·SPC·

Specialized Purchasing Consultants
1491 East Side River Road
Dummer, NH 03588
(800)750-1538

2018-2019 Annual Report

Year - End Photocopier Analysis

With projected costs for 2019-2020

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

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

October 2019

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:

We at Specialized Purchasing consultants wish to thank you for your continued confidence in us. Our relationship is now 1 year strong, and we hope that your trust in us and this relationship will continue for many years to come.

The following Annual Report provides an overview of last year's reprographic equipment usage and status. Recommendations are included based on usage and remaining life expectancy to address potential problem areas. This will help to avoid needless down time and improve equipment reliability.

Every year we strive to improve or enhance our services to save our clients time, money, and effort. For the past number of years, numerous new features have been implemented to benefit our clients such as Simplified Billing, FMAudit automated meter reading, STARDoc and IT Asset Management. We hope you have found these services to be beneficial and time-saving. We are very pleased to offer these services at no additional charge.

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

We appreciate the opportunity to provide you with the best possible pricing, service, and equipment. We look forward to our meeting. Feel free to share your thoughts and feelings concerning your overall experience with SPC.

Sincerely,

Skip Tilton
President

"Protecting Your Copier Interests"

Table Of Contents

Meet Your Team

Skip Tilton, President
Billie Jo Tilton, Vice President

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

Jessica Paradis
Accounting Coordinator

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

Alex Webster
Operations & Marketing Manager

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

Pam Weed
Client-Vendor Relations

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

Robert Dutil
Information Technology

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

Jamin Tilton
Operations Support

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

James Cartwright
Operations Support

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

Heidi Tilton
Office Support

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

Equipment Health Status

Total Number of Machines:	**38**

Total Black Photocopiers:	2
Total Color Photocopiers:	4
Total Black Network Printers:	30
Total Color Network Printers:	2
Total Removed From Service:	1

# of Units OFF Warranty:	**2**
# of Units Approaching End of Warranty:	**2**
# of Units Overused:	**0**
# of Units Underused:	**1**
Commencement Date:	07/01/2018
# of Annual Payments Left on Lease:	ÞÐŒ
All Warranties and Service Contracts Expire:	06/30/2023
SPC's FM Audit Print Management Software Loaded:	Yes
Printer Contract Signed:	Yes

NOTE: When a machine goes off warranty, it does not mean that the service contract expires. It simply means that if a replacement machine becomes necessary, it may not be at "no charge."

Dear Kelly,

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ÁÁÁÁÁÁQ[¦¦Ác@¿Á¿č¿¦¿ÁÊÙ¿ÚÔ¿Á@œ¿ Áã¿^ç^¦[]^åÁ**Right Size Print Management Software (RS-PMS)** c@œ¿Á&æ}Á¿æ¿•^Á&[}¿d[¦¦Á¿ÁÁ[˘¦Á&[¦[¦Á¦¦¿¿&¦^æ¥^•¿æ¿åÁ¿æç^¦æ¥^Á&[¦¦Á¿•æ¥^Á¿¦^¦Á¿č¿å^}¿oÁ¿ã¿@¿Á[˘¦Á¿^¢oÁ˘]*¦æ¥^ÈQ¿@¿æ¿Á ^æ}¿æã¿ ^Ê¿^Á¿ãã¿Á[}ãã¦¿Á[˘¦Á¿•æ¥^Á¿ç^¦¿@¿Á¿^¢o&¿˘]|^¦Ä^æ•¥æ¿¿Á@¿]]Á[˘Á&[}¿d[¦¦&¿[¿È

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Sincerely, Skip

Aging Equipment Summary

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

Building	Department	Make/Model	Serial Number	Vendor Name	Intro Date
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 Elementary	Main Office	Konica Minolta MC 3730	A0VD017300211	KMBS	11/01/2010
Sunapee Middle/High	Main Office - not in use	Konica Minolta MC 3730	A0VD017300304	KMBS	11/01/2010

Non-Contracted Devices

Make - Model	Serial Number	IP Address	Last Update
Canon IR2525	FRU40361	192.168.1.28	2019-05-28 09:13:31
HP COLOR LaserJet 4700	JPTLD00110	192.168.1.10	2019-10-01 07:13:33
HP designjet 130	MY25LJ801P	192.168.0.81	2019-10-01 07:13:33
HP LASERJET 400 color M451dw	CNDF614600	192.168.10.31	2019-10-01 07:13:33

SPC Timeline

1988   Specialized Purchasing Consultants opens its doors

- Began offering equipment at the sales representative's cost with continued cooperative buying power obtaining competitive rates on leases, equipment, and service and supply contracts.

1999   Improved Annual Reports

- Revised Annual Report format to include new charts and tables for more expansive usage and budget detail.
- Initiated 5% cost per print annual increase cap

2001   Solid-Ink Printers and Meter Collection

- Offered low-cost-of-operation solid-ink network printers to help reduce printing costs
- Began collecting meter reads directly from client and submitting to vendors via spreadsheet, providing more accurate and consistent billing.

2002   Bond Counsel Review

- Added Bond Counsel Review to endure any and all funding sources provided legal documentation to meet State statutes and regulations.

2003   Contracts and Warranties Updated

- Service & Supply Contracts revised to reflect SPC's commitment to managing a client's account for five years while allowing the client a 30-day cancel option.
- Warranty revised to protect equipment, guaranteeing service or replacement at no charge, even if a vendor goes out of business.

2005   Economic Municipal Relief Fund Established

2006   Data Collection Agent

- Data Collection Agent Software offered for meter collection convenience.

2007   Insurance Fund

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

2012   STARDoc - Print Management Software Developed and Implemented

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

2013 STARDoc - Daily Tracking

- Meters gathered daily to track usage

2014 STARDoc - Monthly Audits

- Users can see a monthly snapshot of current usage and estimated projections

2015 STARDoc - Mapping Options and Asset Management

- Allows mapping of other IT devices (Wireless Access Points, IP Cameras, Projectors, VoIP Phones, etc.)
- IT Asset Management tracks all IT purchases, warranty expirations, etc.

2018 STARDoc - Improved Pinpointing of Budget and Communications

- Improved pinpointing of machines projected to go over budget
- Facilitate communication with your vendor's service manager
- Request service history on any given printer or copier

2019 STARDoc – Service Histories, Chromebook Bid & Papercut Installers

- Request single, multiple, or fleet service history for a specific time period
- Request annual fleet service history
- Scroll through specific copiers or printers going over budget
- SPC's Chromebook bid allowed organizations to piggyback off our cooperative pricing. Many schools like SAU 67 - Bow and SAU 57 - Salem benefited from this pricing.
- 3 of SPC's team members became Certified Papercut installers.

2020 SPC Roadmap

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

Cost Projection by Department or Building

Who Benefits? Accounts Payable, Business Manager, and Superintendent

- Allows you to formulate next year's budgets as early as December
- Allows you to see the projected usage bill in advance
- Tabulate total budgets and trotal costs district wide
- Volume or cost pages allow you to pinpoint specific machines on the floor plans
- Timeline - allowing you to go back to see how your budget compares to previous years

Map your devices on Floorplans

Who Benefits? Business Manager, IT

- Identifies detailed information (IP address, serial number, vendor ID, CPC, consumed volume, toner and service alerts)
- Device information tab will allow you to easily access the web interface of the printer/copier
- Identifies detailed information (IP address, serial number, vendor ID, CPC, consumed volume, toner and service alerts)
- Non-reporting device listing for devices that haven't reported for more than 2 weeks
- Asset Management (Servers, Wireless Access Points, IP Cameras, Projectore, Apple TVs

Floorplan Administration

Who Benefits? Business Manager and IT

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

Contacts Page

Who Benefits? Business Manager and IT

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

STARDoc Features

Device Listing Page

- Centralized location for detailed information of District's assets
- Exportable device listing to Excel or PDF
- Tracks additional non-contract devices
- IP Addresses and MAC addresses automatically imported
- Strikethrough on machines that have been removed

Monthly Audits

Who Benefits? Business Manager and Superintendent

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

Timeline

Who Benefits? Business Manager

- Track historical volume and cost per building

Last Sync Date

Who Benefits? IT Manager

- Shows the last time that FMAudit synced for that client

STARDoc Features

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

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

Five Year Fleet Management (FYFM)

We have all heard the saying that Information is Power! Beginning with your next upgrade, FYFM will put you in the driver's seat.

Purpose of FYFM:

Interactive Tool you can alter with your printing habits. With the click of one button, it will incorporate both past, present and future usage, flagging any potential problematic areas. 'Right Size Print Management' will help to eliminate overused color copiers.

Setting up Future Budgets:

Projecting out your cost is crucial in setting up your budgets. With FYFM you will be able to take control of your future cost for the entire life of your fleet of copiers, MFP's and printers. STARDoc currently studies your printing habits and projects out for about eight months. FYFM will be able to project out your cost and volume for the entire life of your fleet, usually five years out.

Problematic Machines:

How would you know if your equipment is truly malfunctioning and needs to be replaced under warranty? FYFM will compare your service calls to all SPC's clients for like models and speeds. It will provide you with the number of service calls in a fiscal year and the average copies between calls so that you will know if your equipment is running efficiently and/or needs to be replaced under warranty at no charge. In awarding future bids, you will be able to see which company and which manufacturer is operating the best in your geographic area.

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 Middle/High	Mail Room	Konica Minolta-BHC759	A8JE011001147	9483 6916	2018-11-13

Annual Black Volume by Location

■ 15-16 ■ 16-17 ■ 17-18 □ 18-19   % difference between Previous Year and Current Year

100% (Bus Garage)

-2% (District Office)

101% (Elementary)

-24% (Middle/High)

Bus Garage   District Office   Elementary   Middle/High
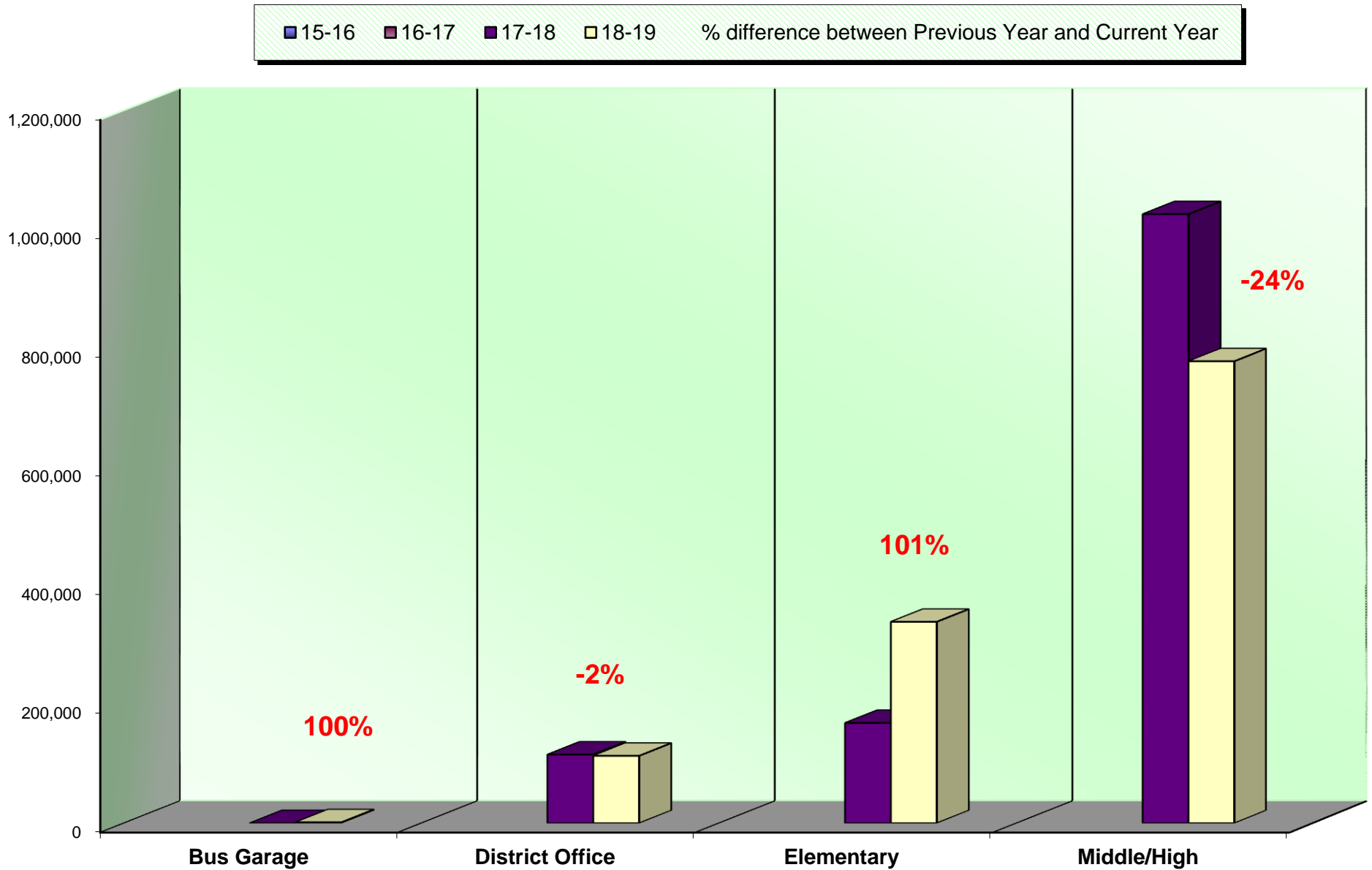
Annual Black Volume Overall
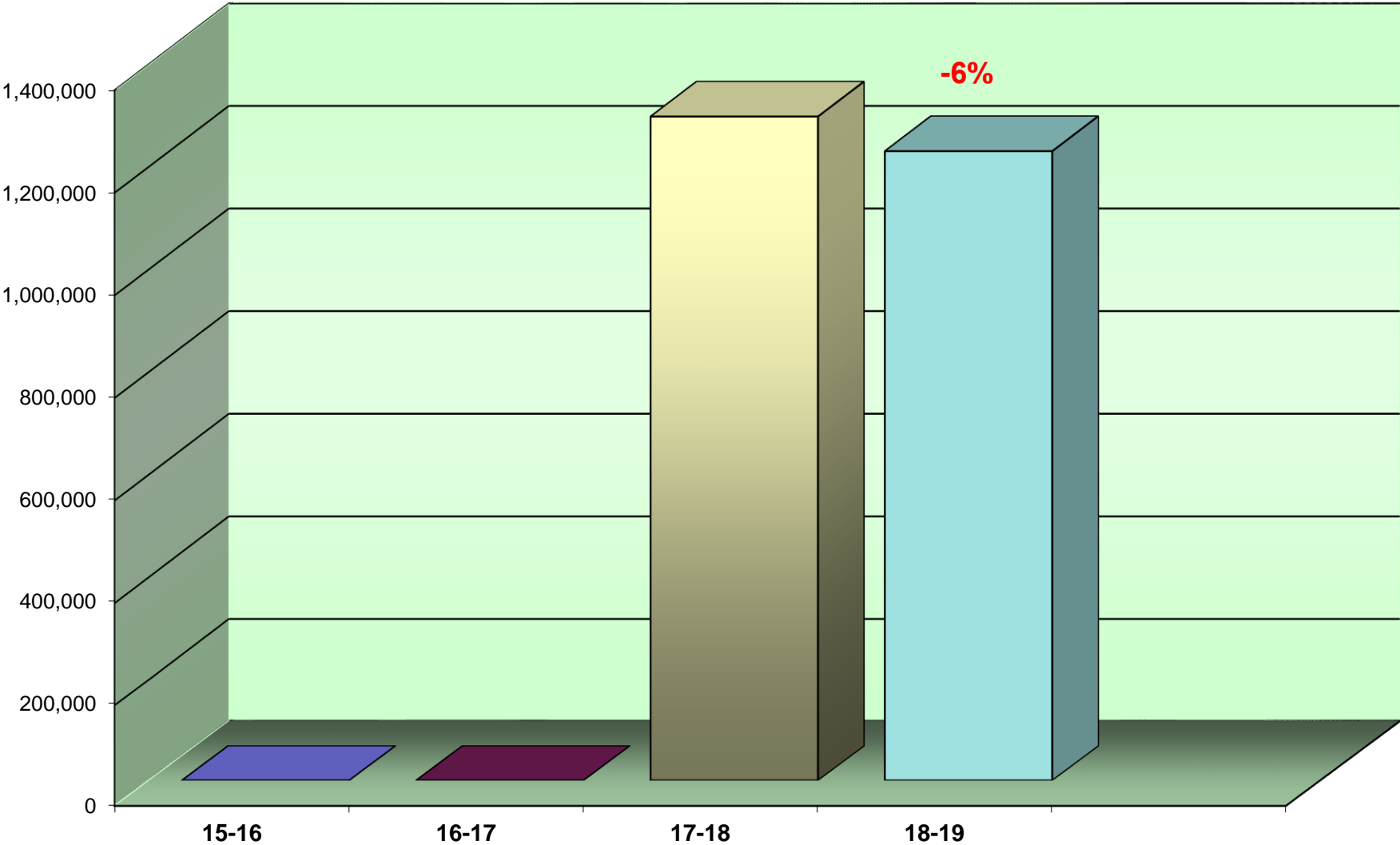
-6%

1,400,000

1,200,000

1,000,000

800,000

600,000

400,000

200,000

0

15-16   **16-17**   **17-18**   **18-19**

% amount equals the overall increase or decrease between Previous Year and 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 Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
Sunapee Bus Garage	0	1,479	$38.03	0	$0.00
Sunapee District Office	0	113,132	$3,505.84	0	$0.00
Sunapee Elementary	148	338,654	$5,857.88	2,288	$39.58
Sunapee Middle/High	252	777,361	$14,183.72	3,085	$56.28
Totals	**400**	**1,230,626**	**$23,585.46**	**3,077**	**$58.96**

*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	83,897	192,210,359	$4,000,539.34	2,291	$47.68

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

Average Copies Per Student - Black

Annual Color Volume by Location

Legend: ■ 15-16 ■ 16-17 ■ 17-18 □ 18-19   % Difference Between Previous Year and Current Year

Bus Garage: 0%
District Office: 161%
Elementary: 321%
Middle/High: -4%

Annual Color Volume Overall
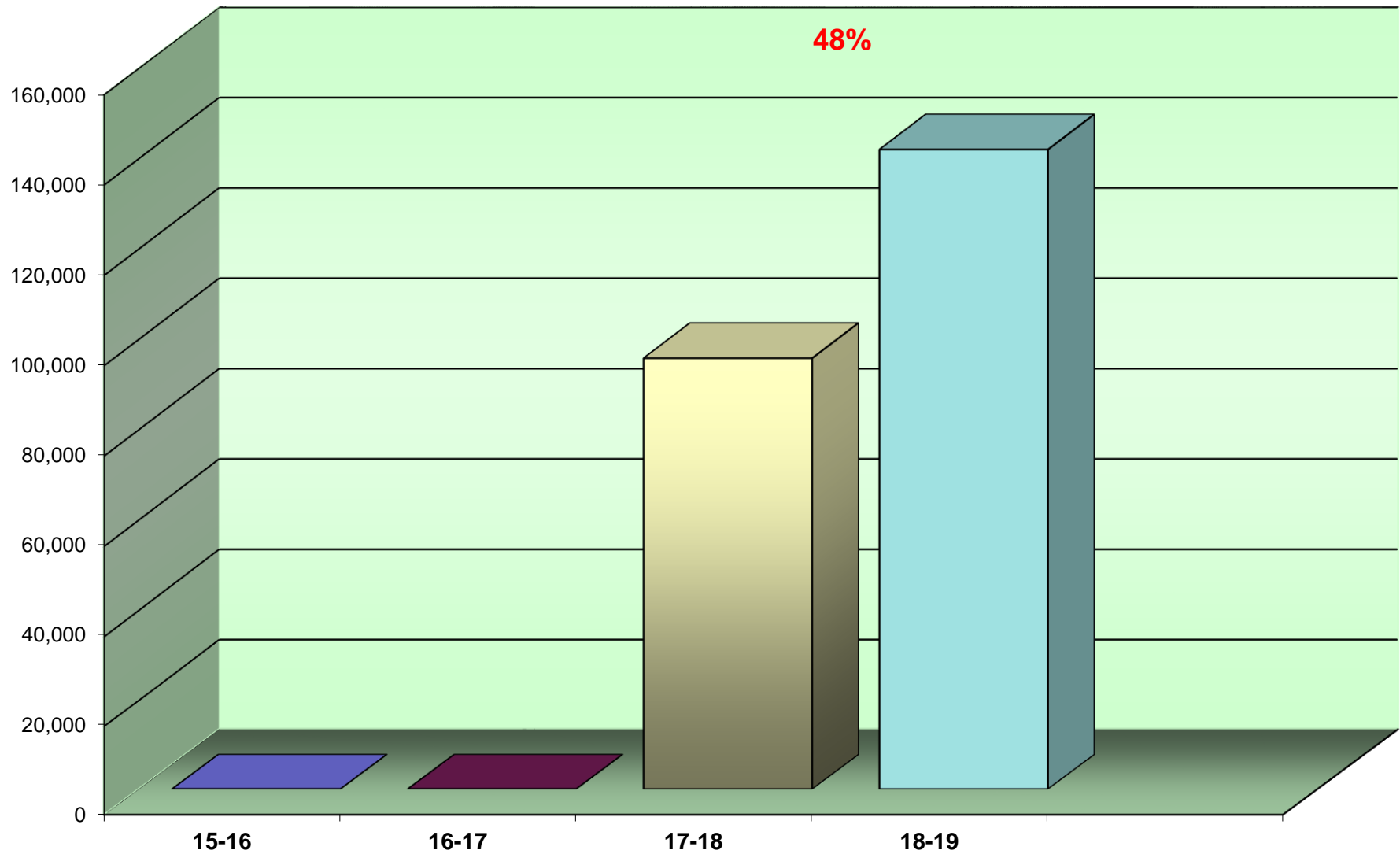
48%

160,000

140,000

120,000

100,000

80,000

60,000

40,000

20,000

0

| 15-16 | 16-17 | 17-18 | 18-19 |

% amount equals the overall increase or decrease between Previous Year and 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 Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
Sunapee Bus Garage	0	0	$0.00	0	$0.00
Sunapee District Office	0	13,062	$466.31	0	$0.00
Sunapee Elementary	148	54,512	$2,001.95	368	$13.53
Sunapee Middle/High	252	74,497	$2,659.54	296	$10.55
Totals	**400**	**142,071**	**$5,127.81**	**355**	**$12.82**

*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 11 of STARDoc Features. Current industry ratio averages 216 color prints per student per year. Your color volume this year averages 355 per student. Please contact our SPC technical team to provide training to your staff if your usage is too high.

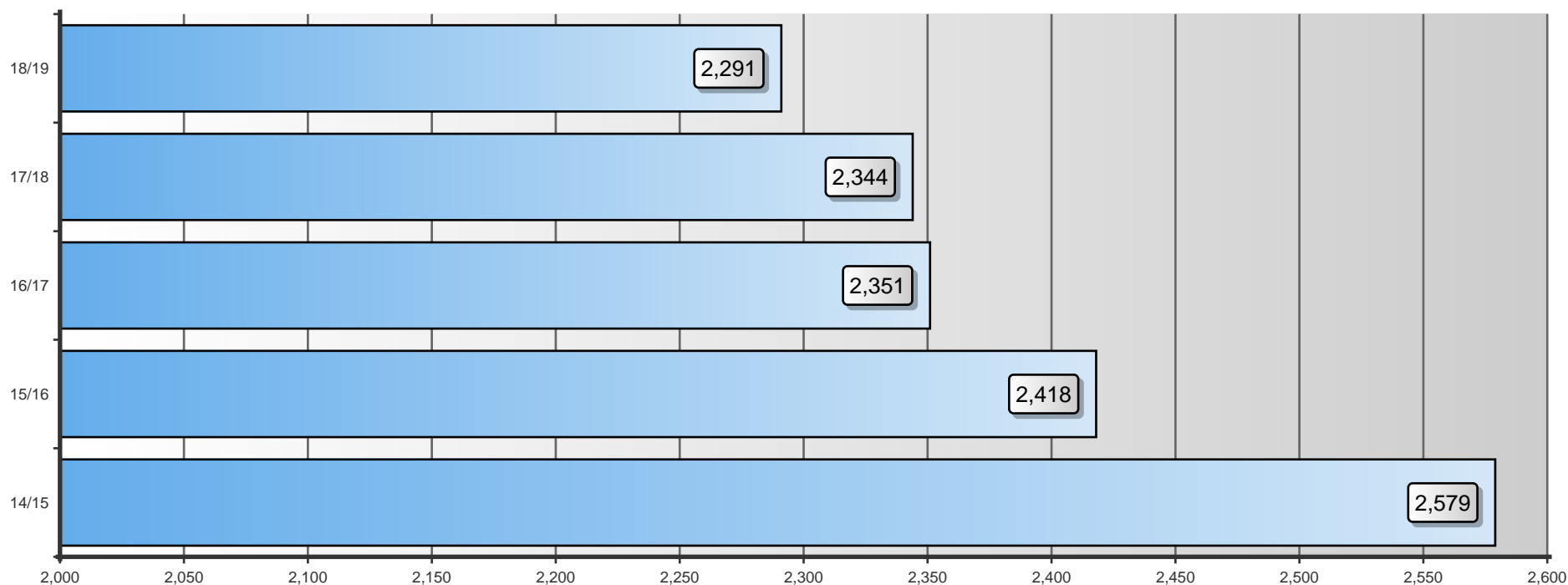|		
District Wide Black Totals	*1,230,626*	*$6,873.89*
District Wide Color Totals	*142,071*	*$5,027.26*

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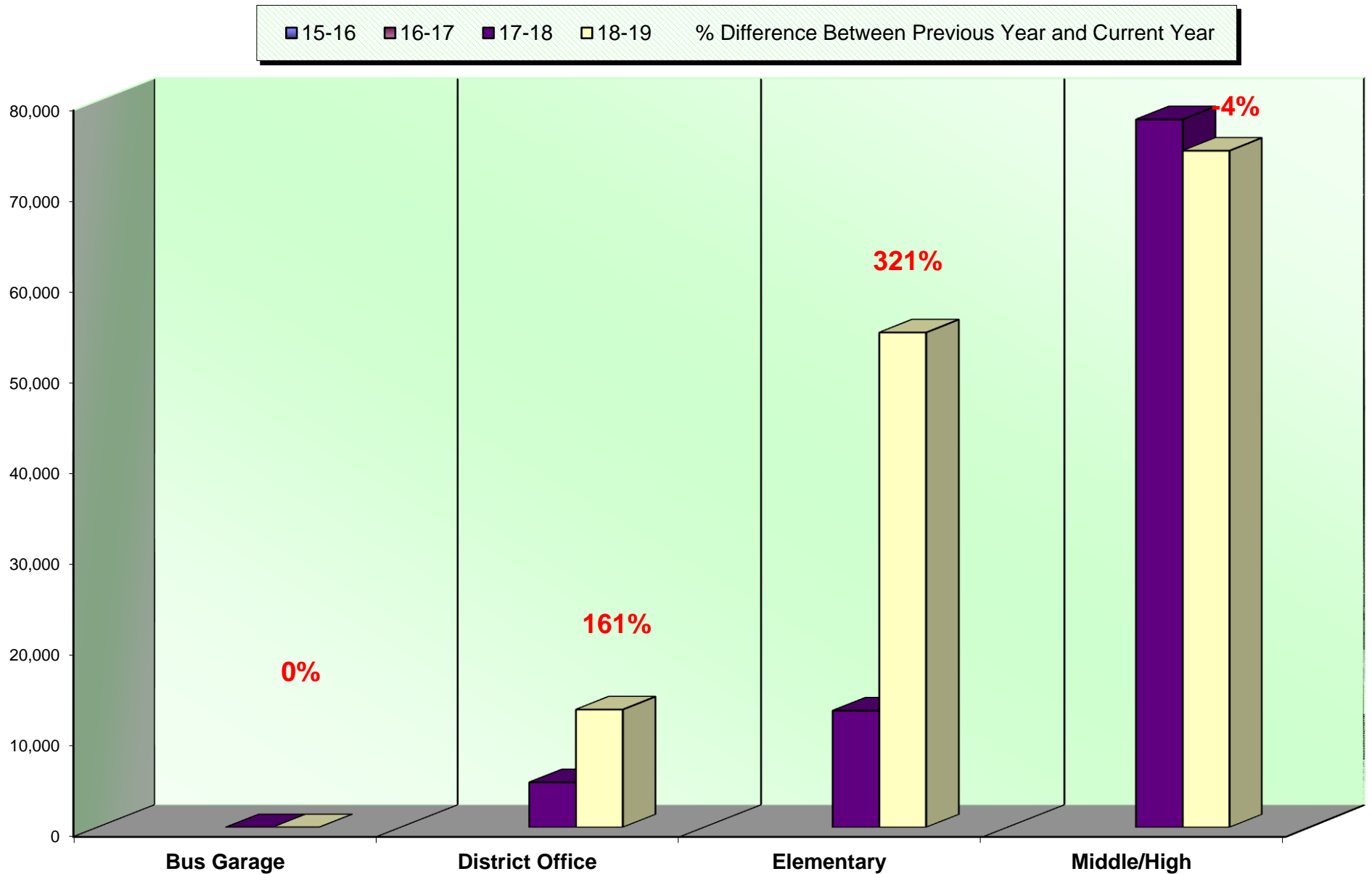
	Total Student Population	Total Annual Volume	Total District Cost*	Annual Copies Per Student	Annual Cost Per Student
All Schools w/Student Populations	83,897	18,097,200	$926,143.97	216	$11.04

*Total District Cost refers to the cost of Service, Supplies, and Paper. Equipment is calculated only into the Black Volume.
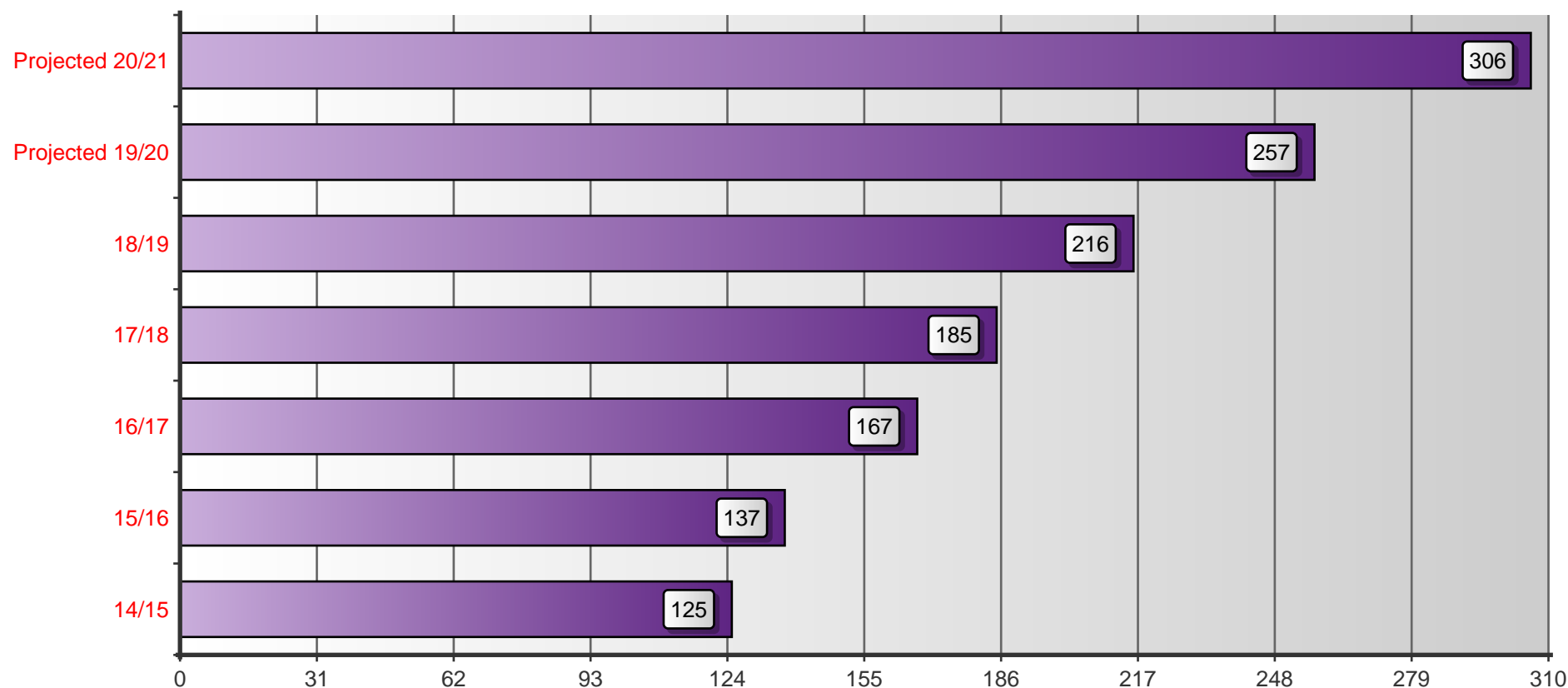
Color-to-Total Volume Comparison
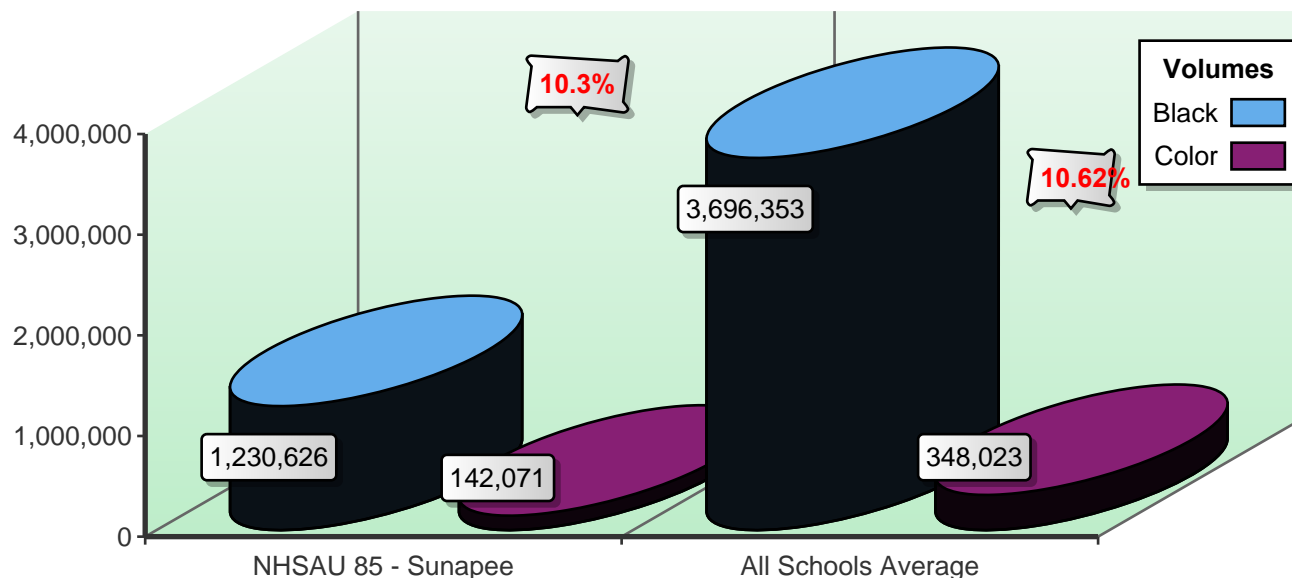
SPC Analysis

COLOR printing is skyrocketing out of control! A five-year study of 83,000 students across the Tri-State region revealed a rapid increase in the K-12 sector. In fact, last year alone, color printing increased by 19%!

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

SOLUTION: SPC has developed Right-Sized Print Management software that pinpoints the problematic locations and implements tailor-made software that controls your color printing. Instead of forcing the entire district to change all printing habits, SPC focuses only on the problematic locations. Best of all, by means of our tremendous buying power, that software comes to you at no charge! In fact, studies have shown that SPC saves a school district of 1,000 students an average of $74,000 over five years, with our compensation included (a $74.00 per student average cost savings).

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

Other beneficial features include Follow-Me Printing.

Usage Profile for Service & Supplies

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 Machine ID* *Life/Intro Date* *Vendor*	*07/01/2018* *Meter*	*06/30/2019* *Meter*	*2018-2019* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	*Recommendations*
Sunapee Bus Garage					
Office					
Konica Minolta BH3300P / 35 PPM	63,811	65,290	1,479	$0.01200	None at this time.
A63P011000900 / 8802 1561				$17.75	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
	Subtotal Black	**1,479**	**$17.75**		
	Subtotal Color	**0**	**$0.00**		

Make-Model/Speed *Serial Number/VendorID* *Life/Intro Date* *Vendor*	*07/01/2018* *Meter*	*06/30/2019* *Meter*	*2018-2019* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	*Recommendations*
Sunapee District Office					
1st Floor Work Room					
HP Laser Jet 4250 / 45 PPM	91,444	100,073	8,629	$0.06900	15 years from Intro.
CNRXX39605 / 9449 5641				$595.40	
1,000,000 / /2004-01-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Finance Office					
HP Laser Jet 4250 / 45 PPM	152,401	164,528	12,127	$0.06900	15 years from Intro.
CNRXS62048 / 9499 5642				$836.76	
1,000,000 / /2004-01-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Office					
Konica Minolta BHC558 / 55 PPM	0	67,896	67,896	$0.00320	None at this time.
A79K011016198 / 9486 1289				$217.27	
3,000,000 / /2017-02-01	0	13,062	13,062	$0.03500	
Color Photocopier				$457.17	
KMBS					

Make-Model/Speed *Serial Number/Vendor Machine ID* *Life/Intro Date* *Vendor*	*07/01/2018* *Meter*	*06/30/2019* *Meter*	*2018-2019* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	**Recommendations**
SPED					
Konica Minolta BH4000P / 42 PPM	182,999	207,479	24,480	$0.01200	None at this time.
A63R011004713 / 8802 4364				$293.76	
1,000,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

			Subtotal Black	113,132	$1,943.19
			Subtotal Color	13,062	$457.17

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

Sunapee Elementary

1st Floor

Konica Minolta BH958 / 95 PPM	0	155,335	155,335	$0.00320	None at this time.
A796011001526 / 9486 1291				$497.07	
5,000,000 / /2016-06-01	0	0	0	$0.00000	
Black Photocopier				$0.00	
KMBS					

2nd Floor

Konica Minolta BHC759 / 75 PPM	73	162,044	161,971	$0.00320	None at this time.
A8JE011001193 / 9486 1290				$518.31	
4,000,000 / /2017-05-01	73	53,020	52,947	$0.03500	
Color Photocopier				$1,853.15	
KMBS					

3rd Floor Hallway

Konica Minolta BH3300P / 35 PPM	22,236	27,386	5,150	$0.01200	None at this time.
A63P011000677 / 8802 1573				$61.80	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

Make-Model/Speed *Serial Number/Vendor Machine ID* *Life/Intro Date* *Vendor*	*07/01/2018* *Meter*	*06/30/2019* *Meter*	*2018-2019* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	*Recommendations*
3rd Floor Hallway - STORAGE					
HP Laser Jet Pro M401dw / 35 PPM	5,873	5,873	0	$0.02250	None at this time.
PHGGD00371 / 9499 5572				$0.00	
750,000 / /2013-01-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Conference Room					
Konica Minolta BH3300P / 35 PPM	16,747	17,605	858	$0.01200	None at this time.
A63P011000667 / 8802 1568				$10.30	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Literacy Lab					
Konica Minolta BH3300P / 35 PPM	648	9,393	8,745	$0.01200	None at this time.
A63P011000882 / 8802 1566				$104.94	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

Make-Model/Speed *Serial Number/Vendor Machine ID* *Life/Intro Date* *Vendor*	*07/01/2018* *Meter*	*06/30/2019* *Meter*	*2018-2019* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	**Recommendations**
Main Office					
Konica Minolta BH3300P / 35 PPM	17,578	20,427	2,849	$0.01200	None at this time.
A63P011000781 / 8802 4357				$34.19	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Main Office					
Konica Minolta MC 3730 / 25 PPM	11,029	12,606	1,577	$0.01200	9 years from Intro.
A0VD017300211 / 8802 1553				$18.92	
500,000 / /2010-11-01	20,245	21,810	1,565	$0.07000	
Color Network Printer				$109.55	
KMBS					
Music Room					
Konica Minolta BH3300P / 35 PPM	68,891	71,060	2,169	$0.01200	None at this time.
A63P011000927 / 8802 1559				$26.03	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

	Subtotal Black	**338,654**	**$1,271.56**
	Subtotal Color	**54,512**	**$1,962.70**

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

Sunapee Middle/High

Conference Room

Konica Minolta BH3300P / 35 PPM	51,735	52,300	565	$0.01200	None at this time.
A63P011000944 / 8802 1563				$6.78	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

Copy Room

Konica Minolta BH4000P / 42 PPM	95,223	129,787	34,564	$0.01200	None at this time.
A63R011004681 / 8802 1532				$414.77	
1,000,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

Copy Room

Konica Minolta BHC759 / 75 PPM	0	158,631	158,631	$0.00320	None at this time.
A8JE011001929 /				$507.62	Y æ¦æ} ċ Á^] |æ&^{ ^} oÁ[¦Á
4,000,000 / /2017-05-01	0	60,428	60,428	$0.03500	Œ̇ ŘÒ€FF€€FFI Ϊ ̇Á
Color Photocopier				$2,114.98	
KMBS					

Make-Model/Speed *Serial Number/Vendor Machine ID* *Life/Intro Date* *Vendor*	*07/01/2018* *Meter*	*06/30/2019* *Meter*	*2018-2019* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	*Recommendations*
Hall of Room M-4					
Konica Minolta BH3300P / 35 PPM	54,511	64,122	9,611	$0.01200	None at this time.
A63P011000902 / 8802 1564				$115.33	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Hot Swap					
Konica Minolta BH3300P / 35 PPM	38,439	38,439	0	$0.01200	None at this time.
A63P011000670 / 8802 4326				$0.00	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Hot Swap					
Konica Minolta BH4000P / 42 PPM	94,796	94,796	0	$0.01200	None at this time.
A63R011004718 / 8802 1577				$0.00	
1,000,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

Make-Model/Speed *Serial Number/Vendor Machine ID* *Life/Intro Date* *Vendor*	*07/01/2018* *Meter*	*06/30/2019* *Meter*	*2018-2019* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	**Recommendations**
Hot Swap					
HP Laser Jet M608 / 65 PPM	20,525	20,525	0	$0.02250	None at this time.
CNBCK7D26J / 9355 5732				$0.00	
4,000,000 / /2017-05-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Hot Swap					
Konica Minolta BH4000P / 42 PPM	81,292	81,292	0	$0.01200	None at this time.
A63R011004715 / 8802 1580				$0.00	
1,000,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Hot Swap					
Konica Minolta BH4000P / 42 PPM	74,599	74,599	0	$0.01200	None at this time.
A63R011004639 / 8802 1562				$0.00	
1,000,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor	07/01/2018 Meter	06/30/2019 Meter	2018-2019 Annual Volume	Cost/Copy Annual Cost	Recommendations
Hot Swap					
Konica Minolta BH3300P / 35 PPM	28,107	28,107	0	$0.01200	None at this time.
A63P011000910 / 8802 1555				$0.00	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Kitchen Office					
Konica Minolta BH3300P / 35 PPM	22,286	25,016	2,730	$0.01200	None at this time.
A63P011000695 / 8802 1569				$32.76	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Mail Room - REMOVED					
Konica Minolta BHC759 / 75 PPM	0	81,813	81,813	$0.00320	TradedIÁÜ^] |æ&^åÁ} å^¦Á, æ¦aạ ĉ
A8JE011001147 / 9483 6916				$261.80	¸ãⓒ¼ÒÈ RÒ€FF€€FJGJĚÚ|æ&^å¼§
4,000,000 / /2017-05-01	0	14,069	14,069	$0.03500	Ô[ ]ˆÁÜ[[{ ĚÁ
Color Photocopier				$492.42	
KMBS					

Make-Model/Speed _Serial Number/Vendor Machine ID_ _Life/Intro Date_ _Vendor_	_07/01/2018_ _Meter_	_06/30/2019_ _Meter_	_2018-2019_ _Annual_ _Volume_	_Cost/Copy_ _Annual Cost_	**Recommendations**
Main Office					
HP Laser Jet M608 / 65 PPM	8,370	29,749	21,379	$0.02250	None at this time.
CNBCK7D26K / 9355 5731				$481.03	
4,000,000 / /2017-05-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Main Office - not in use					
Konica Minolta MC 3730 / 25 PPM	6,832	6,832	0	$0.01200	9 years from Intro.
A0VD017300304 / 8802 4363				$0.00	
500,000 / /2010-11-01	29,918	29,918	0	$0.07000	
Color Network Printer				$0.00	
KMBS					
Media Center					
Konica Minolta BH3300P / 35 PPM	11,178	12,441	1,263	$0.01200	None at this time.
A63P011000681 / 8802 4358				$15.16	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

Make-Model/Speed *Serial Number/Vendor Machine ID* *Life/Intro Date* *Vendor*	*07/01/2018* *Meter*	*06/30/2019* *Meter*	*2018-2019* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	*Recommendations*
Net Closet					
Konica Minolta BH3300P / 35 PPM	35,075	35,663	588	$0.01200	None at this time.
A63P011000679 / 8802 1572				$7.06	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
NS / Closet					
Konica Minolta BH4000P / 42 PPM	10,982	23,577	12,595	$0.01200	None at this time.
A63R011004725 / 8802 4402				$151.14	
1,000,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					
Room C-3 HSRR					
Konica Minolta BH4000P / 42 PPM	55,558	66,921	11,363	$0.01200	None at this time.
A63P011000907 / 8802 1560				$136.36	
1,000,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

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

Room C1 Lab

Konica Minolta BH3300P / 35 PPM	17,288	20,347	3,059	$0.01200	None at this time.
A63P011000779 / 8802 4386				$36.71	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

Room M-1

Konica Minolta BH4000P / 42 PPM	31,448	31,484	36	$0.01200	Underused!
A63P011000913 / 8802 1551				$0.43	
1,000,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

Room M-2

Konica Minolta BH3300P / 35 PPM	55,256	62,382	7,126	$0.01200	None at this time.
A63P011000943 / 8802 1556				$85.51	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

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

Room M-3 - not in use

HP Laser Jet Pro M401dw / 35 PPM	3,287	3,287	0	$0.02250	None at this time.
PHGGC04812 / 9499 5573				$0.00	
750,000 / /2013-01-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

Teachers' Room

Konica Minolta BH958 / 95 PPM	0	431,308	431,308	$0.00320	None at this time.
A796011001524 / 9483 6915				$1,380.19	
5,000,000 / /2016-06-01	0	0	0	$0.00000	
Black Photocopier				$0.00	
KMBS					

Tech Director's Office

Konica Minolta BH3300P / 35 PPM	12,952	13,682	730	$0.01200	None at this time.
A63P011000791 / 8802 4387				$8.76	
750,000 / /2013-04-01	0	0	0	$0.00000	
Black Network Printer				$0.00	
KMBS					

		Subtotal Black	777,361	$3,641.39	
		Subtotal Color	74,497	$2,607.40	

		District Wide Black Totals	1,230,626	$6,873.89	
		District Wide Color Totals	142,071	$5,027.26	**Your average Color CPC is $0.0354.**

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 2018-2019 fiscal year black print usage. The second table represents your annual and five-year cost savings compared to your previous cost per copy rate.

BEFORE SPC

Current Volume	PriorCPC	Average Annual Cost
1,230,626	$0.006607	$8,130.75

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
1,230,626	$0.00559	$6,879.20	$1,251.55	$6,257.75

Today the Cooperative Buying of SPC has netted annual cost savings, on average, of $1,251.55 x 1 year as a Client
= $1,251.55 Cost Savings!

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

Projected Equipment Costs by Building - Black

This table represents projected expenses for BLACK prints or copies by building based on recent activity. Approximate current paper case costs and averaged current annual lease payment are figured in to provide budget information for the <u>upcoming fiscal year.</u>

Building	Projected Black Volume	Projected Black Usage Cost	Approximate Paper Cost	Average Annual Equipment Cost	Total Proj Black Usage Cost
Sunapee Bus Garage	1,479	$18.10	$7.99	$11.94	$38.03
Sunapee District Office	113,132	$1,981.78	$610.91	$913.14	$3,505.84
Sunapee Elementary	338,654	$1,295.72	$1,828.73	$2,733.43	$5,857.88
Sunapee Middle/High	777,361	$3,711.53	$4,197.75	$6,274.43	$14,183.72
Total	**1,230,626**	**$7,007.14**	**$6,645.38**	**$9,932.94**	**$23,585.46**

SPC Equipment Bids:
Presently our bids are coming in between <mark>15% to 23%</mark> *of Retail, while the current Salesman's Cost is 50% of Retail.*
For Example: A 95-CPM Konica Minolta Bizhub 958 RADF Duplex Finisher 3-Hole Punch CIF-Print-Color Scan-Hard Drive for Secure Print with a <mark>Retail Cost of $45,640</mark> *is coming in at* <mark>$7,342...16% of Retail!</mark> *Our prices are negotiated with and supported directly by the manufacturer.*

Projected Equipment Costs by Building - Color

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

Building	Projected Color Volume	Service & Supply Cost
Sunapee Bus Garage	0	$0.00
Sunapee District Office	13,062	$466.31
Sunapee Elementary	54,512	$2,001.95
Sunapee Middle/High	74,497	$2,659.54
Total	**142,071**	**$5,127.81**

Service & Supply Usage Profile by Vendor - Black

This table represents actual expenses for BLACK prints or copies by vendor for the current year along with projected service & supply expenses for the upcoming fiscal year. Under SPC's new Simplified Billing Program, SPC will invoice you directly for 50% of the Projected Annual Volume in July and January, and then reconcile based on actual usage in June. Cost per copy typically increases by 5% or CPI annually, whichever is less. Current year's increase is 2%.

Vendor	Equipment Type	Annual Volume	2018-2019 Cost/Copy	Total Cost	2019-2020 Cost/Copy	Projected Cost
Konica-Minolta Business Solutions	Black Network Printer	129,960	$0.01200	$1,559.52	$0.01224	$1,590.71
Konica-Minolta Business Solutions	Black Network Printer	21,379	$0.02250	$481.03	$0.02295	$490.65
Konica-Minolta Business Solutions	Black Network Printer	20,756	$0.06900	$1,432.16	$0.07038	$1,460.81
Konica-Minolta Business Solutions	Black Photocopier	586,643	$0.00320	$1,877.26	$0.00326	$1,912.46
Konica-Minolta Business Solutions	Color Network Printer	1,577	$0.01200	$18.92	$0.01224	$19.30
Konica-Minolta Business Solutions	Color Photocopier	470,311	$0.00320	$1,505.00	$0.00326	$1,533.21
	Total	**1,230,626**	**$0.00559**	**$6,873.89**	**$0.00569**	**$7,007.14**

Service & Supply Usage Profile by Vendor - Color

This table represents actual and projected expenses for COLOR prints or copies by vendor for the current and next fiscal year. Under SPC's new Simplified Billing Program, SPC will invoice you directly for 50% of the Projected Annual Volume in July and January, and then reconcile based on actual usage in June. Cost per copy typically increases by 5% or CPI annually, whichever is less. <mark>Current year's increase is 2%.</mark>

Vendor	Equipment Type	Annual Volume	2018-2019 Cost/Copy	Total Cost	2019-2020 Cost/Copy	Projected Cost
Konica-Minolta Business Solutions	Color Network Printer	1,565	$0.07000	$109.55	$0.07140	$111.74
Konica-Minolta Business Solutions	Color Photocopier	140,506	$0.03500	$4,917.71	$0.03570	$5,016.06
	Total	**142,071**	**$0.03539**	**$5,027.26**	**$0.03609**	**$5,127.81**

Reprographic Equipment Assessment

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

Total Number of Units	**37**
Total Number of Units on Lease	**0**
Total Number of Units Owned	**37**
Lease Company	**N/A**
Contract Start Date	**07/01/2018**
Lease End Date	
Term	**5 Yr Straight-Line Depreciation**
Annual Straight-Line Depreciation	**$9,932.94**
Remaining Payments	**0**

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

Owned Equipment

Building	Make/Model	Serial Number
Sunapee Bus Garage	Konica MinoltaBH3300P	A63P011000900
Sunapee District Office	Konica MinoltaBH4000P	A63R011004713
Sunapee District Office	Konica MinoltaBHC558	A79K011016198
Sunapee District Office	HPLaser Jet 4250	CNRXS62048
Sunapee District Office	HPLaser Jet 4250	CNRXX39605
Sunapee Elementary	Konica MinoltaMC 3730	A0VD017300211
Sunapee Elementary	Konica MinoltaBH3300P	A63P011000667
Sunapee Elementary	Konica MinoltaBH3300P	A63P011000677
Sunapee Elementary	Konica MinoltaBH3300P	A63P011000781
Sunapee Elementary	Konica MinoltaBH3300P	A63P011000882
Sunapee Elementary	Konica MinoltaBH3300P	A63P011000927
Sunapee Elementary	Konica MinoltaBH958	A796011001526
Sunapee Elementary	Konica MinoltaBHC759	A8JE011001193
Sunapee Elementary	HPLaser Jet Pro M401dw	PHGGD00371
Sunapee Middle/High	Konica MinoltaMC 3730	A0VD017300304
Sunapee Middle/High	Konica MinoltaBH3300P	A63P011000670
Sunapee Middle/High	Konica MinoltaBH3300P	A63P011000679
Sunapee Middle/High	Konica MinoltaBH3300P	A63P011000681
Sunapee Middle/High	Konica MinoltaBH3300P	A63P011000695
Sunapee Middle/High	Konica MinoltaBH3300P	A63P011000779
Sunapee Middle/High	Konica MinoltaBH3300P	A63P011000791
Sunapee Middle/High	Konica MinoltaBH3300P	A63P011000902
Sunapee Middle/High	Konica MinoltaBH4000P	A63P011000907
Sunapee Middle/High	Konica MinoltaBH3300P	A63P011000910
Sunapee Middle/High	Konica MinoltaBH4000P	A63P011000913
Sunapee Middle/High	Konica MinoltaBH3300P	A63P011000943
Sunapee Middle/High	Konica MinoltaBH3300P	A63P011000944
Sunapee Middle/High	Konica MinoltaBH4000P	A63R011004639
Sunapee Middle/High	Konica MinoltaBH4000P	A63R011004681
Sunapee Middle/High	Konica MinoltaBH4000P	A63R011004715
Sunapee Middle/High	Konica MinoltaBH4000P	A63R011004718
Sunapee Middle/High	Konica MinoltaBH4000P	A63R011004725
Sunapee Middle/High	Konica MinoltaBH958	A796011001524

Building	Make/Model	Serial Number
Sunapee Middle/High	Konica MinoltaBHC759	A8JE011001929
Sunapee Middle/High	HPLaser Jet M608	CNBCK7D26J
Sunapee Middle/High	HPLaser Jet M608	CNBCK7D26K
Sunapee Middle/High	HPLaser Jet Pro M401dw	PHGGC04812

STARDoc User Names

Name	User Name
Jodi Bergen	jbergen
Kelly Wessells	kwessells@sau85.org
Mike Montore	mmontore@sau85.org
Russell Holden	rholden@sunapeeschools.org

Name	User Name

Top Benefits to <mark>our CLIENTS:</mark>

1. Cooperative Buying

By definition, is a model that allows a group of buyers with a common interest to pool their buying power in order to negotiate more favorable pricing and better service. SPC's model allows you to pick your preferred vendor!

- SPC's pricing is so strong *we pay for our own fee* by acquiring prices lower than what you can do on your own.
- We will *save you money* benefiting from the combined purchasing power of more than 69 clients with over 3,900 devices doing more than <mark>239</mark> million copies and prints per year. We purchase approximately 1,100 units annually with 80 million prints out to bid.!
- We will *save you time* by preparing your bid, negotiating with vendors/manufacturers, presenting a total bid analysis, and managing the implementation.
- We will *save you frustration*. We manage your contracts for up to five years from the date of installation.

2. Exclusive <u>STARDoc</u> Software

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

3. Simplified Billing Program

- Removes the confusion out of billing.
- Eliminates variety of invoices from multiple vendors that come annually and/or quarterly.
- TWO invoices are sent each year from ONE billing source.
- Reconciles all of your devices at the end of the year: You pay only for what you use; no minimums.

Benefits of partnering with SPC

4. Five-Year Equipment Replacement Schedule

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

5.Annual Report

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

6. Vendor Neutral

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

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

Based on current actual volumes and CPCs, SPC has generated Annual Savings of more than $2 million for all of our clients. That translates into Savings of more than $10 million over five years!

Overall Benefits to <mark>our VENDORS</mark>

- Opportunities brought to you - Over 1,100 units purchased annually running over 80 million prints!
- SPC is well respected in the industry.
- SPC values our vendors and speaks highly of them to our clients.
- National Contracts that are all negotiated with the manufacturers at your disposal

Vendor Benefits Pre-Bid & During the Bid Process

- Sharing of previous bid results that help you to negotiate with your manufacturers.
- On-Site Survey of client requirements including mapping all devices.
- Writing of the *Five-Year Equipment Replacement Schedule* (Bid Specs).
- Controls the Bid Specs (Not allowing any vendor to underbid or offer discontinued equipment).
- A chance to sell your 'Value Add' directly to our clients after the bids are in. Customer has the right to pay more than low bid.

Vendor Benefits Before & During Installation

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

SPC Values Our Vendors

Vendor Ongoing Support

- Yearly meter reads.
- Simplified Billing: SPC collects service funds for the Vendor.
- Collection of all meter reads annually and reconciling them with the Client and Vendor.
- STARDoc: System for Tracking And Reporting Documents... Manages the budget.
- Annual Reports that flag machines that are being overused and underused thus improving reliability.
- Mediating warranty issues in sensitive locations.

Why do some vendors hesitate to bid?

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

<div align="center">

SPC manages over 3,900 pieces of equipment;
Our relationship with our vendors has never been stronger!

</div>