

Harwood Unified Union School District
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Five-Year Basis beginning with the 2017/2018 Fiscal Year
Copies-per-Year: 5,675,798

Present vs. Proposed Recommendations as of 6/1/2017

PRESENT SITUATION

- 1) Guarantees on Photocopiers...**One Year**
- 2) Annual Price Ceilings Left... **One Year**
- 3) High Volume Console Units...**12**
- 4) Units to be Traded...**84**
- 5) Photocopiers...**20**
- 6) Color Photocopiers...**4**
- 7) MFP's... **16 w/3 Color laser MFPs, 3 Ink Jets**
- 8) Network Printers....**84 w/ 24 Color**

Total number of Units...**119**

- 9) Duplex's...**66**
- 10) Finisher's...**17**

PROPOSED SITUATION

- 1) Guarantees for both New, Recons & Used Photo's...**Five+ Years**
- 2) 5% or CPI Annual Ceilings, whichever is less...**Five+ Years**
- 3) High Volume Console Units with 3 Million plus...**11**
- 4) Replaced **76 New**
- 5) Photocopiers...**22 with Secure Print/Confidential Mailbox**
- 6) Low Cost Color Photocopiers Networked...**9**
- 7) MFP's... **9 w/6 Color**
- 8) Network Printers...**78 w/ 21 Color**

Total number of Units...**109 closing out & combining 13 units**

- 9) Duplex's... **109**
- 10) Finisher's... **22**

Overall Description of Equipment Fleet:

Presently, you have **Nine different Manufacturers (Two different vendors) & over 50 different Models**. Also, you both laser and inkjet printers with color cost as high as 25 cents on inkjet and 15 cents on laser. The new arrangement will shift to one vendor servicing everything with as few models as possible that are all laser printers under a blanket cost per print plan with no minimums or maximums. This will greatly reduce cost and improve reliability.

Capital:

Presently, you have **Multiple** municipal leases & Commercial Leases that will be paid off & or eliminated by June 30th, 2017. With the new arrangement, you will again have **one** 'municipal' master lease at 3.09% interest. Your first of five annual lease payments will be due on **August 1st 2017**. A legal opinion from SPC's bond counsel (John Larouche in Augusta ME) will be done on this lease transaction. This will assure that all documents are prepared correctly and signed by the appropriate City and bank officials, and that the lease purchase is a tax-exempt obligation with no premium payable by the school district. At your own expense, you can have your own bond counsel also review the documents which would simply duplicate this service.

Service & Supplies:

Considering all of your consumable cost centers including service you are averaging **\$0.017129 for black and \$0.118508 for Color**. Some of this cost includes the copier equipment. The new contract will come in at a CPC of **\$0.004706 for Black and \$0.060834 for Color**.

Vendor Packages:

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

| | <u>Cost Center</u> | <u>Present (Entire)</u> | <u>OSV Toshiba (Entire)</u> |
|----|-------------------------------------|-------------------------|-----------------------------|
| 1. | Service & Supplies Color Photo only | \$35,264.54 | \$17,819.70 |
| 2. | Service & Supplies Black Photo only | \$92,126.14 | \$25,271.28 |
| 3. | Annual Muni Lease | \$Incl. in Black S&S | \$52,939.21 |
| 4. | Forced Upgrade (#78 Owned Units) | \$43,540.00 | \$00.00 |
| | Totals | \$170,930.67 | \$96,030.19 |

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 'Cost per Copy' billing plan done twice a year in July & January with a reconciliation invoice in June. Your service contract will be fixed through **June 30th 2018**. A contract extension has been negotiated for four more years, which will have an annual price ceiling of five percent or CPI, whichever is less. You however, only commit funds for one-year at a time to the servicing vendor. And even this scenario allows you to upgrade, lowering the service costs, if it is to your advantage to go out to bid at any time. SPC will set up both the service- supply contracts and the warranty cards with the successful bidding vendors.

Security package: Wiping out old data on trade out units has been included in the package.