

# **Specialized Purchasing Consultants**

**1491 East Side River Road**

**Dummer, NH 03588**

**(800)750-1538**



## **FY23 Annual Report**

**With FY24 Projections**

**Duane Ford**

**Dunbarton Elementary School**

**20 Robert Rogers Road**

**Dunbarton, NH 03046**



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

October 2023

Duane Ford  
Dunbarton Elementary School  
20 Robert Rogers Road  
Dunbarton, NH 03046

Skip Tilton  
President

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

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

Dear Duane:

Specialized Purchasing Consultants is pleased to present your FY23 Annual Report. We pride ourselves in being flexible and adjusting to the competitive environment. After going through two tough years involving backorders, we now feel confident that the industry has caught up with their inventory.

While Inflation has been a worldwide problem, SPC bids have fallen to their lowest level ever! We are buying new equipment for **8 to 12% of retail!** In addition, the number of participants in our bids has grown to eight different vendors representing eight different manufacturers.

Since 2020, we are averaging 75 million prints, acquiring approximately 1,200 machines annually. In addition, we have signed up **34 new clients, representing 100 million prints** – more than a 50% increase. The purpose of informing you of this information is to continue to build confidence in the strength of your cooperative buying power with SPC.

As always, we are grateful for your continued confidence in the services SPC provides and in our efforts to secure better pricing on equipment, service and supplies than can be obtained independently. We look forward to working with you another year and into the future.

Sincerely,

Skip Tilton  
President

"Protecting Your Copier Interests"

# TABLE OF CONTENTS

Meet Your Team . . . . .	1
SPC Timeline . . . . .	2
Equipment Health Status . . . . .	4
Compare Present vs Proposed . . . . .	5
Non Contracted Devices . . . . .	6
Bar Chart - Annual Black Volume Overall . . . . .	7
Average Student to Copy Usage - Black . . . . .	8
Industry Average Copies per Student - Black . . . . .	9
Bar Chart - Annual Color Volume Overall . . . . .	10
Average Student to Copy Usage - Color . . . . .	11
Industry Average Copies per Student - Color . . . . .	12
Industry Average Copies per Student Black & Color . . . . .	13
Equipment Usage & Recommendations . . . . .	14
SPC Service & Supply Cost Savings . . . . .	21
Projected Equipment Cost by Building Black . . . . .	22
SPC Upgrades for 2023 . . . . .	23
Projected Equipment Cost by Building - Color . . . . .	24
Service & Supply Usage Profile by Vendor - Black . . . . .	25
Service & Supply Usage Profile by Vendor - Color . . . . .	26
Leased/Owned Equipment Details . . . . .	27
Leased Equipment . . . . .	28
STARDoc User Names . . . . .	29
Warranty & Relief Fund . . . . .	30

## 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 was relatively new in 1988, but with your trust and loyalty, we have been able to save our clients millions of dollars, increase the reliability and quality of your service and equipment, and improve the accuracy and ease of billing. We are so pleased to bring you services that give you control over equipment, usage and costs.



**Alex Webster**  
**Director of Technology & Operations**

Alex manages overall operations, actively seeking new clients and improving the cooperative bid process and the buying power in New England. Alex organizes and prepares the bids, tabulates the results, and presents them to our clients. He also oversees STARDoc and FM Audit maintenance so our clients always have access to valuable information on their equipment.

**Sue Penney**  
**Administrative & Finance Manager**

Sue oversees all billing, leases, and contracts. Her decades of financial expertise, attention to detail, and ability to prioritize ensure accuracy and timeliness of all finance projects.



**Kelly Fortier**  
**Finance Support**

Kelly is a valuable asset to the SPC Finance Department. Her versatility in managing various aspects of accounting, lease documentation, and service and supply contracts benefits her team and the clients she works with.

**Heidi Tilton**  
**Office Support**

As part of the Billing Team, Heidi assists with bookkeeping and billing, processing payments, updating contact information, and providing office support.

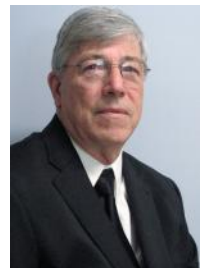


**Pam Weed**  
**Client-Vendor Relations**

Pam works with clients and vendors to maintain a good working relationship. She oversees warranty complaints and replacements, equipment upgrades and changes, end-of-year meter collection, billing, and scheduling of Annual Report meetings. Pam also assists with marketing SPC services.

**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. He also wrote the code to create the many reports SPC generates to give you the accurate information you rely on..



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

Jamin plays a vital role in ensuring equipment surveys, installations, and trades go smoothly. He coordinates with clients and vendors to create schedules that are beneficial for all. Jamin also assists Alex in many technical areas such as maintaining STARDoc, FM Audit and the computers.

## 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.

### 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 Vendor Bid

- Put bid out in February instead of late spring.
- This early bidding saved clients thousands due to inflation and price increases that took place after bid pricing was locked in, preventing higher rates to our clients.
- This also allowed for early ordering to accommodate backorders.
- We were also able to lock in bid rates for existing equipment until new equipment could be installed after the start of the new fiscal year.

### 2023 STARDoc Facelift and new Ratio Category

- STARDoc Program now online/live as of July 1 with Client Audits for November 1
- High, Middle & Elementary School: Student Ratio for Black & Color Prints

### 2024 SPC Roadmap

- High, Middle & Elementary School: Student Ratio for Copiers & MFP-Printers

## EQUIPMENT HEALTH STATUS

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**Total Number of Machines** **26**

Total Black Photocopiers	2
Total Color Photocopiers	1
Total Black Network Printers	21
Total Color Network Printers	2
Total Removed From Service	0

**# of Units Not in Use for FY23** **0**

# of Units OFF Warranty\*\* 0

# of Units Approaching End of Warranty 0

# of Units Overused 0

# of Units Underused 0

Contract Commencement Date 07/01/2020

Contract and Warranty Expiration Date 06/30/2026

# of Annual Payments Remaining on Lease 2

PaperCut Installed No

A-4 (includes printers & mfps) Devices 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 Duane,

At our meeting, we will discuss three powerful tools, which include:

- Annual Report
- Last year's service history, and
- Our new 2023 updated STARDoc Management Tool.

Based on 87,539 students across the tri-state region that SPC manages

- Black averages 1,854 per student - up 4% from last year
- Color averages 281 per student - up 16% from last year

Based on 255 students, your district averages are

- Black 1,469 per student - a 4% increase in usage compared with the previous year.
- Color 53 per student - a 6% decrease in usage compared with the previous year.

We can discuss this and any concerns you may have at our meeting.

Sincerely,

*Skip Tilton*

**Dunbarton Elementary School**  
**Duane Ford**  
**20 Robert Rogers Road, Dunbarton NH,**  
**Five-Year Basis beginning with the 2020/2021 Fiscal Year**

**Copies-per-Year: 491,748**

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

**PRESENT SITUATION**

- 1) Guarantees on Photocopiers: **<1 Year**
- 2) Annual Price Ceilings Left: **<1 Year**
- 3) Console Copiers with 3 million plus: 1
- 4) Units to be Traded: 24
- 5) Photocopiers: 2
- 6) Color Photocopiers: 0
- 7) MFPs: 1
- 8) Printers: 21
- 9) Duplexers: 18
- 10) Finishers: 2
- Total number of Units: 24

**PROPOSED SITUATION**

- 1) Guarantees for both New, Recons & Used Machines: **Five + Years**
- 2) 5% or CPI Annual Ceilings, whichever is less: **Five + Years**
- 3) Console Copiers with 3 Million plus: 2
- 4) Replaced: **24 New**
- 5) Photocopiers: **3 with Secure Print/Confidential Mailbox**
- 6) Color Photocopiers: 1
- 7) MFPs: **0 with 0 Color**
- 8) Printers: **21 with 2 Color**
- 9) Duplexers: **24**
- 10) Finishers: **3**
- Total number of Units: **24**

**Overall Description of Equipment Fleet:**

**Presently**, you have **five different manufacturers & twenty-nine different models** of low-end network printers. The **new arrangement** will shift to one manufacturer **with one vendor** servicing everything. This will greatly reduce cost and improve reliability.

**Print Management:** STARDoc for all devices. Additionally, 3 OCR Modules will be purchased to allow scanning of documents that are searchable. SPC will assist in implementing Papercut Mobility Print as well.

**Capital:**

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

**Board Approval Date: May 6<sup>th</sup>, 2020**

**Service & Supplies:**

Considering all of your consumable cost centers including service you are averaging **\$0.004764 for black and \$0.092070 for Color**. The new contract will come in at a CPC of **\$0.003533 for Black and \$0.038850 for Color**.

**Vendor Packages:**

SPC will bring you multiple different vendor combinations, matching up the best technology available to meet your needs. We would like to highlight the most qualified bids combination for your School District:

<u>Cost Center</u>	<u>Present</u>	<u>KMBS Low Bid</u>
1. Service & Supplies Color Photo only:	\$799.35	\$337.30
2. Service & Supplies Black Photo only:	\$2,301.29	\$1,706.68
3. Annual Muni Lease:	\$6,657.65	\$7,194.23
4. Forced Upgrades (#10 Owned Printers):	<u>\$1,500.00</u>	<u>\$00.00</u>
Totals:	\$11,258.29	\$9,238.21

\* Note that with the last upgrade only **14 New units were purchased while 24 New units** are part of the lease.

**The successful bidders** will have a blanket servicing contract that includes all consumables excluding only staples and paper for all of the equipment that is under their factory authorized ability to service. They will provide one easy CPC billing plan done twice a year in July & January with a reconciliation invoice in June. Your service contract will be fixed through **June 30<sup>th</sup>, 2021**. A contract extension has been negotiated for four more years, which will have an annual price ceiling of five percent or CPI, whichever is less. You however, only commit funds for one-year at a time to the servicing vendor. And even this scenario allows you to upgrade, lowering the service costs, if it is to your advantage to go out to bid at any time. SPC will set up both the service- supply contracts and the warranty cards with the successful bidding vendors.

**Security package:** Hard Drive Wipes are included in these prices.



## NON-CONTRACTED DEVICES

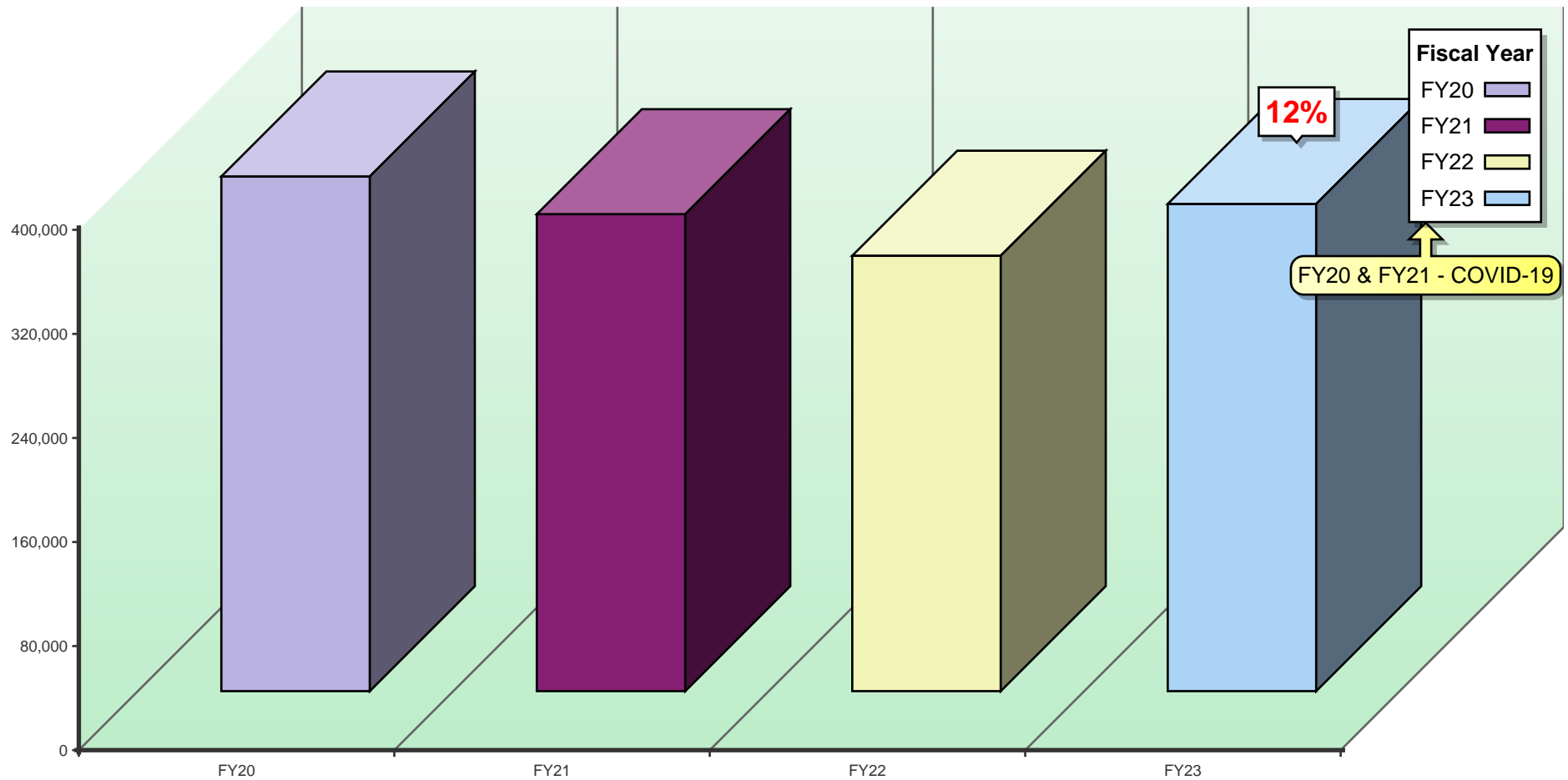
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Make - Model	Serial Number	IP Address	Last Update
CANON TM-200	BAKG06041	192.168.168.226	2023-10-22 04:53:15

With your next upgrade, we highly recommend you incorporate these machines into your next contract. Depending on volume, this could result in significant cost savings. For example, in buying supplies on your own and having your in-house IT staff service them, a color laser device color cost can average as much as 25 cents per print, while our bids are coming in at less than 5 cents per print.

In addition, not including the usage on these machines can throw off your usage ratios shown on the next few pages, which can also affect your future budget planning.

## ANNUAL BLACK VOLUME OVERALL



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

## AVERAGE STUDENT-TO-COPY USAGE - BLACK

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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
Dunbarton Elementary School	255	374,532	\$11,195.59	1,469	\$43.90
<b>Totals</b>	<b>255</b>	<b>374,532</b>	<b>\$11,195.59</b>	<b>1,469</b>	<b>\$43.90</b>

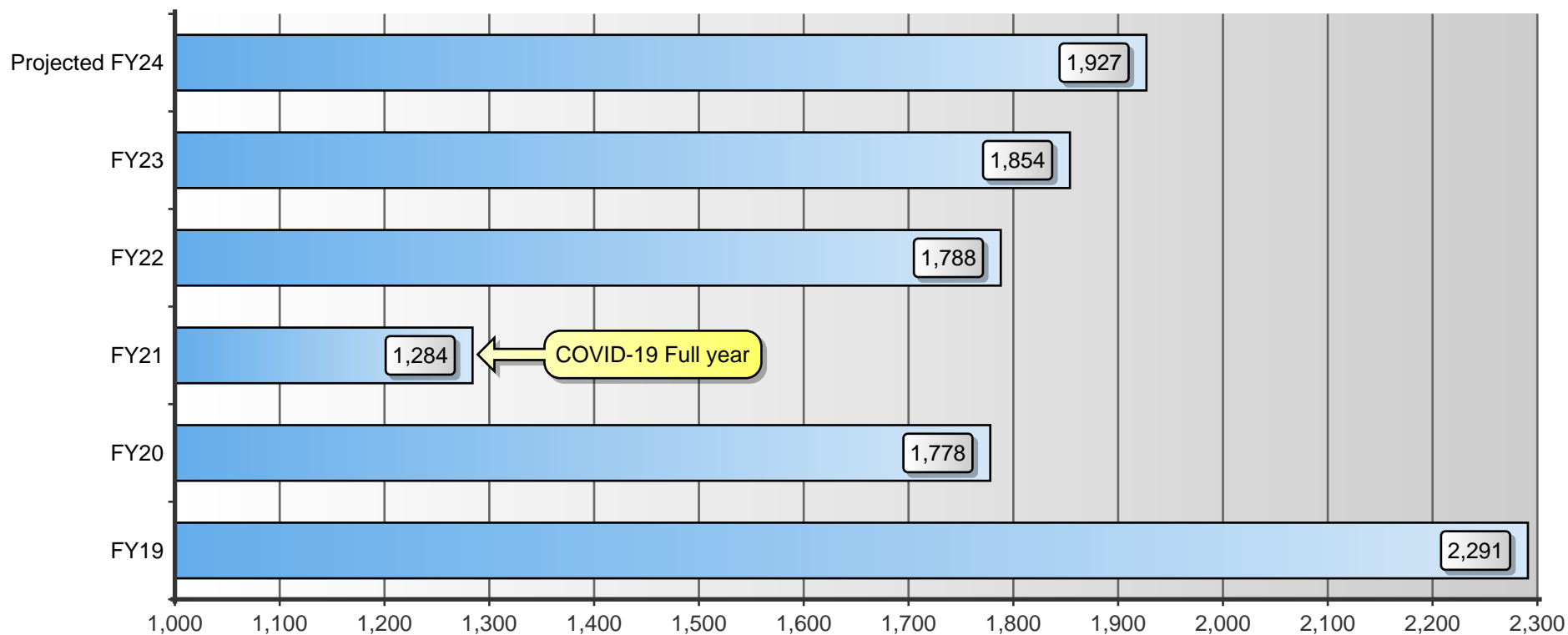
*\*Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this report.*

## INDUSTRY AVERAGE COPIES PER STUDENT - BLACK

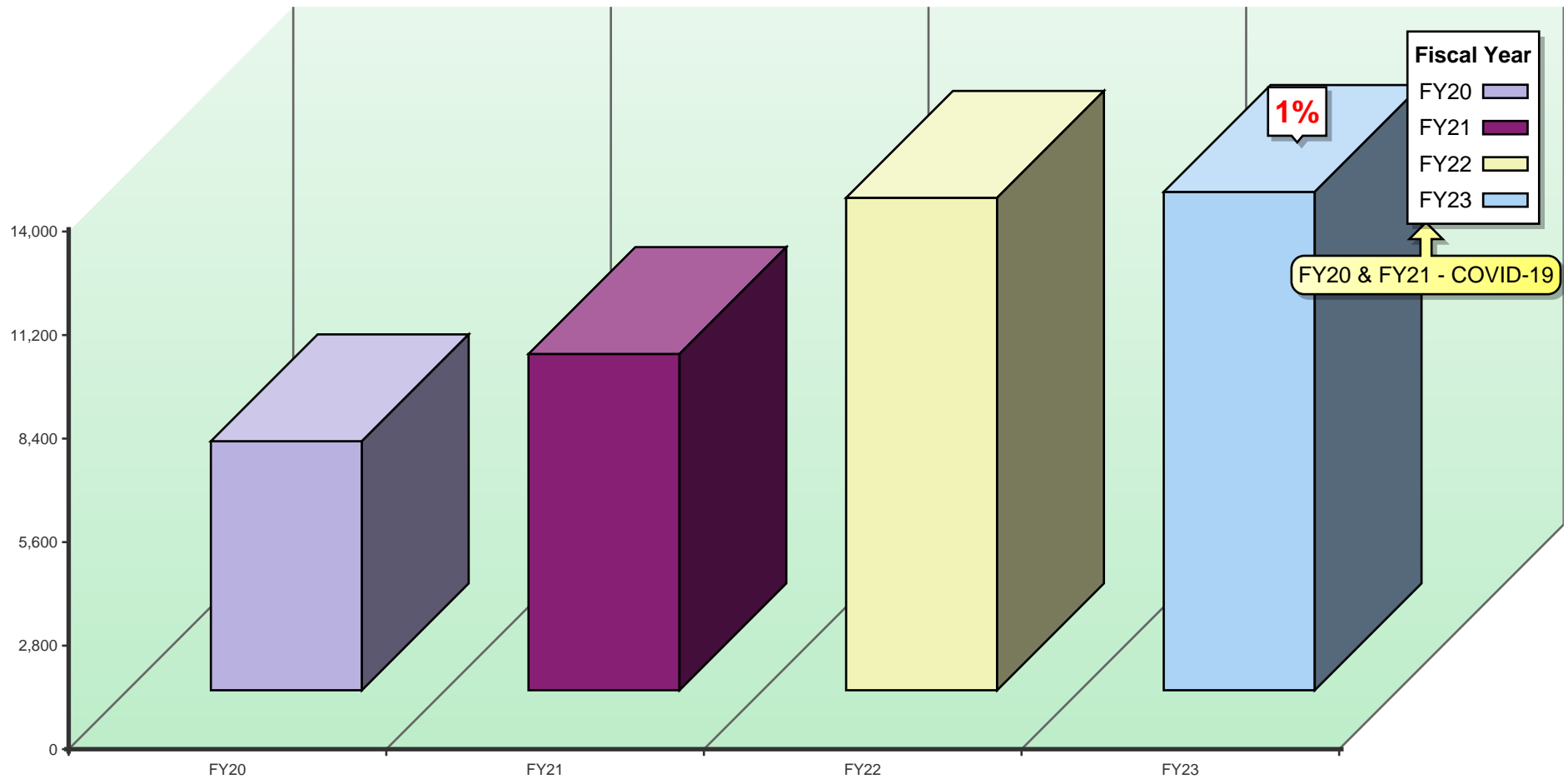
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	Total Student Population	Total Annual Volume	Total District Cost*	Annual Copies Per Student	Annual Cost Per Student
All Schools w/Student Populations	87,539	162,267,704	\$4,226,214.37	1,854	\$48.28

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



## ANNUAL COLOR VOLUME OVERALL



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

## AVERAGE STUDENT-TO-COPY USAGE - COLOR

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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
Dunbarton Elementary School	255	13,479	\$672.07	53	\$2.64
<b>Totals</b>	<b>255</b>	<b>13,479</b>	<b>\$672.07</b>	<b>53</b>	<b>\$2.64</b>

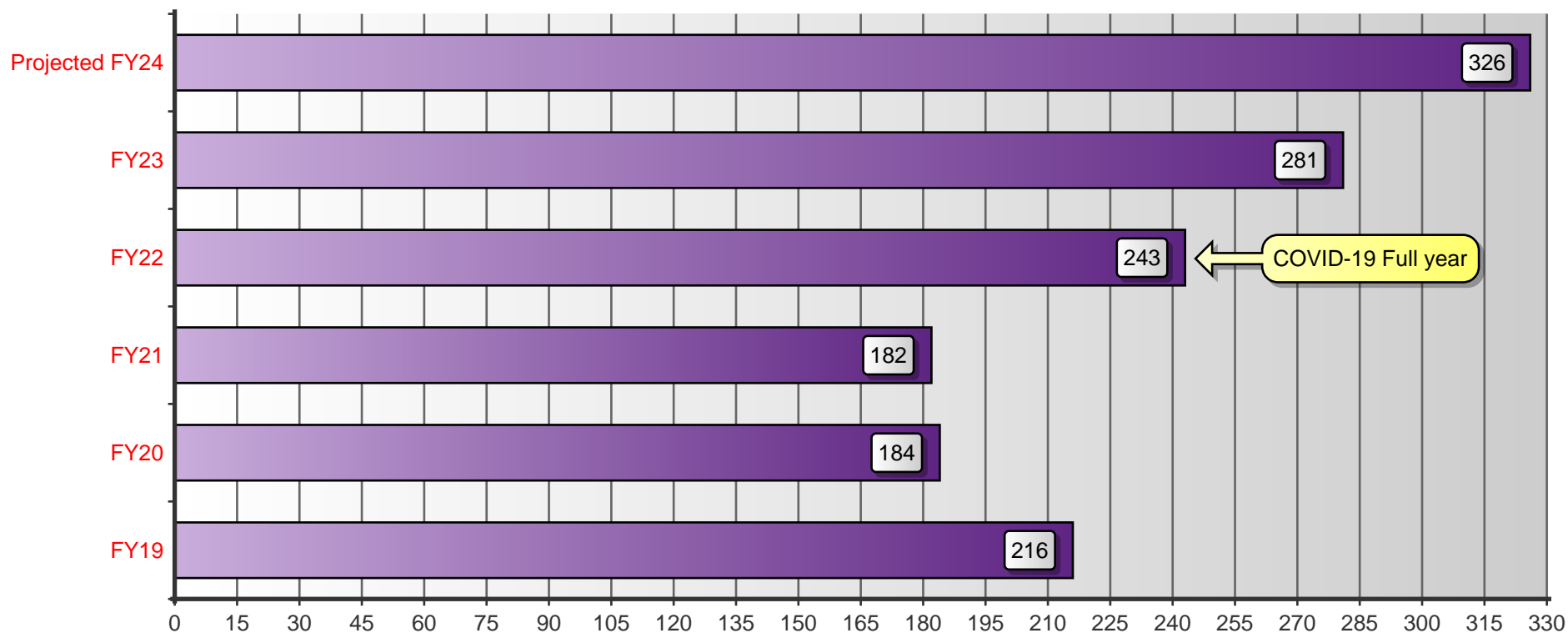
*\*Total School Cost refers only to Service & Supplies as Paper and Equipment are included in the previous table for black prints.*

## INDUSTRY AVERAGE COPIES PER STUDENT - COLOR

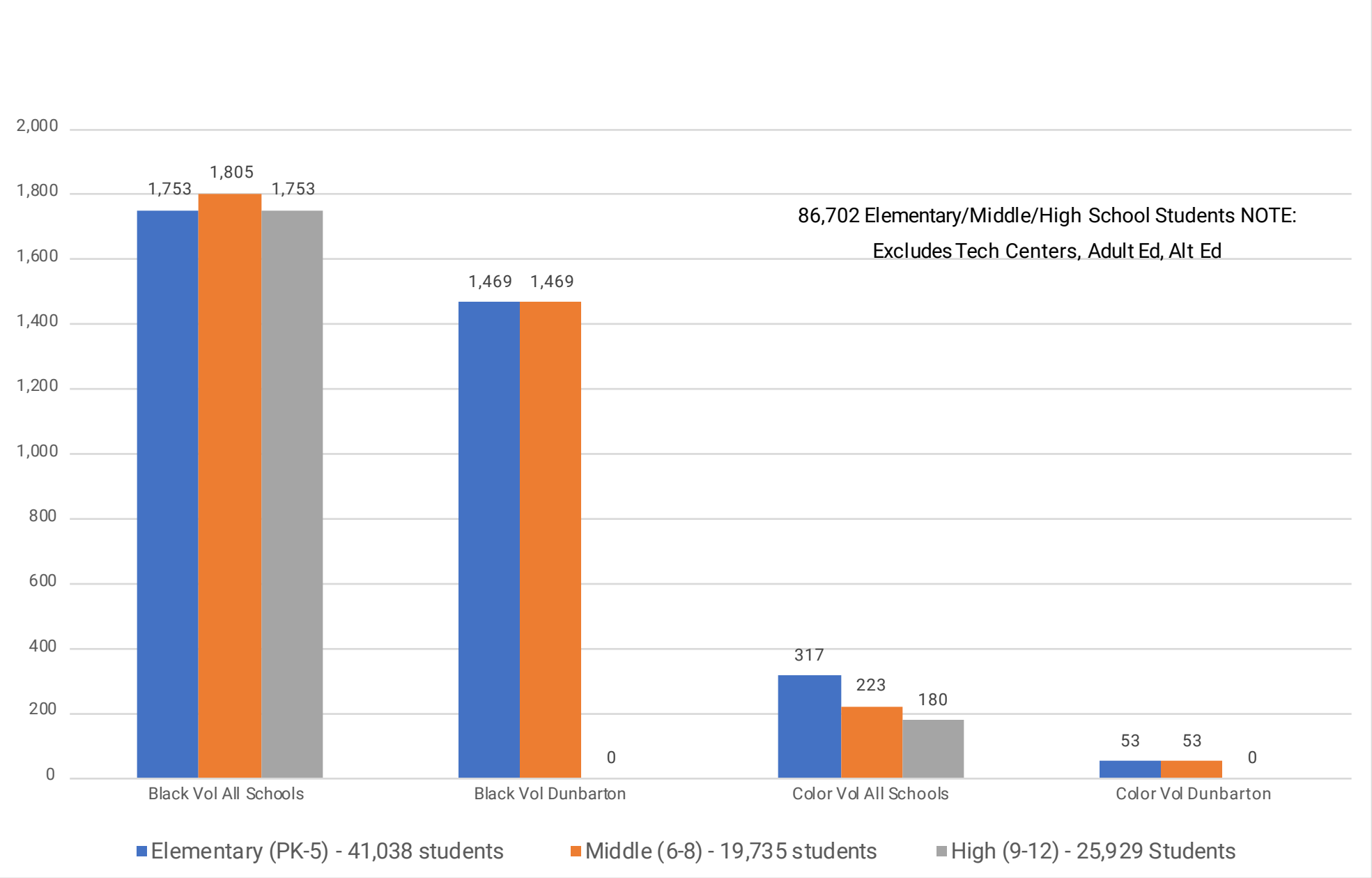
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district 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	87,539	24,569,703	\$1,008,305.25	281	\$11.52

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



AVERAGE VOLUME TO STUDENT RATIO BY STUDENT TYPE





## EQUIPMENT USAGE & RECOMMENDATIONS

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

Date of Last Upgrade: 07/01/2020

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
Dunbarton Elementary School					
Custodian					
Konica Minolta BH3602P / 35 PPM	1,097	1,438	341	\$0.00660	None at this time.
AAFK011001751 / 9497 1989				\$2.25	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
Kitchen Office					
Konica Minolta BH3602P / 35 PPM	1,268	1,554	286	\$0.00660	None at this time.
AAFK011001753 / 9497 1976				\$1.89	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
Principal					
Konica Minolta BH3602P / 35 PPM	4,352	4,984	632	\$0.00660	None at this time.
AAFK011001775 / 9497 2003				\$4.17	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2022 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Reading Room</b>					
Konica Minolta BH3602P / 35 PPM	1,048	6,570	5,522	\$0.00660	None at this time.
AAFK011001518 / 9499 5648				\$36.45	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 100 Main Office</b>					
Konica Minolta BH4000i / 42 PPM	20,606	31,983	11,377	\$0.00660	None at this time.
ACET011001880 / 9497 2002				\$75.09	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 101</b>					
Konica Minolta BH4000i / 42 PPM	9,625	17,581	7,956	\$0.00660	None at this time.
ACET011000415 / 9497 1990				\$52.51	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 102</b>					
Konica Minolta BHC450i / 45 PPM	125,687	217,633	91,946	\$0.00344	None at this time.
AA7R011003511 / 9514 3164				\$316.29	
1,000,000 / 09/2020	13,346	22,442	9,096	\$0.04185	
Color MFP A-3 11x17 / KMBS				\$380.67	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 106</b>					
Konica Minolta BHC3300i / 35 PPM	5,666	7,239	1,573	\$0.00660	None at this time.
AAJT011001596 / 9514 2196				\$10.38	
750,000 / 04/2019	3,037	4,815	1,778	\$0.06060	
Color Printer A-4 / KMBS				\$107.75	
<b>Room 301</b>					
Konica Minolta BH3602P / 35 PPM	4,947	7,108	2,161	\$0.00660	None at this time.
AAFK011001771 / 9490 8748				\$14.26	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 302</b>					
Konica Minolta BH3602P / 35 PPM	6,533	11,962	5,429	\$0.00660	None at this time.
AAFK011001777 / 9490 8747				\$35.83	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 303 Library</b>					
Konica Minolta BH558 / 55 PPM	160,654	223,544	62,890	\$0.00344	None at this time.
AA6T011011344 / 9502 9934				\$216.34	
3,000,000 / 02/2017	0	0	0	\$0.00000	
Black MFP A-3 11x17 / KMBS				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 304</b>					
Konica Minolta BH3602P / 35 PPM	3,992	6,547	2,555	\$0.00660	None at this time.
AAFK011001785 / 9490 8746				\$16.86	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 306</b>					
Konica Minolta BH3602P / 35 PPM	4,922	7,914	2,992	\$0.00660	None at this time.
AAFK011001772 / 9490 8745				\$19.75	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 308</b>					
Konica Minolta BH3602P / 35 PPM	4,379	8,100	3,721	\$0.00660	None at this time.
AAFK011001786 / 9497 1981				\$24.56	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 309</b>					
Konica Minolta BH3602P / 35 PPM	1,442	2,155	713	\$0.00660	None at this time.
AAFK011001779 / 9497 1988				\$4.71	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 310</b>					
Konica Minolta BH3602P / 35 PPM	5,475	9,312	3,837	\$0.00660	None at this time.
AAFK011001760 / 9490 8757				\$25.32	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 401</b>					
Konica Minolta BH658 / 65 PPM	282,549	413,221	130,672	\$0.00344	None at this time.
AA6R011007089 / 9514 2151				\$449.51	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black MFP A-3 11x17 / KMBS				\$0.00	
<b>Room 407</b>					
Konica Minolta BH3602P / 35 PPM	5,524	13,463	7,939	\$0.00660	None at this time.
AAFK011001757 / 9497 1980				\$52.40	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 408</b>					
Konica Minolta BH3602P / 35 PPM	6,743	10,228	3,485	\$0.00660	None at this time.
AAFK011001776 / 9497 1979				\$23.00	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 409</b>					
Konica Minolta BH3602P / 35 PPM	6,211	13,142	6,931	\$0.00660	None at this time.
AAFK011001761 / 9497 1978				\$45.74	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 410</b>					
Konica Minolta BHC3300i / 35 PPM	4,990	8,180	3,190	\$0.00660	None at this time.
AAJT011001774 / 9514 2197				\$21.05	
750,000 / 04/2019	6,031	8,636	2,605	\$0.06060	
Color Printer A-4 / KMBS				\$157.86	
<b>Room 411</b>					
Konica Minolta BH3602P / 35 PPM	13,558	17,027	3,469	\$0.00660	None at this time.
AAFK011001780 / 9497 1977				\$22.90	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 413</b>					
Konica Minolta BH3602P / 35 PPM	5,888	8,803	2,915	\$0.00660	None at this time.
AAFK011001756 / 9490 8755				\$19.24	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 414</b>					
Konica Minolta BH3602P / 35 PPM	5,579	6,861	1,282	\$0.00660	None at this time.
AAFK011001781 / 9490 8751				\$8.46	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 417</b>					
Konica Minolta BH3602P / 35 PPM	4,902	9,697	4,795	\$0.00660	None at this time.
AAFK011001754 / 9490 8754				\$31.65	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	
<b>Room 418</b>					
Konica Minolta BH3602P / 35 PPM	4,872	10,795	5,923	\$0.00660	None at this time.
AAFK011001763 / 9497 1967				\$39.09	
500,000 / 08/2018	0	0	0	\$0.00000	
Black Printer A-4 / KMBS				\$0.00	

<b>Overall Black Totals</b>	<b>374,532</b>	<b>\$1,569.71</b>
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<b>Overall Color Totals</b>	<b>13,479</b>	<b>\$646.28</b>
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**Your Avg Color CPC is \$0.0479**

## 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 06/01/2015 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual FY 23 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
374,532	\$0.01043	\$3,906.37

### CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
374,532	\$0.00419	\$1,569.29	\$2,337.08	\$11,685.40

\*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  
\$2,337.08 x 8 years as a Client = **\$18,696.64** 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
Dunbarton Elementary School	374,532	\$1,632.82	\$2,397.00	\$7,194.23	\$11,224.06
<b>TOTALS</b>	<b>374,532</b>	<b>\$1,632.82</b>	<b>\$2,397.00</b>	<b>\$7,194.23</b>	<b>\$11,224.06</b>

### SPC EQUIPMENT BIDS:

*You can experience significant cost savings on equipment and service & supplies if you did an upgrade. See next page for details.*

*Current bids are coming in between 8% to 12% of Retail compared with the current Salesman's Cost of 50% of Retail.*

*For Example, a 55-page-per-minute Color Toshiba 5525ac with RADF, Duplexing, Finisher, 3-Hole Punch, CIF-Print-Color Scan-Hard Drive for Secure Print and Fax Board with a Retail Cost of \$38,000 can be purchased for \$3,827. That's 10% of Retail! Our prices are negotiated with and supported directly by the manufacturer.*

SPC UPGRADES FOR 2023

Client Name	Contact	Total Annual Volume	Number of Machines	Former Vendor	Vendor Awarded	Equipment Awarded	Annual Cost Savings	5 Year Cost Savings	Print Management Software Added*
Brevard Family Partnership Florida	Don Johnson	1,158,146	51	Ricoh	Ricoh	Ricoh	\$28,806.28	\$144,031.40	SPC STarDoc & Papercut
City of Saco ME	Ryan Pinheiro	628,426	34	KMBS	KMBS & Ricoh	Konica Minolta	\$3,495.81	\$17,479.05	SPC STarDoc
Franklin Northeast SU VT	Morgan Daybell	4,060,945	18	Symquest	Symquest	Konica Minolta	\$10,247.75	\$51,238.75	SPC STarDoc
Holderness School NH	Paula Currie	780,989	32	Conway	Symquest	Konica Minolta	\$25,414.02	\$127,070.10	SPC STarDoc & Papercut
Phillips Exeter Academy NH	Scott Heffner	3,486,154	102	Toshiba Business	hiba Business Solut	Toshiba	\$81,636.61	\$408,183.05	SPC STarDoc & Papercut
RSU 2 Hallowell ME	Mariah Kelly	3,298,697	64	A-Copi	Smith Office	Sharp		\$0.00	
RSU 22 Hampden ME	Trish Hayes	4,624,078	57	Symquest	Symquest	Konica Minolta	\$16,482.00	\$82,410.00	SPC STarDoc
RSU 23 Old Orchard Beach ME	Cindy Cox	1,234,079	46	KMBS	Smith Office	Sharp		\$0.00	SPC STarDoc
Saco MSAU ME	Kris Stryker-IT	3,000,000	56	KMBS	KMBS	Konica Minolta	\$15,134.23	\$75,671.15	SPC STarDoc & Papercut
SAU 18 Franklin NH	Robyn Dunlap-IT	1,835,661	24	KMBS	hiba Business Solut	Toshiba	\$9,759.00	\$48,795.00	SPC STarDoc & Papercut
SAU 30 Laconia NH	Diane Clary	3,777,053	73	NECS	hiba Business Solut	Toshiba	\$14,623.00	\$73,115.00	SPC STarDoc & Papercut
SAU 301 Prospect Mou (w/SAU 72 & SAU 86) NH	Heidi Duford	2,818,384	51	NECS	hiba Business Solut	Toshiba	\$34,358.00	\$171,790.00	SPC STarDoc & Papercut
SAU 34 Hillsboro-Deering NH	Grant Geisler	1,760,806	20	KMBS/Canon	KMBS	Konica Minolta	\$18,438.01	\$92,190.05	SPC STarDoc & Papercut
SAU 40 Milford NH	Jane Fortson	5,015,229	85	KMBS	hiba Business Solut	Toshiba	\$3,397.60	\$16,988.00	SPC STarDoc & Papercut
SAU 41 Hollis-Brookline NH	Kelly Seeley	6,630,000	98	Conway	hiba Business Solut	Toshiba	\$29,914.65	\$149,573.25	SPC STarDoc & Papercut
SAU 42 Nashua NH	Dan Donovan	20,893,573	87	KMBS	KMBS	Konica Minolta	\$93,212.00	\$466,060.00	SPC STarDoc
SAU 45 Moultonborough NH	Amanda Bergquist	1,117,284	25	KMBS	hiba Business Solut	Toshiba	\$9,556.72	\$47,783.60	SPC STarDoc & Papercut
SAU 64 Milton NH	Mackenzie Campbell	1,101,887	34	Seacoast/Conway	hiba Business Solut	Toshiba	\$14,252.68	\$71,263.40	SPC STarDoc & Papercut
SAU 77 Monroe NH	Rose Harris	207,730	7	WB Mason	Symquest	Konica Minolta	\$2,100.31	\$10,501.55	SPC STarDoc
SAU 83 Fremont NH	Nathan Castle	907,329	16	KMBS	KMBS	Konica Minolta	\$7,233.81	\$36,169.05	SPC STarDoc
SAU 85 Sunapee NH	Kelly Wessells	1,101,647	35	KMBS	KMBS	Konica Minolta	\$3,171.67	\$15,858.35	SPC STarDoc & Papercut
Wiscasset School District ME	Brian Barrows	1,122,000	32	Transco	Symquest	Konica Minolta	\$13,190.00	\$65,950.00	SPC STarDoc & Papercut
SAU 21 Winnacunnet NH	Mathew Ferreira	5,178,800		2024 Upgrade					
SAU 01 Contoocook Valley NH	Brian Cisneros	4,444,000		2024 Upgrade					
<b>Totals</b>		<b>70,560,097</b>	<b>1,047</b>				<b>\$434,424.15</b>	<b>\$2,172,120.75</b>	

\* Print Management Software: All Clients have SPC STARDoc but some have chosen to acquire additional support that they did not have previously.

	2020	2021	2022	2023	2024 (so far)	Average per Year(2020-2023)
<b>TOTALS</b>	<b>82,468,260</b>	<b>69,686,229</b>	<b>73,469,937</b>	<b>70,560,097</b>	<b>9,622,800</b>	
New Client Sign Ups >>>>>	6	8	8	10	2	8
Total New Clients	14,950,000	41,249,400	17,952,178	42,236,258	9,622,800	29,096,959
Total Existing Clients	67,518,260	28,436,829	55,517,759	28,323,839		44,949,172

Since 2020

116,387,836

2023 Award Evaluation	Manufacturer	Volume	Machines	Clients Awarded
KMBS	Konica Minolta	11,597,862	211	6
Symquest	Konica Minolta	50,170,401	248	5
Toshiba Business Solutions	Toshiba	24,483,721	460	8
Smith Office Equipment	Sharp	4,079,686	96	2
Ricoh	Ricoh	1,158,146	51	1
<b>Totals</b>		<b>91,489,816</b>	<b>1,066</b>	<b>22</b>

**PROJECTED EQUIPMENT COSTS BY BUILDING - COLOR**

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

Building	Projected Color Volume	Service & Supply Cost
Dunbarton Elementary School	13,479	\$672.07
<b>TOTALS</b>	<b>13,479</b>	<b>\$672.07</b>

## SERVICE & SUPPLY USAGE PROFILE BY VENDOR - BLACK

This table represents actual and projected Service & Supply expenses for BLACK usage broken down by equipment type and vendor. Under SPC's Simplified Billing Program, SPC will invoice you directly for 50% of the Projected Annual Volume in July and January and then reconcile based on actual usage in June. Cost per copy typically increases by 5% or CPI annually, whichever is less. FY24 increase is 4%.

Vendor	Equipment Type	FY23 Black Volume	FY23 Black Cost/Copy	FY23 Black S & S Costs	FY24 Black Cost/Copy	FY24 Projected Black S & S Costs
Konica Minolta Business Solutions	Black MFP A-3 11x17	193,562	\$0.00344	\$665.85	\$0.00358	\$692.95
Konica Minolta Business Solutions	Black Printer A-4	84,261	\$0.00660	\$556.12	\$0.00686	\$578.03
Konica Minolta Business Solutions	Color MFP A-3 11x17	91,946	\$0.00344	\$316.29	\$0.00358	\$329.17
Konica Minolta Business Solutions	Color Printer A-4	4,763	\$0.00660	\$31.44	\$0.00686	\$32.67
<b>TOTALS AND AVERAGES</b>		<b>374,532</b>	<b>\$0.00419</b>	<b>\$1,569.71</b>	<b>\$0.00436</b>	<b>\$1,632.82</b>

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. FY24 increase is 4%.

Vendor	Equipment Type	FY23 Color Volume	FY23 Color Cost/Copy	FY23 Color S & S Costs	FY24 Color Cost/Copy	FY24 Projected Color S & S Costs
KMBS	Color MFP A-3 11x17	9,096	\$0.04185	\$380.67	\$0.04352	\$395.86
KMBS	Color Printer A-4	4,383	\$0.06060	\$265.61	\$0.06302	\$276.22
TOTALS AND AVERAGES		13,479	\$0.04795	\$646.28	\$0.04986	\$672.07

## LEASED/OWNED EQUIPMENT DETAILS

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<b>Total Number of Machines Under Contract</b>	<b>26</b>
Number of Machines on Lease	26
Number of Machines Owned	0
Number of Rental/Loaner Machines	0

<b>Lease Company</b>	<b>Norway Savings Bank</b>
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<b>Term</b>	<b>5 Annual</b>
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<b>Annual Payment usually due on 8/1</b>	<b>\$7,194.23</b>
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<b>Lease Start Date</b>	<b>07/01/2020</b>
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<b>Lease End Date</b>	<b>08/01/2025</b>
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<b>Remaining Payments</b>	<b>2</b>
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**\*The Lease End Date has no bearing on Service & Supply and Warranty Contracts.**

## LEASED EQUIPMENT

Building	Room	Make/Model	Serial Number
Dunbarton Elementary School	Custodian	Konica Minolta BH3602P	AAFK011001751
Dunbarton Elementary School	Kitchen Office	Konica Minolta BH3602P	AAFK011001753
Dunbarton Elementary School	Principal	Konica Minolta BH3602P	AAFK011001775
Dunbarton Elementary School	Reading Room	Konica Minolta BH3602P	AAFK011001518
Dunbarton Elementary School	Room 100 Main Office	Konica Minolta BH4000i	ACET011001880
Dunbarton Elementary School	Room 101	Konica Minolta BH4000i	ACET011000415
Dunbarton Elementary School	Room 102	Konica Minolta BHC450i	AA7R011003511
Dunbarton Elementary School	Room 106	Konica Minolta BHC3300i	AAJT011001596
Dunbarton Elementary School	Room 301	Konica Minolta BH3602P	AAFK011001771
Dunbarton Elementary School	Room 302	Konica Minolta BH3602P	AAFK011001777
Dunbarton Elementary School	Room 303 Library	Konica Minolta BH558	AA6T011011344
Dunbarton Elementary School	Room 304	Konica Minolta BH3602P	AAFK011001785
Dunbarton Elementary School	Room 306	Konica Minolta BH3602P	AAFK011001772
Dunbarton Elementary School	Room 308	Konica Minolta BH3602P	AAFK011001786
Dunbarton Elementary School	Room 309	Konica Minolta BH3602P	AAFK011001779
Dunbarton Elementary School	Room 310	Konica Minolta BH3602P	AAFK011001760
Dunbarton Elementary School	Room 401	Konica Minolta BH658	AA6R011007089
Dunbarton Elementary School	Room 407	Konica Minolta BH3602P	AAFK011001757
Dunbarton Elementary School	Room 408	Konica Minolta BH3602P	AAFK011001776
Dunbarton Elementary School	Room 409	Konica Minolta BH3602P	AAFK011001761
Dunbarton Elementary School	Room 410	Konica Minolta BHC3300i	AAJT011001774
Dunbarton Elementary School	Room 411	Konica Minolta BH3602P	AAFK011001780
Dunbarton Elementary School	Room 413	Konica Minolta BH3602P	AAFK011001756
Dunbarton Elementary School	Room 414	Konica Minolta BH3602P	AAFK011001781
Dunbarton Elementary School	Room 417	Konica Minolta BH3602P	AAFK011001754
Dunbarton Elementary School	Room 418	Konica Minolta BH3602P	AAFK011001763

## STARDoc USER NAMES

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Name	User Name
Chris Stebbins	cstebbins@desnet.org
Duane Ford	dford
Owen Harrington	oharrington@dunbarton.k12.nh.us
Sarah Murray	smurray@dunbarton.k12.nh.us

STARDoc user names are managed by the Account Administrator, usually the IT Director. If there are any changes that need to be made, please notify your Account Administrator or SPC.



## WARRANTY RELIEF FUND

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### Why is it Needed?

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

### Other Concerns:

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

### Purpose:

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

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

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

### Who Benefits?

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

## WARRANTY RELIEF EQUIPMENT BASE

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### Why is it Needed?

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

### Other Concerns:

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

### Purpose:

- To replace or add a machine when needed

### Who Benefits?

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