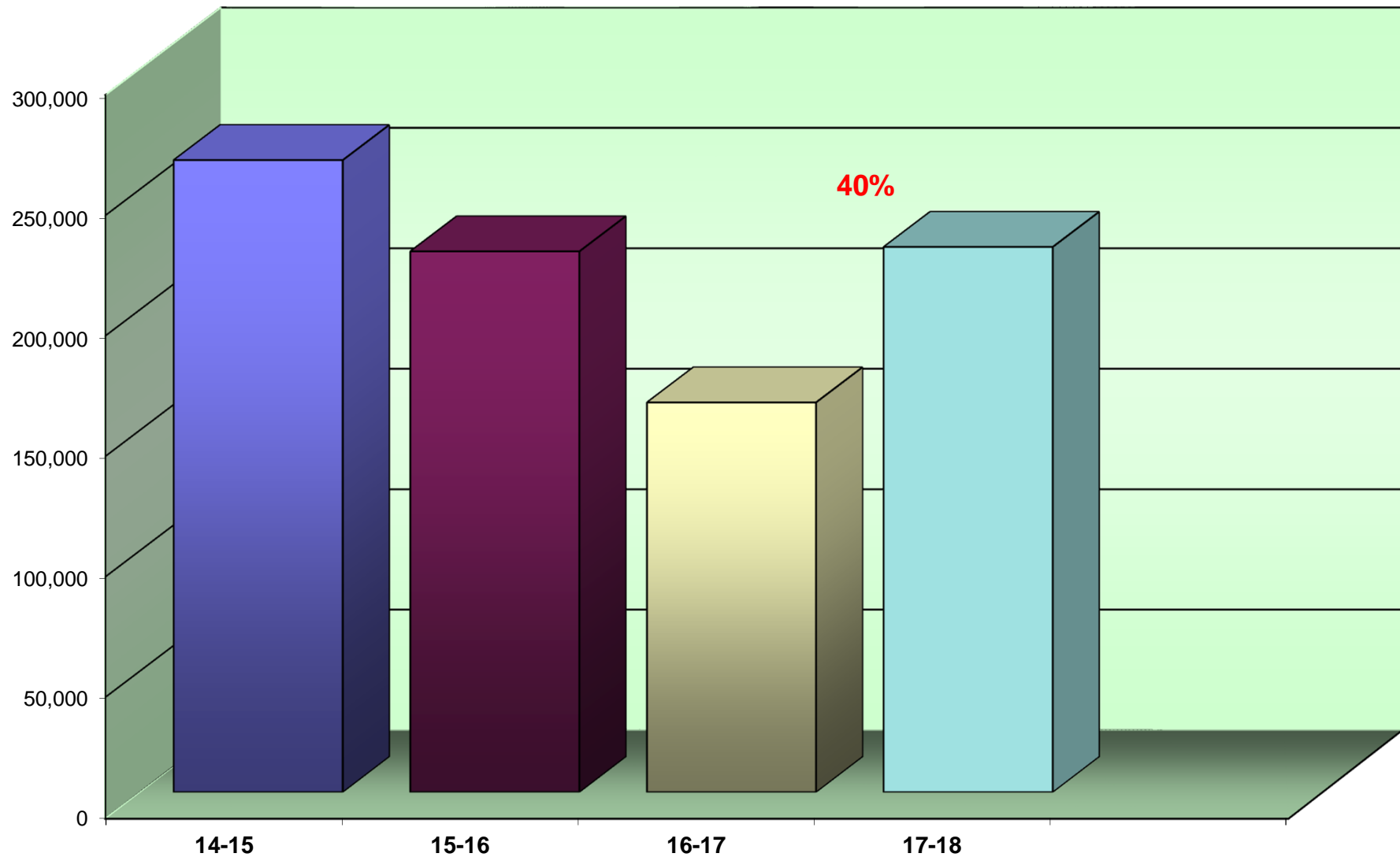
40%

300,000

250,000

200,000

150,000

100,000

50,000

0

14-15   15-16   16-17   17-18

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

Average Student to Copy Usage – Color Only

Using the projected costs by building as the basis, this table represents the projected average usage and cost per student for each building.

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
Alton Elementary	39	7,986	$373.27	205	$9.57
Leonard Middle	310	12,549	$586.54	40	$1.89
Old Town Elementary	586	84,281	$3,939.29	144	$6.72
Old Town High	509	72,637	$3,514.51	143	$6.90
RSU 34 District Office	0	32,523	$1,520.13	0	$0.00
Viola Rand Elementary	48	16,052	$750.27	334	$15.63
Totals	**1,492**	**226,028**	**$10,684.00**	**151**	**$7.16**

*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 future 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.

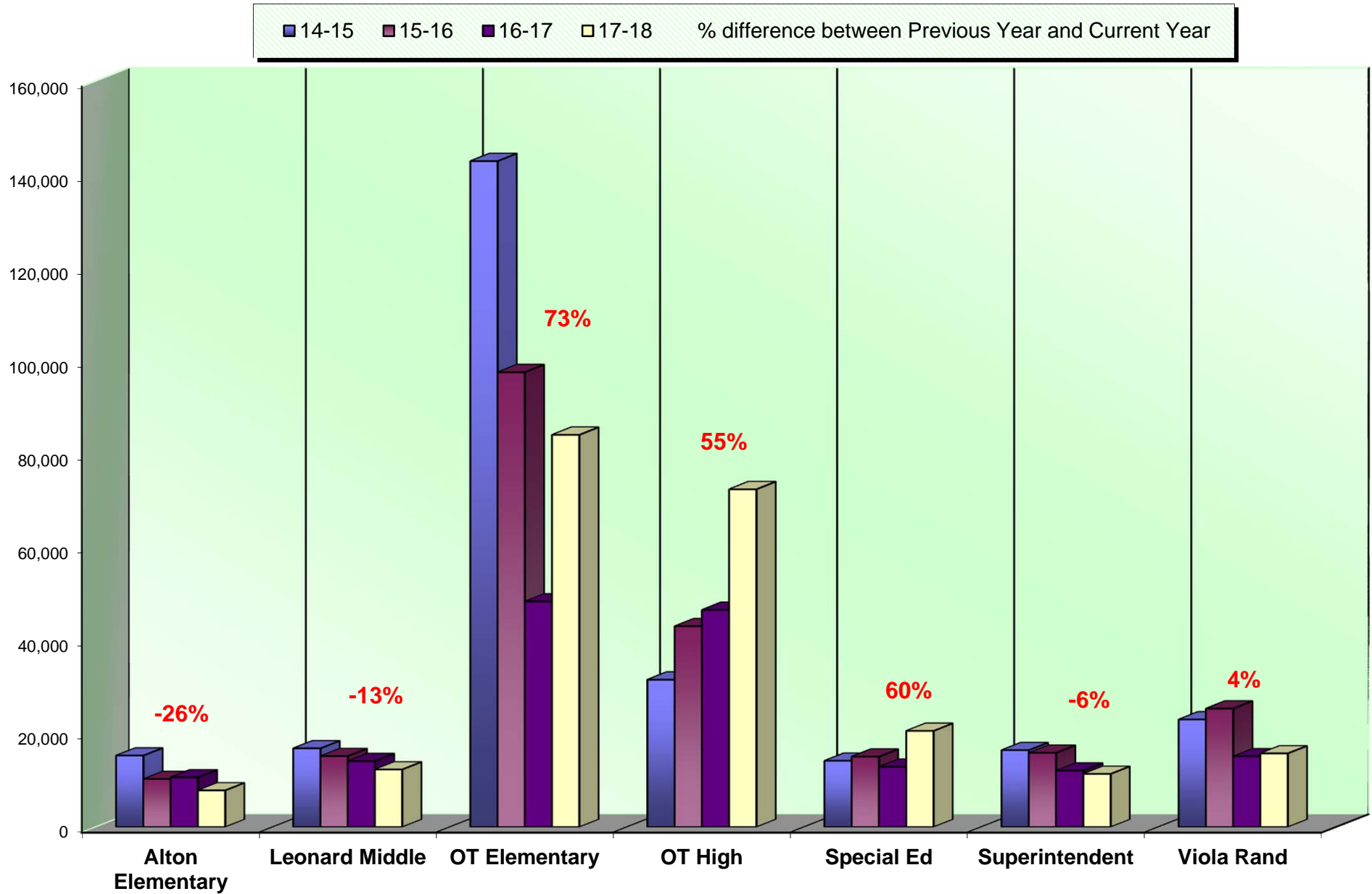|		
District Wide Black Totals	*3,025,774*	*$10,267.96*
District Wide Color Totals	*226,028*	*$10,393.71*

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 Population	Total Annual Volume	Total District Cost*	Annual Copies Per Student	Annual Cost 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.

Average Copies Per Student - Color

Year	Value
16/17	185
15/16	167
14/15	137
13/14	125
12/13	92
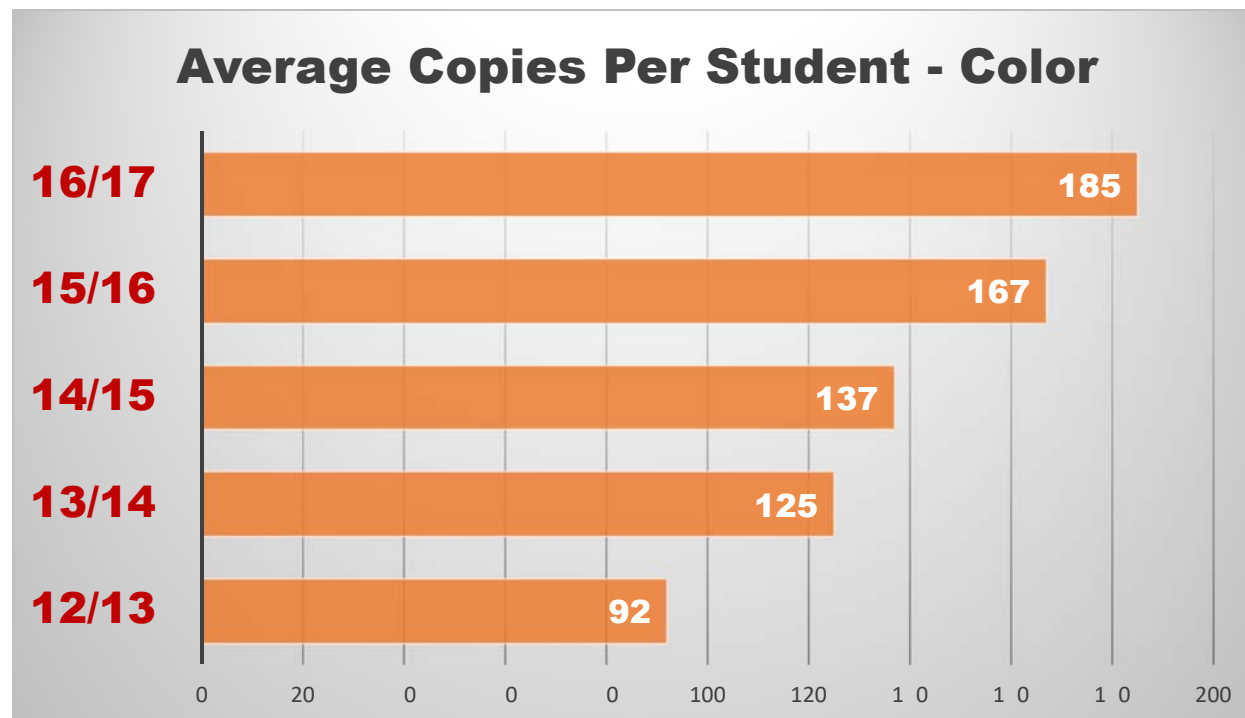
Color to Total Volume Percentage

7.3%

7.0%

4,000,000	
3,500,000	
3,000,000	3,805,488
2,500,000	3,025,774
2,000,000	
1,500,000	
1,000,000	
500,000	226,028 299,545
0	

RSU 34

All Schools Avg

Black

Color
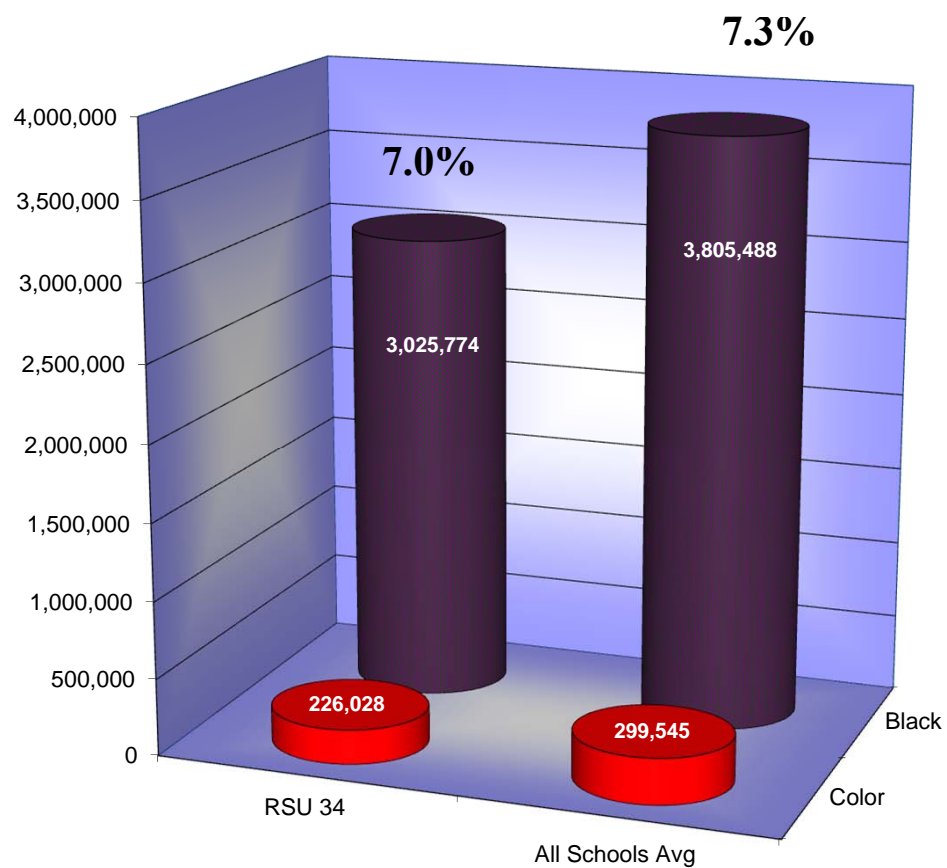
Usage Profile for Service & Supplies

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.

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: 7/1/2016* *Recommendations*
ALTON ELEMENTARY					
Front Office					
Toshiba e-Studio 2551c / 25 PPM	28,533	43,930	15,397	$0.003990 $61.43	None at this time.
C7E210457 / 3908					
500,000 / 05/2012	46,034	54,020	7,986	$0.04547	
Color Photocopier				$363.12	
A-COPI					
Staff Lounge					
Toshiba e-Studio 555SE / 55 PPM	958,823	1,021,650	62,827	$0.003990 $250.68	7 years from Intro.
CBI912057 / 2756					
3,000,000 / 02/2011	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
	Subtotals Black	**78,224**		**$312.11**	
	Subtotals Color	**7,986**		**$363.12**	

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: 7/1/2016 Recommendations
LEONARD MIDDLE					
IT STORAGE					
Kyocera FS-C5250 / 28 PPM	16,256	16,256	0	$0.005890	8 years from Intro.
Q552Z06353 / 3751				$0.00	
500,000 / 12/2010	51,938	51,938	0	$0.06016	
Color Network Printer				$0.00	
A-COPI					
Room 103					
Toshiba e-Studio 857 / 85 PPM	427,879	743,404	315,525	$0.003070	None at this time.
CALE29078 / 6114				$968.66	
5,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Room 107A					
Toshiba e-Studio 5560c / 55 PPM	97,880	178,375	80,495	$0.003990	None at this time.
CSHE21266 / 6109				$321.18	
3,000,000 / 04/2014	7,013	19,562	12,549	$0.04547	
Color Photocopier				$570.60	
A-COPI					
Subtotals Black	**396,020**			**$1,289.84**	
Subtotals Color	**12,549**			**$570.60**	

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: 7/1/2016 Recommendations
OLD TOWN ELEMENTARY					
Learning Center 1					
Toshiba e-Studio 857 / 85 PPM	301,686	571,953	270,267	$0.003070 $829.72	None at this time.
CAHE25828 / 6120					
5,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Library					
Toshiba e-Studio 657 / 65 PPM	183,520	315,704	132,184	$0.003990 $527.41	None at this time.
CADE21616 / 6083					
3,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Room 101					
Toshiba e-Studio 457 / 45 PPM	48,269	94,610	46,341	$0.003990 $184.90	None at this time.
CECF66042 / 6102					
1,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Room A264 Learning Center Upstairs					
Toshiba e-Studio 857 / 85 PPM	618,343	1,154,011	535,668	$0.003070 $1,644.50	None at this time.
CALE29076 / 6116					
5,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Date of Last Upgrade: 7/1/2016 Recommendations
OLD TOWN ELEMENTARY					
Room B109					
Toshiba E-Studio 6560C / 65 PPM CSKE23095 / 6107	177,498	381,873	204,375	$0.003990 $815.46	None at this time.
3,000,000 / 04/2014	48,639	132,920	84,281	$0.04547	
Color Photocopier				$3,832.26	
A-COPI					

		Subtotals Black	**1,188,835**	**$4,001.99**	
		Subtotals Color	**84,281**	**$3,832.26**	

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: 7/1/2016 Recommendations
OLD TOWN HIGH					
Adult Ed - Modular Office					
Toshiba e-Studio 3040c / 30 PPM CNE111258 / 2809	534,532	545,794	11,262	$0.003990 $44.94	7 years from Intro.
750,000 / 05/2011	97,646	101,266	3,620	$0.04547	
Color Photocopier				$164.60	
A-COPI					
Art Room					
Kyocera FS-C5250 / 28 PPM Q552Z06352 / 3750	790	1,442	652	$0.005890 $3.84	8 years from Intro.
500,000 / 12/2010	8,182	10,738	2,556	$0.06016	
Color Network Printer				$153.77	
A-COPI					
Guidance Office					
Toshiba e-Studio 3040c / 30 PPM CNG113605 / 2774	341,345	408,715	67,370	$0.003990 $268.81	7 years from Intro.
750,000 / 05/2011	59,985	70,561	10,576	$0.04547	
Color Photocopier				$480.89	
A-COPI					
Hall of Room 404					
Kyocera P2135DN / 37 PPM LVK6442395 / 6184	15,892	36,028	20,136	$0.005750 $115.78	None at this time.
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

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: 7/1/2016 Recommendations
OLD TOWN HIGH					
Hall of Room 508					
Kyocera P2135DN / 37 PPM LVK6442394 / 6185	12,573	29,243	16,670	$0.005750 $95.85	None at this time.
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Main Office					
Toshiba e-Studio 5540c / 55 PPM CBC110054 / 2773	479,431	562,649	83,218	$0.003990 $332.04	7 years from Intro.
3,000,000 / 05/2011	80,258	115,010	34,752	$0.04547	
Color Photocopier				$1,580.17	
A-COPI					
Room 110 Teachers' Room					
Toshiba e-Studio 857 / 85 PPM CALE29066 / 6111	515,700	1,076,283	560,583	$0.003070 $1,720.99	None at this time.
5,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Room 205					
Kyocera FS-C5250 / 28 PPM Q552705636 / 3734	3,054	3,054	0	$0.005890 $0.00	8 years from Intro. Not being used. Why?
500,000 / 12/2010	11,795	11,795	0	$0.06016	
Color Network Printer				$0.00	
A-COPI					

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: 7/1/2016 Recommendations
OLD TOWN HIGH					
Room 217 Food Service					
Toshiba e-Studio 5540c / 55 PPM	272,883	300,262	27,379	$0.003990 $109.24	7 years from Intro.
CBD110162 / 2980					
3,000,000 / 05/2011	39,018	54,796	15,778	$0.04547	
Color Photocopier				$717.43	
A-COPI					
Room 222 Library					
Toshiba e-Studio 857 / 85 PPM	350,343	714,504	364,161	$0.003070 $1,117.97	None at this time.
CALE29088 / 6115					
5,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Room 313					
Kyocera FS-C5250 / 28 PPM	12,132	15,563	3,431	$0.005890 $20.21	8 years from Intro.
Q553407446 / 3426					
500,000 / 12/2010	28,767	34,122	5,355	$0.06016	
Color Network Printer				$322.16	
A-COPI					

		Subtotals Black	**1,154,862**	**$3,829.67**	
		Subtotals Color	**72,637**	**$3,419.02**	

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: 7/1/2016 Recommendations
RSU 34 DISTRICT OFFICE					
IT Office					
Toshiba e-Studio 2551c / 25 PPM	7,801	9,813	2,012	$0.003990	None at this time.
C7G215607 / 3713				$8.03	
500,000 / 05/2012	11,797	13,835	2,038	$0.04547	
Color Photocopier				$92.67	
A-COPI					
Main Office					
Toshiba e-Studio 5560c / 55 PPM	50,926	100,321	49,395	$0.003990	None at this time.
CSHE21243 / 6113				$197.09	
3,000,000 / 04/2014	9,946	19,485	9,539	$0.04547	
Color Photocopier				$433.74	
A-COPI					
Special Education					
Toshiba e-Studio 4555c / 45 PPM	71,843	152,557	80,714	$0.003990	None at this time.
C7DE55375 / 6103				$322.05	
1,000,000 / 07/2013	13,126	34,072	20,946	$0.04547	
Color Photocopier				$952.41	
A-COPI					
Subtotals Black		132,121		$527.16	
Subtotals Color		32,523		$1,478.82	

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: 7/1/2016 Recommendations
VIOLA RAND ELEMENTARY					
Main Office					
Toshiba e-Studio 4555c / 45 PPM C7DE55289 / 6098	90,600	159,238	68,638	$0.003990 $273.87	None at this time.
1,000,000 / 07/2013	15,408	31,460	16,052	$0.04547	
Color Photocopier				$729.88	
A-COPI					
Teachers' Room					
Ricoh MP301SPF / 31 PPM W913P603014 / 4016	17,137	24,211	7,074	$0.004710 $33.32	None at this time.
750,000 / 06/2012	0	0	0	$0.00000	
Black Laser MFP				$0.00	
A-COPI					
	Subtotals Black	**75,712**		**$307.18**	
	Subtotals Color	**16,052**		**$729.88**	

District Wide Black Totals	*3,025,774*	*$10,267.96*
District Wide Color Totals	*226,028*	*$10,393.71*

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 3/22/1994** 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
3,025,774	$0.01110	$33,586.09

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
3,025,774	$0.00339	$10,257.37	$23,328.72	$116,643.59

Today the Cooperative Buying of SPC has netted annual cost savings, on average, of $23,328.72 x 24 years as a Client

=$559,889.22 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 <u>upcoming fiscal year</u>.

Building	Projected Black Volume	Projected Black Usage Cost	Approx.Paper Cost	Average Annual Equipment Cost	Total Projected Black Usage Cost
Alton Elementary	78,224	$320.72	$388.15	$535.00	$1,243.87
Leonard Middle	396,020	$1,327.09	$1,965.05	$2,708.53	$6,000.67
Old Town Elementary	1,188,835	$4,116.64	$5,899.00	$8,130.90	$18,146.54
Old Town High	1,154,862	$3,940.26	$5,730.43	$7,898.54	$17,569.23
RSU 34 District Office	132,121	$541.70	$655.58	$903.63	$2,100.91
Viola Rand Elementary	75,712	$315.65	$375.68	$517.82	$1,209.16
Total	**3,025,774**	**$10,562.06**	**$15,013.89**	**$20,694.43**	**$46,270.38**

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
Alton Elementary	7,986	$373.27
Leonard Middle	12,549	$586.54
Old Town Elementary	84,281	$3,939.29
Old Town High	72,637	$3,514.51
RSU 34 District Office	32,523	$1,520.13
Viola Rand Elementary	16,052	$750.27
Total	**226,028**	**$10,684.00**

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	7,074	$0.00471	$33.32	$0.00484	$34.24
A-COPI	Black Network Printer	36,806	$0.00575	$211.63	$0.00591	$217.52
A-COPI	Black Photocopier	2,046,204	$0.00307	$6,281.85	$0.00316	$6,466.00
A-COPI	Black Photocopier	241,352	$0.00399	$962.99	$0.00410	$989.54
A-COPI	Color Network Printer	4,083	$0.00589	$24.05	$0.00605	$24.70
A-COPI	Color Photocopier	690,255	$0.00399	$2,754.12	$0.00410	$2,830.05
Total		**3,025,774**	**$0.00339**	**$10,267.96**	**$0.00349**	**$10,562.06**

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. <mark>Current year's increase is 2.8%.</mark>

Vendor	Equipment Type	Annual Volume	2017- 2018 Cost / Copy	Total Cost	2018- 2019 Cost / Copy	Projected Cost
A-COPI	Color Network Printer	7,911	$0.06016	$475.93	$0.06184	$489.22
A-COPI	Color Photocopier	218,117	$0.04547	$9,917.78	$0.04674	$10,194.79
Total		**226,028**	**$0.04598**	**$10,393.71**	**$0.04727**	**$10,684.00**

Reprographic Equipment Assessment

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

Total Number of Units	**26**
Total Number of Units on Lease	**0**
Total Number of Units Owned	**26**
Lease Company	...........................V °
Eqpvtcev Start Date	**7/1/2016**
Eqpvtcev End Date''	**85214243**
Term	**Straight Line Depreciation**
Annual Fgrtgekcvkqp	**$20,694.43**
Remaining Payments '''	**P1C**

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

Owned Equipment

Building	Make/Model	Serial Number
Alton Elementary	Toshiba e-Studio 555SE	CBI912057
Alton Elementary	Toshiba e-Studio 2551c	C7E210457
Leonard Middle	Kyocera FS-C5250	Q552Z06353
Leonard Middle	Toshiba e-Studio 857	CALE29078
Leonard Middle	Toshiba e-Studio 5560c	CSHE21266
Old Town Elementary	Toshiba e-Studio 657	CADE21616
Old Town Elementary	Toshiba e-Studio 857	CAHE25828
Old Town Elementary	Toshiba e-Studio 857	CALE29076
Old Town Elementary	Toshiba e-Studio 457	CECF66042
Old Town Elementary	Toshiba E-Studio 6560C	CSKE23095
Old Town High	Kyocera P2135DN	LVK6442395
Old Town High	Toshiba e-Studio 857	CALE29088
Old Town High	Toshiba e-Studio 5540c	CBC110054
Old Town High	Toshiba e-Studio 857	CALE29066
Old Town High	Kyocera FS-C5250	Q552705636
Old Town High	Toshiba e-Studio 5540c	CBD110162
Old Town High	Kyocera FS-C5250	Q553407446
Old Town High	Toshiba e-Studio 3040c	CNG113605
Old Town High	Kyocera P2135DN	LVK6442394
Old Town High	Toshiba e-Studio 3040c	CNE111258
Old Town High	Kyocera FS-C5250	Q552Z06352
RSU 34 District Office	Toshiba e-Studio 4555c	C7DE55375
RSU 34 District Office	Toshiba e-Studio 5560c	CSHE21243
RSU 34 District Office	Toshiba e-Studio 2551c	C7G215607
Viola Rand Elementary	Ricoh MP301SPF	W913P603014
Viola Rand Elementary	Toshiba e-Studio 4555c	C7DE55289

Service and Supply Contract – Client

·SPC·

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*

12/23/13

Warranty

Vendor ("Contracted Vendor") hereby warrants to _____ ("Client") that, if any such Equipment described on Schedule B attached hereto malfunctions through no fault of Client during the term commencing on _____ and terminating on June 30, _____, and such Equipment cannot be repaired promptly, Contracted Vendor, *through Specialized Purchasing Consultants*, will replace such Equipment with equipment which is equal to or superior in quality and capabilities to the Equipment being replaced, at no cost to Client. Refer to Schedule B for Additional Provisions to this Warranty.

The only exclusions to this Warranty are as follows:

1. This Warranty will expire for an item of Equipment when the Warranty Life of such item of Equipment in number of copies, as shown on Schedule B attached hereto, is exceeded;

2. This Warranty will expire for an item of Equipment at the date which is ten years after such Equipment was first offered for sale or lease by the manufacturer as shown on Schedule B attached hereto.

AGREED AND ACCEPTED BY:
Vendor

By:

Title:

Date:

_____
Signature:

AGREED AND ACCEPTED BY:
Client

By:

Title:

Date:

_____
Signature:

12/23/13

StarDoc User Names

Name	User Name
Amy Ketch	aketch
Barbara Grindle	barbara.grindle@rsu34.org
Barbara Shorey	bshorey
Cheryl Leonard	cleonard
Craig Hanson	craig.hanson@rsu34.org
David Crandall	david.crandall@rsu34.org
David Walker	dwalker
Debbie Gilman	dgilman
Heidi Gifford	hgifford
Jeanna Tuell	jtuell
Jef Hamlin	jhamlin
Kim Hayward	kim.hayward@rsu34.org
Kim Lynch	klynch
Maggie Mitchell	mmitchell
Mike Feero	mfeero
Scott Gordon	sgordon
Shelly Spear-Hamilton	sspear
Stephanie Salley	ssalley
Tara Ford	tford

*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 <mark>our CLIENTS</mark>:

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. S C s model allows you to pick your preferred vendor

➢ S C 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 9 clients with over ,100 devices doing more than 239 million copies and prints per year. Annually, we purchase approximately 1,100 units running over 0 million prints

➢ 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

➢ aps all devices and sets up Interactive ive Floor lans of all printing devices, showing you a Before and After pgrade look provides a visual for all decision makers over the next five years.

➢ STAR oc 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.

➢ liminates variety of invoices from multiple vendors that come annually and or quarterly.

➢ With S C s Simplified Billing rogram, TW invoices are sent each year from billing source.

➢ Reconciles all of your devices at the end of the year ou pay only for what you use no minimums.

4. Five-Year Equipment Replacement Schedule

➢ S C s staff surveys key locations that determine life of existing equipment.

➢ Specs out new equipment needed oes not allow vendors to undersi e during the bidding process.

➢ anages the entire bid process down to the install.

5. Annual Report

➢ A crucial document that extends the life of your equipment, often getting to 10 years of guaranteed performance Flags copying trends within your organi ation such as over usage

➢ ou 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

➢ S C 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 <mark>our VENDORS</mark>

- pportunities brought to you   Annually, we purchase approximately 1,100 units running over   0 million prints
- S C is well respected in the industry
- S C values our vendors and speaks highly of them to our clients.
- ational 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.
- n-Site Survey of client requirements including mapping all devices.
- Writing of the *Five-Year Equipment Replacement Schedule* (Bid Specs).
- Controls the Bid Specs (ot allowing any vendor to underbid or offer discontinued equipment).
- A chance to sell your   alue 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

- igital   eeds Analysis   atching up the machine to installation site.
- Schedule and coordinate   endor meeting with Client.
- Cover the cost of S   surge protectors, electrical wiring, computer interface and any unexpected cost
- anage installation.
- Audit installation.
- Capture final meter reads for old contracts.
- Close books on old devices   contracts.

Vendor Ongoing Support

- early meter reads.
- Simplified Billing S C collects service funds for the   endor.
- Collection of all meter reads annually and reconciling them with the Client and   endor.
- STAR   oc **S**ystem for **T**racking **A**nd **R**eporting **D**ocuments   anages the budget.
- Annual Reports that flag machines that are being overused and underused thus improving reliability.
- ediating warranty issues in sensitive locations.

Why do some vendors hesitate to bid?

- endors 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.
- ose control of their account as winning bidder may beat their pricing.
- S C 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*!