Specialized Purchasing Consultants

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

·SPC·

FY21
Annual
Report

With FY22 Projections

Sonja Gonzalez
Rochester, City Of
31 Wakefield Street
Rochester, NH 03867

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

September 2021

Sonja Gonzalez
Rochester, City Of
31 Wakefield Street
Rochester, NH 03867

Skip Tilton
President

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

VISIT US ON THE WEB:
www.spccopypro.com

Dear Sonja:

We at Specialized Purchasing Consultants wish to thank you for your continued confidence in us for the ==past 8 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
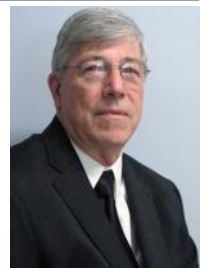
Bob keeps SPC running by maintaining and updating database processes as well as assisting in updates to SPC's STARDoc website and the creation of code to create the many reports SPC generates to give you the accurate information of your usage.

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

Total Number of Machines	**101**
Total Black Photocopiers & MFPs:	16
Total Color Photocopiers & MFPs:	20
Total Black Network Printers:	38
Total Color Network Printers:	27
Total Removed From Service:	1
# of Units Not in Use for FY21	7
# of Units OFF Warranty**	0
# of Units Approaching End of Warranty	54
# of Units Overused	0
# of Units Underused	0
Contract Commencement Date	11/01/2016
All Warranties and Service Contracts Expire	06/30/2022
# of Annual Payments Left on Lease	0
SPC's FM Audit Print Management Software Loaded	Yes
Printer Contract Signed	Yes

**NOTE: When a machine goes off warranty, it does not mean that the service contract expires. It simply means that if a replacement machine becomes necessary, it may not be at "no charge."

Dear Sonja,

 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.

     Your vendor seems to be taking good care of your fleet (see Service History Report), though some of your equipment is aging. When equipment reaches ten years out from its model introduction, parts are harder to find. It is our recommendation that you consider an upgrade that would commence on July 1, 2022 since your service and supply contracts expire June 30'th 2022. Your last lease payment was made on August 1, 2021. Your first payment of the new lease would be on August 1, 2022. It is our opinion that your lease cost would drop significantly since the last upgrade involved paying off some buyouts and also our bids have dropped significantly. In addition service-and-supply contract costs will probably drop. This could result in a savings of $16,313.79 over five years in color usage at COVID (lower-than-usual) volumes. ⁛ Ⅺⴽ‿‖ ˜ⵛ˙ ⴶⴰⵊⵅⴸⴰⴶ ⵆⴰⴶˆⵘⴼ⌀Ⅻⴰⵎⵖⴷ˙ ˘Ⅺⴽⵛⵉⵅⴰⵜⴰⵣˆ ⵂⴼⴵ Ⅺⵁ⌀ⵂⴸⴲⵌⵅⵛⵤⵜⴰⵠ f⌀ˈⵛⵛˈⴰⵣⵚⴷ⌀ⴶⵕⴶⵜⵣⵚⵃⴰⵣⴷⴷⴰⵀⴷ⌀ ⴶⵃⵁⵅⴵⴵⵘⴲⴺⴰⵝⵊⵘⴲ⌀Ⅷ Ⴭⵞⵞⵘⵚ‿ⴸⵢ Ⅻⵘⴰⵀ ⴶ⌀ⵞⵊ ⵀⵞⵞ⍀ⴲⴵ⌀ⴸⵦ @Ⴭⵗⵞ⌀ ⴸⵢ%%#%%⵺ⴶⵂⵜⴳⴼⵜⴳⴷ ⵈⵊ Ⅺ j ⴶⵀ‿ⵡⴷⴷⵃⵕⴷⵃⴰ˜ⴰ ⵂⵚⴲⵂⵀⵡⵡ.We can discuss this at our meeting.

Sincerely,
Skip

Rochester, City of
Blaine Cox
31 Wakefield Street
Rochester, NH 03867
Five-Year Basis beginning with the 2016/2017 Fiscal Year

Copies-per-Year: 1,712,772

Present vs. Proposed Recommendations as of 2/1/2017

PRESENT SITUATION	PROPOSED SITUATION
1) Guarantees on Photocopiers...**One Year**	1) Guarantees for both New, Recons & Used Photo's...**Five+ Years**
2) Annual Price Ceilings Left... **One Year**	2) 5% or CPI Annual Ceilings, whichever is less...**Five+ Years**
3) High Volume Console Units...**8**	3) High Volume Console Units with 3 Million plus...**8**
4) Units to be Traded...**101**	4) Replaced **96 New**
5) Photocopiers...**18**	5) Photocopiers...**18 with Secure Print/Confidential Mailbox**
6) Color Photocopiers Networked ...**9**	**6)** Low Cost Color Photocopiers Networked...**8**
7) MFP's….**17 w/9 Color**	**7)** MFP's….17 with #9 Color
8) Network Printers....**66 w/ 28 Color**	8) Network Printers...**61 w/ 27 Color**
Total number of Units...**101**	Total number of Units...**99 CO 5 Due to Low Volume**
9) Duplex's…**80**	9) Duplex's... **99**
10) Finisher's...**15**	**10)** Finisher's... **15**

Overall Description of Equipment Fleet:
Presently, you have **Three different Manufacturers & 13 of different Models Network Printers. The new arrangement will shift to one manufacture and three models (Two Black & one Color) servicing everything.** This will greatly reduce cost and improve reliability.

Capital:
Presently, you have **one** municipal lease & one Commercial Lease that will be paid off by SPC (One Payment remains). In addition SPC ship back the equipment to Great America Leasing. With the new arrangement, you will again have **one** 'municipal' master lease at 3.19**%** interest**.** Your first of five annual lease payments will be due on August 1'st 2017. A legal opinion from SPC's bond counsel (John Larouche in Augusta ME) will be done on this lease transaction. This will assure that all documents are prepared correctly and signed by the appropriate City and bank officials, and that the lease purchase is a tax-exempt obligation with no premium payable by the City for prepayment. At your own expense, you can have your own bond counsel also review the documents which would simply duplicate this service.

Service & Supplies:
Considering all of your consumable cost centers including service you are averaging **$0.008199 for black and $0.07173 for Color**. The new contract will come in at a CPC of **$0.004137 for Black and $0.052964 for Color. (Note that Black CPC for Photocopiers is at .0032)**

Vendor Packages:
SPC has brought to you **8** different vendor, matching up the best technology available to meet your needs. We would like to highlight the most qualified bid combination for your City, which is **KMBS with Konica Minolta for both Copiers and Printers all with OEM supplies.** (Note: KMBS are currently servicing Rochester School District with both Copiers & Printers.)

Cost Center	Present	KMBS (OEM All New)
1. **Service & Supplies Color Photo only**	$10,613.44	$7,836.70
2. **Service & Supplies Black Photo only**	$12,829.34	$6,473.05
3. **Annual Muni Lease**	$33,668.16	$53,407.11
4. **Forced Upgrade (23 Owned machines)**	$7,700.00	$00.00
Totals	$64,810.94	$67,716.86

Note: Your call, but to me the best overall bid is KMBS with all new and all OEM. Also, only a couple of different printer models vs keeping what you have.

*Although the lease cost does go up the service and supply cost savings offsets the increase. Note that with the last upgrade only 78 New units were purchased while 96 New units are part of the 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 'Cost per Copy' billing plan done twice a year in July & January with a reconciliation invoice in June. Your service contract will be fixed through **June 30th 2017.** 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: Wiping out old data on trade out units has been included in the package.

AGING EQUIPMENT SUMMARY

The following equipment is seven or more years from the date the model was first offered for sale by the manufacturer. This is a major factor due to availability of parts, cost of operation, and warranties expiring at 10 years from the Date of Introduction. Usage, age, and service history should be considered to see if they are due for replacement soon.

Building	Room	Make/Model	Serial Number	Vendor	Intro Date
Gonic Fire Department	Front Office	Konica Minolta BHC3110	A6DT012102706	KMBS	06/01/2014
Rochester Annex Building	Basement - STORAGE	Konica Minolta BHC3110	A6DT012102606	KMBS	06/01/2014
Rochester Central Fire Dept.	Assistant Chief's Office	Konica Minolta BHC3100P	A6DR012104808	KMBS	06/01/2014
Rochester Central Fire Dept.	Captain's Office	Konica Minolta BHC3100P	A6DR012104798	KMBS	06/01/2014
Rochester Central Fire Dept.	Clerk	Konica Minolta BHC3100P	A6DR012104816	KMBS	06/01/2014
Rochester Central Fire Dept.	Deputy Chief	Konica Minolta BHC3100P	A6DR012104797	KMBS	06/01/2014
Rochester Central Fire Dept.	Fire Chief's Office	Konica Minolta BHC3100P	A6DR012104804	KMBS	06/01/2014
Rochester Central Fire Dept.	Training Office	Konica Minolta BHC3100P	A6DR012104805	KMBS	06/01/2014
Rochester City Hall	Basement - Accountant	Konica Minolta BHC3100P	A6DR012105046	KMBS	06/01/2014
Rochester City Hall	Business Department	Konica Minolta BH654	A5YN017012796	KMBS	02/01/2013
Rochester City Hall	Business Department (Right) - MICR	Konica Minolta BH4700P	A63N011007887	KMBS	04/01/2013
Rochester City Hall	City Clerk	Konica Minolta BHC3100P	A6DR012104773	KMBS	06/01/2014
Rochester City Hall	City Clerk - Offsite	Konica Minolta BHC3100P	A6DR012105045	KMBS	06/01/2014
Rochester City Hall	Finance Office	Konica Minolta BH654	A5YN017012057	KMBS	02/01/2013
Rochester City Hall	Legal Department	Konica Minolta BHC454	A5C0011021203	KMBS	07/01/2012
Rochester City Hall	MIS Office	Konica Minolta BHC3100P	A6DR012104756	KMBS	06/01/2014

Building	Room	Make/Model	Serial Number	Vendor	Intro Date
Rochester City Hall	Payroll - Check Printer MICR	Konica Minolta BH3320	A6WP011008346	KMBS	02/01/2014
Rochester Community Center	Buildings & Grounds	Konica Minolta BHC3110	A6DT012102757	KMBS	06/01/2014
Rochester Community Center	Buildings & Grounds Supervisor	Konica Minolta BHC3100P	A6DR012105037	KMBS	06/01/2014
Rochester Community Center	Economic Development Office	Konica Minolta BHC3100P	A6DR012104950	KMBS	06/01/2014
Rochester Community Center	Recreation Department Copy Room	Konica Minolta BHC654E	A2X1017018565	KMBS	07/01/2013
Rochester Community Center	Tax Collector	Konica Minolta BHC3100P	A6DR012105823	KMBS	06/01/2014
Rochester Community Center	Tax Collector's Office	Konica Minolta BH654	A5YN017012694	KMBS	02/01/2013
Rochester Ice Arena	Upstairs Office	Konica Minolta BHC3110	A6DT012102592	KMBS	06/01/2014
Rochester Police Department	Communications	Konica Minolta BH4700P	A63N011017485	KMBS	04/01/2013
Rochester Police Department	Crime Analyst - 2nd Floor	Konica Minolta BHC3100P	A6DR012104872	KMBS	06/01/2014
Rochester Police Department	Deputy Chief	Konica Minolta BHC3100P	A6DR012104849	KMBS	06/01/2014
Rochester Police Department	Detective's Sergeant	Konica Minolta BHC3100P	A6DR012104868	KMBS	06/01/2014
Rochester Police Department	Evidence Room	Konica Minolta BHC3110	A6DT012102684	KMBS	06/01/2014
Rochester Police Department	Executive Clerk	Konica Minolta BHC3110	A6DT012102626	KMBS	06/01/2014
Rochester Police Department	Front Records Office	Konica Minolta BH4700P	A63N011017690	KMBS	04/01/2013
Rochester Police Department	Juvenile Department	Konica Minolta BHC3100P	A6DR012104379	KMBS	06/01/2014
Rochester Police Department	Patrol Sargeant	Konica Minolta BHC3100P	A6DR012104873	KMBS	06/01/2014
Rochester Police Department	Police Chief	Konica Minolta BHC3110	A6DT012100823	KMBS	06/01/2014
Rochester Police Department	Prosecution Support	Konica Minolta BH4020	A6WD011005046	KMBS	02/01/2014
Rochester Police Department	Specialty Unit 1st Floor	Konica Minolta BHC3100P	A6DR012104877	KMBS	06/01/2014
Rochester Police Department	Support Captain	Konica Minolta BHC3100P	A6DR012104879	KMBS	06/01/2014

Building	Room	Make/Model	Serial Number	Vendor	Intro Date
Rochester Public Library	Children's Area	Konica Minolta BHC3100P	A6DR012105065	KMBS	06/01/2014
Rochester Public Library	Children's BW	Konica Minolta BH3320	A6WP011006503	KMBS	02/01/2014
Rochester Public Library	Circulation Office	Konica Minolta BHC3110	A6DT012102650	KMBS	06/01/2014
Rochester Public Library	Public Internet Use	Konica Minolta BH4700P	A63N011010723	KMBS	04/01/2013
Rochester Public Library	Reference Room 2nd Floor	Konica Minolta BHC3100P	A6DR012104785	KMBS	06/01/2014
Rochester Public Library	Tech Services	Konica Minolta BHC3110	A6DT012102695	KMBS	06/01/2014
Rochester Public Works	Manager's Office	Konica Minolta BHC3100P	A6DR012105039	KMBS	06/01/2014
Rochester Public Works	Office Work Room	Konica Minolta BHC654E	A2X1017018610	KMBS	07/01/2013
Rochester Revenue Building	Assessing Lower Level	Konica Minolta BHC3110	A6DT012101580	KMBS	06/01/2014
Rochester Revenue Building	Assessor's Office	Konica Minolta BH3320	A6WP011008345	KMBS	02/01/2014
Rochester Wastewater Treatment Plant	Basement Office	Konica Minolta BHC3100P	A6DR012105036	KMBS	06/01/2014
Rochester Wastewater Treatment Plant	Laboratory	Konica Minolta BH3320	A6WP011007974	KMBS	02/01/2014
Rochester Wastewater Treatment Plant	Office 2	Konica Minolta BHC3100P	A6DR012105038	KMBS	06/01/2014
Rochester Wastewater Treatment Plant	SCADA Printer	Konica Minolta BHC3100P	A6DR012105035	KMBS	06/01/2014
Rochester Wastewater Treatment Plant	Work Area	Konica Minolta BH3320	A6WP011007838	KMBS	02/01/2014
Rochester Water Treatment Facility	Lab	Konica Minolta BHC3100P	A6DR012105044	KMBS	06/01/2014
Rochester Water Treatment Facility	Main Office	Konica Minolta BH3320	A6WP011007975	KMBS	02/01/2014

NON-CONTRACTED DEVICES

Make - Model	Serial Number	IP Address	Last Update
HP LASERJET Pro M201dw	VNB3G27989	172.16.0.116	2021-09-19 23:04:56

FIVE-YEAR FLEET MANAGEMENT (FYFM)

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

NOTE: Big changes between Community Center and Revenue Building are due to equipment/ department changes.
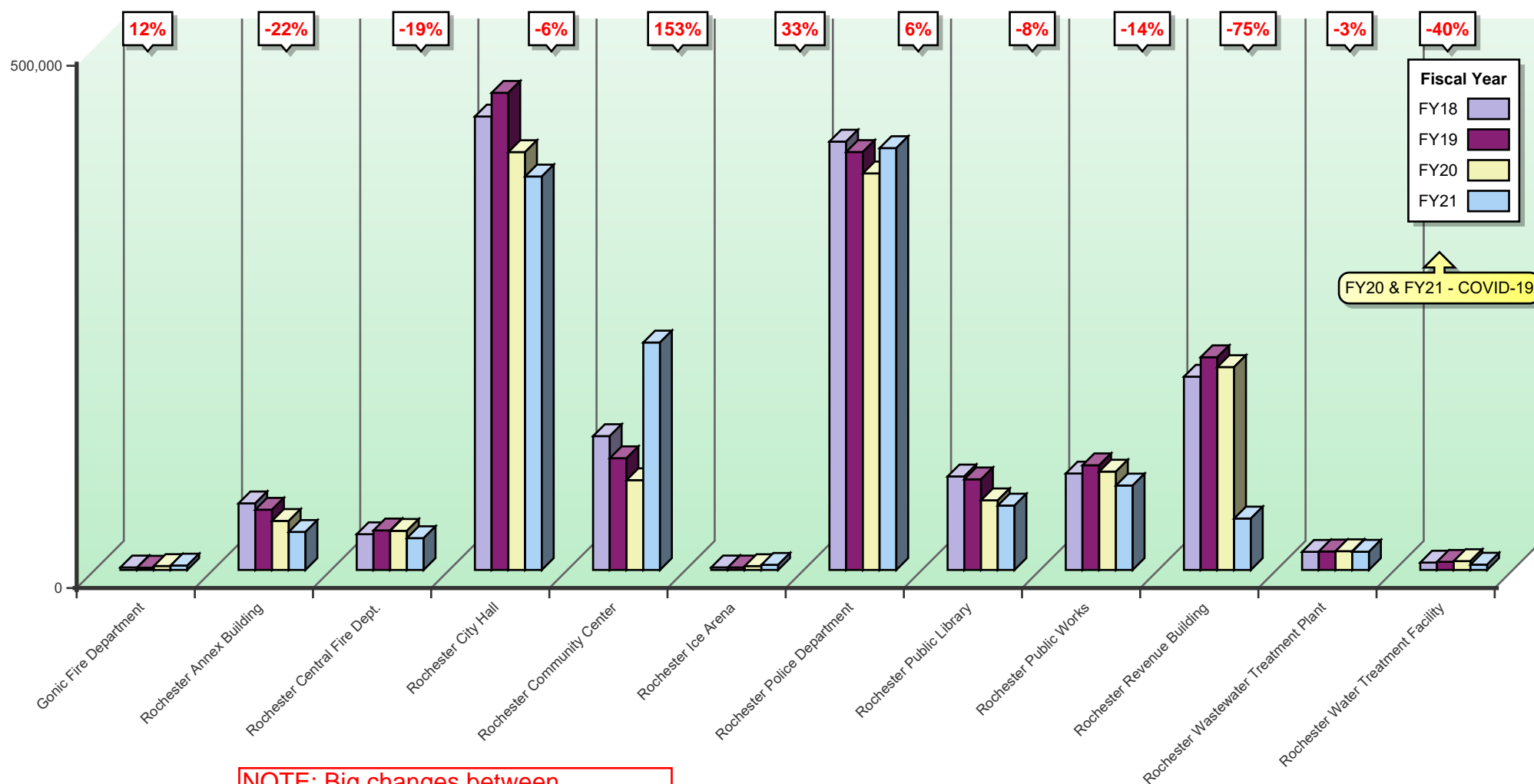
ANNUAL BLACK VOLUME OVERALL

-4%

Fiscal Year
- FY18
- FY19
- FY20
- FY21

FY20 & FY21 - COVID-19
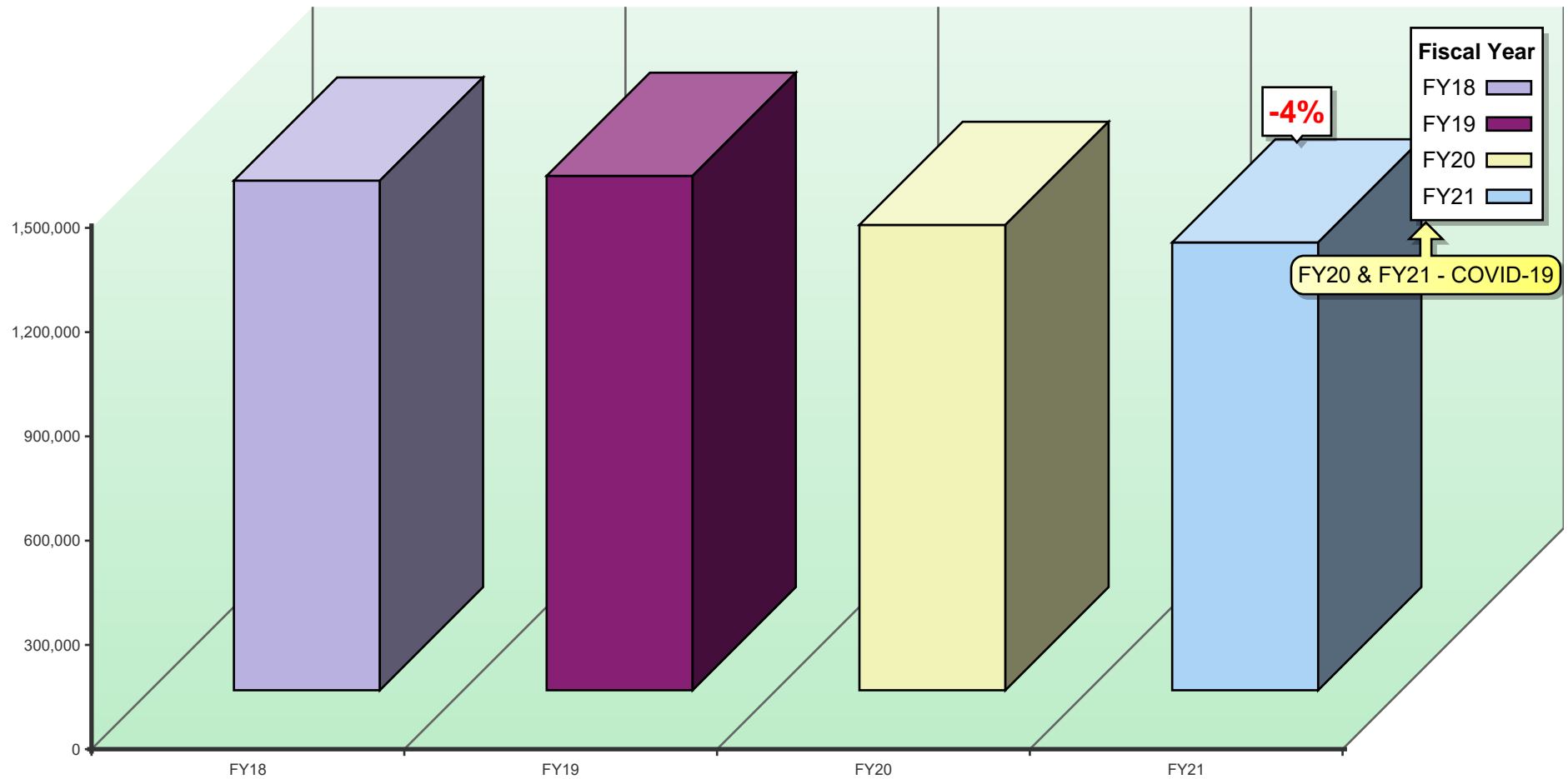
% amount equals the overall increase or decrease between Previous Year & Current Year

ANNUAL COLOR VOLUME BY LOCATION

Fiscal Year
- FY 18
- FY 19
- FY 20
- FY 21

FY20 & FY21 - COVID-19

Percentages by location: -52%, -21%, -50%, 0%, -34%, 223%, -40%, -18%, -33%, -41%, 88%, -27%

Locations: Gonic Fire Department, Rochester Annex Building, Rochester Central Fire Dept., Rochester City Hall, Rochester Community Center, Rochester Ice Arena, Rochester Police Department, Rochester Public Library, Rochester Public Works, Rochester Revenue Building, Rochester Wastewater Treatment Plant, Rochester Water Treatment Facility

Y-axis: 0, 8,000, 16,000, 24,000, 32,000, 40,000, 48,000

ANNUAL COLOR VOLUME OVERALL

% amount equals the overall increase or decrease between Previous Year & Current Year
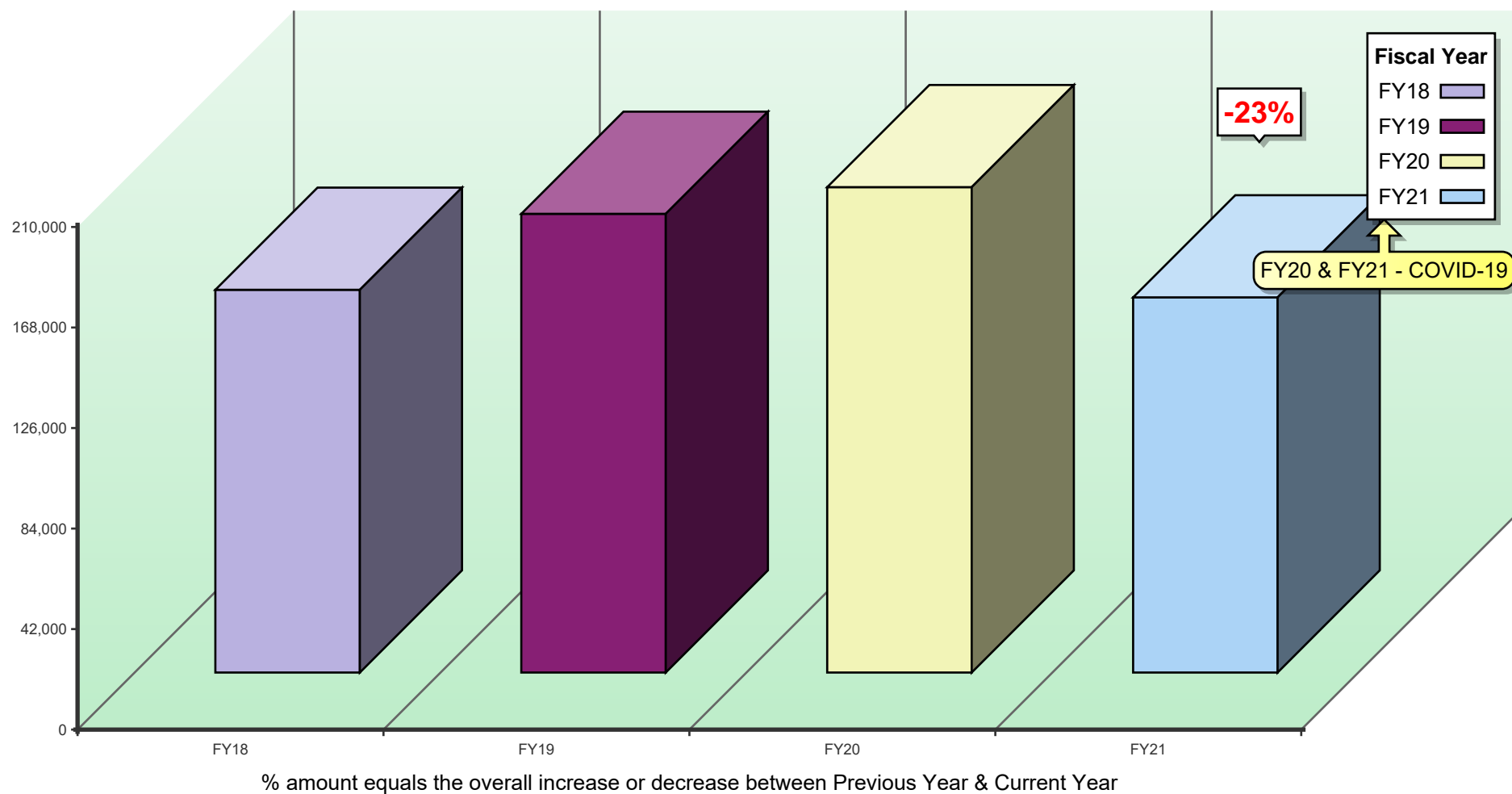
COLOR-TO-TOTAL VOLUME COMPARISON
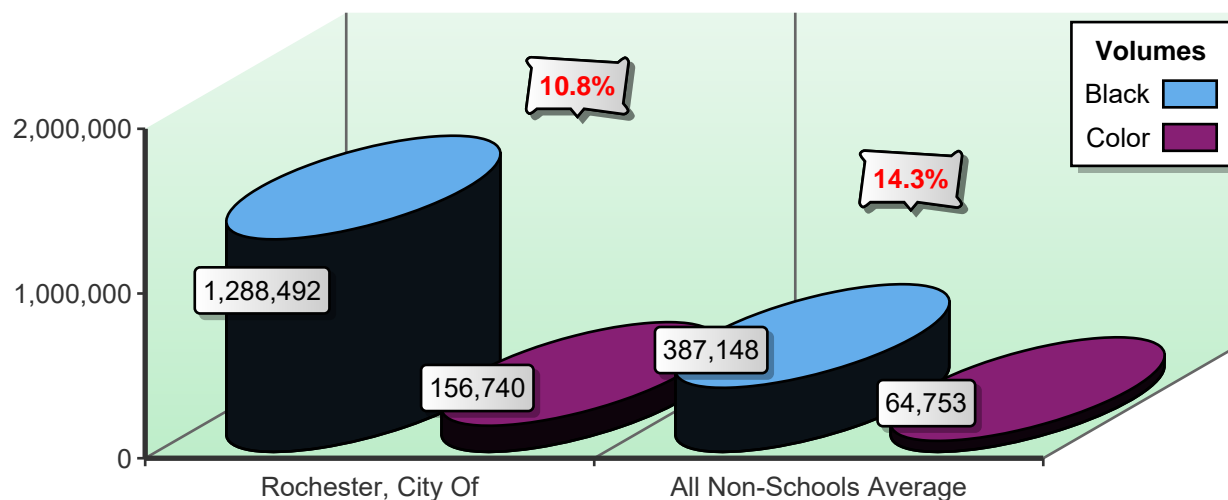
SPC Analysis

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.

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
Gonic Fire Department					
Front Office					
Konica Minolta BHC3110 / 32 PPM	9,265	13,479	4,214	$0.00645	7 years from Intro.
A6DT012102706 / 9468 8131				$27.18	
750,000 / 06/2014	7,644	8,035	391	$0.05916	
Color Laser MFP / KMBS				$23.13	
		Subtotal Black	4,214	$27.18	
		Subtotal Color	391	$23.13	

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
Rochester Annex Building					
Basement - STORAGE					
Konica Minolta BHC3110 / 32 PPM	9,897	10,077	180	$0.00645	*7 years from Intro.*
A6DT012102606 / 9468 8244				$1.16	
750,000 / 06/2014	6,285	6,437	152	$0.05916	
Color Laser MFP/KMBS				$8.99	
BZLS/Planning - Shared - 1st Floor					
Konica Minolta BHC458 / 45 PPM	172,504	206,411	33,907	$0.00337	None at this time.
A79M011007562 / 9348 5993				$114.27	
1,000,000 / 08/2016	99,146	126,828	27,682	$0.05254	
Color Photocopier / KMBS				$1,454.41	
Planning Office - 1st Floor					
Konica Minolta BH3301P / 35 PPM	6,934	9,244	2,310	$0.00645	None at this time.
A63P015000783 / 9348 5989				$14.90	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
		Subtotal Black	36,397	$130.33	
		Subtotal Color	27,834	$1,463.40	

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
Rochester Central Fire Dept.					
Administrative Clerk 2nd Floor					
Konica Minolta BH558 / 55 PPM	75,506	92,737	17,231	$0.00337	None at this time.
A9HG011000211 / 9468 8128				$58.07	
3,000,000 / 02/2017	0	0	0	$0.00000	
Black Photocopier/KMBS				$0.00	
Assistant Chief's Office					
Konica Minolta BHC3100P / 32 PPM	3,409	4,414	1,005	$0.00645	7 years from Intro.
A6DR012104808 / 9348 5986				$6.48	
750,000 / 06/2014	2,744	4,732	1,988	$0.05916	
Color Network Printer / KMBS				$117.61	
Captain's Office					
Konica Minolta BHC3100P / 32 PPM	2,107	2,498	391	$0.00645	7 years from Intro.
A6DR012104798 / 9348 5970				$2.52	
750,000 / 06/2014	3,002	3,454	452	$0.05916	
Color Network Printer / KMBS				$26.74	
Captain's Office (Downstairs)					
Konica Minolta BH3301P / 35 PPM	22,773	31,456	8,683	$0.00645	None at this time.
A63P015001351 / 9468 8213				$56.01	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$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
Clerk					
Konica Minolta BHC3100P / 32 PPM	5,777	6,399	622	$0.00645	7 years from Intro.
A6DR012104816 / 9348 5969				$4.01	
750,000 / 06/2014	7,859	8,396	537	$0.05916	
Color Network Printer / KMBS				$31.77	
Deputy Chief					
Konica Minolta BHC3100P / 32 PPM	2,959	3,694	735	$0.00645	7 years from Intro.
A6DR012104797 / 9348 5994				$4.74	
750,000 / 06/2014	5,123	6,012	889	$0.05916	
Color Network Printer / KMBS				$52.59	
Fire Chief's Office					
Konica Minolta BHC3100P / 32 PPM	2,794	3,381	587	$0.00645	7 years from Intro.
A6DR012104804 / 9348 5988				$3.79	
750,000 / 06/2014	1,738	2,121	383	$0.05916	
Color Network Printer / KMBS				$22.66	
Training Office					
Konica Minolta BHC3100P / 32 PPM	3,856	5,059	1,203	$0.00645	7 years from Intro.
A6DR012104805 / 9348 5987				$7.76	
750,000 / 06/2014	6,135	6,632	497	$0.05916	
Color Network Printer / KMBS				$29.40	
		Subtotal Black	30,457	$143.38	
		Subtotal Color	4,746	$280.77	

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

Rochester City Hall

Basement - Accountant

Konica Minolta BHC3100P / 32 PPM	6,945	7,114	169	$0.00645	7 years from Intro.
A6DR012105046 / 9464 8499				$1.09	
750,000 / 06/2014	362	496	134	$0.05916	
Color Network Printer/KMBS				$7.93	

Business Department

Konica Minolta BH654 / 65 PPM	424,724	484,667	59,943	$0.00337	8 years from Intro.
A5YN017012796 / 9468 8137				$202.01	
3,000,000 / 02/2013	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	

Business Department (Left)

Konica Minolta BH4700P / 50 PPM	82,153	82,153	0	$0.00645	Traded.
A63N011013739a / 9348 5985				$0.00	Moved to SAU Office Payroll.
2,000,000 / 04/2013	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	

Business Department (Right) - MICR

Konica Minolta BH4700P / 50 PPM	31,772	37,182	5,410	$0.00645	8 years from Intro.
A63N011007887 / 8702 4986				$34.89	
2,000,000 / 04/2013	0	0	0	$0.00000	
Black Network Printer / KMBS				$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
City Clerk					
Konica Minolta BHC3100P / 32 PPM	1,086	1,304	218	$0.00645	7 years from Intro.
A6DR012104773 / 9348 5984				$1.41	
750,000 / 06/2014	565	565	0	$0.05916	
Color Network Printer / KMBS				$0.00	
City Clerk					
Konica Minolta BHC759 / 75 PPM	348,314	499,380	151,066	$0.00337	None at this time.
A2X0017005210 / 8702 4999				$509.09	
4,000,000 / 05/2017	61,394	92,157	30,763	$0.05254	
Color Photocopier / KMBS				$1,616.29	
City Clerk - Offsite					
Konica Minolta BHC3100P / 32 PPM	1,914	1,914	0	$0.00645	Not in use for FY21.
A6DR012105045 / 9342 4745				$0.00	7 years from Intro.
750,000 / 06/2014	1,568	1,568	0	$0.05916	
Color Network Printer / KMBS				$0.00	
City Manager					
Konica Minolta BHC458 / 45 PPM	47,393	69,762	22,369	$0.00337	None at this time.
A79M011007888 / 9468 8119				$75.38	
1,000,000 / 08/2016	39,000	48,741	9,741	$0.05254	
Color Photocopier / KMBS				$511.79	

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
Finance - 2nd Floor					
Konica Minolta BH330IP / 35 PPM	936	1,824	888	$0.00645	None at this time.
A63P015001359 / 9348 5991				$5.73	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Finance Office					
Konica Minolta BH654 / 65 PPM	182,423	225,650	43,227	$0.00337	8 years from Intro.
A5YN017012057 / 9468 8117				$145.67	
3,000,000 / 02/2013	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Finance Office - Spare					
Konica Minolta BH330IP / 35 PPM	103	103	0	$0.00645	Not in use for FY21.
A63P015001327 / 9468 8169				$0.00	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Human Resources					
Konica Minolta BH558 / 55 PPM	125,580	188,212	62,632	$0.00337	None at this time.
A9HG011000223 / 9468 8221				$211.07	
3,000,000 / 02/2017	0	0	0	$0.00000	
Black Photocopier / KMBS				$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
Legal Department					
Konica Minolta BHC454 / 45 PPM	81,407	89,305	7,898	$0.00337	9 years from Intro.
A5C0011021203 / 9320 1058				$26.62	
1,000,000 / 07/2012	10,416	14,234	3,818	$0.05254	
Color Photocopier / KMBS				$200.60	
MIS 1st Fl City Hall - not in use					
Konica Minolta BH3301P / 35 PPM	7,287	10,256	2,969	$0.00645	None at this time.
A63P015001176 / 9348 5992				$19.15	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
MIS Office					
Konica Minolta BHC3100P / 32 PPM	7,047	7,047	0	$0.00645	Not in use for FY21.
A6DR012104756 / 9464 8249				$0.00	7 years from Intro.
750,000 / 06/2014	2,232	2,908	676	$0.05916	
Color Network Printer / KMBS				$39.99	
Payroll - Check Printer MICR					
Konica Minolta BH3320 / 35 PPM	0	920	920	$0.00645	7 years from Intro.
A6WP011008346 / 9468 8170				$5.93	
750,000 / 02/2014	0	0	0	$0.00000	
Black Laser MFP / KMBS				$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
Planning Director					
Konica Minolta BH330IP / 35 PPM	4,642	4,642	0	$0.00645	*Not in use for FY21.*
A63P015000785 / 9464 8500				$0.00	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Welfare Office					
Konica Minolta BH330IP / 35 PPM	14,657	16,226	1,569	$0.00645	None at this time.
A63P015001337 / 9348 5983				$10.12	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Welfare Office					
Konica Minolta BHC308 / 30 PPM	76,455	91,428	14,973	$0.00337	None at this time.
A7PY011016404 / 9468 8132				$50.46	
750,000 / 06/2016	7,307	10,170	2,863	$0.05254	
Color Photocopier / KMBS				$150.42	
Welfare Office - Gail					
Konica Minolta BH330IP / 35 PPM	6,552	8,965	2,413	$0.00645	None at this time.
A63P015001229 / 9348 5968				$15.56	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	

	Subtotal Black	376,664	$1,314.19
	Subtotal Color	47,995	$2,527.02

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
Rochester Community Center					
Buildings & Grounds					
Konica Minolta BHC3110 / 32 PPM	18,205	20,578	2,373	$0.00645	7 years from Intro.
A6DT012102757 / 9468 8242				$15.31	
750,000 / 06/2014	4,496	6,107	1,611	$0.05916	
Color Laser MFP/KMBS				$95.31	
Buildings & Grounds Supervisor					
Konica Minolta BHC3100P / 32 PPM	12,640	15,430	2,790	$0.00645	7 years from Intro.
A6DR012105037 / 9342 4743				$18.00	
750,000 / 06/2014	5,595	6,473	878	$0.05916	
Color Network Printer / KMBS				$51.94	
Economic Development Office					
Konica Minolta BHC3100P / 32 PPM	3,162	3,819	657	$0.00645	7 years from Intro.
A6DR012104950 / 9348 6000				$4.24	
750,000 / 06/2014	1,986	2,033	47	$0.05916	
Color Network Printer / KMBS				$2.78	
Economic Development Office					
Konica Minolta BHC458 / 45 PPM	37,297	41,866	4,569	$0.00337	None at this time.
A79M011007543 / 9468 8157				$15.40	
1,000,000 / 08/2016	29,393	35,768	6,375	$0.05254	
Color Photocopier / KMBS				$334.94	

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
Recreation Department					
Konica Minolta BH330IP / 35 PPM	10,990	13,669	2,679	$0.00645	None at this time.
A63P015001357 / 9348 5990				$17.28	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Recreation Department Copy Room					
Konica Minolta BHC654E / 65 PPM	283,974	308,890	24,916	$0.00337	8 years from Intro.
A2X1017018565 / 9468 8134				$83.97	
3,000,000 / 07/2013	71,766	83,490	11,724	$0.05254	
Color Photocopier / KMBS				$615.98	
Recreation Department Office					
Konica Minolta BH330IP / 35 PPM	20,829	23,838	3,009	$0.00645	None at this time.
A63P015001338 / 9348 5995				$19.41	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Tax Collector					
Konica Minolta BH330IP / 35 PPM	16,724	30,994	14,270	$0.00645	None at this time.
A63P015001326 / 9348 5999				$92.04	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$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
Tax Collector					
Konica Minolta BH3602P / 35 PPM	5,562	13,017	7,455	$0.00645	None at this time.
AAFK011000673 / 9499 5734				$48.08	
500,000 / 08/2018	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Tax Collector					
Konica Minolta BH3602P / 35 PPM	11,854	25,572	13,718	$0.00645	None at this time.
AAFK011000686 / 9499 5732				$88.48	
500,000 / 08/2018	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Tax Collector					
Konica Minolta BH3602P / 35 PPM	12,102	30,301	18,199	$0.00645	None at this time.
AAFK011000683 / 9499 5731				$117.38	
500,000 / 08/2018	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Tax Collector					
Konica Minolta BHC3100P / 32 PPM	4,696	4,836	140	$0.00645	7 years from Intro.
A6DR012105823 / 9467 8986				$0.90	
750,000 / 06/2014	2,963	3,114	151	$0.05916	
Color Network Printer / KMBS				$8.93	

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
Tax Collector's Office					
Konica Minolta BH654 / 65 PPM	365,084	473,753	108,669	$0.00337	8 years from Intro.
A5YN017012694 / 9468 8136				$366.21	
3,000,000 / 02/2013	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Tax Collector- Station 3					
Konica Minolta BH3602P / 35 PPM	16,499	30,806	14,307	$0.00645	None at this time.
AAFK011000674 / 9499 5733				$92.28	
500,000 / 08/2018	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
		Subtotal Black	217,751	$978.98	
		Subtotal Color	20,786	$1,109.88	

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
Rochester Ice Arena					
Upstairs Office					
Konica Minolta BHC3110 / 32 PPM	9,191	14,084	4,893	$0.00645	*7 years from Intro.*
A6DT012102592 / 9348 5971				$31.56	
750,000 / 06/2014	1,150	2,293	1,143	$0.05916	
Color Laser MFP/KMBS				$67.62	
		Subtotal Black	4,893	$31.56	
		Subtotal Color	1,143	$67.62	

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
Rochester Police Department					
Communications					
Konica Minolta BH4700P / 50 PPM	167,639	209,752	42,113	$0.00645	8 years from Intro.
A63N011017485 / 9348 5974				$271.63	
2,000,000 / 04/2013	0	0	0	$0.00000	
Black Network Printer/KMBS				$0.00	
Communications					
Konica Minolta BH3301P / 35 PPM	111,846	152,144	40,298	$0.00645	None at this time.
A63P015001336 / 9348 5973				$259.92	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Copy Room 2nd Floor					
Konica Minolta BH808 / 80 PPM	155,764	207,422	51,658	$0.00337	None at this time.
A8KN011001417 / 9468 8159				$174.09	
4,000,000 / 06/2016	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Crime Analyst - 2nd Floor					
Konica Minolta BHC3100P / 32 PPM	1,456	1,556	100	$0.00645	7 years from Intro.
A6DR012104872 / 9342 4748				$0.65	
750,000 / 06/2014	5,742	6,521	779	$0.05916	
Color Network Printer / KMBS				$46.09	

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
Deputy Chief					
Konica Minolta BHC3100P / 32 PPM	7,853	9,555	1,702	$0.00645	7 years from Intro.
A6DR012104849 / 9348 5997				$10.98	
750,000 / 06/2014	1,322	1,463	141	$0.05916	
Color Network Printer / KMBS				$8.34	
Detective's Office					
Konica Minolta BH3301P / 35 PPM	70,160	97,123	26,963	$0.00645	None at this time.
A63P015000483 / 9342 4904				$173.91	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Detective's Sergeant					
Konica Minolta BHC3100P / 32 PPM	3,091	3,901	810	$0.00645	7 years from Intro.
A6DR012104868 / 9468 8168				$5.22	
750,000 / 06/2014	6,055	7,393	1,338	$0.05916	
Color Network Printer / KMBS				$79.16	
Evidence Room					
Konica Minolta BHC3110 / 32 PPM	4,844	6,119	1,275	$0.00645	7 years from Intro.
A6DT012102684 / 9468 8305				$8.22	
750,000 / 06/2014	2,924	2,928	4	$0.05916	
Color Laser MFP / KMBS				$0.24	

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
Executive Clerk					
Konica Minolta BHC3110 / 32 PPM	46,992	62,324	15,332	$0.00645	7 years from Intro.
A6DT012102626 / 9468 8220				$98.89	
750,000 / 06/2014	29,387	32,663	3,276	$0.05916	
Color Laser MFP / KMBS				$193.81	
Front Records Office					
Konica Minolta BH4700P / 50 PPM	79,050	89,783	10,733	$0.00645	8 years from Intro.
A63N011017690 / 9342 4746				$69.23	
2,000,000 / 04/2013	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Hot Swap					
Konica Minolta BH3301P / 35 PPM	14	14	0	$0.00645	Not in use for FY21.
A63P015001330 / 9348 5978				$0.00	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Juvenile Department					
Konica Minolta BHC3100P / 32 PPM	7,774	9,314	1,540	$0.00645	7 years from Intro.
A6DR012104379 / 9342 4934				$9.93	
750,000 / 06/2014	7,039	7,580	541	$0.05916	
Color Network Printer / KMBS				$32.01	

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
Main Corridor Area					
Konica Minolta BH808 / 80 PPM	439,471	570,183	130,712	$0.00337	None at this time.
A8KN011001971 / 9468 8139				$440.50	
4,000,000 / 06/2016	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Patrol Lieutenant					
Konica Minolta BH3301P / 35 PPM	28,622	32,107	3,485	$0.00645	None at this time.
A63P015001244 / 9342 4747				$22.48	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Patrol Room					
Konica Minolta BH3301P / 35 PPM	8,939	16,699	7,760	$0.00645	None at this time.
A63P015001339 / 9348 5975				$50.05	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Patrol Sargeant					
Konica Minolta BHC3100P / 32 PPM	18,566	24,041	5,475	$0.00645	7 years from Intro.
A6DR012104873 / 9342 4752				$35.31	
750,000 / 06/2014	26,653	29,411	2,758	$0.05916	
Color Network Printer / KMBS				$163.16	

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
Police Chief					
Konica Minolta BHC3110 / 32 PPM	2,602	3,089	487	$0.00645	7 years from Intro.
A6DT012100823 / 9348 5998				$3.14	
750,000 / 06/2014	2,231	2,275	44	$0.05916	
Color Laser MFP / KMBS				$2.60	
Prosecution Support					
Konica Minolta BH4020 / 42 PPM	88,725	114,218	25,493	$0.00645	7 years from Intro.
A6WD011005046 / 8702 4989				$164.43	
1,000,000 / 02/2014	0	0	0	$0.00000	
Black Laser MFP / KMBS				$0.00	
SHS - Student Resource Officer					
Konica Minolta BH3301P / 35 PPM	1,118	1,595	477	$0.00645	None at this time.
A63P015001328 / 9348 5976				$3.08	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Specialty Unit 1st Floor					
Konica Minolta BHC3100P / 32 PPM	12,414	16,307	3,893	$0.00645	7 years from Intro.
A6DR012104877 / 9348 5972				$25.11	
750,000 / 06/2014	9,151	10,733	1,582	$0.05916	
Color Network Printer / KMBS				$93.59	

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
Support Captain					
Konica Minolta BHC3100P / 32 PPM	3,673	4,187	514	$0.00645	7 years from Intro.
A6DR012104879 / 9342 4749				$3.32	
750,000 / 06/2014	161	162	1	$0.05916	
Color Network Printer / KMBS				$0.06	
Support Services					
Konica Minolta BH3301P / 35 PPM	16,800	21,067	4,267	$0.00645	None at this time.
A63P015001323 / 9342 4751				$27.52	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Support Staff 2nd Floor					
Konica Minolta BH3301P / 35 PPM	61,673	84,505	22,832	$0.00645	None at this time.
A63P015001329 / 9348 5977				$147.27	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Training 2nd Floor					
Konica Minolta BH3301P / 35 PPM	14,022	19,957	5,935	$0.00645	None at this time.
A63P015001333 / 9348 5996				$38.28	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	

	Subtotal Black	403,854	$2,043.16	
	Subtotal Color	10,464	$619.05	

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

Rochester Public Library

Admin Director

Konica Minolta BH330IP / 35 PPM	3,910	7,443	3,533	$0.00645	None at this time.
A63P015001341 / 9468 8163				$22.79	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer/KMBS				$0.00	

Admin Secretary

Konica Minolta BHC308 / 30 PPM	27,713	37,965	10,252	$0.00337	None at this time.
A7PY011016814 / 9468 8216				$34.55	
750,000 / 06/2016	3,118	6,834	3,716	$0.05254	
Color Photocopier / KMBS				$195.24	

Children's Area

Konica Minolta BHC3100P / 32 PPM	12,973	14,318	1,345	$0.00645	7 years from Intro.
A6DR012105065 / 9348 5980				$8.68	
750,000 / 06/2014	13,406	15,312	1,906	$0.05916	
Color Network Printer / KMBS				$112.76	

Children's BW

Konica Minolta BH3320 / 35 PPM	27,463	32,632	5,169	$0.00645	7 years from Intro.
A6WP011006503 / 9468 8217				$33.34	
750,000 / 02/2014	0	0	0	$0.00000	
Black Laser MFP / KMBS				$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
Circulation Office					
Konica Minolta BHC3110 / 32 PPM	21,867	35,116	13,249	$0.00645	7 years from Intro.
A6DT012102650 / 9468 8121				$85.46	
750,000 / 06/2014	21,181	23,961	2,780	$0.05916	
Color Laser MFP / KMBS				$164.46	
Main Desk					
Konica Minolta BH368 / 36 PPM	33,879	41,596	7,717	$0.00337	None at this time.
A9HJ011001757 / 9468 8140				$26.01	
750,000 / 08/2015	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Public Internet Use					
Konica Minolta BH4700P / 50 PPM	90,142	101,722	11,580	$0.00645	8 years from Intro.
A63N011010723 / 9348 5979				$74.69	
2,000,000 / 04/2013	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Reference Desk					
Konica Minolta BH368 / 36 PPM	15,768	18,258	2,490	$0.00337	None at this time.
A9HJ011001650 / 9468 8141				$8.39	
750,000 / 08/2015	0	0	0	$0.00000	
Black Photocopier / KMBS				$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
Reference Desk					
Konica Minolta BH330IP / 35 PPM	2,078	2,145	67	$0.00645	None at this time.
A63P015001273 / 9348 5982				$0.43	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Reference Room 2nd Floor					
Konica Minolta BHC3100P / 32 PPM	22,664	23,985	1,321	$0.00645	7 years from Intro.
A6DR012104785 / 9342 4750				$8.52	
750,000 / 06/2014	7,455	8,039	584	$0.05916	
Color Network Printer / KMBS				$34.55	
Tech Services					
Konica Minolta BHC3110 / 32 PPM	10,225	14,982	4,757	$0.00645	7 years from Intro.
A6DT012102695 / 9468 8243				$30.68	
750,000 / 06/2014	6,119	8,121	2,002	$0.05916	
Color Laser MFP / KMBS				$118.44	
Tech Services Paper					
Konica Minolta BH330IP / 35 PPM	5,082	5,234	152	$0.00645	None at this time.
A63P015001347 / 9348 5981				$0.98	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$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
Tech Services Shelf - STORAGE					
Konica Minolta BH330IP / 35 PPM	362	362	0	$0.00645	Not in use for FY21.
A63P015001335 / 9348 5956				$0.00	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
		Subtotal Black	61,632	$334.51	
		Subtotal Color	10,988	$625.45	

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

Rochester Public Works

Manager's Office

Konica Minolta BHC3100P / 32 PPM	32,302	39,499	7,197	$0.00645	7 years from Intro.
A6DR012105039 / 9467 1519				$46.42	
750,000 / 06/2014	6,680	9,756	3,076	$0.05916	
Color Network Printer/KMBS				$181.98	

Office 2

Konica Minolta BH3301P / 35 PPM	9,227	15,113	5,886	$0.00645	None at this time.
A63P015001331 / 9467 1518				$37.96	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	

Office Work Room

Konica Minolta BHC654E / 65 PPM	278,481	344,373	65,892	$0.00337	8 years from Intro.
A2X1017018610 / 9467 1520				$222.06	
3,000,000 / 07/2013	82,538	105,914	23,376	$0.05254	
Color Photocopier / KMBS				$1,228.18	

Water Department Office

Konica Minolta BH3301P / 35 PPM	1,587	3,455	1,868	$0.00645	None at this time.
A63P015001345 / 9467 1533				$12.05	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	

| | | | Subtotal Black | 80,843 | $318.49 | |
| | | | Subtotal Color | 26,452 | $1,410.15 | |

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
Rochester Revenue Building					
Assessing Front Desk					
Konica Minolta BHC308 / 30 PPM	62,842	80,406	17,564	$0.00337	None at this time.
A7PY011018204 / 9479 2385				$59.19	
750,000 / 06/2016	7,448	9,411	1,963	$0.05254	
Color Photocopier/KMBS				$103.14	
Assessing Lower Level					
Konica Minolta BHC3110 / 32 PPM	32,971	43,255	10,284	$0.00645	7 years from Intro.
A6DT012101580 / 9468 8126				$66.33	
750,000 / 06/2014	2,251	2,875	624	$0.05916	
Color Laser MFP / KMBS				$36.92	
Assessor's Office					
Konica Minolta BH3320 / 35 PPM	13,926	15,241	1,315	$0.00645	7 years from Intro.
A6WP011008345 / 9342 4744				$8.48	
750,000 / 02/2014	0	0	0	$0.00000	
Black Laser MFP / KMBS				$0.00	
Tax Collector E-Reg - MICR - Not in use					
Konica Minolta BH3301P / 35 PPM	11,484	11,484	0	$0.00645	Not in use for FY21.
A63P015000719 / 9342 4905				$0.00	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$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
Water Billing Office					
Konica Minolta BH330IP / 35 PPM	61,243	81,349	20,106	$0.00645	None at this time.
A63P015001352 / 9468 8167				$129.68	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	

		Subtotal Black	49,269	$263.69	
		Subtotal Color	2,587	$140.05	

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
Rochester Wastewater Treatment Plant					
Basement Office					
Konica Minolta BHC3100P / 32 PPM	1,563	2,096	533	$0.00645	7 years from Intro.
A6DR012105036 / 9468 8166				$3.44	
750,000 / 06/2014	72	72	0	$0.05916	
Color Network Printer/KMBS				$0.00	
Laboratory					
Konica Minolta BH3320 / 35 PPM	13,881	17,716	3,835	$0.00645	7 years from Intro.
A6WP011007974 / 9468 8215				$24.74	
750,000 / 02/2014	0	0	0	$0.00000	
Black Laser MFP / KMBS				$0.00	
Office 1					
Konica Minolta BH3301P / 35 PPM	14,223	18,705	4,482	$0.00645	None at this time.
A63P015001344 / 9467 1502				$28.91	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Office 2					
Konica Minolta BHC3100P / 32 PPM	13,513	17,596	4,083	$0.00645	7 years from Intro.
A6DR012105038 / 9468 8165				$26.34	
750,000 / 06/2014	3,519	5,557	2,038	$0.05916	
Color Network Printer / KMBS				$120.57	

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
SCADA Printer					
Konica Minolta BHC3100P / 32 PPM	5,004	6,196	1,192	$0.00645	7 years from Intro.
A6DR012105035 / 9468 8164				$7.69	
750,000 / 06/2014	208	462	254	$0.05916	
Color Network Printer / KMBS				$15.03	
Work Area					
Konica Minolta BH3320 / 35 PPM	10,632	13,936	3,304	$0.00645	7 years from Intro.
A6WP011007838 / 9468 8214				$21.31	
750,000 / 02/2014	0	0	0	$0.00000	
Black Laser MFP / KMBS				$0.00	
Subtotal Black		17,429		$112.42	
Subtotal Color		2,292		$135.59	

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
Rochester Water Treatment Facility					
Lab					
Konica Minolta BHC3100P / 32 PPM	458	500	42	$0.00645	7 years from Intro.
A6DR012105044 / 9467 1532				$0.27	
750,000 / 06/2014	5,417	6,479	1,062	$0.05916	
Color Network Printer/KMBS				$62.83	
Main Office					
Konica Minolta BH3320 / 35 PPM	24,727	29,774	5,047	$0.00645	7 years from Intro.
A6WP011007975 / 9467 1521				$32.55	
750,000 / 02/2014	0	0	0	$0.00000	
Black Laser MFP / KMBS				$0.00	
		Subtotal Black	5,089	$32.82	
		Subtotal Color	1,062	$62.83	
		District Wide Black Totals	1,288,492	$5,730.70	
		District Wide Color Totals	156,740	$8,464.96	Your Avg Color CPC is $0.0540

Estimated color cost savings with your next bid: $16,313.79 over five years. Our bids are coming in at an average of $0.03319, with our compensation included.

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 04/01/2013 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
1,288,492	$0.03125	$40,265.38

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
1,288,492	$0.00445	$5,733.79	$34,531.59	$172,657.93

*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 $34,531.59 x 8 years as a Client = $276,252.68 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
Gonic Fire Department	4,214	$27.90	$22.76	$174.25	$224.91
Rochester Annex Building	36,397	$133.80	$196.54	$1,505.06	$1,835.41
Rochester Central Fire Dept.	30,457	$147.18	$164.47	$1,259.44	$1,571.08
Rochester City Hall	376,664	$1,349.25	$2,033.99	$15,575.55	$18,958.79
Rochester Community Center	217,751	$1,004.94	$1,175.86	$9,004.29	$11,185.09
Rochester Ice Arena	4,893	$32.39	$26.42	$202.33	$261.15
Rochester Police Department	403,854	$2,097.22	$2,180.81	$16,699.89	$20,977.93
Rochester Public Library	61,632	$343.35	$332.81	$2,548.56	$3,224.73
Rochester Public Works	80,843	$326.96	$436.55	$3,342.96	$4,106.48
Rochester Revenue Building	49,269	$270.66	$266.05	$2,037.34	$2,574.05
Rochester Wastewater Treatment Plant	17,429	$115.38	$94.12	$720.71	$930.21
Rochester Water Treatment Facility	5,089	$33.69	$27.48	$210.44	$271.61
TOTALS	1,288,492	$5,882.73	$6,957.86	$53,280.83	$66,121.42

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! Therefore, based on our results this past year, we feel we can save you another $10,581.99 if you did an upgrade.

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 RADF, 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

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
Gonic Fire Department	391	$23.73
Rochester Annex Building	27,834	$1,501.56
Rochester Central Fire Dept.	4,746	$288.08
Rochester City Hall	47,995	$2,592.91
Rochester Community Center	20,786	$1,138.82
Rochester Ice Arena	1,143	$69.38
Rochester Police Department	10,464	$635.16
Rochester Public Library	10,988	$641.74
Rochester Public Works	26,452	$1,446.91
Rochester Revenue Building	2,587	$143.70
Rochester Wastewater Treatment Plant	2,292	$139.12
Rochester Water Treatment Facility	1,062	$64.46
TOTALS	**156,740**	**$8,685.60**

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. <mark>FY22 increase is 2.6%.</mark>

Vendor	Equipment Type	FY21 Black Volume	FY21Color Cost/Copy	FY21 Black S & S Costs	FY22 Black Cost/Copy	FY22 Projected Black S & S Costs
Konica-Minolta Business Solutions	Black Laser MFP	45,083	$0.00645	$290.79	$0.00662	$298.45
Konica-Minolta Business Solutions	Black Network Printer	310,416	$0.00645	$2,002.18	$0.00662	$2,054.95
Konica-Minolta Business Solutions	Black Photocopier	484,279	$0.00337	$1,632.02	$0.00346	$1,675.61
Konica-Minolta Business Solutions	Color Laser MFP	57,044	$0.00645	$367.93	$0.00662	$377.63
Konica-Minolta Business Solutions	Color Network Printer	38,264	$0.00645	$246.80	$0.00662	$253.31
Konica-Minolta Business Solutions	Color Photocopier	353,406	$0.00337	$1,190.98	$0.00346	$1,222.78
TOTALS AND AVERAGES		**1,288,492**	**$0.00445**	**$5,730.70**	**$0.00457**	**$5,882.73**

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 Color Cost/Copy	FY21 Color S & S Costs	FY22 Color Cost/Copy	FY22 Projected Color S & S Costs
Konica-Minolta Business Solutions	Color Laser MFP	12,027	$0.05916	$711.52	$0.06070	$730.04
Konica-Minolta Business Solutions	Color Network Printer	22,692	$0.05916	$1,342.46	$0.06070	$1,377.40
Konica-Minolta Business Solutions	Color Photocopier	122,021	$0.05254	$6,410.98	$0.05391	$6,578.15
TOTALS AND AVERAGES		**156,740**	**$0.05401**	**$8,464.96**	**$0.05541**	**$8,685.60**

LEASED/OWNED EQUIPMENT DETAILS

Total Number of Machines Under Contract	100
Number of Machines on Lease	94
Number of Machines Owned	6
Number of Rental/Loaner Machines	0

Lease Company	Norway Savings Bank
Term	5 Annual
Annual Payment usually due on 8/1	$53,280.83
Lease Start Date	11/01/2016
Lease End Date	08/01/2021
Remaining Payments	0

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

LEASED EQUIPMENT - all equipment paid off 8/1/2021

Building	Room	Make/Model	Serial Number
Gonic Fire Department	Front Office	Konica Minolta BHC3110	A6DT012102706
Rochester Annex Building	Basement - STORAGE	Konica Minolta BHC3110	A6DT012102606
Rochester Annex Building	BZLS/Planning - Shared - 1st Floor	Konica Minolta BHC458	A79M011007562
Rochester Annex Building	Planning Office - 1st Floor	Konica Minolta BH330IP	A63P015000783
Rochester Central Fire Dept.	Administrative Clerk 2nd Floor	Konica Minolta BH558	A9HG011000211
Rochester Central Fire Dept.	Assistant Chief's Office	Konica Minolta BHC3100P	A6DR012104808
Rochester Central Fire Dept.	Captain's Office	Konica Minolta BHC3100P	A6DR012104798
Rochester Central Fire Dept.	Captain's Office (Downstairs)	Konica Minolta BH330IP	A63P015001351
Rochester Central Fire Dept.	Clerk	Konica Minolta BHC3100P	A6DR012104816
Rochester Central Fire Dept.	Deputy Chief	Konica Minolta BHC3100P	A6DR012104797
Rochester Central Fire Dept.	Fire Chief's Office	Konica Minolta BHC3100P	A6DR012104804
Rochester Central Fire Dept.	Training Office	Konica Minolta BHC3100P	A6DR012104805
Rochester City Hall	Basement - Accountant	Konica Minolta BHC3100P	A6DR012105046
Rochester City Hall	Business Department	Konica Minolta BH654	A5YN017012796
Rochester City Hall	Business Department (Right) - MICR	Konica Minolta BH4700P	A63N011007887
Rochester City Hall	City Clerk	Konica Minolta BHC3100P	A6DR012104773
Rochester City Hall	City Clerk - Offsite	Konica Minolta BHC3100P	A6DR012105045
Rochester City Hall	City Manager	Konica Minolta BHC458	A79M011007888
Rochester City Hall	Finance - 2nd Floor	Konica Minolta BH330IP	A63P015001359
Rochester City Hall	Finance Office	Konica Minolta BH654	A5YN017012057
Rochester City Hall	Finance Office - Spare	Konica Minolta BH330IP	A63P015001327
Rochester City Hall	Human Resources	Konica Minolta BH558	A9HG011000223
Rochester City Hall	Legal Department	Konica Minolta BHC454	A5C0011021203
Rochester City Hall	MIS 1st Fl City Hall - not in use	Konica Minolta BH330IP	A63P015001176
Rochester City Hall	MIS Office	Konica Minolta BHC3100P	A6DR012104756
Rochester City Hall	Payroll - Check Printer MICR	Konica Minolta BH3320	A6WP011008346
Rochester City Hall	Planning Director	Konica Minolta BH330IP	A63P015000785
Rochester City Hall	Welfare Office	Konica Minolta BH330IP	A63P015001337
Rochester City Hall	Welfare Office	Konica Minolta BHC308	A7PY011016404
Rochester City Hall	Welfare Office - Gail	Konica Minolta BH330IP	A63P015001229
Rochester Community Center	Buildings & Grounds	Konica Minolta BHC3110	A6DT012102757
Rochester Community Center	Buildings & Grounds Supervisor	Konica Minolta BHC3100P	A6DR012105037
Rochester Community Center	Economic Development Office	Konica Minolta BHC3100P	A6DR012104950
Rochester Community Center	Economic Development Office	Konica Minolta BHC458	A79M011007543
Rochester Community Center	Recreation Department	Konica Minolta BH330IP	A63P015001357
Rochester Community Center	Recreation Department Copy Room	Konica Minolta BHC654E	A2X1017018565

Building	Room	Make/Model	Serial Number
Rochester Community Center	Recreation Department Office	Konica Minolta BH3301P	A63P015001338
Rochester Community Center	Tax Collector	Konica Minolta BH3301P	A63P015001326
Rochester Community Center	Tax Collector	Konica Minolta BHC3100P	A6DR012105823
Rochester Community Center	Tax Collector's Office	Konica Minolta BH654	A5YN017012694
Rochester Ice Arena	Upstairs Office	Konica Minolta BHC3110	A6DT012102592
Rochester Police Department	Communications	Konica Minolta BH3301P	A63P015001336
Rochester Police Department	Communications	Konica Minolta BH4700P	A63N011017485
Rochester Police Department	Copy Room 2nd Floor	Konica Minolta BH808	A8KN011001417
Rochester Police Department	Crime Analyst - 2nd Floor	Konica Minolta BHC3100P	A6DR012104872
Rochester Police Department	Deputy Chief	Konica Minolta BHC3100P	A6DR012104849
Rochester Police Department	Detective's Office	Konica Minolta BH3301P	A63P015000483
Rochester Police Department	Detective's Sergeant	Konica Minolta BHC3100P	A6DR012104868
Rochester Police Department	Evidence Room	Konica Minolta BHC3110	A6DT012102684
Rochester Police Department	Executive Clerk	Konica Minolta BHC3110	A6DT012102626
Rochester Police Department	Front Records Office	Konica Minolta BH4700P	A63N011017690
Rochester Police Department	Hot Swap	Konica Minolta BH3301P	A63P015001330
Rochester Police Department	Juvenile Department	Konica Minolta BHC3100P	A6DR012104379
Rochester Police Department	Main Corridor Area	Konica Minolta BH808	A8KN011001971
Rochester Police Department	Patrol Lieutenant	Konica Minolta BH3301P	A63P015001244
Rochester Police Department	Patrol Room	Konica Minolta BH3301P	A63P015001339
Rochester Police Department	Patrol Sargeant	Konica Minolta BHC3100P	A6DR012104873
Rochester Police Department	Police Chief	Konica Minolta BHC3110	A6DT012100823
Rochester Police Department	Prosecution Support	Konica Minolta BH4020	A6WD011005046
Rochester Police Department	SHS - Student Resource Officer	Konica Minolta BH3301P	A63P015001328
Rochester Police Department	Specialty Unit 1st Floor	Konica Minolta BHC3100P	A6DR012104877
Rochester Police Department	Support Captain	Konica Minolta BHC3100P	A6DR012104879
Rochester Police Department	Support Services	Konica Minolta BH3301P	A63P015001323
Rochester Police Department	Support Staff 2nd Floor	Konica Minolta BH3301P	A63P015001329
Rochester Police Department	Training 2nd Floor	Konica Minolta BH3301P	A63P015001333
Rochester Public Library	Admin Director	Konica Minolta BH3301P	A63P015001341
Rochester Public Library	Admin Secretary	Konica Minolta BHC308	A7PY011016814
Rochester Public Library	Children's Area	Konica Minolta BHC3100P	A6DR012105065
Rochester Public Library	Children's BW	Konica Minolta BH3320	A6WP011006503
Rochester Public Library	Circulation Office	Konica Minolta BHC3110	A6DT012102650
Rochester Public Library	Main Desk	Konica Minolta BH368	A9HJ011001757
Rochester Public Library	Public Internet Use	Konica Minolta BH4700P	A63N011010723
Rochester Public Library	Reference Desk	Konica Minolta BH3301P	A63P015001273

Building	Room	Make/Model	Serial Number
Rochester Public Library	Reference Desk	Konica Minolta BH368	A9HJ011001650
Rochester Public Library	Reference Room 2nd Floor	Konica Minolta BHC3100P	A6DR012104785
Rochester Public Library	Tech Services	Konica Minolta BHC3110	A6DT012102695
Rochester Public Library	Tech Services Paper	Konica Minolta BH3301P	A63P015001347
Rochester Public Library	Tech Services Shelf - STORAGE	Konica Minolta BH3301P	A63P015001335
Rochester Public Works	Manager's Office	Konica Minolta BHC3100P	A6DR012105039
Rochester Public Works	Office 2	Konica Minolta BH3301P	A63P015001331
Rochester Public Works	Office Work Room	Konica Minolta BHC654E	A2X1017018610
Rochester Public Works	Water Department Office	Konica Minolta BH3301P	A63P015001345
Rochester Revenue Building	Assessing Lower Level	Konica Minolta BHC3110	A6DT012101580
Rochester Revenue Building	Assessor's Office	Konica Minolta BH3320	A6WP011008345
Rochester Revenue Building	Tax Collector E-Reg - MICR - Not in use	Konica Minolta BH3301P	A63P015000719
Rochester Revenue Building	Water Billing Office	Konica Minolta BH3301P	A63P015001352
Rochester Wastewater Treatment Plant	Basement Office	Konica Minolta BHC3100P	A6DR012105036
Rochester Wastewater Treatment Plant	Laboratory	Konica Minolta BH3320	A6WP011007974
Rochester Wastewater Treatment Plant	Office 1	Konica Minolta BH3301P	A63P015001344
Rochester Wastewater Treatment Plant	Office 2	Konica Minolta BHC3100P	A6DR012105038
Rochester Wastewater Treatment Plant	SCADA Printer	Konica Minolta BHC3100P	A6DR012105035
Rochester Wastewater Treatment Plant	Work Area	Konica Minolta BH3320	A6WP011007838
Rochester Water Treatment Facility	Lab	Konica Minolta BHC3100P	A6DR012105044
Rochester Water Treatment Facility	Main Office	Konica Minolta BH3320	A6WP011007975

OWNED EQUIPMENT

Building	Room	Make/Model	Serial Number
Rochester City Hall	City Clerk	Konica Minolta BHC759	A2X0017005210
Rochester Community Center	Tax Collector	Konica Minolta BH3602P	AAFK011000673
Rochester Community Center	Tax Collector	Konica Minolta BH3602P	AAFK011000683
Rochester Community Center	Tax Collector	Konica Minolta BH3602P	AAFK011000686
Rochester Community Center	Tax Collector- Station 3	Konica Minolta BH3602P	AAFK011000674
Rochester Revenue Building	Assessing Front Desk	Konica Minolta BHC308	A7PY011018204

STARDoc USER NAMES

Name	User Name
Angie Gray	angie.gray@rochesternh.net
Ann Arsenault	aarsenault
Blaine Cox	blaine.cox@rochesternh.net
Chris Bowlen	cbowlen
Dennis Schafer	dschafer
Doreen Jones	djones
Jim Grant	jim.grant@rochesternh.net
Kay Snyder	ksnyder
Kelly Walters	kwalters
Lisa Clark	lclark
Mark Klose	mklose
Mark Sullivan	msullivan
Michael Scala	mscala
Paul Toussaint	ptoussaint
Rhonda Young	ryoung
Sarah Ward	sarah.ward@rochesternh.net
Sonja Gonzalez	sonja.gonzalez@rochesternh.net
Todd Marsh	tmarsh

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!

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

<p style="text-align:center;color:red;">SPC manages over 4,500 Photocopiers and Printers
Our relationship with our vendors has never been stronger!</p>

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

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 uindermines SPC's bid process

WARRANTY RELIEF FUND

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

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