



ARCWISE TECH RECON

Technology Spend Audit Report

Chris Collins — Arcwise | March 2026

Reardon Steel

Industry: Manufacturing / Steel Fabrication | Employees: 34 | Review Period: September 2025 – February 2026

32

HIGH WASTE
SPEND SCORE

\$67,340

TECH ANNUAL SPEND
TOTAL ANALYZED

\$26,885

ANNUALIZED
FLAGGED WASTE

13

IDENTIFIED
TOTAL FINDINGS

Executive Summary

\$67,340 Tech Spend (Annual Run Rate)	\$26,885 Identified Recurring Waste	13 Total Findings	32 / 100 Arcwise Spend Score
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This Arcwise Tech Recon reviewed Reardon Steel's technology spend across 153 transactions from three data sources: Chase Ink business credit card, QuickBooks vendor expense report, and Amazon Business account — covering September 2025 through February 2026. The review identified **\$26,885 in annualized recurring waste** plus ~\$3,149 in one-time recoverable spend, for a **total optimization opportunity of approximately \$30,034**.

The core issue: Reardon Steel is paying \$8,976/yr for Microsoft 365 Business Premium — a platform that includes Teams, OneDrive, and SharePoint — while simultaneously funding Slack, Dropbox, and Zoom for the same capabilities. Add a known-breached password manager, a legacy server still running alongside AWS, and multiple unidentified recurring charges, and the stack has significant dead weight. The top 7 findings alone account for **\$23,554/yr** in recoverable spend.

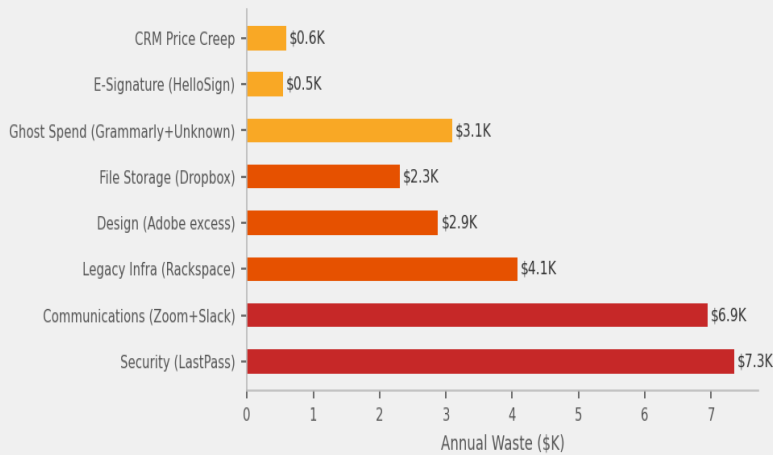
Multi-Source Audit Note: This engagement used three data sources (CC, QuickBooks, Amazon). Two critical findings — Zoom double-billing and the DocuSign/HelloSign duplication — were only identifiable by cross-referencing sources. Single-source analysis would have missed them entirely.

Finding Severity Key

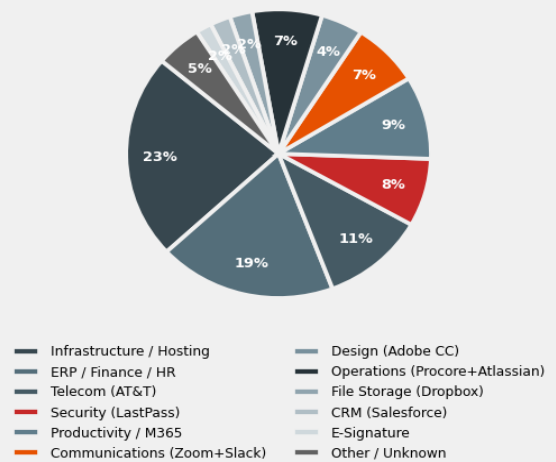
■ Critical	Immediate security risk or major waste. Act within 30 days.
■ High	Significant waste or redundancy. Address within 60 days.
■ Medium	Moderate inefficiency or anomaly. Address within 90 days.
■ Follow-Up	Requires investigation or owner confirmation before acting.

Spend Analysis

Identified Waste by Category



Spend by Category (6-Month)



Spend Summary by Category (6-Month Period)

Category	6-Mo Spend	Annual Proj.	% of Total
Infrastructure / Hosting	\$11,100	\$22,200	23.0%
ERP / Finance / HR	\$9,117	\$18,234	18.9%
Telecom (AT&T;)	\$5,340	\$10,680	11.1%
Security (LastPass)	\$3,672	\$7,344	7.6%
Productivity / M365	\$4,488	\$8,976	9.3%
Communications (Zoom+Slack)	\$3,474	\$6,948	7.2%
Design (Adobe CC)	\$2,160	\$4,320	4.5%
Operations (Procore+Atlassian)	\$3,570	\$7,140	7.4%
File Storage (Dropbox)	\$1,152	\$2,304	2.4%
CRM (Salesforce)	\$1,044	\$2,088	2.2%
E-Signature	\$810	\$1,620	1.7%
Other / Unknown	\$2,353	\$4,706	4.9%

Detailed Findings

13 findings across 3 data sources. Critical and High findings account for \$23,554/yr. Recommended actions are sequenced in the Action Plan.

# 1	LastPass Business	Security / Identity	■ Critical	\$7,344/yr
<p>LastPass suffered a catastrophic breach in 2022 — encrypted vaults were exfiltrated and decryption attacks are ongoing. Reardon Steel is paying \$612/mo (34 seats) for an active, compounding security liability. This is not a legacy concern; it is a present-day risk.</p>				
<p>Recommended Action: Migrate immediately to 1Password Teams or Bitwarden Business. At 34 employees, Bitwarden runs ~\$1,224/yr — net savings \$6,120/yr after replacement.</p>				
# 2	Zoom Pro (CC) + Zoom Webinar (QB)	Video Conferencing	■ Critical	\$3,946/yr
<p>Reardon Steel is paying \$179.88/mo via Chase Ink and \$149/mo via QuickBooks AP for two separate Zoom products — with no central oversight connecting them. Critically, Microsoft 365 Business Premium (already paid at \$748/mo) includes Teams with full video, chat, and webinar capabilities. This is triple redundancy.</p>				
<p>Recommended Action: Assign a Teams admin. Run 30-day Teams pilot. Cancel both Zoom subscriptions at next billing cycle. Multi-source flag: this finding required cross-referencing CC and QB — invisible in either source alone.</p>				
# 3	DocuSign + HelloSign	E-Signature	■ Critical	\$540/yr
<p>Two active e-signature subscriptions running simultaneously for 6 full months: DocuSign at \$90/mo and HelloSign (Dropbox Sign) at \$45/mo. Identical functionality. HelloSign is likely a Dropbox integration artifact that was never cancelled after DocuSign was added.</p>				
<p>Recommended Action: Identify which tool is actively used via send history. Cancel HelloSign. Keep DocuSign for compliance features. If volume is low, reverse and keep HelloSign to save \$90/mo instead.</p>				
# 4	Slack Pro	Communications	■ High	\$3,000/yr
<p>20 seats at \$250/mo. Microsoft Teams — with full chat, channels, and file sharing — is already included and paid for in M365 Business Premium. For a 34-person manufacturing operation, this is straightforward redundancy. No business justification for maintaining both.</p>				
<p>Recommended Action: Run Teams adoption audit. If Teams is deployed, execute 60-day Slack wind-down with internal comms plan. Cancel at next renewal.</p>				

# 5	Dropbox Business	File Storage	■ High	\$2,304/yr
8 seats at \$192/mo. Microsoft 365 Business Premium includes 1TB OneDrive per user plus SharePoint for team file storage. Note: HelloSign is a Dropbox product — verify the Dropbox relationship before cutting to avoid losing the e-signature integration (if HelloSign is kept).				
Recommended Action: Migrate files to OneDrive/SharePoint using Microsoft's free migration tool. Verify no critical Dropbox API integrations exist. Cancel after confirmed migration.				
# 6	Rackspace Managed Server	Legacy Infrastructure	■ High	\$4,080/yr net
\$440/mo for a managed legacy server while AWS is simultaneously active at \$820–\$1,050/mo. Classic dual-running scenario — a cloud migration that started but never finished. Rackspace is also flagged in vendor history for incremental price creep.				
Recommended Action: Audit remaining Rackspace workloads. Migrate to AWS (estimated 30–60 day effort). Expect modest AWS increase (~\$120/mo). Cancel Rackspace managed server contract. Net savings ~\$4,080/yr after AWS offset.				
# 7	Adobe Creative Cloud	Design / Creative	■ High	\$2,880/yr
6 full All Apps licenses at ~\$60/seat/mo = \$359.94/mo. For a 34-person steel fabrication company, creative design needs are realistically 1–2 staff. Four excess licenses represent \$240/mo in pure waste with no business justification visible in the data.				
Recommended Action: Pull active user report from Adobe Admin Console. Reduce to active seats only (target: 2). Consider Adobe Acrobat-only licenses for non-design staff who only need PDF editing.				
# 8	Salesforce	CRM	■ Medium	\$588/yr delta
Unexplained 32.7% price increase over 4 months: \$150 → \$199/mo with no contract review, seat addition, or tier change documented. Sep \$150, Oct \$150, Nov \$165, Dec \$181, Jan \$199, Feb \$199. Classic Salesforce auto-renewal creep.				
Recommended Action: Pull Salesforce contract and compare to billing history. If unauthorized increase, escalate to account rep for retroactive credit. Set 90-day renewal alert. Evaluate HubSpot as lower-TCO alternative if under 10 CRM users.				

# 9	Grammarly Business	Productivity	■ Medium	\$1,440/yr
<p>\$120/mo for a writing enhancement tool at a steel manufacturing company. No identified owner, no procurement justification visible. 6-of-6 months active — subscription likely outlived whoever set it up. Textbook ghost spend pattern.</p>				
<p>Recommended Action: Identify account owner via billing email. Audit active users in Grammarly admin console. If fewer than 4 active users, cancel. If legitimate use exists, downgrade to individual Pro licenses (~\$15/mo/user).</p>				
# 1 0	RECURRING SVC 7741	Unknown Charge	■ Follow-Up	\$1,068/yr est.
<p>\$89/mo with obfuscated billing descriptor. Appeared in 4 of 6 months (Oct–Jan) — irregular cadence adds concern. No QuickBooks match found. No vendor alias match. Could be an unauthorized charge, a rebranded SaaS vendor, or a personal subscription on the business card.</p>				
<p>Recommended Action: Contact Chase Ink for merchant details behind this descriptor. Cross-reference against QuickBooks for any matching entry. If no owner identified within 5 business days, dispute and cancel.</p>				
# 1 1	DGTL SVC 4829	Unknown Charge	■ Follow-Up	\$588/yr
<p>\$49/mo consistent for all 6 months. Generic descriptor with no vendor match. No corresponding QuickBooks entry. Active, recurring subscription for an unidentifiable service — owner unknown.</p>				
<p>Recommended Action: Merchant lookup via Chase portal. Assign an owner or accountability. Cancel immediately if unidentifiable or unjustified.</p>				
# 1 2	AutoCAD (Autodesk)	Engineering Software	■ Medium	Up to \$2,400
<p>Two separate Autodesk charges on the same date: \$4,800 and \$2,400 (Sep 15, 2025). Manufacturing context makes AutoCAD legitimate — but two charges on one day with different amounts and no memo is a procurement red flag. Possible duplicate license or billing error.</p>				
<p>Recommended Action: Verify both license keys in Autodesk admin portal — confirm active assignment and use. Contact Autodesk if one is unassigned or duplicate. Implement PO approval process for single charges over \$500.</p>				

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3

Amazon Business Account

Procurement Control

■ **Medium**

~\$749 one-time

Three procurement anomalies: (1) Dell P2722H monitor ordered 3x in 6 days — \$989.97 total, likely 2 excess units at \$659.98 waste. (2) Personal Care Essentials Bundle \$89.47 — personal purchase on business account. (3) HP brand toner ordered in small quantities at premium pricing vs. compatible alternatives.

Recommended Action: Verify all 3 monitors are deployed and assigned. Enable Amazon Business approval workflow for orders over \$100. Issue expense policy reminder. Evaluate compatible toner cartridges for ~60% savings on future orders.

Recommended Action Plan

Completing all three phases recovers **\$26,885/year** in recurring waste plus ~\$3,149 in one-time recoverable spend — reducing the active tool footprint from 14 vendors to 9 well-utilized, non-overlapping applications.

30 Days	Priority Actions
■	Migrate from LastPass to 1Password Teams or Bitwarden immediately — active breach risk
■	Cancel HelloSign — confirm DocuSign handles all e-signature requirements
■	Investigate DGTL SVC 4829 and RECURRING SVC 7741 via Chase merchant lookup — \$1,656/yr at risk
■	Pull Salesforce contract — compare to billing, dispute unauthorized \$49/mo increase
■	Recover Amazon personal purchase (\$89.47) — issue company purchasing policy reminder
■	Verify AutoCAD licenses in Autodesk Admin Console — recover up to \$2,400 if duplicate
■	Enable Amazon Business approval workflow for orders over \$100

60 Days	Priority Actions
■	Assign M365/Teams admin — migrate Slack channels, train team on Teams video
■	Cancel Slack Pro after confirmed Teams adoption (target: day 45–50)
■	Migrate Dropbox files to OneDrive/SharePoint using Microsoft free migration tool
■	Cancel Dropbox Business after file migration confirmed
■	Cancel both Zoom subscriptions (CC and QB) — replace with Teams meetings
■	Audit Adobe CC Admin Console — reduce from 6 seats to active users only (target: 2 seats)
■	Begin Rackspace workload audit — identify remaining services and migration scope

90 Days	Priority Actions
■	Complete Rackspace → AWS migration — cancel managed server contract
■	Renegotiate Salesforce or evaluate HubSpot if under 10 active CRM users
■	Cancel Grammarly if no owner confirmed by day 45 — otherwise right-size to individual licenses
■	Set renewal calendar alerts (90-day advance) for all annual contracts: AutoCAD, Adobe, SAP Concur, Procore
■	Run competitive telecom review — AT&T; Business \$890/mo; request quotes from Spectrum Business or Lumen

Projected Savings Summary

Timeframe	Actions	Est. Annual Savings
30 Days	LastPass migration, HelloSign cancel, unknown charge investigation, AutoCAD review	\$9,492
60 Days	Slack + Zoom cancellations, Dropbox migration, Adobe seat reduction	\$8,250
90 Days	Rackspace migration, Salesforce renegotiation, Grammarly resolution	\$5,208
TOTAL		\$26,885 / year

What Happens Next

Your audit is complete. Here's how to turn these findings into real savings.

01 Review this report with your leadership team.
Prioritize the 3 Critical findings — LastPass migration alone eliminates an active security liability and recovers \$7,344/yr. The 30-day actions are high-return, low-disruption.

02 Execute the 30-day action plan this week.
Start with LastPass and the two unknown charges. Cancel HelloSign. These require minimal coordination and recover \$9,492/year — before you've touched a single migration.

03 Explore ongoing advisory support.
Arcwise offers a monthly technology advisory retainer (\$250/mo) to keep your stack lean, secure, and efficient — without the overhead of a full-time CTO. Your next audit delta report is included.



Chris Collins
Fractional CTO | Arcwise
chris@arcwise.io | arcwise.io

Questions about this report? Ready to reduce your technology overhead?
Reply to this email or visit arcwise.io to schedule a 30-minute call.