

# Specialized Purchasing Consultants

1491 East Side River Road

Dummer, NH 03588

(800)750-1538



## FY21 Annual Report

With FY22 Projections

Marion Moore

NHSAU 03 - Berlin Public Schools

183 Hillside Avenue

Berlin, NH 03570



**Specialized Purchasing Consultants Inc.**  
**Serving Maine, New Hampshire & Vermont since 1988**

September 2021

Marion Moore  
NHSAU 03 - Berlin Public Schools  
183 Hillside Avenue  
Berlin, NH 03570

Skip Tilton  
President

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

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

Dear Marion:

We at Specialized Purchasing Consultants wish to thank you for your continued confidence in us for the **past 21 years**. We hope we can continue this relationship for many years to come.

This year's Annual Report provides an overview of last year's reprographic equipment usage and status. We recognize that this was an unusual year and that accurate usage may not be fully reflected. However, it is still good to compare and review to see just how the pandemic has impacted usage. Recommendations have still been made to address any potential problem areas and 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. Hopefully you have been able to benefit from these services, and we hope to continue to offer new services. In fact, one new service is the Client Warranty and Relief Fund. A description of this valuable service is provided in this year's report. We are pleased to continue offering all of our services to you at no additional charge.

We appreciate the opportunity to provide you with the best possible pricing, service, and equipment. We look forward to our meeting. Feel free to share your thoughts and feelings concerning your overall experience with SPC.

Sincerely,

Skip Tilton  
President

"Protecting Your Copier Interests"

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## MEET YOUR TEAM

**Skip Tilton, President**  
**Billie Jo Tilton, Vice President**



As co-founders of SPC, we 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. We have also been able to find ways to increase your equipment reliability, monitor and track usage variations throughout the year, and keep your costs under control.



**Alex Webster**  
**Operations, Marketing & IT Manager**



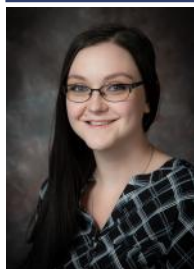
Alex is involved in every aspect of SPC. He actively seeks to improve the cooperative bidding process and is continually seeking to improve the buying power in New England. Alex organizes and prepares the bids for new and existing clients, tabulates the bid results and presents them to our clients. He also presents our Annual Reports each year. He keeps our office equipment up to date, ensuring we are always online and using the latest technology to maintain STARDoc and FM Audit so our clients have access to valuable information on their equipment.

**Pam Weed**  
**Client-Vendor Relations**



Pam helps maintain a good relationship between clients and vendors, overseeing warranty complaints and replacements, equipment upgrades and changes, end-of-year meter collection and billing, and Annual Reports. Pam also assists with marketing SPC services.

**Kelly Fortier**  
**Office Support**



Our newest team member, Kelly creates and maintains Service & Supply contracts and Warranties, equipment additions and upgrades, lease documentation, bookkeeping, and other office support.

**Heidi Tilton**  
**Accounting Support**



Heidi assists with bookkeeping and billing for both clients and vendors, processing payments, contact information updates, and other office support.

**Sue Penney**  
**Accounting Coordinator**



Sue rejoins our team to oversee billing, leases, and purchase transactions.

**Robert Dutil**  
**Information Technology**



Bob keeps SPC running by maintaining and updating database processes as well as assisting in updates to SPC's STARDoc website and the creation of code to create the many reports SPC generates to give you the accurate information of your usage.

**Jamin Tilton**  
**Operations Support**



Jamin plays a vital role in performing onsite and virtual equipment surveys and installation audits. He assists with STARDoc and FM Audit updates as well.

## SPC TIMELINE

### 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 & Supply contracts.

### 1999 Improved Annual Report

- Revised Annual Report format to include new charts and tables for more expansive usage and budget detail.
- Established Student Ratios.

### 2001 Meter Collection

- 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 ensure any and all funding sources provided legal documentation to meet State statutes and regulations.

### 2003 Bond Counsel Review of Contracts and Warranties

- 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.

### 2012 STARDoc and Simplified Billing Developed and Implemented

- Live Floor Plans: Allows IT administrators to move devices around on their own floor plans.
- STARDoc: Helps project out the end-of-year costs and potential overages.
- Simplified Billing: Designed to eliminate hundreds of invoices and condenses it down to 2 or 3 a year.

### 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.

## SPC TIMELINE (Continued)

### 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

### 2019 STARDoc – Service Histories, Chromebook Bid

- Mandatory annual fleet service history: Provides data on the overall reliability of the fleet.
- SPC's Chromebook bid allowed organizations to piggyback off our cooperative pricing. Many schools like SAU 67 - Bow and SAU 57 - Salem benefited from this pricing.
- Five-Year Fleet Management (FYFM): Projecting out five-year costs for all equipment based on current and past usage.

### 2020 Mock Bids - Warranty and Relief Fund

- Mock Bids: allows us to show where a client's pricing would come in without having to go out to bid. This allows them to buy off an existing bid, thus saving time and money.
- Warranty and Relief Fund: Due to the pandemic, there are serious upheavals in the industry. In an effort to cushion our clients, this fund was established. For more information, see the last page of the Annual Report.

### 2020 Chromebook Bid

- Third year in a row, awarding primarily to Y & S Technologies for Lenovo
- Sold 3,379 units to 17 clients for just under \$815k in sales

### 2021 Vendor Services and Warranty Relief Equipment

- Vendor Bid Portal allows vendors to electronically submit bids, ensuring accuracy and saving time when calculating bid results for presentation.
- Premier Vendors Classification notes which vendors are not only cooperative to SPC bids but who demonstrate willingness to support SPC's processes before, during, and after the bid.
- Warranty Relief Equipment Base: Premier Vendors will have access to SPC-traded high-quality, low-meter machines. For more information, see the last page of the Annual Report.

### 2022 SPC Roadmap

- STARDoc Upgrade: Plans are being made to give STARDoc a more modern facelift.
- Internal restructuring to ensure our clients receive the best possible service from SPC.

## EQUIPMENT HEALTH STATUS

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<b>Total Number of Machines</b>	<b>110</b>
Total Black Photocopiers & MFPs:	91
Total Color Photocopiers & MFPs:	13
Total Black Network Printers:	0
Total Color Network Printers:	6
Total Removed From Service:	0
<b># of Units Not in Use for FY21</b>	<b>0</b>
# of Units OFF Warranty**	0
# of Units Approaching End of Warranty	0
# of Units Overused	0
# of Units Underused	0
Contract Commencement Date	08/01/2012
All Warranties and Service Contracts Expire	06/30/2025
# of Annual Payments Left on Lease	3
SPC's FM Audit Print Management Software Loaded	Yes
<b>Printer Contract Signed</b>	<b>No</b>

\*\*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 Marion,

Client budgets have been significantly impacted for the past two years because of the COVID-19 restrictions. Black usage dropped again by a significant average because of the change to working remotely most of the year. Black pre-COVID usage averaged 2,291 copies per student but this year is down to 1,284 copies per student ... **your average is 1,385**. Color pre-COVID usage averaged 216 copies per student but this year is down to 182 copies per student ... **your average is 284**. It is interesting to note that your **black volume dropped by 25%** from FY20 while your **color usage increased by 23%**.

Your vendor seems to be taking good care of your fleet (see Service History Report), and your machines seem to be running well, which is to be expected with new equipment. If you do have any questions or concerns, we can discuss this at our meeting.

Sincerely,  
Skip

**NHSAU 03 – Berlin Public Schools**  
**Marion Moore**  
**183 Hillside Ave, Berlin NH, 03570**  
**Five-Year Basis beginning with the 2020/2021 Fiscal Year**

**Copies-per-Year: 3,056,722**

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

**PRESENT SITUATION**

- 1) Guarantees on Photocopiers: **6-30-2020**
- 2) Annual Price Ceilings Left: **6-30-2020**
- 3) Console Copiers with 3 million plus: **6**
- 4) Units to be Traded: **118**
- 5) Photocopiers: **19**
- 6) Color Photocopiers: **9**
- 7) MFPs: **64**
- 8) Printers: **35**
- 9) Duplexers: **114**
- 10) Finishers: **18**
- Total number of Units: **118**

**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: **15**
- 4) Replaced: **117 New**
- 5) Photocopiers: **18 with Secure Print/Confidential Mailbox**
- 6) Color Photocopiers: **9**
- 7) MFPs: **97 with 0 Color**
- 8) Printers: **6 with 3 Color & 0 MICR**
- 9) Duplexers: **121**
- 10) Finishers: **18**
- Total number of Units: **121**

**Overall Description of Equipment Fleet:**

**Presently**, you have **three different manufacturers & fourteen different models** of low-end network printers. The **new arrangement** you will far fewer models and one manufacturer **with one vendor** servicing everything. This will greatly reduce cost and improve reliability.

**Capital:**

Presently, you have **one** municipal lease that was paid off. With the new arrangement, you will again have **one** municipal master lease at 3.34% interest. Your first of five annual lease payments will be due on **August 1<sup>st</sup>, 2020**.

**Service & Supplies:**

Considering all of your consumable cost centers including service you are averaging **\$0.005295 for black and \$0.062881 for Color**. The new contract will come in at a CPC of **\$0.005290 for Black and \$0.042266 for Color**.

**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>Canon VT</u>
1. Service & Supplies Color Photo only:	\$24,306.72	\$16,338.06
2. Service & Supplies Black Photo only:	\$13,977.99	\$13,964.86
3. Annual Muni Lease:	\$00.00	\$47,230.21
4. Forced Upgrades (112 Owned Devices):	\$59,575.00	\$00.00
Totals:	\$97,859.71	\$77,533.13

\* Note that with the last upgrade only **108 New units (\$47,900.60 for 6 payments + \$4,984.17 at 5 Payments)** were purchased while **121 New units** are part of the new 5 year lease.

**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.



## NON-CONTRACTED DEVICES

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Make - Model	Serial Number	IP Address	Last Update
BROTHER MFC-J6920DW	U63571J6F74049	172.16.8.138	2021-10-13 04:17:05
CANON DI300 Series	HQR02193	172.16.8.123	2021-10-12 04:17:18
CANON DI300 Series	HQR12669	172.16.8.231	2021-10-12 04:17:18
CANON iR-ADV C7065-AI	HJY53465	172.16.13.9	2021-06-04 04:17:08
CANON LBP5460	MEMA001713	172.16.10.133	2021-10-01 04:17:20
HP Photosmart 7520 series	CN28E2BIVP05XX	172.16.13.66	2021-10-13 04:17:05
HP Photosmart 7520 series	CN37G4B0K805YY	172.16.13.207	2021-10-13 04:17:05
HP Photosmart 7520 series	CN37G4B0KN05YY	172.16.13.206	2021-10-13 04:17:05
HP Photosmart 7520 series	CN37G4B0N605YY	172.16.13.205	2021-10-13 04:17:05

## FIVE-YEAR FLEET MANAGEMENT (FYFM)

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We have all heard the saying that Information is Power! Beginning with your next upgrade, FYFM will put you in the driver's seat.

### Purpose of FYFM:

Interactive Tool you can alter with your printing habits. With the click of one button, it will incorporate both past, present and future usage, flagging any potential problematic areas. **'Right-Sized Print Management' will help to eliminate overused color copiers.**

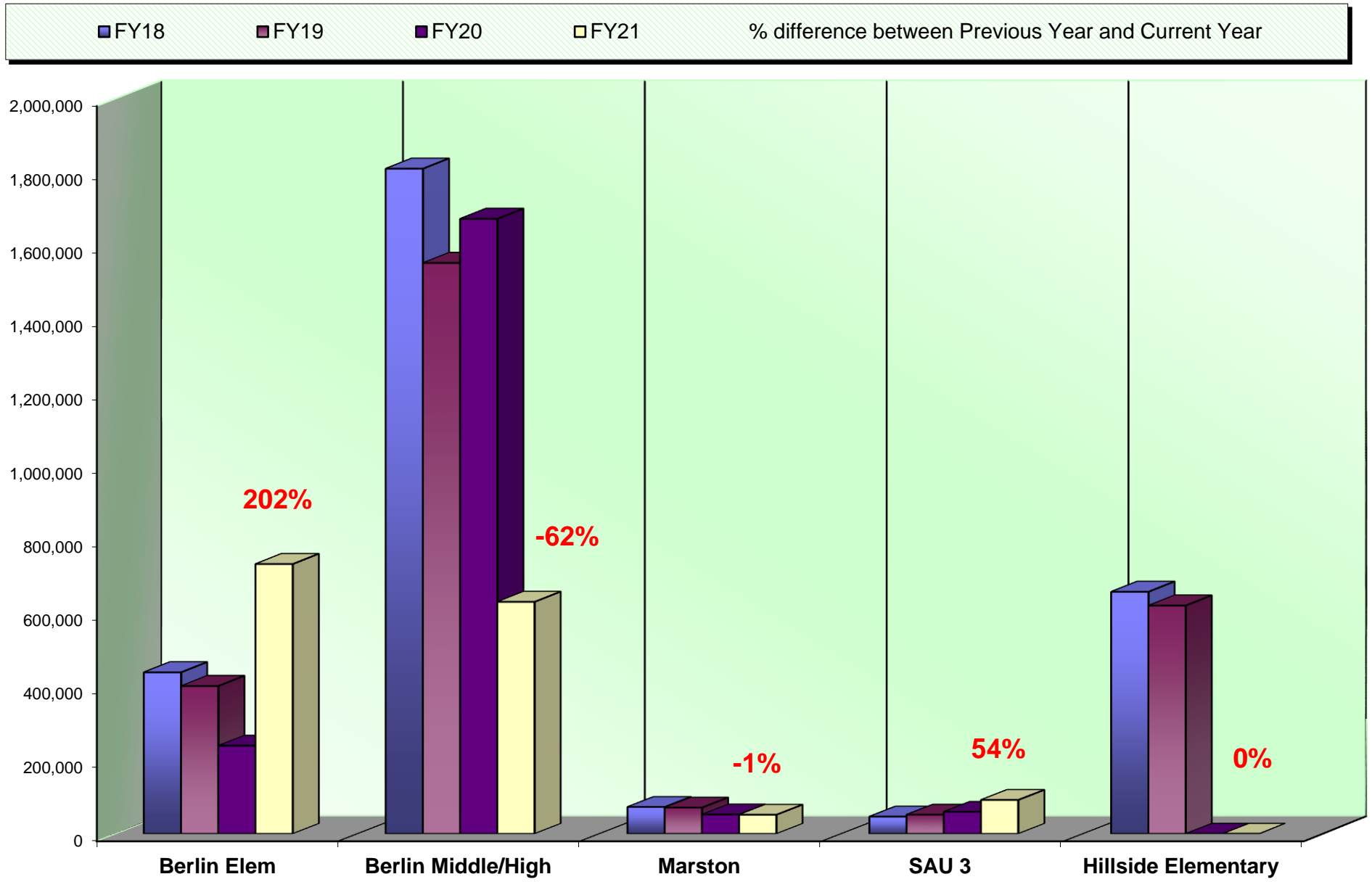
### Setting up Future Budgets:

Projecting out your cost is crucial in setting up your budgets. With FYFM you will be able to take control of your future cost for the entire life of your fleet of copiers, MFP's and printers. STARDoc currently studies your printing habits and projects out for about eight months. FYFM will be able to project out your cost and volume for the entire life of your fleet, usually five years out.

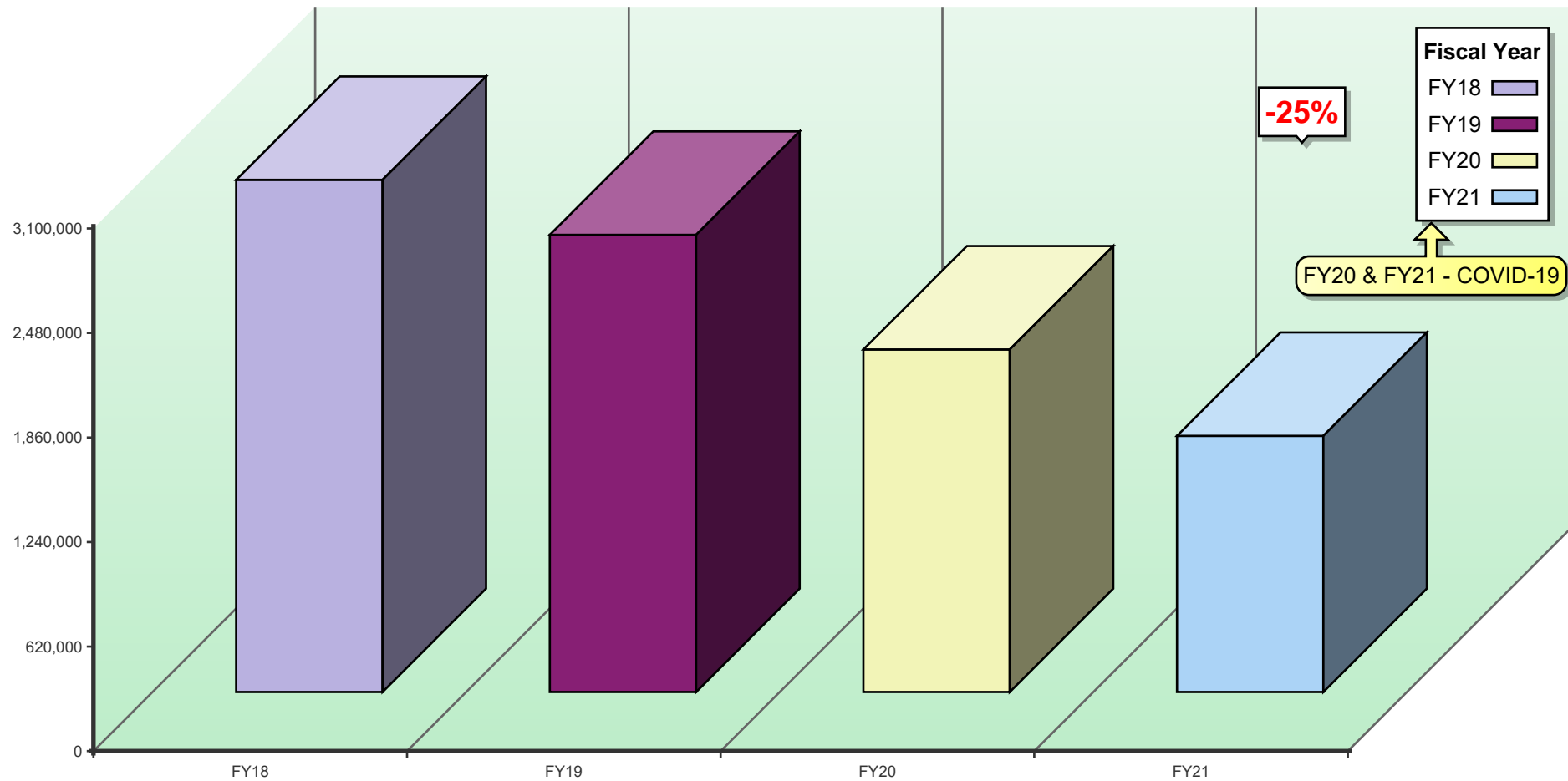
### Problematic Machines:

How would you know if your equipment is truly malfunctioning and needs to be replaced under warranty? FYFM will compare your service calls to all SPC's clients for like models and speeds. It will provide you with the number of service calls in a fiscal year and the average copies between calls so that you will know if your equipment is running efficiently and/or needs to be replaced under warranty at no charge. In awarding future bids, you will be able to see which company and which manufacturer is operating the best in your geographic area.

## ANNUAL BLACK VOLUME BY LOCATION



## ANNUAL BLACK VOLUME OVERALL



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

## AVERAGE STUDENT-TO-COPY USAGE - BLACK

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

Building	Student Population	Annual Black Volume	Total School Cost*	Average Annual Black Prints Per Student	Average Annual Black Cost Per Student
Berlin Elementary School	471	737,754	\$33,547.09	1,566	\$71.23
Berlin Middle/High School	626	635,276	\$29,216.86	1,015	\$46.67
Marston School	0	52,671	\$2,344.24	0	\$0.00
SAU 03	0	89,862	\$4,335.76	0	\$0.00
SAU 03 Bus Garage	0	3,824	\$201.04	0	\$0.00
<b>Totals</b>	<b>1,097</b>	<b>1,519,387</b>	<b>\$69,644.98</b>	<b>1,385</b>	<b>\$63.49</b>

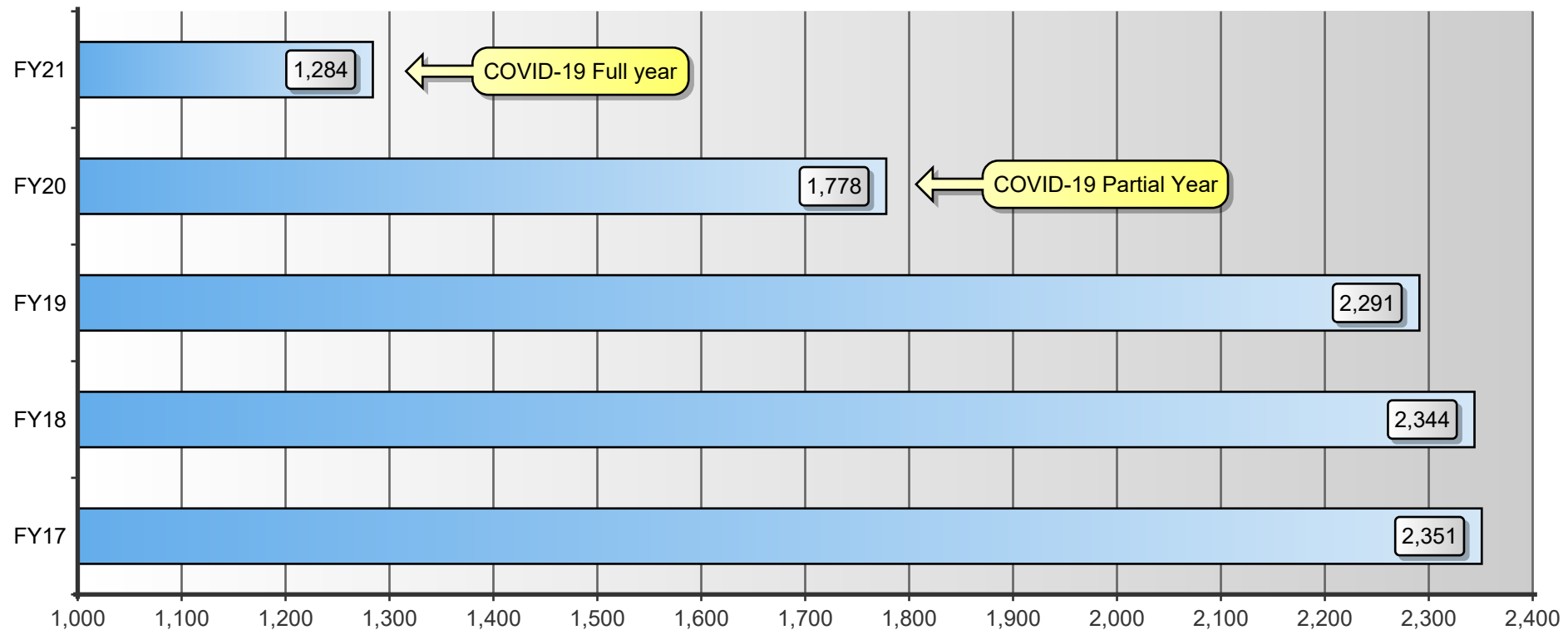
\*Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this report.

# INDUSTRY AVERAGE COPIES PER STUDENT - BLACK

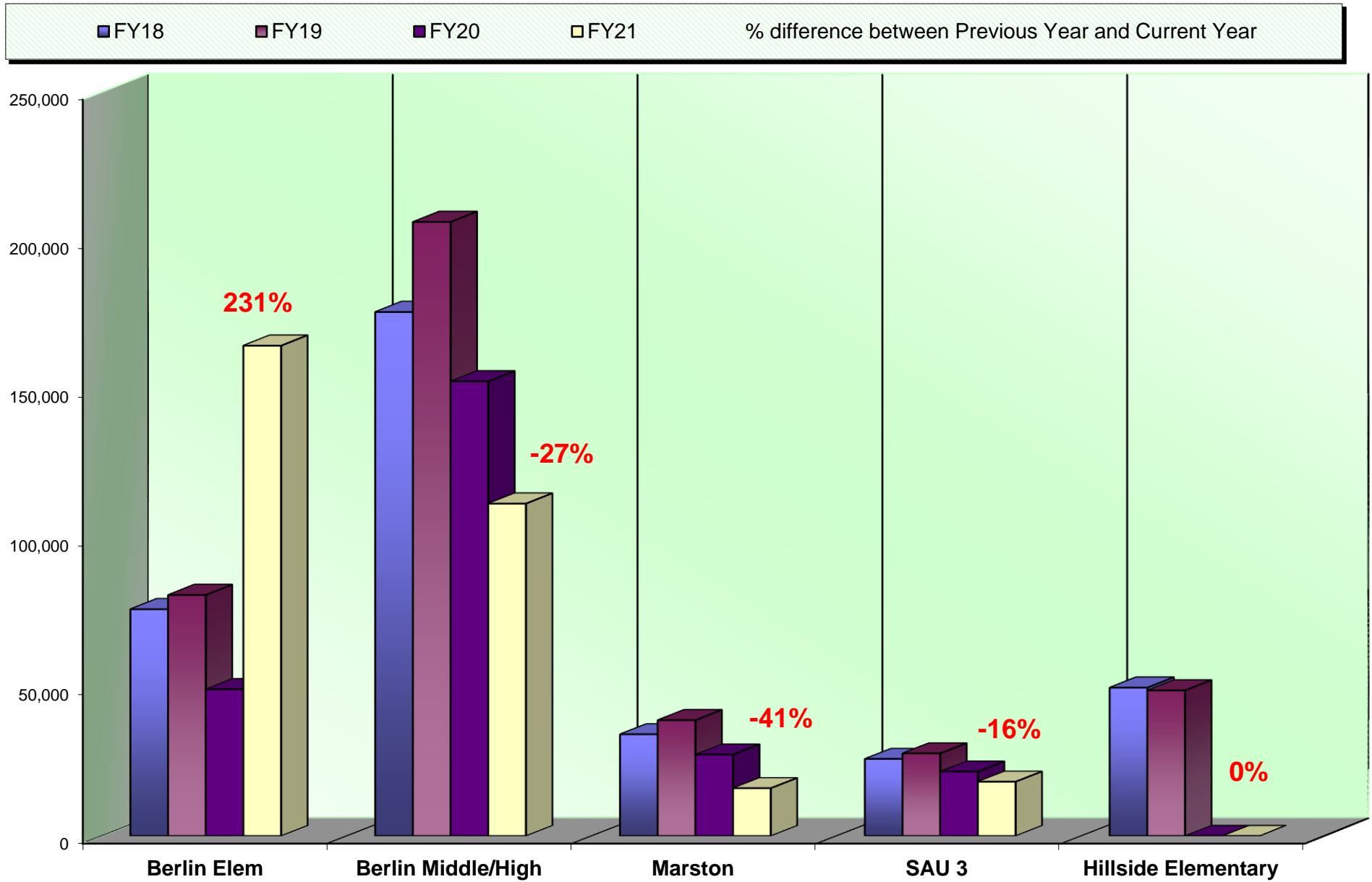
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	Total Student Population	Total Annual Volume	Total District Cost*	Annual Copies Per Student	Annual Cost Per Student
All Schools w/Student Populations	74,829	96,111,166	\$2,941,043.66	1,284	\$39.30

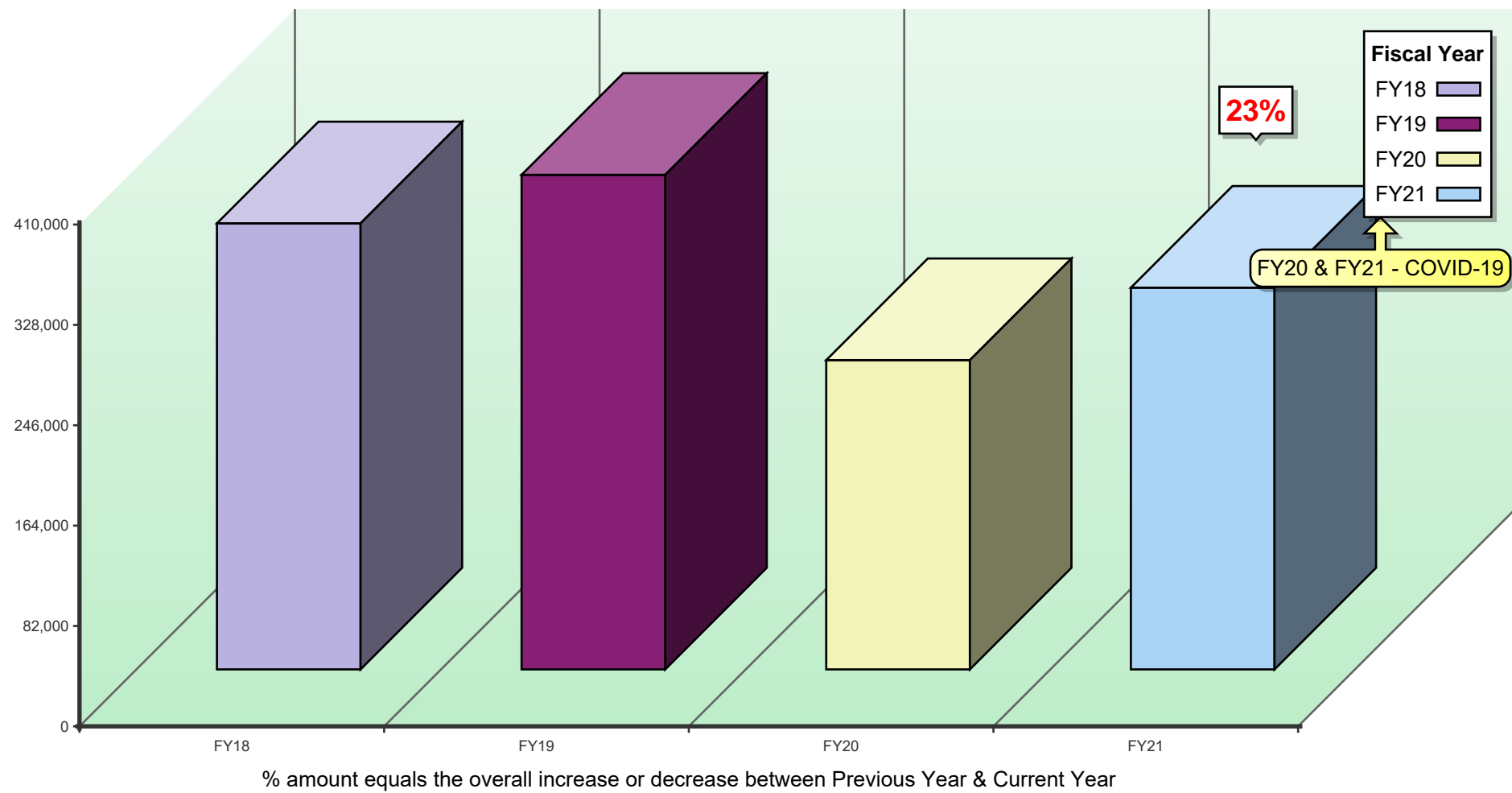
\*Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.



## ANNUAL COLOR VOLUME BY LOCATION



ANNUAL COLOR VOLUME OVERALL





## AVERAGE STUDENT-TO-COPY USAGE - COLOR

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

Building	Student Population	Annual Color Volume	Total School Cost*	Average Annual Color Prints Per Student	Average Annual Color Cost Per Student
Berlin Elementary School	471	164,973	\$7,684.04	350	\$16.31
Berlin Middle/High School	626	112,068	\$5,771.76	179	\$9.22
Marston School	0	16,320	\$650.52	0	\$0.00
SAU 03	0	18,529	\$738.57	0	\$0.00
SAU 03 Bus Garage	0	0	\$0.00	0	\$0.00
<b>Totals</b>	<b>1,097</b>	<b>311,890</b>	<b>\$14,844.88</b>	<b>284</b>	<b>\$13.53</b>

\*Total School Cost refers only to Service & Supplies as Paper and Equipment are included in the previous table for black prints.

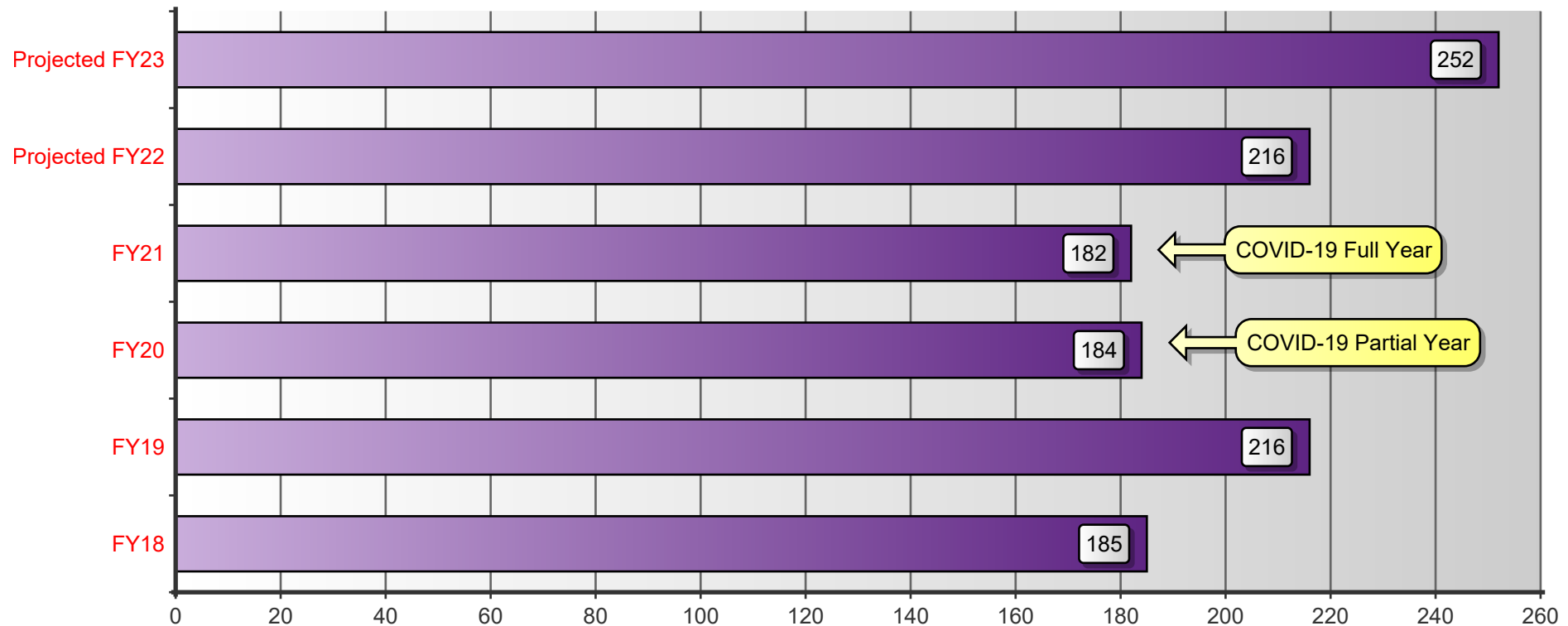
Note: STARDoc tool will flag any future high color usage. See page 63 of STARDoc Features. Current industry ratio averages 182 color prints per student per year. Your color volume this year averages 284 per student. Please contact our SPC technical team to provide training to your staff if your usage is too high.

# INDUSTRY AVERAGE COPIES PER STUDENT - COLOR

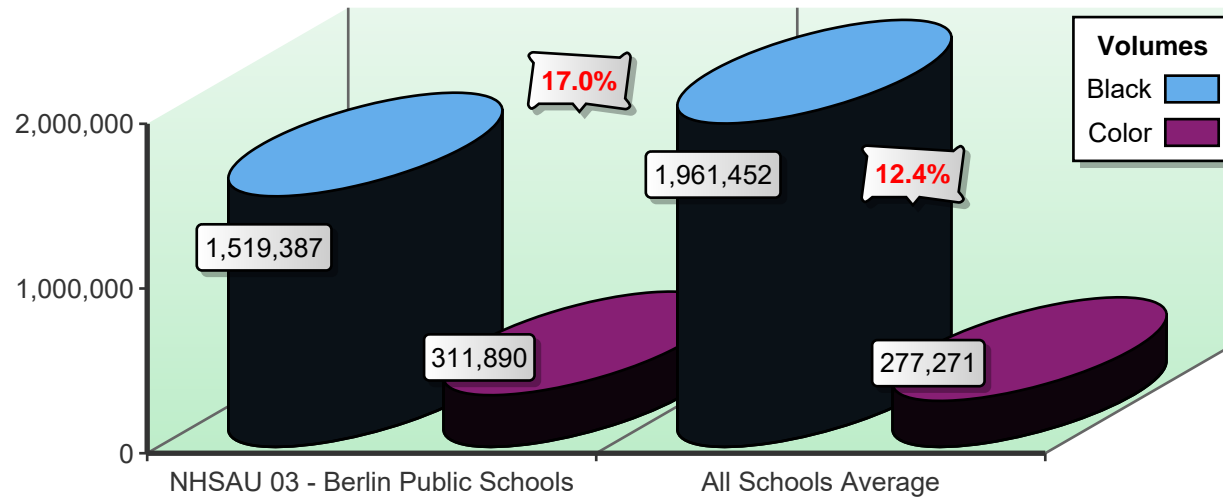
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	Total Student Population	Total Annual Volume	Total District Cost*	Annual Copies Per Student	Annual Cost Per Student
All Schools w/Student Populations	74,829	13,586,276	\$651,358.83	182	\$8.70

\*Total District Cost refers to the cost of Service, Supplies, and Paper. Equipment is calculated only into the Black Volume.



## COLOR-TO-TOTAL VOLUME COMPARISON



## SPC Analysis

COLOR printing plummeted from FY19 to FY20 by 20%, but overall it only dropped by just over 2% between FY20 and FY21, even though COVID restrictions affected only three months of FY20 while it affected all of FY21. This indicates that once restrictions are lifted, color usage will again significantly increase. Obviously some color printing is necessary, but if it is not monitored properly, it could blow up your entire printing budget. The best time to financially achieve the color control goal is when you do your next upgrade. For that recommendation, please review the Health Status page.

**SOLUTION:** SPC has incorporated into our bids Right-Sized Print Management software that pinpoints the problematic locations and implements tailor-made software that controls your color printing. Instead of forcing the entire organization to change all printing habits, SPC focuses only on problematic locations.

## EQUIPMENT USAGE & RECOMMENDATIONS

The usage analysis shown here provides an overview of the usage of each piece of equipment currently under contract and monitored by SPC.

Date of Last Upgrade: 05/15/2020

Make-Model / Speed					
Serial Number / Vendor ID			FY21		
Life Expectancy / Model Intro Date	07/01/2020	06/30/2021	Annual	Cost/Copy	
Equipment Type / Vendor	Meter	Meter	Volume	Annual Cost	Recommendations

### Berlin Elementary School

#### Custodian 1st Floor East Wing

Canon imageClass MF543dw / 45 PPM	0	893	893	\$0.01350	None at this time.
2SQ02664 /				\$12.06	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

#### Custodian's Office West

Canon imageClass MF543dw / 45 PPM	0	871	871	\$0.01350	None at this time.
2SQ02753 /				\$11.76	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

#### East Wing Nurse

Canon imageClass MF543dw / 45 PPM	0	1,660	1,660	\$0.01350	None at this time.
2SQ02983 /				\$22.41	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>East Wing Office</b>					
Canon IR C5550i / 50 PPM	0	38,544	38,544	\$0.00390	None at this time.
2JH06389 /				\$150.32	
3,000,000 / 02/2019	0	23,368	23,368	\$0.03885	
Color Photocopier / 1790				\$907.85	
<b>Gym Office</b>					
Canon imageClass MF543dw / 45 PPM	0	1,062	1,062	\$0.01350	None at this time.
2SQ02860 /				\$14.34	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Library</b>					
Canon IR C5550i / 50 PPM	0	137,258	137,258	\$0.00390	None at this time.
2JH05622 /				\$535.31	
3,000,000 / 02/2019	0	46,775	46,775	\$0.03885	
Color Photocopier / 1790				\$1,817.21	
<b>Room 100</b>					
Canon imageClass MF543dw / 45 PPM	0	5,863	5,863	\$0.01350	None at this time.
2SQ02989 /				\$79.15	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 201</b>					
Canon imageClass MF543dw / 45 PPM	0	9,326	9,326	\$0.01350	None at this time.
2SQ02755 /				\$125.90	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 203</b>					
Canon imageClass MF543dw / 45 PPM	0	4,781	4,781	\$0.01350	None at this time.
2SQ02985 /				\$64.54	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 205</b>					
Canon imageClass MF543dw / 45 PPM	0	13,441	13,441	\$0.01350	None at this time.
2SQ02861 /				\$181.45	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 207</b>					
Canon imageClass MF543dw / 45 PPM	0	2,191	2,191	\$0.01350	None at this time.
2SQ02862 /				\$29.58	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 208</b>					
Canon imageClass MF543dw / 45 PPM	0	4,817	4,817	\$0.01350	None at this time.
2SQ02853 /				\$65.03	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 210</b>					
Canon imageClass MF543dw / 45 PPM	0	3,980	3,980	\$0.01350	None at this time.
2SQ02855 /				\$53.73	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 211</b>					
Canon imageClass MF543dw / 45 PPM	0	10,894	10,894	\$0.01350	None at this time.
2SQ02764 /				\$147.07	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 302</b>					
Canon imageClass MF543dw / 45 PPM	0	3,418	3,418	\$0.01350	None at this time.
2SQ02762 /				\$46.14	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 304</b>					
Canon imageClass MF543dw / 45 PPM	0	2,114	2,114	\$0.01350	None at this time.
2SQ02758 /				\$28.54	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 305</b>					
Canon imageClass MF543dw / 45 PPM	0	2,216	2,216	\$0.01350	None at this time.
2SQ02761 /				\$29.92	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 307</b>					
Canon imageClass MF543dw / 45 PPM	0	9,540	9,540	\$0.01350	None at this time.
2SQ02767 /				\$128.79	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 308</b>					
Canon imageClass MF543dw / 45 PPM	0	14,662	14,662	\$0.01350	None at this time.
2SQ02857 /				\$197.94	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	



Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 310</b>					
Canon imageClass MF543dw / 45 PPM	0	1,816	1,816	\$0.01350	None at this time.
2SQ02712 /				\$24.52	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 311 Special Ed</b>					
Canon imageClass MF543dw / 45 PPM	0	2,135	2,135	\$0.01350	None at this time.
2SQ02759 /				\$28.82	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 405</b>					
Canon imageClass MF543dw / 45 PPM	0	3,431	3,431	\$0.01350	None at this time.
2SQ02768 /				\$46.32	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 406 Art</b>					
Canon imageCLASS LBP664Cdw / 28 PPM	0	1,551	1,551	\$0.01350	None at this time.
NPAAI03536 /				\$20.94	
500,000 / 05/2019	0	1,986	1,986	\$0.11000	
Color Network Printer / I790				\$218.46	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 501</b>					
Canon imageClass MF543dw / 45 PPM	0	1,313	1,313	\$0.01350	None at this time.
2SQ02760 /				\$17.73	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 502</b>					
Canon imageClass MF543dw / 45 PPM	0	13,275	13,275	\$0.01350	None at this time.
2SQ02027 /				\$179.21	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 504</b>					
Canon imageClass MF543dw / 45 PPM	0	6,879	6,879	\$0.01350	None at this time.
2SQ02293 /				\$92.87	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 507</b>					
Canon imageClass MF543dw / 45 PPM	0	6,617	6,617	\$0.01350	None at this time.
2SQ02259 /				\$89.33	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 509</b>					
Canon imageClass MF543dw / 45 PPM	0	5,002	5,002	\$0.01350	None at this time.
2SQ02456 /				\$67.53	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 511</b>					
Canon imageClass MF543dw / 45 PPM	0	1,519	1,519	\$0.01350	None at this time.
2SQ02656 /				\$20.51	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 512</b>					
Canon imageClass MF543dw / 45 PPM	0	1,468	1,468	\$0.01350	None at this time.
2SQ02655 /				\$19.82	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 513</b>					
Canon imageClass MF543dw / 45 PPM	0	1,940	1,940	\$0.01350	None at this time.
2SQ02657 /				\$26.19	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 514</b>					
Canon imageClass MF543dw / 45 PPM	0	10,280	10,280	\$0.01350	None at this time.
2SQ02765 /				\$138.78	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 601</b>					
Canon imageClass MF543dw / 45 PPM	0	14,752	14,752	\$0.01350	None at this time.
2SQ02660 /				\$199.15	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 603</b>					
Canon imageClass MF543dw / 45 PPM	0	4,040	4,040	\$0.01350	None at this time.
2SQ02766 /				\$54.54	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 604</b>					
Canon imageClass MF543dw / 45 PPM	0	3,798	3,798	\$0.01350	None at this time.
2SQ02257 /				\$51.27	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 606</b>					
Canon imageClass MF543dw / 45 PPM	0	4,530	4,530	\$0.01350	None at this time.
2SQ02068 /				\$61.16	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 609</b>					
Canon imageClass MF543dw / 45 PPM	0	14,969	14,969	\$0.01350	None at this time.
2SQ02485 /				\$202.08	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 610</b>					
Canon imageClass MF543dw / 45 PPM	0	5,039	5,039	\$0.01350	None at this time.
2SQ02451 /				\$68.03	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 612</b>					
Canon imageClass MF543dw / 45 PPM	0	2,644	2,644	\$0.01350	None at this time.
2SQ02987 /				\$35.69	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Teachers' Room East</b>					
Canon IR C5550i / 50 PPM	0	83,038	83,038	\$0.00390	None at this time.
2JH05538 /				\$323.85	
3,000,000 / 02/2019	0	57,183	57,183	\$0.03885	
Color Photocopier / 1790				\$2,221.56	
<b>Teachers' Room East</b>					
Canon IR 8585i / 85 PPM	0	57,743	57,743	\$0.00390	None at this time.
YGS00801 /				\$225.20	
5,000,000 / 05/2019	0	0	0	\$0.00000	
Black Photocopier / 1790				\$0.00	
<b>Teachers' Room West</b>					
Canon imageCLASS LBP664Cdw / 28 PPM	0	5,024	5,024	\$0.01350	None at this time.
NPAA102961 /				\$67.82	
500,000 / 05/2019	0	13,195	13,195	\$0.11000	
Color Network Printer / 1790				\$1,451.45	
<b>Teachers' Room West</b>					
Canon IR 8585i / 85 PPM	0	176,189	176,189	\$0.00390	None at this time.
YGS00809 /				\$687.14	
5,000,000 / 05/2019	0	0	0	\$0.00000	
Black Photocopier / 1790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
West Wing Office					
Canon imageClass MF543dw / 45 PPM 2SQ02661 / 1,000,000 / 12/2019 Black Laser MFP / I790	0	2,107	2,107	\$0.01350 \$28.44 \$0.00000 \$0.00	None at this time.
West Wing Office					
Canon IR C5550i / 50 PPM 2JH05465 / 3,000,000 / 02/2019 Color Photocopier / I790	0	39,124	39,124	\$0.00390 \$152.58 \$0.03885 \$872.80	None at this time.
		Subtotal Black	737,754	\$4,853.48	
		Subtotal Color	164,973	\$7,489.33	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Berlin Middle/High School					
Athletics Office					
Canon imageClass MF543dw / 45 PPM 2SQ02658 / 1,000,000 / 12/2019 Black Laser MFP/1790	0  0	2,926  0	2,926  0	\$0.01350 \$39.50 \$0.00000 \$0.00	None at this time.
Cafeteria Office					
Canon imageCLASS MF746Cdw / 28 PPM 2QL23554 / 500,000 / 05/2019 Color Laser MFP / 1790	0  0	4,031  4,428	4,031  4,428	\$0.01350 \$54.42 \$0.11000 \$487.08	None at this time.
CTE Office					
Canon IR C5540i / 40 PPM 2JV03566 / 1,000,000 / 01/2019 Color Photocopier / 1790	0  0	22,669  10,595	22,669  10,595	\$0.00390 \$88.41 \$0.03885 \$411.62	None at this time.
Custodian's Room					
Canon imageClass MF543dw / 45 PPM 2SQ02675 / 1,000,000 / 12/2019 Black Laser MFP / 1790	0  0	549  0	549  0	\$0.01350 \$7.41 \$0.00000 \$0.00	None at this time.



Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Guidance Hall</b>					
Canon IR C5540i / 40 PPM	0	18,429	18,429	\$0.00390	None at this time.
2JV03572 /				\$71.87	
1,000,000 / 01/2019	0	17,032	17,032	\$0.03885	
Color Photocopier / 1790				\$661.69	
<b>Guidance Office - Nancy</b>					
Canon imageClass MF543dw / 45 PPM	0	6,467	6,467	\$0.01350	None at this time.
2SQ02659 /				\$87.30	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Gym</b>					
Canon imageClass MF543dw / 45 PPM	0	1,568	1,568	\$0.01350	None at this time.
2SQ02673 /				\$21.17	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>High School Teachers' Room</b>					
Canon IR 6575i / 75 PPM	0	73,589	73,589	\$0.00390	None at this time.
3EH00659 /				\$287.00	
4,000,000 / 02/2019	0	0	0	\$0.00000	
Black Photocopier / 1790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Hot Swap</b>					
Canon imageClass MF543dw / 45 PPM	0	73,589	73,589	\$0.01350	None at this time.
2SQ02678 /				\$993.45	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Library</b>					
Canon imageClass MF543dw / 45 PPM	0	3,240	3,240	\$0.01350	None at this time.
2SQ02674 /				\$43.74	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Library</b>					
Canon IR C5550i / 50 PPM	0	70,761	70,761	\$0.00390	None at this time.
2JH06154 /				\$275.97	
3,000,000 / 02/2019	0	50,467	50,467	\$0.03885	
Color Photocopier / I790				\$1,960.64	
<b>Main Office</b>					
Canon imageCLASS MF746Cdw / 28 PPM	0	8,110	8,110	\$0.01350	None at this time.
2QL23552 /				\$109.49	
500,000 / 05/2019	0	8,589	8,589	\$0.11000	
Color Laser MFP / I790				\$944.79	



Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 102</b>					
Canon imageClass MF543dw / 45 PPM	0	7,151	7,151	\$0.01350	None at this time.
2SQ02788 /				\$96.54	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 103</b>					
Canon imageCLASS LBP664Cdw / 28 PPM	0	1,189	1,189	\$0.01350	None at this time.
NPAA103415 /				\$16.05	
500,000 / 05/2019	0	1,845	1,845	\$0.11000	
Color Network Printer / 1790				\$202.95	
<b>Room 300</b>					
Canon imageClass MF543dw / 45 PPM	0	6,768	6,768	\$0.01350	None at this time.
2SQ02676 /				\$91.37	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 301</b>					
Canon imageClass MF543dw / 45 PPM	0	1,852	1,852	\$0.01350	None at this time.
2SQ02671 /				\$25.00	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 400 Art</b>					
Canon imageCLASS LBP664Cdw / 28 PPM	0	1,329	1,329	\$0.01350	None at this time.
NPAA103537 /				\$17.94	
500,000 / 05/2019	0	2,720	2,720	\$0.11000	
Color Network Printer / I790				\$299.20	
<b>Room 406 Special Ed</b>					
Canon imageClass MF543dw / 45 PPM	0	5,784	5,784	\$0.01350	None at this time.
2SQ02662 /				\$78.08	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 501</b>					
Canon imageClass MF543dw / 45 PPM	0	944	944	\$0.01350	None at this time.
2SQ02786 /				\$12.74	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 502</b>					
Canon imageClass MF543dw / 45 PPM	0	3,161	3,161	\$0.01350	None at this time.
2SQ02459 /				\$42.67	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 503</b>					
Canon imageClass MF543dw / 45 PPM	0	1,014	1,014	\$0.01350	None at this time.
2SQ02782 /				\$13.69	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 504</b>					
Canon imageClass MF543dw / 45 PPM	0	1,851	1,851	\$0.01350	None at this time.
2SQ02784 /				\$24.99	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 505</b>					
Canon imageClass MF543dw / 45 PPM	0	6,721	6,721	\$0.01350	None at this time.
2SQ02780 /				\$90.73	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 506</b>					
Canon imageClass MF543dw / 45 PPM	0	1,277	1,277	\$0.01350	None at this time.
2SQ02811 /				\$17.24	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 507</b>					
Canon imageClass MF543dw / 45 PPM	0	2,954	2,954	\$0.01350	None at this time.
2SQ02813 /				\$39.88	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 508</b>					
Canon imageClass MF543dw / 45 PPM	0	4,623	4,623	\$0.01350	None at this time.
2SQ02815 /				\$62.41	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 510</b>					
Canon imageClass MF543dw / 45 PPM	0	2,876	2,876	\$0.01350	None at this time.
2SQ02814 /				\$38.83	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 511</b>					
Canon imageClass MF543dw / 45 PPM	0	2,428	2,428	\$0.01350	None at this time.
2SQ02807 /				\$32.78	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 512</b>					
Canon imageClass MF543dw / 45 PPM	0	1,543	1,543	\$0.01350	None at this time.
2SQ02802 /				\$20.83	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 513</b>					
Canon imageClass MF543dw / 45 PPM	0	978	978	\$0.01350	None at this time.
2SQ02805 /				\$13.20	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / I790				\$0.00	
<b>Room 514 Graphic Arts</b>					
Canon imageCLASS LBP664Cdw / 28 PPM	0	20	20	\$0.01350	None at this time.
NPAAI03543 /				\$0.27	
500,000 / 05/2019	0	17	17	\$0.11000	
Color Network Printer / I790				\$1.87	
<b>Room 514 Graphic Arts</b>					
Canon iR-ADV C7565i / 65 PPM	0	42,291	42,291	\$0.00390	None at this time.
2KT04100 /				\$164.93	
3,000,000 / 05/2019	0	10,067	10,067	\$0.03885	
Color Photocopier / I790				\$391.10	



Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 515</b>					
Canon imageClass MF543dw / 45 PPM	0	1,454	1,454	\$0.01350	None at this time.
2SQ02812 /				\$19.63	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 516</b>					
Canon imageClass MF543dw / 45 PPM	0	4,543	4,543	\$0.01350	None at this time.
2SQ02636 /				\$61.33	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 517</b>					
Canon imageClass MF543dw / 45 PPM	0	2,806	2,806	\$0.01350	None at this time.
2SQ02629 /				\$37.88	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 600</b>					
Canon imageClass MF543dw / 45 PPM	0	1,583	1,583	\$0.01350	None at this time.
2SQ02634 /				\$21.37	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 602</b>					
Canon imageClass MF543dw / 45 PPM	0	3,375	3,375	\$0.01350	None at this time.
2SQ02631 /				\$45.56	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 603</b>					
Canon imageCLASS LBP664Cdw / 28 PPM	0	305	305	\$0.01350	None at this time.
NPAA103535 /				\$4.12	
500,000 / 05/2019	0	274	274	\$0.11000	
Color Network Printer / 1790				\$30.14	
<b>Room 604</b>					
Canon imageClass MF543dw / 45 PPM	0	936	936	\$0.01350	None at this time.
2SQ02637 /				\$12.64	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 605</b>					
Canon imageClass MF543dw / 45 PPM	0	3,675	3,675	\$0.01350	None at this time.
2SQ02632 /				\$49.61	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 608 Science Office</b>					
Canon imageClass MF543dw / 45 PPM	0	4,854	4,854	\$0.01350	None at this time.
2SQ02623 /				\$65.53	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 609 Middle School Teachers' Room</b>					
Canon IR C5550i / 50 PPM	0	45,996	45,996	\$0.00390	None at this time.
2JH06409 /				\$179.38	
3,000,000 / 02/2019	0	6,034	6,034	\$0.03885	
Color Photocopier / 1790				\$234.42	
<b>Room 609 Middle School Teachers' Room</b>					
Canon IR 8585i / 85 PPM	0	74,100	74,100	\$0.00390	None at this time.
YGS00783 /				\$288.99	
5,000,000 / 05/2019	0	0	0	\$0.00000	
Black Photocopier / 1790				\$0.00	
<b>Room 610</b>					
Canon imageClass MF543dw / 45 PPM	0	3,018	3,018	\$0.01350	None at this time.
2SQ02633 /				\$40.74	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 611</b>					
Canon imageClass MF543dw / 45 PPM	0	131	131	\$0.01350	None at this time.
2SQ02898 /				\$1.77	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 612</b>					
Canon imageClass MF543dw / 45 PPM	0	91	91	\$0.01350	None at this time.
2SQ02905 /				\$1.23	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 613</b>					
Canon imageClass MF543dw / 45 PPM	0	1,929	1,929	\$0.01350	None at this time.
2SQ02904 /				\$26.04	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	
<b>Room 614</b>					
Canon imageClass MF543dw / 45 PPM	0	355	355	\$0.01350	None at this time.
2SQ02899 /				\$4.79	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations	
Room 615						
Canon imageClass MF543dw / 45 PPM 2SQ02901 / 1,000,000 / 12/2019 Black Laser MFP / I790	0  0	807  0	807  0	\$0.01350 \$10.89 \$0.00000 \$0.00	None at this time.	
Room 616						
Canon imageClass MF543dw / 45 PPM 2SQ02897 / 1,000,000 / 12/2019 Black Laser MFP / I790	0  0	467  0	467  0	\$0.01350 \$6.30 \$0.00000 \$0.00		None at this time.
Room 618						
Canon imageClass MF543dw / 45 PPM 2SQ02896 / 1,000,000 / 12/2019 Black Laser MFP / I790	0  0	12,016  0	12,016  0	\$0.01350 \$162.22 \$0.00000 \$0.00	None at this time.	
Subtotal Black						
Subtotal Color						

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Marston School					
First Floor Special Education					
Canon imageClass MF543dw / 45 PPM 2SQ02757 / 1,000,000 / 12/2019 Black Laser MFP/1790	0	3,309	3,309	\$0.01350 \$44.67 \$0.00000 \$0.00	None at this time.
	0	0	0		
Second Floor					
Canon imageClass MF543dw / 45 PPM 2SQ02756 / 1,000,000 / 12/2019 Black Laser MFP / 1790	0	6,229	6,229	\$0.01350 \$84.09 \$0.00000 \$0.00	None at this time.
	0	0	0		
Special Education					
Canon IR C5550i / 50 PPM 2JH06144 / 3,000,000 / 02/2019 Color Photocopier / 1790	0	43,133	43,133	\$0.00390 \$168.22 \$0.03885 \$634.03	None at this time.
	0	16,320	16,320		
Subtotal Black			52,671	\$296.98	
Subtotal Color			16,320	\$634.03	

Make-Model / Speed			FY21		
Serial Number / Vendor ID			Annual	Cost/Copy	
Life Expectancy / Model Intro Date	07/01/2020	06/30/2021	Volume	Annual Cost	Recommendations
Equipment Type / Vendor	Meter	Meter			

## SAU 03

### Account Payable

Canon imageClass MF543dw / 45 PPM	0	15,007	15,007	\$0.01350	None at this time.
2SQ02859 /				\$202.59	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP/1790				\$0.00	

### Business Administrator

Canon imageClass MF543dw / 45 PPM	0	9,404	9,404	\$0.01350	None at this time.
2SQ02772 /				\$126.95	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

### Main Office

Canon IR C5550i / 50 PPM	0	39,451	39,451	\$0.00390	None at this time.
2JH05552 /				\$153.86	
3,000,000 / 02/2019	0	18,529	18,529	\$0.03885	
Color Photocopier / 1790				\$719.85	

### Main Office HR

Canon imageClass MF543dw / 45 PPM	0	9,409	9,409	\$0.01350	None at this time.
2SQ02858 /				\$127.02	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP / 1790				\$0.00	

RHSAS 00 - Summary Table					
Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Payroll					
Canon imageClass MF543dw / 45 PPM 2SQ02981 / 1,000,000 / 12/2019 Black Laser MFP / I790	0	9,742	9,742	\$0.01350 \$131.52 \$0.00000 \$0.00	None at this time.
	0	0	0		
Superintendent					
Canon imageClass MF543dw / 45 PPM 2SQ02986 / 1,000,000 / 12/2019 Black Laser MFP / I790	0	6,849	6,849	\$0.01350 \$92.46 \$0.00000 \$0.00	None at this time.
	0	0	0		
		Subtotal Black	89,862	\$834.41	
		Subtotal Color	18,529	\$719.85	



Make-Model / Speed			FY21		
Serial Number / Vendor ID			Annual	Cost/Copy	
Life Expectancy / Model Intro Date	07/01/2020	06/30/2021	Volume	Annual Cost	Recommendations
Equipment Type / Vendor	Meter	Meter			

## SAU 03 Bus Garage

### Mechanic's Office

Canon imageClass MF543dw / 45 PPM	0	3,824	3,824	\$0.01350	None at this time.
2SQ02645 /				\$51.62	
1,000,000 / 12/2019	0	0	0	\$0.00000	
Black Laser MFP/1790				\$0.00	

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Subtotal Black 3,824 \$51.62

Subtotal Color 0 \$0.00

District Wide Black Totals 1,519,387 \$10,537.07

District Wide Color Totals 311,890 \$14,468.72

Your Avg Color CPC is \$0.0464

## 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 12/15/2000 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual FY 21 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	Prior CPC	Average Annual Cost
1,519,387	\$0.02018	\$30,661.23

### CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
1,519,387	\$0.00694	\$10,544.55	\$20,116.68	\$100,583.42

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

Today the Cooperative Buying of SPC has netted annual cost savings, on average, of  
 $\$20,116.68 \times 21 \text{ years as a Client} = \$422,450.36$  Cost Savings!

## 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 payments are figured in to provide budget information for the upcoming fiscal year.

Building	Projected Black Volume	Projected Black Usage Cost	Approximate Paper Cost	Average Annual Equipment Cost	Total Proj Black Usage Cost
Berlin Elementary School	737,754	\$4,978.72	\$3,983.87	\$24,584.50	\$33,547.09
Berlin Middle/High School	635,276	\$4,616.78	\$3,430.49	\$21,169.58	\$29,216.86
Marston School	52,671	\$304.63	\$284.42	\$1,755.18	\$2,344.24
SAU 03	89,862	\$856.00	\$485.25	\$2,994.51	\$4,335.76
SAU 03 Bus Garage	3,824	\$52.96	\$20.65	\$127.43	\$201.04
<b>TOTALS</b>	<b>1,519,387</b>	<b>\$10,809.09</b>	<b>\$8,204.69</b>	<b>\$50,631.20</b>	<b>\$69,644.98</b>

### SPC EQUIPMENT BIDS:

During FY21, our cooperative bids achieved significant cost savings. Despite seeing inflation in almost all markets, with a 5.7% increase on the price index, our bids dropped about 7% for existing clients! So compared to inflation from one year to the next, we achieved a 12% drop!

Current bids are coming in between 12% to 17% of Retail compared with the current Salesman's Cost of 50% of Retail.

For Example: A 90-copy-per-minute Ricoh IM9000 black photocopier with RADE, Duplexing, Finisher, 3-Hole Punch, CIF-Print-Color Scan-Hard Drive for Secure Print with a Retail Cost of \$44,743 can be purchased for \$6,453... That's 14% of Retail! Our prices are negotiated with and supported directly by the manufacturer.

## PROJECTED EQUIPMENT COSTS BY BUILDING - COLOR

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

Building	Projected Color Volume	Service & Supply Cost
Berlin Elementary School	164,973	\$7,684.04
Berlin Middle/High School	112,068	\$5,771.76
Marston School	16,320	\$650.52
SAU 03	18,529	\$738.57
SAU 03 Bus Garage	0	\$0.00
<b>TOTALS</b>	<b>311,890</b>	<b>\$14,844.88</b>

## SERVICE & SUPPLY USAGE PROFILE BY VENDOR - BLACK

This table represents ACTUAL and PROJECTED Service & Supply expenses for BLACK usage broken down by equipment type and vendor. Under SPC's 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. **FY22 increase is 2.6%.**

Vendor	Equipment Type	FY21 Black Volume	FY21 Color Cost/Copy	FY21 Black S & S Costs	FY22 Black Cost/Copy	FY22 Projected Black S & S Costs
Canon Solutions Vermont	Black Laser MFP	458,801	\$0.01350	\$6,193.81	\$0.01385	\$6,354.39
Canon Solutions Vermont	Black Photocopier	458,333	\$0.00390	\$1,787.50	\$0.00400	\$1,833.33
Canon Solutions Vermont	Color Laser MFP	12,141	\$0.01350	\$163.90	\$0.01385	\$168.15
Canon Solutions Vermont	Color Network Printer	9,418	\$0.01350	\$127.14	\$0.01385	\$130.44
Canon Solutions Vermont	Color Photocopier	580,694	\$0.00390	\$2,264.71	\$0.00400	\$2,322.78
TOTALS AND AVERAGES		1,519,387	\$0.00694	\$10,537.07	\$0.00711	\$10,809.09

## SERVICE & SUPPLY USAGE PROFILE BY VENDOR - COLOR

This table represents ACTUAL and PROJECTED Service & Supply expenses for COLOR usage broken down by equipment type and vendor. Under SPC's 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. **FY22 increase is 2.6%.**

Vendor	Equipment Type	FY21 Color Volume	FY21 Black Cost/Copy	FY21 Color S & S Costs	FY22 Color Cost/Copy	FY22 Projected Color S & S Costs
Canon Solutions Vermont	Color Laser MFP	13,017	\$0.11000	\$1,431.87	\$0.11286	\$1,469.10
Canon Solutions Vermont	Color Network Printer	20,037	\$0.11000	\$2,204.07	\$0.11286	\$2,261.38
Canon Solutions Vermont	Color Photocopier	278,836	\$0.03885	\$10,832.78	\$0.03986	\$11,114.40
<b>TOTALS AND AVERAGES</b>		<b>311,890</b>	<b>\$0.04639</b>	<b>\$14,468.72</b>	<b>\$0.04760</b>	<b>\$14,844.88</b>

LEASED/OWNED EQUIPMENT DETAILS

Total Number of Machines Under Contract	110
Number of Machines on Lease	108
Number of Machines Owned	1
Number of Rental/Loaner Machines	0
Lease Company	Norway Savings Bank // Access Municipal Leasing
Term	5 Annual
Annual Payment usually due on 8/1	\$47,230.20 // \$3,401.00
Lease Start Date	08/01/2012
Lease End Date	08/01/2024
Remaining Payments	3

\*The Lease End Date has no bearing on Service & Supply and Warranty Contracts.

## LEASED EQUIPMENT

Building	Room	Make/Model	Serial Number
Berlin Elementary School	Custodian 1st Floor East Wing	Canon imageClass MF543dw	2SQ02664
Berlin Elementary School	Custodian's Office West	Canon imageClass MF543dw	2SQ02753
Berlin Elementary School	East Wing Nurse	Canon imageClass MF543dw	2SQ02983
Berlin Elementary School	East Wing Office	Canon IR C5550i	2JH06389
Berlin Elementary School	Gym Office	Canon imageClass MF543dw	2SQ02860
Berlin Elementary School	Library	Canon IR C5550i	2JH05622
Berlin Elementary School	Room 100	Canon imageClass MF543dw	2SQ02989
Berlin Elementary School	Room 201	Canon imageClass MF543dw	2SQ02755
Berlin Elementary School	Room 203	Canon imageClass MF543dw	2SQ02985
Berlin Elementary School	Room 205	Canon imageClass MF543dw	2SQ02861
Berlin Elementary School	Room 207	Canon imageClass MF543dw	2SQ02862
Berlin Elementary School	Room 208	Canon imageClass MF543dw	2SQ02853
Berlin Elementary School	Room 210	Canon imageClass MF543dw	2SQ02855
Berlin Elementary School	Room 211	Canon imageClass MF543dw	2SQ02764
Berlin Elementary School	Room 302	Canon imageClass MF543dw	2SQ02762
Berlin Elementary School	Room 304	Canon imageClass MF543dw	2SQ02758
Berlin Elementary School	Room 305	Canon imageClass MF543dw	2SQ02761
Berlin Elementary School	Room 307	Canon imageClass MF543dw	2SQ02767
Berlin Elementary School	Room 308	Canon imageClass MF543dw	2SQ02857
Berlin Elementary School	Room 310	Canon imageClass MF543dw	2SQ02712
Berlin Elementary School	Room 311 Special Ed	Canon imageClass MF543dw	2SQ02759
Berlin Elementary School	Room 405	Canon imageClass MF543dw	2SQ02768
Berlin Elementary School	Room 406 Art	Canon imageCLASS LBP664Cdw	NPAAI03536
Berlin Elementary School	Room 501	Canon imageClass MF543dw	2SQ02760
Berlin Elementary School	Room 502	Canon imageClass MF543dw	2SQ02027
Berlin Elementary School	Room 504	Canon imageClass MF543dw	2SQ02293
Berlin Elementary School	Room 507	Canon imageClass MF543dw	2SQ02259
Berlin Elementary School	Room 509	Canon imageClass MF543dw	2SQ02456
Berlin Elementary School	Room 511	Canon imageClass MF543dw	2SQ02656
Berlin Elementary School	Room 512	Canon imageClass MF543dw	2SQ02655
Berlin Elementary School	Room 513	Canon imageClass MF543dw	2SQ02657
Berlin Elementary School	Room 514	Canon imageClass MF543dw	2SQ02765
Berlin Elementary School	Room 601	Canon imageClass MF543dw	2SQ02660
Berlin Elementary School	Room 603	Canon imageClass MF543dw	2SQ02766
Berlin Elementary School	Room 604	Canon imageClass MF543dw	2SQ02257
Berlin Elementary School	Room 606	Canon imageClass MF543dw	2SQ02068



Building	Room	Make/Model	Serial Number
Berlin Elementary School	Room 609	Canon imageClass MF543dw	2SQ02485
Berlin Elementary School	Room 610	Canon imageClass MF543dw	2SQ02451
Berlin Elementary School	Room 612	Canon imageClass MF543dw	2SQ02987
Berlin Elementary School	Teachers' Room East	Canon IR 8585i	YGS00801
Berlin Elementary School	Teachers' Room East	Canon IR C5550i	2JH05538
Berlin Elementary School	Teachers' Room West	Canon imageCLASS LBP664Cdw	NPAAI02961
Berlin Elementary School	Teachers' Room West	Canon IR 8585i	YGS00809
Berlin Elementary School	West Wing Office	Canon imageClass MF543dw	2SQ02661
Berlin Elementary School	West Wing Office	Canon IR C5550i	2JH05465
Berlin Middle/High School	Athletics Office	Canon imageClass MF543dw	2SQ02658
Berlin Middle/High School	Cafeteria Office	Canon imageCLASS MF746Cdw	2QL23554
Berlin Middle/High School	CTE Office	Canon IR C5540i	2JV03566
Berlin Middle/High School	Custodian's Room	Canon imageClass MF543dw	2SQ02675
Berlin Middle/High School	Guidance Hall	Canon IR C5540i	2JV03572
Berlin Middle/High School	Guidance Office - Nancy	Canon imageClass MF543dw	2SQ02659
Berlin Middle/High School	Gym	Canon imageClass MF543dw	2SQ02673
Berlin Middle/High School	High School Teachers' Room	Canon IR 6575i	3EH00659
Berlin Middle/High School	Hot Swap	Canon imageClass MF543dw	2SQ02678
Berlin Middle/High School	Library	Canon imageClass MF543dw	2SQ02674
Berlin Middle/High School	Library	Canon IR C5550i	2JH06154
Berlin Middle/High School	Main Office	Canon imageCLASS MF746Cdw	2QL23552
Berlin Middle/High School	Main Office	Canon IR 8585i	YGS00780
Berlin Middle/High School	Nurse	Canon imageClass MF543dw	2SQ02672
Berlin Middle/High School	Room 100	Canon imageClass MF543dw	2SQ02787
Berlin Middle/High School	Room 101	Canon imageClass MF543dw	2SQ02781
Berlin Middle/High School	Room 102	Canon imageClass MF543dw	2SQ02788
Berlin Middle/High School	Room 103	Canon imageCLASS LBP664Cdw	NPAAI03415
Berlin Middle/High School	Room 300	Canon imageClass MF543dw	2SQ02676
Berlin Middle/High School	Room 301	Canon imageClass MF543dw	2SQ02671
Berlin Middle/High School	Room 400 Art	Canon imageCLASS LBP664Cdw	NPAAI03537
Berlin Middle/High School	Room 406 Special Ed	Canon imageClass MF543dw	2SQ02662
Berlin Middle/High School	Room 501	Canon imageClass MF543dw	2SQ02786
Berlin Middle/High School	Room 502	Canon imageClass MF543dw	2SQ02459
Berlin Middle/High School	Room 503	Canon imageClass MF543dw	2SQ02782
Berlin Middle/High School	Room 505	Canon imageClass MF543dw	2SQ02780

Berlin Middle/High School	Room 506	Canon imageClass MF543dw	2SQ02811
Berlin Middle/High School	Room 507	Canon imageClass MF543dw	2SQ02813

Building	Room	Make/Model	Serial Number
Berlin Middle/High School	Room 508	Canon imageClass MF543dw	2SQ02815
Berlin Middle/High School	Room 510	Canon imageClass MF543dw	2SQ02814
Berlin Middle/High School	Room 511	Canon imageClass MF543dw	2SQ02807
Berlin Middle/High School	Room 512	Canon imageClass MF543dw	2SQ02802
Berlin Middle/High School	Room 513	Canon imageClass MF543dw	2SQ02805
Berlin Middle/High School	Room 514 Graphic Arts	Canon imageCLASS LBP664Cdw	NPAAI03543
Berlin Middle/High School	Room 514 Graphic Arts	Canon iR-ADV C7565i	2KT04100
Berlin Middle/High School	Room 515	Canon imageClass MF543dw	2SQ02812
Berlin Middle/High School	Room 516	Canon imageClass MF543dw	2SQ02636
Berlin Middle/High School	Room 517	Canon imageClass MF543dw	2SQ02629
Berlin Middle/High School	Room 600	Canon imageClass MF543dw	2SQ02634
Berlin Middle/High School	Room 602	Canon imageClass MF543dw	2SQ02631
Berlin Middle/High School	Room 604	Canon imageClass MF543dw	2SQ02637
Berlin Middle/High School	Room 605	Canon imageClass MF543dw	2SQ02632
Berlin Middle/High School	Room 608 Science Office	Canon imageClass MF543dw	2SQ02623
Berlin Middle/High School	Room 609 Middle School Teachers' Room	Canon IR 8585i	YGS00783
Berlin Middle/High School	Room 609 Middle School Teachers' Room	Canon IR C5550i	2JH06409
Berlin Middle/High School	Room 610	Canon imageClass MF543dw	2SQ02633
Berlin Middle/High School	Room 611	Canon imageClass MF543dw	2SQ02898
Berlin Middle/High School	Room 612	Canon imageClass MF543dw	2SQ02905
Berlin Middle/High School	Room 613	Canon imageClass MF543dw	2SQ02904
Berlin Middle/High School	Room 614	Canon imageClass MF543dw	2SQ02899
Berlin Middle/High School	Room 615	Canon imageClass MF543dw	2SQ02901
Berlin Middle/High School	Room 616	Canon imageClass MF543dw	2SQ02897
Berlin Middle/High School	Room 618	Canon imageClass MF543dw	2SQ02896
Marston School	First Floor Special Education	Canon imageClass MF543dw	2SQ02757
Marston School	Second Floor	Canon imageClass MF543dw	2SQ02756
Marston School	Special Education	Canon IR C5550i	2JH06144
SAU 03	Account Payable	Canon imageClass MF543dw	2SQ02859
SAU 03	Business Administrator	Canon imageClass MF543dw	2SQ02772
SAU 03	Main Office	Canon IR C5550i	2JH05552
SAU 03	Main Office HR	Canon imageClass MF543dw	2SQ02858
SAU 03	Payroll	Canon imageClass MF543dw	2SQ02981
SAU 03	Superintendent	Canon imageClass MF543dw	2SQ02986
SAU 03 Bus Garage	Mechanic's Office	Canon imageClass MF543dw	2SQ02645

OWNED EQUIPMENT

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Building	Room	Make/Model	Serial Number
Berlin Middle/High School	Room 603	Canon imageCLASS LBP664Cdw	NPAAI03535

## STARDoc USER NAMES

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Name	User Name
Autie Hamilton	ahamilton
Barbara Anderson	banderson
Bryan Lamirande	blamirande
Debora Payeur	dpayeur@sau3.org
Deborah Dupuis	ddupuis@sau3.org
Holly Paquette	hpaquette
Irina Williams	lwilliams
Julie King	jking
Kayla Steady	ksteady
Marion Moore	mmoore
Mike Kelley	mkelley
Sharon Michalik	smichalik
Tammy Fauteux	ffauteux@sau3.org
Tom Sutton	tsutton@sau3.org



## 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 70 clients with over 4,500 devices doing 265 million copies and prints per year (pre-COVID). We purchase approximately 1,200 units annually with 72 million prints out to bid.
- 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

- STARDoc: System for Tracking And Reporting Documents.
- 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.
- STARDoc 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 monthly and/or quarterly.
- THREE detailed, easy-to-read 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 overusage.
- 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 \$2 million for all of our clients. That translates into Savings of more than \$10 million over five years!



## SPC Values Our Vendors

### Overall Benefits to Our Vendors

- Opportunities brought to vendor - Over 1,200 units purchased in FY21 running over 72 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)
- Vendor Bid Portal: Greatly reduces bid input time; reduces time from bid submission to bid presentation to the clients in our cooperative
- Control of Bid Specs (Not allowing any vendor to underbid or offer discontinued equipment)
- Selling of vendors' 'Value Add' directly to our clients after the bids are in; Client has the right to pay more than low bid, if desired

### 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 costs
- Manage and audit installation
- Capture final meter reads and close books on old devices & contracts



## Vendor Ongoing Support

- Yearly meter reads
- Simplified Billing: SPC manages billing and payment directly with Client and Vendor
- STARDoc: System for Tracking And Reporting Documents... Manages the budget
- Annual Reports that flag machines that are being overused and underused thus improving reliability
- Mediating warranty issues in sensitive locations

## Why do some vendors hesitate to bid?

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

**SPC manages over 4,500 Photocopiers and Printers**  
**Our relationship with our vendors has never been stronger!**



## STARDoc Features

### Cost Projection by Department or Building

- Allows you to formulate next year's budget 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 floorplans
- Timeline - allows you to track historical volume and costs to compare current budget with past years

### Map your devices on Floorplans

- Identifies detailed information (IP address, serial number, vendor ID, CPC, consumed volume, toner and service alerts)
- Device Information tab allows easy access to the printer/copier web interface
- Asset Management (Servers, Wireless Access Points, IP Cameras, Projectors, Apple TVs)

### Floorplan Administration

- Allows IT and Business Manager to move devices around on floorplan
- Paper trail of device locations after summer break
- Shows Previous Devices, Present Equipment, and Proposed Equipment

### Contacts Page

- Control Access and Permissions to STARDoc
- Toggle Email All (Toner Alerts, Service Alerts, Monthly Audits)

### Device Listing Page

- Centralized location for detailed information of District's assets
- Exportable device listing to Excel or PDF
- Non-Reporting Device listing for devices that haven't reported for more than two weeks
- Tracks additional non-contracted devices
- IP Addresses and MAC addresses imported automatically
- Strikethrough on machines that have been removed

### Monthly Audits

- Monthly Cost Snapshot
- Shows number of devices not reporting to help improve projections accuracy

### Last Sync Date

- Shows the last time FM Audit synced for equipment

## Over-Budget Report

- Request service history on any machine right through STARDoc.
- Catch overused equipment early, before equipment begins to break down due to overuse.

## Five-Year Fleet Management (FYFM)

- Projects out five-year costs for all equipment based on current and past usage

## NEW VENDOR CATEGORIES

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In the past we had two vendor categories: Cooperative and Uncooperative. In 2021 we added a third category:

### **Premier: defined as consistently providing ...**

- Quality bids to SPC
- Quality service with a four-hour or less average response time
- Reliable equipment and competitive pricing
- Support to SPC and our mutual clients to resolve concerns
- **Current Premier Vendors**
  - Budget Document Technologies
  - Konica Minolta Business Solutions
  - National 1927
  - Ricoh USA
  - SymQuest Group

### **Cooperative: defined as ...**

- Providing bids as required but lacking in one or more areas listed above, or they have yet to provide a history of strong support

### **Uncooperative: defined as ...**

- Rarely submitting bids to SPC
- Encourages SPC clients to breach existing contracts and undermines SPC's bid process

## WARRANTY RELIEF FUND

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### Why is it Needed?

With the recent pandemic, schools and businesses shut down. In FY20 credits owed were around \$389,000. However, your contracts stipulate that any unused service and supplies are to be refunded. While this may seem like good news, what if the vendor is unable or unwilling to repay those funds? Many companies outside of the copier industry are already filing for bankruptcy. SPC's legitimate concern is, what if this hits the copier industry and we can no longer access the funds owed to the client?

### Other Concerns:

- Vendor refuses to honor a Warranty
- Equipment is no longer under a vendor Warranty
- Vendor refuses to honor a Service-and-Supply Contract at the agreed-upon pricing.
- Vendor gets sold to a venture capitalist entity or to a risky new owner with limited cash reserves

### Purpose:

Since 1989, SPC's goal is to shelter our clients from Industry upheavals. This fund is to set aside monies that can be used by any client, if a need arises.

Funding Source: Initially, \$200,000 no-interest personal loan. To be paid back from two sources...

- Wholesale Trades... For over 10 years these funds have been set aside for warranty replacement units since the industry would provide the same cash price with or without the trade.
- Equipment Purchases... 2% of the gross will be set aside with each upgrade.

### Who Benefits?

All SPC clients...like any insurance fund, by pooling funds from SPC's entire client base, any losses are eliminated.

## WARRANTY RELIEF EQUIPMENT BASE

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### Why is it Needed?

As with credits owed to clients for unused copies, sometimes equipment needs to be replaced or added but there are no funds in the budget. Rather than relying solely on the Warranty Relief Fund, SPC will have an inventory of high-quality, low-meter copiers and printers to use as replacements or additional equipment as needed at a lower cost to the client than a new machine.

### Other Concerns:

- Equipment is no longer under a vendor Warranty
- Vendor refuses to honor a Warranty
- Equipment is damaged by user and not covered under the Warranty

### Purpose:

- To replace or add a machine when needed

### Who Benefits?

- All SPC clients...by pooling high-quality equipment from past client upgrades, equipment can be replaced with minimal impact on the client