



## ***Specialized Purchasing Consultants***

**1491 East Side River Road**

**Dummer, NH 03588**

**(800)750-1538**

# **2018-2019 Annual Report**

## **Year - End Photocopier Analysis**

**With projected costs for 2019-2020**

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



Dunbarton Elementary School

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

October 2019

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:

We at Specialized Purchasing consultants wish to thank you for your continued confidence in us. Our relationship is **now 4 years strong**, and we hope that your trust in us and this relationship will continue for many years to come.

The following Annual Report provides an overview of last year's reprographic equipment usage and status. Recommendations are included based on usage and remaining life expectancy to address potential problem areas. This will 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. For the past number of years, numerous new features have been implemented to benefit our clients such as Simplified Billing, FMAudit automated meter reading, STARDoc and IT Asset Management. We hope you have found these services to be beneficial and time-saving. We are very pleased to offer these services at no additional charge.

2018/2019 was a busy year for SPC, where we added three new services; Papercut Installer, Vendor Service History Reports and Chromebook Group Purchasing. For the upcoming year, SPC plans to offer a New **Five-Year Fleet Management** interactive tool that studies your printing habits and allows you to control your usage more efficiently over the life of your equipment. With the click of one button, it will incorporate past, present and future usage flagging any potential problematic areas..

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 manages all billing, equipment contracts for service and supplies, and lease or purchase transactions.

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

Alex manages the SPC STARDoc site, FM Audit, and equipment upgrades. He also works to market current and new SPC tools and services to existing and potential clients.



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

Pam maintains a good working relationship between clients and vendors regarding billing issues, equipment reliability, and equipment additions or upgrades. She also works to ensure equipment records are up to date and accurately maintained.

***Robert Dutil***  
***Information Technology***

Bob works behind the scenes to keep our record-keeping data and programs running smoothly.



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

Jamin plays a vital role in performing onsite surveys and equipment installation audits. He also assists with contact information updates.

***James Cartwright***  
***Operations Support***

James provides key support for STARDoc as well as assisting with equipment installation audits.



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

Heidi assists with bookkeeping as well as supporting other office staff with their needs.

## Equipment Health Status

**Total Number of Machines:** **24**

Total Black Photocopiers:	2
Total Color Photocopiers:	1
Total Black Network Printers:	19
Total Color Network Printers:	2
Total Removed From Service:	0

**# of Units OFF Warranty:** **6**

**# of Units Approaching End of Warranty:** **14**

**# of Units Overused:** **0**

**# of Units Underused:** **1**

**Commencement Date:** 06/01/2015

**# of Annual Payments Left on Lease:** **0**

**All Warranties and Service Contracts Expire:** 06/30/2020

**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 Duane,

Your color printing usage decreased over the past year by 31%, while the industry overall is experiencing a rapid increase in color ... 19% from last year. Your color usage averages 36 copies per student, significantly lower than the industry average of 216 copies per student. (See pages 15-18.)

Even though your usage is low, your color cost per print is rather high (see page 26). Current color bids are coming in around \$0.04 per copy, which could result in significant savings overall, especially if your color usage increases. SPC has developed **Right Size Print Management Software (RS-PMS)** that can help you manage your color costs.

In addition, you have 6 machines that have reached the end of their warranty, and 14 that are aging. You would likely benefit from an equipment upgrade that could happen as soon as 2020, taking advantage of significant savings. I would put this out to Bid in the Spring but begin the process now.

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	Department	Make/Model	Serial Number	Vendor Name	Intro Date
Dunbarton Elementary School	Custodian	HP Laser Jet Pro P1102w	VND3J34727	AXIS	04/01/2010
Dunbarton Elementary School	Kitchen Office	HP Laser Jet Pro P1606	VND3F20743	AXIS	04/01/2010
Dunbarton Elementary School	Room 100 Main Office	HP Laser Jet Enterprise600 M601DN	CNCCF3501F	AXIS	11/01/2011
Dunbarton Elementary School	Room 104	HP Color Laser Jet M251nw	CND1G58318	AXIS	09/01/2012
Dunbarton Elementary School	Room 106	Lexmark CS410n	5027499450F8C	AXIS	10/01/2012
Dunbarton Elementary School	Room 301	HP Laser Jet P3005	JPJFC04410	AXIS	10/01/2006
Dunbarton Elementary School	Room 302	HP Laser Jet P3005	JPJFC04599	AXIS	10/01/2006
Dunbarton Elementary School	Room 307	HP Laser Jet Pro M401dn	VNG3F52192	AXIS	06/01/2012
Dunbarton Elementary School	Room 321	HP Laser Jet Pro P1606	VND3C37425	AXIS	04/01/2010
Dunbarton Elementary School	Room 325	HP Laser Jet P3010	JPBCB9M3K4	AXIS	09/01/2008



## 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.
- Initiated 5% cost per print annual increase cap

### 2001 Solid-Ink Printers and Meter Collection

- Offered low-cost-of-operation solid-ink network printers to help reduce printing costs
- 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 endure any and all funding sources provided legal documentation to meet State statutes and regulations.

### 2003 Contracts and Warranties Updated

- 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.

### 2005 Economic Municipal Relief Fund Established

### 2006 Data Collection Agent

- Data Collection Agent Software offered for meter collection convenience.

### 2007 Insurance Fund

- Insurance Fund established for equipment upgrades with SPC monitoring installations from start to finish. SPC absorbs cost of returning leased equipment, electrical or network drop installs or upgrades, and surge protectors (ESPs).

### 2012 STARDoc - Print Management Software Developed and Implemented

- Live Floor Plans allow IT administrators to move devices around on their own floor plans
- Low-end network printers added to contracts and monitored
- Simplified Billing introduced



## SPC Timeline

### 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.

### 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 & Papercut Installers

- Request single, multiple, or fleet service history for a specific time period
- Request annual fleet service history
- Scroll through specific copiers or printers going over budget
- 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.
- 3 of SPC's team members became Certified Papercut installers.

### 2020 SPC Roadmap

- Five Year Fleet Management (FYFM) - Projects out Five Year costs for all equipment based on current and past usage.
- Update Bid Process to simplify bid submission for all of our vendors.



## STARDoc Features

### Cost Projection by Department or Building

Who Benefits? Accounts Payable, Business Manager, and Superintendent

- 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


### Consult: Secure Print Release, also known as Follow Me Print or Find-Me Printing

- Print to a single global queue, walk up, and collect at any device.
- Application allows jobs to be held at the server level and released when the user engages it at any multi-function device (MFD).
- Allows users to print at any area within the building as long as the MFD has the features needed by the user.

### Over-Budget Report

- Catch overused equipment early, before equipment begins to break down due to overuse.
- Request service history on any machine right through STARDoc.

Over Budget



Room:

 Room 201 Principal's Office
 

Make & Model:

 Canon IRC5051
 

Serial Number:

 GQM65369
 

IP Address:

 172.16.10.145

Projected Amount Over Budget:

 \$404

This building's average color prints per student is 314

The industry average for color prints per student is 185

Previous

Next

Check Black/Color Default

Close



# In The Pipeline...

## 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 Size Print Management' will help to eliminate overused color copiers.

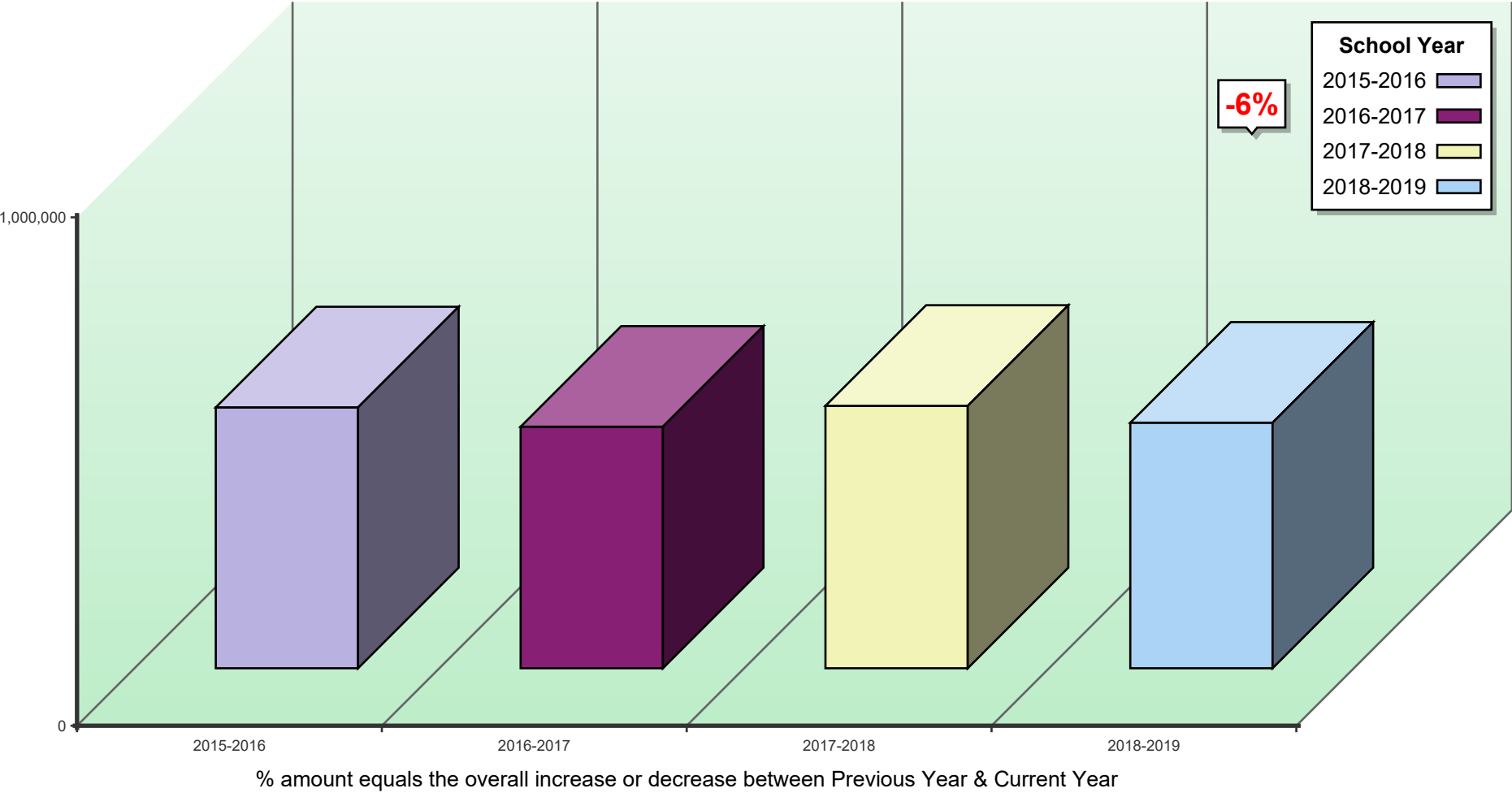
### **Setting up Future Budgets:**

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 Overall



## Average Student-to-Copy Usage - Black

Dunbarton Elementary School

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
Dunbarton Elementary School	242	483,066	\$11,489.68	1,996	\$47.48
<b>Totals</b>	<b>242</b>	<b>483,066</b>	<b>\$11,489.68</b>	<b>1,996</b>	<b>\$47.48</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.*

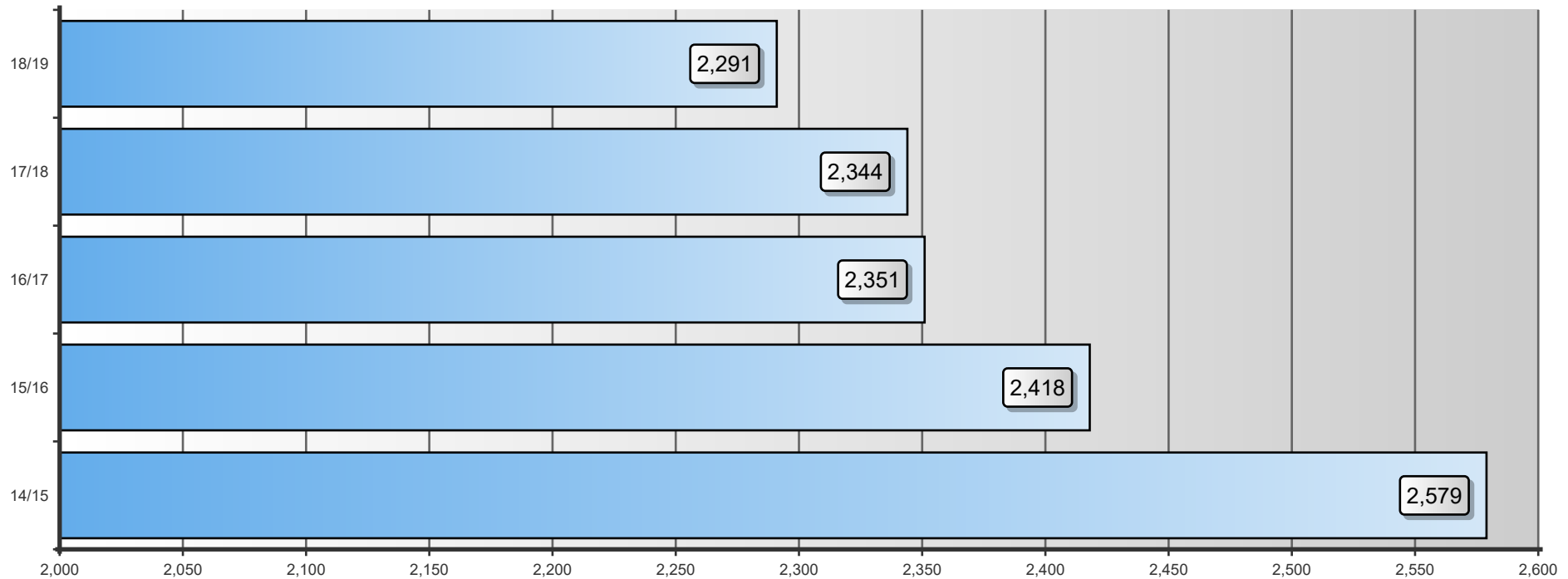
## Industry Average Copies per Student - Black

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.

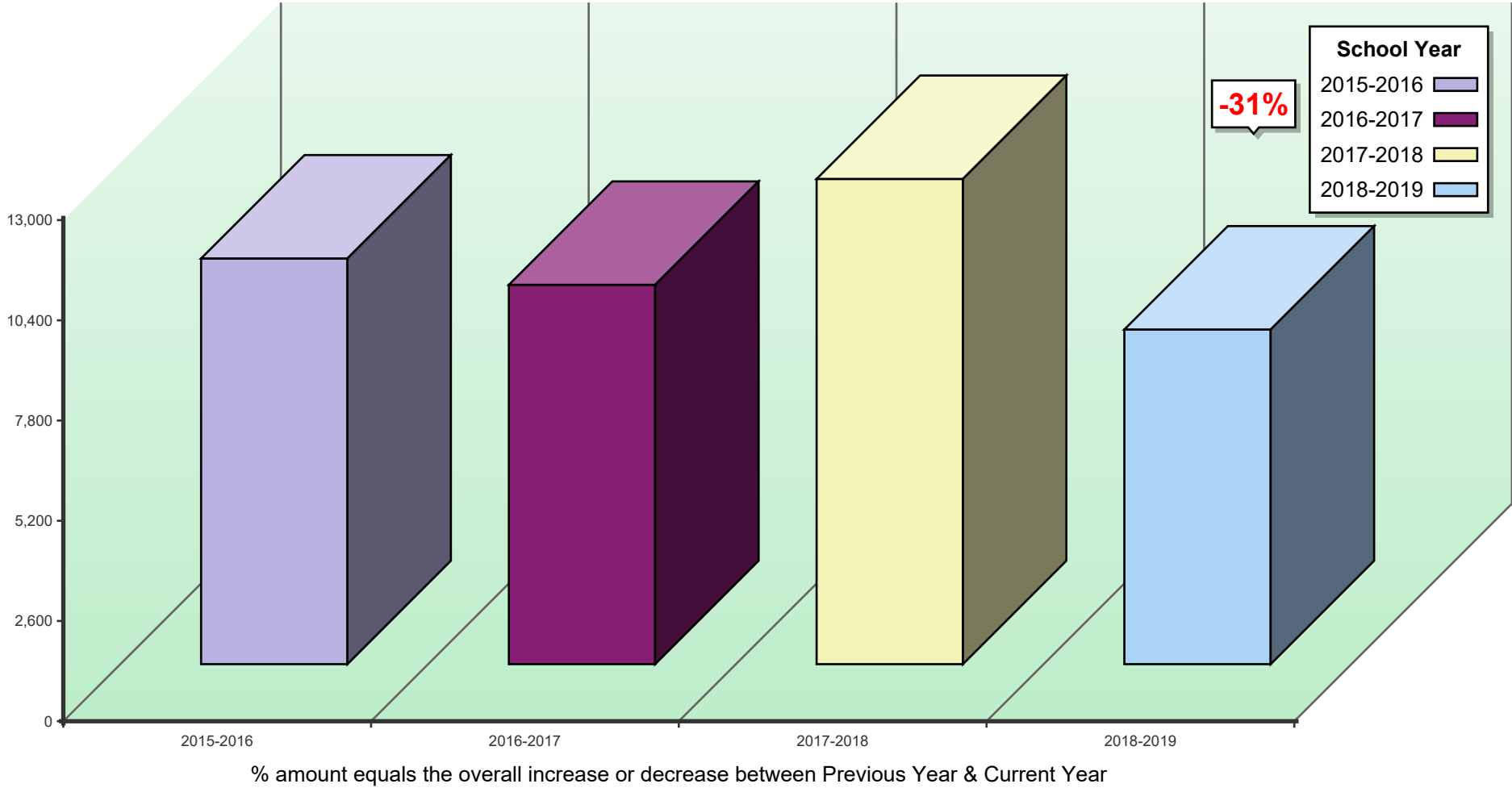
	<b>Total Student Population</b>	<b>Total Annual Volume</b>	<b>Total District Cost*</b>	<b>Annual Copies Per Student</b>	<b>Annual Cost Per Student</b>
All Schools w/Student Populations	83,897	192,210,359	\$4,000,539.34	2,291	\$47.68

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

### Average Copies Per Student - Black



# Annual Color Volume Overall



## Average Student-to-Copy Usage - Color

Dunbarton Elementary School

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
Dunbarton Elementary School	242	8,682	\$772.32	36	\$3.19
<b>Totals</b>	<b>242</b>	<b>8,682</b>	<b>\$772.32</b>	<b>36</b>	<b>\$3.19</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 10 of STARDoc Features. Current industry ratio averages 216 color prints per student per year. Your color volume this year averages 36 per student.**

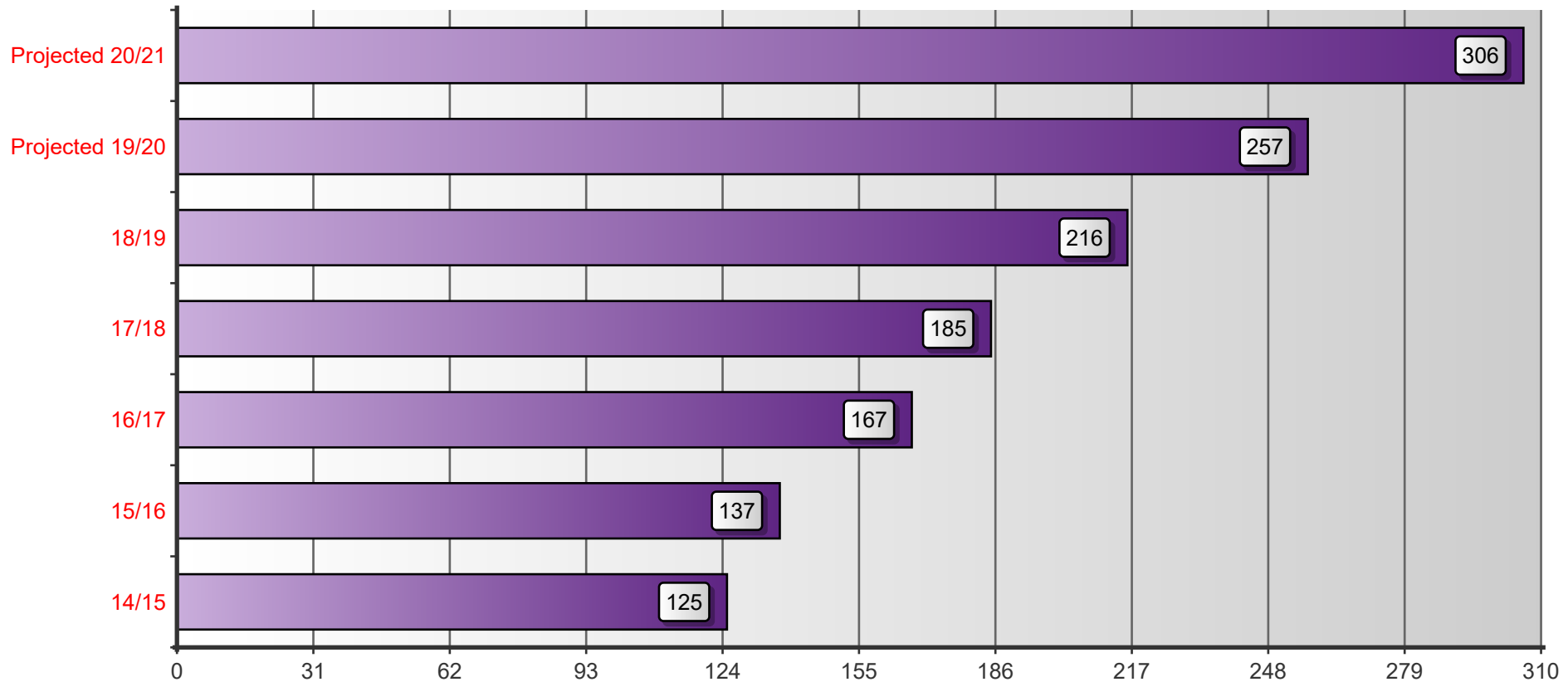
<i><b>District Wide Black Totals</b></i>	<i><b>483,066</b></i>	<i><b>\$2,179.20</b></i>
<i><b>District Wide Color Totals</b></i>	<i><b>8,682</b></i>	<i><b>\$757.18</b></i>

## Industry Average Copies per Student - Color

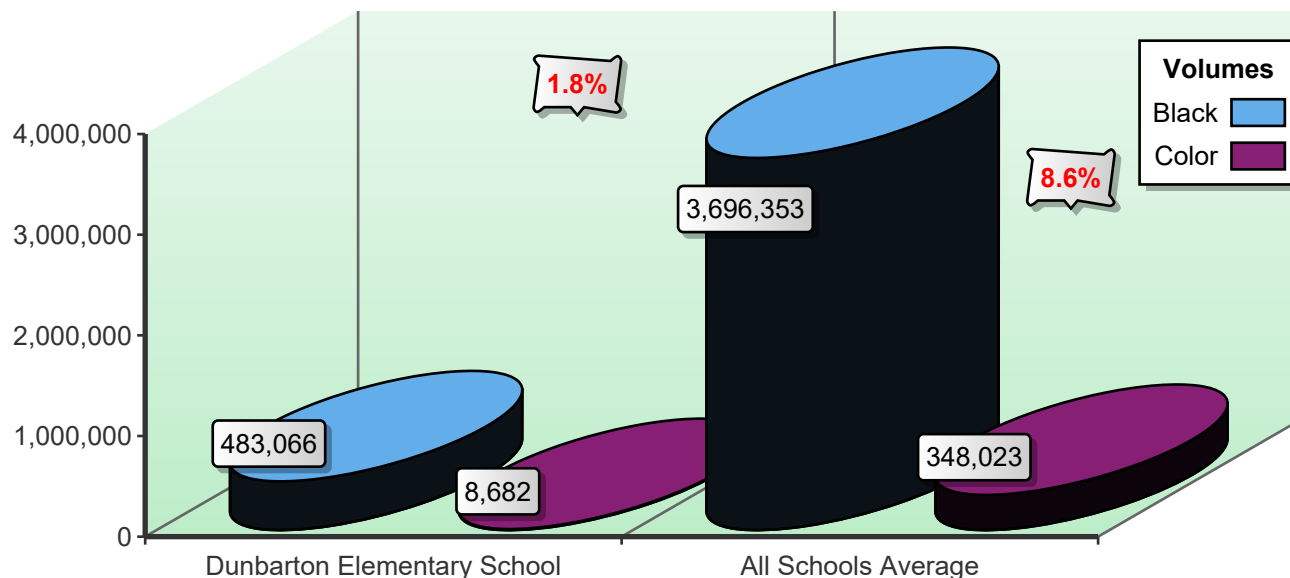
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	<b>Total Student Population</b>	<b>Total Annual Volume</b>	<b>Total District Cost*</b>	<b>Annual Copies Per Student</b>	<b>Annual Cost Per Student</b>
All Schools w/Student Populations	83,897	18,097,200	\$926,143.97	216	\$11.04

\*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, last year alone, color printing increased by 19%!

Taking Control What that means: If you are a school district of 1,000 students, the average color volume is 216,000 copies, which could be costing you from **\$7,500 > (CPC is at \$0.35)** to **\$10,000 per year**. **If current trends stay the same, then year five cost would be between \$17,897-\$23,863.** Obviously, some color printing is necessary. However, if color printing is not monitored properly, it could blow up your entire printing budget.

**SOLUTION:** SPC has developed 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 district to change all printing habits, SPC focuses only on the problematic locations. Best of all, by means of our tremendous buying power, that software comes to you at no charge! In fact, studies have shown that SPC saves a school district of 1,000 students an average of \$74,000 over five years, with our compensation included (a \$74.00 per student average cost savings).

So why overwhelm the entire district with very expensive, intrusive software to control this color printing explosion? Direct your blows with SPC's unique Right-Sized Print Management Software. Call Skip Tilton or Alex Webster to set up an in-person demonstration today.

Other beneficial features include Follow-Me Printing.

## Usage Profile for Service & Supplies

Dunbarton Elementary School

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: 06/01/2015*

*Make-Model/Speed*

*Serial Number/Vendor Machine ID*

*Life/Intro Date*

*Vendor*

*07/01/2018*

*Meter*

*06/30/2019*

*Meter*

*2018-2019*

*Annual*

*Volume*

*Cost/Copy*

*Annual Cost*

*Recommendations*

### Dunbarton Elementary School

#### Custodian

HP Laser Jet Pro P1102w / 19 PPM  
VND3J34727 /  
200,000 / 04/2010  
Black Network Printer  
AXIS

3,500

3,980

480

\$0.01316

9 years from Intro. Underused!

\$6.32

0

0

0

\$0.00000

\$0.00

#### Kitchen Office

HP Laser Jet Pro P1606 / 26 PPM  
VND3F20743 /  
500,000 / 04/2010  
Black Network Printer  
AXIS

24,511

26,679

2,168

\$0.01316

9 years from Intro.

\$28.53

0

0

0

\$0.00000

\$0.00

#### Room 100 Main Office

HP Laser Jet Enterprise600 M601DN / 45 PPM  
CNCCF3501F /  
1,000,000 / 11/2011  
Black Network Printer  
AXIS

98,444

107,344

8,900

\$0.01316

8 years from Intro.

\$117.12

0

0

0

\$0.00000

\$0.00

<i>Make-Model/Speed</i> <i>Serial Number/Vendor Machine ID</i> <i>Life/Intro Date</i> <i>Vendor</i>	<i>07/01/2018</i> <i>Meter</i>	<i>06/30/2019</i> <i>Meter</i>	<i>2018-2019</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
<b>Room 102 Hallway</b>					
Konica Minolta BHC3350 / 35 PPM	268,346	332,872	64,526	\$0.00340	None at this time.
A4Y4011010894 / 9356 4821				\$219.39	
750,000 / 01/2014	19,434	24,889	5,455	\$0.05311	
Color Laser MFP				\$289.72	
KMBS					
<b>Room 104</b>					
HP Color Laser Jet M251nw / 14 PPM	3,395	4,155	760	\$0.01316	7 years from Intro. High Color CPC, shift color volume to color copier!
CND1G58318 /				\$10.00	
150,000 / 09/2012	7,642	9,645	2,003	\$0.14486	
Color Network Printer				\$290.15	
AXIS					
<b>Room 105</b>					
HP Laser Jet Pro M401dne / 35 PPM	39,587	48,961	9,374	\$0.01316	None at this time.
PHGFF68887 /				\$123.36	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					

**Make-Model/Speed****Serial Number/Vendor Machine ID****Life/Intro Date****Vendor****07/01/2018  
Meter****06/30/2019  
Meter****2018-2019  
Annual  
Volume****Cost/Copy  
Annual Cost****Recommendations****Room 106**Lexmark CS410n / 32 PPM  
5027499450F8C /  
750,000 / 10/2012  
Color Network Printer  
AXIS

10,768

11,661

893

\$0.01316

\$11.75

16,840

18,064

1,224

\$0.14486

\$177.31

7 years from Intro. High color cpc,  
shift color volume to color copier!**Room 300**HP Laser Jet Pro M401dne / 35 PPM  
PHGFB62926 /  
750,000 / 01/2013  
Black Network Printer  
AXIS

5,251

6,816

1,565

\$0.01316

\$20.60

0

0

0

\$0.00000

\$0.00

None at this time.

**Room 301**HP Laser Jet P3005 / 35 PPM  
JPJFC04410 /  
750,000 / 10/2006  
Black Network Printer  
AXIS

18,693

21,625

2,932

\$0.01316

\$38.59

0

0

0

\$0.00000

\$0.00

13 years from Intro.

**Make-Model/Speed****Serial Number/Vendor Machine ID****Life/Intro Date****Vendor****09/24/2018  
Meter****06/30/2019  
Meter****2018-2019  
Annual  
Volume****Cost/Copy  
Annual Cost****Recommendations****Room 302**

HP Laser Jet P3005 / 35 PPM  
 JPJFC04599 /  
 750,000 / 10/2006  
 Black Network Printer  
 AXIS

39,242

42,898

3,656

\$0.01316

13 years from Intro.

\$48.11

0

0

0

\$0.00000

\$0.00

**Room 302**

HP Laser Jet Pro M401dne / 35 PPM  
 PHGFF68850 /  
 750,000 / 01/2013  
 Black Network Printer  
 AXIS

5,068

6,779

1,711

\$0.01316

None at this time.

\$22.52

0

0

0

\$0.00000

\$0.00

**Room 303 Library**

Konica Minolta BH554E / 55 PPM  
 A61D011007915 / 9355 6947  
 3,000,000 / 10/2013  
 Black Photocopier  
 KMBS

283,888

363,224

79,336

\$0.00340

None at this time.

\$269.74

0

0

0

\$0.00000

\$0.00

<i>Make-Model/Speed</i> <i>Serial Number/Vendor Machine ID</i> <i>Life/Intro Date</i> <i>Vendor</i>	<i>07/01/2018</i> <i>Meter</i>	<i>06/30/2019</i> <i>Meter</i>	<i>2018-2019</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
<b>Room 304</b>					
HP Laser Jet Pro M401dne / 35 PPM	5,656	7,901	2,245	\$0.01316	None at this time.
PHGFB62934 /				\$29.54	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
<b>Room 306</b>					
HP Laser Jet Pro M401dne / 35 PPM	6,239	8,025	1,786	\$0.01316	None at this time.
PHGFB62945 /				\$23.50	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
<b>Room 307</b>					
HP Laser Jet Pro M401dn / 35 PPM	12,296	14,735	2,439	\$0.01316	7 years from Intro.
VNG3F52192 /				\$32.10	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					

<i>Make-Model/Speed</i> <i>Serial Number/Vendor Machine ID</i> <i>Life/Intro Date</i> <i>Vendor</i>	<i>07/01/2018</i> <i>Meter</i>	<i>06/30/2019</i> <i>Meter</i>	<i>2018-2019</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
<b>Room 308</b>					
HP Laser Jet Pro M401dne / 35 PPM	4,350	5,698	1,348	\$0.01316	None at this time.
PHGFB62935 /				\$17.74	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
<b>Room 313 Work Room</b>					
Konica Minolta BH654 / 65 PPM	720,447	1,004,653	284,206	\$0.00340	None at this time.
A5YN017006904 / 9355 6946				\$966.30	
3,000,000 / 02/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Room 319</b>					
HP Laser Jet Pro M401dne / 35 PPM	7,279	8,906	1,627	\$0.01316	None at this time.
PHGFF68845 /				\$21.41	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					

Dunbarton Elementary S

Make-Model/Speed					
Serial Number/Vendor Machine ID			2018-2019	Cost/Copy	
Life/Intro Date	07/01/2018	06/30/2019	Annual	Annual Cost	Recommendations
Vendor	Meter	Meter	Volume		
Room 320					
HP Laser Jet Pro M401dne / 35 PPM	9,495	12,693	3,198	\$0.01316	None at this time.
PHGFF68847 /				\$42.09	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Room 321					
HP Laser Jet Pro P1606 / 26 PPM	31,971	33,082	1,111	\$0.01316	9 years from Intro.
VND3C37425 /				\$14.62	
500,000 / 04/2010	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					
Room 322					
HP Laser Jet Pro M401dne / 35 PPM	7,524	9,363	1,839	\$0.01316	None at this time.
PHGFF68844 /				\$24.20	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
AXIS					

**Make-Model/Speed****Serial Number/Vendor Machine ID****Life/Intro Date****Vendor****07/01/2018  
Meter****06/30/2019  
Meter****2018-2019  
Annual  
Volume****Cost/Copy  
Annual Cost****Recommendations****Room 323**

HP Laser Jet Pro M401dne / 35 PPM  
 PHGFF68848 /  
 750,000 / 01/2013  
 Black Network Printer  
 AXIS

6,181

7,774

1,593

\$0.01316

None at this time.

\$20.96

0

0

0

\$0.00000

\$0.00

**Room 325**

HP Laser Jet P3010 / 40 PPM  
 JPBCB9M3K4 /  
 1,000,000 / 09/2008  
 Black Network Printer  
 AXIS

37,051

40,062

3,011

\$0.01316

11 years from Intro.

\$39.62

0

0

0

\$0.00000

\$0.00

**Room 413**

HP Laser Jet Pro M402dn / 40 PPM  
 PHBQD60760 /  
 1,000,000 / 10/2015  
 Black Network Printer  
 AXIS

1,486

3,848

2,362

\$0.01316

None at this time.

\$31.08

0

0

0

\$0.00000

\$0.00

**Subtotal Black****483,066****\$2,179.20****Subtotal Color****8,682****\$757.18****District Wide Black Totals****483,066****\$2,179.20****District Wide Color Totals****8,682****\$757.18**

**Your Color CPC is \$0.0872.**  
**Solution: Renegotiate contracts**  
**down to \$.04 saving \$2,000 over**  
**Five Years!**

## 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 2018-2019 fiscal year 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	PriorCPC	Average Annual Cost
483,066	\$0.01043	\$5,038.38

### ***CURRENTLY WITH SPC***

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
483,066	\$0.00451	\$2,178.63	\$2,859.75	\$14,298.75

**Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$2,859.75 x 4 years as a Client  
= \$11,439.00 Cost Savings!**

\*This CPC is an average of your copiers and printers together. Your copier cpc is substantially lower than this average.

### 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
Dunbarton Elementary School	483,066	\$2,223.47	\$2,608.56	\$6,657.65	\$11,489.68
<b>Total</b>	<b>483,066</b>	<b>\$2,223.47</b>	<b>\$2,608.56</b>	<b>\$6,657.65</b>	<b>\$11,489.68</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.

Building	Projected Color Volume	Service & Supply Cost
Dunbarton Elementary School	8,682	\$772.32
<b>Total</b>	<b>8,682</b>	<b>\$772.32</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 2%.**

Vendor	Equipment Type	Annual Volume	2018-2019 Cost/Copy	Total Cost	2019-2020 Cost/Copy	Projected Cost
Axis Business Solutions	Black Network Printer	53,345	\$0.01316	\$702.02	\$0.01342	\$715.89
Axis Business Solutions	Color Network Printer	1,653	\$0.01316	\$21.75	\$0.01342	\$22.18
Konica-Minolta Business Solutions	Black Photocopier	363,542	\$0.00340	\$1,236.04	\$0.00347	\$1,261.49
Konica-Minolta Business Solutions	Color Laser MFP	64,526	\$0.00340	\$219.39	\$0.00347	\$223.91
<b>Total</b>		<b>483,066</b>	<b>\$0.00451</b>	<b>\$2,179.20</b>	<b>\$0.00460</b>	<b>\$2,223.47</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 2%.**

Vendor	Equipment Type	Annual Volume	2018-2019 Cost/Copy	Total Cost	2019-2020 Cost/Copy	Projected Cost
Axis Business Solutions	Color Network Printer	3,227	\$0.14486	\$467.46	\$0.14776	\$476.82
Konica-Minolta Business Solutions	Color Laser MFP	5,455	\$0.05311	\$289.72	\$0.05417	\$295.50
	<b>Total</b>	<b>8,682</b>	<b>\$0.08721</b>	<b>\$757.18</b>	<b>\$0.08896</b>	<b>\$772.32</b>

# Reprographic Equipment Assessment

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

<b>Total Number of Units</b>	<b>24</b>
<b>Total Number of Units on Lease</b>	<b>14</b>
<b>Total Number of Units Owned</b>	<b>10</b>
<b>Lease Company</b>	<b>Norway Savings Bank</b>
<b>Lease Start Date</b>	<b>06/01/2015</b>
<b>Lease End Date</b>	<b>08/01/2019</b>
<b>Term</b>	<b>5 Annual</b>
<b>Annual Payment usually due on 8/1</b>	<b>\$6,657.65</b>
<b>Remaining Payments</b>	<b>0</b>

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

## Leased Equipment

Building	Make/Model	Serial Number
Dunbarton Elementary School	Konica Minolta BHC3350	A4Y4011010894
Dunbarton Elementary School	Konica Minolta BH654	A5YN017006904
Dunbarton Elementary School	Konica Minolta BH554E	A61D011007915
Dunbarton Elementary School	HP Laser Jet Pro M401dne	PHGFB62926
Dunbarton Elementary School	HP Laser Jet Pro M401dne	PHGFB62934
Dunbarton Elementary School	HP Laser Jet Pro M401dne	PHGFB62935
Dunbarton Elementary School	HP Laser Jet Pro M401dne	PHGFB62945
Dunbarton Elementary School	HP Laser Jet Pro M401dne	PHGFF68844
Dunbarton Elementary School	HP Laser Jet Pro M401dne	PHGFF68845
Dunbarton Elementary School	HP Laser Jet Pro M401dne	PHGFF68847
Dunbarton Elementary School	HP Laser Jet Pro M401dne	PHGFF68848
Dunbarton Elementary School	HP Laser Jet Pro M401dne	PHGFF68850
Dunbarton Elementary School	HP Laser Jet Pro M401dne	PHGFF68887
Dunbarton Elementary School	HP Laser Jet Pro M401dn	VNG3F52192

## Owned Equipment

Building	Make/Model	Serial Number
Dunbarton Elementary School	LexmarkCS410n	5027499450F8C
Dunbarton Elementary School	HPLaser Jet Enterprise600 M601DN	CNCCF3501F
Dunbarton Elementary School	HPColor Laser Jet M251nw	CND1G58318
Dunbarton Elementary School	HPLaser Jet P3010	JPBCB9M3K4
Dunbarton Elementary School	HPLaser Jet P3005	JPJFC04410
Dunbarton Elementary School	HPLaser Jet P3005	JPJFC04599
Dunbarton Elementary School	HPLaser Jet Pro M402dn	PHBQD60760
Dunbarton Elementary School	HPLaser Jet Pro P1606	VND3C37425
Dunbarton Elementary School	HPLaser Jet Pro P1606	VND3F20743
Dunbarton Elementary School	HPLaser Jet Pro P1102w	VND3J34727

# STARDoc User Names

**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**



## 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 69 clients with over 3,900 devices doing more than **239** 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 1988, 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 3,900 pieces of equipment;**  
**Our relationship with our vendors has never been stronger!**