

Specialized Purchasing Consultants

1491 East Side River Road

Dummer, NH 03588

(800)750-1538



FY23 Annual Report

with FY24 Projections

Lisa Blodgett

Orleans Southwest Supervisory Union

157 Daniels Road

Hardwick, VT 05843



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

October 2023

Skip Tilton
President

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

VISIT US ON THE WEB:
www.spccopypro.com

Lisa Blodgett
Orleans Southwest Supervisory Union
157 Daniels Road
Hardwick, VT 05843

Dear Lisa:

Specialized Purchasing Consultants is pleased to present your FY23 Annual Report. We pride ourselves in being flexible and adjusting to the competitive environment. After going through two tough years involving backorders, we now feel confident that the industry has caught up with their inventory.

While Inflation has been a worldwide problem, SPC bids have fallen to their lowest level ever! We are buying new equipment for **8 to 12% of retail!** In addition, the number of participants in our bids has grown to eight different vendors representing eight different manufacturers.

Since 2020, we are averaging 75 million prints, acquiring approximately 1,200 machines annually. In addition, we have signed up **34 new clients, representing 100 million prints** – more than a 50% increase. The purpose of informing you of this information is to continue to build confidence in the strength of your cooperative buying power with SPC.

As always, we are grateful for your continued confidence in the services SPC provides and in our efforts to secure better pricing on equipment, service and supplies than can be obtained independently. We look forward to working with you another year and into the future.

Sincerely,

Skip Tilton
President

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MEET YOUR TEAM



Skip Tilton, President
Billie Jo Tilton, Vice President

As co-founders of SPC, we are very proud of our team of professionals. The concept of group purchasing was relatively new in 1988, but with your trust and loyalty, we have been able to save our clients millions of dollars, increase the reliability and quality of your service and equipment, and improve the accuracy and ease of billing. We are so pleased to bring you services that give you control over equipment, usage and costs.



Alex Webster
Director of Technology & Operations

Alex manages overall operations, actively seeking new clients and improving the cooperative bid process and the buying power in New England. Alex organizes and prepares the bids, tabulates the results, and presents them to our clients. He also oversees STARDoc and FM Audit maintenance so our clients always have access to valuable information on their equipment.

Sue Penney
Administrative & Finance Manager

Sue oversees all billing, leases, and contracts. Her decades of financial expertise, attention to detail, and ability to prioritize ensure accuracy and timeliness of all finance projects.



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

As part of the Billing Team, Heidi assists with bookkeeping and billing, processing payments, updating contact information, and providing office support.



Pam Weed
Client-Vendor Relations

Pam works with clients and vendors to maintain a good working relationship. She oversees warranty complaints and replacements, equipment upgrades and changes, end-of-year meter collection, billing, and scheduling of Annual Report meetings. Pam also assists with marketing SPC services.

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. He also wrote the code to create the many reports SPC generates to give you the accurate information you rely on..



Jamin Tilton
Operations Support

Jamin plays a vital role in ensuring equipment surveys, installations, and trades go smoothly. He coordinates with clients and vendors to create schedules that are beneficial for all. Jamin also assists Alex in many technical areas such as maintaining STARDoc, FM Audit and the computers.

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 STARDoc Facelift and new Ratio Category

- STARDoc Program now online/live as of July 1 with Client Audits for November 1
- High, Middle & Elementary School: Student Ratio for Black & Color Prints

2024 SPC Roadmap

- High, Middle & Elementary School: Student Ratio for Copiers & MFP-Printers

EQUIPMENT HEALTH STATUS

Total Number of Machines

23

Total Black Photocopiers & MFPs	4
Total Color Photocopiers & MFPs	11
Total Black Network Printers	4
Total Color Network Printers	4
Total Removed From Service	0

of Units Not in Use for FY23

0

# of Units OFF Warranty**	0
# of Units Approaching End of Warranty	0
# of Units Overused	0
# of Units Underused	0

Contract Commencement Date 07/01/2022

Contract and Warranty Expiration Date 06/30/2027

of Annual Payments Remaining on Lease 3

PaperCut Installed Yes

A-4 (includes printers & mfps) Devices 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 Tracie,

Based on 87,539 students across the tri-state region that SPC manages

- Black averages 1,854 per student - up 4% from last year
- Color averages 281 per student - up 16% from last year

Based on 1001 students, your district averages are

- Black 822 per student
- Color 811 per student

At our meeting, we will discuss three powerful tools, which include:

- Annual Report
- Last year's service history, and
- Our new 2023 updated STARDoc Management Tool.

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

Sincerely,

Skip Tilton

Orleans Southwest Supervisory Union
David Martin
157 Daniels Road
Hardwick, VT 05843
Five-Year Basis beginning with the 2022/2023 Fiscal Year

Copies-per-Year: 2,204,844

Present vs. Proposed Recommendations as of 7/1/2022

PRESENT SITUATION

- 1) Guarantees on Photocopiers: **None**
- 2) Annual Price Ceilings Left: **None**
- 3) Copiers with 3 million plus: **9**
- 4) Units to be Traded: **24**
- 5) Photocopiers: **14**
- 6) Color Photocopiers: **10**
- 7) MFPs: **6** with **4** Color
- 8) Printers: **2** w/ **1** Color
- 9) Duplexers: **23**
- 10) Finishers: **11**
- Total number of Units: **24**

PROPOSED SITUATION

- 1) Guarantees for both New, Recons & Used Machines: **Five + Years**
- 2) 5% or CPI Annual Ceilings, whichever is less: **Five + Years**
- 3) Copiers with 3 million plus: **9**
- 4) Replaced: **24** New
- 5) Photocopiers: **15** with **Secure Print/Confidential Mailbox**
- 6) Color Photocopiers: **11**
- 7) MFPs: **8** with **4** Color
- 8) Printers: **1**
- 9) Duplexers: **24**
- 10) Finishers: **15**
- Total number of Units: **24 (Closing out 0 to right size equipment)**

Overall Description of Equipment Fleet:

Presently, you have **Six manufacturers with 15 different models**. The **new arrangement** will stay with one manufacturer **with one vendor with 8 distinct models**.

Print Management: STARDoc for all devices and Papercut MF for all 15 Copiers.

Capital:

Presently, you have **one** Fair Market Value lease that is already paid off. With the new arrangement, you will have **one** municipal master lease at 3.49% interest. Your first of five annual lease payments will be due on **August 1, 2022**.

Board Approval Date: March 14, 2022

Service & Supplies:

Considering all of your consumable cost centers including service you are averaging **\$0.005045 for black and \$0.054841 for Color**. The new contract will come in at a CPC of **\$0.004127 for Black and \$0.020355 for Color**. These figures include an average for both printers and copiers.

Vendor Packages:

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

<u>Cost Center</u>	<u>Present</u>	<u>National</u>	<u>Symquest</u>
1. Service & Supplies Color:	\$10,923.24	\$6,183.77	\$11,913.23
2. Service & Supplies Black:	\$7,332.28	\$7,846.46	\$6,232.25
3. Annual Muni Lease &:	\$31,595.28	\$33,230.22	\$29,914.58
4. Forced Upgrades (9 Owned Devices):	<u>\$1,800.00</u>	<u>\$00.00</u>	<u>\$00.00</u>
Totals:	\$51,650.80	\$47,260.45	\$48,060.06

* Note that with the last upgrade only **15 New units were purchased while 23 New units** are part of the lease.

This Papercut MF Package includes Papercut installed on 15 copiers, RFID Card Readers and Cards along with 5 Years of Maintenance and Support.

The successful bidders will have a blanket servicing contract that includes all consumables excluding only staples and paper for all of the equipment that is under their factory authorized ability to service. They will provide one easy CPC billing plan done twice a year in July & January with a reconciliation invoice in June. Your service contract will be fixed through **June 30, 2023**. A contract extension has been negotiated for four more years, which will have an annual price ceiling of five percent or CPI, whichever is less. You however, only commit funds for one-year at a time to the servicing vendor. And even this scenario allows you to upgrade, lowering the service costs, if it is to your advantage to go out to bid at any time. SPC will set up both the service- supply contracts and the warranty cards with the successful bidding vendors.

Security package: Hard Drive Wipes are included in these prices.

NON-CONTRACTED DEVICES

Make - Model	Serial Number	IP Address	Last Update
Brother DCP-8155DN	U63086K2N276202	10.20.2.6	2023-10-04 11:59:59
BROTHER HL-L8360CDW series	U64642J7J152816	10.60.2.10	2023-10-04 12:19:43
Kyocera FS-1370DN	Q651Y29596	10.20.2.17	2023-10-04 10:59:39
Kyocera FS-4200DN	LPD4409785	10.60.2.25	2023-10-04 10:20:05
KYOCERA TASKalfa 3252ci	W2R8Y11304	10.20.2.3	2023-10-04 11:59:59
UNKNOWN Unknown	JPCCL1G0RK	10.80.2.3	2023-10-04 10:10:10

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.

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
Craftsbury Academy	222	233,983	\$11,810.49	1,054	\$53.20
Hardwick Elementary School	244	150,937	\$7,697.49	619	\$31.55
Hazen Union High School	314	227,819	\$11,622.83	726	\$37.02
Lakeview Elementary School	44	70,639	\$3,600.11	1,605	\$81.82
OSSU District Office	0	66,793	\$3,409.64	0	\$0.00
Wolcott Elementary School	121	41,066	\$2,093.23	339	\$17.30
Woodbury Elementary School	56	31,682	\$1,616.80	566	\$28.87
Totals	1,001	822,919	\$41,850.59	822	\$41.81

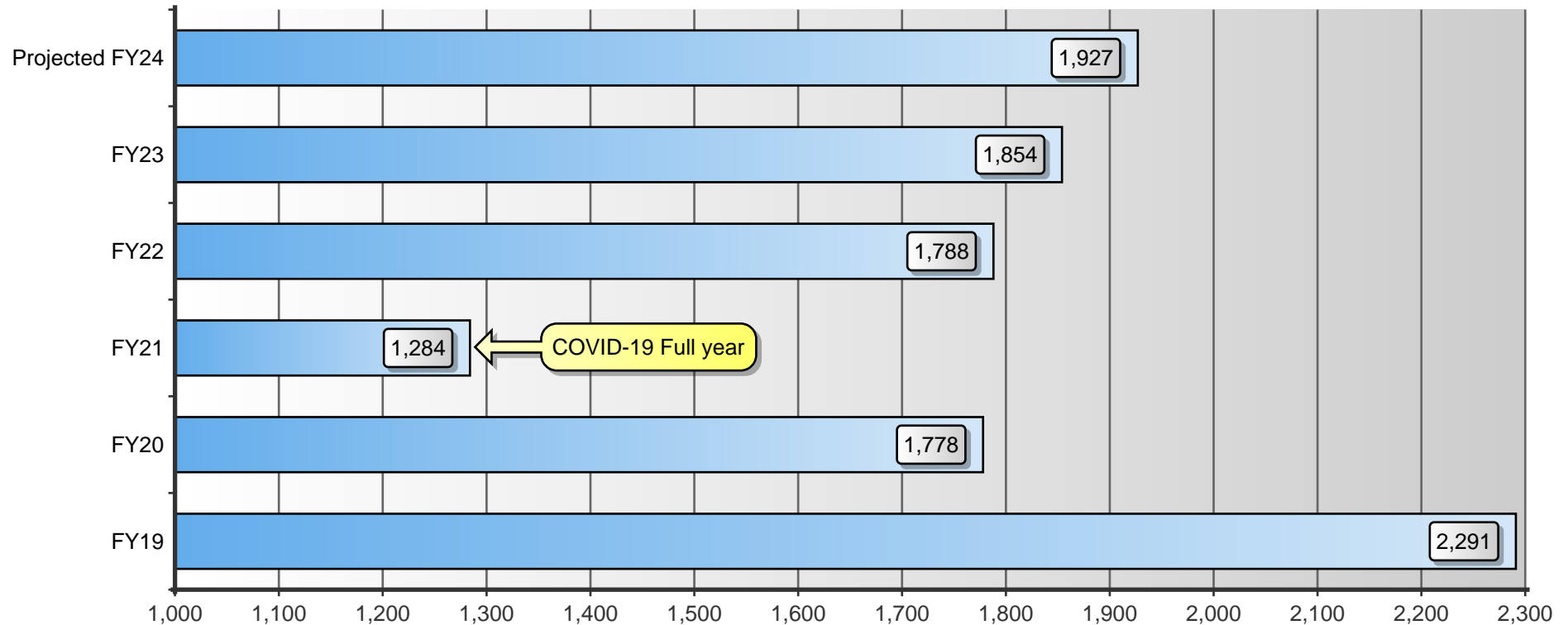
**Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this report.*

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	87,539	162,267,704	\$4,226,214.37	1,854	\$48.28

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



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
Craftsbury Academy	222	131,762	\$3,994.50	594	\$17.99
Hardwick Elementary School	244	257,010	\$5,437.90	1,053	\$22.29
Hazen Union High School	314	101,606	\$2,160.91	324	\$6.88
Lakeview Elementary School	44	39,853	\$841.70	906	\$19.13
OSSU District Office	0	83,829	\$1,770.47	0	\$0.00
Wolcott Elementary School	121	161,200	\$3,404.54	1,332	\$28.14
Woodbury Elementary School	56	36,801	\$777.24	657	\$13.88
Totals	1,001	812,061	\$18,387.25	811	\$18.37

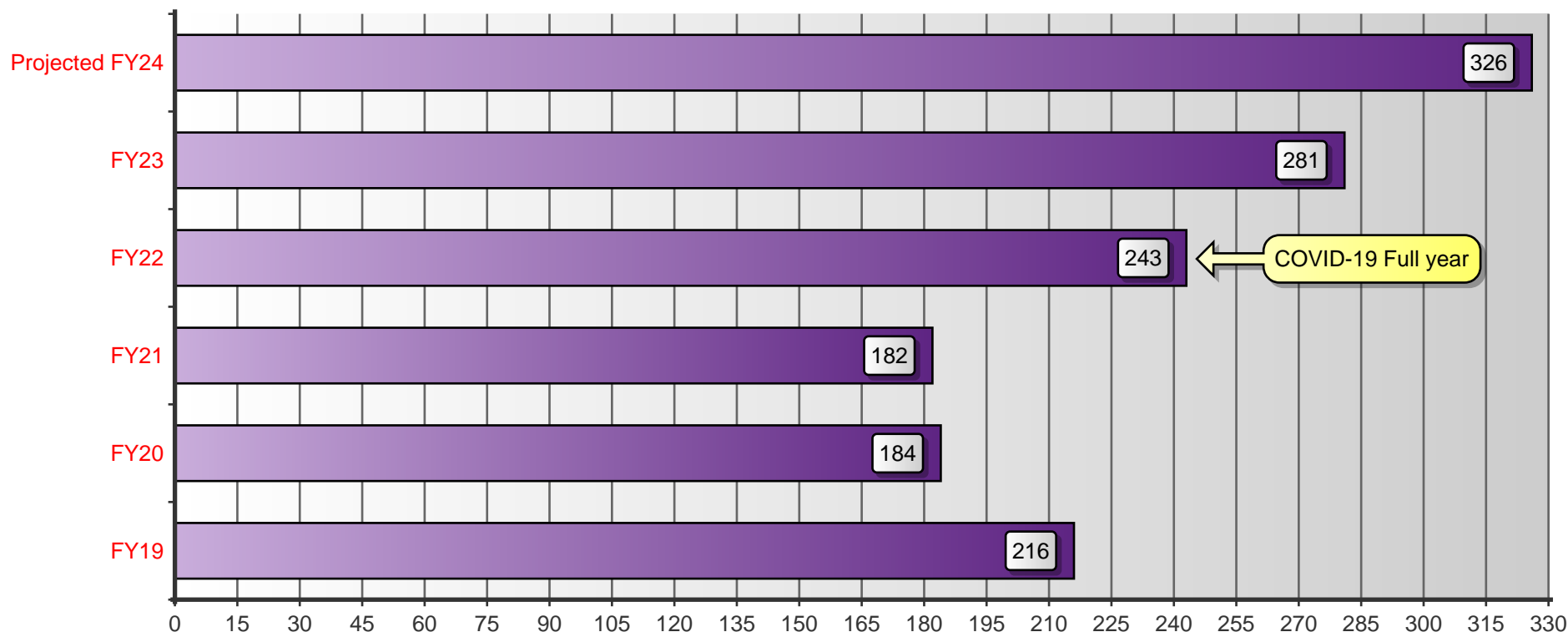
**Total School Cost refers only to Service & Supplies as Paper and Equipment are included in the previous table for black prints.*

INDUSTRY AVERAGE COPIES PER STUDENT - COLOR

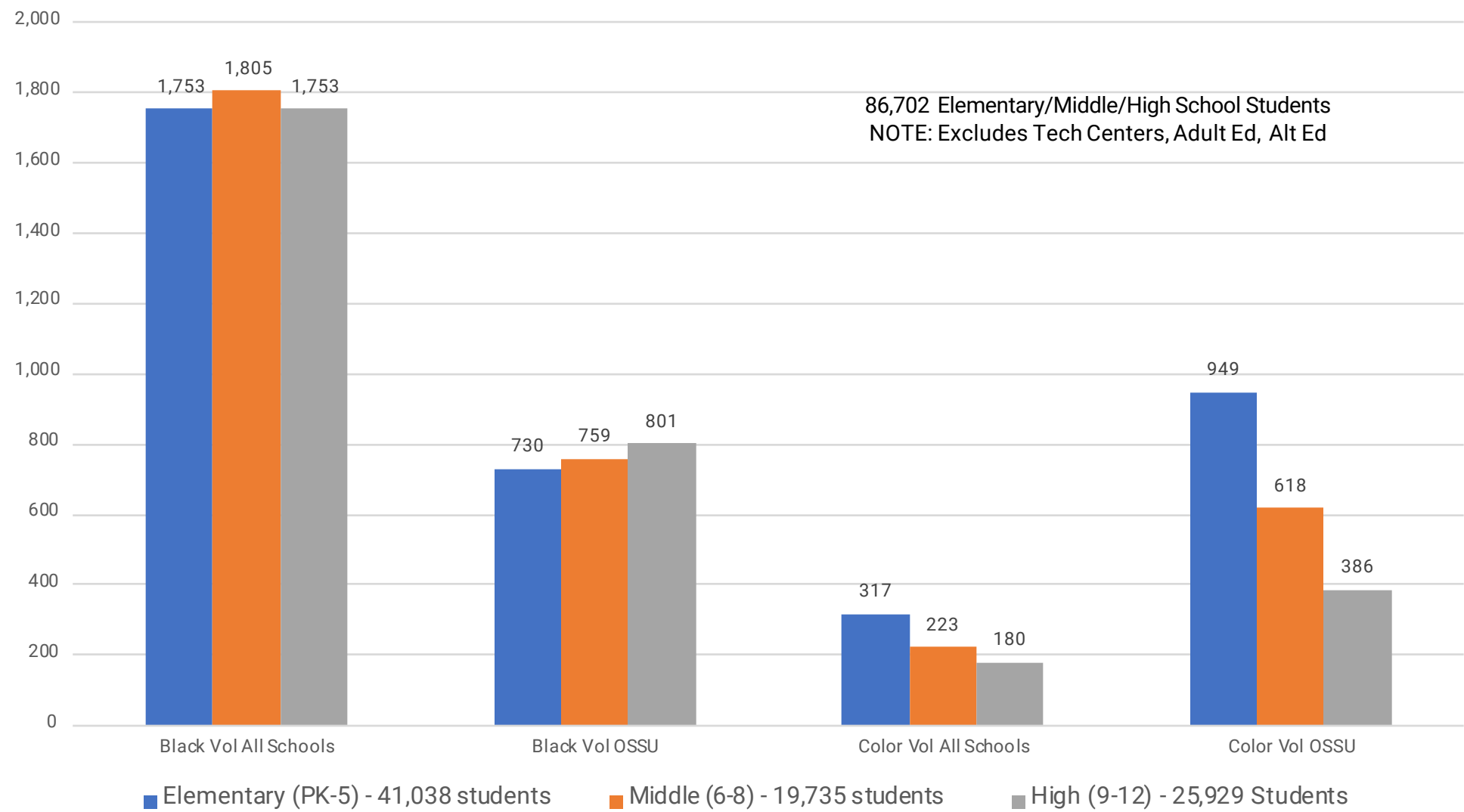
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district 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	87,539	24,569,703	\$1,008,305.25	281	\$11.52

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



AVERAGE VOLUME TO STUDENT RATIO BY STUDENT TYPE



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: 07/01/2022

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
Craftsbury Academy					
Academy Office					
Kyocera M6630cidn / 32 PPM	0	4,668	4,668	\$0.00513	None at this time.
RC42320091 / V1213				\$23.95	
750,000 / 06/2018	0	95	95	\$0.02288	
Color Laser MFP A-4 8.5x14 / NATIONAL				\$2.17	
Academy Office					
Kyocera TASKalfa 6054ci / 60 PPM	0	88,500	88,500	\$0.00280	None at this time.
RVE1Y02026 / V1213				\$247.80	
4,000,000 / 09/2021	0	90,405	90,405	\$0.03319	
Color MFP A-3 11x17 / NATIONAL				\$3,000.54	
Elementary Office					
Kyocera TASKalfa 6054ci / 60 PPM	0	29,863	29,863	\$0.00410	None at this time.
RVE1Y01203 / V1203				\$122.44	
4,000,000 / 09/2021	0	41,262	41,262	\$0.02031	
Color MFP A-3 11x17 / NATIONAL				\$838.03	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
Library					
Kyocera TASKalfa 6004i / 60 PPM W9T2302974 / V0966 4,000,000 / 10/2021 Black MFP A-3 11x17 / NATIONAL	0	110,952	110,952	\$0.00410 \$454.90 \$0.02031 \$0.00	None at this time.
		Subtotal Black	233,983	\$849.09	
		Subtotal Color	131,762	\$3,840.75	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
Hardwick Elementary School					
Downstairs					
Kyocera TASKalfa 6054ci / 60 PPM RVE1Y01809 / V1208 4,000,000 / 09/2021 Color MFP A-3 11x17/NATIONAL	0 0	98,384 63,153	98,384 63,153	\$0.00410 \$403.37 \$0.02031 \$1,282.64	None at this time.
Office					
Kyocera TASKalfa 4054ci / 40 PPM RVE1Y02168 / V1204 1,000,000 / 09/2021 Color MFP A-3 11x17 / NATIONAL	0 0	24,175 21,211	24,175 21,211	\$0.00410 \$99.12 \$0.02031 \$430.80	None at this time.
SPED					
Kyocera M6630cidn / 32 PPM RC42320081 / V0969 750,000 / 06/2018 Color Laser MFP A-4 8.5x14 / NATIONAL	0 0	4,623 3,674	4,623 3,674	\$0.00513 \$23.72 \$0.02288 \$84.06	None at this time.
Upstairs Tech Office					
Kyocera TASKalfa 6054ci / 60 PPM W9S2100952 / V0967 4,000,000 / 09/2021 Color MFP A-3 11x17 / NATIONAL	0 0	23,755 168,972	23,755 168,972	\$0.00410 \$97.40 \$0.02031 \$3,431.82	None at this time.
Subtotal Black		150,937	\$623.60		
Subtotal Color		257,010	\$5,229.32		

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
Hazen Union High School					
Guidance					
Kyocera TASKalfa 4004i / 40 PPM W9T2403640 / V0968 1,000,000 / 10/2021 Black MFP A-3 11x17/NATIONAL	0 0	49,592 0	49,592 0	\$0.00410 \$203.33 \$0.00000 \$0.00	None at this time.
Library					
Kyocera TASKalfa 6054ci / 60 PPM RVE1Y02338 / V1207 4,000,000 / 09/2021 Color MFP A-3 11x17 / NATIONAL	0 0	118,157 96,013	118,157 96,013	\$0.00410 \$484.44 \$0.02031 \$1,950.02	
Maintenance Room					
Kyocera M6630cidn / 32 PPM RC42320069 / V0956 750,000 / 06/2018 Color Laser MFP A-4 8.5x14 / NATIONAL	0 0	706 1,915	706 1,915	\$0.00513 \$3.62 \$0.02288 \$43.82	None at this time.
Nurse					
Kyocera Ecosys M3645 / 47 PPM R4S1Z23634 / V0954 1,000,000 / 07/2018 Black Laser MFP A-4 8.5x14 / NATIONAL	0 0	742 0	742 0	\$0.00513 \$3.81 \$0.00000 \$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
Pathways					
Kyocera TASKalfa 4004i / 40 PPM W9T2403641 / V0965 1,000,000 / 10/2021 Black MFP A-3 11x17 / NATIONAL	0 0	48,913 0	48,913 0	\$0.00410 \$200.54 \$0.00000 \$0.00	None at this time.
Principal's Office					
Kyocera M6630cidn / 32 PPM RC42320076 / V0957 750,000 / 06/2018 Color Laser MFP A-4 8.5x14 / NATIONAL	0 0	9,709 3,678	9,709 3,678	\$0.00513 \$49.81 \$0.02288 \$84.15	None at this time.
Subtotal Black		227,819	\$945.55		
Subtotal Color		101,606	\$2,077.99		

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
Lakeview Elementary School					
Lower Nurse					
Kyocera TASKalfa 4004i / 40 PPM	0	40,927	40,927	\$0.00410	None at this time.
W9T2403643 / V0974				\$167.80	
1,000,000 / 10/2021	0	0	0	\$0.00000	
Black MFP A-3 11x17/NATIONAL				\$0.00	
Office					
Kyocera TASKalfa 6054ci / 60 PPM	0	29,712	29,712	\$0.00410	None at this time.
W9S1Z00256 / V1211				\$121.82	
4,000,000 / 09/2021	0	39,853	39,853	\$0.02031	
Color MFP A-3 11x17 / NATIONAL				\$809.41	
Subtotal Black			70,639	\$289.62	
Subtotal Color			39,853	\$809.41	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
OSSU District Office					
Check Printer					
Kyocera Ecosys P3145 / 47 PPM	0	5,125	5,125	\$0.00513	None at this time.
R4H1Y27907 / V0953				\$26.29	
1,000,000 / 10/2019	0	0	0	\$0.00000	
Black Printer A-4/NATIONAL				\$0.00	
Downstairs					
Kyocera TASKalfa 4054ci / 40 PPM	0	10,463	10,463	\$0.00410	None at this time.
W9S1Z00206 / V1206				\$42.90	
1,000,000 / 09/2021	0	40,495	40,495	\$0.02031	
Color MFP A-3 11x17 / NATIONAL				\$822.45	
Upstairs					
Kyocera TASKalfa 6054ci / 60 PPM	0	51,205	51,205	\$0.00410	None at this time.
RVE1Y01538 / V1210				\$209.94	
4,000,000 / 09/2021	0	43,334	43,334	\$0.02031	
Color MFP A-3 11x17 / NATIONAL				\$880.11	
Subtotal Black		66,793	\$279.13		
Subtotal Color		83,829	\$1,702.57		

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
Wolcott Elementary School					
Backup					
Kyocera Ecosys M3645 / 47 PPM	0	286	286	\$0.00513	None at this time.
R4S1Z23620 / V0952				\$1.47	
1,000,000 / 07/2018	0	0	0	\$0.00000	
Black Laser MFP A-4 8.5x14/NATIONAL				\$0.00	
Office					
Kyocera TASKalfa 6054ci / 60 PPM	0	40,780	40,780	\$0.00410	None at this time.
W9S1Z00258 / V1209				\$167.20	
4,000,000 / 09/2021	0	161,200	161,200	\$0.02031	
Color MFP A-3 11x17 / NATIONAL				\$3,273.97	
Subtotal Black		41,066	\$168.67		
Subtotal Color		161,200	\$3,273.97		

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2022 Meter	06/30/2023 Meter	FY23 Annual Volume	Cost/Copy Annual Cost	Recommendations
Woodbury Elementary School					
Library					
Kyocera Ecosys M3645 / 47 PPM R4S1Z23636 / V0955 1,000,000 / 07/2018 Black Laser MFP A-4 8.5x14/NATIONAL	0 0	1,976 0	1,976 0	\$0.00513 \$10.14 \$0.00000 \$0.00	None at this time.
Office					
Kyocera TASKalfa 4054ci / 40 PPM RVE1Y02063 / V1205 1,000,000 / 09/2021 Color MFP A-3 11x17 / NATIONAL	0 0	29,706 36,801	29,706 36,801	\$0.00410 \$121.79 \$0.02031 \$747.43	
Subtotal Black					
Subtotal Color					
Overall Black Totals					
Overall Color Totals					
Your Avg Color CPC is \$0.0218					

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
Craftsbury Academy	233,983	\$882.33	\$1,497.49	\$9,448.45	\$11,828.28
Hardwick Elementary School	150,937	\$647.98	\$966.00	\$6,094.98	\$7,708.96
Hazen Union High School	227,819	\$982.56	\$1,458.04	\$9,199.54	\$11,640.14
Lakeview Elementary School	70,639	\$300.92	\$452.09	\$2,852.47	\$3,605.48
OSSU District Office	66,793	\$290.07	\$427.48	\$2,697.16	\$3,414.71
Wolcott Elementary School	41,066	\$175.25	\$262.82	\$1,658.28	\$2,096.36
Woodbury Elementary School	31,682	\$137.10	\$202.76	\$1,279.35	\$1,619.21
TOTALS	822,919	\$3,416.22	\$5,266.68	\$33,230.23	\$41,913.13

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 8% to 12% of Retail compared with the current Salesman's Cost of 50% of Retail.

For Example, a 55-page-per-minute Color Toshiba 5525ac with RADF, Duplexing, Finisher, 3-Hole Punch, CIF-Print-Color Scan-Hard Drive for Secure Print and Fax Board with a Retail Cost of \$38,000 can be purchased for \$3,827. That's 10% of Retail! Our prices are negotiated with and supported directly by the manufacturer.

SPC UPGRADES FOR 2023

Client Name	Contact	Total Annual Volume	Number of Machines	Former Vendor	Vendor Awarded	Equipment Awarded	Annual Cost Savings	5 Year Cost Savings	Print Management Software Added*
Brevard Family Partnership Florida	Don Johnson	1,158,146	51	Ricoh	Ricoh	Ricoh	\$28,806.28	\$144,031.40	SPC STarDoc & Papercut
City of Saco ME	Ryan Pinheiro	628,426	34	KMBS	KMBS & Ricoh	Konica Minolta	\$3,495.81	\$17,479.05	SPC STarDoc
Franklin Northeast SU VT	Morgan Daybell	4,060,945	18	Symquest	Symquest	Konica Minolta	\$10,247.75	\$51,238.75	SPC STarDoc
Holderness School NH	Paula Currie	780,989	32	Conway	Symquest	Konica Minolta	\$25,414.02	\$127,070.10	SPC STarDoc & Papercut
Phillips Exeter Academy NH	Scott Heffner	3,486,154	102	Toshiba Business	hiba Business Solut	Toshiba	\$81,636.61	\$408,183.05	SPC STarDoc & Papercut
RSU 2 Hallowell ME	Mariah Kelly	3,298,697	64	A-Copi	Smith Office	Sharp		\$0.00	
RSU 22 Hampden ME	Trish Hayes	4,624,078	57	Symquest	Symquest	Konica Minolta	\$16,482.00	\$82,410.00	SPC STarDoc
RSU 23 Old Orchard Beach ME	Cindy Cox	1,234,079	46	KMBS	Smith Office	Sharp		\$0.00	SPC STarDoc
Saco MSAU ME	Kris Stryker-IT	3,000,000	56	KMBS	KMBS	Konica Minolta	\$15,134.23	\$75,671.15	SPC STarDoc & Papercut
SAU 18 Franklin NH	Robyn Dunlap-IT	1,835,661	24	KMBS	hiba Business Solut	Toshiba	\$9,759.00	\$48,795.00	SPC STarDoc & Papercut
SAU 30 Laconia NH	Diane Clary	3,777,053	73	NECS	hiba Business Solut	Toshiba	\$14,623.00	\$73,115.00	SPC STarDoc & Papercut
SAU 301 Prospect Mou (w/SAU 72 & SAU 86) NH	Heidi Duford	2,818,384	51	NECS	hiba Business Solut	Toshiba	\$34,358.00	\$171,790.00	SPC STarDoc & Papercut
SAU 34 Hillsboro-Deering NH	Grant Geisler	1,760,806	20	KMBS/Canon	KMBS	Konica Minolta	\$18,438.01	\$92,190.05	SPC STarDoc & Papercut
SAU 40 Milford NH	Jane Fortson	5,015,229	85	KMBS	hiba Business Solut	Toshiba	\$3,397.60	\$16,988.00	SPC STarDoc & Papercut
SAU 41 Hollis-Brookline NH	Kelly Seeley	6,630,000	98	Conway	hiba Business Solut	Toshiba	\$29,914.65	\$149,573.25	SPC STarDoc & Papercut
SAU 42 Nashua NH	Dan Donovan	20,893,573	87	KMBS	KMBS	Konica Minolta	\$93,212.00	\$466,060.00	SPC STarDoc
SAU 45 Moultonborough NH	Amanda Bergquist	1,117,284	25	KMBS	hiba Business Solut	Toshiba	\$9,556.72	\$47,783.60	SPC STarDoc & Papercut
SAU 64 Milton NH	Mackenzie Campbell	1,101,887	34	Seacoast/Conway	hiba Business Solut	Toshiba	\$14,252.68	\$71,263.40	SPC STarDoc & Papercut
SAU 77 Monroe NH	Rose Harris	207,730	7	WB Mason	Symquest	Konica Minolta	\$2,100.31	\$10,501.55	SPC STarDoc
SAU 83 Fremont NH	Nathan Castle	907,329	16	KMBS	KMBS	Konica Minolta	\$7,233.81	\$36,169.05	SPC STarDoc
SAU 85 Sunapee NH	Kelly Wessells	1,101,647	35	KMBS	KMBS	Konica Minolta	\$3,171.67	\$15,858.35	SPC STarDoc & Papercut
Wiscasset School District ME	Brian Barrows	1,122,000	32	Transco	Symquest	Konica Minolta	\$13,190.00	\$65,950.00	SPC STarDoc & Papercut
SAU 21 Winnacunnet NH	Mathew Ferreira	5,178,800		2024 Upgrade					
SAU 01 Contoocook Valley NH	Brian Cisneros	4,444,000		2024 Upgrade					
Totals		70,560,097	1,047				\$434,424.15	\$2,172,120.75	

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

	2020	2021	2022	2023	2024 (so far)	Average per Year(2020-2023)
TOTALS	82,468,260	69,686,229	73,469,937	70,560,097	9,622,800	
New Client Sign Ups >>>>>	6	8	8	10	2	8
Total New Clients	14,950,000	41,249,400	17,952,178	42,236,258	9,622,800	29,096,959
Total Existing Clients	67,518,260	28,436,829	55,517,759	28,323,839		44,949,172

Since 2020

116,387,836

2023 Award Evaluation	Manufacturer	Volume	Machines	Clients Awarded
KMBS	Konica Minolta	11,597,862	211	6
Symquest	Konica Minolta	50,170,401	248	5
Toshiba Business Solutions	Toshiba	24,483,721	460	8
Smith Office Equipment	Sharp	4,079,686	96	2
Ricoh	Ricoh	1,158,146	51	1
Totals		91,489,816	1,066	22

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
Craftsbury Academy	131,762	\$3,994.50
Hardwick Elementary School	257,010	\$5,437.90
Hazen Union High School	101,606	\$2,160.91
Lakeview Elementary School	39,853	\$841.70
OSSU District Office	83,829	\$1,770.47
Wolcott Elementary School	161,200	\$3,404.54
Woodbury Elementary School	36,801	\$777.24
TOTALS	812,061	\$18,387.25

SERVICE & SUPPLY USAGE PROFILE BY VENDOR - BLACK

This table represents actual and projected Service & Supply expenses for BLACK usage broken down by equipment type and vendor. Under SPC's Simplified Billing Program, SPC will invoice you directly for 50% of the Projected Annual Volume in July and January and then reconcile based on actual usage in June. Cost per copy typically increases by 5% or CPI annually, whichever is less. **FY24 increase is 4%.**

Vendor	Equipment Type	FY23 Black Volume	FY23 Black Cost/Copy	FY23 Black S & S Costs	FY24 Black Cost/Copy	FY24 Projected Black S & S Costs
National 1927	Black Laser MFP A-4 8.5x14	3,004	\$0.00513	\$15.41	\$0.00534	\$16.04
National 1927	Black MFP A-3 11x17	250,384	\$0.00410	\$1,026.57	\$0.00426	\$1,066.64
National 1927	Black Printer A-4	5,125	\$0.00513	\$26.29	\$0.00534	\$27.37
National 1927	Color Laser MFP A-4 8.5x14	19,706	\$0.00513	\$101.09	\$0.00534	\$105.23
National 1927	Color MFP A-3 11x17	88,500	\$0.00280	\$247.80	\$0.00291	\$257.54
National 1927	Color MFP A-3 11x17	456,200	\$0.00410	\$1,870.42	\$0.00426	\$1,943.41
TOTALS AND AVERAGES		822,919	\$0.00400	\$3,287.59	\$0.00415	\$3,416.22

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. Cost per copy typically increases by 5% or CPI annually, whichever is less. **FY24 increase is 4%.**

Vendor	Equipment Type	FY23 Color Volume	FY23 Color Cost/Copy	FY23 Color S & S Costs	FY24 Color Cost/Copy	FY24 Projected Color S & S Costs
NATIONAL	Color Laser MFP A-4 8.5x14	9,362	\$0.02288	\$214.20	\$0.02380	\$222.82
NATIONAL	Color MFP A-3 11x17	712,294	\$0.02031	\$14,466.69	\$0.02112	\$15,043.65
NATIONAL	Color MFP A-3 11x17	90,405	\$0.03319	\$3,000.54	\$0.03452	\$3,120.78
TOTALS AND AVERAGES		812,061	\$0.02177	\$17,681.44	\$0.02264	\$18,387.25

LEASED/OWNED EQUIPMENT DETAILS

Total Number of Machines Under Contract	23
Number of Machines on Lease	23
Number of Machines Owned	0
Number of Rental/Loaner Machines	0

Lease Company	Norway Savings Bank
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Term	5 Annual
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Annual Payment usually due on 8/1	\$33,230.23
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Lease Start Date	07/01/2022
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Lease End Date	08/01/2026
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Remaining Payments	3
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***The Lease End Date has no bearing on Service & Supply and Warranty Contracts.**

LEASED EQUIPMENT

Building	Room	Make/Model	Serial Number
Craftsbury Academy	Academy Office	Kyocera M6630cidn	RC42320091
Craftsbury Academy	Academy Office	Kyocera TASKalfa 6054ci	RVE1Y02026
Craftsbury Academy	Elementary Office	Kyocera TASKalfa 6054ci	RVE1Y01203
Craftsbury Academy	Library	Kyocera TASKalfa 6004i	W9T2302974
Hardwick Elementary School	Downstairs	Kyocera TASKalfa 6054ci	RVE1Y01809
Hardwick Elementary School	Office	Kyocera TASKalfa 4054ci	RVE1Y02168
Hardwick Elementary School	SPED	Kyocera M6630cidn	RC42320081
Hardwick Elementary School	Upstairs Tech Office	Kyocera TASKalfa 6054ci	W9S2100952
Hazen Union High School	Guidance	Kyocera TASKalfa 4004i	W9T2403640
Hazen Union High School	Library	Kyocera TASKalfa 6054ci	RVE1Y02338
Hazen Union High School	Maintenance Room	Kyocera M6630cidn	RC42320069
Hazen Union High School	Nurse	Kyocera Ecosys M3645	R4S1Z23634
Hazen Union High School	Pathways	Kyocera TASKalfa 4004i	W9T2403641
Hazen Union High School	Principal's Office	Kyocera M6630cidn	RC42320076
Lakeview Elementary School	Lower Nurse	Kyocera TASKalfa 4004i	W9T2403643
Lakeview Elementary School	Office	Kyocera TASKalfa 6054ci	W9S1Z00256
OSSU District Office	Check Printer	Kyocera Ecosys P3145	R4H1Y27907
OSSU District Office	Downstairs	Kyocera TASKalfa 4054ci	W9S1Z00206
OSSU District Office	Upstairs	Kyocera TASKalfa 6054ci	RVE1Y01538
Wolcott Elementary School	Backup	Kyocera Ecosys M3645	R4S1Z23620
Wolcott Elementary School	Office	Kyocera TASKalfa 6054ci	W9S1Z00258
Woodbury Elementary School	Library	Kyocera Ecosys M3645	R4S1Z23636
Woodbury Elementary School	Office	Kyocera TASKalfa 4054ci	RVE1Y02063

STARDoc USER NAMES

Name	User Name
Carter Norheim	cnorheim@ossu.org
David Martin	dmartin@ossu.org
Jack Bassett	jbassett@ossu.org
Sonja Darling	sdarling@ossu.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.

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