2018-2019 Annual Report

Year - End Photocopier Analysis

With projected costs for 2019-2020

Bob Bradford
RSU 20 - Searsport
6 Mortland Rd
Searsport, ME 04974

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

U&ʧ ber 2019

Bob Bradford
RSU 20 - Searsport
6 Mortland Rd
Searsport, ME 04974

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 Bob:

We at Specialized Purchasing consultants wish to thank you for your continued confidence in us. Our relationship is now 23 years 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:	**34**
Total Black Photocopiers:	**2**
Total Color Photocopiers:	**10**
Total Black Network Printers:	**21**
Total Color Network Printers:	**1**
Total Removed From Service:	**0**
# of Units OFF Warranty:	0
# of Units Approaching End of Warranty:	1
# of Units Overused:	0
# of Units Underused:	0
Commencement Date:	08/02/2015
# of Annual Payments Left on Lease:	0
All Warranties and Service Contracts Expire:	06/30/2020
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 Bob,

Your color printing increase of 41% over the past year is significantly higher than the industry average, which experienced a rapid increase in color...19% from last year. Note also that your average copies per student of 230 is slightly higher than the industry average of 216 copies per student. The good news is that SPC has developed **Right-Size Print Management Software (RS-PMS)** that can take control of this cost with your next upgrade, which could happen as soon as 2020. (See pages 16-20.)

We anticipate that with implementing RS-PMS, we could drop your copies per student ratios, which would lead to greater savings. (See Page 33.)

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
Searsport District Middle	Room 24m PBL Room	Lexmark C792	50621694758Y1	A-COPI	10/01/2010

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

SPC Timeline

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.

STARDoc Features

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

RSU 20 - Searsport

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.

Over Budget

Room:	Room 201 Principal's Office
Make & Model:	Canon IRC5051
Serial Number:	GQM65369
IP Address:	172.16.10.145
Projected Amount Over Budget:	$404

This building's average color prints per student is 314
The industry average for color prints per student is 185

Previous   Next

Check Black/Color Default   Close

2018 - 2019 Year-End Photocopier Analysis with 2019-2020 Projections   10 of 46

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.

Annual Black Volume by Location
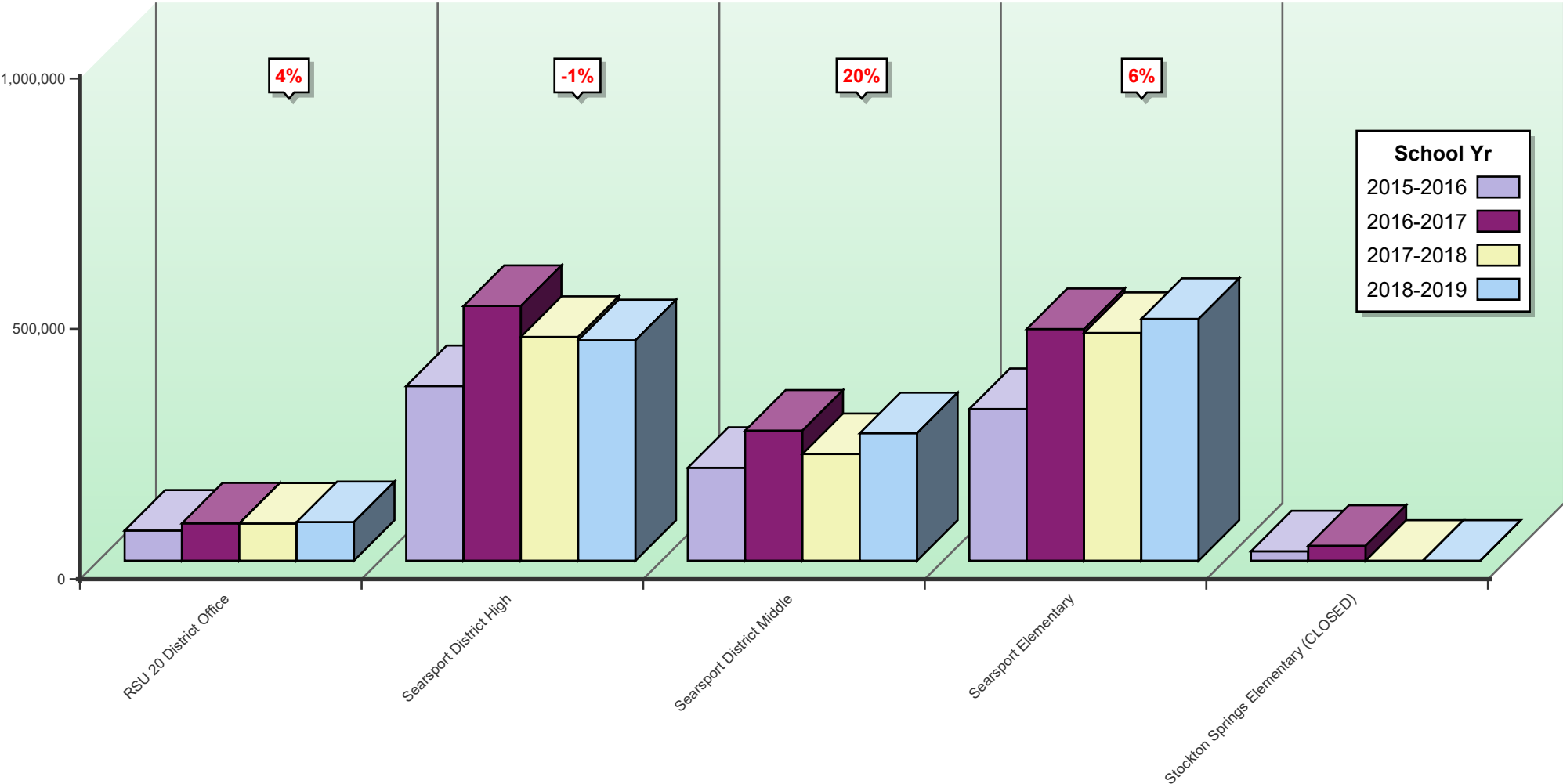
Annual Black Volume Overall

% amount equals the overall increase or decrease between Previous Year & Current Year
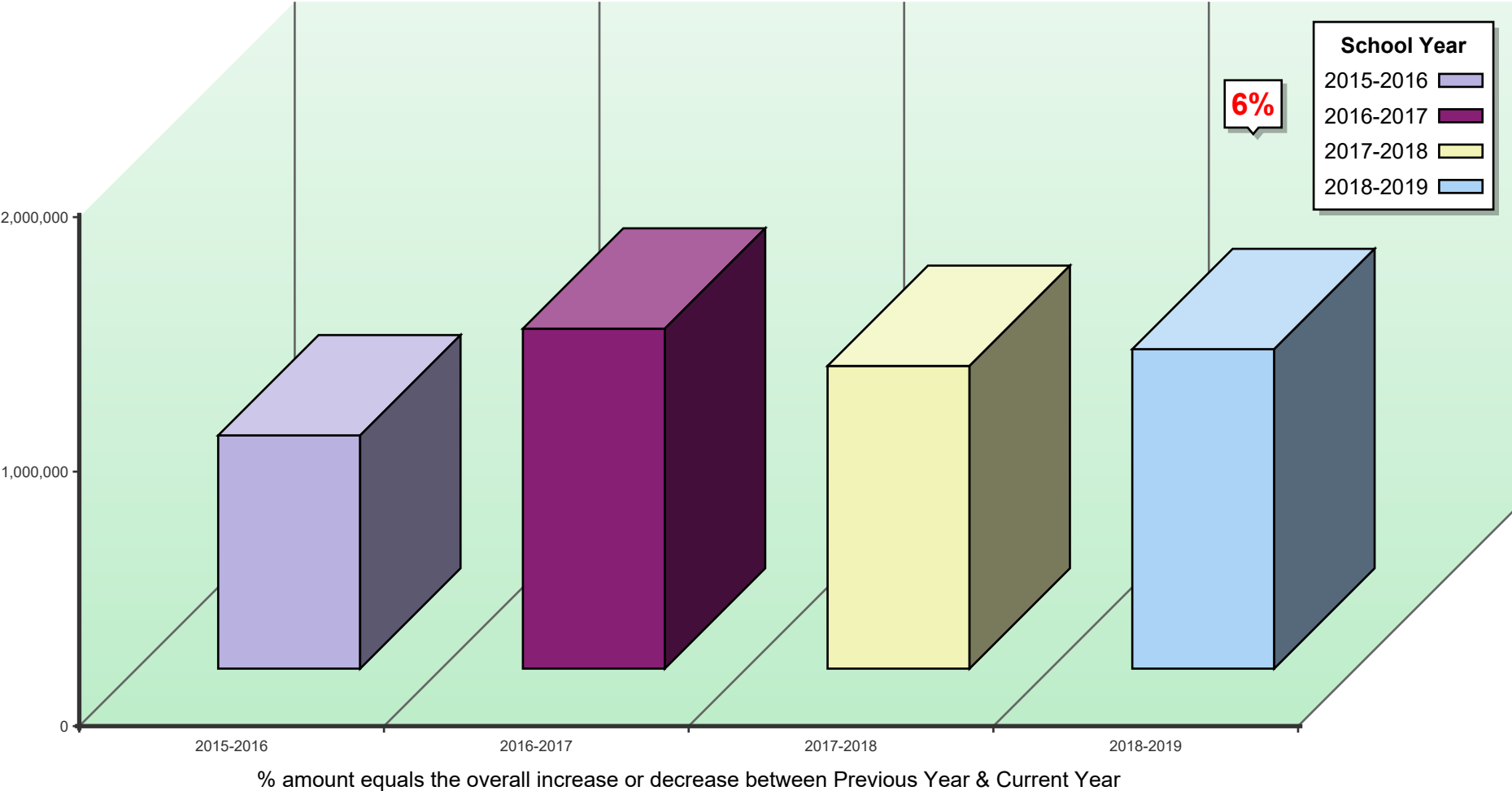
Average Student-to-Copy Usage - Black

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

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
RSU 20 District Office	0	77,155	$2,479.89	0	$0.00
Searsport District High	147	440,338	$13,907.29	2,995	$94.61
Searsport District Middle	117	254,765	$7,810.94	2,177	$66.76
Searsport Elementary	231	483,033	$14,988.85	2,091	$64.89
Totals	**495**	**1,255,291**	**$39,186.97**	**2,536**	**$79.17**

*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

School Year
- 2015-2016
- 2016-2017
- 2017-2018
- 2018-2019
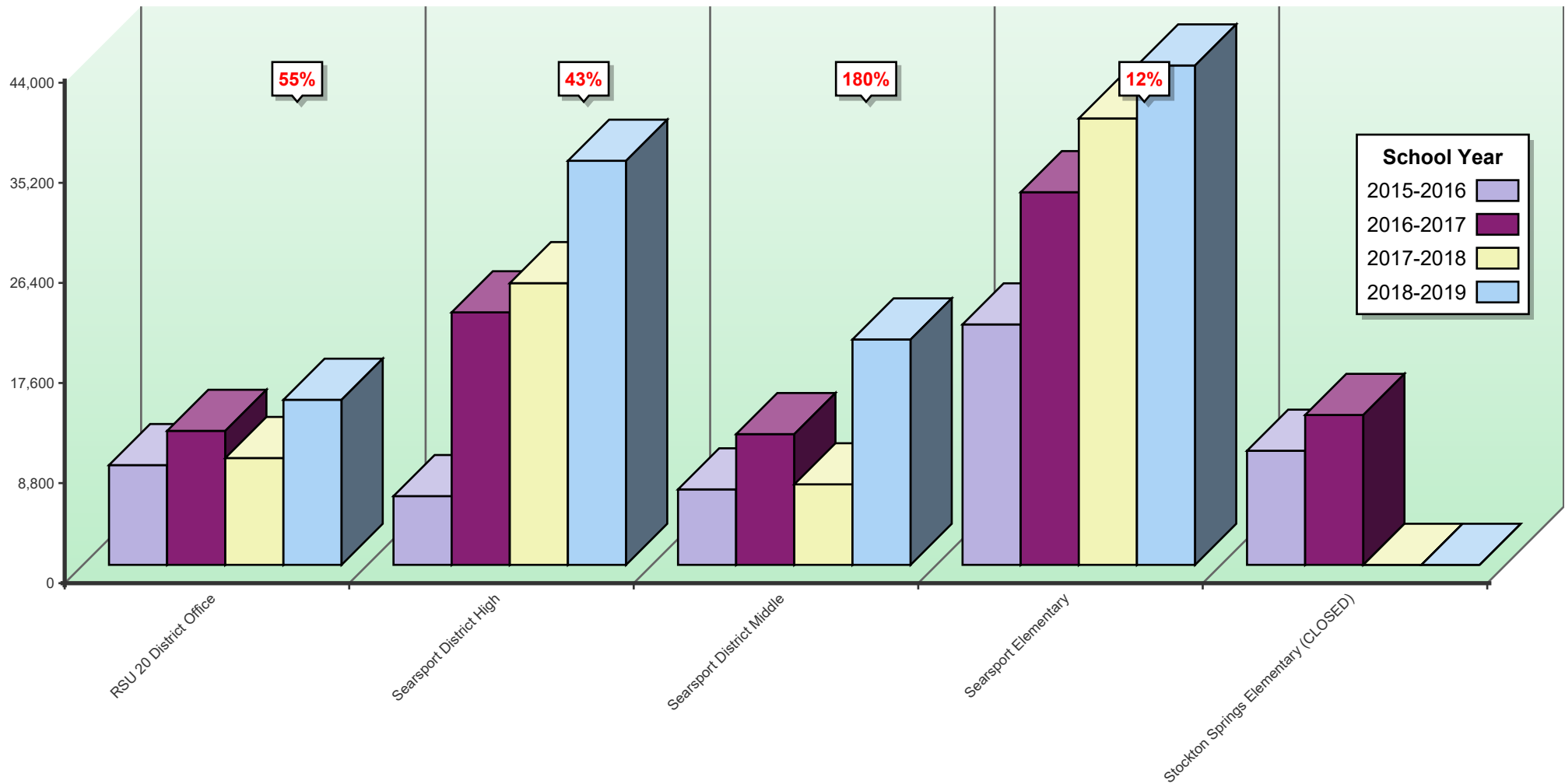
Annual Color Volume Overall

% amount equals the overall increase or decrease between Previous Year & Current Year
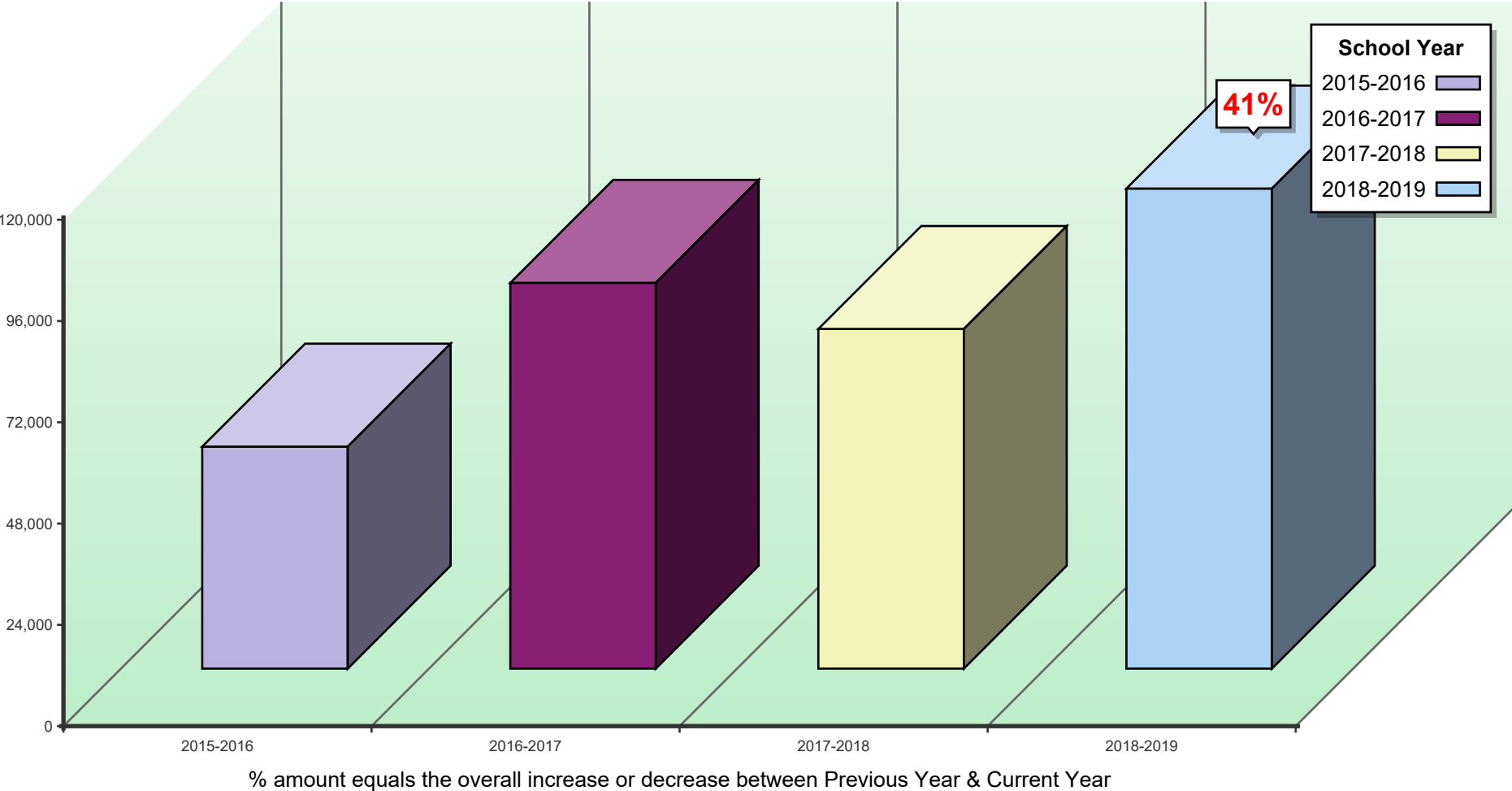
Average Student-to-Copy Usage - Color

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

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
RSU 20 District Office	0	14,513	$691.83	0	$0.00
Searsport District High	147	35,527	$1,693.57	242	$11.52
Searsport District Middle	117	19,817	$944.68	169	$8.07
Searsport Elementary	231	43,908	$2,093.09	190	$9.06
Totals	**495**	**113,765**	**$5,423.18**	**230**	**$10.96**

*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 111 of STARDoc Features. Current industry ratio averages 216 color prints per student per year. Your color volume this year averages 230 per student. Please contact our SPC technical team to provide training to your staff if your usage is too high.

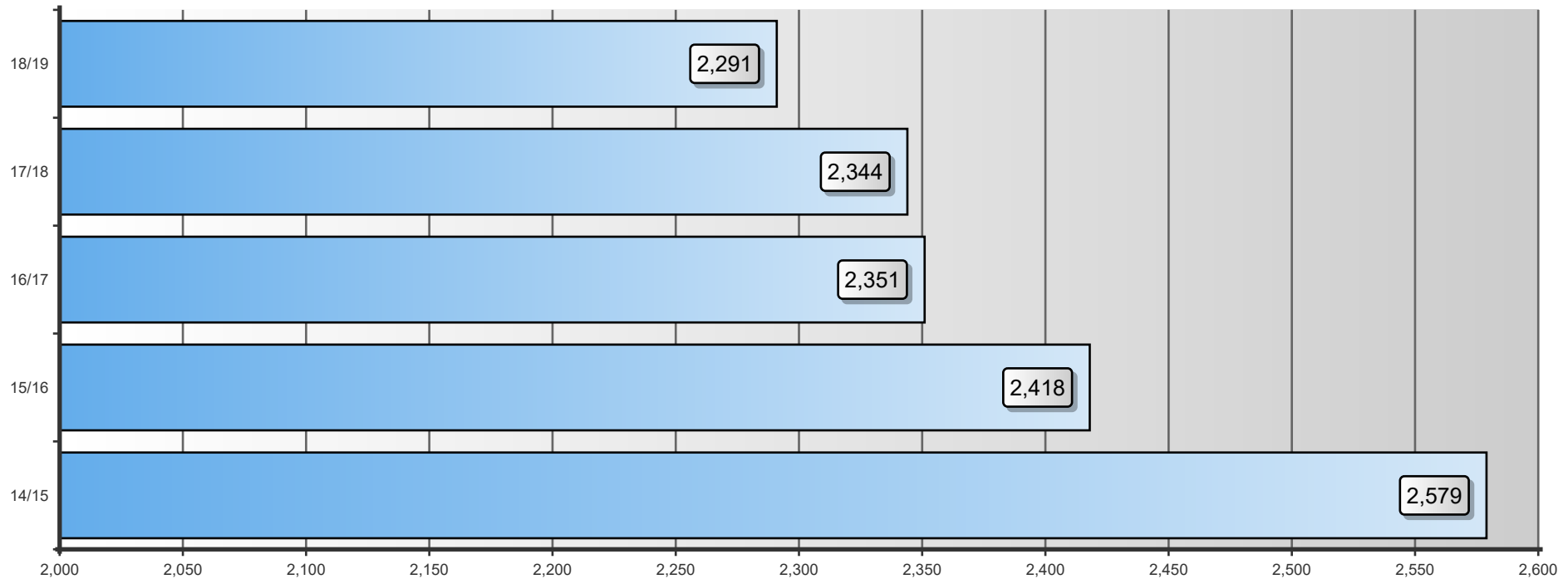|		
District Wide Black Totals	*1,255,291*	*$5,683.80*
District Wide Color Totals	*113,765*	*$5,317.38*

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.
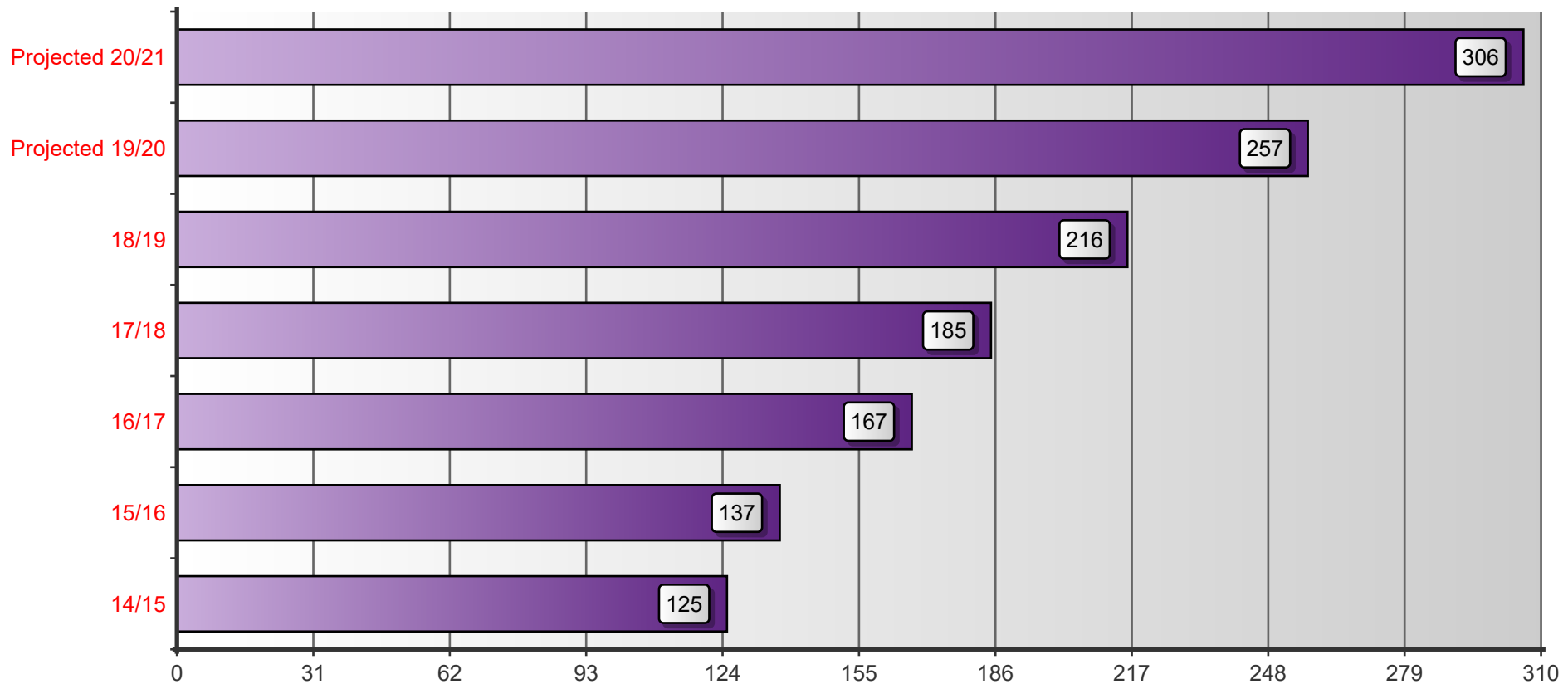
Color-to-Total Volume Comparison

8.3%

8.6%

Volumes	
Black	
Color	

4,000,000

3,000,000

3,696,353

2,000,000

1,000,000

1,255,291

113,765

348,023

0

RSU 20 - Searsport　　　　All Schools Average
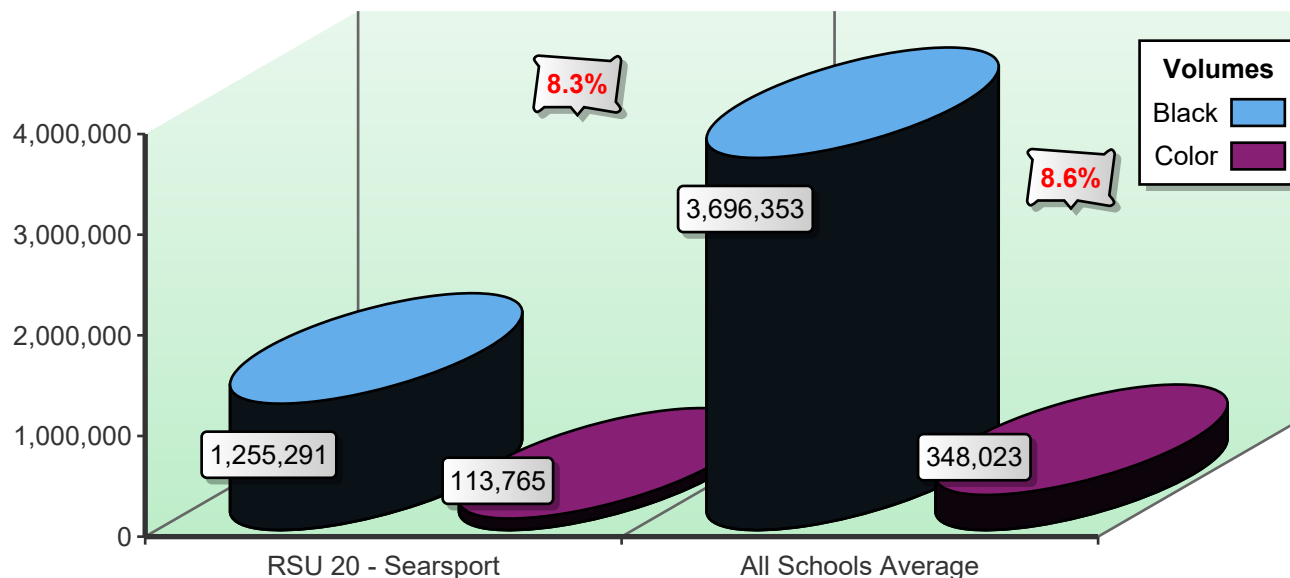
SPC Analysis

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: 08/02/2015

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
RSU 20 District Office					
Bus Garage Office					
Toshiba E-Studio 6560C / 65 PPM	48,761	51,910	3,149	$0.00368	None at this time.
CSGE20679 / 5727				$11.59	
3,000,000 / 04/2014	23,258	23,521	263	$0.04674	
Color Photocopier				$12.29	
A-COPI					
Business Manager's Office					
HP Laser Jet 600 M604 / 52 PPM	32,384	38,729	6,345	$0.01289	None at this time.
CNBCH760BX / 5714				$81.79	
2,000,000 / 04/2015	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Main Office					
Toshiba E-Studio 6560C / 65 PPM	158,339	217,656	59,317	$0.00368	None at this time.
CSDE18751 / 5703				$218.29	
3,000,000 / 04/2014	29,895	44,145	14,250	$0.04674	
Color Photocopier				$666.05	
A-COPI					

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 Pro M401dne / 35 PPM	5,508	13,852	8,344	$0.01289	None at this time.
VNB3B14470 / 7973				$107.55	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

		Subtotal Black	77,155	$419.22	
		Subtotal Color	14,513	$678.34	

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

Searsport District High

Guidance Office

Toshiba E-Studio 6560C / 65 PPM	201,550	284,495	82,945	$0.00368	*High color volume; industry*
CSDE18752 / 5810				$305.24	*average is 216; yours is 242 copies/*
3,000,000 / 04/2014	12,076	23,267	11,191	$0.04674	*student. Suggest implementing*
Color Photocopier				$523.07	*RS-PMS as solution.*
A-COPI					

Kitchen Office

HP Laser Jet Pro M401dne / 35 PPM	8,077	11,734	3,657	$0.01289	None at this time.
PHGFG65400 / 5825				$47.14	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

Library

Toshiba e-Studio 4555c / 45 PPM	77,327	104,491	27,164	$0.00368	*High color volume; industry*
C7GE71834 / 5725				$99.96	*average is 216; yours is 242 copies/*
1,000,000 / 07/2013	11,587	18,819	7,232	$0.04674	*student. Suggest implementing*
Color Photocopier				$338.02	*RS-PMS as solution.*
A-COPI					

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
Library - Inner Office					
HP Laser Jet Pro M401dne / 35 PPM	2,077	2,077	0	$0.01289	None at this time.
PHGFG65401 / 5827				$0.00	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Main Office					
Toshiba E-Studio 6560C / 65 PPM	126,440	164,846	38,406	$0.00368	*High color volume; industry*
CSGE20684 / 5730				$141.33	*average is 216; yours is 242 copies/*
3,000,000 / 04/2014	29,347	46,451	17,104	$0.04674	*student. Suggest implementing*
Color Photocopier				$799.44	*RS-PMS as solution.*
A-COPI					
Room 04					
HP Laser Jet 600 M604 / 52 PPM	52,028	64,515	12,487	$0.01289	None at this time.
CNBCH760B1 / 5715				$160.96	
2,000,000 / 04/2015	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

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
Room 05					
HP Laser Jet Pro M401dne / 35 PPM	27,055	41,967	14,912	$0.01289	None at this time.
PHGFB94581 / 5744				$192.22	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room 08					
HP Laser Jet Pro M401dne / 35 PPM	8,858	11,399	2,541	$0.01289	None at this time.
PHGFB94653 / 5745				$32.75	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room 104 Main Office					
HP Laser Jet Pro M401dne / 35 PPM	13,985	15,593	1,608	$0.01289	None at this time.
PHGFB94642 / 5743				$20.73	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

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**
Room 106 Dean of Students					
HP Laser Jet Pro M401dne / 35 PPM	8,539	9,513	974	$0.01289	None at this time.
PHGFB94650 / 5746				$12.55	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room 13 Guidance Office					
HP Laser Jet Pro M401dne / 35 PPM	12,496	17,013	4,517	$0.01289	None at this time.
PHGFG65390 / 5826				$58.22	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room 26					
HP Laser Jet Pro M401dne / 35 PPM	27,730	35,741	8,011	$0.01289	None at this time.
PHGFG65396 / 5829				$103.26	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

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
Teachers' Room					
Toshiba e-Studio 657 / 65 PPM	723,789	957,940	234,151	$0.00368	None at this time.
CAEE22646 / 5729				$861.68	
3,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Tech Storage					
HP Laser Jet Pro M401dne / 35 PPM	14,781	23,746	8,965	$0.01289	None at this time.
PHGFG65395 / 5828				$115.56	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

	Subtotal Black	**440,338**	**$2,151.60**
	Subtotal Color	**35,527**	**$1,660.53**

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**

Searsport District Middle

Room 04

HP Laser Jet 600 M604 / 52 PPM	12,563	16,718	4,155	$0.01289	None at this time.
CNBCH760BM / 5716				$53.56	
2,000,000 / 04/2015	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

Room 08

HP Laser Jet Pro M401dne / 35 PPM	6,713	7,973	1,260	$0.01289	None at this time.
PHGFC75844 / 5815				$16.24	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

Room 10 Teachers' Room

Toshiba e-Studio 4555c / 45 PPM	238,707	294,325	55,618	$0.00368	None at this time.
C7GE71811 / 5728				$204.67	
1,000,000 / 07/2013	12,078	17,466	5,388	$0.04674	
Color Photocopier				$251.84	
A-COPI					

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**
Room 24 PBL Room					
Toshiba E-Studio 6560C / 65 PPM	226,268	360,596	134,328	$0.00368	None at this time.
CSEE18944 / 5712				$494.33	
3,000,000 / 04/2014	5,098	15,994	10,896	$0.04674	
Color Photocopier				$509.28	
A-COPI					
Room 24m PBL Room					
Lexmark C792 / 50 PPM	14,296	17,210	2,914	$0.01289	9 years from Intro.
50621694758Y1 / 5740				$37.56	
2,000,000 / 10/2010	1,687	1,687	0	$0.14474	
Color Network Printer				$0.00	
A-COPI					
Special Ed Office					
Toshiba E-Studio 6560C / 65 PPM	159,977	216,467	56,490	$0.00368	None at this time.
CSEE18948 / 5717				$207.88	
3,000,000 / 04/2014	6,345	9,878	3,533	$0.04674	
Color Photocopier				$165.13	
A-COPI					

	Subtotal Black	**254,765**	**$1,014.25**
	Subtotal Color	**19,817**	**$926.25**

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**

Searsport Elementary

Cape Of Dreams

HP Laser Jet Pro M401dne / 35 PPM	16,137	24,920	8,783	$0.01289	None at this time.
PHGFG65389 / 5836				$113.21	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

Kitchen

HP Laser Jet Pro M401dne / 35 PPM	5,020	6,710	1,690	$0.01289	None at this time.
PHGFG65385 / 5830				$21.78	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

Main Office

Toshiba e-Studio 5560c / 55 PPM	163,343	240,163	76,820	$0.00368	None at this time.
CSGE20512 / 5724				$282.70	
3,000,000 / 04/2014	63,134	93,141	30,007	$0.04674	
Color Photocopier				$1,402.53	
A-COPI					

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
Media Center					
HP Laser Jet Pro M401dne / 35 PPM	8,474	12,944	4,470	$0.01289	None at this time.
PHGFG65397 / 5831				$57.62	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Mobile Cart 2nd Floor Hall					
HP Laser Jet Pro M401dne / 35 PPM	3,128	3,265	137	$0.01289	None at this time.
PHGFG65392 / 5833				$1.77	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Psych Examiner's Office					
HP Laser Jet Pro M401dne / 35 PPM	16,293	25,581	9,288	$0.01289	None at this time.
PHGFG65388 / 5834				$119.72	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

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
PT/OT Office					
HP Laser Jet Pro M401dne / 35 PPM	2,451	3,890	1,439	$0.01289	None at this time.
PHGFG65394 / 5832				$18.55	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Resource Room					
HP Laser Jet Pro M401dne / 35 PPM	25,296	34,361	9,065	$0.01289	None at this time.
PHGFG65411 / 5835				$116.85	
750,000 / 01/2013	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Teacher's Room Upstairs					
Toshiba E-Studio 6560C / 65 PPM	471,377	647,963	176,586	$0.00368	None at this time.
CSGE20281 / 5726				$649.84	
3,000,000 / 04/2014	30,023	43,924	13,901	$0.04674	
Color Photocopier				$649.73	
A-COPI					

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
Teachers' Room 1st Floor					
Toshiba e-Studio 657 / 65 PPM	509,116	703,871	194,755	$0.00368	None at this time.
CADE21595 / 5709				$716.70	
3,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					

	Subtotal Black	483,033	$2,098.73	
	Subtotal Color	43,908	$2,052.26	

	District Wide Black Totals	1,255,291	$5,683.80	
	District Wide Color Totals	113,765	$5,317.38	**Your Color CPC is $0.0467. Solution: Renegotiate contracts down to $.04 saving $3,800 over Five Years!**

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 03/01/1996 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
1,255,291	$0.01150	$14,435.85

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
1,255,291	$0.00453	$5,686.47	$8,749.38	$43,746.89

Today the Cooperative Buying of SPC has netted annual cost savings, on average, of $8,749.38 x 23 years as a Client
= $201,235.74 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
RSU 20 District Office	77,155	$427.41	$416.64	$1,635.85	$2,479.89
Searsport District High	440,338	$2,193.38	$2,377.83	$9,336.08	$13,907.29
Searsport District Middle	254,765	$1,033.66	$1,375.73	$5,401.55	$7,810.94
Searsport Elementary	483,033	$2,139.17	$2,608.38	$10,241.30	$14,988.85
Total	**1,255,291**	**$5,793.62**	**$6,778.57**	**$26,614.77**	**$39,186.97**

SPC Equipment Bids:
Presently our bids are coming in between ==15% to 23%== *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 ==Retail Cost of $45,640== *is coming in at* ==$7,342...16% of Retail!== *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
RSU 20 District Office	14,513	$691.83
Searsport District High	35,527	$1,693.57
Searsport District Middle	19,817	$944.68
Searsport Elementary	43,908	$2,093.09
Total	**113,765**	**$5,423.18**

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
A-COPI	Black Network Printer	112,648	$0.01289	$1,452.03	$0.01315	$1,481.32
A-COPI	Black Photocopier	428,906	$0.00368	$1,578.37	$0.00375	$1,608.40
A-COPI	Color Network Printer	2,914	$0.01289	$37.56	$0.01315	$38.32
A-COPI	Color Photocopier	710,823	$0.00368	$2,615.83	$0.00375	$2,665.59
	Total	**1,255,291**	**$0.00453**	**$5,683.80**	**$0.00462**	**$5,793.62**

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
A-COPI	Color Network Printer	0	$0.14474	$0.00	$0.14763	$0.00
A-COPI	Color Photocopier	113,765	$0.04674	$5,317.38	$0.04767	$5,423.18
	Total	**113,765**	**$0.04674**	**$5,317.38**	**$0.04767**	**$5,423.18**

Reprographic Equipment Assessment

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

Total Number of Units	**34**
Total Number of Units on Lease	**0**
Total Number of Units Owned	**34**
Lease Company	**Norway Savings Bank**
Lease Start Date	**08/02/2015**
Lease End Date	**08/01/2019**
Term	**5 Annual**
Annual Payment usually due on 8/1	**$26,614.77**
Remaining Payments	**0**

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

Owned Equipment

Building	Make/Model	Serial Number
RSU 20 District Office	HP Laser Jet 600 M604	CNBCH760BX
RSU 20 District Office	Toshiba E-Studio 6560C	CSDE18751
RSU 20 District Office	Toshiba E-Studio 6560C	CSGE20679
RSU 20 District Office	HP Laser Jet Pro M401dne	VNB3B14470
Searsport District High	Toshiba e-Studio 4555c	C7GE71834
Searsport District High	Toshiba e-Studio 657	CAEE22646
Searsport District High	HP Laser Jet 600 M604	CNBCH760B1
Searsport District High	Toshiba E-Studio 6560C	CSDE18752
Searsport District High	Toshiba E-Studio 6560C	CSGE20684
Searsport District High	HP Laser Jet Pro M401dne	PHGFB94581
Searsport District High	HP Laser Jet Pro M401dne	PHGFB94642
Searsport District High	HP Laser Jet Pro M401dne	PHGFB94650
Searsport District High	HP Laser Jet Pro M401dne	PHGFB94653
Searsport District High	HP Laser Jet Pro M401dne	PHGFG65390
Searsport District High	HP Laser Jet Pro M401dne	PHGFG65395
Searsport District High	HP Laser Jet Pro M401dne	PHGFG65396
Searsport District High	HP Laser Jet Pro M401dne	PHGFG65400
Searsport District High	HP Laser Jet Pro M401dne	PHGFG65401
Searsport District Middle	Lexmark C792	50621694758Y1
Searsport District Middle	Toshiba e-Studio 4555c	C7GE71811
Searsport District Middle	HP Laser Jet 600 M604	CNBCH760BM
Searsport District Middle	Toshiba E-Studio 6560C	CSEE18944
Searsport District Middle	Toshiba E-Studio 6560C	CSEE18948
Searsport District Middle	HP Laser Jet Pro M401dne	PHGFC75844
Searsport Elementary	Toshiba e-Studio 657	CADE21595
Searsport Elementary	Toshiba E-Studio 6560C	CSGE20281
Searsport Elementary	Toshiba e-Studio 5560c	CSGE20512
Searsport Elementary	HP Laser Jet Pro M401dne	PHGFG65385
Searsport Elementary	HP Laser Jet Pro M401dne	PHGFG65388
Searsport Elementary	HP Laser Jet Pro M401dne	PHGFG65389
Searsport Elementary	HP Laser Jet Pro M401dne	PHGFG65392
Searsport Elementary	HP Laser Jet Pro M401dne	PHGFG65394
Searsport Elementary	HP Laser Jet Pro M401dne	PHGFG65397

Building	Make/Model	Serial Number
Searsport Elementary	HP Laser Jet Pro M401dne	PHGFG65411

STARDoc User Names

Name	User Name
Bob Bradford	bbradford@rsu20.org
Chris Downing	cdowning@rsu20.org
Christine Guerette	cguerette@rsu20.org
Debbie Dakin	ddakin@rsu20.org
Dhyana Blanchard	dblanchard
Geoff Cyr	gcyr@rsu20.org
Larry Clement	lclementSES
Leana Seekins	lseekins@rsu20.org
Marianne DeRaps	mderapsSDHS
Mike Fuller	mfuller@rsu20.org
Rusty Grove	rgrove@rsu20.org
Susan Capwell	scapwell@rsu20.org

Benefits of partnering with SPC

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.

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!

SPC Values Our Vendors

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..

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.

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