



Specialized Purchasing Consultants

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

FY20 Upgrade Report

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

Specialized Purchasing Consultants Corp.

Serving Maine, New Hampshire & Vermont since 1988

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

October 5, 2020

VISIT US ON THE WEB:
www.spccopypro.com

David Walker
156 Oak Street
Old Town, ME 04468

Dear David:

Thank you for allowing Specialized Purchasing Consultants to assist you with your recent reprographic equipment upgrade.

As with any change, challenges will arise, and we hope that we did not let you down in any way. With services such as STARDoc, automatic reporting, simplified billing, a comprehensive triple-layered warranty, and a staff that stands ready and willing to assist with all of your current and future needs, SPC has set a higher standard.

We hope that during the upgrade process we have taken care of all the details and resolved any issues that may have arisen. If you believe there is anything that we have missed, please let us know immediately, allowing us to rectify the situation to your satisfaction. You can be confident that SPC has worked hard to ensure your current fleet will serve your needs fully.

It is always our pleasure to answer questions, manage service or supply issues, and to provide top-notch customer service. We look forward to serving you throughout the years to come.

Sincerely,



Skip Tilton
President of SPC

Table of Contents

Client Contract	1
Present v. Proposed Recommendations	4
Five-Year Equipment Replacement Schedule	5
Close-Out Letter and Meters	17
Simplified Billing Explanation	18
Initial Pre-Bill Summary	19
Service & Supply Contract	20
Warranty	23



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CONTRACT

THIS CONTRACT (the "Contract") is made this _____ day of September, 2015 by and between Specialized Purchasing Consultants ("Contractor" or "SPC") and RSU 34 - Old Town ("Client"). For and in consideration of the mutual covenants and performance set forth herein, Contractor and Client agree as follows

Skip Tilton
President

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

Corporate Email Address:
stilton@spccopypro.com

1. **Term.** The term of this Contract is five years from the date hereof, unless earlier terminated pursuant to the terms hereof. Client can terminate this Contract at any time for any reason after one year, upon 30 days written notice to Contractor, following completion by the Client of the issuance of a lease, purchase, lease-purchase, financing, or refinancing to replace, add, or upgrade equipment covered by this Contract ("an Upgrade").
2. **Fees.** The fees payable by Client to Contractor under this Contract are: (a) eleven percent (11%) of the Total Cost Per Copy of all copies scheduled to be made on all service and supply agreements for reprographic equipment (Photocopiers, High-Speed Duplicators, Multi-functional Duplicating Equipment, High End Network Printers, or other equipment described in the Five Year Equipment Replacement Schedule referenced in subparagraph (l) hereof) leased, purchased, lease-purchased, financed, or refinanced by Client as a result of services performed by Contractor under this Contract (in other words, if the Total Cost Per Copy for services and supplies for equipment leased, purchased, lease-purchased, financed, or refinanced as a result of services performed by Contractor under this Contract is \$.003 per scheduled copy, the Contractor's fee is \$.00033 per such copy); and (b) eleven percent (11%) of the principal amount (purchase price financed) of all such reprographic equipment (in other words, if the total principal amount of reprographic equipment leased, purchased, lease-purchased, financed, or refinanced by Client as a result of services performed by Contractor under this Contract is \$3,000, the Contractor's fee is \$330). The "Total Cost Per Copy" for equipment covered by this Contract is defined as the total cost per copy scheduled to be charged for service and supply contracts between Client and servicing vendors for equipment acquired by Client as a result of services performed by Contractor under this Contract. Excluded from such service and supply contracts are the cost of paper and the cost of staples. No fees are payable by Client to Contractor hereunder, other than the retainer described in Paragraph 8 hereof, unless Client accepts a bid for reprographic services arranged by Contractor pursuant to this Contract, or unless Client breaches this Contract under Paragraph 4 hereof or otherwise. If this Contract is terminated pursuant to Paragraph 1 above, no fees payable hereunder are refundable by Contractor to Client.

Low End Network Printers (LENP) will be administered under separate contracts with the Vendors of such LENPs. Due to the limited volume done on LENPs, Contractor's fee will be Twenty-Five percent (25%) of the Vendor's fee per copy on the LENS. For example if the Total Cost per Copy ("TCPC") negotiated with a Vendor for a LENS is \$0.007, then the Contractor's fee is \$0.00175 for a Total cost to the Client of \$0.00875 per copy on the LENS.

SPC guarantees that Client's initial new total cost of obtaining and operating reprographic equipment pursuant to this Contract will be less than Client's current total cost of obtaining and operating Client's current reprographic equipment, even after SPC's fees have been included in this new total cost. If SPC fails to achieve this, SPC will terminate this Contract, refund SPC's retainer received from Client, and provide an additional \$500.00 check to Client to cover any loss of time on Client's part.

3. **Services Performed By Contractor.**
 - a. **Initial Needs and Capabilities Analysis.** Contractor will provide to Client a written Initial Needs and Capabilities Analysis (contained within the Five Year Equipment Replacement Schedule described in subparagraph (l) hereof) analyzing Client's existing reprographic system including Client's current photocopiers, offset presses, high-speed duplicators, Low End Network Printers, and outside printing requirements. Based on this Initial Needs and Capabilities Analysis, Contractor will design, with Client's approval, an overall reprographic system for Client, with the goal of increasing Client's reprographic capabilities, while reducing Client's reprographic costs. Specifically, throughout the term of this Contract, Contractor will provide Client with initial long-term service and supply contract savings and capital savings of up to two-thirds of retail. Annually hereunder, Contractor will provide Client with guaranteed ceilings on any annual price increases for service and supply contracts covering equipment obtained under this Contract of 5% or the annual increase in the Consumer Price Index (CPI-U), whichever is less.
 - b. **Annual Use Report.** Annually hereafter, Contractor will provide to Client a written Annual Use Report analyzing the use of reprographic equipment and services and supplies by Client, with recommendations that identify for Client how to use such equipment, services and supplies, and other items in the most efficient and effective manner possible.
 - c. **Two-Year Needs and Capabilities Analysis.** Every two years hereafter, Contractor will perform a Needs and Capabilities Analysis for Client covering the same matters contained in the Initial Needs and Capabilities Analysis. Client must provide written authorization to Contractor to perform the Two-Year Needs and Capabilities Analysis, and such written authorization may be provided by the Superintendent of Schools or Business Manager (or similar officer) of Client pursuant to this Contract.
 - d. **Bid Specifications.** Based on the results of the Initial Needs and Capabilities Analysis, Annual Use Report, and Two-Year Needs and Capabilities Analysis, as applicable, Contractor will prepare and distribute bid specifications to qualified contractors to obtain for Client reprographic equipment and services desired by Client.



Specialized Purchasing Consultants, Corp.

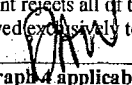
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- e. **Selection of Vendors.** Contractor will analyze all bids received by Client for reprographic equipment and services pursuant to subparagraph (d) above and make recommendations to Client regarding how Client can obtain the most effective and lowest-cost reprographic equipment and services.
- f. **Negotiation With Vendors.** After bids described in subparagraph (e) above are received, if further negotiation with vendors on behalf of Client is desired by Client, Contractor will undertake such negotiations with vendors at Client's direction so that contracts in compliance with Client's requirements can be executed.
- g. **Financing.** Contractor will arrange, at no cost to Client, tax-exempt lease-purchase financing (for tax-exempt Clients) or other appropriate financing for the reprographic equipment selected by Client. Contractor shall submit all transactions to Contractor's bond counsel listed in the Bond Buyer's Municipal Marketplace ("Bond Counsel"), for the preparation of all documents, for legal compliance review, and for the provision of any legal validity and tax opinions necessary to complete and finance such transactions. In addition, Client may arrange for its own counsel ("Issuer Counsel") to participate in the transaction, at Client's cost, or the Client may choose to effect its own financing, at its own cost.
- h. **Assumption of Existing Contracts.** Contractor will assume all financial obligations and hold Client harmless from such obligations under all existing contracts, leases, or financing agreements to which Client is a party for equipment being replaced by equipment being leased, purchased, lease-purchased, financed, or refinanced pursuant to this Contract. In order to facilitate the payment by Contractor of all obligations of Client under such contracts, leases, or financing arrangements, Client hereby authorizes Contractor, to change the billing addresses on such contracts, leases, or financing arrangements to the business address of Contractor. Client also agrees to hold Contractor harmless for, and to pay, any shipping costs back to a vendor or leasing company, or storage costs for such equipment, or any Federal, State, or local taxes lawfully assessed and due, now or hereafter, upon all equipment covered by such contracts, leases, or financing agreements being repaid by Contractor pursuant to this Contract.
- i. **Cancellation and Renegotiation of Existing Service Contracts and Establishing New Service Contracts.** Contractor, at Client's direction, will cause existing service and supply contracts for existing reprographic equipment used by Client to be cancelled, and will negotiate new service and supply contracts at new terms acceptable to Client, including replacement warranties from vendors for all equipment identified by Client.
- j. **Annual Monitoring of Service Contracts.** During the term of this Contract, Contractor will monitor annually all reprographic service and supply contracts entered into by Client to verify correct billing and to identify over-usage and under-usage of particular equipment.
- k. **Installation of Equipment.** After contracts have been awarded to vendors for reprographic equipment pursuant to this Contract, Contractor will communicate with such vendors to assure proper installation of equipment pursuant to the terms of any applicable lease-purchase or other financing agreement and to assure proper commencement of service and supply contracts.
- l. **Provision of Equipment Replacement Schedule.** Contractor will provide to Client, and will update as necessary, a Reprographic Equipment Replacement Schedule (a "Five Year Equipment Replacement Schedule") for all equipment to be replaced, reconditioned, upgraded, or otherwise covered by this Contract.
- m. **Provision of Key Operator Instruction Forms.** Contractor will provide Client with a Key Operator Instruction Form for posting adjacent to each copying machine of Client describing proper use, key operator name, machine serial number, life expectancy of such machine, location and telephone number of vendor's service manager, and warranties for the machine.
- 4. **Exclusive Agency for Bidding and Selection of Vendors and Equipment.** All bidding, analysis, and selection of vendors and equipment by Client pursuant to this Contract shall be effected exclusively through Contractor. If, during the term of this Contract, Client executes a contract separate from Contractor with any vendor to provide services or equipment such as that covered by this Contract, then Client shall be in breach of this Contract and shall pay to Contractor all fees due and unpaid by Client to Contractor under this Contract, including all fees which would have been payable by Client to Contractor under this Contract had Client accepted a bid meeting the terms of this Contract and arranged by Contractor for Client under this Contract, plus all costs including attorney's fees incurred by Contractor to collect such fees. If Client rejects all of the bids arranged by Contractor for Client pursuant to this Contract, then Contractor shall be allowed exclusively to re-bid for Client the services and equipment desired by Client according to Client's specifications.  **Client's Initials here acknowledge that Client carefully has reviewed the terms of this Paragraph applicable to Client under this Contract.**
- 5. **Warranties.** Throughout the term of this Contract, Contractor will obtain for Client from vendors five-to- ten-year average warranties on all new equipment obtained for Client under this Contract, five-year average warranties for all reconditioned equipment obtained for Client under this Contract, and three-to-five year average warranties for all existing equipment of Client left in place and monitored by Contractor under this Contract.
- 6. **Equipment Upgrades and Adjustment of SPC Fees.** If any equipment which is covered by this Contract is upgraded or replaced during the term of this Contract, then Total Cost Per Copy fees payable by Client to Contractor under paragraph 2(a) above shall be adjusted by the net increase or decrease in copy volume from the original copy volume negotiated by Contractor for Client pursuant to this Contract. (For example, three years after execution of this Contract, Contractor is asked to do an Upgrade by Client on certain of Client's equipment. After the Upgrade is approved by Client, total copy volume on Client's equipment is scheduled to be 2,000,000 copies per year for the remaining two years of this Contract

Page 2 of 3

"Protecting Your Copying Interests"

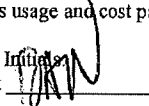


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instead of the 1,500,000 copies per year originally scheduled under this Contract. Under such circumstances, Contractor would be entitled to receive its fee under paragraph 2(a) above for the additional 500,000 copies per year scheduled under the Upgrade for the remaining two years of the Contract).

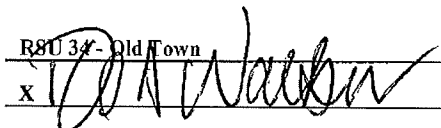
7. **Retainer.** Upon execution of this Contract, Client agrees to pay Contractor a retainer of \$1,000.00 (Waived for an existing client). This amount shall be credited in its entirety, however, to any fee earned by Contractor on an Upgrade of reprographic equipment or services by Client pursuant to this Contract.
8. **Optional Unforeseen Cost Fund & Installation and Operation of SPC STAR Doc.** By initialing below, Client hereby elects to pay Contractor, as part of the principal amount of equipment covered by this Contract, a one-time \$300 charge for each item of reprographic equipment covered by this Contract, to eliminate any liability by Client for costs unforeseen by Client for:
- a. Shipping or storage under Paragraph 3(h) hereof;
 - b. Computer interface ports
 - c. Computer interface drops
 - d. Specialized reprographic surge protectors
 - e. Electrical rewiring found to be necessary to integrate reprographic equipment provided hereunder to Client's existing electronic data processing network
 - f. Additional legal cost paid by Contractor to prepare and facilitate the lease
 - g. Installation and operation of SPC Star Doc (remote monitoring of all reprographic equipment, and analysis of Client's usage and cost patterns)

Client Initials
Accept 

9. **Entire Agreement.** This Contract represents the entire agreement between Contractor and Client with regard the subject matter hereof. No oral negotiations, discussions, or agreements, either prior to or subsequent to the date of this Contract, with regard to the subject matter hereof, are binding upon Contractor or Client, unless reduced to writing and set forth in the form of an agreement, signed by both Contractor and Client.

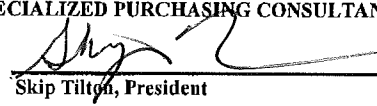
10. **No Conflicts-of-Interest by Contractor.** Contractor warrants to Client that Contractor has no monetary or other self-interest in the selection of any vendor to provide reprographic equipment or services to Client pursuant to this Contract, and that the performance of Contractor's obligations pursuant to this Contract shall be solely in the interests of Client to provide Client with the best possible reprographic equipment and services at the lowest possible price.

CLIENT

Company	RSU 34 - Old Town
Signature	X 
Authorized by (please print)	David Walker
Title	Superintendent
Address 1	156 Oak Street
City, State, Zip	Old Town , ME 04468
Telephone Number	(207) 827-7171
Fax Number	(207) 827-3922
E-mail address	david.walker@rsu34.org

CONTRACTOR (SPECIALIZED PURCHASING CONSULTANTS)

SPC Corporate
Signature


Skip Tilton, President

Page 3 of 3

"Protecting Your Copying Interests"

RSU 34 – Old Town
David Walker
156 Oak Street, Old Town ME, 04468
Five-Year Basis beginning with the 2020/2021 Fiscal Year

Copies-per-Year: 3,281,410

Present vs. Proposed Recommendations as of 7/1/2020

PRESENT SITUATION

- 1) Guarantees on Photocopiers: **1 Year**
- 2) Annual Price Ceilings Left: **1 Year**
- 3) Console Copiers with 3 million plus: 6
- 4) Units to be Traded: 18
- 5) Photocopiers: 19
- 6) Color Photocopiers: 12
- 7) MFPs: 1
- 8) Printers: 6
- 9) Duplexers: 26
- 10) Finishers: 19
- Total number of Units: 26

PROPOSED SITUATION

- 1) Guarantees for both New, Recons & Used Machines: **Five + Years**
- 2) 5% or CPI Annual Ceilings, whichever is less: **Five + Years**
- 3) Console Copiers with 3 Million plus: 6
- 4) Replaced: **11 New in 2020 and 12 New in 2021**
- 5) Photocopiers: **19 with Secure Print/Confidential Mailbox**
- 6) Color Photocopiers: **11**
- 7) MFPs: **1 with 0 Color**
- 8) Printers: **3 with 2 Color & 0 MICR**
- 9) Duplexers: **21**
- 10) Finishers: **19**
- Total number of Units: **23 (Closing out 3 to right size equipment)**

Overall Description of Equipment Fleet:

Presently, you have **three different manufacturers & thirteen different models** of low-end network printers. The **new arrangement** will shift to **one vendor** servicing everything. This will happen over the course of 2 years. Both Budget and Symquest have solidified pricing identical pricing for both phases of the acquisition. This will greatly reduce cost and improve reliability.

Print Management: STARDoc for all devices and Papercut MF for select devices (1 Copier). Additionally, __ OCR Modules will be purchased to allow scanning of documents that are searchable. Papercut pricing is not included yet and can be finalized once a vendor is selected. Papercut Mobility Print can be installed by the vendor.

Capital:

Presently, you have **No** municipal lease. With the new arrangement, you will be paying cash. See the Total Bid Analysis for detailed information.

Service & Supplies:

Considering all of your consumable cost centers including service you are averaging **\$0.003686 for black and \$0.050030 for Color**. The new contract will come in at a CPC of **\$0.003808 for Black and \$0.039090 for Color with Budget**.

Vendor Packages:

SPC will bring you multiple different vendor combinations, matching up the best technology available to meet your needs. We would like to highlight the most qualified bids combination for your School District:

<u>Cost Center</u>	<u>Present</u>	<u>Budget (KM & HP)</u>	<u>Symquest (All KM)</u>
1. Service & Supplies Color:	\$12,086.50	\$9,443.69	\$9,838.88
2. Service & Supplies Black:	\$11,204.38	\$11,575.20	\$9,968.72
3. 5 Year Straight Line Depreciation:	\$00.00	\$24,459.82*	\$27,499.11*
4. Forced Upgrades* (#20 Printer/Copiers):	\$38,050.00	\$00.00	\$00.00
Totals:	\$61,340.88	\$45,883.85	\$47,306.71

***Item 3 includes both phase 1 and phase 2 acquisitions. For a year by year breakdown, please see the Total Bid Analysis.**

The successful bidders will have a blanket servicing contract that includes all consumables excluding only staples and paper for all of the equipment that is under their factory authorized ability to service. They will provide one easy CPC billing plan done twice a year in July & January with a reconciliation invoice in June. Your service contract will be fixed through **June 30th, 2021**. A contract extension has been negotiated for four more years, which will have an annual price ceiling of five percent or CPI, whichever is less. You however, only commit funds for one-year at a time to the servicing vendor. And even this scenario allows you to upgrade, lowering the service costs, if it is to your advantage to go out to bid at any time. SPC will set up both the service- supply contracts and the warranty cards with the successful bidding vendors.

Security package: Hard Drive Wipes are included in these prices.



RSU 34 - Old Town

David Walker

156 Oak Street

Old Town, ME 04468

Five-Year Equipment Replacement Schedule

RSU 34 - Old Town	Present Equipment	1st Year Equipment	2nd Year	3rd Year	4th Year	5th Year
BuildingName	Present Meter/Survey Date 11/21/2019	Estimated Life	Date Introduced			
Room	Estimated Life	Date Introduced	Serial Number	Vendor ID	Proposed IP_Address:	
# Students	Serial Number / Present IP Address	Projected Black Volume				
Annual Volume	Special Notes	Projected Color Volume				
1 Alton Elementary Front Office	Toshiba e-Studio 2551c Color Photocopier 25 CPM RADF Duplex 1500 Paper Supply Finisher CIF-Print-Scan-Fax-Post Script-Hard Drive for Secure Print	Color Photo Konica Minolta BHc360i 36 CPM~ RADF Duplex 2-Paper Drawer 11 X 17 Finisher 3-Hole Punch- Scan-Fax-Post Script-Hard Drive for Secure Print-Airprint	New	New	New	New
56	65,933 (Trade Copex)	750,000	4/1/2019			
Black Vol:	19,297	AA2J011010821	64304			
Color Vol:	13,048	19,297	Budget Document Technologies			
		13,048				
2 Alton Elementary Staff Lounge	Toshiba e-Studio 555SE Black Photocopier 55 CPM RADF Duplex LCT-1,500+ Paper Finisher 3-Hole Punch CIF-Print-ScanPost Script	Black Photo Konica Minolta BH558e 55 CPM ~ RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print-Airprint	New	New	New	New
56	1,089,482 (Trade Copex)	3,000,000	2/1/2017			
Black Vol:	60,669	AA6T011011343	64305			
		60,669	Budget Document Technologies			
		0				

NOTE: FIN = Finisher; CIF = Computer Interface; M = Move; F = From; T = Trade;
C/O = Close Out; CPM = Copies per Minute; N/C = No Charge Exchange;

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RSU 34 - Old Town	Present Equipment	1st Year Equipment	2nd Year	3rd Year	4th Year	5th Year
BuildingName	Present Meter/Survey Date 11/21/2019	Estimated Life Date Introduced				
Room	Estimated Life Date Introduced	Serial Number Vendor ID	Proposed IP_Address:			
# Students	Serial Number / Present IP Address	Projected Black Volume				
Annual Volume	Special Notes	Projected Color Volume				
Proposed Annual Volume for Alton Elementary		79,966		13,048		
3 Leonard Middle IT STORAGE	Kyocera FS-C5250 Color Network Printer 28 CPM Duplex Sort-CIF-Print-Post Script	Close Out Due to Combining and/or Low Volumes	Close Out	Close Out	Close Out	Close Out
	(Trade Budget)					
319	500,000 12/10					
Black Vol: 0	Q552Z06353 /	0				
Color Vol: 0		0				
4 Leonard Middle Room 103	Toshiba e-Studio 857 Black Photocopier 85 CPM RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print 400+ Lb Console	Black Photo Konica Minolta BH808 80 CPM ~ RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print-Airprint	New	New	New	New
	1,150,971 (Trade Copex)					
319	5,000,000 06/14	4,000,000 6/1/2016				
Black Vol: 332,870	CALE29078 /	A8KN012000241 64294				
		332,870 Budget Document Technologies				
		0				
5 Leonard Middle Room 107A	Toshiba e-Studio 5560c Color Photocopier 55 CPM RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch CIF-PrintScan-Fax-Post Script-Hard Drive for	Konica Minolta BHC550i 55 CPM RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch CIF-Print-Scan-Fax-Post Script-Hard Drive for Secure Print	New	New	New	New
	299,608 (Trade Copex)					
319	3,000,000 04/14	3,000,000 2/1/2020				
Black Vol: 91,875	CSHE21266 /	AA7P011002069 64302				
Color Vol: 20,821		91,875 Budget Document Technologies				
		20,821				

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C/O = Close Out; CPM = Copies per Minute; N/C = No Charge Exchange;

RSU 34 - Old Town		Present Equipment	1st Year Equipment		2nd Year	3rd Year	4th Year	5th Year
BuildingName		Present Meter/Survey Date 11/21/2019	Estimated Life	Date Introduced				
Room		Estimated Life	Date Introduced	Serial Number	Vendor ID	Proposed IP_Address:		
# Students		Serial Number / Present IP Address		Projected Black Volume				
Annual Volume		Special Notes		Projected Color Volume				
Proposed Annual Volume for Leonard Middle			424,745			20,821		
6	Old Town Elementary Learning Center 1	Toshiba e-Studio 857 Black Photocopier 85 CPM RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print 400+ Lb Console	Black Photo Konica Minolta BH808 80 CPM ~ RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print-Airprint		New	New	New	New
559		857,141 (Trade Copex)						
Black Vol:	245,303	5,000,000 06/14	4,000,000	6/1/2016				
		CAHE25828 /	A8KN012000187	64287				
			245,303	Budget Document Technologies				
			0					
7	Old Town Elementary Library	Toshiba e-Studio 657 Black Photocopier 65 CPM RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print 400+ Lb Console	Konica Minolta BH658e 65 CPM RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print 400+ Lb Console		New	New	New	New
559		454,054 (Trade Copex)						
Black Vol:	119,871	3,000,000 06/14	4,000,000	5/1/2017				
		CADE21616 /	AA6R011007060	62484				
			119,871	Budget Document Technologies				
			0					

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C/O = Close Out; CPM = Copies per Minute; N/C = No Charge Exchange;*

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Page 3 of 12

RSU 34 - Old Town	Present Equipment	1st Year Equipment	2nd Year	3rd Year	4th Year	5th Year
BuildingName	Present Meter/Survey Date 11/21/2019	Estimated Life Date Introduced				
Room	Estimated Life Date Introduced	Serial Number Vendor ID	Proposed IP_Address:			
# Students	Serial Number / Present IP Address	Projected Black Volume				
Annual Volume	Special Notes	Projected Color Volume				
8 Old Town Elementary Room 101	Toshiba E-Studio 6560C Color Photocopier 65 CPM RADF Duplex LCT-Paper 11 X 17 Finisher 3-Hole Punch CIF-PrintScan-Post Script-Hard Drive for Secure Print-Fax	Konica Minolta BHC650i 65 CPM RADF Duplex LCT-Paper 11 X 17 Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print-Fax	New	New	New	New
559	676,420 (Trade Copex)	4,000,000 2/1/2020				
Black Vol:	236,193	AA7N011000526 64295				
Color Vol:	102,991	236,193 Budget Document Technologies				
		102,991				
9 Old Town Elementary Room 110	Toshiba e-Studio 457 Black Photocopier 45 CPM RADF Duplex 4-Paper Drawer Finisher 3-Hole Punch CIF-Print-ScanFax-Post Script-Hard Drive for Secure Print	Konica Minolta BH458e 45 CPM RADF Duplex 4-Paper Drawer Finisher 3-Hole Punch CIF-Print-ScanFax-Post Script-Hard Drive for Secure Print	New	New	New	New
559	134,267 (Trade Copex)	1,000,000 8/1/2016				
Black Vol:	34,984	AA6U011022231 64300				
		34,984 Budget Document Technologies				
		0				
10 Old Town Elementary Room A264 Learning Center Upstairs	Toshiba e-Studio 857 Black Photocopier 85 CPM RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print 400+ Lb Console	Black Photo Konica Minolta BH808 80 CPM ~ RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print-Airprint	New	New	New	New
559	1,757,978 (Trade Copex)	4,000,000 6/1/2016				
Black Vol:	521,767	A8KN012000235 64288				
		521,767 Budget Document Technologies				
		0				

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Page 4 of 12

RSU 34 - Old Town	Present Equipment	1st Year Equipment	2nd Year	3rd Year	4th Year	5th Year
BuildingName	Present Meter/Survey Date 11/21/2019	Estimated Life	Date Introduced			
Room	Estimated Life	Date Introduced	Serial Number	Vendor ID	Proposed IP_Address:	
# Students	Serial Number / Present IP Address	Projected Black Volume				
Annual Volume	Special Notes	Projected Color Volume				
Proposed Annual Volume for Old Town Elementary		1,158,118		102,991		
11 Old Town High Adult Ed - Modular Office	Toshiba e-Studio 3040c Color Photocopier 30 CPM RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch CIF- PrintScan-Post Script-Hard Drive for Secure	Color Photo Konica Minolta BHc360i 36 CPM~ RADF Duplex 2-Paper Drawer 11 X 17 Finisher 3-Hole Punch- Scan-Fax-Post Script-Hard Drive for Secure Print-Airprint	New	New	New	New
524	565,675 (Trade Copex)	750,000	4/1/2019			
Black Vol:	18,263	AA2J011010867	63481			
Color Vol:	4,784	18,263	Budget Document Technologies			
		4,784				
12 Old Town High Art Room	Kyocera FS-C5250 Color Network Printer 28 CPM Duplex Sort-CIF-Print-Post Script	Color Network Printer HP Color Laser Jet M454dn 28 PPM ~ Duplex Sort 300 Paper Supply-Post Script-Airprint	New	New	New	New
524	500,000 (Trade Budget)	500,000	6/1/2019			
Black Vol:	631	VNB3C3170	64297			
Color Vol:	6,725	631	Budget Document Technologies			
		6,725				
13 Old Town High Guidance Office	Toshiba e-Studio 3040c Color Photocopier 30 CPM RADF Duplex 2-Paper Drawer 11X 17 Finisher 3-Hole CIF-Print-Scan- FaxPost Script-Hard Drive for Secure Print	Color Photo Konica Minolta BHc360i 36 CPM~ RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch- Scan-Fax-Post Script-Hard Drive for Secure Print-Airprint	New	New	New	New
524	498,914 (Trade Copex)	750,000	4/1/2019			
Black Vol:	70,249	AA2J011012785	64293			
Color Vol:	10,775	70,249	Budget Document Technologies			
		10,775				

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RSU 34 - Old Town	Present Equipment	1st Year Equipment	2nd Year	3rd Year	4th Year	5th Year
BuildingName	Present Meter/Survey Date 11/21/2019	Estimated Life Date Introduced				
Room	Estimated Life Date Introduced	Serial Number Vendor ID	Proposed IP_Address:			
# Students	Serial Number / Present IP Address	Projected Black Volume				
Annual Volume	Special Notes	Projected Color Volume				
14 Old Town High Hall of Room 404	Kyocera P2135DN Black Network Printer 37 CPM Duplex 300 Paper Supply Sort CIF-Print-Post ScriptAirprint	Black Network Printer HP Laser Jet Pro M404dn 40 PPM ~ Duplex 500 Sheet Paper Drawer-Sort-Post Script- Airprint	New	New	New	New
524	51,020 (Trade Budget)	750,000 7/1/2019				
Black Vol: 13,500	LVK6442395 /	PHBB264907 64298				
		13,500 Budget Document Technologies				
		0				
15 Old Town High Hall of Room 508	Kyocera P2135DN Black Network Printer 37 CPM Duplex 300 Paper Supply Sort CIF-Print-Post ScriptAirprint	Black Network Printer HP Laser Jet Pro M404dn 40 PPM ~ Duplex 500 Sheet Paper Drawer-Sort-Post Script- Airprint	New	New	New	New
524	45,102 (Trade Budget)	750,000 7/1/2019				
Black Vol: 14,923	LVK6442394 /	PHBB264909 64299				
		14,923 Budget Document Technologies				
		0				
16 Old Town High Main Office	Toshiba e-Studio 5540c Color Photocopier 55 CPM RADF Duplex LCT & 4-Paper Drawer 11X 17 Finisher 3-Hole CIF-Print- ScanFax-Post Script-Hard Drive for Secure Print	Color Photo Konica Minolta BHC550i 55 CPM~ RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch- Scan-Fax-Post Script-Hard Drive for Secure Print-Airprint	New	New	New	New
524	654,618 (Trade Copex)	3,000,000 2/1/2020				
Black Vol: 90,258	CBC110054 /	AA7P011000505 64301				
Color Vol: 30,481		90,258 Budget Document Technologies				
		34,228				

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RSU 34 - Old Town		Present Equipment	1st Year Equipment	2nd Year	3rd Year	4th Year	5th Year
BuildingName		Present Meter/Survey Date 11/21/2019	Estimated Life	Date Introduced			
Room		Estimated Life	Date Introduced	Serial Number	Vendor ID	Proposed IP_Address:	
# Students		Serial Number / Present IP Address	Projected Black Volume				
Annual Volume		Special Notes	Projected Color Volume				
17	Old Town High Room 110 Teachers' Room	Toshiba e-Studio 857 Black Photocopier 85 CPM RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print 400+ Lb Console 1,673,102 (Trade Copex) 524 Black Vol: 504,666 CALE29066 /	Black Photo Konica Minolta BH808 80 CPM ~ RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print-Airprint 4,000,000 A8KN012000149 504,666 Budget Document Technologies 0	New	New	New	New
18	Old Town High Room 205	Kyocera FS-C5250 Color Network Printer 28 CPM Duplex Sort-CIF-Print-Post Script 3,051 (Trade Budget) 524 Black Vol: 0 Color Vol: 0 Q552705636 /	Close Out Due to Combining and/or Low Volumes 0 0	Close Out	Close Out	Close Out	Close Out
19	Old Town High Room 217 Food Service	Toshiba e-Studio 5540c Color Photocopier 55 CPM RADF Duplex LCT & 4-Paper Drawer 11X 17 Finisher 3-Hole CIF-Print-ScanFax-Post Script-Hard Drive for Secure Print 366,710 (Trade Copex) 524 Black Vol: 45,932 Color Vol: 1,191 CBD110162 /	Konica Minolta BHC450i 45 CPM RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch CIF-Print-Scan-Fax-Post Script-Hard Drive for Secure Print 1,000,000 AA7R011001064 45,932 Budget Document Technologies 1,191	New	New	New	New

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7/24/2020 9:34:40 AM

Page 7 of 12

RSU 34 - Old Town		Present Equipment	1st Year Equipment		2nd Year	3rd Year	4th Year	5th Year
BuildingName		Present Meter/Survey Date 11/21/2019	Estimated Life	Date Introduced				
Room		Estimated Life	Date Introduced	Serial Number	Vendor ID	Proposed IP_Address:		
# Students		Serial Number / Present IP Address		Projected Black Volume				
Annual Volume		Special Notes		Projected Color Volume				
20	Old Town High Room 222 Library	Toshiba e-Studio 857 Black Photocopier 85 CPM RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print 400+ Lb Console		Black Photo Konica Minolta BH808 80 CPM ~ RADF Duplex (LCT if under 1,500 Capacity) Finisher 3-Hole Punch CIF-Print-Scan-Post Script-Hard Drive for Secure Print-Airprint		New	New	New
524		1,183,684	(Trade Copex)	4,000,000	6/1/2016			
Black Vol:	419,832	5,000,000	06/14	A8KN012000112	64285			
		CALE29088 /		420,840	Budget Document Technologies			
				0				
21	Old Town High Room 313	Kyocera FS-C5250 Color Network Printer 28 CPM Duplex Sort-CIF-Print-Post Script		Close Out Due to Combining and/or Low Volumes		Close Out	Close Out	Close Out
524		16,633	(Trade Budget)					
Black Vol:	1,008	500,000	12/10					
Color Vol:	3,747	Q553407446 /						
				0				
				0				
Proposed Annual Volume for Old Town High				1,179,262		57,703		
22	RSU 34 District Office IT Office	Toshiba e-Studio 2551c Color Photocopier 25 CPM RADF Duplex 1500 Paper Supply Finisher CIF-Print-Scan-Post ScriptHard Drive for Secure Print		Konica Minolta BHC450i 45 CPM RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch CIF-PrintScan-Post Script-Hard Drive for Secure Print		New	New	New
0		11,506	(Trade Copex)	750,000	4/1/2019			
Black Vol:	1,271	500,000	05/12	AA7R011004046	64291			
Color Vol:	1,443	C7G215607 /		1,271	Budget Document Technologies			
				1,443				

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C/O = Close Out; CPM = Copies per Minute; N/C = No Charge Exchange;

RSU 34 - Old Town		Present Equipment	1st Year Equipment	2nd Year	3rd Year	4th Year	5th Year
BuildingName		Present Meter/Survey Date 11/21/2019	Estimated Life	Date Introduced			
Room		Estimated Life	Date Introduced	Serial Number	Vendor ID	Proposed IP_Address:	
# Students		Serial Number / Present IP Address	Projected Black Volume				
Annual Volume		Special Notes	Projected Color Volume				
<hr/>							
23	RSU 34 District Office Main Office	Toshiba e-Studio 5560c Color Photocopier 55 CPM RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch CIF- PrintScan-Fax-Post Script-Hard Drive for	Konica Minolta BHC550i 55 CPM RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch CIF-Print-Scan- Fax-Post Script-Hard Drive for Secure Print	New	New	New	New
0		165,965 (Trade Copex)	3,000,000	2/1/2020			
Black Vol:	54,385	CSHE21243 /	AA7P011000520	64286			
Color Vol:	9,883		54,385	Budget Document Technologies			
			9,883				
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24	RSU 34 District Office Special Education	Toshiba e-Studio 4555c Color Photocopier 45 CPM RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch CIF- PrintScan-Fax-Post Script-Hard Drive for	Color Photo Konica Minolta BHC450i 45 CPM~ RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch- Scan-Fax-Post Script-Hard Drive for Secure Print-Airprint	New	New	New	New
0		234,230 (Trade Copex)	1,000,000	1/1/2020			
Black Vol:	71,782	C7DE55375 /	AA7R011001988	64290			
Color Vol:	20,238		71,782	Budget Document Technologies			
			20,238				
<hr/>							
Proposed Annual Volume for RSU 34 District Office				127,438	31,564		
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7/24/2020 9:34:40 AM

Page 9 of 12

RSU 34 - Old Town		Present Equipment	1st Year Equipment	2nd Year	3rd Year	4th Year	5th Year
BuildingName		Present Meter/Survey Date 11/21/2019	Estimated Life Date Introduced				
Room		Estimated Life Date Introduced	Serial Number Vendor ID	Proposed IP_Address:			
# Students		Serial Number / Present IP Address	Projected Black Volume				
Annual Volume		Special Notes	Projected Color Volume				
<hr/>							
25	Viola Rand Elementary Main Office	Toshiba e-Studio 4555c Color Photocopier 45 CPM RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch CIF- PrintScan-Post Script-Hard Drive for Secure	Konica Minolta BHC450i 45 CPM RADF Duplex 4-Paper Drawer 11 X 17 Finisher 3-Hole Punch CIF-PrintScan- Post Script-Hard Drive for Secure Print	New	New	New	New
63		232,243 (Trade Copex)	1,000,000 1/1/2020				
Black Vol:	61,556	1,000,000 07/13	AA7R011004200 64292				
Color Vol:	15,459	C7DE55289 /	61,556 Budget Document Technologies				
			15,459				
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26	Viola Rand Elementary Teachers' Room	Ricoh MP301SPF Black Laser MFP 31 CPM RADF Duplex Sort CIF-Print-Scan- Post ScriptFax	HP Laserjet Pro MFP M428fdn 40 CPM RADF Duplex Sort CIF-Print- Scan-Post Script-Fax	New	New	New	New
63		34,471 (Trade Budget)	750,000 5/1/2019				
Black Vol:	8,739	750,000 06/12	MXBPN5G2JF 64307				
		W913P603014 /	8,739 Budget Document Technologies				
			0				
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Proposed Annual Volume for Viola Rand Elementary				70,295	15,459		
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**RSU 34 - Old Town
156 Oak Street
Old Town, ME 04468**

	PRESENT	PROPOSED
Black Photocopiers	2,239,962	2,240,970
Black Photocopiers - Existing - Recon	0	0
High Production Black Photocopiers	0	0
Color Photocopiers - Black Volume	761,061	761,061
Color Photocopiers - Color Volume	231,114	234,861
Color Photocopiers - Existing - Recon	0	0
High Production Color Photocopiers	0	0
Black Network Printers	28,423	28,423
Black Laser MFP	8,739	8,739
Color Network Printers - Black Volume	1,639	631
Color Network Printers - Color Volume	10,472	6,725
Color Laser MFP - Black Volume	0	0
Color Laser MFP - Color Volume	0	0
Color Ink Jet Local Printers - Black Volume	0	0
Color Ink Jet Local Printers - Color Volume	0	0
Color Ink Jet MFP - Black Volume	0	0
Color Ink Jet MFP - Color Volume	0	0
<i>Total Black Volume</i>	3,039,824	3,039,824
<i>Total Color Volume</i>	241,586	241,586
TOTALS	3,281,410	3,281,410

Recommended Vendor(s): Budget with Konica Copiers & HP Printers**Upgrade Date on 7/1/2020****BLACK VOLUME**

Vendor/Equipment	Proposed 100% Volume	Cost Per Copy	Proj Full-Year Billing
Budget Document Technologies / Color Photocopier	761,061	\$0.00370	\$2,815.93
Budget Document Technologies / Color Network Printer	631	\$0.01238	\$7.81
Budget Document Technologies / Black Photocopier	2,240,970	\$0.00370	\$8,291.59
Budget Document Technologies / Black Network Printer	28,423	\$0.01238	\$351.88
Budget Document Technologies / Black Laser MFP	8,739	\$0.01238	\$108.19
Sub Totals	3,039,824	\$0.00381	\$11,575.39

COLOR VOLUME

Vendor/Equipment	Proposed 100% Volume	Cost Per Copy	Proj Full-Year Billing
Budget Document Technologies / Color Network Printer	6,725	\$0.08625	\$580.03
Budget Document Technologies / Color Photocopier	234,861	\$0.03774	\$8,863.65
Sub Totals	241,586	\$0.03909	\$9,443.69

COMBINED BLACK & COLOR VOLUME & COST

	Proposed 100% Volume	Avg Cost Per Copy	Proj Full-Year Billing
Total Billing	3,281,410	\$0.00641	\$21,019.08



**RSU 34 - Old Town
2020-2021 / Reconciliation
Annual Billing Summary by Building**

Black Prints

Building	Full Year Volume	Pre-Paid Volume	Reconciled Volume	Full Year Costs	Pre-Paid Costs	Reconciled Costs
Alton Elementary	93	0	93	\$0.39	\$0.00	\$0.39
Leonard Middle	2,830	0	2,830	\$10.68	\$0.00	\$10.68
Old Town Elementary	16,083	0	16,083	\$61.80	\$0.00	\$61.80
Old Town High	8,144	0	8,144	\$32.73	\$0.00	\$32.73
RSU 34 District Office	6,562	0	6,562	\$27.49	\$0.00	\$27.49
Viola Rand Elementary	673	0	673	\$2.99	\$0.00	\$2.99
Black Prints Totals	34,385	0	34,385	\$136.09	\$0.00	\$136.09

Color Prints

Building	Full Year Volume	Pre-Paid Volume	Reconciled Volume	Full Year Costs	Pre-Paid Costs	Reconciled Costs
Alton Elementary	69	0	69	\$3.30	\$0.00	\$3.30
Leonard Middle	127	0	127	\$6.07	\$0.00	\$6.07
Old Town Elementary	968	0	968	\$46.28	\$0.00	\$46.28
Old Town High	237	0	237	\$11.33	\$0.00	\$11.33
RSU 34 District Office	1,336	0	1,336	\$63.87	\$0.00	\$63.87
Viola Rand Elementary	937	0	937	\$44.80	\$0.00	\$44.80
Color Prints Totals	3,674	0	3,674	\$175.65	\$0.00	\$175.65

TOTALS:	38,059	0	38,059	\$311.74	\$0.00	\$311.74
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Average Cost Per Print For Black & Color:	\$0.00819
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* If there is a credit balance, it will be applied to next year's pre-billing, which should be forthcoming in July.



Specialized Purchasing Consultants Inc.

Serving Maine, New Hampshire & Vermont since 1988

Skip Tilton
President

Corporate Office:
1491 East Side River Road
Dummer, NH 03588
(800) 750-1538
stilton@spccopypro.com

VISIT US ON THE WEB:
www.spccopypro.com

RE: SPC Simplified Billing

Dear Client:

Why Simplified Billing? Quite simply, our clients were receiving different hard-to-read invoice styles, monthly or quarterly invoicing, partial fleet billing at random times of the year, and other confusing invoicing practices from their vendors. SPC found it necessary to simplify the process to ensure our clients are being charged accurately.

From 1989 to 2012, SPC allowed vendors to handle the billing directly with the client. As mentioned above, vendors had their own way of invoicing, which created a great deal of confusion. Clients would often pay without confirmation of the charges to avoid interruption of service or supplies. We spent numerous administrative hours sorting out the billing for those clients who did question their invoices.

In 2013, we simplified the billing process *at no additional cost to you* as follows:

- **Invoice #1**: Billed out July 1 for 50% of previous year's usage in advance.
- **Invoice #2**: Billed out January 1 for remaining 50% of usage in advance.
- **Invoice #3**: Reconciliation of actual usage vs. prepaid against Invoices 1 and 2, showing all credits and charges along with corresponding meter reads, usage and cost per print for each machine under contract.

The cycle begins again on July 1 for the next fiscal year. Just three, easy-to-read invoices per year. Simple, and consistent. Both clients and vendors have repeatedly expressed their gratitude as Simplified Billing has expedited the payment process and increased the confidence level to all parties.

Feel free to share your thoughts on the Simplified Billing process, or any of our other free services, with us at any time.

Regards,

Skip Tilton



RSU 34 - Old Town
2020-2021 / July Pre-Bill
Summary by Building

Black Prints

Building	Projected Volume	Projected Charges	Pre-Billing Volume	Pre-Billing Charges
Alton Elementary	79,966	\$295.87	39,984	\$147.94
Leonard Middle	424,745	\$1,571.56	212,373	\$785.78
Old Town Elementary	1,158,118	\$4,285.04	579,061	\$2,142.53
Old Town High	1,179,262	\$4,615.46	589,633	\$2,307.75
RSU 34 District Office	127,438	\$471.52	63,720	\$235.76
Viola Rand Elementary	70,295	\$335.95	35,148	\$167.98
Black Prints Totals	3,039,824	\$11,575.39	1,519,919	\$5,787.73

Color Prints

Building	Projected Volume	Projected Charges	Pre-Billing Volume	Pre-Billing Charges
Alton Elementary	13,048	\$492.43	6,524	\$246.22
Leonard Middle	20,821	\$785.78	10,411	\$392.91
Old Town Elementary	102,991	\$3,886.88	51,496	\$1,943.46
Old Town High	57,703	\$2,503.94	28,853	\$1,252.05
RSU 34 District Office	31,564	\$1,191.23	15,783	\$595.65
Viola Rand Elementary	15,459	\$583.42	7,730	\$291.73
Color Prints Totals	241,586	\$9,443.69	120,797	\$4,722.02

Total Pre-Billing Invoice	3,281,410	\$21,019.08	1,640,716	\$10,509.75
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SCHEDULE A

SERVICE & SUPPLY CONTRACT - CLIENT

Client: RSU 34 - Old Town

Contracted Vendor: Budget Document Technologies

Term: 7/1/2020 through 6/30/2025

<i>Building</i>	<i>Room</i>	<i>Model</i>	<i>Serial Number</i>	<i>Machine Type</i>	<i>Black Cost/Copy</i>	<i>COLOR Cost/Copy</i>
Alton Elementary	Front Office	Konica Minolta BHc360i	AA2J011010821	Color Photocopier	\$0.00370	\$0.03774
Alton Elementary	Staff Lounge	Konica Minolta BH558	AA6T011011343	Black Photocopier	\$0.00370	\$0.00000
Leonard Middle	Room 103	Konica Minolta BH808	A8KN012000241	Black Photocopier	\$0.00370	\$0.00000
Leonard Middle	Room 107A	Konica Minolta BHC550i	AA7P011002069	Color Photocopier	\$0.00370	\$0.03774
Old Town Elementary	Learning Center 1	Konica Minolta BH808	A8KN012000187	Black Photocopier	\$0.00370	\$0.00000
Old Town Elementary	Library	Konica Minolta BH658	AA6R011007060	Black Photocopier	\$0.00370	\$0.00000
Old Town Elementary	Room 101	Konica Minolta BHC650i	AA7N011000526	Color Photocopier	\$0.00370	\$0.03774
Old Town Elementary	Room 110	Konica Minolta BH458	AA6U011022231	Black Photocopier	\$0.00370	\$0.00000
Old Town Elementary	Room A264 Learning Center Upstairs	Konica Minolta BH808	A8KN012000235	Black Photocopier	\$0.00370	\$0.00000
Old Town High	Adult Ed - Modular Office	Konica Minolta BHc360i	AA2J011010867	Color Photocopier	\$0.00370	\$0.03774
Old Town High	Art Room	HP Color Laser Jet M454dn	VNB3C3170	Color Network Printer	\$0.01238	\$0.08625
Old Town High	Guidance Office	Konica Minolta BHc360i	AA2J011012785	Color Photocopier	\$0.00370	\$0.03774
Old Town High	Hall of Room 404	HP Laser Jet Pro M404dn	PHBB264907	Black Network Printer	\$0.01238	\$0.00000
Old Town High	Hall of Room 508	HP Laser Jet Pro M404dn	PHBB264909	Black Network Printer	\$0.01238	\$0.00000
Old Town High	Main Office	Konica Minolta BHC550i	AA7P011000505	Color Photocopier	\$0.00370	\$0.03774

<i>Building</i>	<i>Room</i>	<i>Model</i>	<i>Serial Number</i>	<i>Machine Type</i>	<i>Black Cost/Copy</i>	<i>COLOR Cost/Copy</i>
Old Town High	Room 110 Teachers' Room	Konica Minolta BH808	A8KN012000149	Black Photocopier	\$0.00370	\$0.00000
Old Town High	Room 217 Food Service	Konica Minolta BHC450i	AA7R011001064	Color Photocopier	\$0.00370	\$0.03774
Old Town High	Room 222 Library	Konica Minolta BH808	A8KN01200112	Black Photocopier	\$0.00370	\$0.00000
RSU 34 District Office	IT Office	Konica Minolta BHc360i	AA7R011004046	Color Photocopier	\$0.00370	\$0.03774
RSU 34 District Office	Main Office	Konica Minolta BHC550i	AA7P011000520	Color Photocopier	\$0.00370	\$0.03774
RSU 34 District Office	Special Education	Konica Minolta BHC450i	AA7R011001988	Color Photocopier	\$0.00370	\$0.03774
Viola Rand Elementary	Main Office	Konica Minolta BHC450i	AA7R011004200	Color Photocopier	\$0.00370	\$0.03774
Viola Rand Elementary	Teachers' Room	HP Laserjet Pro MFP M428fdn	MXBPN5G2JF	Black Laser MFP	\$0.01238	\$0.00000

Subject to change and correction and future additions.

Additional Provisions:



SERVICE AND SUPPLY CONTRACT - CLIENT

Specialized Purchasing Consultants ("SPC") hereby contracts with RSU 34 - Old Town ("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 July 1, 2020 and terminating on June 30, 2025. 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 or SPC 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: 10/9/20

Signature: 

AGREED AND ACCEPTED BY:
RSU 34 - Old Town

By: David Walker

Title: Superintendent

Date: 6/25/2024

Signature: 

Named Contracted Vendor: Budget Document Technologies
P.O. Box 2322
Lewiston, ME 042412322
2077827427

12/23/13



SCHEDULE B WARRANTY

Client: RSU 34 - Old Town

Contracted Vendor: Budget Document Technologies

Term: 7/1/2020 through 6/30/2025

<i>Building</i>	<i>Room</i>	<i>Model</i>	<i>Serial Number</i>	<i>Warranty Life</i>	<i>Model Intro Date</i>
Alton Elementary	Front Office	Konica Minolta BHc360i	AA2J011010821	750,000	4/1/2019
Alton Elementary	Staff Lounge	Konica Minolta BH558	AA6T011011343	3,000,000	2/1/2017
Leonard Middle	Room 103	Konica Minolta BH808	A8KN012000241	4,000,000	6/1/2016
Leonard Middle	Room 107A	Konica Minolta BHC550i	AA7P011002069	3,000,000	2/1/2020
Old Town Elementary	Learning Center 1	Konica Minolta BH808	A8KN012000187	4,000,000	6/1/2016
Old Town Elementary	Library	Konica Minolta BH658	AA6R011007060	4,000,000	5/1/2017
Old Town Elementary	Room 101	Konica Minolta BHC650i	AA7N011000526	4,000,000	2/1/2020
Old Town Elementary	Room 110	Konica Minolta BH458	AA6U011022231	1,000,000	8/1/2016
Old Town Elementary	Room A264 Learning Center Upstairs	Konica Minolta BH808	A8KN012000235	4,000,000	6/1/2016
Old Town High	Adult Ed - Modular Office	Konica Minolta BHc360i	AA2J011010867	750,000	4/1/2019
Old Town High	Art Room	HP Color Laser Jet M454dn	VNB3C3170	500,000	6/1/2019
Old Town High	Guidance Office	Konica Minolta BHc360i	AA2J011012785	750,000	4/1/2019
Old Town High	Hall of Room 404	HP Laser Jet Pro M404dn	PHBB264907	750,000	7/1/2019
Old Town High	Hall of Room 508	HP Laser Jet Pro M404dn	PHBB264909	750,000	7/1/2019
Old Town High	Main Office	Konica Minolta BHC550i	AA7P011000505	3,000,000	2/1/2020

<i>Building</i>	<i>Room</i>	<i>Model</i>	<i>Serial Number</i>	<i>Warranty Life</i>	<i>Model Intro Date</i>
Old Town High	Room 110 Teachers' Room	Konica Minolta BH808	A8KN012000149	4,000,000	6/1/2016
Old Town High	Room 217 Food Service	Konica Minolta BHC450i	AA7R011001064	1,000,000	1/1/2020
Old Town High	Room 222 Library	Konica Minolta BH808	A8KN01200112	4,000,000	6/1/2016
RSU 34 District Office	IT Office	Konica Minolta BHc360i	AA7R011004046	750,000	4/1/2019
RSU 34 District Office	Main Office	Konica Minolta BHC550i	AA7P011000520	3,000,000	2/1/2020
RSU 34 District Office	Special Education	Konica Minolta BHC450i	AA7R011001988	1,000,000	1/1/2020
Viola Rand Elementary	Main Office	Konica Minolta BHC450i	AA7R011004200	1,000,000	1/1/2020
Viola Rand Elementary	Teachers' Room	HP Laserjet Pro MFP M428fdn	MXBPN5G2JF	750,000	5/1/2019

Subject to change and correction and future additions.

Additional Provisions:

If it is deemed necessary to replace a malfunctioning machine then the replacement unit must comply with the following...

- **Same Speed or Faster**
- **Same Volume or less**
- **Same Introduction Date or Newer**



WARRANTY

Budget Document Technologies ("Contracted Vendor") hereby warrants to RSU 34 - Old Town ("Client") that, if any such Equipment described on Schedule B attached hereto malfunctions through no fault of Client during the term commencing on July 1, 2020 and terminating on June 30, 2025, and such Equipment cannot be repaired promptly, Contracted Vendor 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:
Budget Document Technologies

By: Tom Ouellette

Title: Administrator

Date: 7/0/20

Signature: 

AGREED AND ACCEPTED BY:
RSU 34 - Old Town

By: David Walker

Title: Superintendent

Date: 6/25/2020

Signature: 

SPC-11

RSU 34 Quality of Service Survey

How would you rate the quality of service from SPC regarding this upgrade/install? 1-10, 10 being the best and why?

10. The only interaction I had with SPC was with Alex, but he was extremely helpful when working through trying to get printing working with Chromebooks. Very attentive, willing to put the effort in to reach a resolution. -Mike

How can SPC improve?

No suggestions from the perspective of an on the ground tech.

How would you rate the quality of service from the vendor on this install/upgrade? 1-10, 10 being the best and why?

10. Budget was responsive and helpful when we needed them, the install went quickly and relatively painlessly.

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Google Forms