

Specialized Purchasing Consultants

1491 East Side River Road

Dummer, NH 03588

(800)750-1538



FY21 Annual Report

With FY22 Projections

Trish Hayes
RSU 22 - Hampden
24 Main Road North
Hampden, ME 04444



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

September 2021

Trish Hayes
RSU 22 - Hampden
24 Main Road North
Hampden, ME 04444

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 Trish:

We at Specialized Purchasing Consultants wish to thank you for your continued confidence in us for the **past year**. 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"

TABLE OF CONTENTS

Meet Your Team	. 1
SPC Timeline	. 2
Five-Year Fleet Management (FYFM)	. 4
Equipment Health Status	. 5
Compare Present vs. Proposed	. 6
Non Contracted Devices	. 7
Warranty Replaced Machines	. 8
Average Student to Copy Usage - Black	. 9
Industry Average Copies per Student - Black	. 10
Average Student to Copy Usage - Color	. 11
Industry Average Copies per Student - Color	. 12
Color-to-Total Volume Comparison	. 13
Equipment Usage & Recommendations	. 14
SPC Service & Supply Cost Savings	. 35
Projected Equipment Cost by Building Black	. 36
Projected Equipment Cost by Building Color	. 37
Service & Supply Usage Profile by Vendor Black	. 38
Service & Supply Usage Profile by Vendor Color	. 39
Leased/Owned Equipment Details	. 40
Leased Equipment	. 41
Owned Equipment	. 43
STARDoc User Names	. 44
Benefits of Partnering With SPC - Clients	. 45
Benefits of Partnering With SPC - Vendors	. 47
STARDoc Features	. 49
New Vendor Categories	. 51
Warranty & Relief Fund	. 52

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.

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.

EQUIPMENT HEALTH STATUS

Total Number of Machines	71
Total Black Photocopiers & MFPs:	25
Total Color Photocopiers & MFPs:	13
Total Black Network Printers:	33
Total Color Network Printers:	0
Total Removed From Service:	13
# of Units Not in Use for FY21	0
# of Units OFF Warranty**	#
# of Units Approaching End of Warranty	,
# of Units Overused	0
# of Units Underused	0
Contract Commencement Date	08/16/2020
All Warranties and Service Contracts Expire	06/30/2026
# of Annual Payments Left on Lease	4
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 Trish,

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 1,276**. Color pre-COVID usage averaged 216 copies per student but this year is down to 182 copies per student ... **your average is 156**.

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

RSU 22 - Hampden
Regan Nickels
24 Main Road North, Hampden, ME 04444
Five-Year Basis beginning with the 2020/2021 Fiscal Year

Copies-per-Year: 5,266,740

Present vs. Proposed Recommendations as of 8/2/2020

PRESENT SITUATION

- 1) Guarantees on Photocopiers: **3 Years**
- 2) Annual Price Ceilings Left: **3 Years**
- 3) Console Copiers with 3 million plus: 12
- 4) Units to be Traded: 46 in 2020 11 in 2023
- 5) Photocopiers: 23
- 6) Color Photocopiers: 11
- 7) MFPs: 2 with 1 Color
- 8) Printers: 32 with 4 Color
- 9) Duplexers: 34
- 10) Finishers: 15
- Total number of Units: 57

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: **12**
- 4) Replaced: **New in 2020: 46, New in 2023: 11 High End Consoles**
- 5) Photocopiers: **24 with Secure Print/Confidential Mailbox**
- 6) Color Photocopiers: **10**
- 7) MFPs: 1
- 8) Printers: **32**
- 9) Duplexers: **57**
- 10) Finishers: **22**
- Total number of Units: **57**

Overall Description of Equipment Fleet:

Presently, you have **one manufacturer & fourteen different models** of printers and copiers. The fleet of printers ranges from 2004 intro dates to 2017 intro dates. The newest machines are the Savin 2504's which came out in 2017, but are underspecced for the needs of the district. They are too slow for the volume being done and are not as rugged, forcing you to upgrade prematurely. (75 Month Non-Cancellable Contract) Because of undersized equipment your capital budget is too low for a district of your size. The **new arrangement** (Phase 1: 8-1-2020. Phase 2: 8-1-2023) will eventually shift to one manufacturer **with one vendor** servicing everything. SPC has negotiated 2023 pricing with Symquest. This pricing is based on current bids which came in at 12-16% of retail.

Print Management: STARDoc for all devices. Additionally, 1 OCR Module will be purchased to allow scanning of documents that are searchable.

Board Vote: June 10th, 2020

Capital:

Presently, you have **one** Rental that will be paid off on August 1st, 2020. 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 1st, 2021**. We would recommend that when your remaining Savin units have expired in 2023 that we complete the upgrade (11 New high-end console copiers) making all 57 machines coterminous with both service contracts and warranties.

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>FY21 Symquest</u>	<u>FY22 Symquest</u>	<u>FY24 Symquest</u>
1. Service & Supplies Color:	\$23,116.47	\$14,438.14	\$14,438.14	\$14,438.14
2. Service & Supplies Black:	\$32,049.01	\$27,139.82	\$27,139.82	\$17,151.17
3. Annual Muni Lease:	\$28,200.00	\$28,200.00	\$43,173.39	\$38,913.97
4. Forced Upgrades (29 Owned Printers):	\$6,775.00	\$00.00	\$00.00	\$00.00
Totals:	\$87,040.48	\$69,777.96	\$84,751.35	\$70,503.28

* Note that with your current Rental only **28 New units were purchased while 57 New units** are included of this package.

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

Make - Model	Serial Number	IP Address	Last Update
BROTHER HL-L8360CDW series	U64642C0F331707	192.168.16.28	2021-11-06 16:33:36
EPSON SC-T3200 Series	U84E004024	192.168.16.25	2021-10-04 20:38:58

WARRANTY REPLACED MACHINES

The following copiers or printers have been replaced by the vendor under the service warranty agreement.

Building	Department/Room	Make/Model	Serial #	Vendor ID #	Date of Trade
Earl C. McGraw School	Main Entrance - REMOVED	Savin-MP 7503SP	G667L600422		2020-12-31
Earl C. McGraw School	Staff Room - REMOVED	Savin-MP 4055	C327R300862		2020-12-31
George B. Weatherbee School	WB Library - REMOVED	Savin-MP 7503SP	G667L600371		2021-02-25
George B. Weatherbee School	Teachers Room - REMOVED	Savin-MP 4055	C327R300516		2021-01-01
George B. Weatherbee School	Main Office - REPLACED	Konica Minolta-BHC450i	AA7R011004407	215246	2020-10-01
Hampden Academy	Nurse/Guidance - REMOVED	Savin-MP 2555SP	C297R500166		2020-12-31
Hampden Academy	Mac Lab - REMOVED	Konica Minolta-BH368e	AA6V017008691	215242	2020-09-23
Hampden Academy	1st Floor Copy Room - REMOVED	Savin-MP 7503SP	G667L600455		2021-02-25
Hampden Academy	2nd Floor Faculty Workroom - REMOVED	Savin-MP 7503SP	G667L600355		2021-02-25
Leroy H. Smith School	Woods Wing - REMOVED	Savin-MP 4055	C327R300979		2021-01-01
Leroy H. Smith School	River Wing - REMOVED	Savin-MP 7503SP	G667L600431		2021-02-25
Reeds Brook Middle School	Staff Room 2nd Floor - REMOVED	Savin-MP 7503SP	G667L600362		2021-02-25
Samuel L. Wagner School	Teacher Multifunction - REMOVED	Savin-MP 7503SP	G667L600329		2021-02-25

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
Earl C. McGraw School	339	543,547	\$13,548.88	1,603	\$39.97
George B. Weatherbee School	348	595,915	\$15,067.31	1,712	\$43.30
Hampden Academy	805	701,742	\$17,683.18	872	\$21.97
Leroy H. Smith School	301	403,057	\$9,827.31	1,339	\$32.65
Newburgh Elementary School	23	2,745	\$61.89	119	\$2.69
Reeds Brook Middle School	394	467,493	\$11,402.99	1,187	\$28.94
RSU 22	0	89,511	\$2,118.22	0	\$0.00
Samuel L. Wagner School	234	314,198	\$7,890.97	1,343	\$33.72
Totals	2,444	3,118,208	\$77,600.76	1,276	\$31.75

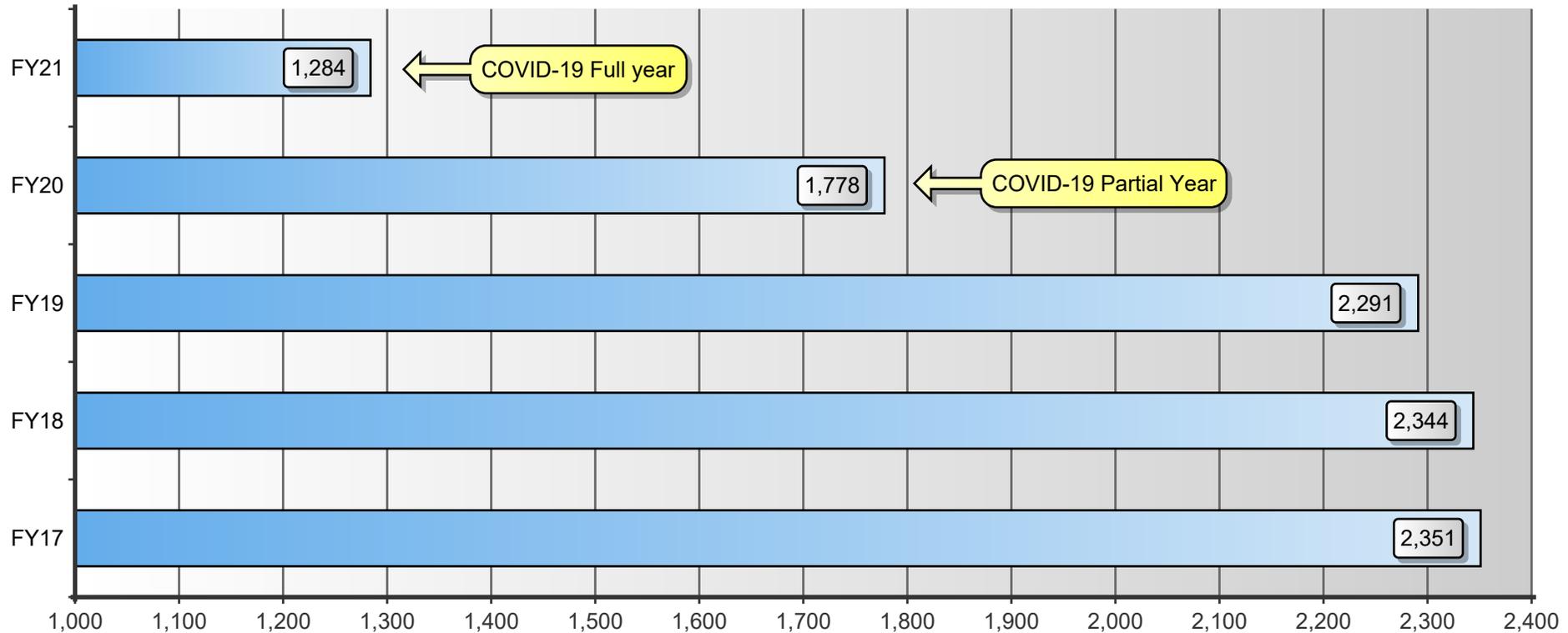
*Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this report.

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.



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
Earl C. McGraw School	339	78,834	\$3,142.32	233	\$9.27
George B. Weatherbee School	348	44,598	\$1,777.68	128	\$5.11
Hampden Academy	805	54,795	\$2,184.13	68	\$2.71
Leroy H. Smith School	301	72,270	\$2,880.68	240	\$9.57
Newburgh Elementary School	23	2,465	\$98.25	107	\$4.27
Reeds Brook Middle School	394	68,209	\$2,718.81	173	\$6.90
RSU 22	0	29,329	\$1,169.05	0	\$0.00
Samuel L. Wagner School	234	29,925	\$1,192.81	128	\$5.10
Totals	2,444	380,425	\$15,163.74	156	\$6.20

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

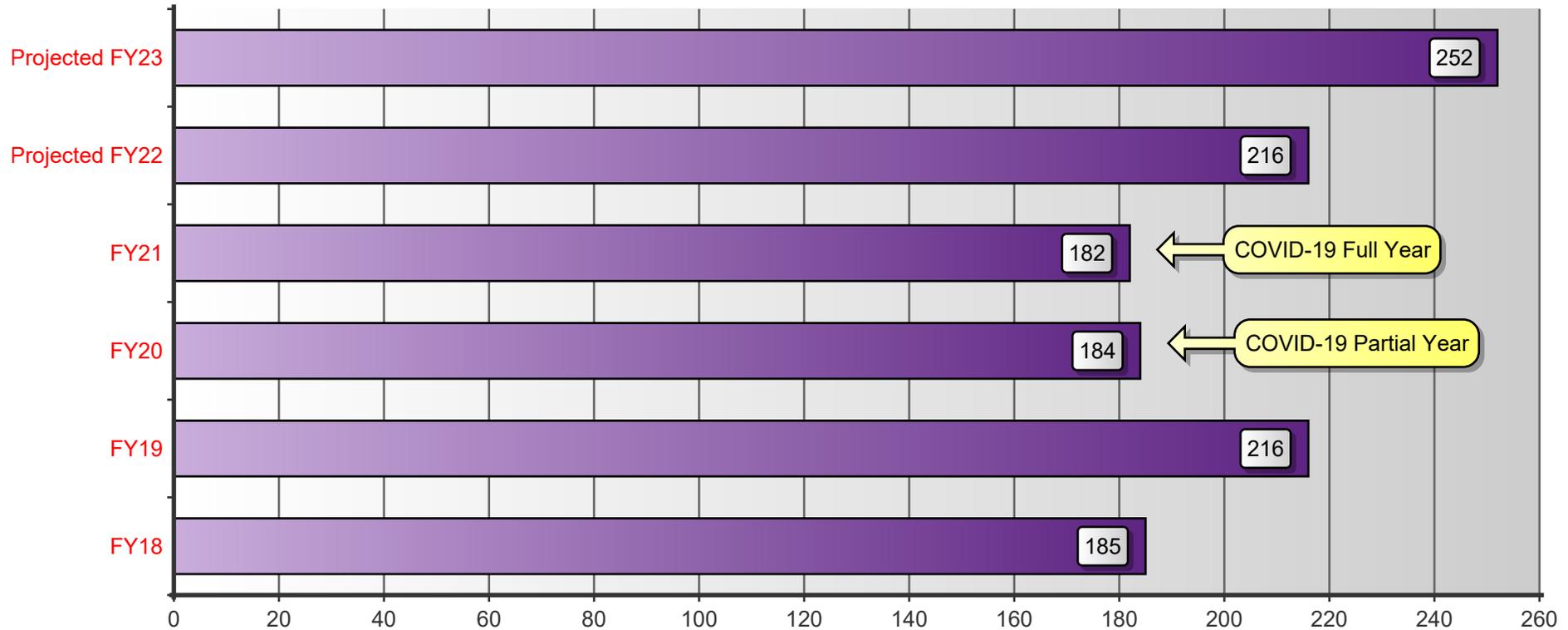
Note: STARDoc tool will flag any future high color usage. See page 49 of STARDoc Features. Current industry ratio averages 182 color prints per student per year. Your color volume this year averages 156 per student. Please contact our SPC technical team to provide training to your staff if your usage is too high.

INDUSTRY AVERAGE COPIES PER STUDENT - COLOR

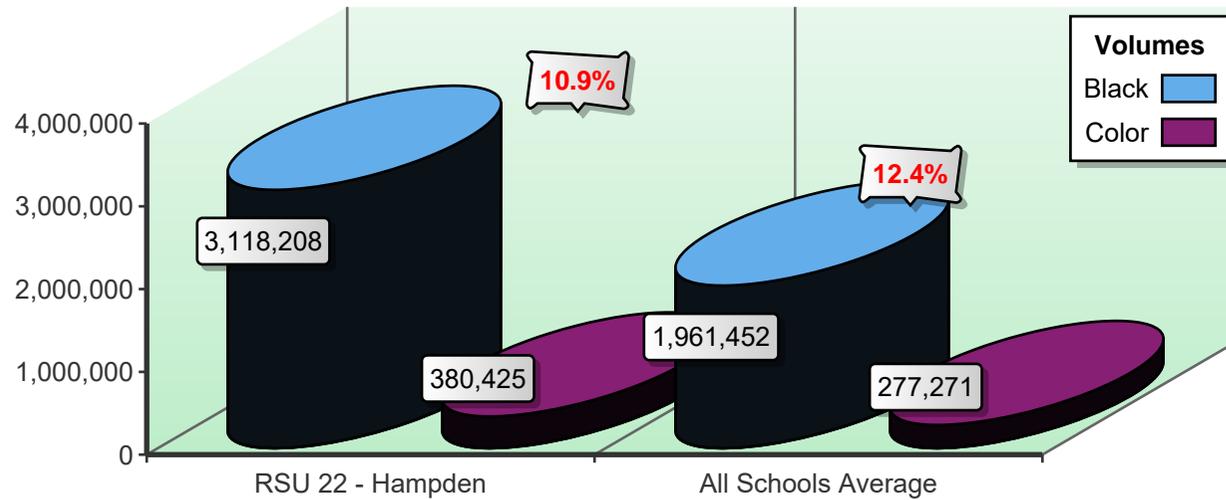
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district 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: 07/01/2015

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
------------------------------------------------------------------------------------------------------------------	---------------------	---------------------	--------------------------	--------------------------	-----------------

Earl C. McGraw School

Library Copier

Konica Minolta BHC450i / 45 PPM AA7R011003602 / 215244 1,000,000 / 09/2020 Color Photocopier / 1829	104 18	95,253 78,852	95,149 78,834	\$0.00320 \$304.48 \$0.03885 \$3,062.70	None at this time.
--------------------------------------------------------------------------------------------------------------	---------------	----------------------	----------------------	--------------------------------------------------	--------------------

Main Entrance

Konica Minolta BH754E / 75 PPM A55V017005329 / 303149 4,000,000 / 01/2013 Black Photocopier / 1829	349,468 0	455,315 0	105,847 0	\$0.00600 \$635.08 \$0.00000 \$0.00	8 years from Intro.
-------------------------------------------------------------------------------------------------------------	------------------	------------------	------------------	----------------------------------------------	---------------------

Main Entrance - REMOVED

Savin MP 7503SP / 75 PPM G667L600422 / 5,000,000 / 07/2016 Black Photocopier / 1797	769,315 0	987,175 0	217,860 0	\$0.00600 \$1,307.16 \$0.00000 \$0.00	Traded.
----------------------------------------------------------------------------------------------	------------------	------------------	------------------	------------------------------------------------	---------

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Main Office					
Konica Minolta BH4052 / 42 PPM AA1R011011434 / 131183 1,000,000 / 08/2018 Black Laser MFP / 1829	45	16,256	16,211	\$0.00613 \$99.37 \$0.00000 \$0.00	None at this time.
Portable					
Konica Minolta BH3602P / 35 PPM AAF011001742 / 131168 500,000 / 08/2018 Black Network Printer / 1829	11	6,954	6,943	\$0.00613 \$42.56 \$0.00000 \$0.00	None at this time.
Staff Room					
Konica Minolta BH454E / 45 PPM A61E011019793 / 207946 1,000,000 / 11/2013 Black Photocopier / 1829	246,551	251,310	4,759	\$0.00600 \$28.55 \$0.00000 \$0.00	8 years from Intro.
Staff Room - REMOVED					
Savin MP 4055 / 40 PPM C327R300862 / 1,000,000 / 02/2017 Black Photocopier / 1797	614,656	711,434	96,778	\$0.00600 \$580.67 \$0.00000 \$0.00	Traded.
			Subtotal Black	543,547	\$2,997.87
			Subtotal Color	78,834	\$3,062.70

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
------------------------------------------------------------------------------------------------------------------	---------------------	---------------------	--------------------------	--------------------------	-----------------

George B. Weatherbee School

Grade 3 Printer

Konica Minolta BH3602P / 35 PPM AAFK011001713 / 131167 500,000 / 08/2018 Black Network Printer/1829	5 0	47,358 0	47,353 0	\$0.00613 \$290.27 \$0.00000 \$0.00	None at this time.
--------------------------------------------------------------------------------------------------------------	--------	-------------	-------------	----------------------------------------------	--------------------

Library

Konica Minolta BH808 / 80 PPM A8KN011013181 / 215211 4,000,000 / 06/2016 Black Photocopier /	133 0	109,076 0	108,943 0	\$0.00600 \$653.66 \$0.00000 \$0.00	None at this time.
-------------------------------------------------------------------------------------------------------	----------	--------------	--------------	----------------------------------------------	--------------------

Main Office

Konica Minolta BHC450i / 45 PPM AA7R011006094 / 215216 1,000,000 / 09/2020 Color Photocopier / 1829	106 19	29,742 37,613	29,636 37,594	\$0.00320 \$94.84 \$0.03885 \$1,460.53	None at this time.
--------------------------------------------------------------------------------------------------------------	-----------	------------------	------------------	-------------------------------------------------	--------------------

Main Office - REPLACED

Konica Minolta BHC450i / 45 PPM AA7R011004407 / 215246 1,000,000 / 09/2020 Color Photocopier / 1829	0 0	2,426 7,004	2,426 7,004	\$0.00320 \$7.76 \$0.03885 \$272.11	Traded.
--------------------------------------------------------------------------------------------------------------	--------	----------------	----------------	----------------------------------------------	---------

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 102					
Konica Minolta BH3602P / 35 PPM AAFK011001711 / 131166 500,000 / 08/2018 Black Network Printer / 1829	6 0	9,548 0	9,542 0	\$0.00613 \$58.49 \$0.00000 \$0.00	None at this time.
Room 201					
Konica Minolta BH4402P / 46 PPM AAFJ011002624 / 131185 750,000 / 08/2018 Black Network Printer / 1829	6 0	6,693 0	6,687 0	\$0.00613 \$40.99 \$0.00000 \$0.00	None at this time.
Teachers Room - REMOVED					
Savin MP 4055 / 40 PPM C327R300516 / 1,000,000 / 02/2017 Black Photocopier / 1797	536,321 0	647,573 0	111,252 0	\$0.00600 \$667.51 \$0.00000 \$0.00	Traded.
Teachers' Room					
Konica Minolta BH454E / 45 PPM A61E011017659 / 209614 1,000,000 / 11/2013 Black Photocopier / 1829	120,654 0	223,606 0	102,952 0	\$0.00600 \$617.71 \$0.00000 \$0.00	8 years from Intro.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	02/25/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
WB Library - REMOVED					
Savin MP 7503SP / 75 PPM	1,108,500	1,285,624	177,124	\$0.00600	Traded.
G667L600371 /				\$1,062.74	
5,000,000 / 07/2016	0	0	0	\$0.00000	
Black Photocopier / 1797				\$0.00	
		Subtotal Black	595,915	\$3,493.98	
		Subtotal Color	44,598	\$1,732.63	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	02/25/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
------------------------------------------------------------------------------------------------------------------	---------------------	---------------------	--------------------------	--------------------------	-----------------

Hampden Academy

1st Floor Copy Room - REMOVED

Savin MP 7503SP / 75 PPM G667L600455 / 5,000,000 / 07/2016 Black Photocopier/1797	2,202,741 0	2,335,822 0	133,081 0	\$0.00600 \$798.49 \$0.00000 \$0.00	Traded.
--------------------------------------------------------------------------------------------	----------------	----------------	--------------	----------------------------------------------	---------

2nd Floor Faculty Workroom - REMOVED

Savin MP 7503SP / 75 PPM G667L600355 / 5,000,000 / 07/2016 Black Photocopier / 1797	1,989,046 0	2,095,892 0	106,846 0	\$0.00600 \$641.08 \$0.00000 \$0.00	Traded.
----------------------------------------------------------------------------------------------	----------------	----------------	--------------	----------------------------------------------	---------

Alternative Ed

Konica Minolta BH3602P / 35 PPM AAFK011001712 / 131161 500,000 / 08/2018 Black Network Printer / 1829	9 0	4,552 0	4,543 0	\$0.00613 \$27.85 \$0.00000 \$0.00	None at this time.
----------------------------------------------------------------------------------------------------------------	--------	------------	------------	---------------------------------------------	--------------------

Art Hallway

Konica Minolta BH4402P / 46 PPM AAFJ011002605 / 131174 750,000 / 08/2018 Black Network Printer / 1829	26 0	17,335 0	17,309 0	\$0.00613 \$106.10 \$0.00000 \$0.00	None at this time.
----------------------------------------------------------------------------------------------------------------	---------	-------------	-------------	----------------------------------------------	--------------------

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Biology Hallway					
Konica Minolta BH4402P / 46 PPM AAFJ011003202 / 131163 750,000 / 08/2018 Black Network Printer / 1829	12	16,756	16,744	\$0.00613 \$102.64 \$0.00000 \$0.00	None at this time.
Cafeteria Office					
Konica Minolta BH3602P / 35 PPM AAFR011001718 / 131164 500,000 / 08/2018 Black Network Printer / 1829	5	2,730	2,725	\$0.00613 \$16.70 \$0.00000 \$0.00	None at this time.
Chemistry Hallway					
Konica Minolta BH3602P / 35 PPM AAFK011001728 / 131153 500,000 / 08/2018 Black Network Printer / 1829	22	16,929	16,907	\$0.00613 \$103.64 \$0.00000 \$0.00	None at this time.
Copy Room					
Konica Minolta BH554E / 55 PPM A61D011010157 / 210826 3,000,000 / 10/2013 Black Photocopier /	137,476	252,765	115,289	\$0.00600 \$691.73 \$0.00000 \$0.00	8 years from Intro.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
English Hallway					
Konica Minolta BH4402P / 46 PPM AAFJ011002647 / 131184 750,000 / 08/2018 Black Network Printer / 1829	13 0	28,987 0	28,974 0	\$0.00613 \$177.61 \$0.00000 \$0.00	None at this time.
Faculty Room					
Konica Minolta BH554E / 55 PPM A61D011010144 / 209536 3,000,000 / 10/2013 Black Photocopier /	173,028 0	263,668 0	90,640 0	\$0.00600 \$543.84 \$0.00000 \$0.00	8 years from Intro.
Languages Hallway					
Konica Minolta BH4402P / 46 PPM AAFJ011002651 / 131170 750,000 / 08/2018 Black Network Printer / 1829	8 0	8,206 0	8,198 0	\$0.00613 \$50.25 \$0.00000 \$0.00	None at this time.
Learning Center					
Konica Minolta BH4402P / 46 PPM AAFJ011003121 / 131173 750,000 / 08/2018 Black Network Printer / 1829	10 0	23,660 0	23,650 0	\$0.00613 \$144.97 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Library BW					
Konica Minolta BH4402P / 46 PPM AAFJ011002617 / 131171 750,000 / 08/2018 Black Network Printer / 1829	8	5,112	5,104	\$0.00613 \$31.29 \$0.00000 \$0.00	None at this time.
Library Color					
Konica Minolta BHC450i / 45 PPM AA7R011003562 / 215225 1,000,000 / 09/2020 Color Photocopier / 1829	126	22,525	22,399	\$0.00320 \$71.68 \$0.03885 \$1,066.39	None at this time.
Mac Lab					
Konica Minolta BHC360 / 36 PPM AA2J011012437 / 215258 750,000 / 09/2009 Color Photocopier / 1829	124	1,633	1,509	\$0.00320 \$4.83 \$0.03885 \$317.56	12 years from Intro.
Mac Lab - REMOVED					
Konica Minolta BH368e / 36 PPM AA6V017008691 / 215242 750,000 / 08/2018 Black Photocopier / 1829	95	547	452	\$0.00320 \$1.45 \$0.00000 \$0.00	Traded.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Main Office					
Konica Minolta BH3602P / 35 PPM AAFK011001698 / 131169 500,000 / 08/2018 Black Network Printer / 1829	6 0	11,809 0	11,803 0	\$0.00613 \$72.35 \$0.00000 \$0.00	None at this time.
Main Office					
Konica Minolta BHC550i / 55 PPM AA7P011001642 / 215228 3,000,000 / 02/2020 Color Photocopier / 1829	123 18	38,501 19,190	38,378 19,172	\$0.00320 \$122.81 \$0.03885 \$744.83	None at this time.
Math Hallway					
Konica Minolta BH4402P / 46 PPM AAFJ011002612 / 131172 750,000 / 08/2018 Black Network Printer / 1829	8 0	29,261 0	29,253 0	\$0.00613 \$179.32 \$0.00000 \$0.00	None at this time.
Music Printer					
Konica Minolta BH3602P / 35 PPM AAFR011003384 / 131167 500,000 / 08/2018 Black Network Printer / 1829	10 0	1,667 0	1,657 0	\$0.00613 \$10.16 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	01/01/2021 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Nurse/Guidance					
Konica Minolta BH454E / 45 PPM A61E011014658 / 213588 1,000,000 / 11/2013 Black Photocopier / 1829	129,313 0	144,710 0	15,397 0	\$0.00600 \$92.38 \$0.00000 \$0.00	8 years from Intro.
Nurse/Guidance - REMOVED					
Savin MP 2555SP / 25 PPM C297R500166 / 0 / 02/2017 Black Photocopier / 1797	118,858 0	128,997 0	10,139 0	\$0.00600 \$60.83 \$0.00000 \$0.00	Traded.
School Resources					
Konica Minolta BH3602P / 35 PPM AAFR011001732 / 131160 500,000 / 08/2018 Black Network Printer / 1829	16 0	761 0	745 0	\$0.00613 \$4.57 \$0.00000 \$0.00	None at this time.
		Subtotal Black	701,742	\$4,056.58	
		Subtotal Color	54,795	\$2,128.79	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Leroy H. Smith School					
2nd Floor Hallway					
Konica Minolta BHC450i / 45 PPM AA7R011004436 / 215243 1,000,000 / 09/2020 Color Photocopier/1829	104	114,530	114,426	\$0.00320 \$366.16 \$0.03885 \$2,291.76	None at this time.
Library					
Konica Minolta BH3602P / 35 PPM AAFK011003407 / 131159 500,000 / 08/2018 Black Network Printer / 1829	9	5,613	5,604	\$0.00613 \$34.35 \$0.00000 \$0.00	None at this time.
Main Office					
Konica Minolta BHC450i / 45 PPM AA7R011004408 / 215223 1,000,000 / 09/2020 Color Photocopier / 1829	104	31,964	31,860	\$0.00320 \$101.95 \$0.03885 \$515.93	None at this time.
River Wing					
Konica Minolta BH554E / 55 PPM A61D011004755 / 211835 3,000,000 / 10/2013 Black Photocopier /	281,825	339,381	57,556	\$0.00600 \$345.34 \$0.00000 \$0.00	8 years from Intro.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	02/25/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
River Wing - REMOVED					
Savin MP 7503SP / 75 PPM G667L600431 / 5,000,000 / 07/2016 Black Photocopier / 1797	949,116 0	1,038,892 0	89,776 0	\$0.00600 \$538.66 \$0.00000 \$0.00	Traded.
Woods Wing					
Konica Minolta BH454E / 45 PPM A61E011014671 / 213587 1,000,000 / 11/2013 Black Photocopier / 1829	96,449 0	156,217 0	59,768 0	\$0.00600 \$358.61 \$0.00000 \$0.00	8 years from Intro.
Woods Wing - REMOVED					
Savin MP 4055 / 40 PPM C327R300979 / 1,000,000 / 02/2017 Black Photocopier / 1797	358,511 0	402,578 0	44,067 0	\$0.00600 \$264.40 \$0.00000 \$0.00	Traded.
		Subtotal Black	403,057	\$2,009.47	
		Subtotal Color	72,270	\$2,807.69	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
------------------------------------------------------------------------------------------------------------------	---------------------	---------------------	--------------------------	--------------------------	-----------------

Newburgh Elementary School

Office

Konica Minolta BHC450i / 45 PPM AA7R011004394 / 215248 1,000,000 / 09/2020 Color Photocopier/1829	133	2,878	2,745	\$0.00320 \$8.78	None at this time.
	20	2,485	2,465	\$0.03885 \$95.77	
		Subtotal Black	2,745	\$8.78	
		Subtotal Color	2,465	\$95.77	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
------------------------------------------------------------------------------------------------------------------	---------------------	---------------------	--------------------------	--------------------------	-----------------

Reeds Brook Middle School

Band Room

Konica Minolta BH4402P / 46 PPM AAFJ011003095 / 131162 750,000 / 08/2018 Black Network Printer/1829	13	7,605	7,592	\$0.00613 \$46.54 \$0.00000 \$0.00	None at this time.
--------------------------------------------------------------------------------------------------------------	----	-------	-------	---------------------------------------------	--------------------

Main Office

Konica Minolta BH3602P / 35 PPM AAFK011001740 / 131158 500,000 / 08/2018 Black Network Printer / 1829	10	13,617	13,607	\$0.00613 \$83.41 \$0.00000 \$0.00	None at this time.
----------------------------------------------------------------------------------------------------------------	----	--------	--------	---------------------------------------------	--------------------

Room 165

Konica Minolta BH4402P / 46 PPM AAFJ011002674 / 131188 750,000 / 08/2018 Black Network Printer / 1829	16	5,899	5,883	\$0.00613 \$36.06 \$0.00000 \$0.00	None at this time.
----------------------------------------------------------------------------------------------------------------	----	-------	-------	---------------------------------------------	--------------------

Room 167 Hallway

Konica Minolta BH4402P / 46 PPM AAFJ011002610 / 131187 750,000 / 08/2018 Black Network Printer / 1829	8	14,245	14,237	\$0.00613 \$87.27 \$0.00000 \$0.00	None at this time.
----------------------------------------------------------------------------------------------------------------	---	--------	--------	---------------------------------------------	--------------------

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 209 Computer Lab					
Konica Minolta BH3602P / 35 PPM	10	12,308	12,298	\$0.00613	None at this time.
AAFK011001715 / 131156				\$75.39	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Network Printer / 1829				\$0.00	
Room 229 Library					
Konica Minolta BH4402P / 46 PPM	11	34,699	34,688	\$0.00613	None at this time.
AAFJ011002611 / 131189				\$212.64	
750,000 / 08/2018	0	0	0	\$0.00000	
Black Network Printer / 1829				\$0.00	
Room 239					
Konica Minolta BH3602P / 35 PPM	6	1,326	1,320	\$0.00613	None at this time.
AAFK011001748 / 131165				\$8.09	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Network Printer / 1829				\$0.00	
Room 245 Hallway					
Konica Minolta BH4402P / 46 PPM	8	21,224	21,216	\$0.00613	None at this time.
AAFJ011002607 / 131186				\$130.05	
750,000 / 08/2018	0	0	0	\$0.00000	
Black Network Printer / 1829				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 3 Storage Copier					
Konica Minolta BHC550i / 55 PPM AA7P011001493 / 215229 3,000,000 / 02/2020 Color Photocopier / 1829	1	132,929	132,928	\$0.00320 \$425.37	None at this time.
	1	68,210	68,209	\$0.03885 \$2,649.92	
SPED Office					
Konica Minolta BH368e / 36 PPM AA6V017008936 / 215247 750,000 / 08/2018 Black Photocopier / 1829	119	39,975	39,856	\$0.00320 \$127.54	None at this time.
	0	0	0	\$0.00000 \$0.00	
Staff Room 2nd Floor					
Konica Minolta BH808 / 80 PPM A8KN011013191 / 215213 4,000,000 / 06/2016 Black Photocopier /	142	82,323	82,181	\$0.00600 \$493.09	None at this time.
	0	0	0	\$0.00000 \$0.00	
Staff Room 2nd Floor - REMOVED					
Savin MP 7503SP / 75 PPM G667L600362 / 5,000,000 / 07/2016 Black Photocopier / 1797	1,353,050	1,454,737	101,687	\$0.00600 \$610.12	Traded.
	0	0	0	\$0.00000 \$0.00	
		Subtotal Black	467,493	\$2,335.57	
		Subtotal Color	68,209	\$2,649.92	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	01/11/2021 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
------------------------------------------------------------------------------------------------------------------	---------------------	---------------------	--------------------------	--------------------------	-----------------

RSU 22

Accounts Payable

HP Laser Jet Pro M404dn / 40 PPM PHBBJ05923 / 131205 750,000 / 07/2019 Black Network Printer/	14	6,227	6,213	\$0.00613 \$38.09 \$0.00000 \$0.00	None at this time.
--------------------------------------------------------------------------------------------------------	----	-------	-------	---------------------------------------------	--------------------

Downstairs Office

Konica Minolta BHC450i / 45 PPM AA7R011003626 / 215266 1,000,000 / 09/2020 Color Photocopier / 1829	123	11,928	11,805	\$0.00320 \$37.78 \$0.03885 \$307.77	None at this time.
--------------------------------------------------------------------------------------------------------------	-----	--------	--------	-----------------------------------------------	--------------------

Main Office

Konica Minolta BHC550i / 55 PPM AA7P011001645 / 215227 3,000,000 / 02/2020 Color Photocopier / 1829	104	44,864	44,760	\$0.00320 \$143.23 \$0.03885 \$831.66	None at this time.
--------------------------------------------------------------------------------------------------------------	-----	--------	--------	------------------------------------------------	--------------------

Patty's Office

HP Laser Jet Pro M404dn / 40 PPM JPBDM14053 / 131177 750,000 / 07/2019 Black Network Printer / 1829	4	11,914	11,910	\$0.00613 \$73.01 \$0.00000 \$0.00	None at this time.
--------------------------------------------------------------------------------------------------------------	---	--------	--------	---------------------------------------------	--------------------

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Penny's Office					
HP Laser Jet Pro M404dn / 40 PPM JPBDMI4052 / 131178 750,000 / 07/2019 Black Network Printer / 1829	12	12,286	12,274	\$0.00613 \$75.24	None at this time.
	0	0	0	\$0.00000 \$0.00	
Trish's Office					
HP Laser Jet Pro M404dn / 40 PPM JPBDMI4054 / 131176 750,000 / 07/2019 Black Network Printer / 1829	4	2,553	2,549	\$0.00613 \$15.63	None at this time.
	0	0	0	\$0.00000 \$0.00	
Subtotal Black			89,511	\$382.97	
Subtotal Color			29,329	\$1,139.43	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Samuel L. Wagner School					
Library					
Konica Minolta BH4402P / 46 PPM AAFJ011002629 / 131182 750,000 / 08/2018 Black Network Printer/1829	18 0	16,386 0	16,368 0	\$0.00613 \$100.34 \$0.00000 \$0.00	None at this time.
Main Office					
Konica Minolta BHC450i / 45 PPM AA7R011004376 / 215237 1,000,000 / 09/2020 Color Photocopier / 1829	104 19	37,048 29,944	36,944 29,925	\$0.00320 \$118.22 \$0.03885 \$1,162.59	None at this time.
Room 154					
Konica Minolta BH4402P / 46 PPM AAFJ011002671 / 131179 750,000 / 08/2018 Black Network Printer / 1829	18 0	16,875 0	16,857 0	\$0.00613 \$103.33 \$0.00000 \$0.00	None at this time.
Room 163 Hallway					
Konica Minolta BH4402P / 46 PPM AAFJ011003190 / 131175 750,000 / 08/2018 Black Network Printer / 1829	15 0	34,156 0	34,141 0	\$0.00613 \$209.28 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/10/2020 Meter	02/25/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Teacher Multifunction - REMOVED					
Savin MP 7503SP / 75 PPM G667L600329 / 5,000,000 / 07/2016 Black Photocopier / 1797	1,391,314 0	1,512,720 0	121,406 0	\$0.00600 \$728.44 \$0.00000 \$0.00	Traded.
Teachers' Room					
Konica Minolta BH554E / 55 PPM A61D011004665 / 214394 3,000,000 / 10/2013 Black Photocopier /	821,521 0	910,003 0	88,482 0	\$0.00600 \$530.89 \$0.00000 \$0.00	8 years from Intro.
Subtotal Black			314,198	\$1,790.50	
Subtotal Color			29,925	\$1,162.59	
District Wide Black Totals			3,118,208	\$17,075.73	
District Wide Color Totals			380,425	\$14,779.51	Your Avg Color CPC is \$0.0389

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 08/16/2020 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
3,118,208	\$0.00655	\$20,424.26

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
3,118,208	\$0.00548	\$17,087.78	\$3,336.48	\$16,682.41

*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 \$3,336.48 x 1 year as a Client = **\$3,336.48** 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
Earl C. McGraw School	543,547	\$3,077.23	\$2,935.15	\$7,536.50	\$13,548.88
George B. Weatherbee School	595,915	\$3,586.76	\$3,217.94	\$8,262.60	\$15,067.31
Hampden Academy	701,742	\$4,163.83	\$3,789.41	\$9,729.94	\$17,683.18
Leroy H. Smith School	403,057	\$2,062.26	\$2,176.51	\$5,588.55	\$9,827.31
Newburgh Elementary School	2,745	\$9.00	\$14.82	\$38.06	\$61.89
Reeds Brook Middle School	467,493	\$2,396.55	\$2,524.46	\$6,481.98	\$11,402.99
RSU 22	89,511	\$393.76	\$483.36	\$1,241.11	\$2,118.22
Samuel L. Wagner School	314,198	\$1,837.82	\$1,696.67	\$4,356.48	\$7,890.97
TOTALS	3,118,208	\$17,527.21	\$16,838.32	\$43,235.22	\$77,600.76

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 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
Earl C. McGraw School	78,834	\$3,142.32
George B. Weatherbee School	44,598	\$1,777.68
Hampden Academy	54,795	\$2,184.13
Leroy H. Smith School	72,270	\$2,880.68
Newburgh Elementary School	2,465	\$98.25
Reeds Brook Middle School	68,209	\$2,718.81
RSU 22	29,329	\$1,169.05
Samuel L. Wagner School	29,925	\$1,192.81
TOTALS	380,425	\$15,163.74

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 Black Cost/Copy	FY21 Black S & S Costs	FY22 Black Cost/Copy	FY22 Projected Black S & S Costs
Levesque Office Supply	Black Photocopier	1,210,016	\$0.00600	\$7,260.10	\$0.00616	\$7,453.70
SymQuest Group, Inc.	Black Laser MFP	16,211	\$0.00613	\$99.37	\$0.00629	\$101.97
SymQuest Group, Inc.	Black Network Printer	454,894	\$0.00613	\$2,788.50	\$0.00629	\$2,862.28
SymQuest Group, Inc.	Black Photocopier	40,308	\$0.00320	\$128.99	\$0.00328	\$132.21
SymQuest Group, Inc.	Black Photocopier	831,814	\$0.00600	\$4,990.88	\$0.00616	\$5,123.97
SymQuest Group, Inc.	Color Photocopier	564,965	\$0.00320	\$1,807.89	\$0.00328	\$1,853.09
TOTALS AND AVERAGES		3,118,208	\$0.00548	\$17,075.73	\$0.00562	\$17,527.21

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
SymQuest Group, Inc.	Color Photocopier	380,425	\$0.03885	\$14,779.51	\$0.03986	\$15,163.74
TOTALS AND AVERAGES		380,425	\$0.03885	\$14,779.51	\$0.03986	\$15,163.74

LEASED/OWNED EQUIPMENT DETAILS

Total Number of Machines Under Contract	58
Number of Machines on Lease	46
Number of Machines Owned	3
Number of Rental/Loaner Machines	9

Lease Company	Norway Savings Bank
---------------	---------------------

Term	5 Annual
------	----------

Annual Payment usually due on 8/1	\$43,235.22
-----------------------------------	-------------

Lease Start Date	08/16/2020
------------------	------------

Lease End Date	08/01/2025
----------------	------------

Remaining Payments	4
--------------------	---

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

LEASED EQUIPMENT

Building	Room	Make/Model	Serial Number
Earl C. McGraw School	Library Copier	Konica Minolta BHC450i	AA7R011003602
Earl C. McGraw School	Main Office	Konica Minolta BH4052	AA1R011011434
Earl C. McGraw School	Portable	Konica Minolta BH3602P	AAFK011001742
George B. Weatherbee School	Grade 3 Printer	Konica Minolta BH3602P	AAFK011001713
George B. Weatherbee School	Main Office	Konica Minolta BHC450i	AA7R011006094
George B. Weatherbee School	Room 102	Konica Minolta BH3602P	AAFK011001711
George B. Weatherbee School	Room 201	Konica Minolta BH4402P	AAFJ011002624
Hampden Academy	Alternative Ed	Konica Minolta BH3602P	AAFK011001712
Hampden Academy	Art Hallway	Konica Minolta BH4402P	AAFJ011002605
Hampden Academy	Biology Hallway	Konica Minolta BH4402P	AAFJ011003202
Hampden Academy	Cafeteria Office	Konica Minolta BH3602P	AAFR011001718
Hampden Academy	Chemistry Hallway	Konica Minolta BH3602P	AAFK011001728
Hampden Academy	English Hallway	Konica Minolta BH4402P	AAFJ011002647
Hampden Academy	Languages Hallway	Konica Minolta BH4402P	AAFJ011002651
Hampden Academy	Learning Center	Konica Minolta BH4402P	AAFJ011003121
Hampden Academy	Library BW	Konica Minolta BH4402P	AAFJ011002617
Hampden Academy	Library Color	Konica Minolta BHC450i	AA7R011003562
Hampden Academy	Mac Lab	Konica Minolta BHC360	AA2J011012437
Hampden Academy	Main Office	Konica Minolta BH3602P	AAFK011001698
Hampden Academy	Main Office	Konica Minolta BHC550i	AA7P011001642
Hampden Academy	Math Hallway	Konica Minolta BH4402P	AAFJ011002612
Hampden Academy	Music Printer	Konica Minolta BH3602P	AAFR011003384
Hampden Academy	School Resources	Konica Minolta BH3602P	AAFR011001732
Leroy H. Smith School	2nd Floor Hallway	Konica Minolta BHC450i	AA7R011004436
Leroy H. Smith School	Library	Konica Minolta BH3602P	AAFK011003407
Leroy H. Smith School	Main Office	Konica Minolta BHC450i	AA7R011004408
Newburgh Elementary School	Office	Konica Minolta BHC450i	AA7R011004394
Reeds Brook Middle School	Band Room	Konica Minolta BH4402P	AAFJ011003095
Reeds Brook Middle School	Main Office	Konica Minolta BH3602P	AAFK011001740
Reeds Brook Middle School	Room 165	Konica Minolta BH4402P	AAFJ011002674
Reeds Brook Middle School	Room 167 Hallway	Konica Minolta BH4402P	AAFJ011002610
Reeds Brook Middle School	Room 209 Computer Lab	Konica Minolta BH3602P	AAFK011001715
Reeds Brook Middle School	Room 229 Library	Konica Minolta BH4402P	AAFJ011002611
Reeds Brook Middle School	Room 239	Konica Minolta BH3602P	AAFK011001748
Reeds Brook Middle School	Room 245 Hallway	Konica Minolta BH4402P	AAFJ011002607
Reeds Brook Middle School	Room 3 Storage Copier	Konica Minolta BHC550i	AA7P011001493

Building	Room	Make/Model	Serial Number
Reeds Brook Middle School	SPED Office	Konica Minolta BH368e	AA6V017008936
RSU 22	Downstairs Office	Konica Minolta BHC450i	AA7R011003626
RSU 22	Main Office	Konica Minolta BHC550i	AA7P011001645
RSU 22	Patty's Office	HP Laser Jet Pro M404dn	JPBDMI4053
RSU 22	Penny's Office	HP Laser Jet Pro M404dn	JPBDMI4052
RSU 22	Trish's Office	HP Laser Jet Pro M404dn	JPBDMI4054
Samuel L. Wagner School	Library	Konica Minolta BH4402P	AAFJ011002629
Samuel L. Wagner School	Main Office	Konica Minolta BHC450i	AA7R011004376
Samuel L. Wagner School	Room 154	Konica Minolta BH4402P	AAFJ011002671
Samuel L. Wagner School	Room 163 Hallway	Konica Minolta BH4402P	AAFJ011003190

OWNED EQUIPMENT

Building	Room	Make/Model	Serial Number
George B. Weatherbee School	Library	Konica Minolta BH808	A8KN011013181
Reeds Brook Middle School	Staff Room 2nd Floor	Konica Minolta BH808	A8KN011013191
RSU 22	Accounts Payable	HP Laser Jet Pro M404dn	PHBBJ05923

STARDoc USER NAMES

Name	User Name
Nate Savage	nsavage
Regan Nickels	rnickels
Trish Hayes	thayes



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!

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 undermines 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