

Specialized Purchasing Consultants

1491 East Side River Road

Dummer, NH 03588

(800)750-1538



FY22 Annual Report

With FY23 Projections

Marion Moore

NHSAU 03 - Berlin Public Schools

183 Hillside Avenue

Berlin, NH 03570



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

October 2022

Marion Moore
NHSAU 03 - Berlin Public Schools
183 Hillside Avenue
Berlin, NH 03570

Skip Tilton
President

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

VISIT US ON THE WEB:
www.spccopypro.com

Dear Marion:

Specialized Purchasing Consultants is pleased to present your FY22 Annual Report, taking a look at where we are in recovering from the pandemic restrictions and changes, and looking ahead to continued cost savings and recommendations to maintain your equipment and ensure your vendors are giving the best service possible.

The past few years were unprecedented with the restrictions brought on by the pandemic, and this year was no exception. Because of the delays brought on by the pandemic we chose to submit our copier bid in February rather than wait until March/April. This proved to be a good move for many reasons.

The industry continues to experience major backorder issues on equipment, something we've not had to deal with in years past. Bidding early meant boards could approve results and orders could be placed early. We were also able to lock in new service and supply pricing for existing equipment while orders were delayed so as not to disrupt budgets already established for the new fiscal year based on upgrading equipment.

Even after our bids were received and awarded, though, one major vendor wanted to increase their pricing because of the increased inflation rate that took place after the bid process. We were able to negotiate with them and hold the pricing we received back in February. Again, starting the bid process early proved to be a positive move.

Finally, while the industry experienced an over 9% inflation rate, SPC was able to continue to hold down service and supply costs for all of our clients because of SPC's allowable CPC increase cap of 5%.

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

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MEET YOUR TEAM

Skip Tilton, President
Billie Jo Tilton, Vice President



As co-founders of SPC, we are very proud of our team of professionals. The concept of group purchasing to save millions has grown since 1988 into providing over 16 different managerial services that increase reliability and extend the life of your equipment. However, none of this would have been possible without the loyalty of our clients, many of whom we have assisted for more than 20 years! Together, we have realized the lowest prices possible while improving the quality of your service and equipment. We have also been able to find ways to increase your equipment reliability, monitor and track usage variations throughout the year, and keep your costs under control.



Alex Webster
Operations, Marketing & IT Manager

Alex is involved in every aspect of SPC. He actively seeks to improve the cooperative bid process and is continually seeking to improve the buying power in New England. Alex organizes and prepares the bids for new and existing clients, tabulates the results, and presents them to our clients. He also maintains our office equipment and utilizes the latest technology to maintain STARDoc and FM Audit so our clients always have access to valuable information on their equipment.

Pam Weed
Client-Vendor Relations

Pam helps maintain a good relationship between clients and vendors, overseeing warranty complaints and replacements, equipment upgrades and changes, end-of-year meter collection and billing, and Annual Reports. Pam also assists with marketing SPC services.



Kelly Fortier
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

Heidi assists with bookkeeping and billing for both clients and vendors, processing payments, contact information updates, and other office support.



Sue Penney
Administrative & Finance Manager

Sue coordinates and oversees all billing, leases, and contracts. Her decades of financial expertise benefit the Billing Team by her attention to detail and ability to prioritize to ensure accuracy and timeliness of all finance projects.

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 ensuring equipment surveys, installations, and trades go smoothly, coordinating with clients and vendors and maintaining a schedule that is beneficial for all. Jamin also assists Alex in many technical areas such as maintaining STARDoc and FM Audit as well as with computer maintenance.

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 SPC Roadmap

- STARDoc Upgrade: Process is in place to give STARDoc a more modern facelift.

EQUIPMENT HEALTH STATUS

Total Number of Machines	110
Total Black Photocopiers & MFPs:	91
Total Color Photocopiers & MFPs:	13
Total Black Network Printers:	0
Total Color Network Printers:	6
Total Removed From Service:	0
# of Units Not in Use for FY22	1
# of Units OFF Warranty**	0
# of Units Approaching End of Warranty	0
# of Units Overused	0
# of Units Underused	0
Contract Commencement Date	05/15/2020
All Warranties and Service Contracts Expire	06/30/2025
# of Annual Payments Left on Lease	2

**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 Marion,

Despite increased inflation and a continued backlog of orders – unprecedented in SPC history – SPC managed to maintain the buying power we established three decades ago and keep equipment and service & supply pricing lower than anything found in the industry.

Because equipment continues to be backordered, SPC will again put our equipment bid out to our vendors in February of 2023 rather than wait until April or May. This allows SPC to lock in low pricing before increases take effect, for vendors to get orders placed early, and for client budgets to be planned for the new fiscal year.

Your last lease payment will be made on 8/1/2024. We recommend you consider an equipment upgrade commencing on August 2, 2024 with your first lease payment being due 8/1/2025. We believe your current service & supply pricing can be lowered and it could result in a savings of color costs alone of about \$20,132.21 over a five-year period.

A specific concern is your Color usage. Currently, your district averages 400 copies per student while the industry average is 243 (See pages 13 & 14). This is 64% higher than the industry. In 2020 & 2021, SPC aggressively started to add Papercut in an effort to successfully bring color usage under control. We are able to do this without adding to your overall budget (See page 48).

We can discuss this and other concerns at our meeting.
Sincerely, Skip

NHSAU 03 – Berlin Public Schools
Marion Moore
183 Hillside Ave, Berlin NH, 03570
Five-Year Basis beginning with the 2020/2021 Fiscal Year

Copies-per-Year: 3,056,722

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

PRESENT SITUATION

- 1) Guarantees on Photocopiers: **6-30-2020**
- 2) Annual Price Ceilings Left: **6-30-2020**
- 3) Console Copiers with 3 million plus: **6**
- 4) Units to be Traded: **118**
- 5) Photocopiers: **19**
- 6) Color Photocopiers: **9**
- 7) MFPs: **64**
- 8) Printers: **35**
- 9) Duplexers: **114**
- 10) Finishers: **18**
- Total number of Units: **118**

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: **15**
- 4) Replaced: **117 New**
- 5) Photocopiers: **18 with Secure Print/Confidential Mailbox**
- 6) Color Photocopiers: **9**
- 7) MFPs: **97 with 0 Color**
- 8) Printers: **6 with 3 Color & 0 MICR**
- 9) Duplexers: **121**
- 10) Finishers: **18**
- Total number of Units: **121**

Overall Description of Equipment Fleet:

Presently, you have **three different manufacturers & fourteen different models** of low-end network printers. The **new arrangement** you will far fewer models and one manufacturer **with one vendor** servicing everything. This will greatly reduce cost and improve reliability.

Capital:

Presently, you have **one** municipal lease that was paid off. With the new arrangement, you will again have **one** municipal master lease at 3.34% interest. Your first of five annual lease payments will be due on **August 1st, 2020**.

Service & Supplies:

Considering all of your consumable cost centers including service you are averaging **\$0.005295 for black and \$0.062881 for Color**. The new contract will come in at a CPC of **\$0.005290 for Black and \$0.042266 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>Canon VT</u>
1. Service & Supplies Color Photo only:	\$24,306.72	\$16,338.06
2. Service & Supplies Black Photo only:	\$13,977.99	\$13,964.86
3. Annual Muni Lease:	\$00.00	\$47,230.21
4. Forced Upgrades (112 Owned Devices):	<u>\$59,575.00</u>	<u>\$00.00</u>
Totals:	\$97,859.71	\$77,533.13

* Note that with the last upgrade only **108 New units (\$47,900.60 for 6 payments + \$4,984.17 at 5 Payments)** were purchased while **121 New units** are part of the new 5 year 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 30th, 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.

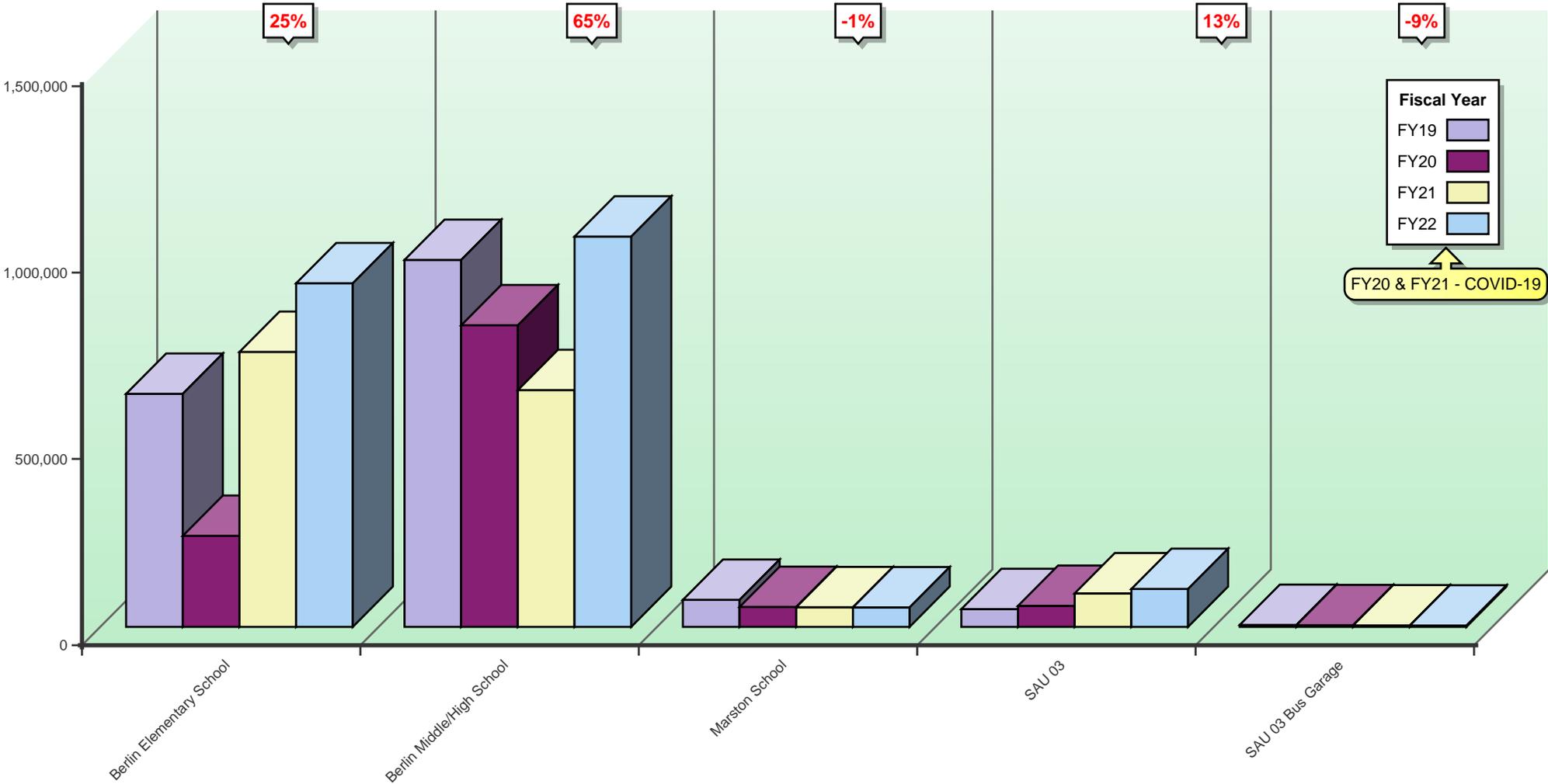
NON-CONTRACTED DEVICES

Make - Model	Serial Number	IP Address	Last Update
BROTHER MFC-J6920DW	U63571J6F174049	172.16.8.138	2022-10-09 13:02:35
CANON MF540 Series	2SQ02638	172.16.9.7	2022-10-09 13:02:35
EPSON SC-P900 Series	X7W/M001017	172.16.12.219	2022-10-09 13:02:35
HP DesignJet T730	CN81A6M00J	172.16.13.130	2022-05-25 13:02:33
HP Photosmart 7520 series	CN28E2BIVP05XX	172.16.13.66	2022-10-09 13:02:35
HP Photosmart 7520 series	CN37G4B0K805YY	172.16.13.207	2022-10-09 13:02:35
HP Photosmart 7520 series	CN37G4B0KN05YY	172.16.13.206	2022-10-09 13:02:35
HP Photosmart 7520 series	CN37G4B0N605YY	172.16.13.205	2022-10-09 13:02:35

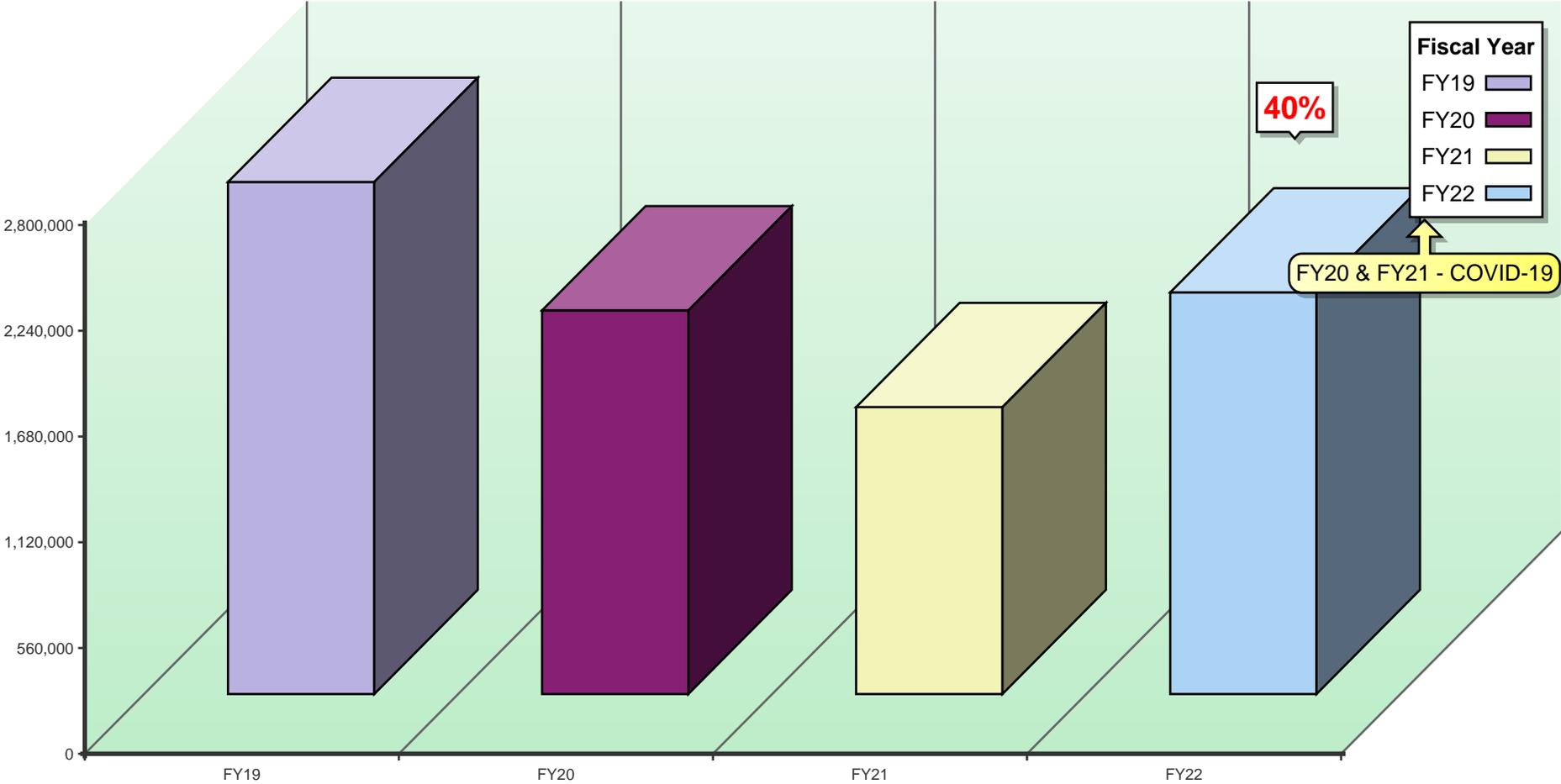
With your next upgrade, we highly recommend you incorporate these machines into your next contract. Depending on volume, this could result in significant cost savings. For example, in buying supplies on your own and having your in-house IT staff service them, a color laser device color cost can average 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 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	Student Population	Annual Black Volume	Total School Cost*	Average Annual Black Prints Per Student	Average Annual Black Cost Per Student
Berlin Elementary School	449	921,984	\$34,732.00	2,053	\$77.35
Berlin Middle/High School	602	1,047,330	\$38,122.40	1,740	\$63.33
Marston School	0	52,269	\$1,936.86	0	\$0.00
SAU 03	0	101,699	\$4,111.41	0	\$0.00
SAU 03 Bus Garage	0	3,466	\$154.83	0	\$0.00
Totals	1,051	2,126,748	\$79,057.50	2,024	\$75.22

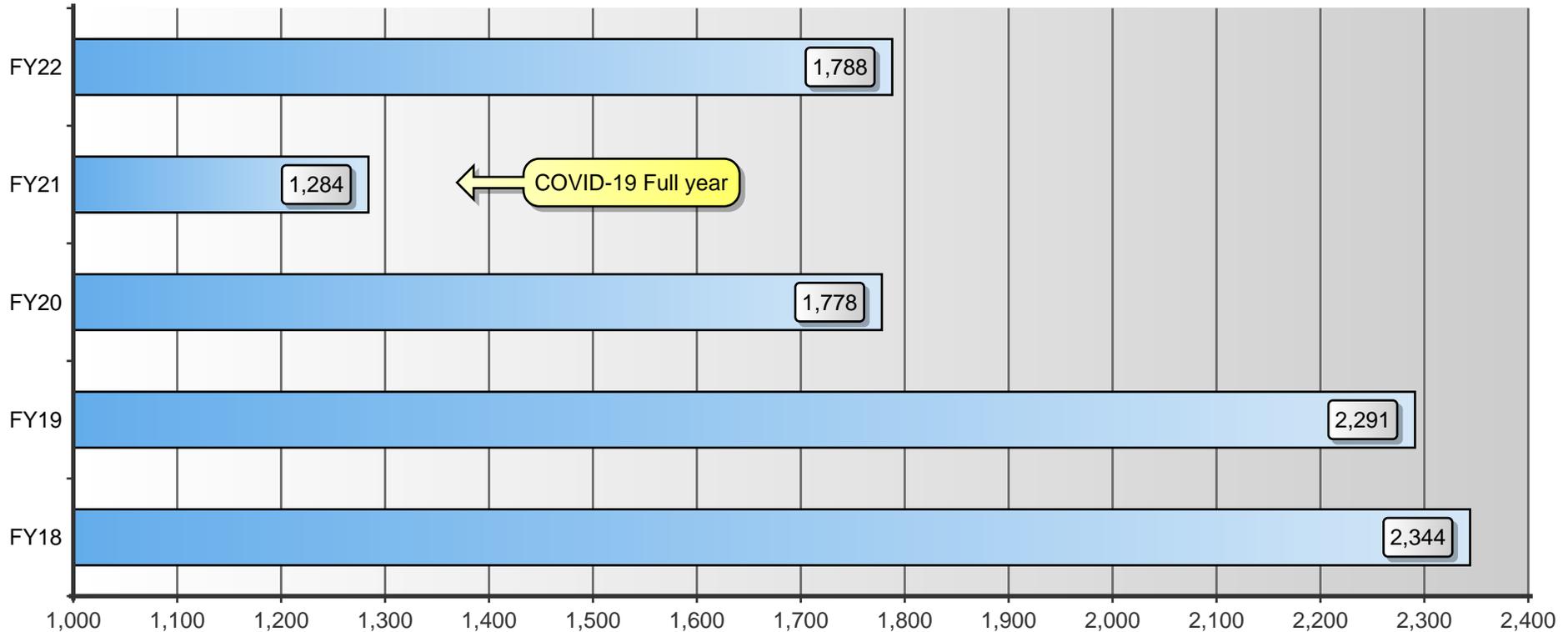
*Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this report.

INDUSTRY AVERAGE COPIES PER STUDENT - BLACK

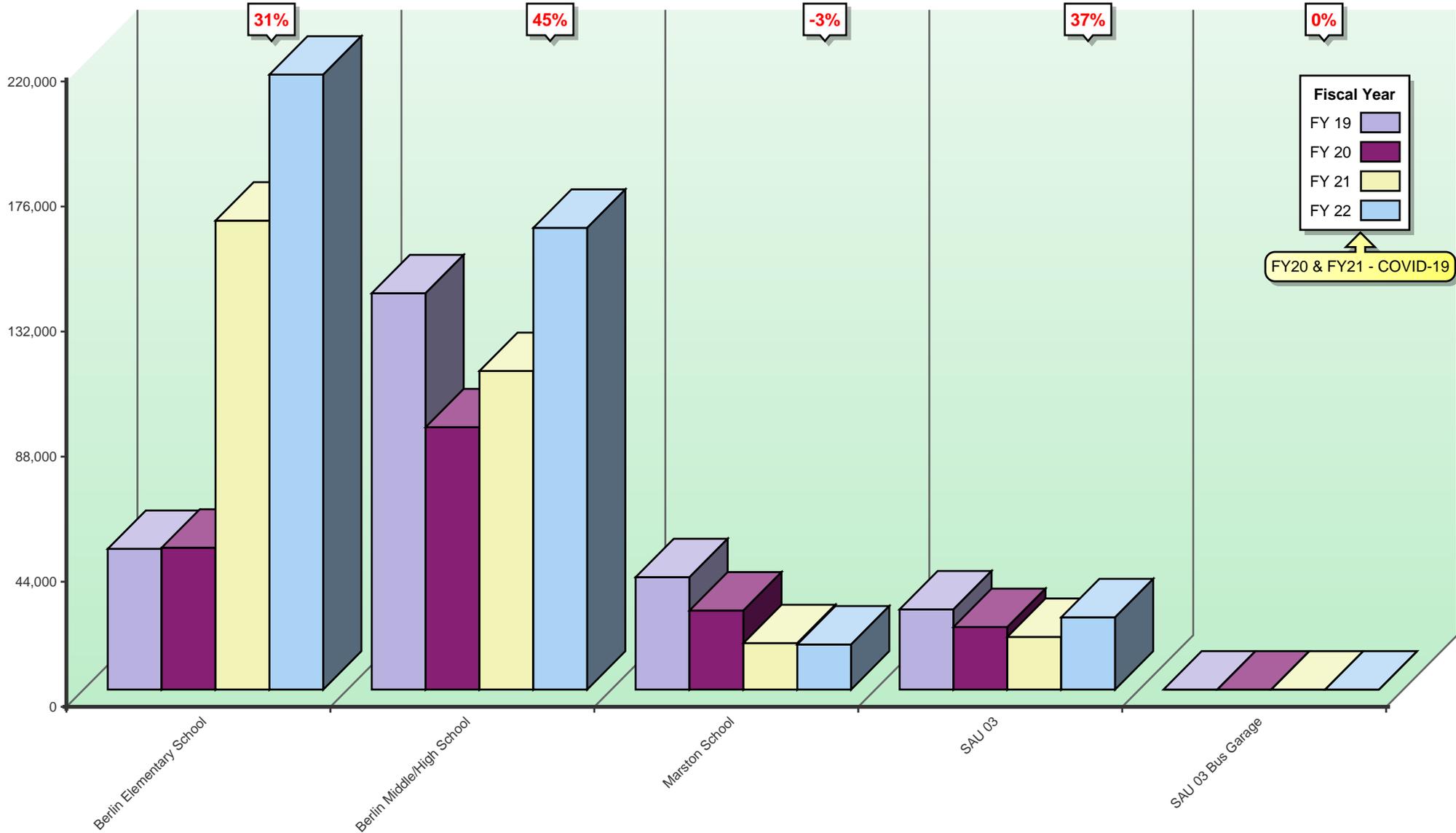
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district 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	83,741	149,723,855	\$3,872,721.04	1,788	\$46.25

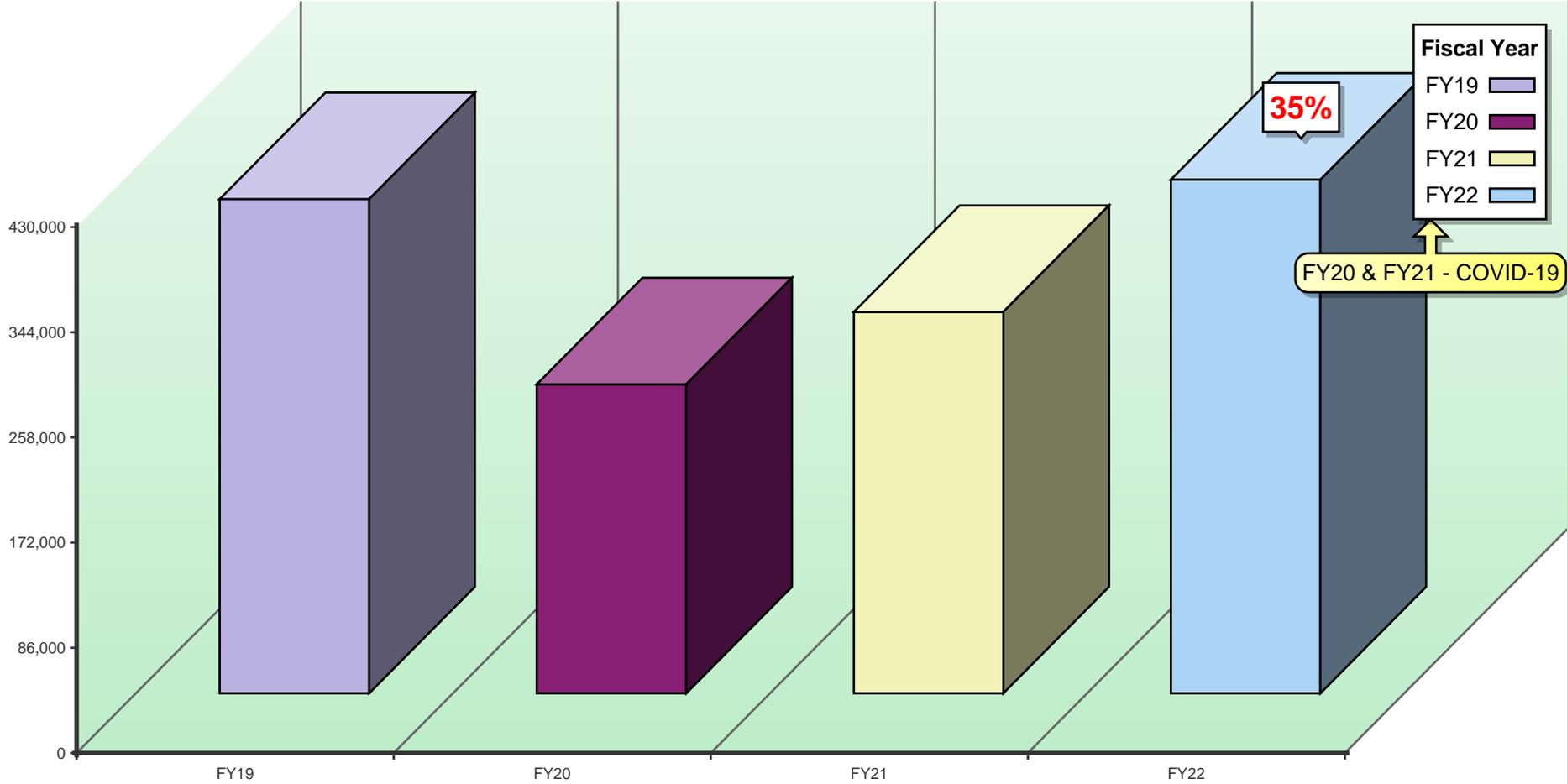
*Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.



ANNUAL COLOR VOLUME BY LOCATION



ANNUAL COLOR VOLUME OVERALL



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

AVERAGE STUDENT-TO-COPY USAGE - COLOR

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

Building	Student Population	Annual Color Volume	Total School Cost*	Average Annual Color Prints Per Student	Average Annual Color Cost Per Student
Berlin Elementary School	449	216,339	\$10,880.89	482	\$24.23
Berlin Middle/High School	602	162,442	\$8,819.53	270	\$14.65
Marston School	0	15,864	\$663.91	0	\$0.00
SAU 03	0	25,422	\$1,063.91	0	\$0.00
SAU 03 Bus Garage	0	0	\$0.00	0	\$0.00
Totals	1,051	420,067	\$21,428.25	400	\$20.39

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

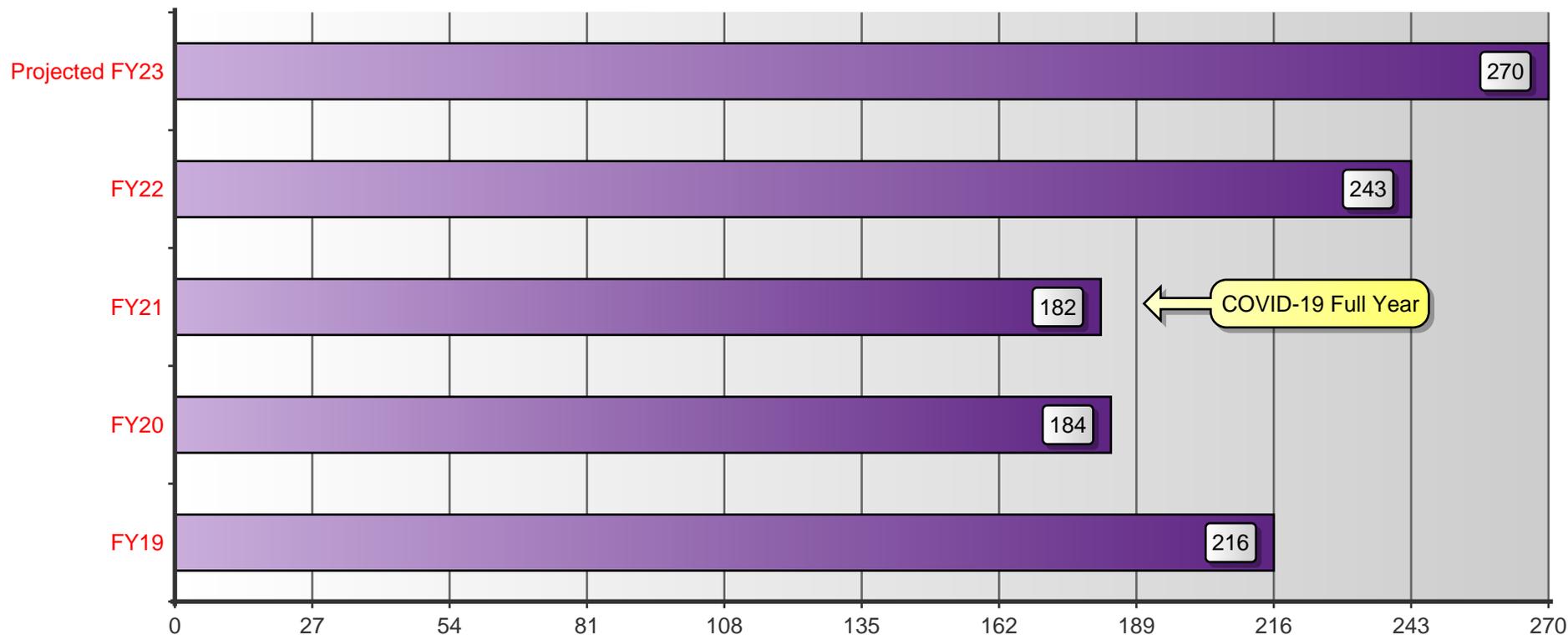
Note: STARDoc tool will flag any future high color usage. See page 63 of STARDoc Features. Current industry ratio averages 243 color prints per student per year. Your color volume this year averages 400 per student. Please contact our SPC technical team to provide training to your staff if your usage is too high.

INDUSTRY AVERAGE COPIES PER STUDENT - COLOR

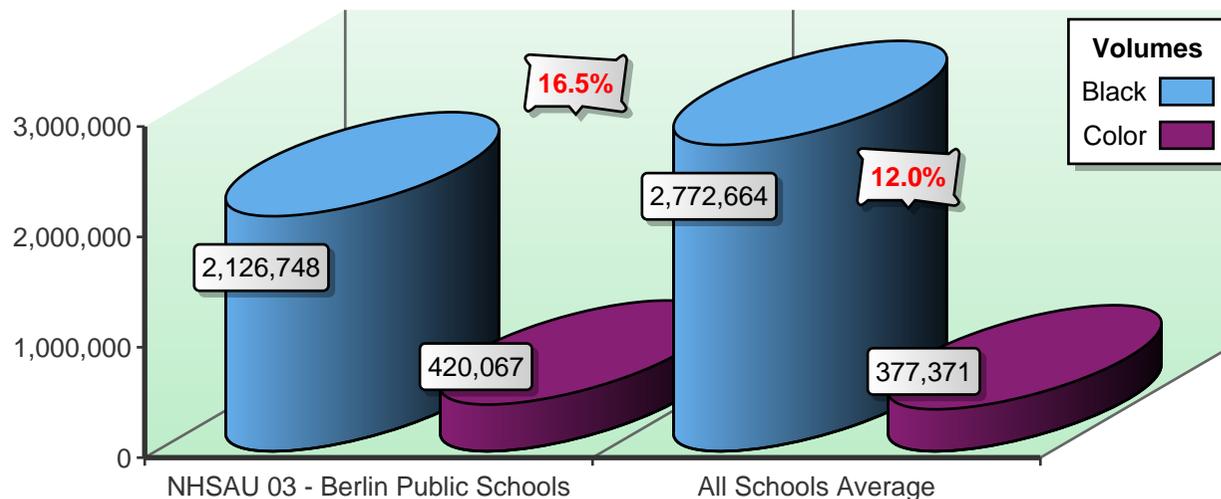
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	Total Student Population	Total Annual Volume	Total District Cost*	Annual Copies Per Student	Annual Cost Per Student
All Schools w/Student Populations	83,741	20,378,027	\$929,875.30	243	\$11.10

*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

Despite the significant drop in color usage over the past two years, color usage has not only recovered, it has soared. FY22 increased average color usage by 33% over FY21. Obviously, some color printing is necessary, but if it is not properly monitored it could negatively impact 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 Equipment Health Status page.

SOLUTION: SPC has incorporated into our bids Right-Sized Print Management software that pinpoints the problematic locations and implements tailor-made software that controls your color printing. Instead of forcing the entire organization to change all printing habits, SPC focuses only on problematic locations.

EQUIPMENT USAGE & RECOMMENDATIONS

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

Date of Last Upgrade: 08/01/2012

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
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Berlin Elementary School

Custodian 1st Floor East Wing

Canon imageClass MF543dw / 45 PPM 2SQ02664 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	893 0	1,620 0	727 0	\$0.01385 \$10.07 \$0.00000 \$0.00	None at this time.
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Custodian's Office West

Canon imageClass MF543dw / 45 PPM 2SQ02753 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	871 0	1,444 0	573 0	\$0.01385 \$7.94 \$0.00000 \$0.00	None at this time.
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East Wing Nurse

Canon imageClass MF543dw / 45 PPM 2SQ02983 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,660 0	3,325 0	1,665 0	\$0.01385 \$23.06 \$0.00000 \$0.00	None at this time.
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Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
East Wing Office					
Canon IR C5550i / 50 PPM 2JH06389 / 3,000,000 / 02/2019 Color Photocopier / CSA-VT	38,544	87,850	49,306	\$0.00400 \$197.22 \$0.03986 \$908.81	None at this time.
Gym Office					
Canon imageClass MF543dw / 45 PPM 2SQ02860 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,062	2,532	1,470	\$0.01385 \$20.36 \$0.00000 \$0.00	None at this time.
Library					
Canon IR C5550i / 50 PPM 2JH05622 / 3,000,000 / 02/2019 Color Photocopier / CSA-VT	137,258	303,560	166,302	\$0.00400 \$665.21 \$0.03986 \$3,031.43	None at this time.
Room 100					
Canon imageClass MF543dw / 45 PPM 2SQ02989 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	5,863	14,679	8,816	\$0.01385 \$122.10 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 201					
Canon imageClass MF543dw / 45 PPM 2SQ02755 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	9,326 0	23,777 0	14,451 0	\$0.01385 \$200.15 \$0.00000 \$0.00	None at this time.
Room 203					
Canon imageClass MF543dw / 45 PPM 2SQ02985 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	4,781 0	14,451 0	9,670 0	\$0.01385 \$133.93 \$0.00000 \$0.00	None at this time.
Room 205					
Canon imageClass MF543dw / 45 PPM 2SQ02861 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	13,441 0	29,246 0	15,805 0	\$0.01385 \$218.90 \$0.00000 \$0.00	None at this time.
Room 207					
Canon imageClass MF543dw / 45 PPM 2SQ02862 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	2,191 0	6,265 0	4,074 0	\$0.01385 \$56.42 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 208					
Canon imageClass MF543dw / 45 PPM 2SQ02853 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	4,817 0	8,995 0	4,178 0	\$0.01385 \$57.87 \$0.00000 \$0.00	None at this time.
Room 210					
Canon imageClass MF543dw / 45 PPM 2SQ02855 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	3,980 0	10,201 0	6,221 0	\$0.01385 \$86.16 \$0.00000 \$0.00	None at this time.
Room 211					
Canon imageClass MF543dw / 45 PPM 2SQ02764 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	10,894 0	21,001 0	10,107 0	\$0.01385 \$139.98 \$0.00000 \$0.00	None at this time.
Room 302					
Canon imageClass MF543dw / 45 PPM 2SQ02762 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	3,418 0	11,220 0	7,802 0	\$0.01385 \$108.06 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 304					
Canon imageClass MF543dw / 45 PPM 2SQ02758 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	2,114 0	10,093 0	7,979 0	\$0.01385 \$110.51 \$0.00000 \$0.00	None at this time.
Room 305					
Canon imageClass MF543dw / 45 PPM 2SQ02761 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	2,216 0	11,896 0	9,680 0	\$0.01385 \$134.07 \$0.00000 \$0.00	None at this time.
Room 307					
Canon imageClass MF543dw / 45 PPM 2SQ02767 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	9,540 0	17,845 0	8,305 0	\$0.01385 \$115.02 \$0.00000 \$0.00	None at this time.
Room 308					
Canon imageClass MF543dw / 45 PPM 2SQ02857 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	14,662 0	26,133 0	11,471 0	\$0.01385 \$158.87 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 310					
Canon imageClass MF543dw / 45 PPM 2SQ02712 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,816 0	5,233 0	3,417 0	\$0.01385 \$47.33 \$0.00000 \$0.00	None at this time.
Room 311 Special Ed					
Canon imageClass MF543dw / 45 PPM 2SQ02759 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	2,135 0	6,403 0	4,268 0	\$0.01385 \$59.11 \$0.00000 \$0.00	None at this time.
Room 405					
Canon imageClass MF543dw / 45 PPM 2SQ02768 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	3,431 0	7,038 0	3,607 0	\$0.01385 \$49.96 \$0.00000 \$0.00	None at this time.
Room 406 Art					
Canon imageCLASS LBP664Cdw / 28 PPM NPAAI03536 / 500,000 / 05/2019 Color Network Printer / CSA-VT	1,551 1,986	2,800 3,153	1,249 1,167	\$0.01385 \$17.30 \$0.11286 \$131.71	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 501					
Canon imageClass MF543dw / 45 PPM 2SQ02760 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,313 0	8,960 0	7,647 0	\$0.01385 \$105.91 \$0.00000 \$0.00	None at this time.
Room 502					
Canon imageClass MF543dw / 45 PPM 2SQ02027 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	13,275 0	26,400 0	13,125 0	\$0.01385 \$181.78 \$0.00000 \$0.00	None at this time.
Room 504					
Canon imageClass MF543dw / 45 PPM 2SQ02293 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	6,879 0	17,228 0	10,349 0	\$0.01385 \$143.33 \$0.00000 \$0.00	None at this time.
Room 507					
Canon imageClass MF543dw / 45 PPM 2SQ02259 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	6,617 0	15,413 0	8,796 0	\$0.01385 \$121.82 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 509					
Canon imageClass MF543dw / 45 PPM 2SQ02456 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	5,002 0	12,014 0	7,012 0	\$0.01385 \$97.12 \$0.00000 \$0.00	None at this time.
Room 511					
Canon imageClass MF543dw / 45 PPM 2SQ02656 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,519 0	9,044 0	7,525 0	\$0.01385 \$104.22 \$0.00000 \$0.00	None at this time.
Room 512					
Canon imageClass MF543dw / 45 PPM 2SQ02655 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,468 0	4,075 0	2,607 0	\$0.01385 \$36.11 \$0.00000 \$0.00	None at this time.
Room 513					
Canon imageClass MF543dw / 45 PPM 2SQ02657 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,940 0	3,927 0	1,987 0	\$0.01385 \$27.52 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 514					
Canon imageClass MF543dw / 45 PPM 2SQ02765 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	10,280 0	16,299 0	6,019 0	\$0.01385 \$83.36 \$0.00000 \$0.00	None at this time.
Room 601					
Canon imageClass MF543dw / 45 PPM 2SQ02660 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	14,752 0	42,516 0	27,764 0	\$0.01385 \$384.53 \$0.00000 \$0.00	None at this time.
Room 603					
Canon imageClass MF543dw / 45 PPM 2SQ02766 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	4,040 0	11,780 0	7,740 0	\$0.01385 \$107.20 \$0.00000 \$0.00	None at this time.
Room 604					
Canon imageClass MF543dw / 45 PPM 2SQ02257 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	3,798 0	7,431 0	3,633 0	\$0.01385 \$50.32 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 606					
Canon imageClass MF543dw / 45 PPM 2SQ02068 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	4,530 0	14,440 0	9,910 0	\$0.01385 \$137.25 \$0.00000 \$0.00	None at this time.
Room 609					
Canon imageClass MF543dw / 45 PPM 2SQ02485 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	14,969 0	39,038 0	24,069 0	\$0.01385 \$333.36 \$0.00000 \$0.00	None at this time.
Room 610					
Canon imageClass MF543dw / 45 PPM 2SQ02451 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	5,039 0	16,387 0	11,348 0	\$0.01385 \$157.17 \$0.00000 \$0.00	None at this time.
Room 612					
Canon imageClass MF543dw / 45 PPM 2SQ02987 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	2,644 0	6,687 0	4,043 0	\$0.01385 \$56.00 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Teachers' Room East					
Canon IR C5550i / 50 PPM 2JH05538 / 3,000,000 / 02/2019 Color Photocopier / CSA-VT	83,038	154,287	71,249	\$0.00400 \$285.00 \$0.03986 \$2,484.19	None at this time.
Teachers' Room East					
Canon IR 8585i / 85 PPM YGS00801 / 5,000,000 / 05/2019 Black Photocopier / CSA-VT	57,743	117,960	60,217	\$0.00400 \$240.87 \$0.00000 \$0.00	None at this time.
Teachers' Room West					
Canon imageCLASS LBP664Cdw / 28 PPM NPAAI02961 / 500,000 / 05/2019 Color Network Printer / CSA-VT	5,024	11,798	6,774	\$0.01385 \$93.82 \$0.11286 \$2,558.54	None at this time.
Teachers' Room West					
Canon IR 8585i / 85 PPM YGS00809 / 5,000,000 / 05/2019 Black Photocopier / CSA-VT	176,189	415,267	239,078	\$0.00400 \$956.31 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
West Wing Office					
Canon imageClass MF543dw / 45 PPM 2SQ02661 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	2,107 0	4,047 0	1,940 0	\$0.01385 \$26.87 \$0.00000 \$0.00	None at this time.
West Wing Office					
Canon IR C5550i / 50 PPM 2JH05465 / 3,000,000 / 02/2019 Color Photocopier / CSA-VT	39,124 22,466	77,133 53,793	38,009 31,327	\$0.00400 \$152.04 \$0.03986 \$1,248.69	None at this time.
		Subtotal Black	921,984	\$6,621.49	
		Subtotal Color	216,339	\$10,363.37	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
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Berlin Middle/High School

Athletics Office

Canon imageClass MF543dw / 45 PPM 2SQ02658 / 1,000,000 / 12/2019 Black Laser MFP/CSA-VT	2,926 0	5,279 0	2,353 0	\$0.01385 \$32.59 \$0.00000 \$0.00	None at this time.
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Cafeteria Office

Canon imageCLASS MF746Cdw / 28 PPM 2QL23554 / 500,000 / 05/2019 Color Laser MFP / CSA-VT	4,031 4,428	10,938 11,412	6,907 6,984	\$0.01385 \$95.66 \$0.11286 \$788.21	None at this time.
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CTE Office

Canon IR C5540i / 40 PPM 2JV03566 / 1,000,000 / 01/2019 Color Photocopier / CSA-VT	22,669 10,595	42,909 24,770	20,240 14,175	\$0.00400 \$80.96 \$0.03986 \$565.02	None at this time.
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Custodian's Room

Canon imageClass MF543dw / 45 PPM 2SQ02675 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	549 0	1,209 0	660 0	\$0.01385 \$9.14 \$0.00000 \$0.00	None at this time.
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Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Guidance Hall					
Canon IR C5540i / 40 PPM 2JV03572 / 1,000,000 / 01/2019 Color Photocopier / CSA-VT	18,429	39,579	21,150	\$0.00400 \$84.60 \$0.03986 \$863.21	None at this time.
Guidance Office - Nancy					
Canon imageClass MF543dw / 45 PPM 2SQ02659 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	6,467	15,234	8,767	\$0.01385 \$121.42 \$0.00000 \$0.00	None at this time.
Gym					
Canon imageClass MF543dw / 45 PPM 2SQ02673 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,568	4,000	2,432	\$0.01385 \$33.68 \$0.00000 \$0.00	None at this time.
High School Teachers' Room					
Canon IR 6575i / 75 PPM 3EH00659 / 4,000,000 / 02/2019 Black Photocopier / CSA-VT	73,589	270,831	197,242	\$0.00400 \$788.97 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Hot Swap					
Canon imageClass MF543dw / 45 PPM 2SQ02678 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	73,589 0	73,589 0	0 0	\$0.01385 \$0.00 \$0.00000 \$0.00	Not in use for FY22.
Library					
Canon imageClass MF543dw / 45 PPM 2SQ02674 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	3,240 0	6,639 0	3,399 0	\$0.01385 \$47.08 \$0.00000 \$0.00	None at this time.
Library					
Canon IR C5550i / 50 PPM 2JH06154 / 3,000,000 / 02/2019 Color Photocopier / CSA-VT	70,761 50,467	173,937 95,378	103,176 44,911	\$0.00400 \$412.70 \$0.03986 \$1,790.15	None at this time.
Main Office					
Canon imageCLASS MF746Cdw / 28 PPM 2QL23552 / 500,000 / 05/2019 Color Laser MFP / CSA-VT	8,110 8,589	17,754 21,459	9,644 12,870	\$0.01385 \$133.57 \$0.11286 \$1,452.51	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Main Office					
Canon IR 8585i / 85 PPM YGS00780 / 5,000,000 / 05/2019 Black Photocopier / CSA-VT	76,712 0	181,451 0	104,739 0	\$0.00400 \$418.96 \$0.00000 \$0.00	None at this time.
Nurse					
Canon imageClass MF543dw / 45 PPM 2SQ02672 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	5,688 0	12,699 0	7,011 0	\$0.01385 \$97.10 \$0.00000 \$0.00	None at this time.
Room 100					
Canon imageClass MF543dw / 45 PPM 2SQ02787 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,153 0	2,019 0	866 0	\$0.01385 \$11.99 \$0.00000 \$0.00	None at this time.
Room 101					
Canon imageClass MF543dw / 45 PPM 2SQ02781 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	6,600 0	13,687 0	7,087 0	\$0.01385 \$98.15 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 102					
Canon imageClass MF543dw / 45 PPM 2SQ02788 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	7,151 0	18,440 0	11,289 0	\$0.01385 \$156.35 \$0.00000 \$0.00	None at this time.
Room 103					
Canon imageCLASS LBP664Cdw / 28 PPM NPAA103415 / 500,000 / 05/2019 Color Network Printer / CSA-VT	1,189 1,845	3,104 4,415	1,915 2,570	\$0.01385 \$26.52 \$0.11286 \$290.05	None at this time.
Room 300					
Canon imageClass MF543dw / 45 PPM 2SQ02676 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	6,768 0	14,780 0	8,012 0	\$0.01385 \$110.97 \$0.00000 \$0.00	None at this time.
Room 301					
Canon imageClass MF543dw / 45 PPM 2SQ02671 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,852 0	3,580 0	1,728 0	\$0.01385 \$23.93 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 400 Art					
Canon imageCLASS LBP664Cdw / 28 PPM NPAAI03537 / 500,000 / 05/2019 Color Network Printer / CSA-VT	1,329 2,720	1,622 6,186	293 3,466	\$0.01385 \$4.06 \$0.11286 \$391.17	None at this time.
Room 406 Special Ed					
Canon imageClass MF543dw / 45 PPM 2SQ02662 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	5,784 0	13,984 0	8,200 0	\$0.01385 \$113.57 \$0.00000 \$0.00	None at this time.
Room 501					
Canon imageClass MF543dw / 45 PPM 2SQ02786 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	944 0	4,251 0	3,307 0	\$0.01385 \$45.80 \$0.00000 \$0.00	None at this time.
Room 502					
Canon imageClass MF543dw / 45 PPM 2SQ02459 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	3,161 0	8,307 0	5,146 0	\$0.01385 \$71.27 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 503					
Canon imageClass MF543dw / 45 PPM 2SQ02782 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,014	4,828	3,814	\$0.01385 \$52.82 \$0.00000 \$0.00	None at this time.
Room 504					
Canon imageClass MF543dw / 45 PPM 2SQ02784 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,851	6,103	4,252	\$0.01385 \$58.89 \$0.00000 \$0.00	None at this time.
Room 505					
Canon imageClass MF543dw / 45 PPM 2SQ02780 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	6,721	11,572	4,851	\$0.01385 \$67.19 \$0.00000 \$0.00	None at this time.
Room 506					
Canon imageClass MF543dw / 45 PPM 2SQ02811 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,277	9,974	8,697	\$0.01385 \$120.45 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 507					
Canon imageClass MF543dw / 45 PPM 2SQ02813 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	2,954 0	15,273 0	12,319 0	\$0.01385 \$170.62 \$0.00000 \$0.00	None at this time.
Room 508					
Canon imageClass MF543dw / 45 PPM 2SQ02815 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	4,623 0	14,211 0	9,588 0	\$0.01385 \$132.79 \$0.00000 \$0.00	None at this time.
Room 510					
Canon imageClass MF543dw / 45 PPM 2SQ02814 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	2,876 0	6,438 0	3,562 0	\$0.01385 \$49.33 \$0.00000 \$0.00	None at this time.
Room 511					
Canon imageClass MF543dw / 45 PPM 2SQ02807 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	2,428 0	5,828 0	3,400 0	\$0.01385 \$47.09 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 512					
Canon imageClass MF543dw / 45 PPM 2SQ02802 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,543 0	5,720 0	4,177 0	\$0.01385 \$57.85 \$0.00000 \$0.00	None at this time.
Room 513					
Canon imageClass MF543dw / 45 PPM 2SQ02805 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	978 0	5,638 0	4,660 0	\$0.01385 \$64.54 \$0.00000 \$0.00	None at this time.
Room 514 Graphic Arts					
Canon imageCLASS LBP664Cdw / 28 PPM NPAAI03543 / 500,000 / 05/2019 Color Network Printer / CSA-VT	20 17	27 43	7 26	\$0.01385 \$0.10 \$0.11286 \$2.93	None at this time.
Room 514 Graphic Arts					
Canon iR-ADV C7565i / 65 PPM 2KT04100 / 3,000,000 / 05/2019 Color Photocopier / CSA-VT	42,291 10,067	135,440 40,765	93,149 30,698	\$0.00400 \$372.60 \$0.03986 \$1,223.62	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 515					
Canon imageClass MF543dw / 45 PPM 2SQ02812 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,454 0	2,906 0	1,452 0	\$0.01385 \$20.11 \$0.00000 \$0.00	None at this time.
Room 516					
Canon imageClass MF543dw / 45 PPM 2SQ02636 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	4,543 0	10,195 0	5,652 0	\$0.01385 \$78.28 \$0.00000 \$0.00	None at this time.
Room 517					
Canon imageClass MF543dw / 45 PPM 2SQ02629 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	2,806 0	5,521 0	2,715 0	\$0.01385 \$37.60 \$0.00000 \$0.00	None at this time.
Room 600					
Canon imageClass MF543dw / 45 PPM 2SQ02634 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,583 0	3,953 0	2,370 0	\$0.01385 \$32.82 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 603					
Canon imageCLASS LBP664Cdw / 28 PPM NPAAI03535 / 500,000 / 05/2019 Color Network Printer / CSA-VT	305 274	920 729	615 455	\$0.01385 \$8.52 \$0.11286 \$51.35	None at this time.
Room 603					
Canon imageClass MF543dw / 45 PPM 2SQ02631 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	3,375 0	6,854 0	3,479 0	\$0.01385 \$48.18 \$0.00000 \$0.00	None at this time.
Room 604					
Canon imageClass MF543dw / 45 PPM 2SQ02637 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	936 0	1,830 0	894 0	\$0.01385 \$12.38 \$0.00000 \$0.00	None at this time.
Room 605					
Canon imageClass MF543dw / 45 PPM 2SQ02632 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	3,675 0	7,621 0	3,946 0	\$0.01385 \$54.65 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 608 Science Office					
Canon imageClass MF543dw / 45 PPM 2SQ02623 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	4,854 0	12,872 0	8,018 0	\$0.01385 \$111.05 \$0.00000 \$0.00	None at this time.
Room 609 Middle School Teachers' Room					
Canon IR C5550i / 50 PPM 2JH06409 / 3,000,000 / 02/2019 Color Photocopier / CSA-VT	45,996 6,034	125,224 30,665	79,228 24,631	\$0.00400 \$316.91 \$0.03986 \$981.79	None at this time.
Room 609 Middle School Teachers' Room					
Canon IR 8585i / 85 PPM YGS00783 / 5,000,000 / 05/2019 Black Photocopier / CSA-VT	74,100 0	292,965 0	218,865 0	\$0.00400 \$875.46 \$0.00000 \$0.00	None at this time.
Room 610					
Canon imageClass MF543dw / 45 PPM 2SQ02633 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	3,018 0	6,392 0	3,374 0	\$0.01385 \$46.73 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 611					
Canon imageClass MF543dw / 45 PPM 2SQ02898 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	131	752	621	\$0.01385 \$8.60 \$0.00000 \$0.00	None at this time.
Room 612					
Canon imageClass MF543dw / 45 PPM 2SQ02905 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	91	878	787	\$0.01385 \$10.90 \$0.00000 \$0.00	None at this time.
Room 613					
Canon imageClass MF543dw / 45 PPM 2SQ02904 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	1,929	4,435	2,506	\$0.01385 \$34.71 \$0.00000 \$0.00	None at this time.
Room 614					
Canon imageClass MF543dw / 45 PPM 2SQ02899 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	355	2,564	2,209	\$0.01385 \$30.59 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 615					
Canon imageClass MF543dw / 45 PPM 2SQ02901 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	807	1,911	1,104	\$0.01385 \$15.29 \$0.00000 \$0.00	None at this time.
Room 616					
Canon imageClass MF543dw / 45 PPM 2SQ02897 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	467	4,882	4,415	\$0.01385 \$61.15 \$0.00000 \$0.00	None at this time.
Room 618					
Canon imageClass MF543dw / 45 PPM 2SQ02896 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	12,016	29,057	17,041	\$0.01385 \$236.02 \$0.00000 \$0.00	None at this time.
		Subtotal Black	1,047,330	\$6,253.30	
		Subtotal Color	162,442	\$8,400.02	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Marston School					
First Floor Special Education					
Canon imageClass MF543dw / 45 PPM 2SQ02757 / 1,000,000 / 12/2019 Black Laser MFP/CSA-VT	3,309	8,801	5,492	\$0.01385 \$76.06 \$0.00000 \$0.00	None at this time.
Second Floor					
Canon imageClass MF543dw / 45 PPM 2SQ02756 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	6,229	14,511	8,282	\$0.01385 \$114.71 \$0.00000 \$0.00	None at this time.
Special Education					
Canon IR C5550i / 50 PPM 2JH06144 / 3,000,000 / 02/2019 Color Photocopier / CSA-VT	43,133	81,628	38,495	\$0.00400 \$153.98 \$0.03986 \$632.34	None at this time.
Subtotal Black			52,269	\$344.75	
Subtotal Color			15,864	\$632.34	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
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SAU 03

Account Payable

Canon imageClass MF543dw / 45 PPM 2SQ02859 / 1,000,000 / 12/2019 Black Laser MFP/CSA-VT	15,007 0	36,549 0	21,542 0	\$0.01385 \$298.36 \$0.00000 \$0.00	None at this time.
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Business Administrator

Canon imageClass MF543dw / 45 PPM 2SQ02772 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	9,404 0	17,018 0	7,614 0	\$0.01385 \$105.45 \$0.00000 \$0.00	None at this time.
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Main Office

Canon IR C5550i / 50 PPM 2JH05552 / 3,000,000 / 02/2019 Color Photocopier / CSA-VT	39,451 18,529	81,189 43,951	41,738 25,422	\$0.00400 \$166.95 \$0.03986 \$1,013.32	None at this time.
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Main Office HR

Canon imageClass MF543dw / 45 PPM 2SQ02858 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	9,409 0	23,674 0	14,265 0	\$0.01385 \$197.57 \$0.00000 \$0.00	None at this time.
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Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Payroll					
Canon imageClass MF543dw / 45 PPM 2SQ02981 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	9,742 0	21,291 0	11,549 0	\$0.01385 \$159.95 \$0.00000 \$0.00	None at this time.
Superintendent					
Canon imageClass MF543dw / 45 PPM 2SQ02986 / 1,000,000 / 12/2019 Black Laser MFP / CSA-VT	6,849 0	11,840 0	4,991 0	\$0.01385 \$69.13 \$0.00000 \$0.00	None at this time.
		Subtotal Black	101,699	\$997.41	
		Subtotal Color	25,422	\$1,013.32	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
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SAU 03 Bus Garage

Mechanic's Office

Canon imageClass MF543dw / 45 PPM 2SQ02645 / 1,000,000 / 12/2019 Black Laser MFP/CSA-VT	3,824	7,290	3,466	\$0.01385 \$48.00 \$0.00000 \$0.00	None at this time.
			Subtotal Black	3,466	\$48.00
			Subtotal Color	0	\$0.00
			Overall Black Totals	2,126,748	\$14,264.96
			Overall Color Totals	420,067	\$20,409.05

Your Avg Color CPC is \$0.0486

Estimated color cost savings with your next bid: \$20,132.21 over five years. Our bids are coming in at an average of \$0.039, with our compensation included.

SPC SERVICE & SUPPLY COST SAVINGS

These tables compare your equipment cost per copy for service and supplies (black prints or copies only) before becoming an SPC client on 12/15/2000 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual FY 22 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
2,126,748	\$0.02018	\$42,917.77

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
2,126,748	\$0.00671	\$14,270.48	\$28,647.30	\$143,236.48

*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
\$28,647.30 x 22 years as a Client = \$630,240.50 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
Berlin Elementary School	921,984	\$6,951.82	\$5,830.63	\$21,949.55	\$34,732.00
Berlin Middle/High School	1,047,330	\$6,565.44	\$6,623.31	\$24,933.64	\$38,122.40
Marston School	52,269	\$361.95	\$330.55	\$1,244.36	\$1,936.86
SAU 03	101,699	\$1,047.13	\$643.14	\$2,421.13	\$4,111.41
SAU 03 Bus Garage	3,466	\$50.40	\$21.92	\$82.51	\$154.83
TOTALS	2,126,748	\$14,976.74	\$13,449.55	\$50,631.20	\$79,057.50

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 12% to 22% of Retail compared with the current Salesman's Cost of 50% of Retail.

For Example, a 55-page-per-minute Konica Minolta BizHub C550i with RADE, Duplexing, Finisher, 3-Hole Punch, CIF-Print-Color Scan-Hard Drive for Secure Print and fax board with a Retail Cost of \$37,199 can be purchased for \$4,341... That's 12% of Retail! Our prices are negotiated with and supported directly by the manufacturer.

SPC Upgrades for 2022

Client	Contact	Total Annual Volume	Number of Machines	Former Vendor	Vendor Awarded	Annual Cost Savings	5 Year Cost Savings	Print Management Software Added*
SAU 36 - White Mountains Regional SD	Kris Franklin	2,884,577	46	Visual Edge-OSV	Symquest	\$11,704.62	\$58,523.10	STARDoc Only
SAU 61 - Farmington	Brian Cisneros	2,857,215	42	Same	KMBS	\$7,383.00	\$36,915.00	PaperCut & STARDoc
SAU 66 - Hopkinton	Michael Flynn	2,460,750	78	Global-Conway	KMBS	\$29,956.00	\$149,780.00	PaperCut & STARDoc
SAU 68 - Lincoln/Woodstock	Debbie O'Connor	815,437	13	Same	KMBS	\$4,302.00	\$21,510.00	PaperCut & STARDoc
SAU 80 - Shaker Regional SD	Debbie Thompson	2,896,042	23	Same	Budget	\$5,550.00	\$27,750.00	PaperCut & STARDoc
SAU 87 - Mascenic	Lizabeth Baker	2,834,149	59	Same	KMBS	\$15,634.00	\$78,170.00	STARDoc Only
Great Bay E-Learning Charter School	Peter Stackhouse	246,262	8	Same	KMBS	\$1,744.00	\$8,720.00	STARDoc Only
MSAD 37 - Harrington Maine	Ron Ramsay	1,776,270	56	Visual Edge-A-Copi	Ricoh	\$6,953.00	\$34,765.00	STARDoc Only
SAU 54 -Rochester NH	Linda Bartlett	11,900,000	215	Same	KMBS	-\$1,920.00	-\$9,600.00	PaperCut & STARDoc
East Millinocket Schools Maine	Luci Milewski	1,113,369	4	Visual Edge-A-Copi	Ricoh	\$6,449.00	\$32,245.00	STARDoc Only
Washington Central UUSD	Mark Kline	4,000,000	68	Canon & Conway	Symquest	\$26,757.00	\$133,785.00	STARDoc Only
RSU 64 - East Corinth	Rhonda Sperrey	2,698,445	28	Visual Edge-A-Copi	Symquest	\$9,304.00	\$46,520.00	PaperCut & STARDoc
RSU 06 - Bonny Eagle	Scott Nason	8,328,355	109	Visual Edge-A-Copi	Symquest	\$21,350.00	\$106,750.00	PaperCut & STARDoc
RSU 14 - Windham Raymond	Bob Hickey	7,539,568	211	Visual Edge-A-Copi	Symquest	\$48,135.00	\$240,675.00	STARDoc Only
Orleans Southwest Supervisory Union VT	David Martin	2,846,049	24	Visual Edge-OSV	National	\$4,390.00	\$21,950.00	PaperCut & STARDoc
Essex Westford School District VT	Peter Drescher	10,741,439	265	Visual Edge-OSV & National	Symquest	\$100,004.00	\$500,020.00	PaperCut & STARDoc
Sullivan County NH	Derek Ferland	911,018	40	Canon	Symquest	\$14,033.00	\$70,165.00	PaperCut & STARDoc
Winooski School District VT	Nicole Mace	1,848,750	87	Canon	Symquest	\$42,364.00	\$211,820.00	PaperCut & STARDoc
Windham Northeast Supervisory Union VT	Andrew Haas	3,000,000	46	Canon	Symquest	\$39,323.00	\$196,615.00	PaperCut & STARDoc
SAU 43 - Newport NH	Ed Emond	1,772,242	10	Visual Edge-OSV	Symquest	\$18,656.00	\$93,280.00	STARDoc Only
Totals		73,469,937	1,432			\$412,071.62	\$2,060,358.10	

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

TOTALS	82,468,260	69,686,229	73,469,937	
Total New Clients	14,950,000	41,249,400	17,952,178	<< 8 Clients
Total Existing Clients	67,518,260	28,436,829	55,517,759	<< 12 Clients

2022 Award Evaluation	Manufacturer	Volume	Machines
Symquest	Konica Minolta	43,724,394	910
KMBS	Konica Minolta	21,113,813	415
Budget	Konica Minolta	2,896,042	23
Ricoh	Ricoh	2,889,639	60
National	Kyocera	2,846,049	24
TOTALS		73,469,937	1,432

PROJECTED EQUIPMENT COSTS BY BUILDING - COLOR

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

Building	Projected Color Volume	Service & Supply Cost
Berlin Elementary School	216,339	\$10,880.89
Berlin Middle/High School	162,442	\$8,819.53
Marston School	15,864	\$663.91
SAU 03	25,422	\$1,063.91
SAU 03 Bus Garage	0	\$0.00
TOTALS	420,067	\$21,428.25

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. Although inflation has increased by 9.5% over last year, SPC has capped that increase for **FY23 to only 5%**. In the 30+ years of SPC's history, this is the first time this cap was necessary, but it clearly benefits the client as we continue to save you money.

Vendor	Equipment Type	FY22 Black Volume	FY22 Black Cost/Copy	FY22 Black S & S Costs	FY23 Black Cost/Copy	FY23 Projected Black S & S Costs
Canon Solutions Vermont	Black Laser MFP	557,161	\$0.01385	\$7,716.68	\$0.01454	\$8,101.12
Canon Solutions Vermont	Black Photocopier	820,141	\$0.00400	\$3,280.56	\$0.00420	\$3,444.59
Canon Solutions Vermont	Color Laser MFP	16,551	\$0.01385	\$229.23	\$0.01454	\$240.65
Canon Solutions Vermont	Color Network Printer	10,853	\$0.01385	\$150.31	\$0.01454	\$157.80
Canon Solutions Vermont	Color Photocopier	722,042	\$0.00400	\$2,888.17	\$0.00420	\$3,032.58
TOTALS AND AVERAGES		2,126,748	\$0.00671	\$14,264.96	\$0.00704	\$14,976.74

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. Although inflation has increased by 9.5% over last year, SPC has capped that increase for **FY23 to only 5%**. In the 30+ years of SPC's history, this is the first time this cap was necessary, but it clearly benefits the client as we continue to save you money.

Vendor	Equipment Type	FY22 Color Volume	FY22 Color Cost/Copy	FY22 Color S & S Costs	FY23 Color Cost/Copy	FY23 Projected Color S & S Costs
Canon Solutions Vermont	Color Laser MFP	19,854	\$0.11286	\$2,240.72	\$0.11850	\$2,352.70
Canon Solutions Vermont	Color Network Printer	30,354	\$0.11286	\$3,425.75	\$0.11850	\$3,596.95
Canon Solutions Vermont	Color Photocopier	369,859	\$0.03986	\$14,742.58	\$0.04185	\$15,478.60
TOTALS AND AVERAGES		420,067	\$0.04859	\$20,409.05	\$0.05101	\$21,428.25

LEASED/OWNED EQUIPMENT DETAILS

Total Number of Machines Under Contract	110
Number of Machines on Lease	109
Number of Machines Owned	1
Number of Rental/Loaner Machines	0

Lease Company Norway Savings Bank // Access Municipal Leasing

Term 5 Annual

Annual Payment usually due on 8/1 \$47,230.20 // \$3,401.00

Lease Start Date 05/15/2020

Lease End Date 08/01/2024

Remaining Payments 2

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

LEASED EQUIPMENT

Building	Room	Make/Model	Serial Number
Berlin Elementary School	Custodian 1st Floor East Wing	Canon imageClass MF543dw	2SQ02664
Berlin Elementary School	Custodian's Office West	Canon imageClass MF543dw	2SQ02753
Berlin Elementary School	East Wing Nurse	Canon imageClass MF543dw	2SQ02983
Berlin Elementary School	East Wing Office	Canon IR C5550i	2JH06389
Berlin Elementary School	Gym Office	Canon imageClass MF543dw	2SQ02860
Berlin Elementary School	Library	Canon IR C5550i	2JH05622
Berlin Elementary School	Room 100	Canon imageClass MF543dw	2SQ02989
Berlin Elementary School	Room 201	Canon imageClass MF543dw	2SQ02755
Berlin Elementary School	Room 203	Canon imageClass MF543dw	2SQ02985
Berlin Elementary School	Room 205	Canon imageClass MF543dw	2SQ02861
Berlin Elementary School	Room 207	Canon imageClass MF543dw	2SQ02862
Berlin Elementary School	Room 208	Canon imageClass MF543dw	2SQ02853
Berlin Elementary School	Room 210	Canon imageClass MF543dw	2SQ02855
Berlin Elementary School	Room 211	Canon imageClass MF543dw	2SQ02764
Berlin Elementary School	Room 302	Canon imageClass MF543dw	2SQ02762
Berlin Elementary School	Room 304	Canon imageClass MF543dw	2SQ02758
Berlin Elementary School	Room 305	Canon imageClass MF543dw	2SQ02761
Berlin Elementary School	Room 307	Canon imageClass MF543dw	2SQ02767
Berlin Elementary School	Room 308	Canon imageClass MF543dw	2SQ02857
Berlin Elementary School	Room 310	Canon imageClass MF543dw	2SQ02712
Berlin Elementary School	Room 311 Special Ed	Canon imageClass MF543dw	2SQ02759
Berlin Elementary School	Room 405	Canon imageClass MF543dw	2SQ02768
Berlin Elementary School	Room 406 Art	Canon imageCLASS LBP664Cdw	NPAAI03536
Berlin Elementary School	Room 501	Canon imageClass MF543dw	2SQ02760
Berlin Elementary School	Room 502	Canon imageClass MF543dw	2SQ02027
Berlin Elementary School	Room 504	Canon imageClass MF543dw	2SQ02293
Berlin Elementary School	Room 507	Canon imageClass MF543dw	2SQ02259
Berlin Elementary School	Room 509	Canon imageClass MF543dw	2SQ02456
Berlin Elementary School	Room 511	Canon imageClass MF543dw	2SQ02656
Berlin Elementary School	Room 512	Canon imageClass MF543dw	2SQ02655
Berlin Elementary School	Room 513	Canon imageClass MF543dw	2SQ02657
Berlin Elementary School	Room 514	Canon imageClass MF543dw	2SQ02765
Berlin Elementary School	Room 601	Canon imageClass MF543dw	2SQ02660
Berlin Elementary School	Room 603	Canon imageClass MF543dw	2SQ02766
Berlin Elementary School	Room 604	Canon imageClass MF543dw	2SQ02257
Berlin Elementary School	Room 606	Canon imageClass MF543dw	2SQ02068

NHSAU 03 - Berlin Public Schools

Building	Room	Make/Model	Serial Number
Berlin Elementary School	Room 609	Canon imageClass MF543dw	2SQ02485
Berlin Elementary School	Room 610	Canon imageClass MF543dw	2SQ02451
Berlin Elementary School	Room 612	Canon imageClass MF543dw	2SQ02987
Berlin Elementary School	Teachers' Room East	Canon IR 8585i	YGS00801
Berlin Elementary School	Teachers' Room East	Canon IR C5550i	2JH05538
Berlin Elementary School	Teachers' Room West	Canon imageCLASS LBP664Cdw	NPAAI02961
Berlin Elementary School	Teachers' Room West	Canon IR 8585i	YGS00809
Berlin Elementary School	West Wing Office	Canon imageClass MF543dw	2SQ02661
Berlin Elementary School	West Wing Office	Canon IR C5550i	2JH05465
Berlin Middle/High School	Athletics Office	Canon imageClass MF543dw	2SQ02658
Berlin Middle/High School	Cafeteria Office	Canon imageCLASS MF746Cdw	2QL23554
Berlin Middle/High School	CTE Office	Canon IR C5540i	2JV03566
Berlin Middle/High School	Custodian's Room	Canon imageClass MF543dw	2SQ02675
Berlin Middle/High School	Guidance Hall	Canon IR C5540i	2JV03572
Berlin Middle/High School	Guidance Office - Nancy	Canon imageClass MF543dw	2SQ02659
Berlin Middle/High School	Gym	Canon imageClass MF543dw	2SQ02673
Berlin Middle/High School	High School Teachers' Room	Canon IR 6575i	3EH00659
Berlin Middle/High School	Hot Swap	Canon imageClass MF543dw	2SQ02678
Berlin Middle/High School	Library	Canon imageClass MF543dw	2SQ02674
Berlin Middle/High School	Library	Canon IR C5550i	2JH06154
Berlin Middle/High School	Main Office	Canon imageCLASS MF746Cdw	2QL23552
Berlin Middle/High School	Main Office	Canon IR 8585i	YGS00780
Berlin Middle/High School	Nurse	Canon imageClass MF543dw	2SQ02672
Berlin Middle/High School	Room 100	Canon imageClass MF543dw	2SQ02787
Berlin Middle/High School	Room 101	Canon imageClass MF543dw	2SQ02781
Berlin Middle/High School	Room 102	Canon imageClass MF543dw	2SQ02788
Berlin Middle/High School	Room 103	Canon imageCLASS LBP664Cdw	NPAAI03415
Berlin Middle/High School	Room 300	Canon imageClass MF543dw	2SQ02676
Berlin Middle/High School	Room 301	Canon imageClass MF543dw	2SQ02671
Berlin Middle/High School	Room 400 Art	Canon imageCLASS LBP664Cdw	NPAAI03537
Berlin Middle/High School	Room 406 Special Ed	Canon imageClass MF543dw	2SQ02662
Berlin Middle/High School	Room 501	Canon imageClass MF543dw	2SQ02786
Berlin Middle/High School	Room 502	Canon imageClass MF543dw	2SQ02459
Berlin Middle/High School	Room 503	Canon imageClass MF543dw	2SQ02782
Berlin Middle/High School	Room 504	Canon imageClass MF543dw	2SQ02784

Berlin Middle/High School	Room 505	Canon imageClass MF543dw	2SQ02780
Berlin Middle/High School	Room 506	Canon imageClass MF543dw	2SQ02811

Building	Room	Make/Model	Serial Number
Berlin Middle/High School	Room 507	Canon imageClass MF543dw	2SQ02813
Berlin Middle/High School	Room 508	Canon imageClass MF543dw	2SQ02815
Berlin Middle/High School	Room 510	Canon imageClass MF543dw	2SQ02814
Berlin Middle/High School	Room 511	Canon imageClass MF543dw	2SQ02807
Berlin Middle/High School	Room 512	Canon imageClass MF543dw	2SQ02802
Berlin Middle/High School	Room 513	Canon imageClass MF543dw	2SQ02805
Berlin Middle/High School	Room 514 Graphic Arts	Canon imageCLASS LBP664Cdw	NPAAI03543
Berlin Middle/High School	Room 514 Graphic Arts	Canon iR-ADV C7565i	2KT04100
Berlin Middle/High School	Room 515	Canon imageClass MF543dw	2SQ02812
Berlin Middle/High School	Room 516	Canon imageClass MF543dw	2SQ02636
Berlin Middle/High School	Room 517	Canon imageClass MF543dw	2SQ02629
Berlin Middle/High School	Room 600	Canon imageClass MF543dw	2SQ02634
Berlin Middle/High School	Room 603	Canon imageClass MF543dw	2SQ02631
Berlin Middle/High School	Room 604	Canon imageClass MF543dw	2SQ02637
Berlin Middle/High School	Room 605	Canon imageClass MF543dw	2SQ02632
Berlin Middle/High School	Room 608 Science Office	Canon imageClass MF543dw	2SQ02623
Berlin Middle/High School	Room 609 Middle School Teachers' Room	Canon IR 8585i	YGS00783
Berlin Middle/High School	Room 609 Middle School Teachers' Room	Canon IR C5550i	2JH06409
Berlin Middle/High School	Room 610	Canon imageClass MF543dw	2SQ02633
Berlin Middle/High School	Room 611	Canon imageClass MF543dw	2SQ02898
Berlin Middle/High School	Room 612	Canon imageClass MF543dw	2SQ02905
Berlin Middle/High School	Room 613	Canon imageClass MF543dw	2SQ02904
Berlin Middle/High School	Room 614	Canon imageClass MF543dw	2SQ02899
Berlin Middle/High School	Room 615	Canon imageClass MF543dw	2SQ02901
Berlin Middle/High School	Room 616	Canon imageClass MF543dw	2SQ02897
Berlin Middle/High School	Room 618	Canon imageClass MF543dw	2SQ02896
Marston School	First Floor Special Education	Canon imageClass MF543dw	2SQ02757
Marston School	Second Floor	Canon imageClass MF543dw	2SQ02756
Marston School	Special Education	Canon IR C5550i	2JH06144
SAU 03	Account Payable	Canon imageClass MF543dw	2SQ02859
SAU 03	Business Administrator	Canon imageClass MF543dw	2SQ02772
SAU 03	Main Office	Canon IR C5550i	2JH05552
SAU 03	Main Office HR	Canon imageClass MF543dw	2SQ02858
SAU 03	Payroll	Canon imageClass MF543dw	2SQ02981
SAU 03	Superintendent	Canon imageClass MF543dw	2SQ02986
SAU 03 Bus Garage	Mechanic's Office	Canon imageClass MF543dw	2SQ02645

OWNED EQUIPMENT

Building	Room	Make/Model	Serial Number
Berlin Middle/High School	Room 603	Canon imageCLASS LBP664Cdw	NPAAI03535

STARDoc USER NAMES

Name	User Name
Autie Hamilton	ahamilton
Barbara Anderson	banderson
Bryan Lamirande	blamirande
Debora Payeur	dpayeur@sau3.org
Deborah Dupuis	ddupuis@sau3.org
Holly Paquette	hpaquette
Irina Williams	lwilliams
Julie King	jking
Kayla Steady	ksteady
Marion Moore	mmoore
Mike Kelley	mkelley
Sharon Michalik	smichalik
Tammy Fauteux	ffauteux@sau3.org
Tom Sutton	tsutton@sau3.org

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.



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 69 clients with almost 4500 devices doing 176 million copies and prints annually. For FY22 we purchased 1,432 machines with over 73 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* by managing your contracts for up to five years from the date of installation.

2. Exclusive STARDoc Software

- STARDoc: System for Tracking And Reporting Documents.
- Maps all devices and sets up 'Interactive Live Floor Plans' of all printing devices, showing you a Before and After Upgrade look; provides a visual for all decision makers over the next five years.
- STARDoc studies your printing habits and is able to predict your year-end cost months in advance, before you receive your year-end reconciliation invoice.
- Sets up your next year's budget at the click of a mouse.

3. Simplified Billing Program

- Removes the confusion out of billing.
- Eliminates variety of invoices from multiple vendors that come monthly and/or quarterly.
- THREE detailed, easy-to-read invoices are sent each year from ONE billing source.
- Reconciles all of your devices at the end of the year; you pay only for what you use; no minimums.

4. Five-Year Equipment Replacement Schedule

- SPC's staff surveys key locations that determine life of existing equipment.
- Specs out new equipment needed: Does not allow vendors to undersize during the bidding process.
- Manages the entire bid process down to the install.

5. Annual Report

- A crucial document that extends the life of your equipment, often getting 8 to 10 years of guaranteed performance! Flags copying trends within your organization such as overusage.
- You get an overview of your current equipment situation, reports associated with copying and printing costs and, if needed, recommendations for addressing situations posing a problem.

6. Vendor Neutral

- SPC does not recommend just one brand; we suggest what's best for you with serviceability in mind.
- We present you with the bid results and offer recommendations, yet the decision is yours to make.

SPC has been serving their clients since 1988, saving millions of dollars along the way.

**Based on current actual volumes and CPCs, SPC has generated Annual Savings of almost \$1.5 million for all of our clients.
That translates into Savings of more than \$7 million over five years!**



SPC Values Our Vendors

Overall Benefits to Our Vendors

- Opportunities brought to vendor - Over 1,400 units purchased in FY22 running over 73 million prints
- SPC is well respected in the industry
- SPC values our vendors and speaks highly of them to our clients
- National Contracts that are all negotiated with the manufacturers at your disposal

Vendor Benefits Pre-Bid & During the Bid Process:

- Sharing of previous bid results that help you to negotiate with your manufacturers
- On-Site Survey of client requirements including mapping all devices
- Writing of the *Five-Year Equipment Replacement Schedule* (Bid Specs)
- Vendor Bid Portal: Greatly reduces bid input time; reduces time from bid submission to bid presentation to the clients in our cooperative
- Control of Bid Specs (Not allowing any vendor to underbid or offer discontinued equipment)
- Selling of vendors' 'Value Add' directly to our clients after the bids are in; Client has the right to pay more than low bid, if desired

Vendor Benefits Before & During Installation

- Digital Needs Analysis: Matching up the machine to installation site
- Schedule and coordinate Vendor meeting with Client
- Cover the cost of ESP surge protectors, electrical wiring, computer interface and any unexpected costs
- Manage and audit installation
- Capture final meter reads and close books on old devices & contracts

Vendor Ongoing Support

- Yearly meter reads
- Simplified Billing: SPC manages billing and payment directly with Client and Vendor
- STARDoc: System for Tracking And Reporting Documents... Manages the budget
- Annual Reports that flag machines that are being overused and underused thus improving reliability
- Mediating warranty issues in sensitive locations

Why do some vendors hesitate to bid?

- Vendors worry that bidding will reduce their margins
- If word gets out on pricing, they feel that their other customers will call and ask for similar prices
- Lose control of their account as winning bidder may beat their pricing
- SPC bids are designed to keep specs equal for all, no chance of providing a lesser piece of equipment

SPC managed over 4,500 Photocopiers and Printers last year.

Our relationship with our vendors has never been stronger!

Cost Projection by Department or Building

- Allows you to formulate next year's budget as early as December
- Allows you to see the projected usage bill in advance
- Tabulate total budgets and total costs district-wide
- Volume or cost pages allow you to pinpoint specific machines on the floorplans
- Timeline - allows you to track historical volume and costs to compare current budget with past years

Map your devices on Floorplans

- Identifies detailed information (IP address, serial number, vendor ID, CPC, consumed volume, toner and service alerts)
- Device Information tab allows easy access to the printer/copier web interface
- Asset Management (Servers, Wireless Access Points, IP Cameras, Projectors, Apple TVs)

Floorplan Administration

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

Contacts Page

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

Device Listing Page

- Centralized location for detailed information of District's assets
- Exportable device listing to Excel or PDF
- Non-Reporting Device listing for devices that haven't reported for more than two weeks
- Tracks additional non-contracted devices
- IP Addresses and MAC addresses imported automatically
- Strikethrough on machines that have been removed

Monthly Audits

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

Last Sync Date

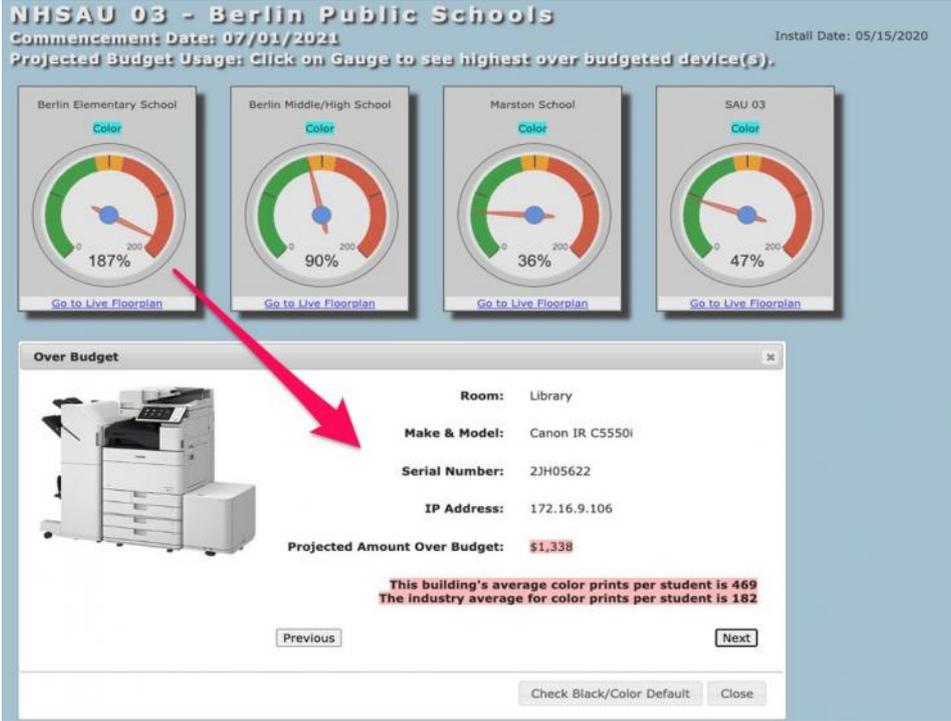
- Shows the last time FM Audit synced for equipment

Over-Budget Report

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

Five-Year Fleet Management (FYFM)

- Interactive tool that examines printing habits
- Flags potential problem areas
- Helps identify equipment with high color usage



NEW VENDOR CATEGORIES

In the past we had two vendor categories: Cooperative and Uncooperative. In 2021 we added a third category:

Premier: defined as consistently providing ...

- Quality bids to SPC
- Quality service with a four-hour or less average response time
- Reliable equipment and competitive pricing
- Support to SPC and our mutual clients to resolve concerns
- **Current Premier Vendors**
 - Budget Document Technologies
 - Konica Minolta Business Solutions
 - National 1927
 - Ricoh USA
 - SymQuest Group

Cooperative: defined as ...

- Providing bids as required but lacking in one or more areas listed above, or they have yet to provide a history of strong support

Uncooperative: defined as ...

- Rarely submitting bids to SPC
- Encourages SPC clients to breach existing contracts and undermines SPC's bid process

WARRANTY RELIEF FUND

Why is it Needed?

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

Other Concerns:

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

Purpose:

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

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

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

Who Benefits?

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

WARRANTY RELIEF EQUIPMENT BASE

Why is it Needed?

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

Other Concerns:

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

Purpose:

- To replace or add a machine when needed

Who Benefits?

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