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

·SPC·

FY21
Annual
Report

With FY22 Projections

Jason Didonato
Saco MSAU
90 Beach Street
Saco, ME 04072

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

September 2021

Jason Didonato
Saco MSAU
90 Beach Street
Saco, ME 04072

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 Jason:

We at Specialized Purchasing Consultants wish to thank you for your continued confidence in us for the past 17 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
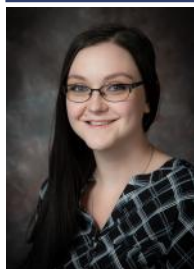
Our newest team member, Kelly creates and maintains Service & Supply contracts and Warranties, equipment additions and upgrades, lease documentation, bookkeeping, and other office support.

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	**58**

Total Black Photocopiers & MFPs:	23
Total Color Photocopiers & MFPs:	18
Total Black Network Printers:	16
Total Color Network Printers:	1
Total Removed From Service:	2

# of Units Not in Use for FY21	0
# of Units OFF Warranty**	0
# of Units Approaching End of Warranty	8
# of Units Overused	0
# of Units Underused	0

Contract Commencement Date	08/01/2018
All Warranties and Service Contracts Expire	06/30/2024
# of Annual Payments Left on Lease	2
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 Jason,

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 1,013. Color pre-COVID usage averaged 216 copies per student but this year is down to 182 copies per student ... your average is 201.

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 August 2, 2023. Your last lease payment will be made on August 1, 2023. Your first payment of the new lease would be on August 1, 2024. It is our opinion that your lease cost would drop significantly as well as your service-and-supply contract costs. This could result in a savings of $26,442.31 over five years in color usage at COVID (lower-than-usual) volumes. We can discuss this at our meeting.

Sincerely,
Skip

Saco MSAU – Saco School District
Jason Didonato
90 Beach Street
Saco, ME 04072
Five-Year Basis beginning with the 2018/2019 Fiscal Year

Copies-per-Year: 3,541,760

Present vs. Proposed Recommendations as of 8/2/2018

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...**10**	3) High Volume Console Units with 3 Million plus...**12**
4) Units to be Traded...**63**	4) Replaced **46 New**
5) Photocopiers...**24**	5) Photocopiers...**23 with Secure Print/Confidential Mailbox**
6) Color Photocopiers...**7**	6) Color Photocopiers...**7**
7) MFP's… **6 (4 of which are color)**	7) MFP's… **13 (6 of which are color)**
8) Printers....**48**	8) Printers...**17**
Total number of Units...**78**	Total number of Units...**53 closing out 25 Printers**
9) Duplex's…**61**	9) Duplex's... **53**
10) Finisher's...**22**	10) Finisher's... **23**

Overall Description of Equipment Fleet:
Presently, you have <u>Two Different Manufacturers & 22 different Models.</u> **The new arrangement will shift to one vendor servicing everything with as few models as possible.** This will greatly reduce cost and improve reliability. In addition, we will implement google cloud print on all devices that will continue to cut back on your overall printing.

Capital:
Presently, you have <u>one</u> municipal lease that will be paid off on August 1'st 2018. With the new arrangement, you will again have <u>one</u> 'municipal' master lease at 3.69**%** interest**.** Your first of five annual lease payments will be due on August 1'st 2019. 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 school district. 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 your consumable cost centers including service you are averaging $0.004675 for black and $0.070304 for Color. The new contract will come in at a CPC of **$0.00339 for Black and $0.041057 for Color including Printers!**

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.

	Cost Center	Present	Current Vendor > KMBS
1.	**Service & Supplies Color Photo only**	**$28,012.87**	**$16,359.29**
2.	**Service & Supplies Black Photo only**	**$14,693.89**	**$10,657.11**
3.	**Annual Muni Lease**	**$52,088.33**	**$49,023.30**
4.	**Forced Upgrades (#27 Owned Equipment)**	**$13,200.00**	**$00.00**
	Totals	**$107,995.09**	**$76,039.70**

The successful bidders will have a blanket servicing contract that includes all consumables excluding only staples and paper for all 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, 2019.** 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
CK Burns School	Library	Konica Minolta BH454E	A61E011005795	KMBS	11/01/2013
CK Burns School	Office	Konica Minolta BHC3350	A4Y4011001716	KMBS	01/01/2014
Gov John Fairfield School	Portable - Room 21	Konica Minolta BHC554	A5AY011008982	KMBS	08/01/2012
Saco Administrative Office	Administrative Assistant	Konica Minolta BHC3100P	A6DR012108652	KMBS	06/01/2014
Saco Middle School	Guidance Area	Konica Minolta BH4050	A6VF011004749	KMBS	02/01/2014
Saco Middle School	Room 208 - Library	Konica Minolta BH754E	A55V017002455		01/01/2013
Saco Transportation Office	Modular - Office	Konica Minolta BHC3350	A4Y4011001520	KMBS	01/01/2014
Young Elementary School	Modular North	Konica Minolta BH654	A5YN017003082	KMBS	02/01/2013

NON-CONTRACTED DEVICES

Make - Model	Serial Number	IP Address	Last Update
HP LASERJET M604	CNDCJ3905T	192.168.70.20	2021-06-17 05:14:48
HP LASERJET P4015	CNDY199500	192.168.70.127	2021-04-22 05:14:40

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
Saco Middle School	Room 208 - Library	Konica Minolta-BH658	AA6R011001650	9486 1346	2021-01-28

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

Fiscal Year
- FY18
- FY19
- FY20
- FY21

FY20 & FY21 - COVID-19

-12% -6% -26% 1% -56% 1% -67% 100T -22%

Locations: CK Burns School, Gov John Fairfield School, Saco Administrative Office, Saco Learning Center, Saco Middle School, Saco Pre-K Program, Saco Transportation Office, SSD- Congregational Church, Young Elementary School
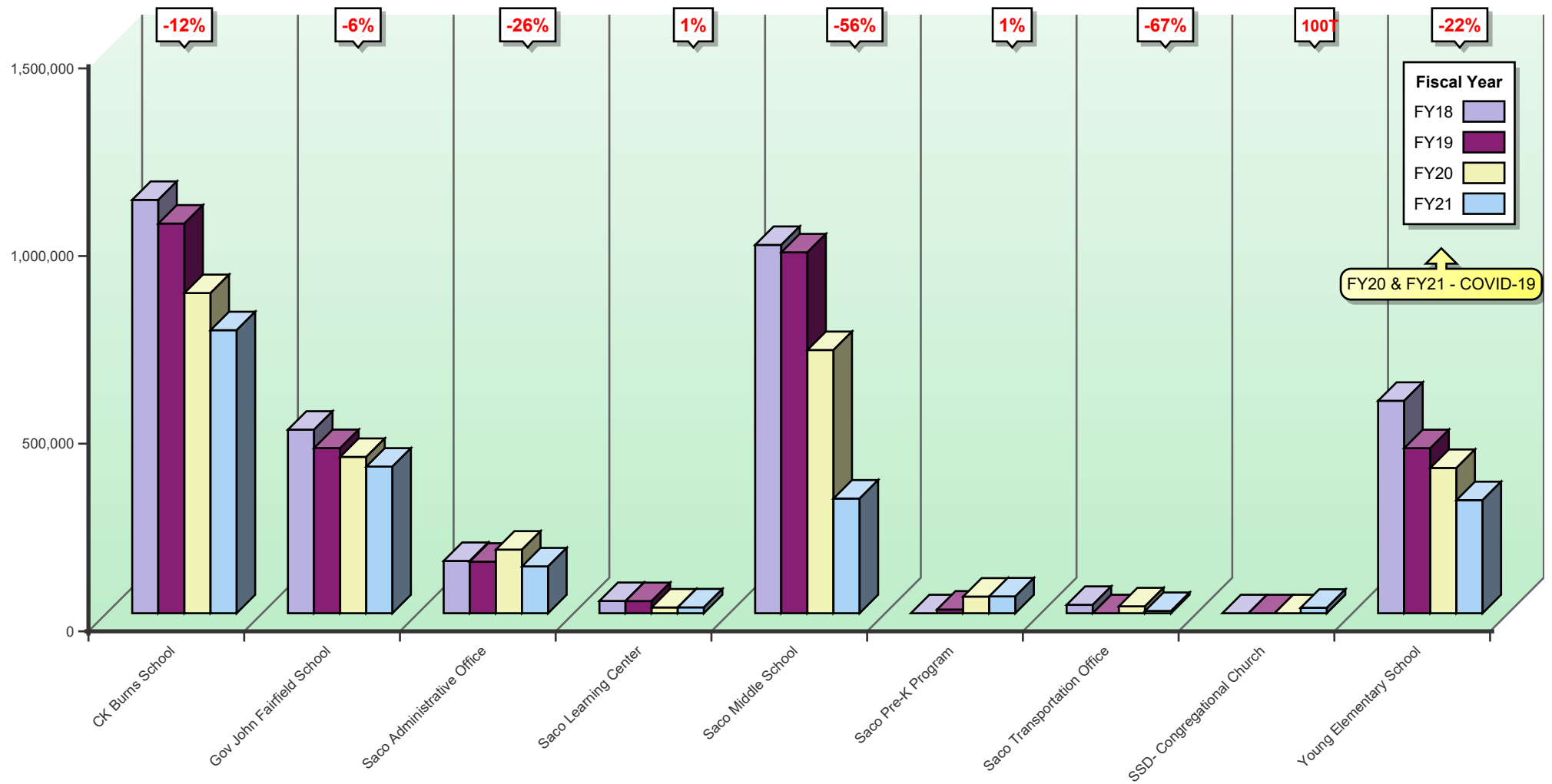
ANNUAL BLACK VOLUME OVERALL
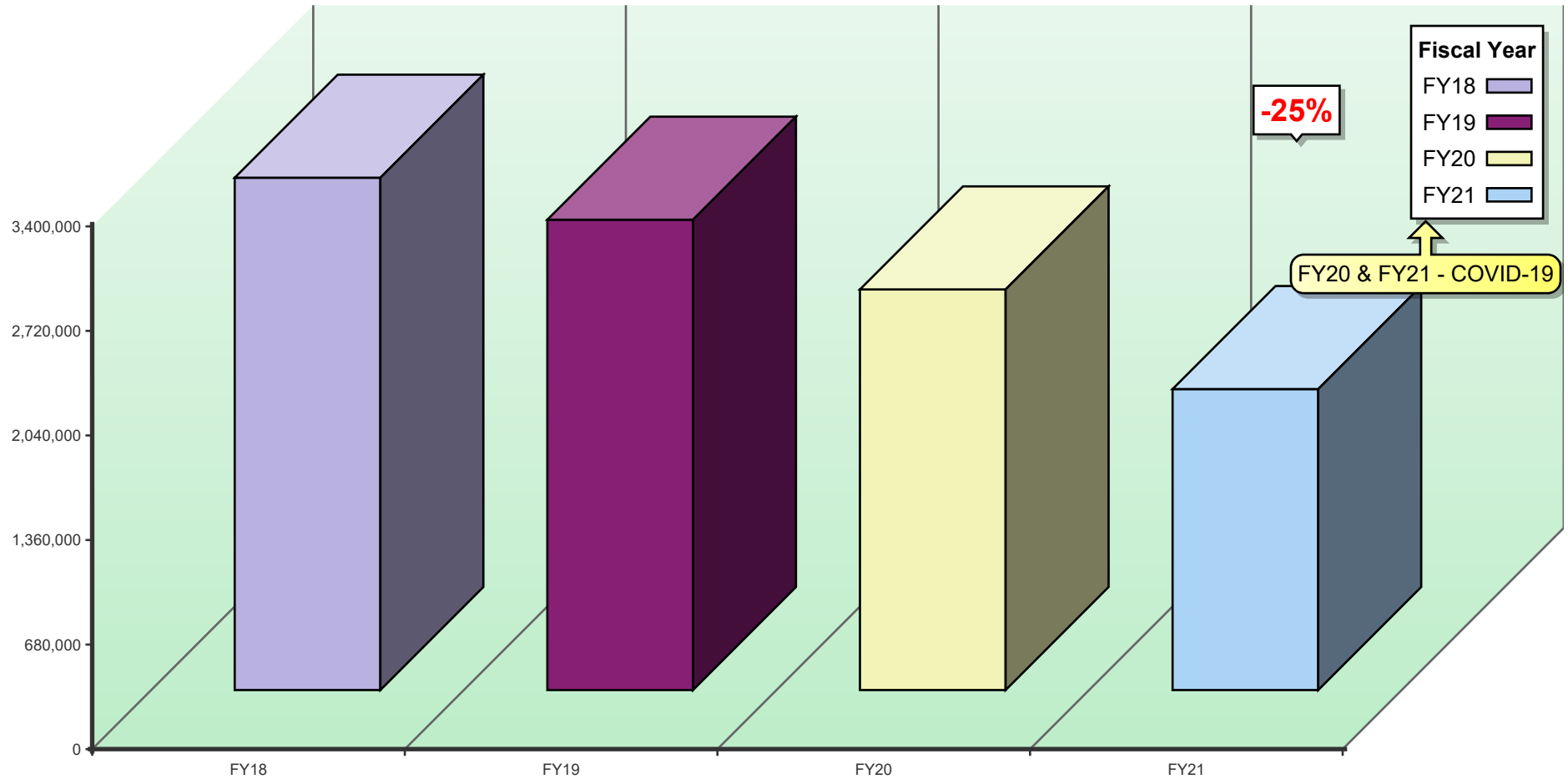
% amount equals the overall increase or decrease between Previous Year & Current Year

AVERAGE STUDENT-TO-COPY USAGE - BLACK

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

Building	Student Population	Annual Black Volume	Total School Cost*	Average Annual Black Prints Per Student	Average Annual Black Cost Per Student
CK Burns School	602	754,174	$25,621.15	1,253	$42.56
Gov John Fairfield School	300	390,649	$13,337.63	1,302	$44.46
Saco Administrative Office	0	124,829	$5,329.87	0	$0.00
Saco Learning Center	0	15,574	$531.88	0	$0.00
Saco Middle School	562	305,590	$10,404.76	544	$18.51
Saco Pre-K Program	120	44,807	$1,586.94	373	$13.22
Saco Transportation Office		6,064	$216.81	0	$0.00
SSD- Congregational Church	20	14,561	$504.58	728	$25.23
Young Elementary School	329	301,307	$10,204.90	916	$31.02
Totals	**1,933**	**1,957,555**	**$67,738.52**	**1,013**	**$35.04**

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

INDUSTRY AVERAGE COPIES PER STUDENT - BLACK

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

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

*Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.
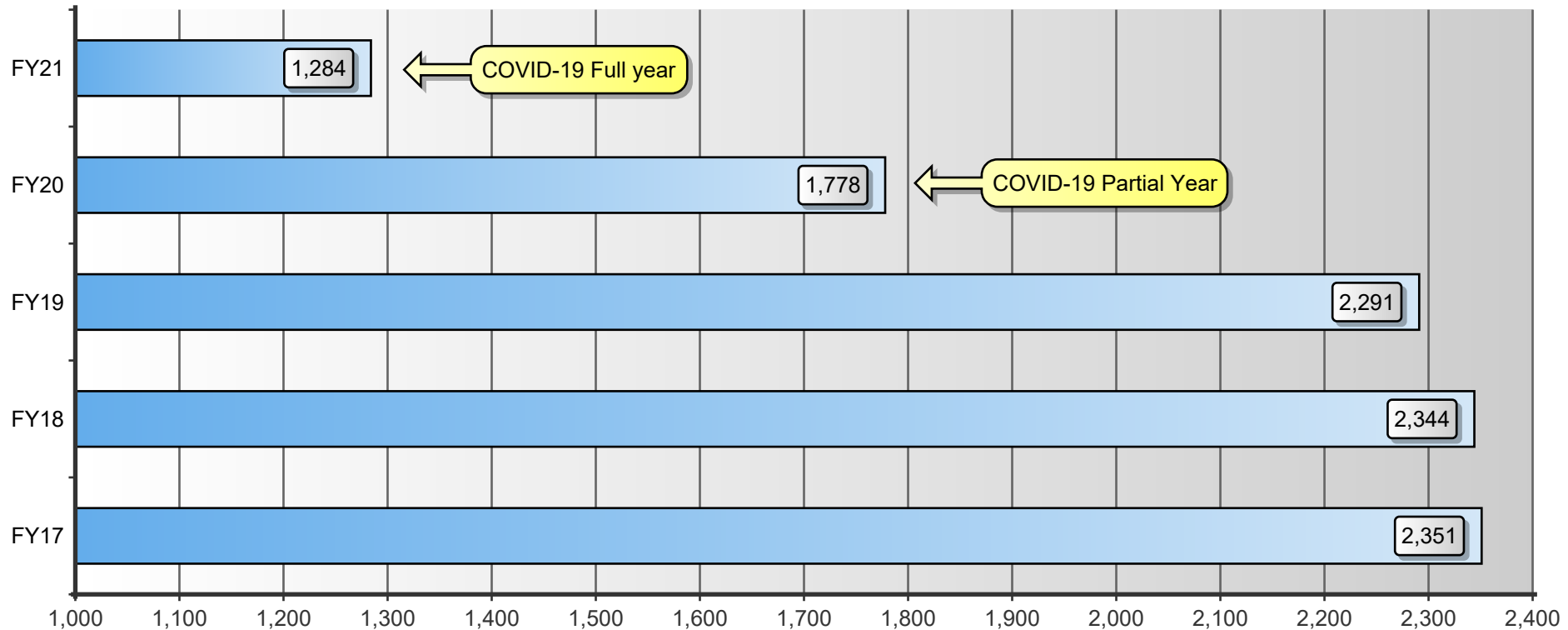
ANNUAL COLOR VOLUME BY LOCATION
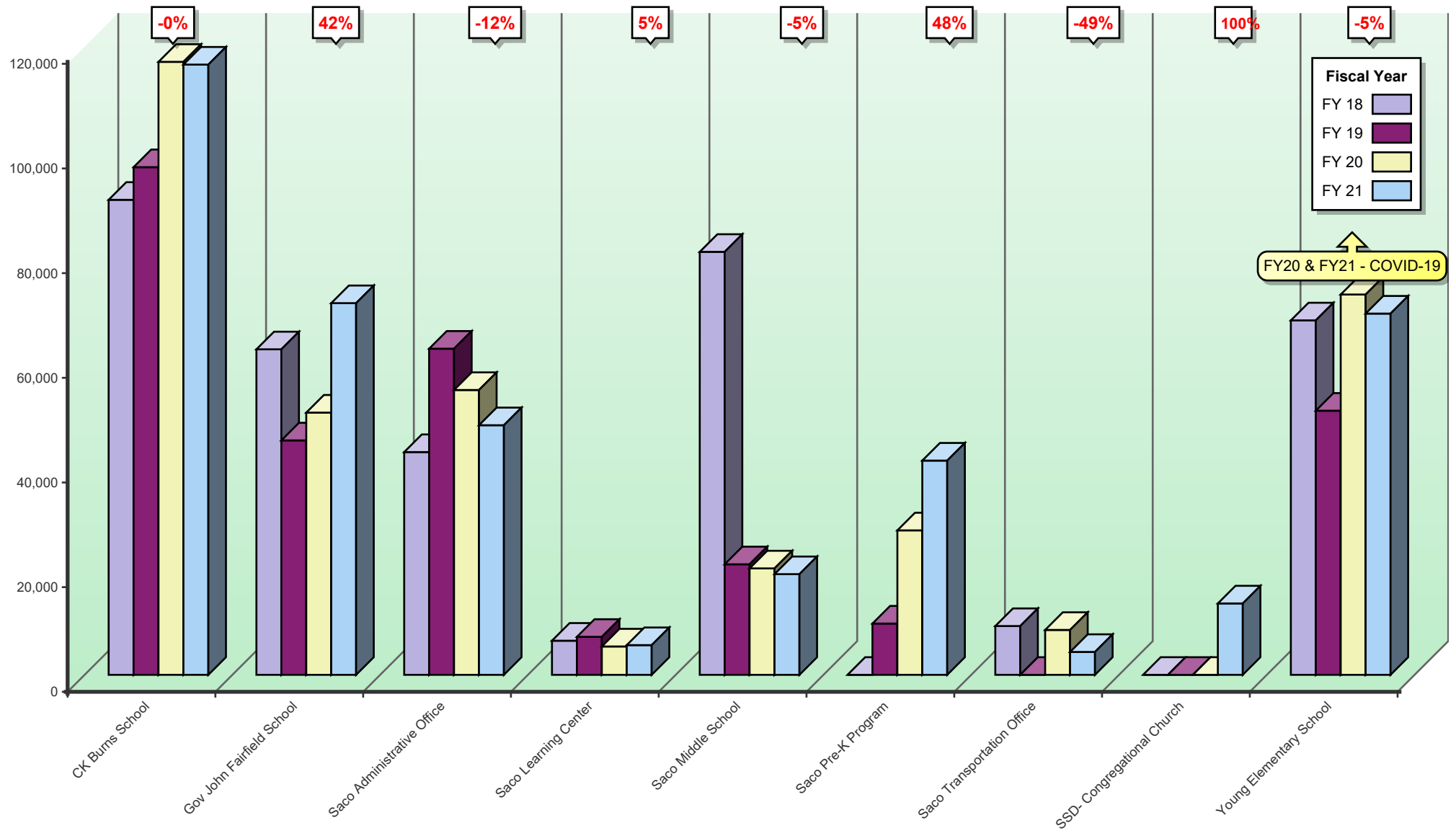
ANNUAL COLOR VOLUME OVERALL
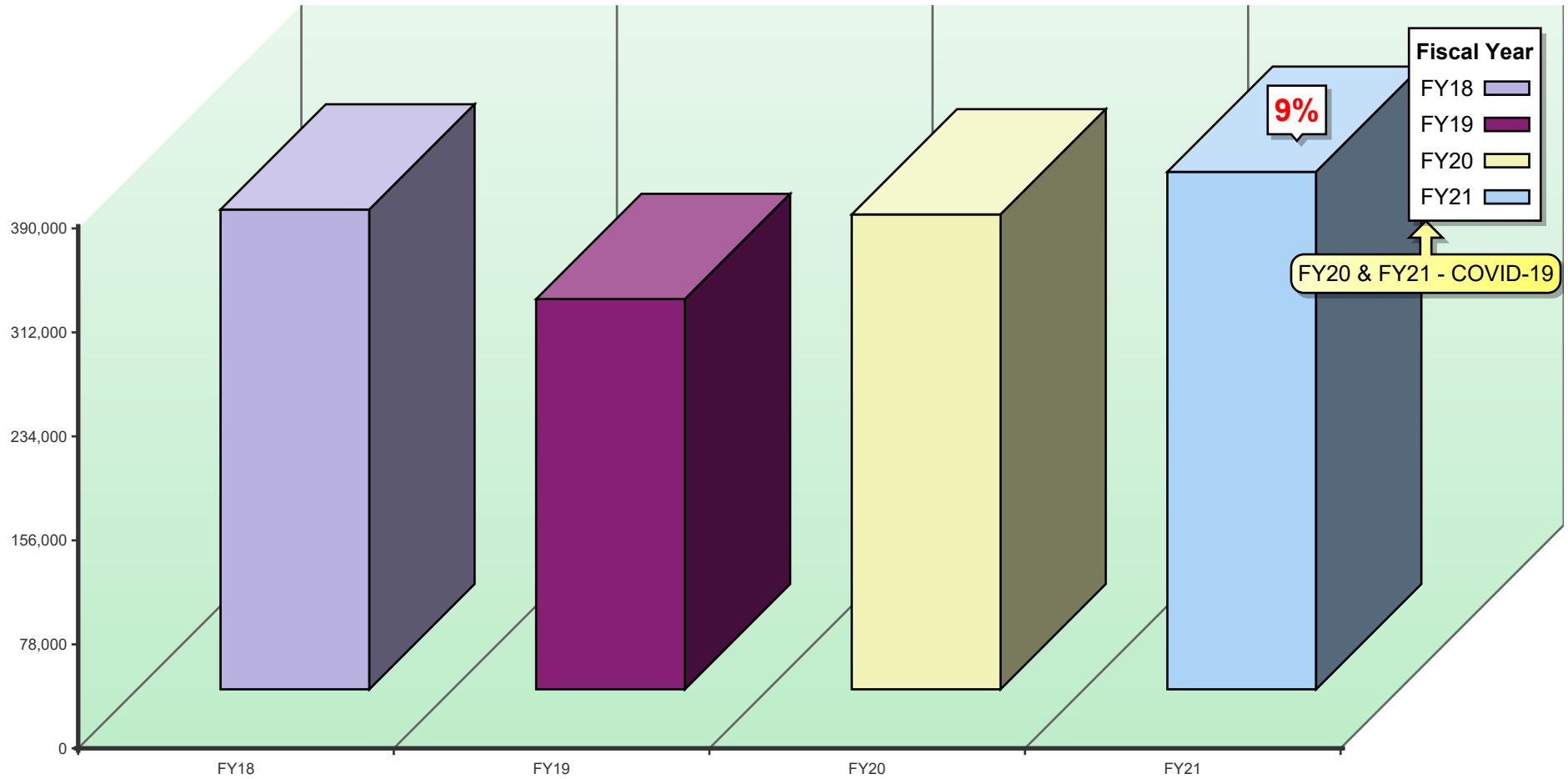
% amount equals the overall increase or decrease between Previous Year & Current Year

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
CK Burns School	602	116,598	$5,302.76	194	$8.81
Gov John Fairfield School	300	71,017	$3,735.47	237	$12.45
Saco Administrative Office	0	47,691	$2,080.72	0	$0.00
Saco Learning Center	0	5,675	$232.33	0	$0.00
Saco Middle School	562	19,237	$981.34	34	$1.75
Saco Pre-K Program	120	40,937	$2,482.63	341	$20.69
Saco Transportation Office		4,370	$267.92	0	$0.00
SSD- Congregational Church	20	13,639	$808.52	682	$40.43
Young Elementary School	329	69,026	$2,825.92	210	$8.59
Totals	**1,933**	**388,190**	**$18,717.62**	**201**	**$9.68**

*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 51 of STARDoc Features. Current industry ratio averages 182 color prints per student per year. Your color volume this year averages 201 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.
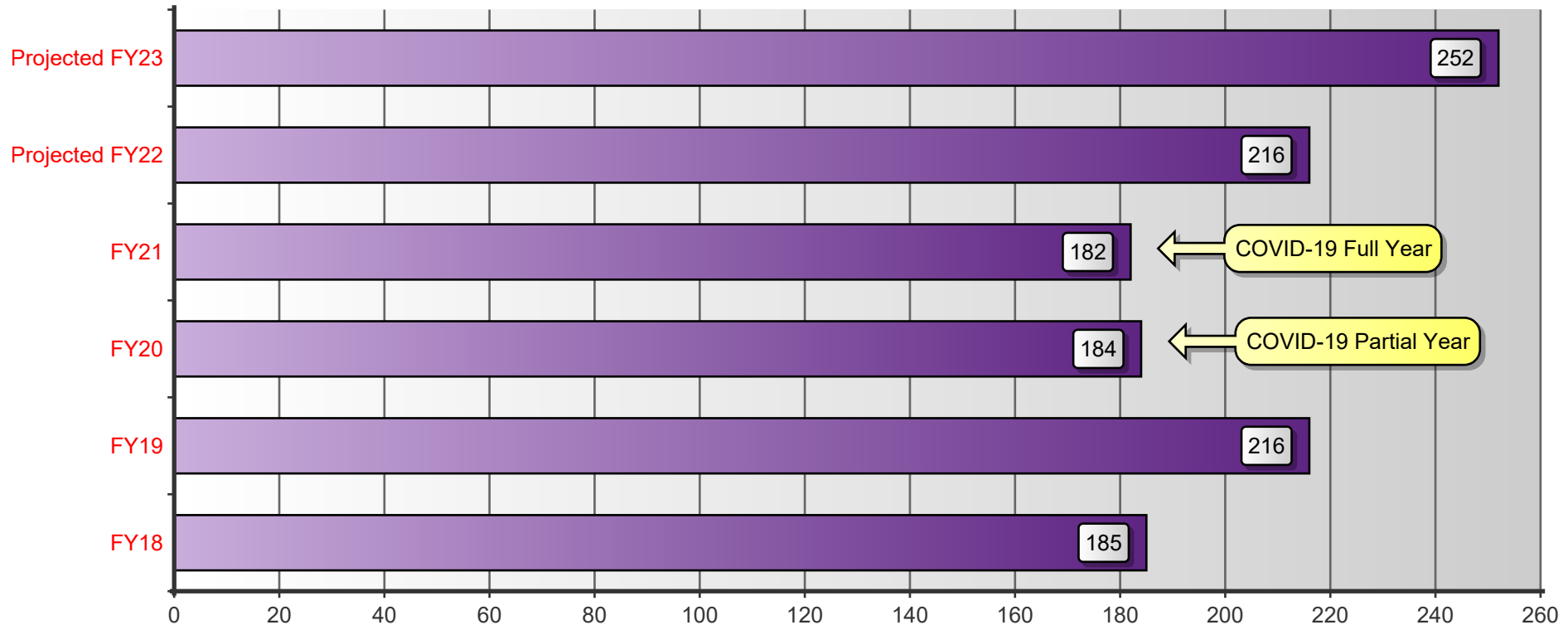
COLOR-TO-TOTAL VOLUME COMPARISON
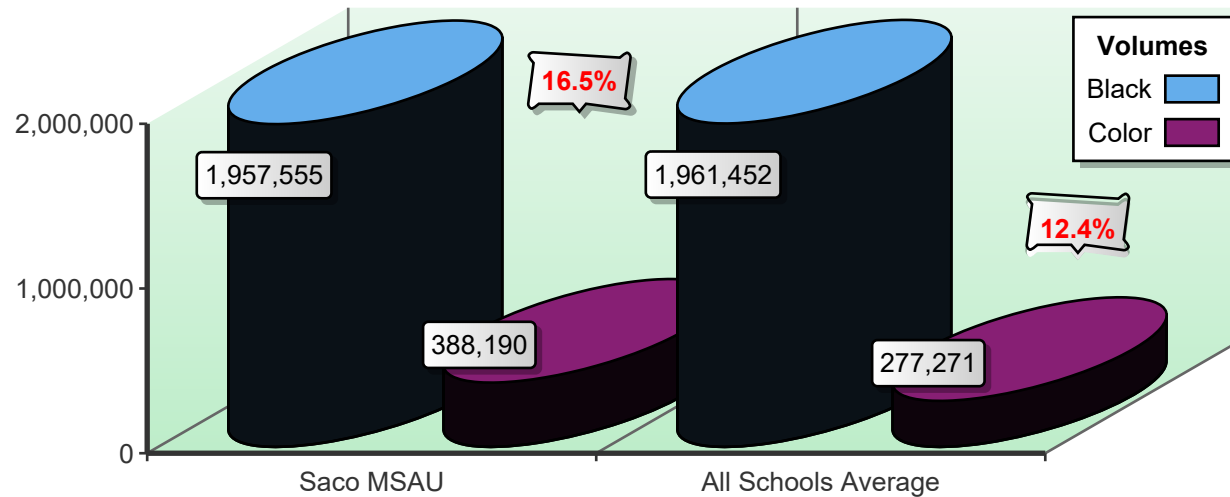
SPC Analysis

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: 08/01/2018

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

CK Burns School

2nd Floor Teachers' Room (Hall 2nd Floor)

Konica Minolta BH4052 / 42 PPM	14,363	46,424	32,061	$0.00409	None at this time.
AAIR011000228 / 9499 5742				$131.13	
1,000,000 / 08/2018	0	0	0	$0.00000	
Black Laser MFP / KMBS				$0.00	

Cafeteria Office

Konica Minolta BH330IP / 35 PPM	3,480	5,894	2,414	$0.00627	None at this time.
A63P015002004 / 9499 5798				$15.14	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	

Custodial Office

Konica Minolta BH330IP / 35 PPM	3,374	3,742	368	$0.00627	None at this time.
A63P015001997 / 9467 8991				$2.31	
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
Custodian					
Konica Minolta BHC335I / 35 PPM	106,938	124,391	17,453	$0.00409	None at this time.
A92F011009335 / 9486 1373				$71.38	
750,000 / 04/2017	80,178	97,043	16,865	$0.05755	
Color Laser MFP / KMBS				$970.58	
Library					
Konica Minolta BH454E / 45 PPM	351,335	378,617	27,282	$0.00412	8 years from Intro.
A61E011005795 / 9357 5346				$112.40	
1,000,000 / 11/2013	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Mail Room					
Konica Minolta BH658 / 65 PPM	413,884	605,529	191,645	$0.00327	None at this time.
AA6R011001708 / 9486 1413				$626.68	
4,000,000 / 05/2017	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Mail Room					
Konica Minolta BHC558 / 55 PPM	263,488	362,715	99,227	$0.00327	None at this time.
A79K011016148 / 9486 1368				$324.47	
3,000,000 / 02/2017	89,077	156,433	67,356	$0.03975	
Color Photocopier / KMBS				$2,677.40	

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
Main Office					
Konica Minolta BHC458 / 45 PPM	97,888	132,954	35,066	$0.00327	None at this time.
A79M011028796 / 9486 1379				$114.67	
1,000,000 / 08/2016	25,990	47,570	21,580	$0.03975	
Color Photocopier / KMBS				$857.81	
Nurse's Office					
Konica Minolta BH3301P / 35 PPM	7,910	11,846	3,936	$0.00627	None at this time.
A63P015001991 / 9499 5799				$24.68	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Office					
Konica Minolta BHC3350 / 35 PPM	59,333	66,002	6,669	$0.00516	7 years from Intro.
A4Y4011001716 / 9353 9599				$34.41	
750,000 / 01/2014	130,653	141,450	10,797	$0.05952	
Color Laser MFP / KMBS				$642.64	
Room 35					
Konica Minolta BH3301P / 35 PPM	6,172	8,672	2,500	$0.00627	None at this time.
A63P015001953 / 9499 5725				$15.68	
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
Room 5 - Book Room					
Konica Minolta BH4702P / 50 PPM	19,073	23,448	4,375	$0.00627	None at this time.
AAFH011000467 / 9499 5800				$27.43	
2,000,000 / 08/2018	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Teachers' Room 2nd Floor					
Konica Minolta BH658 / 65 PPM	368,150	571,217	203,067	$0.00327	None at this time.
AA6R011001654 / 9486 1454				$664.03	
4,000,000 / 05/2017	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Teachers' Room 2nd Floor					
Konica Minolta BH658 / 65 PPM	497,400	625,511	128,111	$0.00327	None at this time.
AA6R011001653 / 9486 1349				$418.92	
4,000,000 / 05/2017	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	

	Subtotal Black	754,174	$2,583.32
	Subtotal Color	116,598	$5,148.42

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

Gov John Fairfield School

B Wing Hall

Konica Minolta BH658 / 65 PPM	274,112	415,427	141,315	$0.00327	None at this time.
AA6R011001660 / 9486 1355				$462.10	
4,000,000 / 05/2017	0	0	0	$0.00000	
Black Photocopier/KMBS				$0.00	

Cafeteria Office

Konica Minolta BH3301P / 35 PPM	2,534	3,751	1,217	$0.00627	None at this time.
A63P015001996 / 9499 5825				$7.63	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	

Library Room 15

Konica Minolta BH4702P / 50 PPM	29,892	47,367	17,475	$0.00627	None at this time.
AAFH011000466 / 9467 8992				$109.57	
2,000,000 / 08/2018	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	

Main Office

Konica Minolta BHC558 / 55 PPM	116,052	151,760	35,708	$0.00327	None at this time.
A79K011016079 / 9486 1364				$116.77	
3,000,000 / 02/2017	51,715	76,627	24,912	$0.03975	
Color Photocopier / KMBS				$990.25	

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
Portable - Room 21					
Konica Minolta BHC554 / 55 PPM	292,552	329,851	37,299	$0.00423	9 years from Intro.
A5AY011008982 / 9357 5375				$157.77	
3,000,000 / 08/2012	103,729	109,011	5,282	$0.05433	
Color Photocopier / KMBS				$286.97	
Room 9					
Konica Minolta BHC3351 / 35 PPM	24,175	53,514	29,339	$0.00409	None at this time.
A92F011010123 / 9486 1375				$120.00	
750,000 / 04/2017	37,680	78,503	40,823	$0.05755	
Color Laser MFP / KMBS				$2,349.36	
Teachers' Room					
Konica Minolta BH658 / 65 PPM	313,161	430,395	117,234	$0.00327	None at this time.
AA6R011001609 / 9486 1351				$383.36	
4,000,000 / 05/2017	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Teachers' Room					
Konica Minolta BH4052 / 42 PPM	22,381	33,443	11,062	$0.00409	None at this time.
AA1R011000241 / 9499 5854				$45.24	
1,000,000 / 08/2018	0	0	0	$0.00000	
Black Laser MFP / KMBS				$0.00	
Subtotal Black			390,649	$1,402.43	
Subtotal Color			71,017	$3,626.59	

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

Saco Administrative Office

Accounts Payable

HP Laser Jet Enterprise M506dn / 45 PPM	24,681	38,371	13,690	$0.07673	None at this time.
PHBGT10366 / 9497 1861				$1,050.43	
1,000,000 / 10/2015	0	0	0	$0.00000	
Black Network Printer/KMBS				$0.00	

Administrative Assistant

Konica Minolta BHC3100P / 32 PPM	5,547	10,602	5,055	$0.00409	7 years from Intro.
A6DR012108652 / 9499 5945				$20.67	
750,000 / 06/2014	6,771	13,773	7,002	$0.05755	
Color Network Printer / KMBS				$402.97	

Business Office - Basement

Konica Minolta BH754E / 75 PPM	809,291	809,778	487	$0.00412	Traded.
A55V017002455 / 9357 5389				$2.01	Moved to SMS Library.
4,000,000 / 01/2013	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	

Business Office - Basement

Konica Minolta BHC300i / 30 PPM	0	281	281	$0.00320	None at this time.
AA2J013002828 / 95085665				$0.90	
750,000 / 06/2019	0	184	184	$0.03885	
Color Photocopier /				$7.15	

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
Special Education					
Konica Minolta BH4702P / 50 PPM	47,678	69,553	21,875	$0.00627	None at this time.
AAFH011000475 / 9499 5944				$137.16	
2,000,000 / 08/2018	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Supt. Work Area					
Konica Minolta BHC658 / 65 PPM	206,436	288,682	82,246	$0.00327	None at this time.
A79J013005486 / 9486 1361				$268.94	
3,000,000 / 05/2017	109,991	150,496	40,505	$0.03975	
Color Photocopier / KMBS				$1,610.07	
Technology					
Konica Minolta BH4052 / 42 PPM	9,587	10,782	1,195	$0.00409	None at this time.
AAIR011000232 / 9499 9505				$4.89	
1,000,000 / 08/2018	0	0	0	$0.00000	
Black Laser MFP / KMBS				$0.00	
		Subtotal Black	124,829	$1,485.00	
		Subtotal Color	47,691	$2,020.19	

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
Saco Learning Center					
Classroom 2					
Konica Minolta BH3301P / 35 PPM	3,834	4,241	407	$0.00627	None at this time.
A63P015002003 / 9499 5855				$2.55	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer/KMBS				$0.00	
Office					
Konica Minolta BH4702P / 50 PPM	4,326	5,628	1,302	$0.00627	None at this time.
AAFH011000490 / 9499 5718				$8.16	
2,000,000 / 08/2018	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Work Room					
Konica Minolta BHC308 / 30 PPM	39,649	53,514	13,865	$0.00327	None at this time.
A7PY017007406 / 9486 1396				$45.34	
750,000 / 06/2016	12,702	18,377	5,675	$0.03975	
Color Photocopier / KMBS				$225.58	
Subtotal Black			15,574	$56.05	
Subtotal Color			5,675	$225.58	

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
Saco Middle School					
Copy Room 7th Grade Wing - B6B					
Konica Minolta BH658 / 65 PPM	327,418	368,538	41,120	$0.00327	None at this time.
AA6R011001576 / 9486 1358				$134.46	
4,000,000 / 05/2017	0	0	0	$0.00000	
Black Photocopier/KMBS				$0.00	
Copy Room B6B					
Konica Minolta BH4052 / 42 PPM	1,390	1,774	384	$0.00409	None at this time.
AA1R011000280 / 9499 5795				$1.57	
1,000,000 / 08/2018	0	0	0	$0.00000	
Black Laser MFP / KMBS				$0.00	
Food Service Manager					
Konica Minolta BH3301P / 35 PPM	1,030	5,825	4,795	$0.00627	None at this time.
A63P015002006 / 9499 5796				$30.06	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Guidance Area					
Konica Minolta BH4050 / 42 PPM	48,088	50,696	2,608	$0.00914	*7 years from Intro.*
A6VF011004749 / 8802 4459				$23.84	
1,000,000 / 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
Kitchen Office					
Konica Minolta BH3301P / 35 PPM	5,199	6,966	1,767	$0.00627	None at this time.
A63P015002000 / 9499 5797				$11.08	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Modular - Room 48					
Konica Minolta BH4052 / 42 PPM	18,990	26,138	7,148	$0.00409	None at this time.
AA1R011000150 / 9499 5801				$29.24	
1,000,000 / 08/2018	0	0	0	$0.00000	
Black Laser MFP / KMBS				$0.00	
Room 100 - Main Office					
Konica Minolta BHC558 / 55 PPM	52,785	62,922	10,137	$0.00327	None at this time.
A79K011015713 / 9486 1371				$33.15	
3,000,000 / 02/2017	21,427	30,098	8,671	$0.03975	
Color Photocopier / KMBS				$344.67	
Room 100 - Main Office					
Konica Minolta BHC3351 / 35 PPM	34,097	40,496	6,399	$0.00409	None at this time.
A92F011009606 / 9486 1376				$26.17	
750,000 / 04/2017	20,114	30,680	10,566	$0.05755	
Color Laser MFP / KMBS				$608.07	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 100 - Main Office					
Konica Minolta BH330IP / 35 PPM	1,981	2,077	96	$0.00627	None at this time.
A63P015002001 / 9499 5794				$0.60	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer / KMBS				$0.00	
Room 106 - Left Side					
Konica Minolta BH658 / 65 PPM	267,476	323,650	56,174	$0.00327	None at this time.
AA6R011001691 / 9486 1411				$183.69	
4,000,000 / 05/2017	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Room 106 - Right Side					
Konica Minolta BH658 / 65 PPM	258,798	291,945	33,147	$0.00327	None at this time.
AA6R011001666 / 9486 1415				$108.39	
4,000,000 / 05/2017	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Room 207					
Konica Minolta BH330IP / 35 PPM	815	1,067	252	$0.00627	None at this time.
A63P015001970 / 9499 5792				$1.58	
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	01/28/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 208 - Library					
Konica Minolta BH658 / 65 PPM	239,052	268,783	29,731	$0.00327	Traded.
AA6R011001650 / 9486 1346				$97.22	Copier had water damage; Replaced with A55V017002455
4,000,000 / 05/2017	0	0	0	$0.00000	from District Office.
Black Photocopier / KMBS				$0.00	
Room 208 - Library					
Konica Minolta BH4052 / 42 PPM	37,051	51,284	14,233	$0.00409	None at this time.
AA1R011000196 / 9499 5793				$58.21	
1,000,000 / 08/2018	0	0	0	$0.00000	
Black Laser MFP / KMBS				$0.00	
Room 208 - Library					
Konica Minolta BH658 / 65 PPM	400,963	485,823	84,860	$0.00327	None at this time.
AA6R011001692 / 94861412				$277.49	
4,000,000 / 05/2017	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Room 208 - Library					
Konica Minolta BH754E / 75 PPM	809,778	822,517	12,739	$0.00412	8 years from Intro.
A55V017002455 / 9357 5389				$52.48	
4,000,000 / 01/2013	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	
Subtotal Black			305,590	$1,069.24	
Subtotal Color			19,237	$952.75	

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
Saco Pre-K Program					
Pre-K - 5 Willey Road					
Konica Minolta BHC3351 / 35 PPM	19,166	32,843	13,677	$0.00409	None at this time.
A92F011010987 / 9486 4223				$55.94	
750,000 / 04/2017	17,051	30,461	13,410	$0.05755	
Color Laser MFP/KMBS				$771.75	
Pre-K Modular - Young Elementary					
Konica Minolta BHC3350i / 35 PPM	6,802	8,827	2,025	$0.00516	None at this time.
A93E011001725 / 9502 7807				$10.45	
750,000 / 04/2019	3,915	4,612	697	$0.05952	
Color Laser MFP / KMBS				$41.49	
Pre-K Office - 5 Willey Road					
Konica Minolta BHC3350i / 35 PPM	28,668	57,773	29,105	$0.00516	None at this time.
A93E011002510 / 9502 7810				$150.18	
750,000 / 04/2019	16,707	43,537	26,830	$0.05952	
Color Laser MFP / KMBS				$1,596.92	
		Subtotal Black	44,807	$216.57	
		Subtotal Color	40,937	$2,410.15	

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
Saco Transportation Office					
Modular - Office					
Konica Minolta BHC3350 / 35 PPM	62,672	68,736	6,064	$0.00516	7 years from Intro.
A4Y4011001520 / 9357 5364				$31.29	
750,000 / 01/2014	33,573	37,943	4,370	$0.05952	
Color Laser MFP/KMBS				$260.10	
		Subtotal Black	6,064	$31.29	
		Subtotal Color	4,370	$260.10	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2020 Meter	06/30/2021 Meter	FY21 Annual Volume	Cost/Copy Annual Cost	Recommendations
SSD- Congregational Church					
Classroom					
Konica Minolta BHC3351 / 35 PPM	21,383	35,944	14,561	$0.00409	None at this time.
A92F011009340 / 9486 1374				$59.55	
750,000 / 04/2017	16,996	30,635	13,639	$0.05755	
Color Laser MFP/KMBS				$784.92	
		Subtotal Black	14,561	$59.55	
		Subtotal Color	13,639	$784.92	

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

Young Elementary School

Library

Konica Minolta BH3301P / 35 PPM	4,945	5,976	1,031	$0.00627	None at this time.
A63P015002005 / 9499 5856				$6.46	
500,000 / 11/2015	0	0	0	$0.00000	
Black Network Printer/KMBS				$0.00	

Main Office

Konica Minolta BHC558 / 55 PPM	403,425	601,610	198,185	$0.00327	None at this time.
A79K011015749 / 9486 1370				$648.06	
3,000,000 / 02/2017	106,274	175,300	69,026	$0.03975	
Color Photocopier / KMBS				$2,743.78	

Modular North

Konica Minolta BH654 / 65 PPM	1,104,315	1,119,976	15,661	$0.00412	8 years from Intro.
A5YN017003082 / 9353 9607				$64.52	
3,000,000 / 02/2013	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	

Prep Room

Konica Minolta BH658 / 65 PPM	189,351	217,522	28,171	$0.00327	None at this time.
AA6R011001580 / 9486 1356				$92.12	
4,000,000 / 05/2017	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
Prep Room					
Konica Minolta BH308 / 30 PPM	179,489	237,748	58,259	$0.00327	None at this time.
AA6W011000530 / 9486 1389				$190.51	
750,000 / 06/2016	0	0	0	$0.00000	
Black Photocopier / KMBS				$0.00	

		Annual Volume	Annual Cost	
	Subtotal Black	301,307	$1,001.68	
	Subtotal Color	69,026	$2,743.78	
	District Wide Black Totals	1,957,555	$7,905.15	
	District Wide Color Totals	388,190	$18,172.49	Your Avg Color CPC is $0.0468

Estimated color cost savings with your next bid: $26,442.31 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 09/15/2004 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
1,957,555	$0.01399	$27,386.19

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
1,957,555	$0.00404	$7,908.52	$19,477.67	$97,388.36

*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 $19,477.67 x 17 years as a Client = $331,120.43 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
CK Burns School	754,174	$2,661.83	$4,072.54	$18,886.77	$25,621.15
Gov John Fairfield School	390,649	$1,445.11	$2,109.50	$9,783.02	$13,337.63
Saco Administrative Office	124,829	$1,529.71	$674.08	$3,126.09	$5,329.87
Saco Learning Center	15,574	$57.77	$84.10	$390.02	$531.88
Saco Middle School	305,590	$1,101.68	$1,650.19	$7,652.89	$10,404.76
Saco Pre-K Program	44,807	$222.88	$241.96	$1,122.10	$1,586.94
Saco Transportation Office	6,064	$32.20	$32.75	$151.86	$216.81
SSD- Congregational Church	14,561	$61.30	$78.63	$364.65	$504.58
Young Elementary School	301,307	$1,032.22	$1,627.06	$7,545.63	$10,204.90
TOTALS	**1,957,555**	**$8,144.69**	**$10,570.80**	**$49,023.03**	**$67,738.52**

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 $17,175.54 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
CK Burns School	116,598	$5,302.76
Gov John Fairfield School	71,017	$3,735.47
Saco Administrative Office	47,691	$2,080.72
Saco Learning Center	5,675	$232.33
Saco Middle School	19,237	$981.34
Saco Pre-K Program	40,937	$2,482.63
Saco Transportation Office	4,370	$267.92
SSD- Congregational Church	13,639	$808.52
Young Elementary School	69,026	$2,825.92
TOTALS	**388,190**	**$18,717.62**

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
Konica Minolta Florida	Color Photocopier	281	$0.00320	$0.90	$0.00330	$0.93
Konica-Minolta Business Solutions	Black Laser MFP	66,083	$0.00409	$270.28	$0.00421	$278.21
Konica-Minolta Business Solutions	Black Laser MFP	2,608	$0.00914	$23.84	$0.00941	$24.54
Konica-Minolta Business Solutions	Black Network Printer	63,810	$0.00627	$400.09	$0.00646	$412.21
Konica-Minolta Business Solutions	Black Network Printer	13,690	$0.07673	$1,050.43	$0.07903	$1,081.92
Konica-Minolta Business Solutions	Black Photocopier	1,112,834	$0.00327	$3,638.97	$0.00337	$3,750.25
Konica-Minolta Business Solutions	Black Photocopier	56,169	$0.00412	$231.42	$0.00424	$238.16
Konica-Minolta Business Solutions	Color Laser MFP	81,429	$0.00409	$333.04	$0.00421	$342.82
Konica-Minolta Business Solutions	Color Laser MFP	43,863	$0.00516	$226.33	$0.00531	$232.91
Konica-Minolta Business Solutions	Color Network Printer	5,055	$0.00409	$20.67	$0.00421	$21.28
Konica-Minolta Business Solutions	Color Photocopier	474,434	$0.00327	$1,551.40	$0.00337	$1,598.84
Konica-Minolta Business Solutions	Color Photocopier	37,299	$0.00423	$157.77	$0.00436	$162.62
TOTALS AND AVERAGES		**1,957,555**	**$0.00404**	**$7,905.15**	**$0.00416**	**$8,144.69**

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 Florida	Color Photocopier	184	$0.03885	$7.15	$0.04002	$7.36
Konica-Minolta Business Solutions	Color Laser MFP	95,303	$0.05755	$5,484.69	$0.05928	$5,649.56
Konica-Minolta Business Solutions	Color Laser MFP	42,694	$0.05952	$2,541.15	$0.06131	$2,617.57
Konica-Minolta Business Solutions	Color Network Printer	7,002	$0.05755	$402.97	$0.05928	$415.08
Konica-Minolta Business Solutions	Color Photocopier	237,725	$0.03975	$9,449.57	$0.04094	$9,732.46
Konica-Minolta Business Solutions	Color Photocopier	5,282	$0.05433	$286.97	$0.05596	$295.58
TOTALS AND AVERAGES		**388,190**	**$0.04681**	**$18,172.49**	**$0.04822**	**$18,717.62**

LEASED/OWNED EQUIPMENT DETAILS

Total Number of Machines Under Contract	56
Number of Machines on Lease	46
Number of Machines Owned	10
Number of Rental/Loaner Machines	0

Lease Company	Norway Savings Bank
Term	5 Annual
Annual Payment usually due on 8/1	$49,023.03
Lease Start Date	08/01/2018
Lease End Date	08/01/2023
Remaining Payments	2

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

LEASED EQUIPMENT

Building	Room	Make/Model	Serial Number
CK Burns School	2nd Floor Teachers' Room (Hall 2nd Floor)	Konica Minolta BH4052	AAIR011000228
CK Burns School	Cafeteria Office	Konica Minolta BH330IP	A63P015002004
CK Burns School	Custodial Office	Konica Minolta BH330IP	A63P015001997
CK Burns School	Custodian	Konica Minolta BHC335I	A92F011009335
CK Burns School	Mail Room	Konica Minolta BH658	AA6R011001708
CK Burns School	Mail Room	Konica Minolta BHC558	A79K011016148
CK Burns School	Main Office	Konica Minolta BHC458	A79M011028796
CK Burns School	Nurse's Office	Konica Minolta BH330IP	A63P015001991
CK Burns School	Room 35	Konica Minolta BH330IP	A63P015001953
CK Burns School	Room 5 - Book Room	Konica Minolta BH4702P	AAFH011000467
CK Burns School	Teachers' Room 2nd Floor	Konica Minolta BH658	AA6R011001653
CK Burns School	Teachers' Room 2nd Floor	Konica Minolta BH658	AA6R011001654
Gov John Fairfield School	B Wing Hall	Konica Minolta BH658	AA6R011001660
Gov John Fairfield School	Cafeteria Office	Konica Minolta BH330IP	A63P015001996
Gov John Fairfield School	Library Room 15	Konica Minolta BH4702P	AAFH011000466
Gov John Fairfield School	Main Office	Konica Minolta BHC558	A79K011016079
Gov John Fairfield School	Room 9	Konica Minolta BHC335I	A92F011010123
Gov John Fairfield School	Teachers' Room	Konica Minolta BH4052	AAIR011000241
Gov John Fairfield School	Teachers' Room	Konica Minolta BH658	AA6R011001609
Saco Administrative Office	Accounts Payable	HP Laser Jet Enterprise M506dn	PHBGT10366
Saco Administrative Office	Administrative Assistant	Konica Minolta BHC3100P	A6DR012108652
Saco Administrative Office	Special Education	Konica Minolta BH4702P	AAFH011000475
Saco Administrative Office	Supt. Work Area	Konica Minolta BHC658	A79J013005486
Saco Administrative Office	Technology	Konica Minolta BH4052	AAIR011000232
Saco Learning Center	Classroom 2	Konica Minolta BH330IP	A63P015002003
Saco Learning Center	Office	Konica Minolta BH4702P	AAFH011000490
Saco Learning Center	Work Room	Konica Minolta BHC308	A7PY017007406
Saco Middle School	Copy Room 7th Grade Wing - B6B	Konica Minolta BH658	AA6R011001576
Saco Middle School	Copy Room B6B	Konica Minolta BH4052	AAIR011000280
Saco Middle School	Food Service Manager	Konica Minolta BH330IP	A63P015002006
Saco Middle School	Kitchen Office	Konica Minolta BH330IP	A63P015002000
Saco Middle School	Modular - Room 48	Konica Minolta BH4052	AAIR011000150
Saco Middle School	Room 100 - Main Office	Konica Minolta BH330IP	A63P015002001
Saco Middle School	Room 100 - Main Office	Konica Minolta BHC335I	A92F011009606
Saco Middle School	Room 100 - Main Office	Konica Minolta BHC558	A79K011015713
Saco Middle School	Room 106 - Left Side	Konica Minolta BH658	AA6R011001691

Building	Room	Make/Model	Serial Number
Saco Middle School	Room 106 - Right Side	Konica Minolta BH658	AA6R011001666
Saco Middle School	Room 207	Konica Minolta BH330IP	A63P015001970
Saco Middle School	Room 208 - Library	Konica Minolta BH4052	AA1R011000196
Saco Middle School	Room 208 - Library	Konica Minolta BH658	AA6R011001692
Saco Middle School	Room 208 - Library	Konica Minolta BH754E	A55V017002455
SSD- Congregational Church	Classroom	Konica Minolta BHC335I	A92F011009340
Young Elementary School	Library	Konica Minolta BH330IP	A63P015002005
Young Elementary School	Main Office	Konica Minolta BHC558	A79K011015749
Young Elementary School	Prep Room	Konica Minolta BH308	AA6W011000530
Young Elementary School	Prep Room	Konica Minolta BH658	AA6R011001580

OWNED EQUIPMENT

Building	Room	Make/Model	Serial Number
CK Burns School	Library	Konica Minolta BH454E	A61E011005795
CK Burns School	Office	Konica Minolta BHC3350	A4Y4011001716
Gov John Fairfield School	Portable - Room 21	Konica Minolta BHC554	A5AY011008982
Saco Administrative Office	Business Office - Basement	Konica Minolta BHC300i	AA2J013002828
Saco Middle School	Guidance Area	Konica Minolta BH4050	A6VF011004749
Saco Pre-K Program	Pre-K - 5 Willey Road	Konica Minolta BHC3351	A92F011010987
Saco Pre-K Program	Pre-K Modular - Young Elementary	Konica Minolta BHC3350i	A93E011001725
Saco Pre-K Program	Pre-K Office - 5 Willey Road	Konica Minolta BHC3350i	A93E011002510
Saco Transportation Office	Modular - Office	Konica Minolta BHC3350	A4Y4011001520
Young Elementary School	Modular North	Konica Minolta BH654	A5YN017003082

STARDoc USER NAMES

Name	User Name
Celeste Hatch	chatch@sacoschools.org
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Timothy Kane	tkane@sacoschools.org

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

<center>SPC manages over 4,500 Photocopiers and Printers
Our relationship with our vendors has never been stronger!</center>

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