

Specialized Purchasing Consultants

1491 East Side River Road

Dummer, NH 03588

(800)750-1538



FY22 Annual Report

With FY23 Projections

Kelly Wessells
NHSAU 85 - Sunapee
70 Lower Main Street
Sunapee, NH 03782



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

August 2022

Kelly Wessells
NHSAU 85 - Sunapee
70 Lower Main Street
Sunapee, NH 03782

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 Kelly:

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

TABLE OF CONTENTS

Meet Your Team	1
SPC Timeline	2
Equipment Health Status	4
Aging Equipment Summary	5
Non Contracted Devices	7
Warranty Replaced Machines	8
Bar Chart - Annual Black Volume By Location	9
Bar Chart - Annual Black Volume Overall	10
Average Student to Copy Usage - Black	11
Industry Average Copies per Student - Black	12
Bar Chart - Annual Color Volume By Location	13
Bar Chart - Annual Color Volume Overall	14
Average Student to Copy Usage - Color	15
Industry Average Copies per Student - Color	16
Color-to-Total Volume Comparison	17
Equipment Usage & Recommendations	18
SPC Service & Supply Cost Savings	30
Projected Equipment Cost by Building Black	31
SPC Upgrades for 2022	32
Projected Equipment Cost by Building Color	33
Service & Supply Usage Profile by Vendor Black	34
Service & Supply Usage Profile by Vendor Color	35
Leased/Owned Equipment Details	36
Owned Equipment	37
STARDoc User Names	39
Benefits of Partnering With SPC - Clients	40
Benefits of Partnering With SPC - Vendors	42
STARDoc Features	44
New Vendor Categories	46
Warranty & Relief Fund	47

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	39
Total Black Photocopiers & MFPs:	3
Total Color Photocopiers & MFPs:	3
Total Black Network Printers:	31
Total Color Network Printers:	2
Total Removed From Service:	2
# of Units Not in Use for FY21	11
# of Units OFF Warranty**	3
# of Units Approaching End of Warranty	26
# of Units Overused	0
# of Units Underused	0
Contract Commencement Date	07/01/2018
All Warranties and Service Contracts Expire	06/30/2023
# of Annual Payments Left on Lease	0

**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 Kelly,

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 upgrade was made on 7/1/2018 and your warranties and service contract will expire on 6/30/2023. We recommend you consider an equipment upgrade commencing on July 1, 2023 with your first lease payment (rather than paying cash) being due 8/1/2023. We believe your current service & supply pricing can be lowered.

A specific concern is your Color usage. Currently, it is 429 copies per student while the industry average is 243 (See pages 15 & 16). This is a 76% increase. In 2020 & 2021, SPC aggressively started to add PaperCut in an effort to successfully bring color usage under control. We were able to do this without adding to your overall budget (See page 32).

We can discuss this and any other concerns at our meeting.

Sincerely,

Skip

AGING EQUIPMENT SUMMARY

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

Building	Room	Make/Model	Serial Number	Vendor	Intro Date
Sunapee District Office	1st Floor Work Room	HP Laser Jet 4250	CNRXX39605	KMBS	01/01/2004
Sunapee District Office	Finance Office	HP Laser Jet 4250	CNRXS62048	KMBS	01/01/2004
Sunapee District Office	SPED	Konica Minolta BH4000P	A63R011004713	KMBS	04/01/2013
Sunapee Elementary	3rd Floor Hallway	Konica Minolta BH3300P	A63P011000677	KMBS	04/01/2013
Sunapee Elementary	3rd Floor Hallway - STORAGE	HP Laser Jet Pro M401dw	PHGGD00371	KMBS	01/01/2013
Sunapee Elementary	Conference Room	Konica Minolta BH3300P	A63P011000667	KMBS	04/01/2013
Sunapee Elementary	IT SPARE	Konica Minolta BH3300P	A63P011000910	KMBS	04/01/2013
Sunapee Elementary	Literacy Lab	Konica Minolta BH3300P	A63P011000882	KMBS	04/01/2013
Sunapee Elementary	Main Office	Konica Minolta BH3300P	A63P011000781	KMBS	04/01/2013
Sunapee Elementary	Music Room	Konica Minolta BH3300P	A63P011000927	KMBS	04/01/2013
Sunapee Elementary	Music Room	Konica Minolta BH3300P	A63P011000900	KMBS	04/01/2013
Sunapee Middle/High	Conference Room	Konica Minolta BH3300P	A63P011000944	KMBS	04/01/2013
Sunapee Middle/High	Copy Room	Konica Minolta BH4000P	A63R011004681	KMBS	04/01/2013
Sunapee Middle/High	Hot Swap	Konica Minolta BH4000P	A63R011004639	KMBS	04/01/2013
Sunapee Middle/High	Hot Swap	Konica Minolta BH4000P	A63R011004715	KMBS	04/01/2013
Sunapee Middle/High	HS Closet	Konica Minolta BH4000P	A63R011004718	KMBS	04/01/2013

Building	Room	Make/Model	Serial Number	Vendor	Intro Date
Sunapee Middle/High	Kitchen Office	Konica Minolta BH3300P	A63P011000695	KMBS	04/01/2013
Sunapee Middle/High	Library	Konica Minolta BH3300P	A63P011000670	KMBS	04/01/2013
Sunapee Middle/High	Main Office	Konica Minolta MC 3730	A0VD017300304	KMBS	11/01/2010
Sunapee Middle/High	Media Center	Konica Minolta BH3300P	A63P011000681	KMBS	04/01/2013
Sunapee Middle/High	Net Closet	Konica Minolta BH3300P	A63P011000679	KMBS	04/01/2013
Sunapee Middle/High	NS / Closet	Konica Minolta BH4000P	A63R011004725	KMBS	04/01/2013
Sunapee Middle/High	Room C-3 HSRR (A63P011000907)	Konica Minolta BH3300P	A63P011000014	KMBS	04/01/2013
Sunapee Middle/High	Room C1 Lab	Konica Minolta BH3300P	A63P011000779	KMBS	04/01/2013
Sunapee Middle/High	Room M-1	Konica Minolta BH3300P	A63P011000913	KMBS	04/01/2013
Sunapee Middle/High	Room M-2	Konica Minolta BH3300P	A63P011000943	KMBS	04/01/2013
Sunapee Middle/High	Room M-3	HP Laser Jet Pro M401dw	PHGGC04812	KMBS	01/01/2013
Sunapee Middle/High	Room M-3	Konica Minolta BH3300P	A63P011000902	KMBS	04/01/2013
Sunapee Middle/High	Tech Director's Office	Konica Minolta BH3300P	A63P011000791	KMBS	04/01/2013

NON-CONTRACTED DEVICES

Make - Model	Serial Number	IP Address	Last Update
EPSON WF-4820 Series	X7Y2HI4243	192.168.0.213	2022-08-30 07:13:31
HP COLOR LaserJet 4700	JPTLD00110	192.168.1.10	2022-07-18 07:13:42
HP LASERJET 400 color M451dw	CNDF614600	192.168.1.25	2022-08-30 07:13:31

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.

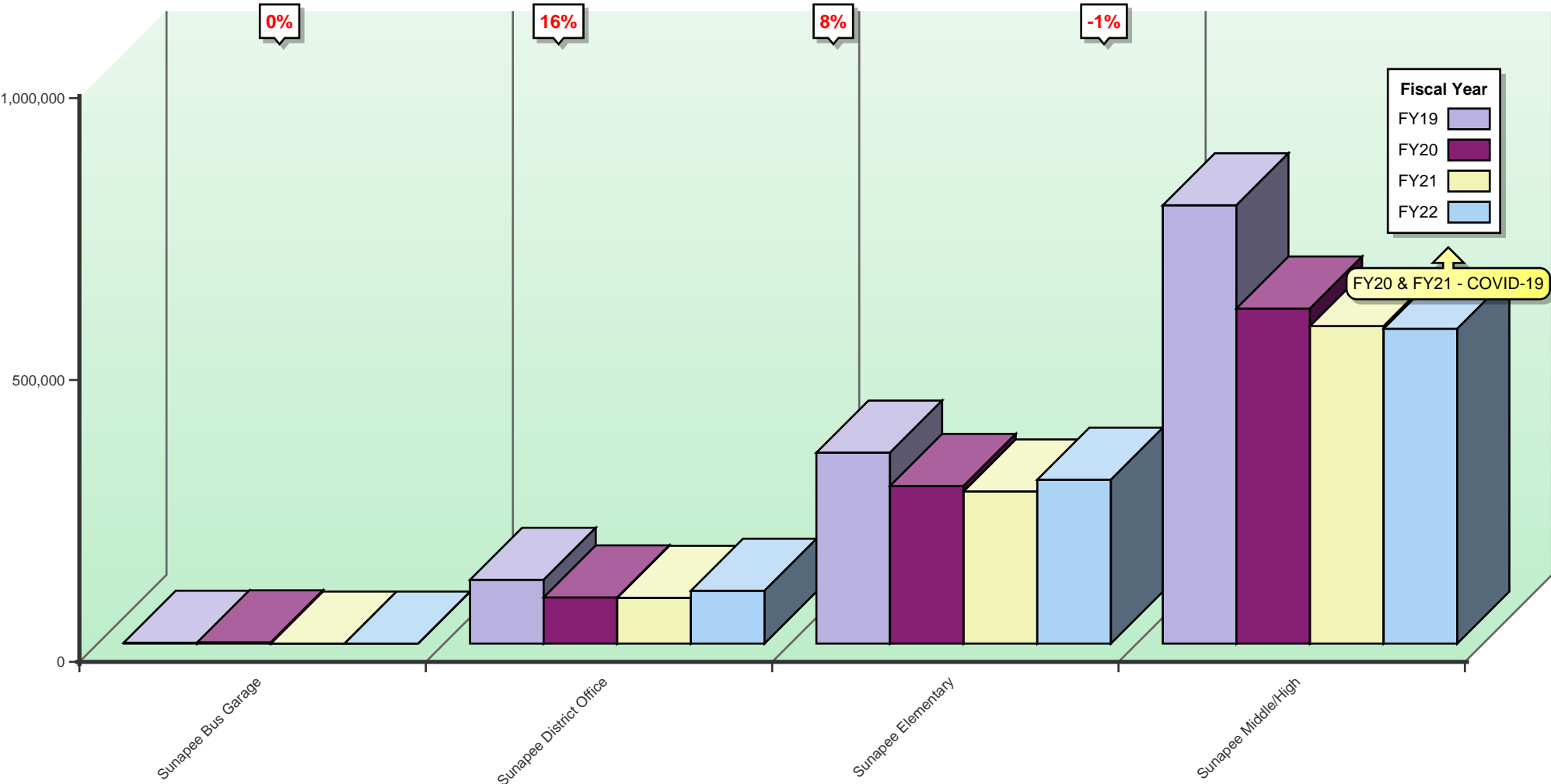
In addition, not including the usage on these machines can throw off your usage ratios shown on the next few pages, which can also affect your future budget planning.

WARRANTY REPLACED MACHINES

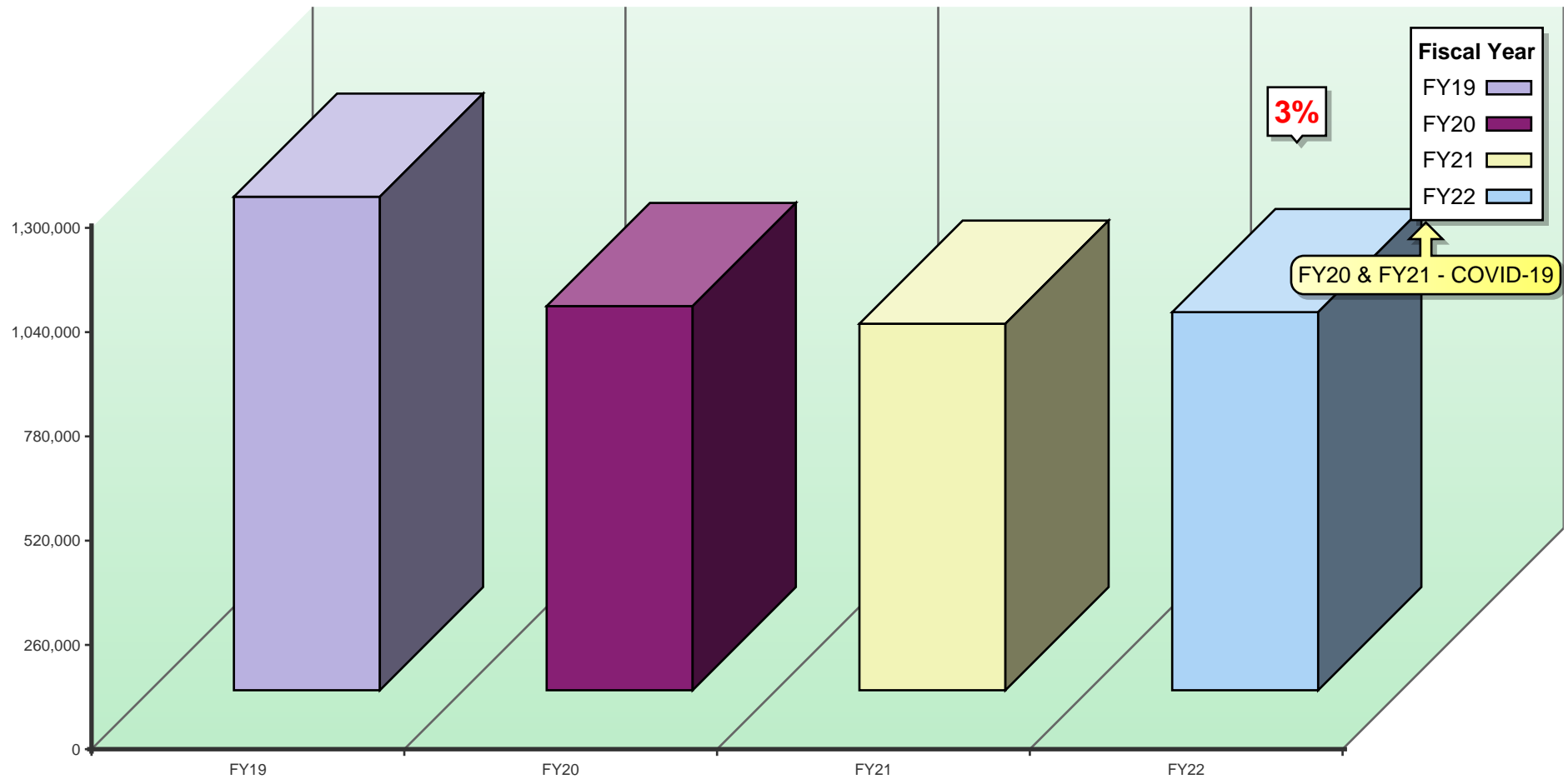
The following copiers or printers have been replaced by the vendor under the service warranty agreement.

Building	Department/Room	Make/Model	Serial #	Vendor ID #	Date of Trade
Sunapee Elementary	Main Office	Konica Minolta-MC 3730	A0VD017300211	8802 1553	2021-10-19
Sunapee Middle/High	Room C-3 HSRR	Konica Minolta-BH3300P	A63P011000907	8802 1560	2021-08-02

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
Sunapee District Office	0	93,704	\$3,467.28	0	\$0.00
Sunapee Elementary	159	290,685	\$6,206.66	1,828	\$39.04
Sunapee Middle/High	214	558,452	\$12,421.45	2,610	\$58.04
Totals	373	942,841	\$22,095.38	2,528	\$59.24

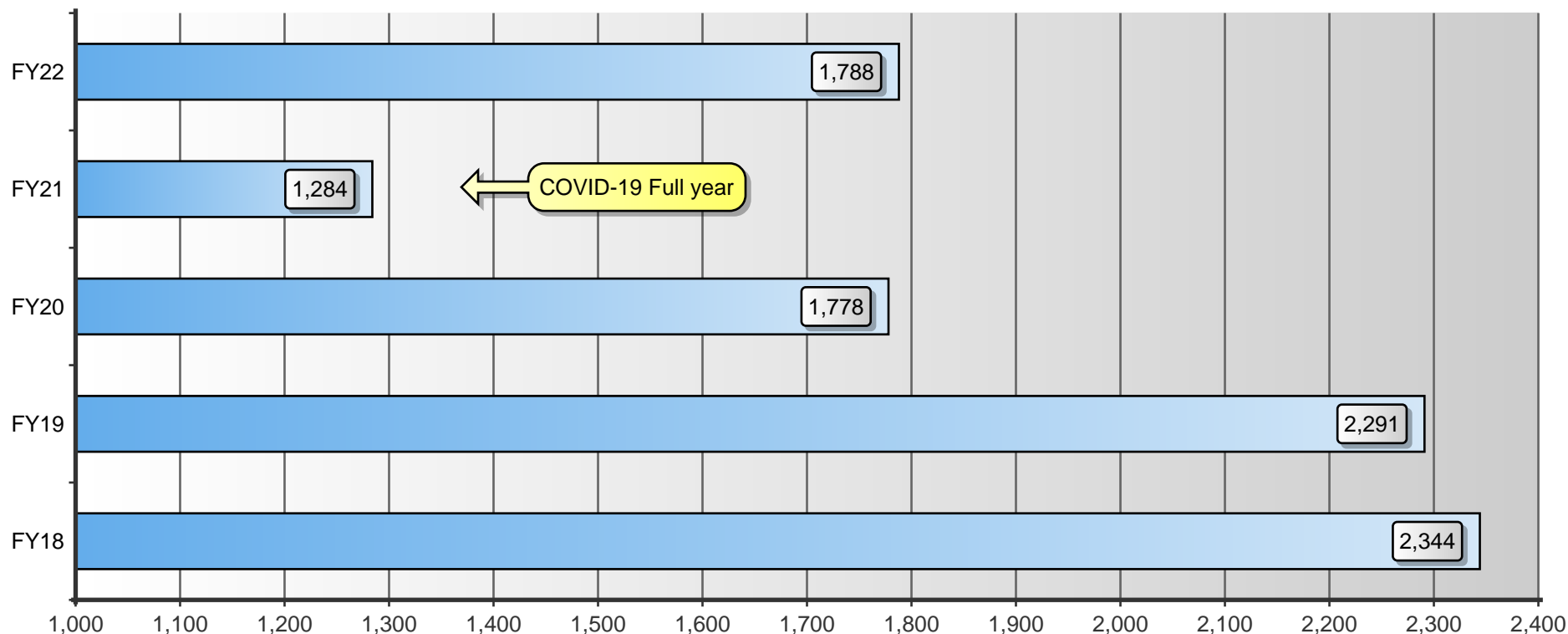
*Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this report.

INDUSTRY AVERAGE COPIES PER STUDENT - BLACK

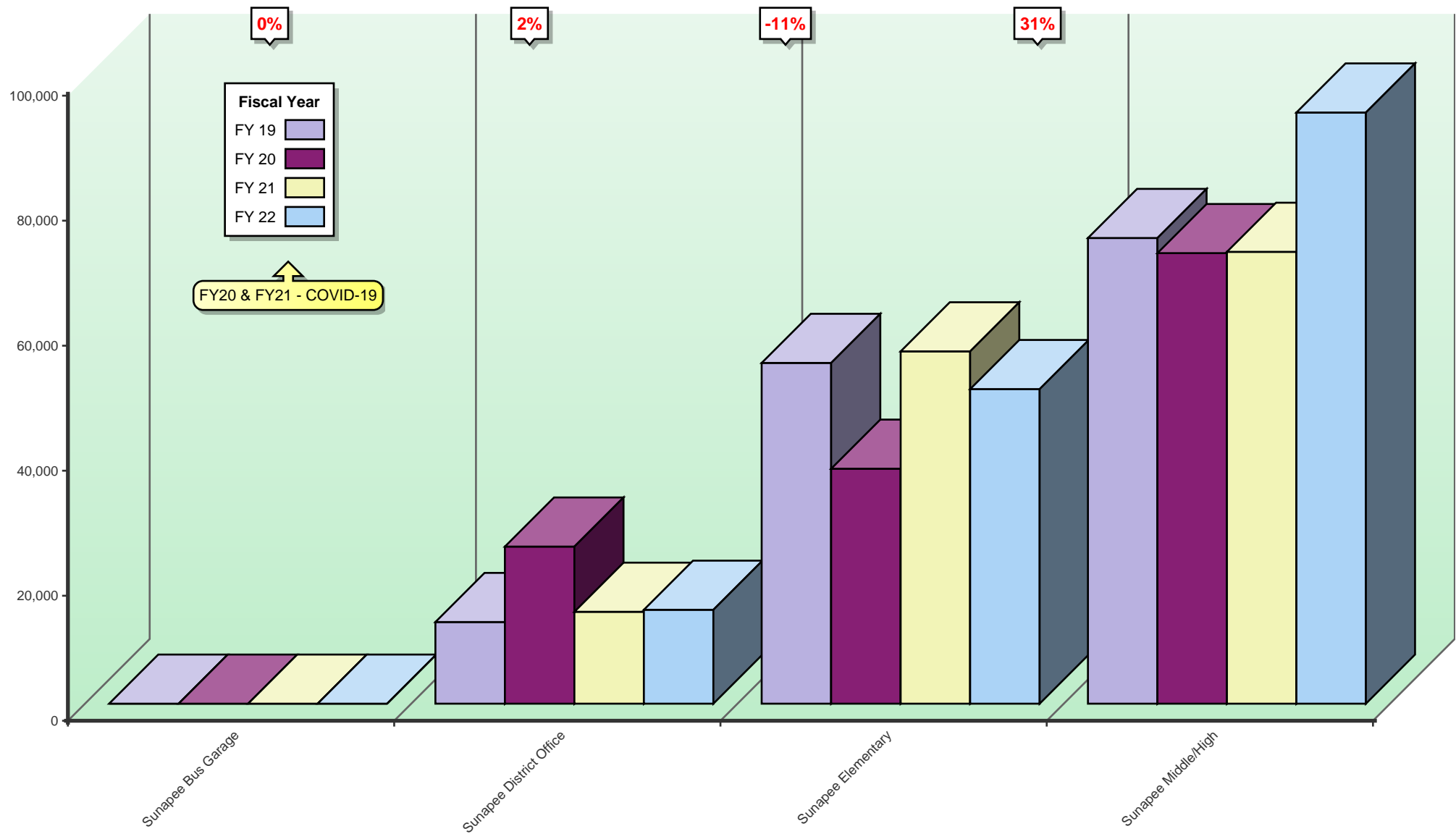
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

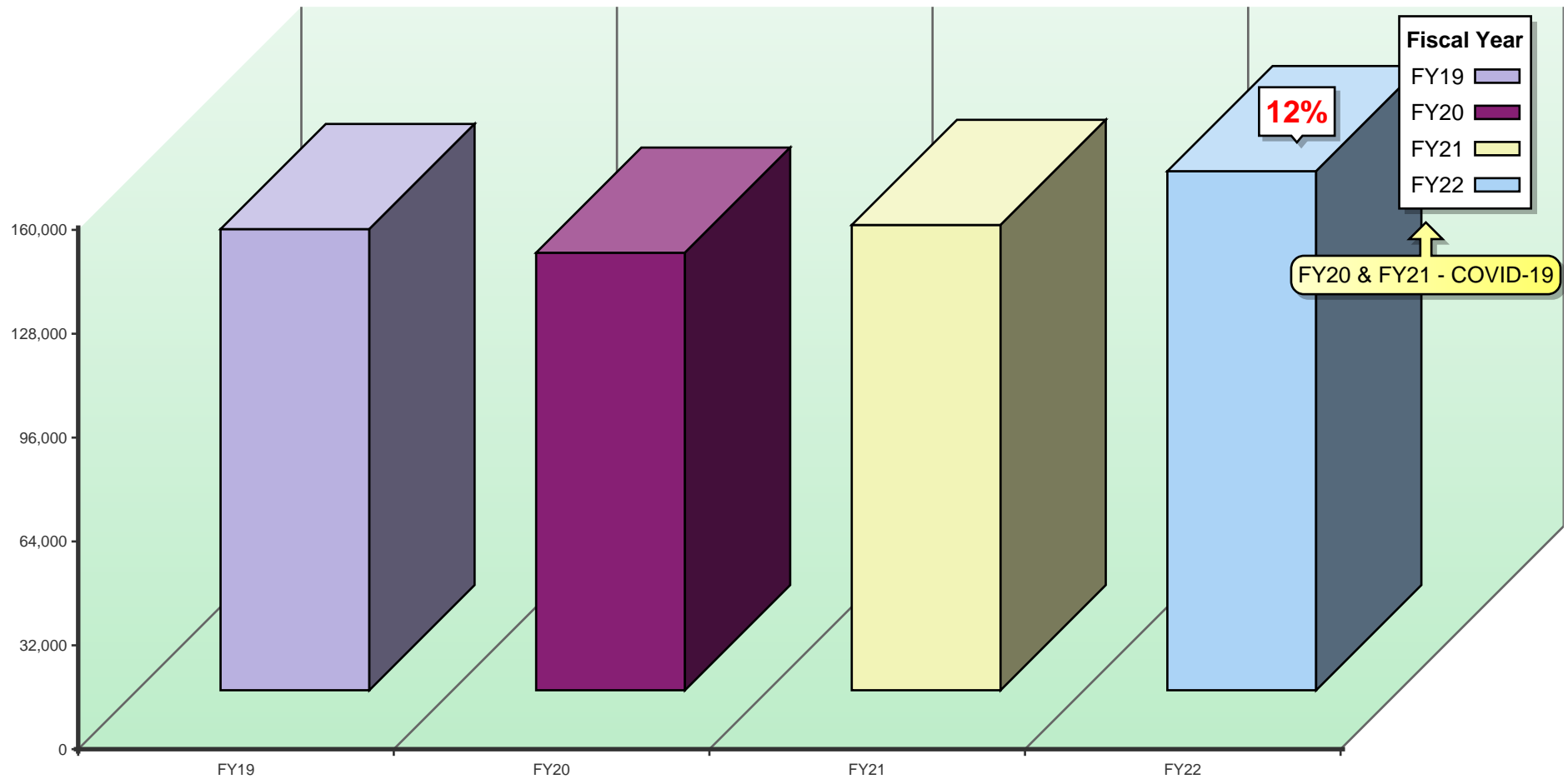
*Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.



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
Sunapee District Office	0	15,021	\$579.51	0	\$0.00
Sunapee Elementary	159	50,327	\$1,973.31	317	\$12.41
Sunapee Middle/High	214	94,571	\$3,809.50	442	\$17.80
Totals	373	159,919	\$6,362.33	429	\$17.06

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

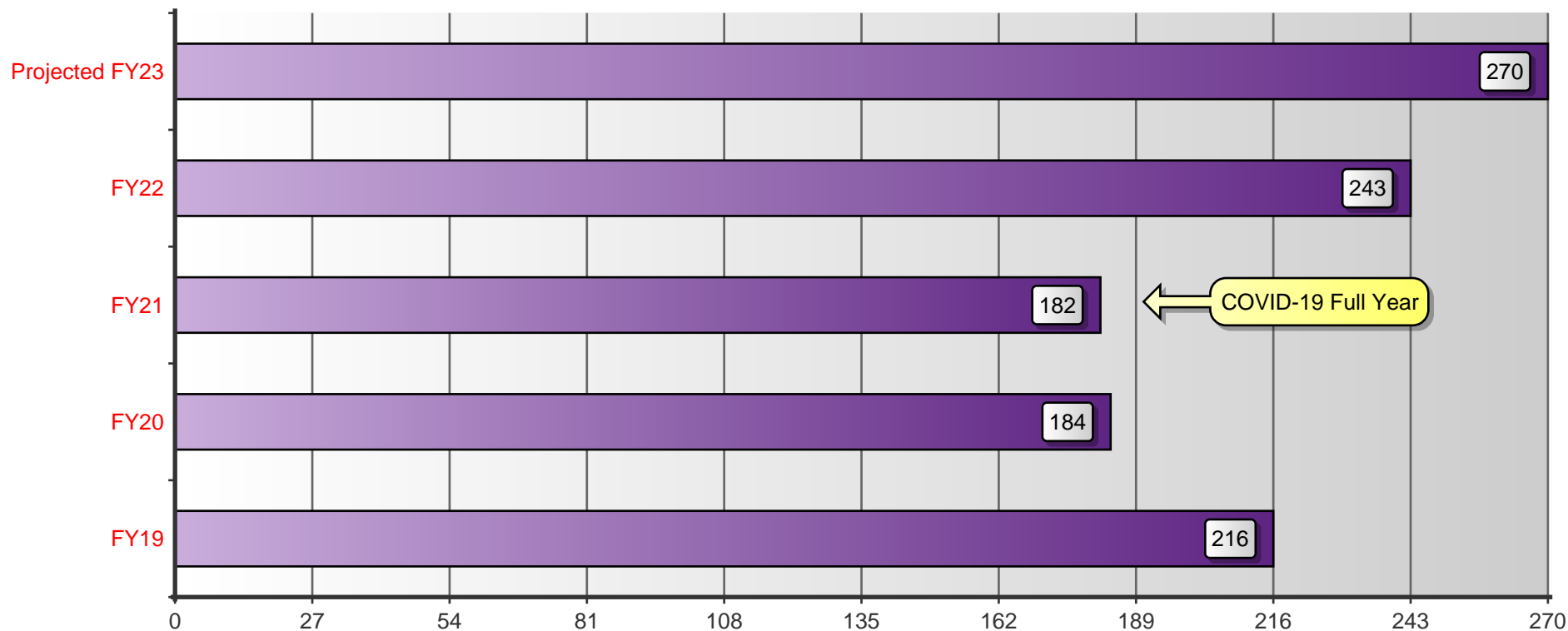
Note: STARDoc tool will flag any future high color usage. See page 44 of STARDoc Features. Current industry ratio averages 243 color prints per student per year. Your color volume this year averages 429 per student. Please contact our SPC technical team to provide training to your staff if your usage is too high.

INDUSTRY AVERAGE COPIES PER STUDENT - COLOR

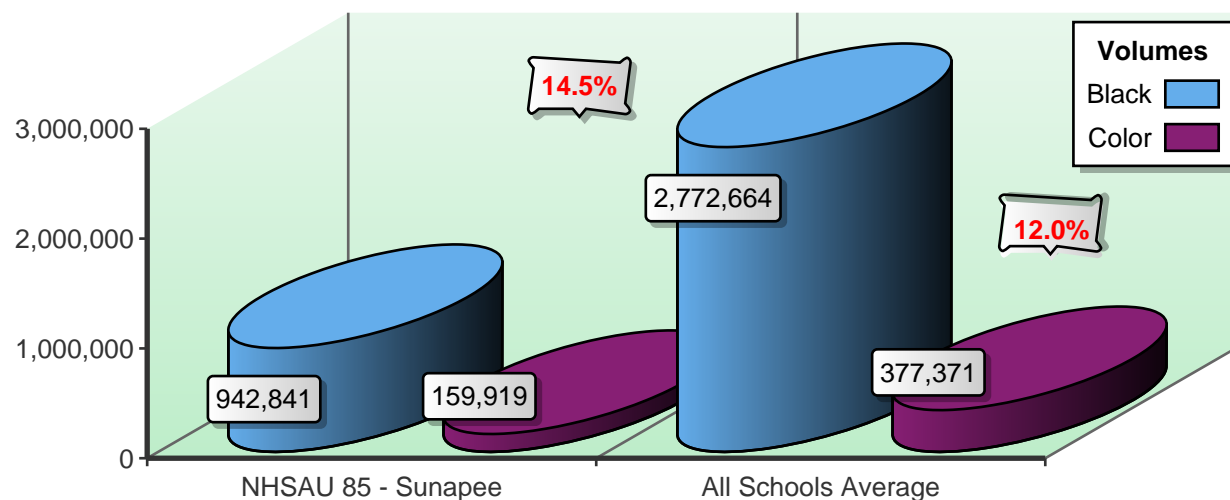
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district 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: 07/01/2018

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
Sunapee District Office					
1st Floor Work Room					
HP Laser Jet 4250 / 45 PPM CNRXX39605 / 9449 5641 1,000,000 / 01/2004 Black Network Printer / KMBS	112,803 0	119,124 0	6,321 0	\$0.07243 \$457.83 \$0.00000 \$0.00	18 years from Intro.
Finance Office					
HP Laser Jet 4250 / 45 PPM CNRXS62048 / 9499 5642 1,000,000 / 01/2004 Black Network Printer / KMBS	184,952 0	196,123 0	11,171 0	\$0.07243 \$809.12 \$0.00000 \$0.00	18 years from Intro.
Office					
Konica Minolta BHC558 / 55 PPM A79K011016198 / 9486 1289 3,000,000 / 02/2017 Color Photocopier / KMBS	160,059 52,893	206,558 67,914	46,499 15,021	\$0.00336 \$156.24 \$0.03674 \$551.87	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
SPED					
Konica Minolta BH4000P / 42 PPM	245,089	274,802	29,713	\$0.01260	9 years from Intro.
A63R011004713 / 8802 4364				\$374.38	
1,000,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
		Subtotal Black	93,704	\$1,797.57	
		Subtotal Color	15,021	\$551.87	

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
Sunapee Elementary					
1st Floor					
Konica Minolta BH958 / 95 PPM	445,164	577,508	132,344	\$0.00336	None at this time.
A796011001526 / 9486 1291				\$444.68	
5,000,000 / 06/2016	0	0	0	\$0.00000	
Black Photocopier/KMBS				\$0.00	
2nd Floor					
Konica Minolta BHC759 / 75 PPM	379,873	509,364	129,491	\$0.00336	None at this time.
A8JE011001193 / 9486 1290				\$435.09	
4,000,000 / 05/2017	142,953	192,458	49,505	\$0.03674	
Color Photocopier / KMBS				\$1,818.81	
3rd Floor Hallway					
Konica Minolta BH3300P / 35 PPM	32,289	41,261	8,972	\$0.01260	9 years from Intro.
A63P011000677 / 8802 1573				\$113.05	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
3rd Floor Hallway - STORAGE					
HP Laser Jet Pro M401dw / 35 PPM	5,873	5,873	0	\$0.02362	Not in use for FY21. 9 years from Intro.
PHGGD00371 / 9499 5572				\$0.00	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	

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
Conference Room					
Konica Minolta BH3300P / 35 PPM	18,059	18,425	366	\$0.01260	9 years from Intro.
A63P011000667 / 8802 1568				\$4.61	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
IT SPARE					
Konica Minolta BH3300P / 35 PPM	29,566	29,566	0	\$0.01260	Not in use for FY21.
A63P011000910 / 8802 1555				\$0.00	9 years from Intro.
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Literacy Lab					
Konica Minolta BH3300P / 35 PPM	32,314	46,770	14,456	\$0.01260	9 years from Intro.
A63P011000882 / 8802 1566				\$182.15	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Main Office					
Konica Minolta BH3300P / 35 PPM	26,164	29,026	2,862	\$0.01260	9 years from Intro.
A63P011000781 / 8802 4357				\$36.06	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	10/19/2021 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Main Office					
Konica Minolta MC 3730 / 25 PPM A0VD017300211 / 8802 1553 500,000 / 11/2010 Color Network Printer / KMBS	15,181 25,827	15,264 26,649	83 822	\$0.01260 \$1.05 \$0.07347 \$60.39	Traded.
Music Room					
Konica Minolta BH3300P / 35 PPM A63P011000927 / 8802 1559 750,000 / 04/2013 Black Network Printer / KMBS	74,775 0	76,886 0	2,111 0	\$0.01260 \$26.60 \$0.00000 \$0.00	9 years from Intro.
Music Room					
Konica Minolta BH3300P / 35 PPM A63P011000900 / 88021561 750,000 / 04/2013 Black Network Printer /	68,302 0	68,302 0	0 0	\$0.01260 \$0.00 \$0.00000 \$0.00	Not in use for FY21. 9 years from Intro.
Subtotal Black			290,685	\$1,243.28	
Subtotal Color			50,327	\$1,879.21	

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
Sunapee Middle/High					
Conference Room					
Konica Minolta BH3300P / 35 PPM	53,006	53,041	35	\$0.01260	9 years from Intro.
A63P011000944 / 8802 1563				\$0.44	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer/KMBS				\$0.00	
Copy Room					
Konica Minolta BH4000P / 42 PPM	167,003	187,196	20,193	\$0.01260	9 years from Intro.
A63R011004681 / 8802 1532				\$254.43	
1,000,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Copy Room					
Konica Minolta BHC759 / 75 PPM	480,930	709,915	228,985	\$0.00336	None at this time.
A8JE011001929 /				\$769.39	
4,000,000 / 05/2017	204,792	295,021	90,229	\$0.03674	
Color Photocopier / KMBS				\$3,315.01	
Copy Room - Wide Format					
Ricoh MPCW220ISP / PPM	0	4	4	\$0.01650	None at this time.
G931M910020 / 14767581				\$0.07	
500,000 / 08/2016	0	361	361	\$0.05639	
Color Ink Jet Printer / RICOH				\$20.36	

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					
HP Laser Jet M608 / 65 PPM	20,525	20,525	0	\$0.02362	Not in use for FY21.
CNBCK7D26J / 9355 5732				\$0.00	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Hot Swap					
Konica Minolta BH4000P / 42 PPM	81,292	81,292	0	\$0.01260	Not in use for FY21. 9 years from Intro.
A63R011004715 / 8802 1580				\$0.00	
1,000,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Hot Swap					
Konica Minolta BH4000P / 42 PPM	74,599	74,599	0	\$0.01260	Not in use for FY21. 9 years from Intro.
A63R011004639 / 8802 1562				\$0.00	
1,000,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
HS Closet					
Konica Minolta BH4000P / 42 PPM	95,099	95,099	0	\$0.01260	Not in use for FY21. 9 years from Intro.
A63R011004718 / 8802 1577				\$0.00	
1,000,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	

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
Kitchen Office					
Konica Minolta BH3300P / 35 PPM	35,081	39,344	4,263	\$0.01260	9 years from Intro.
A63P011000695 / 8802 1569				\$53.71	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Library					
Konica Minolta BH3300P / 35 PPM	41,779	43,114	1,335	\$0.01260	9 years from Intro.
A63P011000670 / 8802 4326				\$16.82	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Main Office					
Konica Minolta MC 3730 / 25 PPM	6,832	8,398	1,566	\$0.01260	12 years from Intro.
A0VD017300304 / 8802 4363				\$19.73	
500,000 / 11/2010	29,918	33,899	3,981	\$0.07347	
Color Network Printer / KMBS				\$292.48	
Main Office					
HP Laser Jet M608 / 65 PPM	64,275	80,313	16,038	\$0.02362	None at this time.
CNBCK7D26K / 9355 5731				\$378.82	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	

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
Media Center					
Konica Minolta BH3300P / 35 PPM	12,478	12,478	0	\$0.01260	Not in use for FY21. 9 years from Intro.
A63P011000681 / 8802 4358				\$0.00	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Net Closet					
Konica Minolta BH3300P / 35 PPM	36,638	37,290	652	\$0.01260	9 years from Intro.
A63P011000679 / 8802 1572				\$8.22	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
NS / Closet					
Konica Minolta BH4000P / 42 PPM	46,495	51,882	5,387	\$0.01260	9 years from Intro.
A63R011004725 / 8802 4402				\$67.88	
1,000,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Room C-3 HSRR					
Konica Minolta BH3300P / 35 PPM	82,916	83,124	208	\$0.01260	Traded.
A63P011000907 / 8802 1560				\$2.62	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	08/02/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room C-3 HSRR (A63P011000907)					
Konica Minolta BH3300P / 35 PPM	66,763	71,649	4,886	\$0.01260	9 years from Intro.
A63P011000014 / 8802 1560				\$61.56	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer /				\$0.00	
Room C1 Lab					
Konica Minolta BH3300P / 35 PPM	30,661	45,100	14,439	\$0.01260	9 years from Intro.
A63P011000779 / 8802 4386				\$181.93	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Room M-1					
Konica Minolta BH3300P / 35 PPM	33,027	33,027	0	\$0.01260	Not in use for FY21.
A63P011000913 / 8802 1551				\$0.00	9 years from Intro.
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Room M-2					
Konica Minolta BH3300P / 35 PPM	71,034	75,720	4,686	\$0.01260	9 years from Intro.
A63P011000943 / 8802 1556				\$59.04	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	

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 M-3					
Konica Minolta BH3300P / 35 PPM	80,897	94,088	13,191	\$0.01260	9 years from Intro.
A63P011000902 / 8802 1564				\$166.21	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Room M-3					
HP Laser Jet Pro M401dw / 35 PPM	3,546	3,546	0	\$0.02362	Not in use for FY21.
PHGGC04812 / 9499 5573				\$0.00	9 years from Intro.
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Teachers' Room					
Konica Minolta BH958 / 95 PPM	1,098,417	1,340,304	241,887	\$0.00336	None at this time.
A796011001524 / 9483 6915				\$812.74	
5,000,000 / 06/2016	0	0	0	\$0.00000	
Black Photocopier / KMBS				\$0.00	
Tech Director's Office					
Konica Minolta BH3300P / 35 PPM	16,012	16,709	697	\$0.01260	9 years from Intro.
A63P011000791 / 8802 4387				\$8.78	
750,000 / 04/2013	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	

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
Transportation Office					
Konica Minolta BH4422 / 42 PPM	2,030	2,030	0	\$0.00629	Not in use for FY21.
AAFM011001934 /				\$0.00	
1,000,000 / 08/2018	0	0	0	\$0.00000	
Black Laser MFP / KMBS				\$0.00	
		Subtotal Black	558,452	\$2,862.39	
		Subtotal Color	94,571	\$3,627.85	
		Overall Black Totals	942,841	\$5,903.23	
		Overall Color Totals	159,919	\$6,058.93	

Your Avg Color CPC is \$0.0379

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 05/04/2018 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
942,841	\$0.00661	\$6,232.18

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
942,841	\$0.00626	\$5,902.18	\$329.99	\$1,649.97

*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
 $\$329.99 \times 4 \text{ years as a Client} = \$1,319.98$ 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
Sunapee District Office	93,704	\$1,887.51	\$592.58	\$987.18	\$3,467.28
Sunapee Elementary	290,685	\$1,305.96	\$1,838.29	\$3,062.40	\$6,206.66
Sunapee Middle/High	558,452	\$3,006.44	\$3,531.65	\$5,883.36	\$12,421.45
TOTALS	942,841	\$6,199.91	\$5,962.53	\$9,932.94	\$22,095.38

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 C551 with RADF, 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
Sunapee District Office	15,021	\$579.51
Sunapee Elementary	50,327	\$1,973.31
Sunapee Middle/High	94,571	\$3,809.50
TOTALS	159,919	\$6,362.33

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
Konica-Minolta Business Solutions	Black Laser MFP	0	\$0.00629	\$0.00	\$0.00660	\$0.00
Konica-Minolta Business Solutions	Black Network Printer	128,452	\$0.01260	\$1,618.50	\$0.01323	\$1,699.42
Konica-Minolta Business Solutions	Black Network Printer	16,038	\$0.02362	\$378.82	\$0.02480	\$397.74
Konica-Minolta Business Solutions	Black Network Printer	17,492	\$0.07243	\$1,266.95	\$0.07605	\$1,330.27
Konica-Minolta Business Solutions	Black Photocopier	374,231	\$0.00336	\$1,257.42	\$0.00353	\$1,321.04
Konica-Minolta Business Solutions	Color Network Printer	1,649	\$0.01260	\$20.78	\$0.01323	\$21.82
Konica-Minolta Business Solutions	Color Photocopier	404,975	\$0.00336	\$1,360.72	\$0.00353	\$1,429.56
Ricoh USA	Color Ink Jet Printer	4	\$0.01650	\$0.07	\$0.01732	\$0.07
TOTALS AND AVERAGES		942,841	\$0.00626	\$5,903.23	\$0.00658	\$6,199.91

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
Konica-Minolta Business Solutions	Color Network Printer	4,803	\$0.07347	\$352.88	\$0.07714	\$370.50
Konica-Minolta Business Solutions	Color Photocopier	154,755	\$0.03674	\$5,685.70	\$0.03858	\$5,970.45
Ricoh USA	Color Ink Jet Printer	361	\$0.05639	\$20.36	\$0.05921	\$21.37
TOTALS AND AVERAGES		159,919	\$0.03789	\$6,058.93	\$0.03978	\$6,362.33

LEASED/OWNED EQUIPMENT DETAILS

Total Number of Machines Under Contract	38
Number of Machines on Lease	0
Number of Machines Owned	38
Number of Rental/Loaner Machines	0

Lease Company	Straight-Line Depreciation
---------------	----------------------------

Term	5 Yr Straight-Line Depreciation
------	---------------------------------

Annual Payment usually due on 8/1	\$9,932.94
-----------------------------------	------------

Lease Start Date	07/01/2018
------------------	------------

Lease End Date

Remaining Payments	0
--------------------	---

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

OWNED EQUIPMENT

Building	Room	Make/Model	Serial Number
Sunapee District Office	1st Floor Work Room	HP Laser Jet 4250	CNRXX39605
Sunapee District Office	Finance Office	HP Laser Jet 4250	CNRXS62048
Sunapee District Office	Office	Konica Minolta BHC558	A79K011016198
Sunapee District Office	SPED	Konica Minolta BH4000P	A63R011004713
Sunapee Elementary	1st Floor	Konica Minolta BH958	A796011001526
Sunapee Elementary	2nd Floor	Konica Minolta BHC759	A8JE011001193
Sunapee Elementary	3rd Floor Hallway	Konica Minolta BH3300P	A63P011000677
Sunapee Elementary	3rd Floor Hallway - STORAGE	HP Laser Jet Pro M401dw	PHGGD00371
Sunapee Elementary	Conference Room	Konica Minolta BH3300P	A63P011000667
Sunapee Elementary	IT SPARE	Konica Minolta BH3300P	A63P011000910
Sunapee Elementary	Literacy Lab	Konica Minolta BH3300P	A63P011000882
Sunapee Elementary	Main Office	Konica Minolta BH3300P	A63P011000781
Sunapee Elementary	Music Room	Konica Minolta BH3300P	A63P011000900
Sunapee Elementary	Music Room	Konica Minolta BH3300P	A63P011000927
Sunapee Middle/High	Conference Room	Konica Minolta BH3300P	A63P011000944
Sunapee Middle/High	Copy Room	Konica Minolta BH4000P	A63R011004681
Sunapee Middle/High	Copy Room	Konica Minolta BHC759	A8JE011001929
Sunapee Middle/High	Copy Room - Wide Format	Ricoh MPCW220ISP	G93IM910020
Sunapee Middle/High	Hot Swap	HP Laser Jet M608	CNBCK7D26J
Sunapee Middle/High	Hot Swap	Konica Minolta BH4000P	A63R011004639
Sunapee Middle/High	Hot Swap	Konica Minolta BH4000P	A63R011004715
Sunapee Middle/High	HS Closet	Konica Minolta BH4000P	A63R011004718
Sunapee Middle/High	Kitchen Office	Konica Minolta BH3300P	A63P011000695
Sunapee Middle/High	Library	Konica Minolta BH3300P	A63P011000670
Sunapee Middle/High	Main Office	HP Laser Jet M608	CNBCK7D26K
Sunapee Middle/High	Main Office	Konica Minolta MC 3730	A0VD017300304
Sunapee Middle/High	Media Center	Konica Minolta BH3300P	A63P011000681
Sunapee Middle/High	Net Closet	Konica Minolta BH3300P	A63P011000679
Sunapee Middle/High	NS / Closet	Konica Minolta BH4000P	A63R011004725
Sunapee Middle/High	Room C-3 HSRR (A63P011000907)	Konica Minolta BH3300P	A63P011000014
Sunapee Middle/High	Room CI Lab	Konica Minolta BH3300P	A63P011000779
Sunapee Middle/High	Room M-1	Konica Minolta BH3300P	A63P011000913
Sunapee Middle/High	Room M-2	Konica Minolta BH3300P	A63P011000943
Sunapee Middle/High	Room M-3	HP Laser Jet Pro M401dw	PHGGC04812
Sunapee Middle/High	Room M-3	Konica Minolta BH3300P	A63P011000902
Sunapee Middle/High	Teachers' Room	Konica Minolta BH958	A796011001524

Building	Room	Make/Model	Serial Number
Sunapee Middle/High	Tech Director's Office	Konica Minolta BH3300P	A63P011000791
Sunapee Middle/High	Transportation Office	Konica Minolta BH4422	AAFM011001934

STARDoc USER NAMES

Name	User Name
Jonathan Reed	jreed@sau85.org
Kelly Wessells	kwessells@sau85.org
Russell Holden	rholden@sunapeeschools.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!



STARDoc Features

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

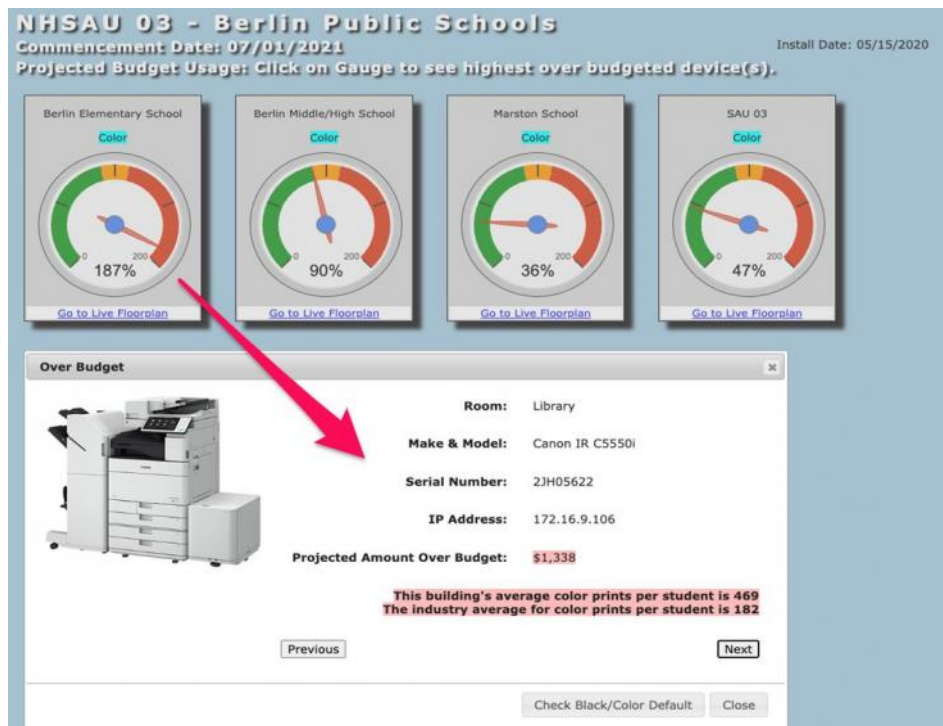
- Shows the last time FM Audit synced for equipment

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