



***Specialized Purchasing Consultants***

1491 East Side River Road

Dummer, NH 03588

(800) 750-1538

[www.spccopypro.com](http://www.spccopypro.com)

**2017-2018 Annual Report**

**Year - End Photocopier Analysis**

**With projected costs for 2018-19**

Brenda Fleming  
SU 36 Rutland NE  
49 Court Drive  
Brandon, VT 05733



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

October 2018

Skip Tilton  
President

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

Brenda Fleming  
SU 36 Rutland NE  
49 Court Drive  
Brandon, VT 05733

VISIT US ON THE WEB:  
[www.spccopypro.com](http://www.spccopypro.com)

Dear Brenda:

We at Specialized Purchasing Consultants, wish to thank you for your continued confidence in us. Our relationship is **now 13 years strong**, and we hope that your trust in us and this relationship will continue for many years to come.

The following Annual Report provides an overview of last year's reprographic equipment usage and status. Recommendations are included based on usage and remaining life expectancy to address potential problem areas. This will help to avoid needless down time and improve equipment reliability.

Every year we strive to improve or enhance our services to save our clients time, money, and effort. For the past number of years, numerous new features have been implemented to benefit our clients such as Simplified Billing, FMAudit automated meter reading, STARDoc and IT Asset Management. We hope you have found these services to be beneficial and time-saving. We are very pleased to offer these services at no additional charge.

During our meeting with you to review this report, we would like to take some time to review our current services as well as new services soon to be offered and how you can benefit from these services.

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

Sincerely,

Skip Tilton  
President

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## *The SPC Team...*

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

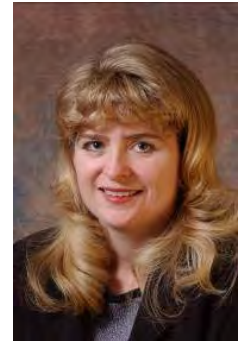


*Skip Tilton, President*

*Billie Jo Tilton, Vice President*

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

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



*Jessica Paradis*

*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 experience 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:	75
Total Black Photocopiers	10
Total Color Photocopiers	16
Total Black Network Printers	44
Total Color Network Printers	5
Total Removed from Service:	0
# of Units OFF Warranty:	0
# of Units Approaching End of Warranty:	0
# of Units Overused:	0
# of Units Underused:	8
Commencement Date:	9/1/2016
# of Annual Payments Left on Lease	3
All Warranties and Service Contracts Expire:	6/30/2022
SPC's FM Audit Print Management Software Loaded	Yes
Printer Contract	[ gu

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 Brenda,

On paper, everything looks pretty good. I would definitely continue to pay down your principal on your capital lease.

It is important to not ignore machines that are being overused or underused. We noticed that 8 of your printers are underused, having done less than 500 prints last year. We will continue to monitor the usage to see if this changes. One of our jobs is help flag these kinds of devices so that you can maximize your capital investment as well as minimize the cost of operation on your service contracts. Please keep an eye on your color usage since your district is definitely higher than other districts.

Also, keep in mind there are some powerful print management software that you may want to consider next time around. (See page #10) Please note that your Color usage is extremely high compared to other districts at 297 Copies per student compared to the industry at 185.

Sincerely,

Skip

## Non Contracted Devices

Make - Model	Serial Number	IP Address	Last Update
LEXMARK MS312dn	45147PLM43LMZ	10.70.2.249	10/15/2018 12:58:32 PM
LEXMARK MS312dn	45147PLM43LN1	10.70.2.240	10/15/2018 12:58:32 PM
DELL Printer E310dw	V0W9C3366F00AD	192.168.4.249	10/15/2018 12:58:32 PM

**Machine Count: 3... Our Goal 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

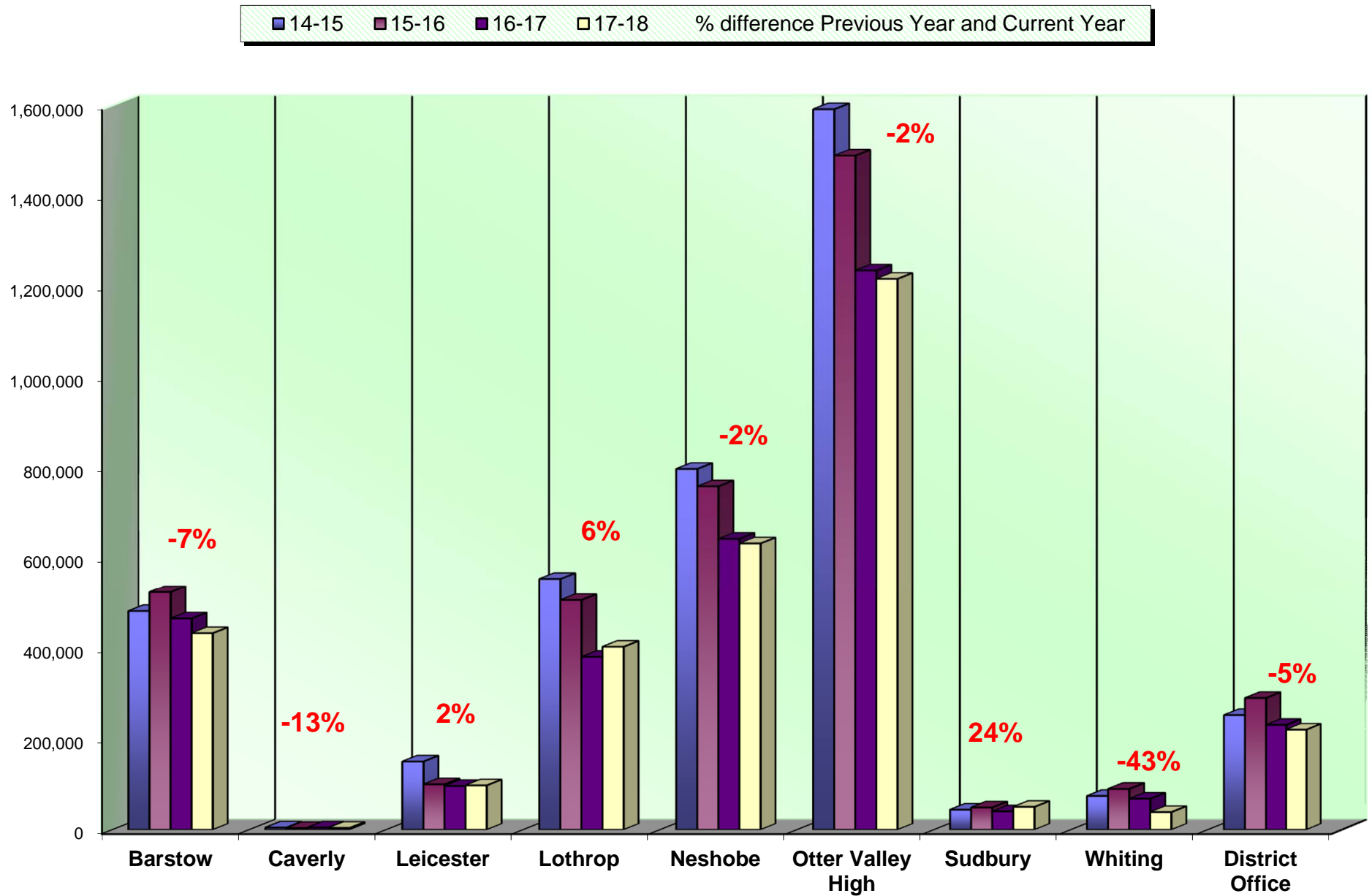
Previous

Next

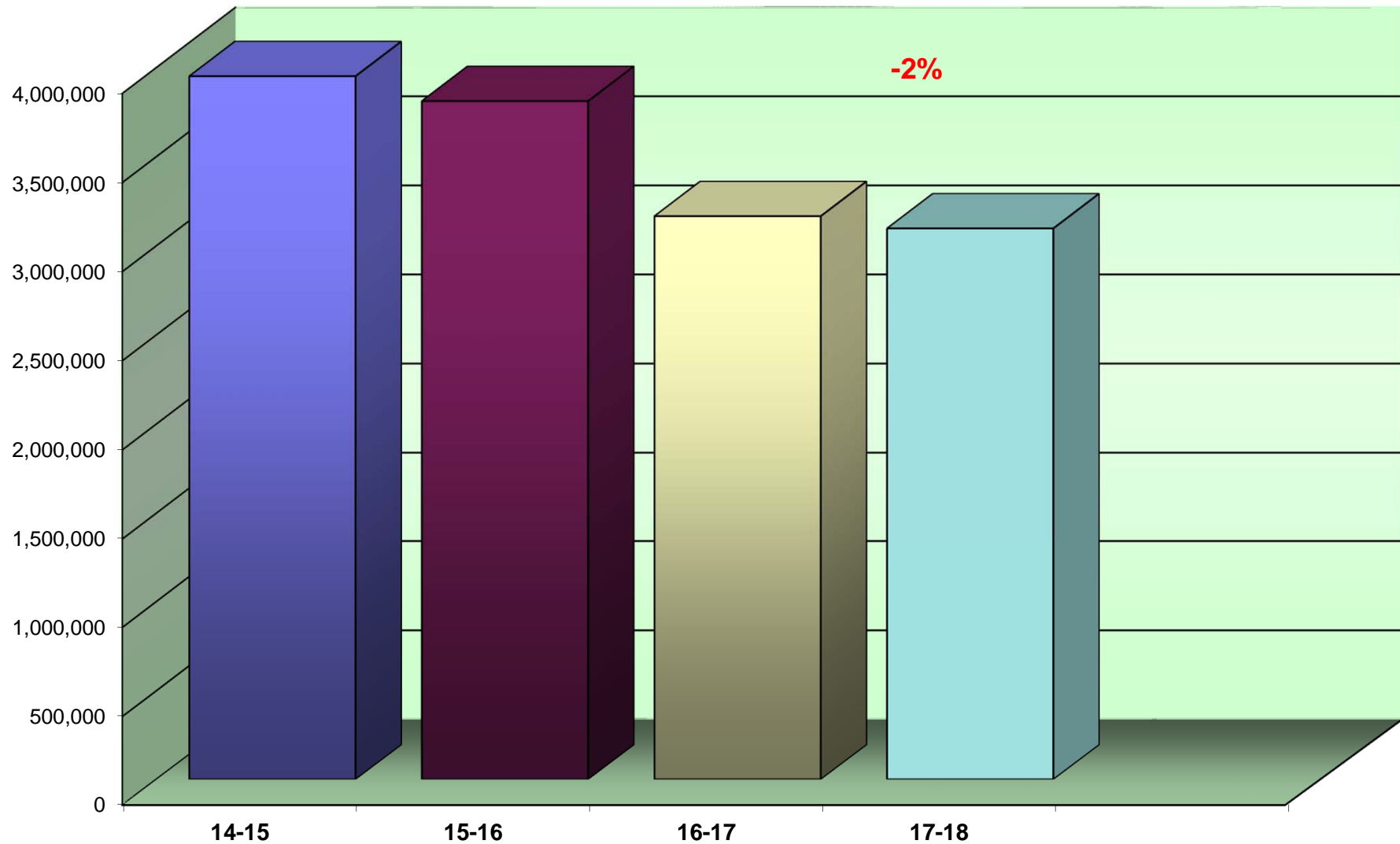
Request Service History

Close

## Annual Black Volume by Building



## Annual Black Volume Overall



**% 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.

<i>Building Name</i>	<i>Student Population</i>	<i>Annual Volume</i>	<i>Total School Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
Barstow Memorial School	203	433,232	\$10,615.34	2,134	\$52.29
Caverly Pre-School	20	4,047	\$124.98	202	\$6.25
Leicester Central School	35	97,611	\$2,402.71	2,789	\$68.65
Lothrop Elementary School	208	403,225	\$9,979.35	1,939	\$47.98
Neshobe School	415	632,922	\$15,241.94	1,525	\$36.73
Otter Valley High School	572	1,217,115	\$30,361.17	2,128	\$53.08
SU 36 District Office (RNESU)	0	220,414	\$5,346.63	0	\$0.00
Sudbury Elementary School	34	50,294	\$1,242.58	1,479	\$36.55
Whiting Elementary School	15	38,882	\$942.68	2,592	\$62.85
<b>Totals</b>	<b>1,502</b>	<b>3,097,742</b>	<b>\$76,257.38</b>	<b>2,062</b>	<b>\$50.77</b>

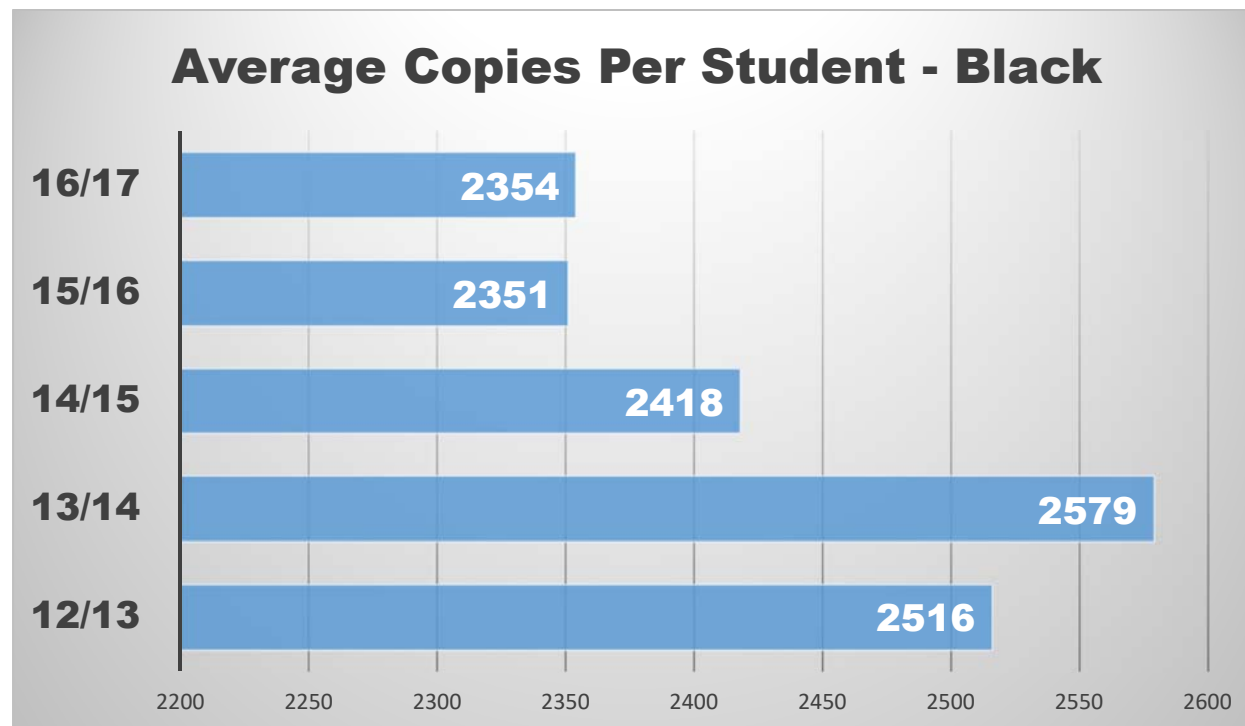
*\*Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this Report.*

### *Cost Comparison – Black Only*

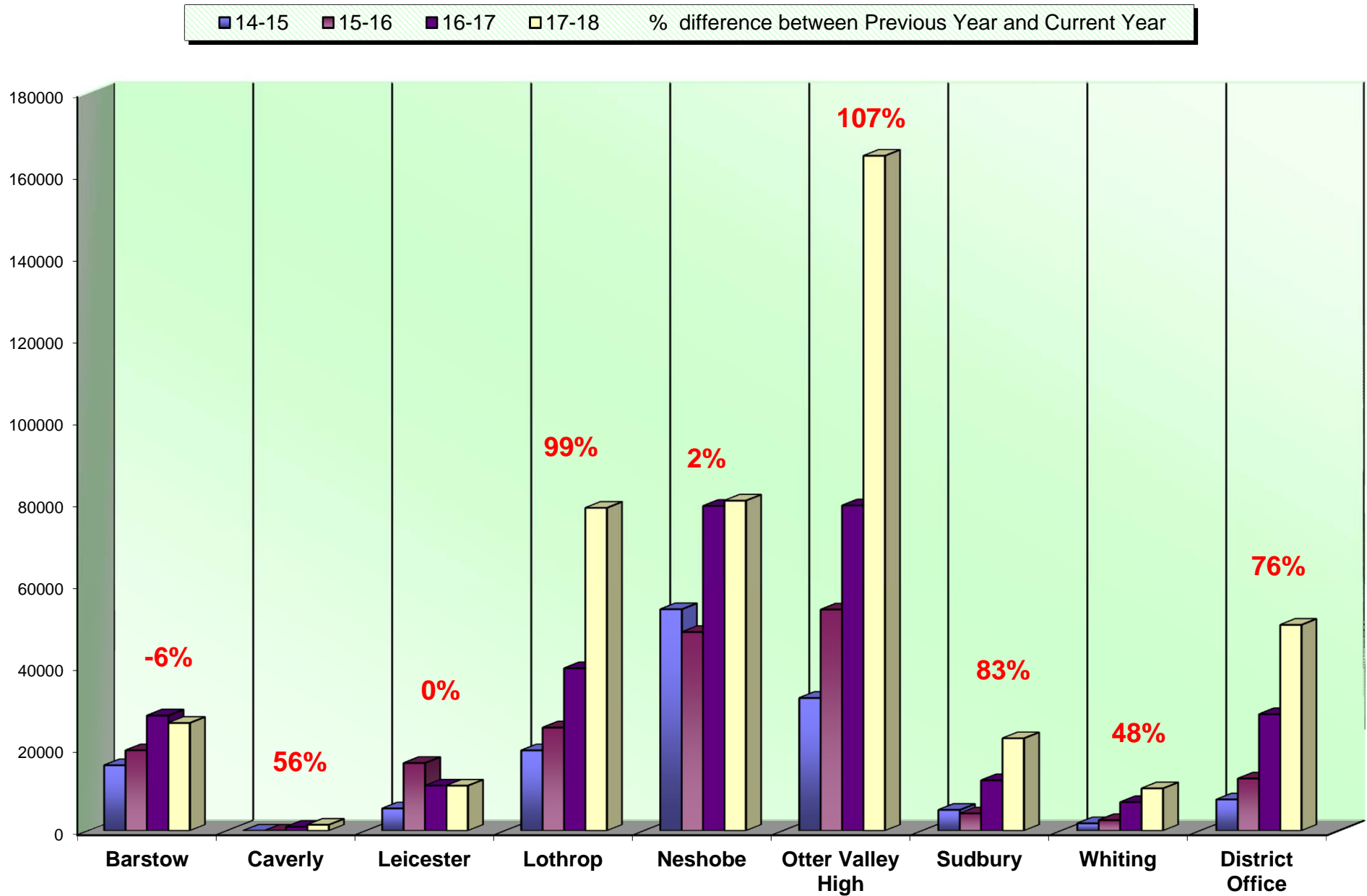
This is an SPC Comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

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

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

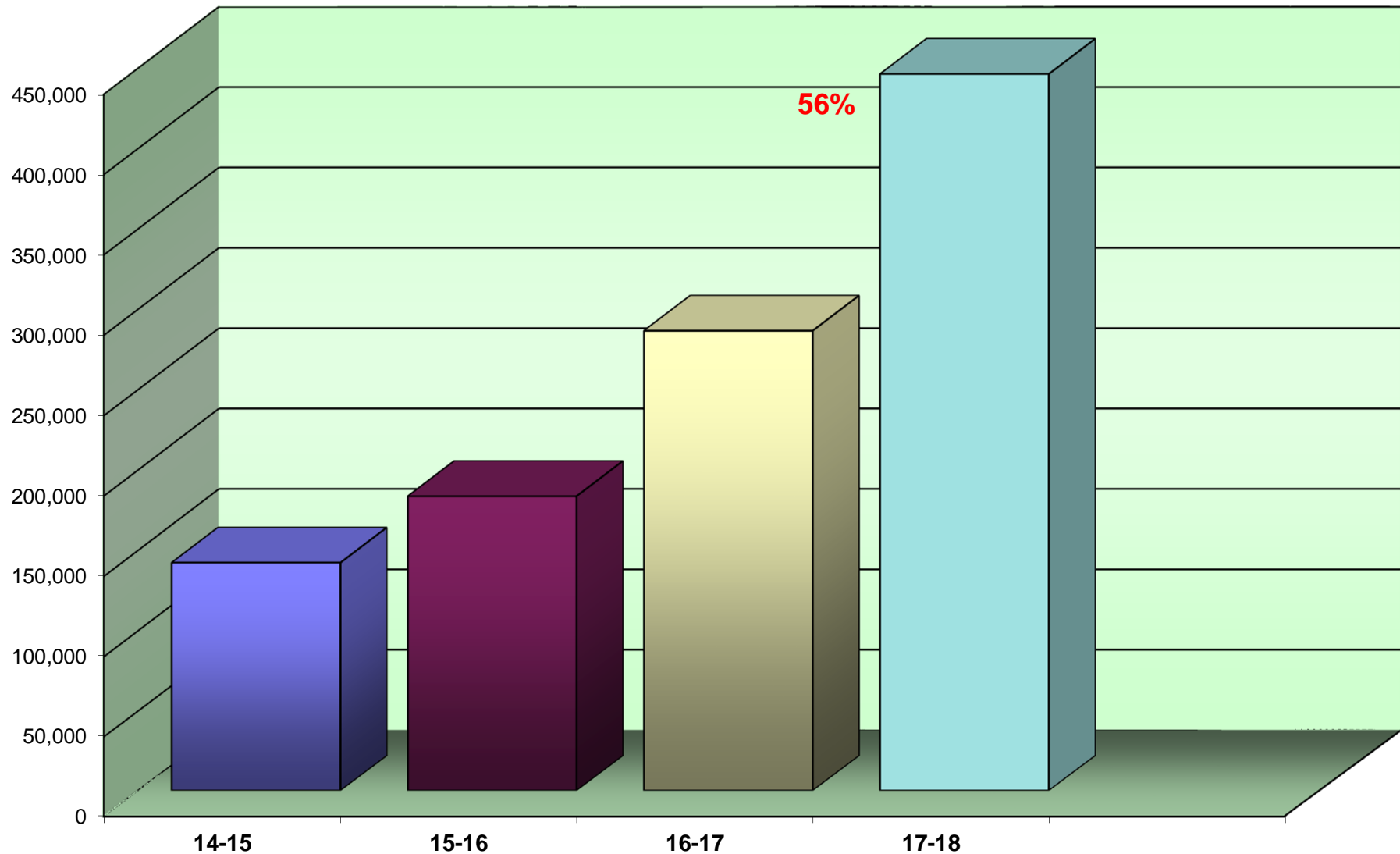


## Annual Color Volume by Building





## Annual Color Volume Overall



**% 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.

<i>Building Name</i>	<i>Student Population</i>	<i>Annual Volume</i>	<i>Total School Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
Barstow Memorial School	203	26,412	\$1,500.68	130	\$7.39
Caverly Pre-School	20	1,459	\$121.86	73	\$6.09
Leicester Central School	35	11,051	\$568.14	316	\$16.23
Lothrop Elementary School	208	78,881	\$4,153.54	379	\$19.97
Neshobe School	415	80,645	\$4,090.74	194	\$9.86
Otter Valley High School	572	164,613	\$9,375.52	288	\$16.39
SU 36 District Office (RNESU)	0	50,240	\$2,408.00	0	\$0.00
Sudbury Elementary School	34	22,668	\$1,164.00	667	\$34.24
Whiting Elementary School	15	10,390	\$533.53	693	\$35.57
<b>Totals</b>	<b>1,502</b>	<b>446,359</b>	<b>\$23,916.00</b>	<b>297</b>	<b>\$15.92</b>

*\*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 the High Color Usage. See Page # \_\_\_\_\_ 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.*

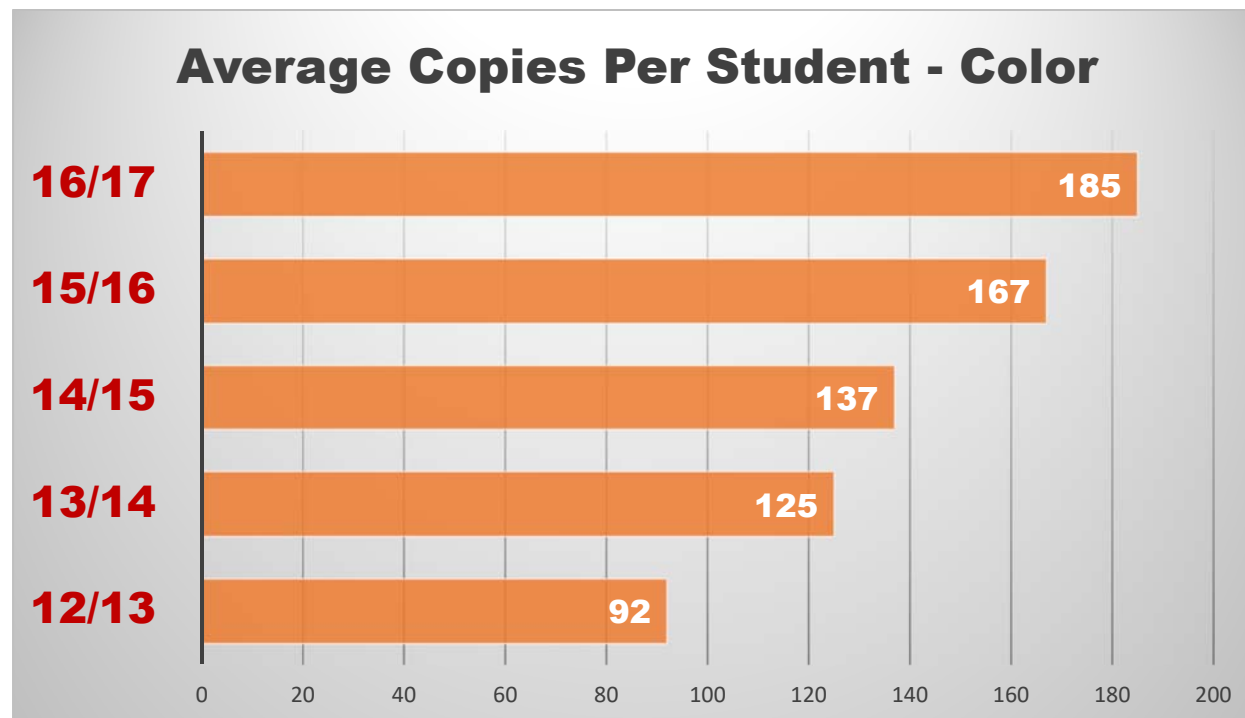
<b><i>District Wide Black Totals</i></b>	<b>3,097,742</b>	<b>\$12,096.17</b>
<b><i>District Wide Color Totals</i></b>	<b>446,359</b>	<b>\$23,263.71</b>

### Cost Comparison – Color Only

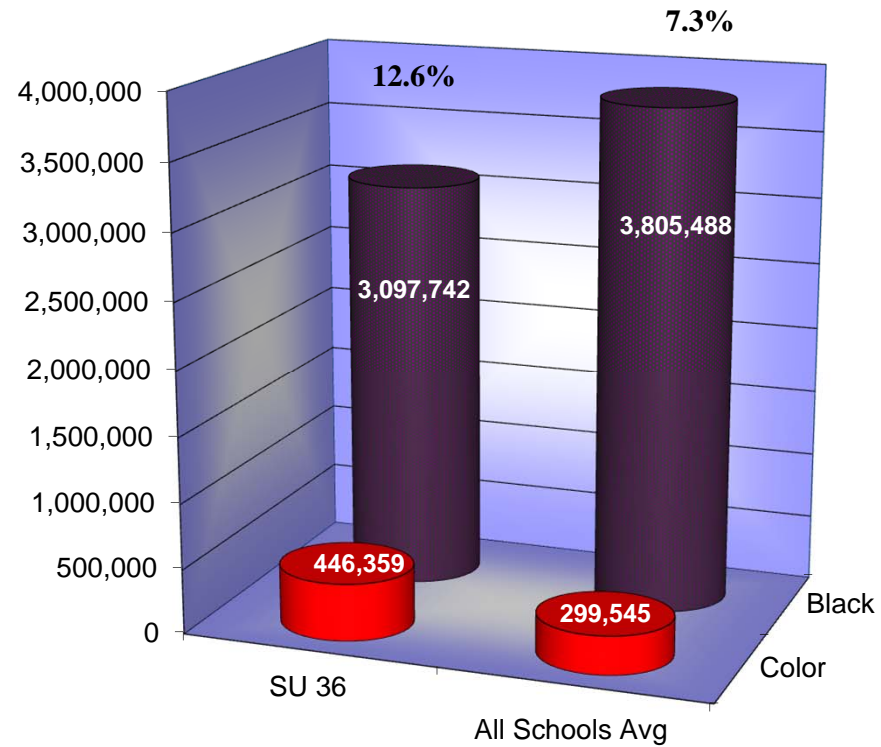
This is an SPC Comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

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

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



## Color to Total Volume Percentage



## *Usage Profile for Service & Supplies*

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

Date of Last Upgrade: 9/1/2016					
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	Recommendations
BARSTOW MEMORIAL SCHOOL					
First Floor Middle School					
Kyocera FS-2100DN / 42 PPM LQA6739791 / 04178 1,000,000 / 10/2012 Black Network Printer OSV	40,319  0	60,049  0	19,730  0	\$0.008750 \$172.64 \$0.00000 \$0.00	None at this time.
Lab					
Kyocera FS-2100DN / 42 PPM LQA6739515 / 04179 1,000,000 / 10/2012 Black Network Printer OSV	11,722  0	23,825  0	12,103  0	\$0.008750 \$105.90 \$0.00000 \$0.00	None at this time.
Library					
Kyocera P2135DN / 37 PPM LVK6848779 / 04174 750,000 / 03/2014 Black Network Printer OSV	2,298  0	4,515  0	2,217  0	\$0.008750 \$19.40 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor					Date of Last Upgrade: 9/1/2016	
	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations	
BARSTOW MEMORIAL SCHOOL						
Main Office						
Toshiba e-Studio 6506AC / 65 PPM CHHF10678 / 04171 4,000,000 / 07/2016 Color Photocopier OSV	123,376  12,693	258,441  32,509	135,065  19,816	\$0.003500 \$472.73 \$0.04662 \$923.82	None at this time.	
Office MICR Toner						
HP Laser Jet 600 M604 / 52 PPM CNBCHC208V / 04173 2,000,000 / 04/2015 Black Network Printer OSV	68  0	150  0	82  0	\$0.008130 \$0.67 \$0.00000 \$0.00	Underused!	
PC Lab						
Kyocera P6130cdn / 32 PPM V5Q5600993 / 04291 750,000 / 06/2015 Color Network Printer OSV	6,604  9,211	10,616  15,807	4,012  6,596	\$0.010000 \$40.12 \$0.08125 \$535.93	None at this time.	
Work Room						
Toshiba e-Studio 7508A / 75 PPM CIHF11128 / 04169 4,000,000 / 07/2016 Black Photocopier OSV	216,269  0	476,292  0	260,023  0	\$0.003200 \$832.07 \$0.00000 \$0.00	None at this time.	

					Date of Last Upgrade: 9/1/2016
Make-Model / Speed					
Serial Number / Vendor ID				2017-18	
Life / Intro Date	7/1/2017	6/30/2018	Annual	Cost/Copy	
Vendor	Meter	Meter	Volume	Annual Cost	Recommendations
<b>BARSTOW MEMORIAL SCHOOL</b>					
	<b>Subtotals Black</b>		<b>433,232</b>	<b>\$1,643.53</b>	
	<b>Subtotals Color</b>		<b>26,412</b>	<b>\$1,459.75</b>	

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>				<i>Date of Last Upgrade: 9/1/2016</i>	
	<i>7/1/2017</i> <i>Meter</i>	<i>6/30/2018</i> <i>Meter</i>	<i>2017-18</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
<b>CAVERLY PRE-SCHOOL</b>					
<b>Main Office</b>					
Kyocera 306CI / 30 PPM	3,689	7,736	4,047	\$0.010000	None at this time.
V9W6501653 / 04234				\$40.47	
750,000 / 07/2016	981	2,440	1,459	\$0.08125	
Color Laser MFP				\$118.54	
OSV					
<b>Subtotals Black</b>			<b>4,047</b>	<b>\$40.47</b>	
<b>Subtotals Color</b>			<b>1,459</b>	<b>\$118.54</b>	



Date of Last Upgrade: 9/1/2016					
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	Recommendations
LEICESTER CENTRAL SCHOOL					
Front Office					
HP Color Laser Jet M451dn / 21 PPM CNBH106967 / 04233 500,000 / 02/2012 Color Network Printer OSV	332  1,199	348  1,212	16  13	\$0.010000 \$0.16 \$0.10000 \$1.30	Underused!
Lunch Room					
Toshiba e-Studio 5506AC / 55 PPM CHHF10979 / 04289 3,000,000 / 07/2016 Color Photocopier OSV	103,329  13,154	193,468  24,192	90,139  11,038	\$0.003500 \$315.49 \$0.04995 \$551.35	None at this time.
Multi-Purpose Area					
Kyocera P2135DN / 37 PPM LVK6543030 / 04141 750,000 / 03/2014 Black Network Printer OSV	2,765  0	10,221  0	7,456  0	\$0.008750 \$65.24 \$0.00000 \$0.00	None at this time.
Subtotals Black			97,611	\$380.89	
Subtotals Color			11,051	\$552.65	



<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>			<i>Date of Last Upgrade: 9/1/2016</i>		
	<i>7/1/2017</i> <i>Meter</i>	<i>6/30/2018</i> <i>Meter</i>	<i>2017-18</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
<b>LOTHROP ELEMENTARY SCHOOL</b>					
<b>Office Hallway</b>					
Kyocera FS-2100DN / 42 PPM LQA6739792 / 04183 1,000,000 / 10/2012 Black Network Printer OSV	6,167  0	12,515  0	6,348  0	\$0.008750 \$55.55 \$0.00000 \$0.00	None at this time.
<b>Office Secretary</b>					
HP Color Laserjet Pro M476dn / 21 PPM CNB6H3JC5F / 04237 500,000 / 04/2014 Color Laser MFP OSV	3,949  2,742	6,287  4,744	2,338  2,002	\$0.011880 \$27.78 \$0.10000 \$200.20	None at this time.
<b>Staff Room</b>					
Toshiba e-Studio 4505AC / 45 PPM CFHF50555 / 04166 1,000,000 / 07/2016 Color Photocopier OSV	79,405  39,790	172,200  116,669	92,795  76,879	\$0.003500 \$324.78 \$0.04995 \$3,840.11	None at this time.
<b>Subtotals Black</b>			<b>403,225</b>	<b>\$1,626.21</b>	
<b>Subtotals Color</b>			<b>78,881</b>	<b>\$4,040.31</b>	



<i>Make-Model / Speed Serial Number / Vendor ID Life / Intro Date</i>				<i>Date of Last Upgrade: 9/1/2016</i>	
<i>Vendor</i>	<i>7/1/2017 Meter</i>	<i>6/30/2018 Meter</i>	<i>2017-18 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>NESHOBE SCHOOL</b>					
<b>Mail Room</b>					
Toshiba e-Studio 6506AC / 65 PPM CHHF10686 / 04172 4,000,000 / 07/2016 Color Photocopier OSV	73,975	194,092	120,117	\$0.003500 \$420.41	None at this time.
	10,278	46,589	36,311	\$0.04662 \$1,692.82	
<b>Main Office (Mail Room)</b>					
HP LaserJet 400 MFP M425dn / 35 PPM CNF8G6C7H1 / 04235 750,000 / 06/2012 Black Laser MFP OSV	9,464	9,533	69	\$0.011880 \$0.82	Underused!
	0	0	0	\$0.00000 \$0.00	
<b>Staff Work Room</b>					
Toshiba e-Studio 8508A / 85 PPM CIHF11283 / 04168 5,000,000 / 07/2016 Black Photocopier OSV	323,057	706,026	382,969	\$0.003200 \$1,225.50	None at this time.
	0	0	0	\$0.00000 \$0.00	
<b>Subtotals Black</b>			<b>632,922</b>	<b>\$2,142.11</b>	
<b>Subtotals Color</b>			<b>80,645</b>	<b>\$3,979.10</b>	

Date of Last Upgrade: 9/1/2016					
Make-Model / Speed	Serial Number / Vendor ID	Life / Intro Date	2017-18		
Vendor	7/1/2017	6/30/2018	Annual	Cost/Copy	
	Meter	Meter	Volume	Annual Cost	
Recommendations					
OTTER VALLEY HIGH SCHOOL					
Basement - CAD					
Kyocera P2135DN / 37 PPM	3,578	7,449	3,871	\$0.008750	None at this time.
LVK6848778 / 04207				\$33.87	
750,000 / 03/2014	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
OSV					
Copy Room Up					
Kyocera P6130cdn / 32 PPM	2,965	7,762	4,797	\$0.010000	None at this time.
V5Q5901842 / 04283				\$47.97	
750,000 / 06/2015	8,919	20,097	11,178	\$0.08125	
Color Network Printer				\$908.21	
OSV					
Toshiba e-Studio 8508A / 85 PPM	295,458	585,792	290,334	\$0.003200	None at this time.
CIHF11264 / 04191				\$929.07	
5,000,000 / 07/2016	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
OSV					

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>				<i>Date of Last Upgrade: 9/1/2016</i>	
	<i>7/1/2017</i> <i>Meter</i>	<i>6/30/2018</i> <i>Meter</i>	<i>2017-18</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
<b>OTTER VALLEY HIGH SCHOOL</b>					
<b>Guidance Office</b>					
Kyocera FS-2100DN / 42 PPM	6,443	11,748	5,305	\$0.008750	None at this time.
LQA6739738 / 04186				\$46.42	
1,000,000 / 10/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>OSV</b>					
Toshiba e-Studio 4505AC / 45 PPM	36,073	79,586	43,513	\$0.003500	None at this time.
CFHF50559 / 04188				\$152.30	
1,000,000 / 07/2016	4,021	34,579	30,558	\$0.04995	
Color Photocopier				\$1,526.37	
<b>OSV</b>					
<b>Guidance Office (Wheeler)</b>					
Kyocera P2135DN / 37 PPM	11,678	23,226	11,548	\$0.008750	None at this time.
LVK6848784 / 04208				\$101.05	
750,000 / 03/2014	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
<b>OSV</b>					
<b>Hall Office</b>					
Toshiba e-Studio 8508A / 85 PPM	209,868	501,625	291,757	\$0.003200	None at this time.
CIHF11275 / 04190				\$933.62	
5,000,000 / 07/2016	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
<b>OSV</b>					





<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>					<i>Date of Last Upgrade: 9/1/2016</i>	
	<i>7/1/2017</i> <i>Meter</i>	<i>6/30/2018</i> <i>Meter</i>	<i>2017-18</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>	
<b>OTTER VALLEY HIGH SCHOOL</b>						
<i>Library</i>						
Kyocera FS-2100DN / 42 PPM	5,803	10,931	5,128	\$0.008750	None at this time.	
LQA6739439 / 04187				\$44.87		
1,000,000 / 10/2012	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
<b>OSV</b>						
Toshiba e-Studio 6506AC / 65 PPM	64,704	164,533	99,829	\$0.003500	None at this time.	
CHHF10705 / 04189				\$349.40		
4,000,000 / 07/2016	13,924	38,598	24,674	\$0.04995		
Color Photocopier				\$1,232.47		
<b>OSV</b>						
<i>Main Office</i>						
Kyocera P2135DN / 37 PPM	3,748	9,327	5,579	\$0.008750	None at this time.	
LVK6849372 / 04212				\$48.82		
750,000 / 03/2014	0	0	0	\$0.00000		
Black Network Printer				\$0.00		
<b>OSV</b>						

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>				<i>Date of Last Upgrade: 9/1/2016</i>	
	<i>7/1/2017</i> <i>Meter</i>	<i>6/30/2018</i> <i>Meter</i>	<i>2017-18</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
<b>OTTER VALLEY HIGH SCHOOL</b>					
<b>Middle School Office</b>					
Kyocera FS-2100DN / 42 PPM LQA6739793 / 04193 1,000,000 / 10/2012 Black Network Printer OSV	4,658  0	9,673  0	5,015  0	\$0.008750 \$43.88 \$0.00000 \$0.00	None at this time.
Toshiba e-Studio 6506AC / 65 PPM CHHF10675 / 04192 4,000,000 / 07/2016 Color Photocopier OSV	118,713  29,004	242,995  101,950	124,282  72,946	\$0.003500 \$434.99 \$0.04662 \$3,400.74	None at this time.
<b>Moose</b>					
Kyocera P2135DN / 37 PPM LVK6849359 / 04213 750,000 / 03/2014 Black Network Printer OSV	1,610  0	2,842  0	1,232  0	\$0.008750 \$10.78 \$0.00000 \$0.00	None at this time.
<b>North Campus Commons Connection</b>					
Kyocera 306CI / 30 PPM V9W6501820 / 04206 750,000 / 07/2016 Color Laser MFP OSV	12,050  3,488	29,080  8,273	17,030  4,785	\$0.010000 \$170.30 \$0.08125 \$388.78	None at this time.

Date of Last Upgrade: 9/1/2016					
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	Recommendations
OTTER VALLEY HIGH SCHOOL					
North Campus HS					
Kyocera P2135DN / 37 PPM LVK6849365 / 04216 750,000 / 03/2014 Black Network Printer OSV	473  0	473  0	0  0	\$0.008750 \$0.00 \$0.00000 \$0.00	Underused!
Kyocera P2135DN / 37 PPM LVK6849376 / 04214 750,000 / 03/2014 Black Network Printer OSV	5,369  0	16,116  0	10,747  0	\$0.008750 \$94.04 \$0.00000 \$0.00	None at this time.
Room 148					
Kyocera FS-2100DN / 42 PPM LQA6739789 / 04195 1,000,000 / 10/2012 Black Network Printer OSV	9,415  0	24,896  0	15,481  0	\$0.008750 \$135.46 \$0.00000 \$0.00	None at this time.
Room 153					
Kyocera P2135DN / 37 PPM LVK6849371 / 04217 750,000 / 03/2014 Black Network Printer OSV	2,618  0	5,389  0	2,771  0	\$0.008750 \$24.25 \$0.00000 \$0.00	None at this time.



Date of Last Upgrade: 9/1/2016					
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	Recommendations
OTTER VALLEY HIGH SCHOOL					
Room 304B Cart					
Kyocera P2135DN / 37 PPM LVK6849370 / 04219 750,000 / 03/2014 Black Network Printer OSV	20  0	123  0	103  0	\$0.008750 \$0.90 \$0.00000 \$0.00	Underused!
Room 307					
Kyocera P2135DN / 37 PPM LVK6849364 / 04221 750,000 / 03/2014 Black Network Printer OSV	6,444  0	13,214  0	6,770  0	\$0.008750 \$59.24 \$0.00000 \$0.00	None at this time.
Room 309					
Kyocera P2135DN / 37 PPM LVK6849360 / 04222 750,000 / 03/2014 Black Network Printer OSV	3,684  0	9,881  0	6,197  0	\$0.008750 \$54.22 \$0.00000 \$0.00	None at this time.
Room 314					
Kyocera P2135DN / 37 PPM LVK6848777 / 04223 750,000 / 03/2014 Black Network Printer OSV	1,149  0	3,644  0	2,495  0	\$0.008750 \$21.83 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life / Intro Date Vendor					Date of Last Upgrade: 9/1/2016	
	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations	
OTTER VALLEY HIGH SCHOOL						
Room 320						
Kyocera P2135DN / 37 PPM LVK6848781 / 04224 750,000 / 03/2014 Black Network Printer OSV	7,065  0	16,518  0	9,453  0	\$0.008750 \$82.71 \$0.00000 \$0.00	None at this time.	
Room 339						
Kyocera P2135DN / 37 PPM LVK6848780 / 04225 750,000 / 03/2014 Black Network Printer OSV	3,660  0	9,607  0	5,947  0	\$0.008750 \$52.04 \$0.00000 \$0.00	None at this time.	
Room 340						
Kyocera P2135DN / 37 PPM LVK6848782 / 04196 750,000 / 03/2014 Black Network Printer OSV	3,507  0	8,079  0	4,572  0	\$0.008750 \$40.01 \$0.00000 \$0.00	None at this time.	
Room 347						
Kyocera P2135DN / 37 PPM LVK6848791 / 04227 750,000 / 03/2014 Black Network Printer OSV	1,463  0	2,901  0	1,438  0	\$0.008750 \$12.58 \$0.00000 \$0.00	None at this time.	



Make-Model / Speed Serial Number / Vendor ID Life / Intro Date				Date of Last Upgrade: 9/1/2016	
Vendor	7/1/2017 Meter	6/30/2018 Meter	2017-18 Annual Volume	Cost/Copy Annual Cost	Recommendations
OTTER VALLEY HIGH SCHOOL					
Science Work Room Rms 159, 160, 161					
Kyocera FS-2100DN / 42 PPM	7,253	17,022	9,769	\$0.008750	None at this time.
LQA6739782 / 04215				\$85.48	
1,000,000 / 10/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
OSV					
Teachers' Room					
Toshiba e-Studio 8508A / 85 PPM	141,810	309,717	167,907	\$0.003200	None at this time.
CIHF11282 / 04203				\$537.30	
5,000,000 / 07/2016	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
OSV					
Unknown					
Kyocera P2135DN / 37 PPM	1,861	4,215	2,354	\$0.008750	None at this time.
LVK6848773 / 04210				\$20.60	
750,000 / 03/2014	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
OSV					
Subtotals Black			1,217,115	\$5,141.16	
Subtotals Color			164,613	\$9,119.92	



<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>			<i>Date of Last Upgrade: 9/1/2016</i>		
	<i>7/1/2017</i> <i>Meter</i>	<i>6/30/2018</i> <i>Meter</i>	<i>2017-18</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
<b>SU 36 DISTRICT OFFICE (RNESU)</b>					
<b>Business Office</b>					
HP Laser Jet 600 M604 / 52 PPM CNDCJ9M22Z / 04165 2,000,000 / 04/2015 Black Network Printer OSV	28  0	28  0	0  0	\$0.008130 \$0.00 \$0.00000 \$0.00	Underused!
Toshiba e-Studio 4508A / 45 PPM CGDF11258 / 04103 1,000,000 / 07/2016 Black Photocopier OSV	85,269  0	166,658  0	81,389  0	\$0.003500 \$284.86 \$0.00000 \$0.00	None at this time.
<b>Evaluation Team</b>					
Toshiba e-Studio 4508A / 45 PPM CGGF27909 / 04164 1,000,000 / 07/2016 Black Photocopier OSV	33,445  0	69,271  0	35,826  0	\$0.003500 \$125.39 \$0.00000 \$0.00	None at this time.
<b>Front Office</b>					
Toshiba e-Studio 6506AC / 65 PPM CHHF10690 / 04290 4,000,000 / 07/2016 Color Photocopier OSV	91,394  25,056	192,321  75,296	100,927  50,240	\$0.003500 \$353.24 \$0.04662 \$2,342.19	None at this time.

<i>Make-Model / Speed</i>			<i>Date of Last Upgrade: 9/1/2016</i>		
<i>Serial Number / Vendor ID</i>			<i>2017-18</i>	<i>Cost/Copy</i>	<i>Recommendations</i>
<i>Life / Intro Date</i>			<i>Annual</i>	<i>Annual Cost</i>	
<i>Vendor</i>	<i>7/1/2017</i>	<i>6/30/2018</i>	<i>Volume</i>		
	<i>Meter</i>	<i>Meter</i>			
<b>SU 36 DISTRICT OFFICE (RNESU)</b>					
<b>Main Office</b>					
Kyocera P2135DN / 37 PPM	1,501	3,773	2,272	\$0.008750	None at this time.
LVK6543032 / 03902				\$19.88	
750,000 / 03/2014	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
OSV					
	<b>Subtotals Black</b>		<b>220,414</b>	<b>\$783.38</b>	
	<b>Subtotals Color</b>		<b>50,240</b>	<b>\$2,342.19</b>	

<i>Make-Model / Speed</i>			<i>Date of Last Upgrade: 9/1/2016</i>		
<i>Serial Number / Vendor ID</i>					
<i>Life / Intro Date</i>					
<i>Vendor</i>	<i>7/1/2017 Meter</i>	<i>6/30/2018 Meter</i>	<i>2017-18 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>SUDBURY ELEMENTARY SCHOOL</b>					
<b><i>Library</i></b>					
Kyocera P2135DN / 37 PPM	2,713	7,414	4,701	\$0.008750	None at this time.
LVK6543035 / 04284				\$41.13	
750,000 / 03/2014	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
OSV					
<b><i>Main Office</i></b>					
Toshiba e-Studio 4505AC / 45 PPM	32,778	78,371	45,593	\$0.003500	None at this time.
CFHF50565 / 04285				\$159.58	
1,000,000 / 07/2016	11,379	34,047	22,668	\$0.04995	
Color Photocopier				\$1,132.27	
OSV					
	<b><i>Subtotals Black</i></b>		<b>50,294</b>	<b>\$200.71</b>	
	<b><i>Subtotals Color</i></b>		<b>22,668</b>	<b>\$1,132.27</b>	

<i>Make-Model / Speed</i> <i>Serial Number / Vendor ID</i> <i>Life / Intro Date</i> <i>Vendor</i>				<i>Date of Last Upgrade: 9/1/2016</i>     	
	<i>7/1/2017</i>	<i>6/30/2018</i>	<i>2017-18</i>	<i>Cost/Copy</i>	<i>Recommendations</i>
	<i>Meter</i>	<i>Meter</i>	<i>Annual</i>	<i>Annual Cost</i>	
			<i>Volume</i>		
<b>WHITING ELEMENTARY SCHOOL</b>					
<b>Main Office</b>					
Toshiba e-Studio 4505AC / 45 PPM	55,881	94,452	38,571	\$0.003500	None at this time.
CFHF50673 / 04163				\$135.00	
1,000,000 / 07/2016	6,773	17,163	10,390	\$0.04995	
Color Photocopier				\$518.98	
OSV					
<b>Multi-Purpose Area</b>					
Kyocera P2135DN / 37 PPM	467	778	311	\$0.008750	Underused!
LVK6543039 / 04286				\$2.72	
750,000 / 03/2014	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
OSV					
	<b>Subtotals Black</b>		<b>38,882</b>	<b>\$137.72</b>	
	<b>Subtotals Color</b>		<b>10,390</b>	<b>\$518.98</b>	

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<i>District Wide Black Totals</i>	3,097,742	\$12,096.17
<i>District Wide Color Totals</i>	446,359	\$23,263.71

## 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 4/1/2005 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
3,097,742	\$0.02114	\$65,486.27

### CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
3,097,742	\$0.00390	\$12,081.19	\$53,405.07	\$267,025.36

*Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$53,405.07 x 13 years as a Client*

***=\$694,265.94 Cost Savings!***

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

## *Projected Equipment Costs by Building - Black*

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

Building	Projected Black Volume	Projected Black Usage Cost	Approx.Paper Cost	Average Annual Equipment Cost	Total Projected Black Usage Cost
Barstow Memorial School	433,232	\$1,690.09	\$2,149.70	\$6,775.56	\$10,615.34
Caverly Pre-School	4,047	\$41.60	\$20.08	\$63.29	\$124.98
Leicester Central School	97,611	\$391.77	\$484.35	\$1,526.59	\$2,402.71
Lothrop Elementary School	403,225	\$1,672.28	\$2,000.80	\$6,306.26	\$9,979.35
Neshobe School	632,922	\$2,202.76	\$3,140.56	\$9,898.62	\$15,241.94
Otter Valley High School	1,217,115	\$5,286.71	\$6,039.32	\$19,035.14	\$30,361.17
SU 36 District Office (RNESU)	220,414	\$805.76	\$1,093.69	\$3,447.18	\$5,346.63
Sudbury Elementary School	50,294	\$206.44	\$249.56	\$786.58	\$1,242.58
Whiting Elementary School	38,882	\$141.65	\$192.93	\$608.10	\$942.68
<b>Total</b>	<b>3,097,742</b>	<b>\$12,439.08</b>	<b>\$15,371.00</b>	<b>\$48,447.31</b>	<b>\$76,257.38</b>

### *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
Barstow Memorial School	26,412	\$1,500.68
Caverly Pre-School	1,459	\$121.86
Leicester Central School	11,051	\$568.14
Lothrop Elementary School	78,881	\$4,153.54
Neshobe School	80,645	\$4,090.74
Otter Valley High School	164,613	\$9,375.52
SU 36 District Office (RNESU)	50,240	\$2,408.00
Sudbury Elementary School	22,668	\$1,164.00
Whiting Elementary School	10,390	\$533.53
<b><i>Total</i></b>	<b>446,359</b>	<b>\$23,916.00</b>



## *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
Office Systems of Vermont	Black Laser MFP	69	\$0.01188	\$0.82	\$0.01221	\$0.84
Office Systems of Vermont	Black Network Printer	82	\$0.00813	\$0.67	\$0.00836	\$0.69
Office Systems of Vermont	Black Network Printer	259,952	\$0.00875	\$2,274.58	\$0.00900	\$2,339.57
Office Systems of Vermont	Black Photocopier	1,649,234	\$0.00320	\$5,277.55	\$0.00329	\$5,425.98
Office Systems of Vermont	Black Photocopier	117,215	\$0.00350	\$410.25	\$0.00360	\$421.97
Office Systems of Vermont	Color Laser MFP	42,680	\$0.01000	\$426.80	\$0.01028	\$438.75
Office Systems of Vermont	Color Laser MFP	2,338	\$0.01188	\$27.78	\$0.01221	\$28.55
Office Systems of Vermont	Color Network Printer	13,250	\$0.01000	\$132.50	\$0.01028	\$136.21
Office Systems of Vermont	Color Photocopier	1,012,922	\$0.00350	\$3,545.23	\$0.00360	\$3,646.52
<b>Total</b>		<b>3,097,742</b>	<b>\$0.00390</b>	<b>\$12,096.17</b>	<b>\$0.00402</b>	<b>\$12,439.08</b>

## *Service & Supply Usage Profile by Vendor - Color*

This table represents actual and projected expenses for COLOR prints or copies by vendor for the current and next fiscal year. Under SPC's new Simplified Billing Program, SPC will invoice you directly for 50% of the Projected Annual Volume in July and January, and then reconcile based on actual usage in June. Cost per copy typically increases by 5% or CPI annually, whichever is less. **Current year's increase is 2.8%.**

Vendor	Equipment Type	Annual Volume	2017- 2018 Cost / Copy	Total Cost	2018- 2019 Cost / Copy	Projected Cost
Office Systems of Vermont	Color Laser MFP	17,872	\$0.08125	\$1,452.10	\$0.08352	\$1,492.67
Office Systems of Vermont	Color Laser MFP	2,002	\$0.10000	\$200.20	\$0.10280	\$205.81
Office Systems of Vermont	Color Network Printer	28,912	\$0.08125	\$2,349.10	\$0.08352	\$2,414.73
Office Systems of Vermont	Color Network Printer	13	\$0.10000	\$1.30	\$0.10280	\$1.34
Office Systems of Vermont	Color Photocopier	179,313	\$0.04662	\$8,359.57	\$0.04793	\$8,594.47
Office Systems of Vermont	Color Photocopier	218,247	\$0.04995	\$10,901.44	\$0.05135	\$11,206.98
<b>Total</b>		<b>446,359</b>	<b>\$0.05212</b>	<b>\$23,263.71</b>	<b>\$0.05358</b>	<b>\$23,916.00</b>

## *Reprographic Equipment Assessment*

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

<b>Total Number of Units</b>	<b>75</b>
<b>Total Number of Units on Lease</b>	<b>72</b>
<b>Total Number of Units Owned</b>	<b>3</b>
<b>Lease Company</b>	<b>Northway Bank</b>
<b>Lease Start Date</b>	<b>9/1/2016</b>
<b>Lease End Date</b>	<b>8/1/2021</b>
<b>Term</b>	<b>5 Annual</b>
<b>Annual Payment usually due on 8/1</b>	<b>\$48,447.31</b>
<b>Remaining Payments</b>	<b>3</b>

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

*Leased Equipment*

Building	Make/Model	Serial Number
Barstow Memorial School	Kyocera FS-2100DN	LQA6739515
Barstow Memorial School	Toshiba e-Studio 6506AC	CHHF10678
Barstow Memorial School	Kyocera P2135DN	LVK6848779
Barstow Memorial School	HP Laser Jet 600 M604	CNBCHC208V
Barstow Memorial School	Toshiba e-Studio 7508A	CIHF11128
Barstow Memorial School	Kyocera P6130cdn	V5Q5600993
Barstow Memorial School	Kyocera FS-2100DN	LQA6739791
Caverly Pre-School	Kyocera 306CI	V9W6501653
Leicester Central School	Toshiba e-Studio 5506AC	CHHF10979
Leicester Central School	Kyocera P2135DN	LVK6543030
Leicester Central School	HP Color Laser Jet M451dn	CNBH106967
Lothrop Elementary School	Kyocera FS-2100DN	LQA6739797
Lothrop Elementary School	Kyocera P2135DN	LVK6848789
Lothrop Elementary School	Toshiba e-Studio 7508A	CIHF11162
Lothrop Elementary School	Kyocera FS-2100DN	LQA6739792
Lothrop Elementary School	Toshiba e-Studio 4505AC	CFHF50555
Lothrop Elementary School	Kyocera FS-2100DN	LQA6739519
Neshobe School	Toshiba e-Studio 8508A	CIHF11283
Neshobe School	Toshiba e-Studio 6506AC	CHHF10686
Neshobe School	Toshiba e-Studio 5506AC	CHHF10981
Neshobe School	Kyocera P6130cdn	V5Q5901839
Neshobe School	Kyocera P2135DN	LVK6848785
Neshobe School	Kyocera FS-2100DN	LQA6739796
Otter Valley High School	Kyocera P2135DN	LVK6849371
Otter Valley High School	Kyocera P2135DN	LVK6849361
Otter Valley High School	Kyocera FS-2100DN	LQA6739787

Building	Make/Model	Serial Number
Otter Valley High School	Kyocera 306CI	V9W6501647
Otter Valley High School	Kyocera P2135DN	LVK6849370
Otter Valley High School	Kyocera P2135DN	LVK6849375
Otter Valley High School	Kyocera P2135DN	LVK6849360
Otter Valley High School	Kyocera P2135DN	LVK6849364
Otter Valley High School	Toshiba e-Studio 8508A	CIHF11282
Otter Valley High School	Kyocera P2135DN	LVK6848781
Otter Valley High School	Kyocera P2135DN	LVK6848780
Otter Valley High School	Kyocera P2135DN	LVK6848782
Otter Valley High School	Kyocera P2135DN	LVK6848791
Otter Valley High School	Kyocera P6130cdn	V5Q5901812
Otter Valley High School	Kyocera FS-2100DN	LQA6739788
Otter Valley High School	Kyocera P2135DN	LVK6848776
Otter Valley High School	Kyocera FS-2100DN	LQA6739782
Otter Valley High School	Kyocera FS-2100DN	LQA6739789
Otter Valley High School	Kyocera FS-2100DN	LQA6739439
Otter Valley High School	Kyocera P2135DN	LVK6848777
Otter Valley High School	Kyocera P2135DN	LVK6848790
Otter Valley High School	Kyocera P2135DN	LVK6848778
Otter Valley High School	Toshiba e-Studio 8508A	CIHF11264
Otter Valley High School	Kyocera P6130cdn	V5Q5901842
Otter Valley High School	Toshiba e-Studio 4505AC	CFHF50559
Otter Valley High School	Kyocera P2135DN	LVK6848784
Otter Valley High School	Kyocera FS-2100DN	LQA6739738
Otter Valley High School	Toshiba e-Studio 8508A	CIHF11275
Otter Valley High School	Kyocera FS-2100DN	LQA6739795
Otter Valley High School	Toshiba e-Studio 6506AC	CHHF10675
Otter Valley High School	Kyocera 306CI	V9W6501858

Building	Make/Model	Serial Number
Otter Valley High School	Kyocera P2135DN	LVK6849365
Otter Valley High School	Kyocera FS-2100DN	LQA6739793
Otter Valley High School	Kyocera P2135DN	LVK6849376
Otter Valley High School	Kyocera 306CI	V9W6501820
Otter Valley High School	Kyocera P2135DN	LVK6849359
Otter Valley High School	Kyocera P2135DN	LVK6849372
Otter Valley High School	Toshiba e-Studio 6506AC	CHHF10705
Otter Valley High School	Kyocera P2135DN	LVK6848773
Otter Valley High School	Kyocera P2135DN	LVK6848774
SU 36 District Office (RNESU)	Kyocera P2135DN	LVK6543032
SU 36 District Office (RNESU)	Toshiba e-Studio 6506AC	CHHF10690
SU 36 District Office (RNESU)	HP Laser Jet 600 M604	CNDCJ9M22Z
SU 36 District Office (RNESU)	Toshiba e-Studio 4508A	CGDF11258
SU 36 District Office (RNESU)	Toshiba e-Studio 4508A	CGGF27909
Sudbury Elementary School	Kyocera P2135DN	LVK6543035
Sudbury Elementary School	Toshiba e-Studio 4505AC	CFHF50565
Whiting Elementary School	Toshiba e-Studio 4505AC	CFHF50673
Whiting Elementary School	Kyocera P2135DN	LVK6543039

## *Owned Equipment*

<b>Building</b>	<b>Make/Model</b>	<b>Serial Number</b>
Lothrop Elementary School	HP Color Laserjet Pro M476dn	CNB6H3JC5F
Neshobe School	HP LaserJet 400 MFP M425dn	CNF8G6C7H1
Otter Valley High School	HP LaserJet 400 MFP M425dn	CNF8H5YG3R



## Service and Supply Contract - Client

Specialized Purchasing Consultants ("SPC") hereby contracts with \_\_\_\_\_ ("Client") to provide comprehensive services, supplies, and maintenance to equipment described on Schedule A ("Equipment") using the Contracted Vendor shown below at a cost per print shown on said Schedule A, commencing on \_\_\_\_\_ and terminating on June 30, \_\_\_\_\_. This Service and Supply Contract ("Contract") shall exclude only the cost of paper, transparencies, and staples. Refer to Schedule A for Additional Provisions, if any.

SPC assumes responsibility for all billing and vendor payment. SPC shall invoice Client one-half of the annual projected number of pages multiplied by the cost per print listed on Schedule A. This semi-annual billing will take place July 1 and January 1. Actual meter reads will be collected by SPC either electronically or from Client staff during the month of June. A final Reconciliation spreadsheet and invoice will then be completed and sent to client. Upon payment of each billing invoice during the year, SPC will reimburse Contracted Vendor appropriately. Client is responsible for making payment in full within 30 days of said invoicing to avoid suspension of supplies by Contracted Vendor.

On July 1 of each calendar year during the afore-mentioned term, SPC shall credit Client any unused prepaid pages to Client if fewer copies were made by Client during the Contract period ending on or before June 30 annually than were originally estimated under this Contract for such period. If more pages were consumed than billed in the combined semi-annual billing, an overage invoice will be generated. Following semi-annual billing will be based on previous year volume.

On July 1 of each calendar year during the term of this Contract, SPC, at its option, may increase such costs per print under this Service and Supply Contract by 5% or by a percentage equal to the increase during the immediately preceding 12-month period of "The Consumer Price Index for All Urban Consumers (CPI-U) for the U.S. City Average for All Items, 1982-84 = 100," whichever is less.

Client may terminate Contract at any time with a 30-day written notice. Client will be required to provide final meter reads on all Equipment listed on Schedule A, including those added during the Contract term. Any credits owed to Client after reconciling actual usage versus projected will be paid to Client. Client must return any unused consumables to Contracted Vendor.

**AGREED AND ACCEPTED BY:  
Specialized Purchasing Consultants**

By: Skip Tilton

Title: President/Owner

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**AGREED AND ACCEPTED BY:  
Client**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Named Contracted Vendor:** *Vendor*



## Warranty

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

The only exclusions to this Warranty are as follows:

1. This Warranty will expire for an item of Equipment when the Warranty Life of such item of Equipment in number of copies, as shown on Schedule B attached hereto, is exceeded;
2. This Warranty will expire for an item of Equipment at the date which is ten years after such Equipment was first offered for sale or lease by the manufacturer as shown on Schedule B attached hereto.

**AGREED AND ACCEPTED BY:**  
**Vendor**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**AGREED AND ACCEPTED BY:**  
**Client**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

## *StarDoc User Names*

Name	User Name
Alexis Blake	ablake@rnesu.org
Brenda Fleming	bfleming@rnesu.org
Calli Thomas	cthomas
Dan Schmitz	dschmitz@rnesu.org
Diane Randall	drandall@rnesu.org
Rusty Mason	rmason@rnesu.org
Sara Eddy	seddy@rnesu.org
Susan Briere	sbriere@rnesu.org
Suzanne Denis	sdenis
Whiteney Christie	wchristie@rnesu.org

\*If you need to verify your password or if you need to add users, please contact Alex Webster at [awebster@spccopypro.com](mailto:awebster@spccopypro.com)



## Benefits of partnering with SPC

### Top Benefits to **our CLIENTS**:

#### 1. Cooperative Buying

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

- SPC's pricing is so strong ***we pay for our own fee*** by acquiring prices lower than what you can do on your own.
- We will ***save you money*** benefiting from the combined purchasing power of more than 69 clients with over 4,100 devices doing more than 239 million copies and prints per year. Annually, we purchase approximately 1,100 units running over 80 million prints!
- We will ***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

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

#### 3. Simplified Billing Program

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

#### 4. Five-Year Equipment Replacement Schedule

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

#### 5. Annual Report

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

#### 6. Vendor Neutral

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

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

***Based on current actual volumes and CPCs, SPC has generated***

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

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



## SPC Values Our Vendors

### Overall Benefits to our VENDORS

- Opportunities brought to you – Annually, we purchase approximately 1,100 units running over 80 million prints!
- SPC is well respected in the industry
- SPC values our vendors and speaks highly of them to our clients.
- National Contracts that are all negotiated with the manufacturers at your disposal

### Vendor Benefits Pre-Bid & During the Bid Process

- Sharing of previous bid results that help you to negotiate with your manufacturers.
- On-Site Survey of client requirements including mapping all devices.
- Writing of the *Five-Year Equipment Replacement Schedule* (Bid Specs).
- Controls the Bid Specs (Not allowing any vendor to underbid or offer discontinued equipment).
- A chance to sell your 'Value Add' directly to our clients after the bids are in. Customer has the right to pay more than low bid.

### Vendor Benefits Before & During Installation

- Digital Needs Analysis: Matching up the machine to installation site.
- Schedule and coordinate Vendor meeting with Client.
- Cover the cost of ESP surge protectors, electrical wiring, computer interface and any unexpected cost!
- Manage installation.
- Audit installation.
- Capture final meter reads for old contracts.
- Close books on old devices & contracts.

### Vendor Ongoing Support

- Yearly meter reads.
- Simplified Billing: SPC collects service funds for the Vendor.
- Collection of all meter reads annually and reconciling them with the Client and Vendor.
- STAR Doc: **S**ystem for **T**racking **A**nd **R**eporting **D**ocuments...Manages the budget.
- Annual Reports that flag machines that are being overused and underused thus improving reliability.
- Mediating warranty issues in sensitive locations.

### Why do some vendors hesitate to bid?

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

**SPC manages over 4,100 pieces of equipment;**  
**Our relationship with our vendors has never been stronger!**