



## ***Specialized Purchasing Consultants***

**1491 East Side River Road**

**Dummer, NH 03588**

**(800)750-1538**

# **FY20 Annual Report**

## **Year - End Photocopier Analysis**

**With projected costs for FY21**

**Jackie Wilson  
Bennington-Rutland Supervisory Union  
Route 7A  
Sunderland, VT 05250**



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

August 2020

Jackie Wilson  
Bennington-Rutland Supervisory Union  
6378 Vermont Route 7A  
Sunderland, VT 05250

Skip Tilton  
President

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

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

Dear Jackie:

We at Specialized Purchasing consultants wish to thank you for your continued confidence in us for the **past 12 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, Billie Jo and I 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.



***Jessica Paradis***  
***Accounting Coordinator***

Jessica oversees billing, resolving any questions or issues as needed. She is also responsible for setting up lease and purchase transactions.

***Alex Webster***  
***Operations & Marketing Manager***

Alex oversees STARDoc, FM Audit, and equipment upgrades. He also researches and markets current and new SPC tools and services to existing and potential clients.



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

Pam helps to maintain a good working relationship between clients and vendors, especially with regard to equipment reliability. She also oversees equipment upgrades and changes, warranty replacements, end-of-year meter collection and billing, and Annual Report scheduling. Pam assists with marketing SPC services to existing and potential clients.

***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 equipment surveys and installation audits. He assists with contact information updates along with STARDoc and FM Audit updates.

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

Heidi handles bookkeeping and billing for both clients and vendors, processing payments, and other office support.



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

Our newest team member, Kelly assists with maintaining service & supply contracts, managing equipment trades, and upgrades, bookkeeping and other general office work.



## 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 and supply contracts.

### 1999 Improved Annual Reports

- 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

### 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.

### 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.

### 2021 SPC Roadmap

- Major STARDoc facelift. User interface will be more modern.
- Update Bid Process to simplify bid submission for all of our vendors.
- Five Year Fleet Management (FYFM) - Projects out Five Year costs for all equipment based on current and past usage.

## Equipment Health Status

**Total Number of Machines:** **13**

Total Black Photocopiers:	7
Total Color Photocopiers:	6
Total Black Network Printers:	0
Total Color Network Printers:	0
Total Removed From Service:	0

**# of Units OFF Warranty:** 0

**# of Units Approaching End of Warranty:** 1

**# of Units Overused:** 0

**# of Units Underused:** 0

**Commencement Date:** 07/01/2018

**# of Annual Payments Left on Lease:** 1

**All Warranties and Service Contracts Expire:** 06/30/2023

**SPC's FM Audit Print Management Software Loaded:** Yes

**Printer Contract Signed:** No

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 Jackie,

Because of the change to remote learning in March, COVID-19 had a direct and significant impact on client budgets. Usage was dramatically affected and resulted in a year-end under usage credit of \$290.88. While this may seem like a positive – saving money on reprographic expenses –it has actually put a tremendous burden on the vendors as they are starting off the new fiscal year with a deficit. Combine this with other economic strains for the vendors, SPC is concerned, which is why we have developed the Warranty and Relief Fund (see page 44) to protect our clients.

We have reviewed the service history report from National as well. They appear to be handling the response time stipulated in the bid very seriously. Overall, the equipment seems to be running well.

It is our recommendation that you begin to consider an upgrade after you pay off your last lease payment on 8-1-2021 so that you can determine what your future lease cost would be.

Sincerely,  
Skip

## Aging Equipment Summary

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

Building	Room	Make/Model	Serial Number	Vendor	
				Name	Intro Date
Currier Memorial	Resource Room	Kyocera 3501	L7S4105025	NA1927	07/18/2013



### Non-Contracted Devices

Make - Model	Serial Number	IP Address	Last Update
BROTHER HL-2270DW series	U62674B3N72233	10.5.0.34.0	2019-02-01 07:34:04
BROTHER HL-2270DW series	U62674E3N95397	10.5.0.412	2019-02-01 07:34:04
BROTHER HL-2270DW series	U62674E3N95398	10.5.0.393	2019-02-01 07:34:04
BROTHER HL-2270DW series	U62674F3N20822	10.5.0.385	2019-02-01 07:34:04
BROTHER HL-2270DW series	U62674F3N21928	10.5.0.356	2019-02-01 07:34:04
BROTHER HL-2270DW series	U62674G3N27595	10.5.0.408	2019-02-01 07:34:04
BROTHER HL-2270DW series	U62674H3N33184	10.5.0.379	2019-02-01 07:34:04
BROTHER HL-2270DW series	U62674H3N33185	10.5.0.424	2019-02-01 07:34:04
BROTHER HL-2270DW series	U62674K3N51619	10.5.0.362	2019-02-01 07:34:04

BROTHER HL-2270DW series	U62674L3N631703 10.5.0.43	2019-02-01 07:34:04
BROTHER HL-2270DW series	U62674M2N53357 10.5.0.337	2019-02-01 07:34:04
BROTHER HL-L2370DW series	U64965K9N31136 192.168.0.2377	2020-05-11 07:32:53
BROTHER HL-L8360CDW series	U64642C8J190544 10.2.0.104	2019-02-01 07:34:04

Make - Model	Serial Number	IP Address	Last Update
BROTHER HL-L8360CDW series	U64642C8J191036	10.5.0.55	2019-02-01 07:34:04
BROTHER HL-L8360CDW series	U64642C8J191138	10.5.0.46	2019-02-01 07:34:04
BROTHER MFC-L2750DW series	U64988C8N74454	10.2.1.1252	2018-12-30 07:34:16
HP 3700 series	CN7693D3ZS06GZ	10.2.1.226	2019-02-01 07:34:04
HP COLOR LaserJet 2600n	CNHC72T1KQ	10.5.0.53	2018-12-26 07:34:14
HP LASERJET 400 color M451dn	CNBH307067	10.4.0.10	2018-06-30 00:00:00
HP LASERJET M402dn	PHB5D04598	10.0.0.17	2019-02-01 07:34:04
HP LASERJET P2035n	CNB9T85396	10.5.0.47	2019-02-01 07:34:04
HP LASERJET P2055dn	CNB9L47441	10.0.0.12	2019-02-01 07:34:04
HP LASERJET P2055dn	CNBJ543296	10.0.0.16	2019-02-01 07:34:04
HP LaserJet Professional P 1102w	VND3M24666	10.5.0.48	2018-02-18 07:32:27
HP LASERJET Professional P1102w	VNB4K11407	10.0.1.67	2019-01-26 07:33:09
HP Officejet Pro X476dw MFP	CN51SJJ0MB	10.5.0.44	2018-10-16 07:33:27

Make - Model	Serial Number	IP Address	Last Update
HP Officejet Pro X476dw MFP	CN536KK01Q	10.5.0.45	2019-02-01 07:34:04
HP Officejet Pro X476dw MFP	CN536KK09Q	10.5.0.46	2018-10-01 07:32:56
Kyocera FS-1370DN	Q653563163	10.1.0.23	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563166	10.2.0.101	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563167	10.4.0.4	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563168	10.1.0.26	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563169	10.3.0.5	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563173	10.1.0.32	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563174	10.1.0.24	2019-01-23 07:34:50
Kyocera FS-1370DN	Q653563177	10.2.0.103	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563178	10.3.0.7	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563182	10.1.0.35	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563343	10.2.0.97	2019-02-01 07:34:04

Make - Model	Serial Number	IP Address	Last Update
Kyocera FS-1370DN	Q653563347	10.2.0.96	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563349	10.2.0.95	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563353	10.2.0.88	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563356	10.2.0.105	2019-01-31 07:33:08
Kyocera FS-1370DN	Q653563357	10.2.0.82	2018-11-24 07:32:52
Kyocera FS-1370DN	Q653563358	10.2.0.110	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563359	10.2.0.115	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563360	10.2.0.114	2019-01-18 07:34:34
Kyocera FS-1370DN	Q653563361	10.2.0.113	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563362	10.2.0.86	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563363	10.2.0.107	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563364	10.2.0.118	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563365	10.2.0.98	2019-02-01 07:34:04

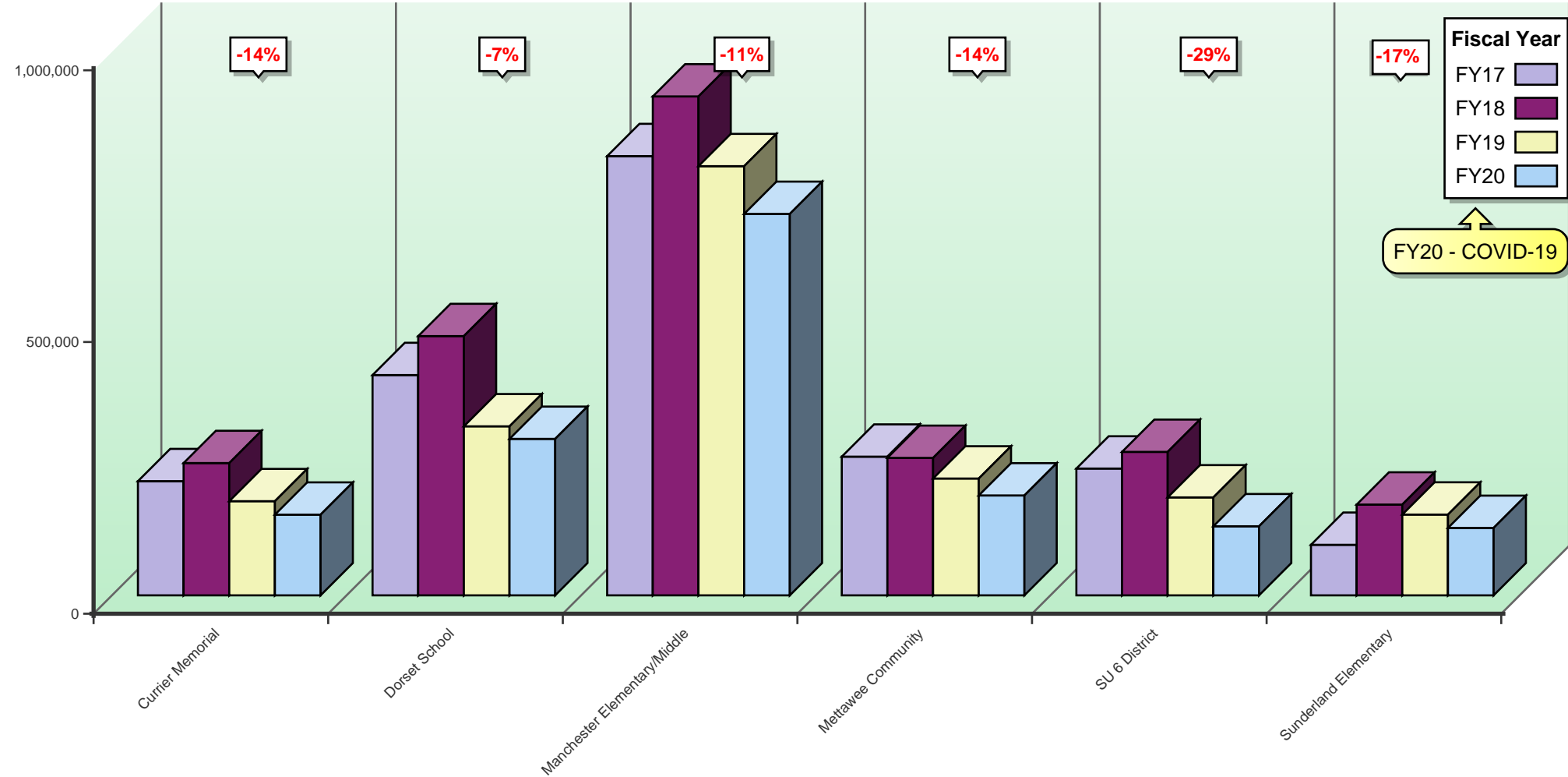
Make - Model	Serial Number	IP Address	Last Update
Kyocera FS-1370DN	Q653563366	10.2.0.93	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563369	10.2.0.108	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563370	10.2.0.109	2019-02-01 07:34:04
Kyocera FS-1370DN	Q653563371	10.2.0.81	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553407516	10.1.0.29	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553407526	10.1.0.30	2019-01-29 07:33:21
KYOCERA FS-C5250DN	Q553407533	10.1.0.33	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553407536	10.3.0.3	2018-06-30 00:00:00
KYOCERA FS-C5250DN	Q553407538	10.3.0.4	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553407543	10.1.0.31	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553507594	10.2.0.89	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553507595	10.3.0.10	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553507596	10.2.0.102	2019-02-01 07:34:04

Make - Model	Serial Number	IP Address	Last Update
KYOCERA FS-C5250DN	Q553507606	10.3.0.9	2019-01-24 07:34:04
KYOCERA FS-C5250DN	Q553507607	10.1.0.34	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553507608	10.1.0.22	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553507610	10.1.0.27	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553507611	192.168.0.237	2019-12-17 07:32:41
KYOCERA FS-C5250DN	Q553507614	10.2.0.92	2018-08-07 07:32:41
KYOCERA FS-C5250DN	Q553507650	10.2.0.106	2018-06-30 00:00:00
KYOCERA FS-C5250DN	Q553507652	10.2.0.92	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553507654	10.2.0.99	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553507657	10.3.0.2	2019-02-01 07:34:04
KYOCERA FS-C5250DN	Q553507658	10.2.0.100	2019-02-01 07:34:04
TOSHIBA e-STUDIO2550C	C7AF28490	10.0.0.18	2019-02-01 07:34:04
TOSHIBA e-STUDIO457	CEDF66229	10.5.0.50	2019-02-01 07:34:04

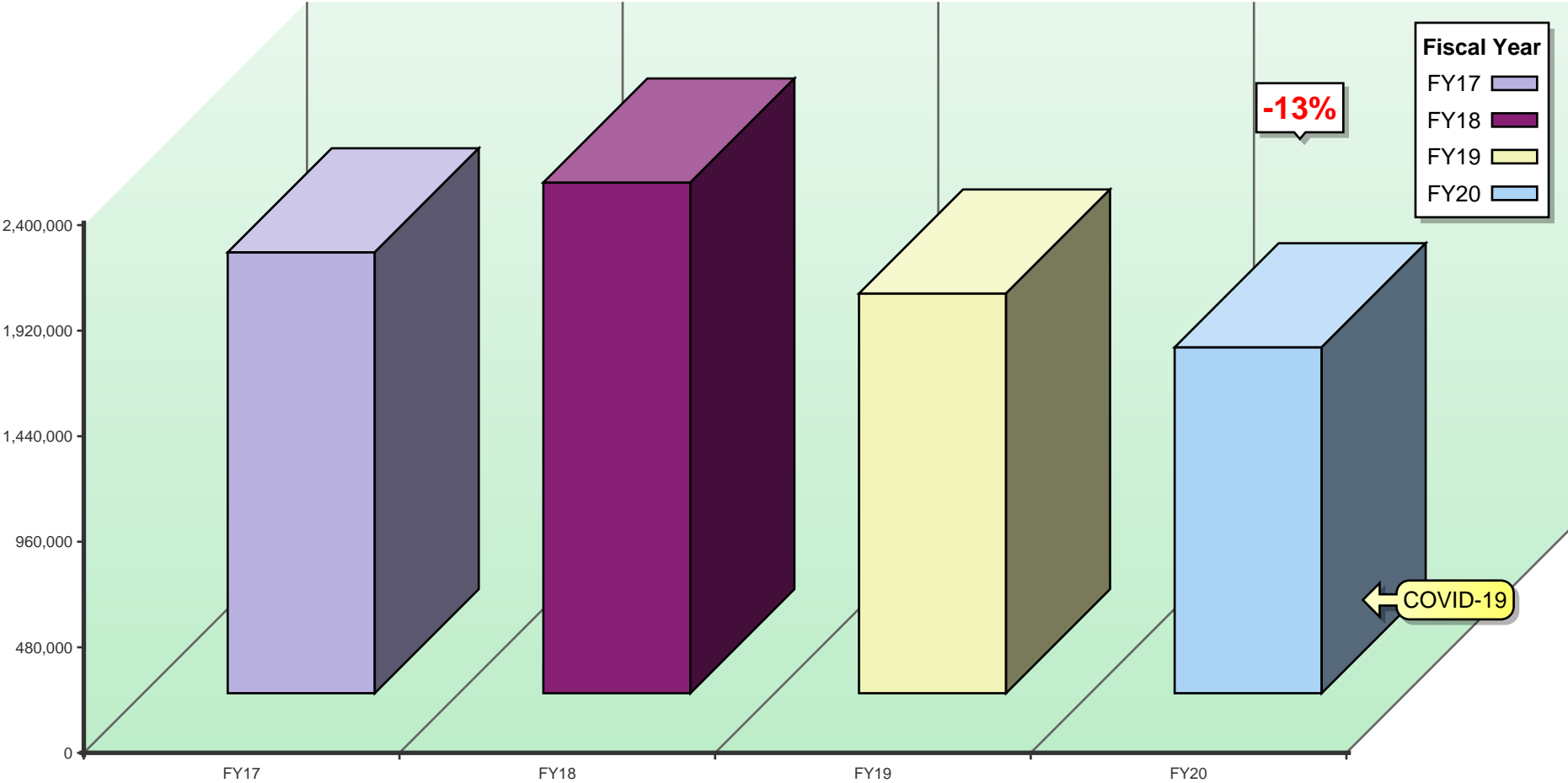
Make - Model	Serial Number	IP Address	Last Update
TOSHIBA e-STUDIO657	CADF32614	10.5.0.51	2019-02-01 07:34:04
TOSHIBA e-STUDIO657	CADF32638	10.5.0.52	2019-02-01 07:34:04



Annual Black Volume by Location



Annual Black Volume Overall



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

## Average Student-to-Copy Usage - Black

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

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
Currier Memorial	84	148,482	\$2,524.24	1,768	\$30.05
Dorset School	160	287,919	\$4,894.70	1,799	\$30.59
Manchester Elementary/Middle	363	701,888	\$11,932.30	1,934	\$32.87
Mettawee Community	162	183,813	\$3,124.87	1,135	\$19.29
SU 6 District	0	127,090	\$2,160.57	0	\$0.00
Sunderland Elementary	86	124,081	\$2,109.41	1,443	\$24.53
<b>Totals</b>	<b>855</b>	<b>1,573,273</b>	<b>\$26,746.09</b>	<b>1,840</b>	<b>\$31.28</b>

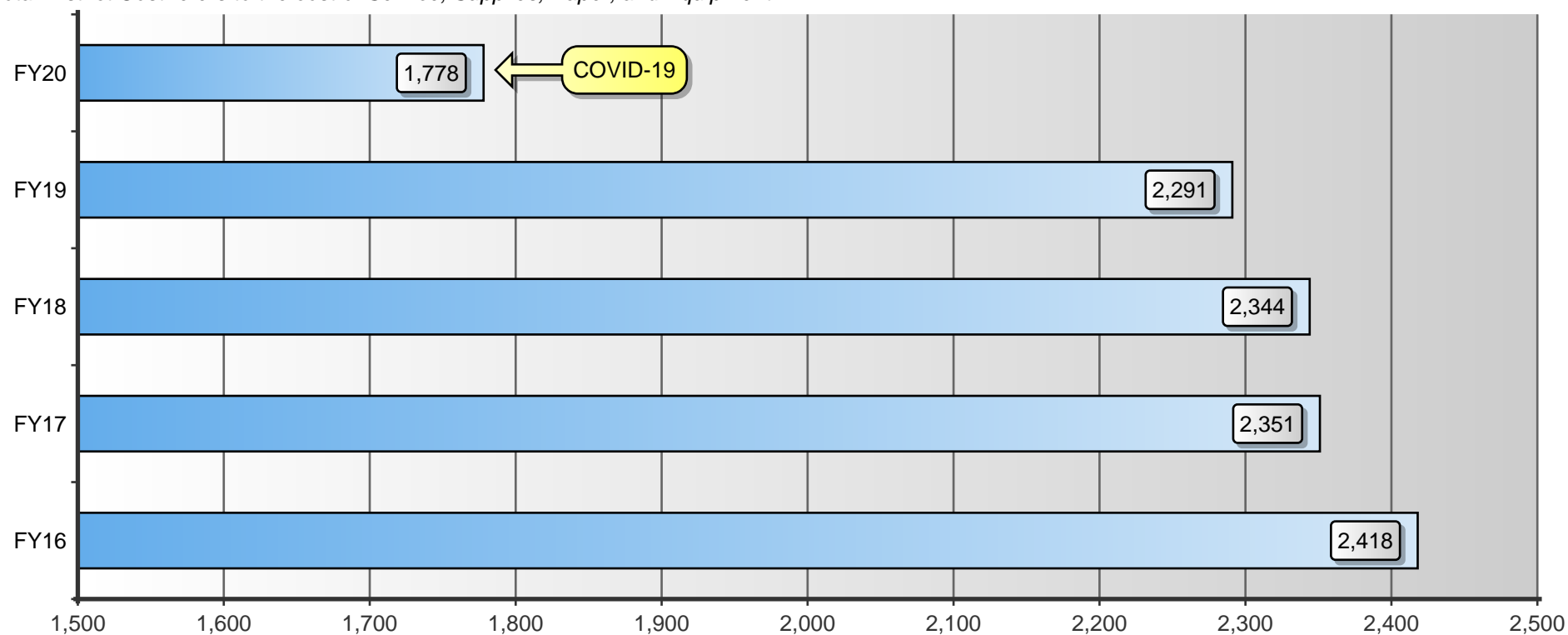
*\*Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this report.*

## Industry Average Copies per Student - Black

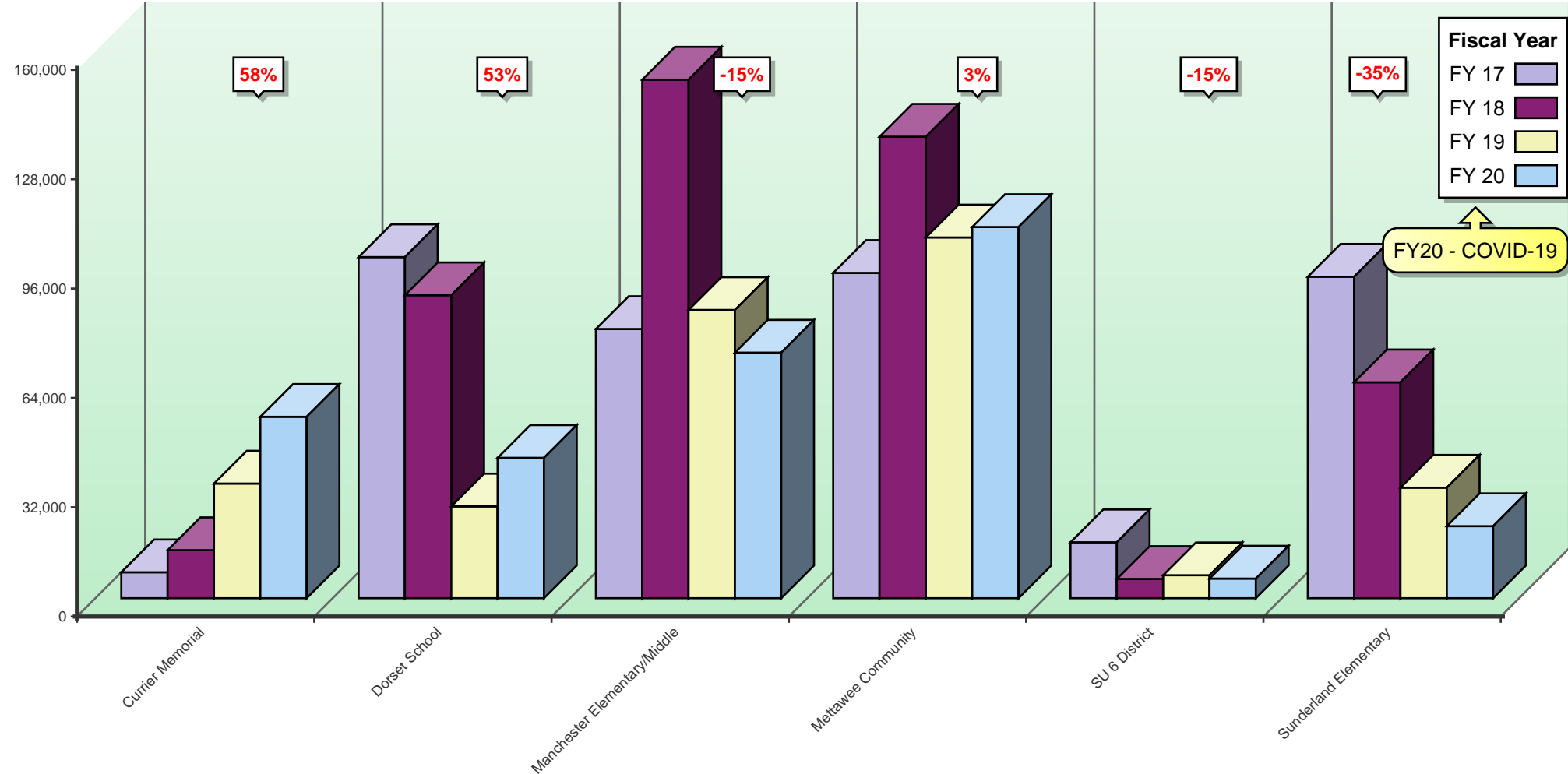
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	<i><b>Total Student Population</b></i>	<i><b>Total Annual Volume</b></i>	<i><b>Total District Cost*</b></i>	<i><b>Annual Copies Per Student</b></i>	<i><b>Annual Cost Per Student</b></i>
All Schools w/Student Populations	74,038	131,634,476	\$3,165,697.18	1,778	\$42.76

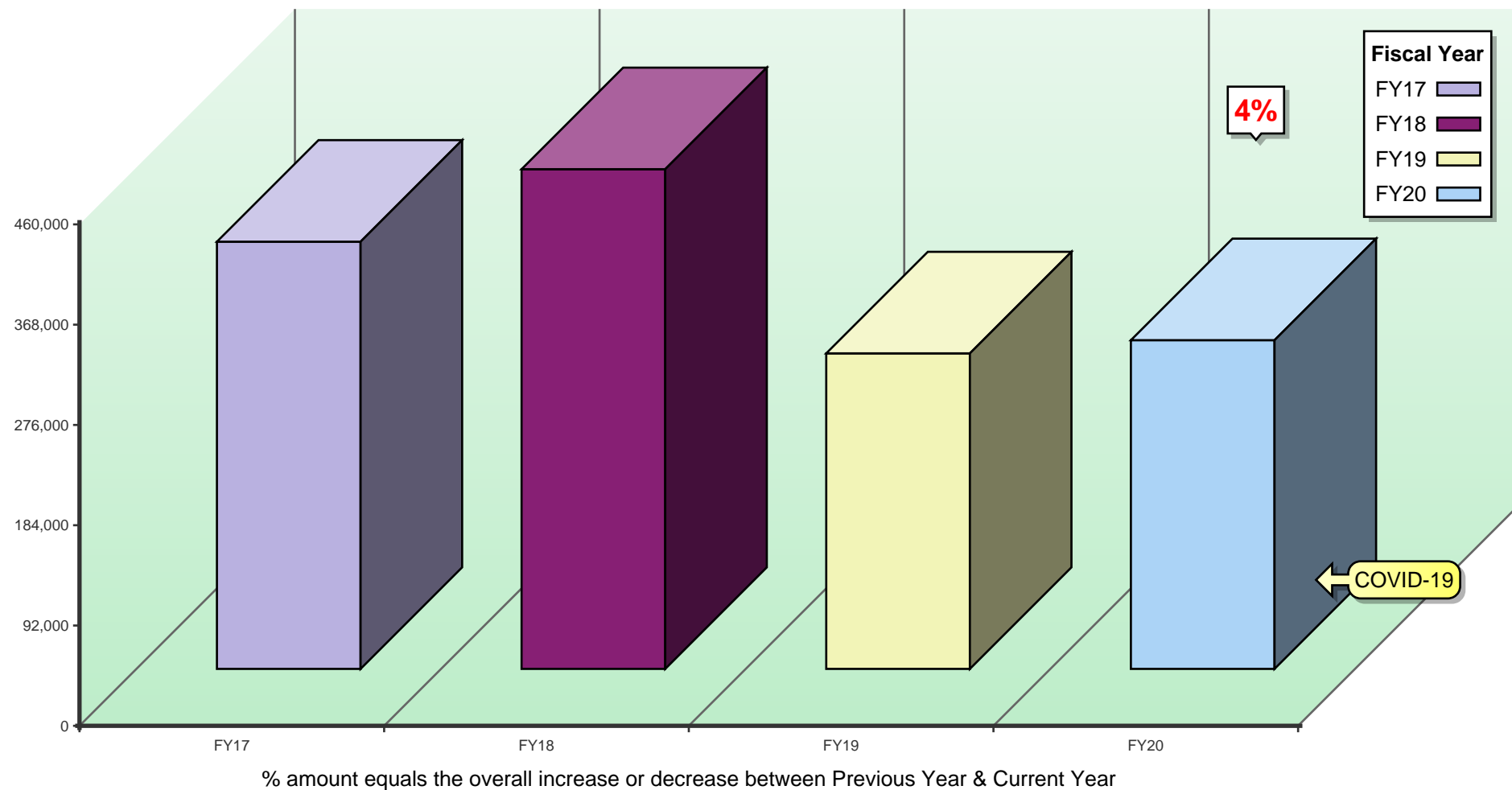
\*Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.



Annual Color Volume by Location



Annual Color Volume Overall



## Average Student-to-Copy Usage - Color

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

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
Currier Memorial	84	53,105	\$1,802.91	632	\$21.46
Dorset School	160	41,086	\$1,394.87	257	\$8.72
Manchester Elementary/Middle	363	71,878	\$2,440.26	198	\$6.72
Mettawee Community	162	108,641	\$3,688.36	671	\$22.77
SU 6 District	0	5,747	\$195.11	0	\$0.00
Sunderland Elementary	86	21,087	\$715.90	245	\$8.32
<b>Totals</b>	<b>855</b>	<b>301,544</b>	<b>\$10,237.42</b>	<b>353</b>	<b>\$11.97</b>

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

**Note: STARDoc tool will flag any future high color usage. See page 42 of STARDoc Features. Current industry ratio averages 184 color prints per student per year. Your color volume this year averages 353 per student. Please contact our SPC technical team to provide training to your staff if your usage is too high.**

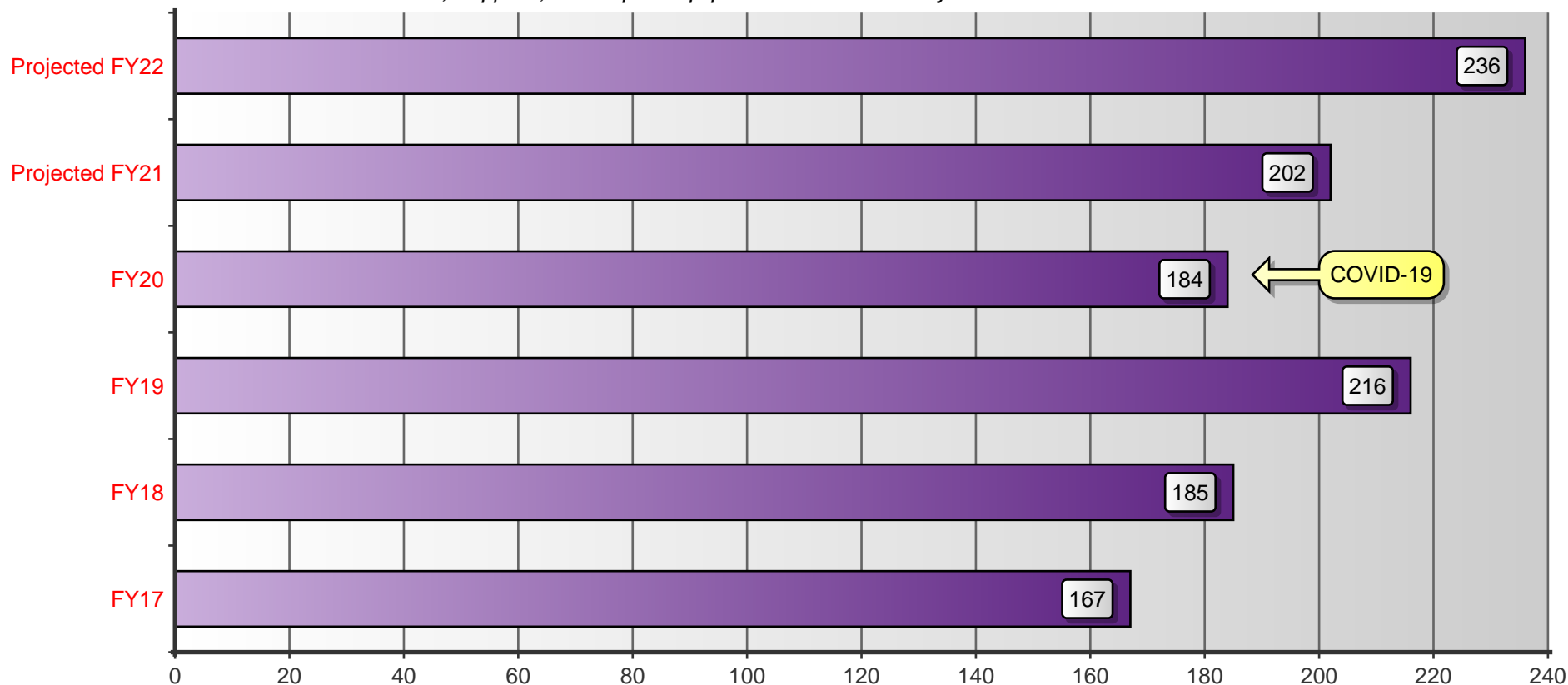
<i>District Wide Black Totals</i>	<b>1,573,273</b>	<b>\$4,499.56</b>
<i>District Wide Color Totals</i>	<b>301,544</b>	<b>\$10,207.26</b>

## 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.

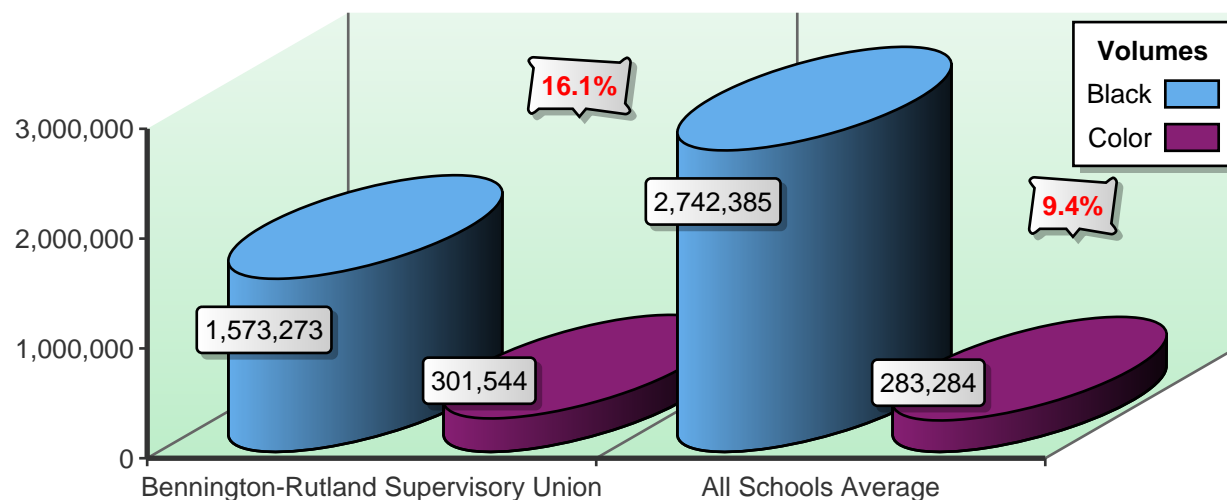
	<i><b>Total Student Population</b></i>	<i><b>Total Annual Volume</b></i>	<i><b>Total District Cost*</b></i>	<i><b>Annual Copies Per Student</b></i>	<i><b>Annual Cost Per Student</b></i>
All Schools w/Student Populations	74,038	13,597,620	\$725,023.31	184	\$9.79

\*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 is skyrocketing out of control! A five-year study of 83,000 students across the Tri-State region revealed a rapid increase in the K-12 sector. In fact, in FY19, color printing increased by 19%! Of course FY20 was dramatically different because of COVID-19. Therefore, we should assume that color volume will continue to increase unless the proper controls are put in place. Obviously, some color printing is necessary. However, if color printing 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.

## Usage Profile for Service & Supplies

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: 07/01/2018*

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Currier Memorial</b>					
<b>Main Office Work Area Hall</b>					
Kyocera 5052ci / PPM	152,010	271,882	119,872	\$0.00286	None at this time.
W2H7Z06161 / B8462				\$342.83	
3,000,000 / 08/2016	33,564	86,669	53,105	\$0.03385	
Color Photocopier NA1927				\$1,797.60	
<b>Resource Room</b>					
Kyocera 3501 / 35 PPM	128,771	157,381	28,610	\$0.00286	7 years from Intro.
L7S4105025 / B3880				\$81.82	
750,000 / 07/2013	0	0	0	\$0.00000	
Black Photocopier NA1927				\$0.00	
Subtotal Black			148,482	\$424.66	
Subtotal Color			53,105	\$1,797.60	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Dorset School</b>					
<b>Front Office</b>					
Kyocera 5052ci / PPM	67,138	138,918	71,780	\$0.00286	None at this time.
W2H7Z06305 / B8466				\$205.29	
3,000,000 / 08/2016	26,917	68,003	41,086	\$0.03385	
Color Photocopier				\$1,390.76	
NA1927					
<b>Teachers' Admin Up Room 25</b>					
Kyocera 8002i / 80 PPM	244,195	460,334	216,139	\$0.00286	None at this time.
VAK7500890 / B8468				\$618.16	
3,000,000 / 08/2016	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
NA1927					
<b>Subtotal Black</b>			<b>287,919</b>	<b>\$823.45</b>	
<b>Subtotal Color</b>			<b>41,086</b>	<b>\$1,390.76</b>	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Manchester Elementary/Middle</b>					
<b>Basement</b>					
Kyocera 8002i / 80 PPM	374,646	665,717	291,071	\$0.00286	None at this time.
VAK7801147 / B8469				\$832.46	
3,000,000 / 08/2016	0	0	0	\$0.00000	
Black Photocopier NA1927				\$0.00	
<b>Main Office</b>					
Kyocera 5052ci / PPM	61,867	130,315	68,448	\$0.00286	None at this time.
W2H7Z06318 / B8463				\$195.76	
3,000,000 / 08/2016	84,368	156,246	71,878	\$0.03385	
Color Photocopier NA1927				\$2,433.07	
<b>Room 211 Resource Room</b>					
Kyocera 8002i / 80 PPM	353,622	695,991	342,369	\$0.00286	None at this time.
VAK7801209 / B8470				\$979.18	
3,000,000 / 08/2016	0	0	0	\$0.00000	
Black Photocopier NA1927				\$0.00	
<b>Subtotal Black</b>			<b>701,888</b>	<b>\$2,007.40</b>	
<b>Subtotal Color</b>			<b>71,878</b>	<b>\$2,433.07</b>	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Mettawee Community</b>					
<b>Main Office</b>					
Kyocera 8002i / 80 PPM	129,632	236,251	106,619	\$0.00286	None at this time.
VAK8301739 / B8471				\$304.93	
3,000,000 / 08/2016	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
NA1927					
<b>Teachers' Work Room Admin Team</b>					
Kyocera 5052ci / PPM	85,498	162,692	77,194	\$0.00286	None at this time.
W2H7Z06325 / B8465				\$220.77	
3,000,000 / 08/2016	105,579	214,220	108,641	\$0.03385	
Color Photocopier				\$3,677.50	
NA1927					
<b>Subtotal Black</b>			<b>183,813</b>	<b>\$525.71</b>	
<b>Subtotal Color</b>			<b>108,641</b>	<b>\$3,677.50</b>	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>SU 6 District</b>					
<b>Back Area</b>					
Kyocera 5052ci / PPM	72,897	128,899	56,002	\$0.00286	None at this time.
W2H8106777 / B8461				\$160.17	
3,000,000 / 08/2016	6,730	12,477	5,747	\$0.03385	
Color Photocopier				\$194.54	
NA1927					
<b>Front Area</b>					
Kyocera 8002i / 80 PPM	107,549	178,637	71,088	\$0.00286	None at this time.
VAK7500887 / B8467				\$203.31	
3,000,000 / 08/2016	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
NA1927					
<b>Subtotal Black</b>			<b>127,090</b>	<b>\$363.48</b>	
<b>Subtotal Color</b>			<b>5,747</b>	<b>\$194.54</b>	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Sunderland Elementary</b>					
<b>Teachers' Room</b>					
Kyocera 5002i / 50 PPM	78,867	136,602	57,735	\$0.00286	None at this time.
W347X05878 / B8472				\$165.12	
3,000,000 / 08/2016	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
NA1927					
<b>Teachers' Storage</b>					
Kyocera 5052ci / PPM	70,094	136,440	66,346	\$0.00286	None at this time.
W2H7Z06301 / B8464				\$189.75	
3,000,000 / 08/2016	32,437	53,524	21,087	\$0.03385	
Color Photocopier				\$713.79	
NA1927					
<b>Subtotal Black</b>			<b>124,081</b>	<b>\$354.87</b>	
<b>Subtotal Color</b>			<b>21,087</b>	<b>\$713.79</b>	
<b>District Wide Black Totals</b>			<b>1,573,273</b>	<b>\$4,499.56</b>	
<b>District Wide Color Totals</b>			<b>301,544</b>	<b>\$10,207.26</b>	<b>Your Avg Color CPC is \$0.0339</b>

## 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 03/15/2008 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual FY 20 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
1,573,273	\$0.01679	\$26,415.25

### **CURRENTLY WITH SPC**

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
1,573,273	\$0.00286	\$4,499.56	\$21,915.69	\$109,578.46

\*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 \$21,915.69 x 12 years as a Client**  
**= \$262,988.31 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 payment 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
Currier Memorial	148,482	\$426.14	\$801.80	\$1,296.29	\$2,524.24
Dorset School	287,919	\$826.33	\$1,554.76	\$2,513.61	\$4,894.70
Manchester Elementary/Middle	701,888	\$2,014.42	\$3,790.20	\$6,127.68	\$11,932.30
Mettawee Community	183,813	\$527.54	\$992.59	\$1,604.74	\$3,124.87
SU 6 District	127,090	\$364.75	\$686.29	\$1,109.53	\$2,160.57
Sunderland Elementary	124,081	\$356.11	\$670.04	\$1,083.26	\$2,109.41
<b>Total</b>	<b>1,573,273</b>	<b>\$4,515.29</b>	<b>\$8,495.67</b>	<b>\$13,735.12</b>	<b>\$26,746.09</b>

### SPC Equipment Bids:

Presently our bids are coming in between **15% to 23%** of Retail, while the current Salesman's Cost is 50% of Retail.

For Example: A 95-CPM Konica Minolta Bizhub 958 RADF Duplex Finisher 3-Hole Punch CIF-Print-Color Scan-Hard Drive for Secure Print with a **Retail Cost of \$45,640** is coming in at **\$7,342...16% 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 current annual lease payment are NOT figured in to this table, as they are covered in the Black prints report.

<b>Building</b>	<b>Projected Color Volume</b>	<b>Service &amp; Supply Cost</b>
Currier Memorial	53,105	\$1,802.91
Dorset School	41,086	\$1,394.87
Manchester Elementary/Middle	71,878	\$2,440.26
Mettawee Community	108,641	\$3,688.36
SU 6 District	5,747	\$195.11
Sunderland Elementary	21,087	\$715.90
<b>Total</b>	<b>301,544</b>	<b>\$10,237.42</b>

## Service & Supply Usage Profile by Vendor - Black

This table represents actual expenses for BLACK prints or copies by vendor for the current year along with projected service & supply expenses for the upcoming fiscal year. Under SPC's new 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. **Current year's increase is 0.03%.**

Vendor	Equipment Type	Annual Volume	FY20 Cost/Copy	Total Cost	FY21 Cost/Copy	Projected Cost
National 1927	Black Photocopier	1,113,631	\$0.00286	\$3,184.98	\$0.00287	\$3,196.12
National 1927	Color Photocopier	459,642	\$0.00286	\$1,314.58	\$0.00287	\$1,319.17
	<b>Total</b>	<b>1,573,273</b>	<b>\$0.00286</b>	<b>\$4,499.56</b>	<b>\$0.00287</b>	<b>\$4,515.29</b>

## Service & Supply Usage Profile by Vendor - Color

This table represents actual and projected expenses for COLOR prints or copies by vendor for the current and next fiscal year. Under SPC's new 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. **Current year's increase is 0.03%.**

Vendor	Equipment Type	Annual Volume	FY20 Cost/Copy	Total Cost	FY21 Cost/Copy	Projected Cost
National 1927	Color Photocopier	301,544	\$0.03385	\$10,207.26	\$0.03395	\$10,237.42
	<b>Total</b>	<b>301,544</b>	<b>\$0.03385</b>	<b>\$10,207.26</b>	<b>\$0.03395</b>	<b>\$10,237.42</b>

## Reprographic Equipment Assessment

This chart provides the status of your equipment and details of your current lease, if any.\*

Total Number of Units	13
Total Number of Units on Lease	12
Total Number of Units Owned	1
Lease Company	Norway Savings Bank
Lease Start Date	07/01/2018
Lease End Date	08/01/2021
Term	4 Annual
Annual Payment usually due on 8/1	\$13,735.12
Remaining Payments	1

*\*The determination on the lease has no bearing on Service & Supply and Warranty Contracts.*

## Leased Equipment

Building	Make/Model	Serial Number
Currier Memorial	Kyocera 5052ci	W2H7Z06161
Dorset School	Kyocera 8002i	VAK7500890
Dorset School	Kyocera 5052ci	W2H7Z06305
Manchester Elementary/Middle	Kyocera 8002i	VAK7801147
Manchester Elementary/Middle	Kyocera 8002i	VAK7801209
Manchester Elementary/Middle	Kyocera 5052ci	W2H7Z06318
Mettawee Community	Kyocera 8002i	VAK8301739
Mettawee Community	Kyocera 5052ci	W2H7Z06325
SU 6 District	Kyocera 8002i	VAK7500887
SU 6 District	Kyocera 5052ci	W2H8106777
Sunderland Elementary	Kyocera 5052ci	W2H7Z06301
Sunderland Elementary	Kyocera 5002i	W347X05878

Owned Equipment

Building	Make/Model	Serial Number
Currier Memorial	Kyocera3501	L7S4105025

**STARDoc User Names**

<b>Name</b>	<b>User Name</b>
Brooke DeBonis	bdebonis@brsu.org
Carolyn Parillo	cparillo@brsu.org
Celeste Keel	celeste.keel@brsu.org
Debra Fishwick	dfishwick@brsu.org
Dennis DeWeerd	ddeweerd
Jackie Wilson	jwilson
Jennifer Ringe	jringe@brsu.org
Jennifer Turner	jturner@brsu.org
Katie Murphy	kmurphy@brsu.org
Kelley Schultz	kschultz
Kelly Leggett	kleggett
Kelly Leggett	kleggett@brsu.org
Rosanna Moran	rmoran@brsu.org
Sue Wilborn	sue.wilborn@brsu.org





## Benefits of partnering with SPC

### Top Benefits to **our CLIENTS:**

#### 1. Cooperative Buying

By definition, is a model that allows a group of buyers with a common interest to pool their buying power in order to negotiate more favorable pricing and better service. SPC's model allows you to pick your preferred vendor!

- SPC's pricing is so strong ***we pay for our own fee*** by acquiring prices lower than what you can do on your own.
- We will save you money benefiting from the combined purchasing power of more than 63 clients with over 3,700 devices doing more than **155** million copies and prints per year. We purchase approximately 1,100 units annually with 80 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 annually and/or quarterly.
- TWO 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.



## Benefits of partnering with SPC

### 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 over usage.
- 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 1989, saving millions of dollars along the way.**

***Based on current actual volumes and CPCs, SPC has generated Annual Savings of more than \$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 you - Over 1,100 units purchased annually running over 80 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).
- Controls the Bid Specs (Not allowing any vendor to underbid or offer discontinued equipment).
- A chance to sell your 'Value Add' directly to our clients after the bids are in. Customer has the right to pay more than low bid.

### **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 cost!
- Manage installation.
- Audit installation.
- Capture final meter reads for old contracts..
- Close books on old devices & contracts..



## SPC Values Our Vendors

### Vendor Ongoing Support

- Yearly meter reads.
- Simplified Billing: SPC collects service funds for the Vendor.
- Collection of all meter reads annually and reconciling them with the 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 3,700 pieces of equipment;**  
**Our relationship with our vendors has never been stronger!**



## STARDoc Features

### Cost Projection by Department or Building

- Allows you to formulate next year's budgets 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 floor plans
- Timeline - allowing you to go back to see how your budget compares to previous years

### Map your devices on Floorplans

Who Benefits? Business Manager, IT

- Identifies detailed information (IP address, serial number, vendor ID, CPC, consumed volume, toner and service alerts)
- Device information tab will allow you to easily access the web interface of the printer/copier
- Identifies detailed information (IP address, serial number, vendor ID, CPC, consumed volume, toner and service alerts)
- Non-reporting device listing for devices that haven't reported for more than 2 weeks
- Asset Management (Servers, Wireless Access Points, IP Cameras, Projectors, Apple TVs)

### Floorplan Administration

Who Benefits? Business Manager and IT

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

### Contacts Page

Who Benefits? Business Manager and IT

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



## STARDoc Features

### Device Listing Page

- Centralized location for detailed information of District's assets
- Exportable device listing to Excel or PDF
- Tracks additional non-contract devices
- IP Addresses and MAC addresses automatically imported
- Strikethrough on machines that have been removed

### Monthly Audits

Who Benefits? Business Manager and Superintendent

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

### Timeline

Who Benefits? Business Manager

- Track historical volume and cost per building

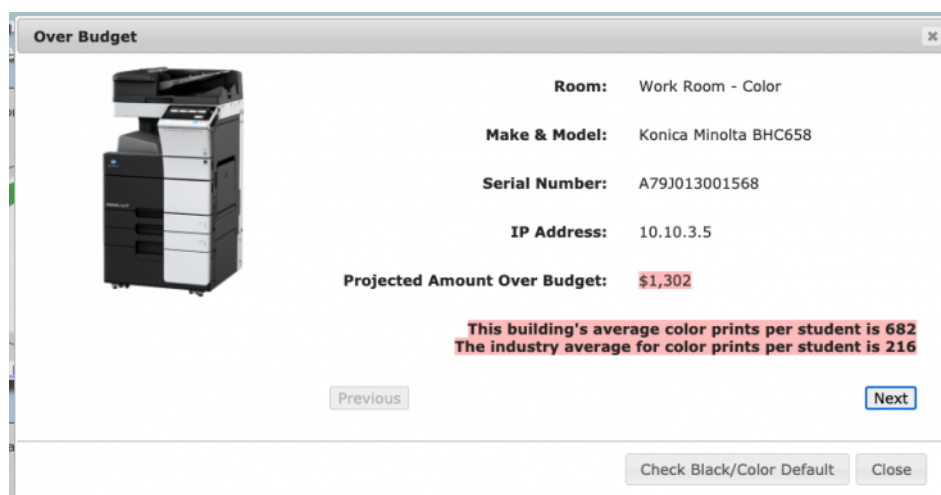
### Last Sync Date

Who Benefits? IT Manager

- Shows the last time that FMAudit synced for that client

### 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.





**SPC'S CLIENT WARRANTY AND RELIEF INSURANCE FUND****AVAILABLE IMMEDIATELY!****WHY IS IT NEEDED?**

With the recent pandemic, schools and businesses shut down. We are now seeing massive credits overall owed in the vicinity of \$389,820.78!\* However, your contracts stipulate that any unused service and supplies are to be refunded. While this may seem like good news to our clients, 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.

**\*CREDITS ANTICIPATED JUNE 30, 2020**

A-COPI (Owned by Visual Edge)	(\$77,605.18)
AXIS	(\$16,858.50)
BUDGET	(\$20,200.73)
CANON	(\$31,240.99)
KMBS	(\$154,659.88)
NATIONAL	(\$38,961.67)
OSV (Owned by Visual Edge)	(\$64,920.06)
RICOH	(\$3,432.44)
SYMQUEST (Owned by KMBS)	(\$11,027.80)
XEROX	(\$913.53)
<b>TOTAL UNUSED</b>	<b>(\$389,820.78)</b>