



***Specialized Purchasing Consultants***

**1491 East Side River Road**

**Dummer, NH 03588**

**(800)750-1538**

**FY20 Annual Report**

**Year - End Photocopier Analysis**

**With projected costs for FY21**

**Ronald Ramsay  
RSU 37/MSAD 37  
1020 Sacarap Road  
Harrington, ME 04643**



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

September 2020

Ronald Ramsay  
RSU 37/MSAD 37  
1020 Sacarap Road  
Harrington, ME 04643

Skip Tilton  
President

Corporate Office:  
1491 East Side River Road  
Dummer, NH 03588  
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VISIT US ON THE WEB:  
[www.spccopypro.com](http://www.spccopypro.com)

Dear Ronald:

We at Specialized Purchasing consultants wish to thank you for your continued confidence in us for the **past 17 years**. We hope we can continue this relationship for many years to come.

This year's Annual Report provides an overview of last year's reprographic equipment usage and status. We recognize that this was an unusual year and that accurate usage may not be fully reflected. However, it is still good to compare and review to see just how the pandemic has impacted usage. Recommendations have still been made to address any potential problem areas and 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. Hopefully you have been able to benefit from these services, and we hope to continue to offer new services. In fact, one new service is the Client Warranty and Relief Fund. A description of this valuable service is provided in this year's report. We are pleased to continue offering all of our services to you at no additional charge.

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"

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## 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 oversees billing, resolving any questions or issues as needed. She is also responsible for setting up lease and purchase transactions.

***Alex Webster***  
***Operations & Marketing Manager***

Alex oversees STARDoc, FM Audit, and equipment upgrades. He also researches and markets current and new SPC tools and services to existing and potential clients.



***Pam Weed***  
***Client-Vendor Relations***

Pam helps to maintain a good working relationship between clients and vendors, especially with regard to equipment reliability. She also oversees equipment upgrades and changes, warranty replacements, end-of-year meter collection and billing, and Annual Report scheduling. Pam assists with marketing SPC services to existing and potential clients.

***Robert Dutil***  
***Information Technology***

Bob keeps SPC running by maintaining and updating database processes as well as assisting in updates to SPC's STARDoc website and the creation of code to create the many reports SPC generates to give you the accurate information of your usage.



***Jamin Tilton***  
***Operations Support***

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

***Heidi Tilton***  
***Accounting Support***

Heidi handles bookkeeping and billing for both clients and vendors, processing payments, and other office support.



***Kelly Fortier***  
***Office Support***

Our newest team member, Kelly assists with maintaining service & supply contracts, managing equipment trades, and upgrades, bookkeeping and other general office work.



## 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.
- 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

### 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.

### 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 SPC Roadmap

- Major STARDoc facelift. User interface will be more modern.
- Update Bid Process to simplify bid submission for all of our vendors.
- Five Year Fleet Management (FYFM) - Projects out Five Year costs for all equipment based on current and past usage.

## Equipment Health Status

**Total Number of Machines:** **55**

<b>Total Black Photocopiers:</b>	<b>7</b>
<b>Total Color Photocopiers:</b>	<b>8</b>
<b>Total Black Network Printers:</b>	<b>20</b>
<b>Total Color Network Printers:</b>	<b>20</b>
<b>Total Removed From Service:</b>	<b>0</b>

**# of Units OFF Warranty:** **0**

**# of Units Approaching End of Warranty:** **18**

**# of Units Overused:** **0**

**# of Units Underused:** **0**

**Commencement Date:** **08/02/2017**

**# of Annual Payments Left on Lease:** **2**

**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 Ron,

Because of the change to remote learning in March, COVID-19 had a direct and significant impact on client budgets. Usage was dramatically affected and resulted in a year-end under usage credit of \$2,455.76. While this may seem like a positive – saving money on reprographic expenses – it has actually put a tremendous burden on the vendors as they are starting off the new fiscal year with a deficit. Combine this with other economic strains for the vendors, SPC is concerned, which is why we have developed the Warranty and Relief Fund (see page 48) to protect our clients.

It is our recommendation that you begin to explore an upgrade prior to your last lease payment that is due on 8-1-2022.

There are substantial cost savings to be incurred with your next bid. Based on COVID volume (lower than normal), we estimate \$15,051.38 potential color cost savings with your next upgrade over five years.

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	Room	Make/Model	Serial Number	Vendor Name	Intro Date
Daniel W. Merritt School	Art Room	HP Laser Jet Pro M401dne	JPGFH01847	A-COPI	01/01/2013
Daniel W. Merritt School	Primary Hallway	HP Laser Jet Pro M401dn	PHGFD02602	A-COPI	06/01/2012
Daniel W. Merritt School	Principal's Office	Lexmark X746de	75263694G2M1C	A-COPI	04/01/2012
Harrington Elementary School	Library	HP Laser Jet Pro M401dn	PHGFB06358	A-COPI	06/01/2012
Harrington Elementary School	Resource Room	HP Laser Jet Pro M401dn	JPGFH02540	A-COPI	06/01/2012
Milbridge Elementary School	Kindergarten	HP Laser Jet Pro M401dne	PHGFD06074	A-COPI	01/01/2013
Milbridge Elementary School	Library	HP Laser Jet Pro M401dne	PHGFD01787	A-COPI	01/01/2013
Narraguagus High School	Outside Room 21	HP Laser Jet Pro M401dn	VNG4J04318	A-COPI	06/01/2012
Narraguagus High School	Outside Room 24	HP Laser Jet Pro M401dn	PHGFC17703	A-COPI	06/01/2012
Narraguagus High School	Outside Room 25	HP Laser Jet Pro M401dn	PHGFB08012	A-COPI	06/01/2012
Narraguagus High School	Outside Room 6	HP Laser Jet Pro M401dn	PHGFC19066	A-COPI	06/01/2012
Narraguagus High School	Room 1	HP Laser Jet 400 M401n	VNB3S13913	A-COPI	01/01/2013
Narraguagus High School	Room 14	HP Laser Jet Pro M401dn	PHGFF09332	A-COPI	06/01/2012
Narraguagus High School	Room 16	HP Laser Jet Pro M401dn	VNG4823612	A-COPI	06/01/2012
Narraguagus High School	Room 17	HP Laser Jet Pro M401dn	PHGFD03438	A-COPI	06/01/2012
Narraguagus High School	Room 18	HP Laser Jet Pro M401dn	PHGFB06227	A-COPI	06/01/2012

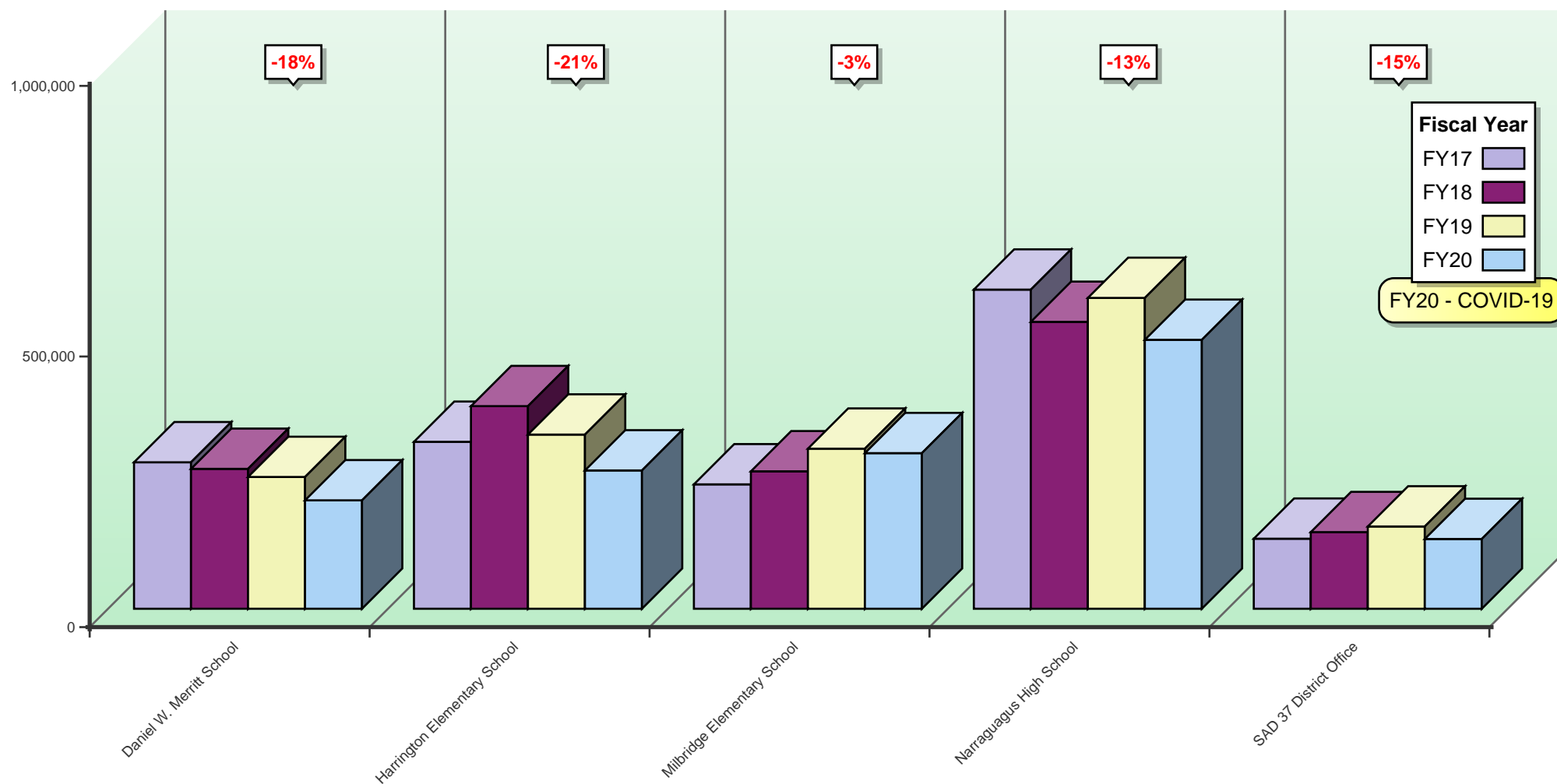


<b>Building</b>	<b>Room</b>	<b>Make/Model</b>	<b>Serial Number</b>	<b>Vendor Name</b>	<b>Intro Date</b>
Narraguagus High School	Suite 24 Special Education	Lexmark X746de	75263094G2GX3	A-COPI	04/01/2012
SAD 37 District Office	Ron Ramsey	HP Laser Jet Pro M401dn	PHGFF01460	A-COPI	06/01/2012

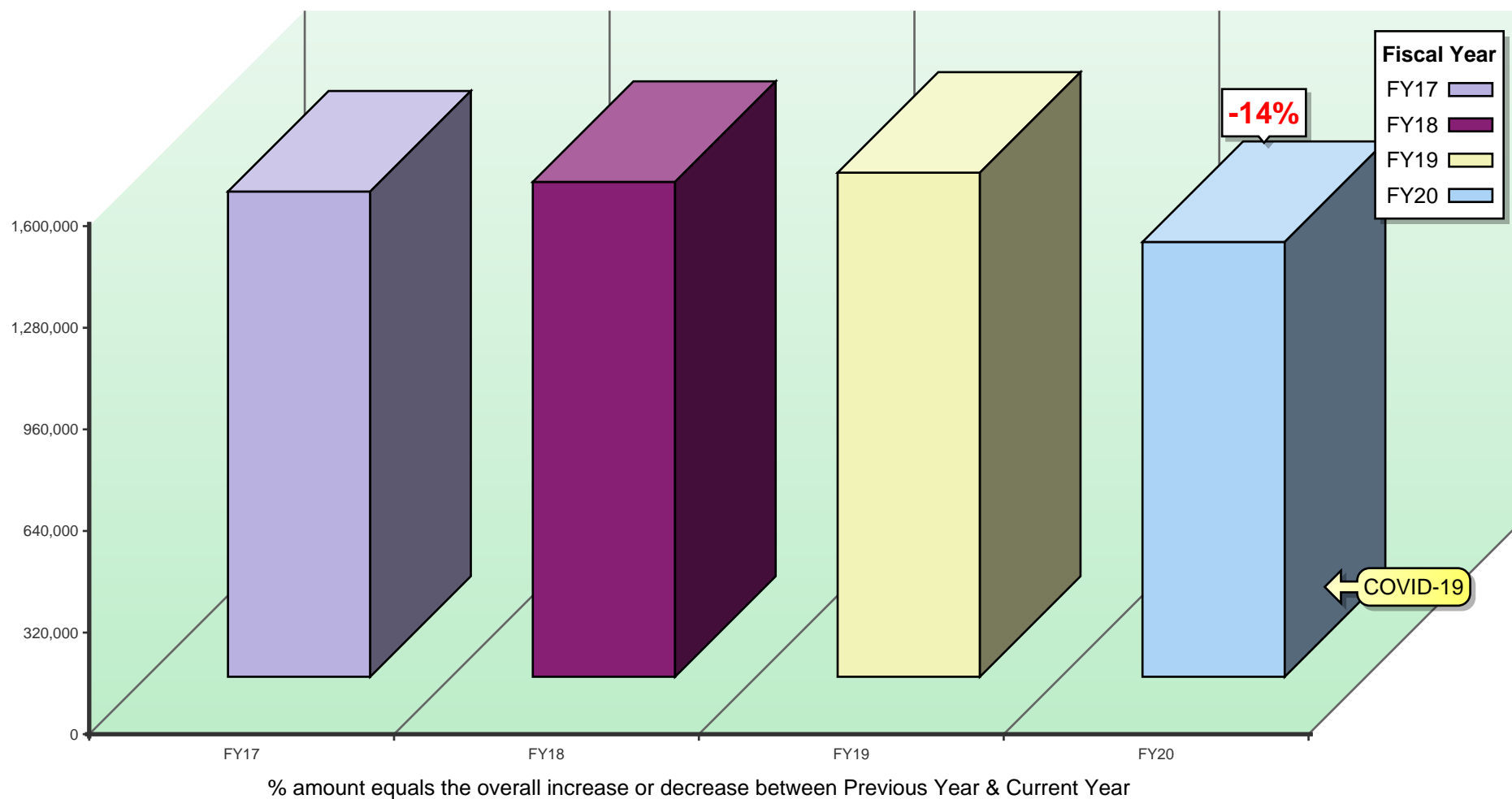
## Non-Contracted Devices

Make - Model	Serial Number	IP Address	Last Update
HP Designjet T120	CN7C9FM0C9	fe80::1a60:24ff:feff:6b872020-09-13 10:21:43 %10	

## Annual Black Volume by Location



## Annual Black Volume Overall



## 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
Daniel W. Merritt School	107	200,324	\$6,785.65	1,872	\$63.42
Harrington Elementary School	148	255,571	\$8,440.81	1,727	\$57.03
Milbridge Elementary School	138	287,528	\$9,724.04	2,084	\$70.46
Narraguagus High School	310	496,876	\$16,772.93	1,603	\$54.11
SAD 37 District Office	0	128,945	\$4,589.24	0	\$0.00
<b>Totals</b>	<b>703</b>	<b>1,369,244</b>	<b>\$46,312.67</b>	<b>1,948</b>	<b>\$65.88</b>

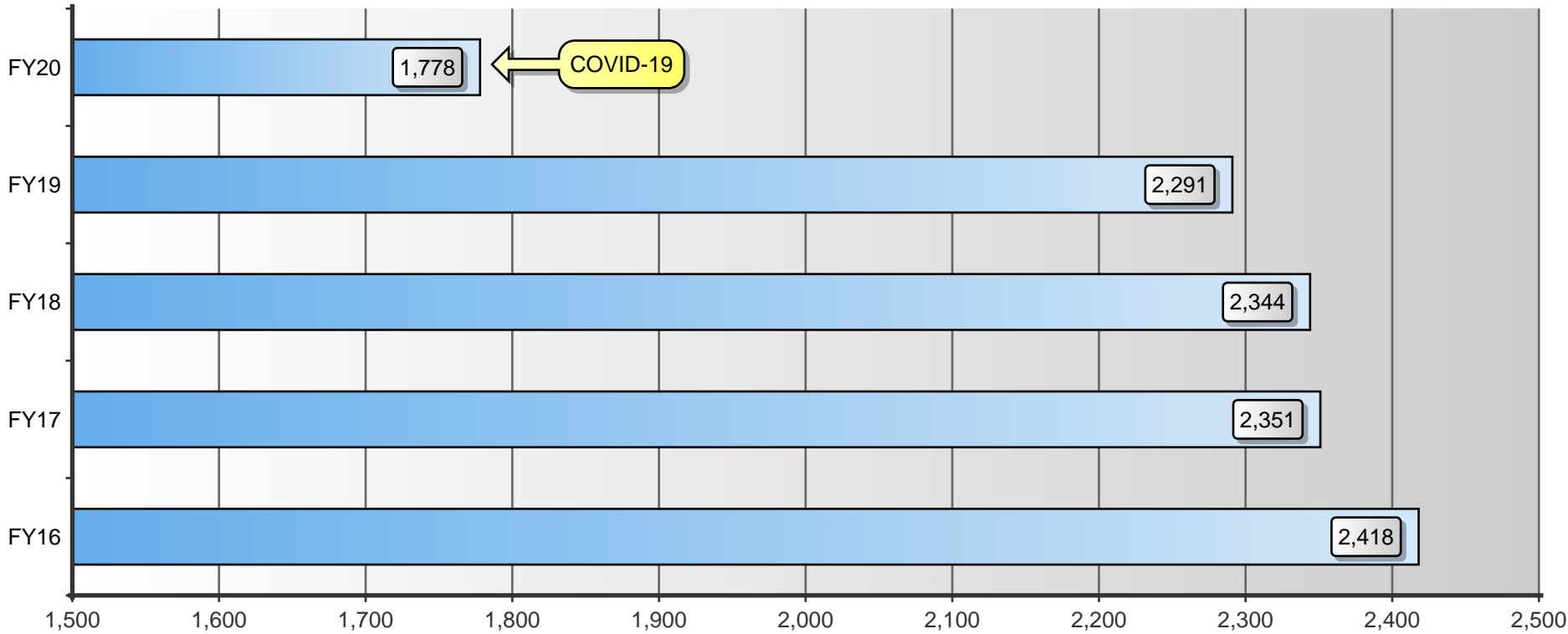
*\*Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this report.*

# Industry Average Copies per Student - Black

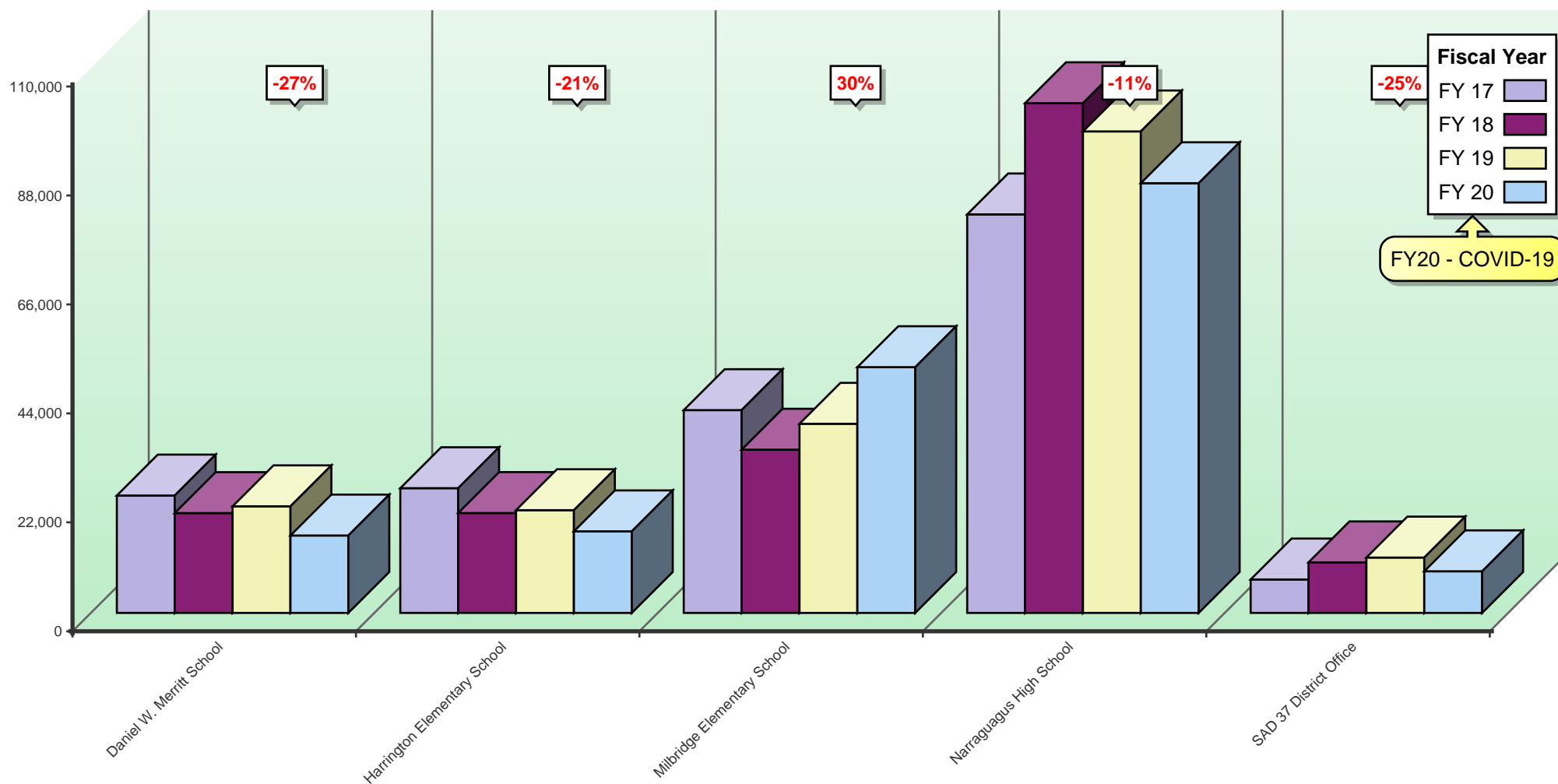
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	<i>Total Student Population</i>	<i>Total Annual Volume</i>	<i>Total District Cost*</i>	<i>Annual Copies Per Student</i>	<i>Annual Cost Per Student</i>
All Schools w/Student Populations	74,038	131,634,476	\$3,165,697.18	1,778	\$42.76

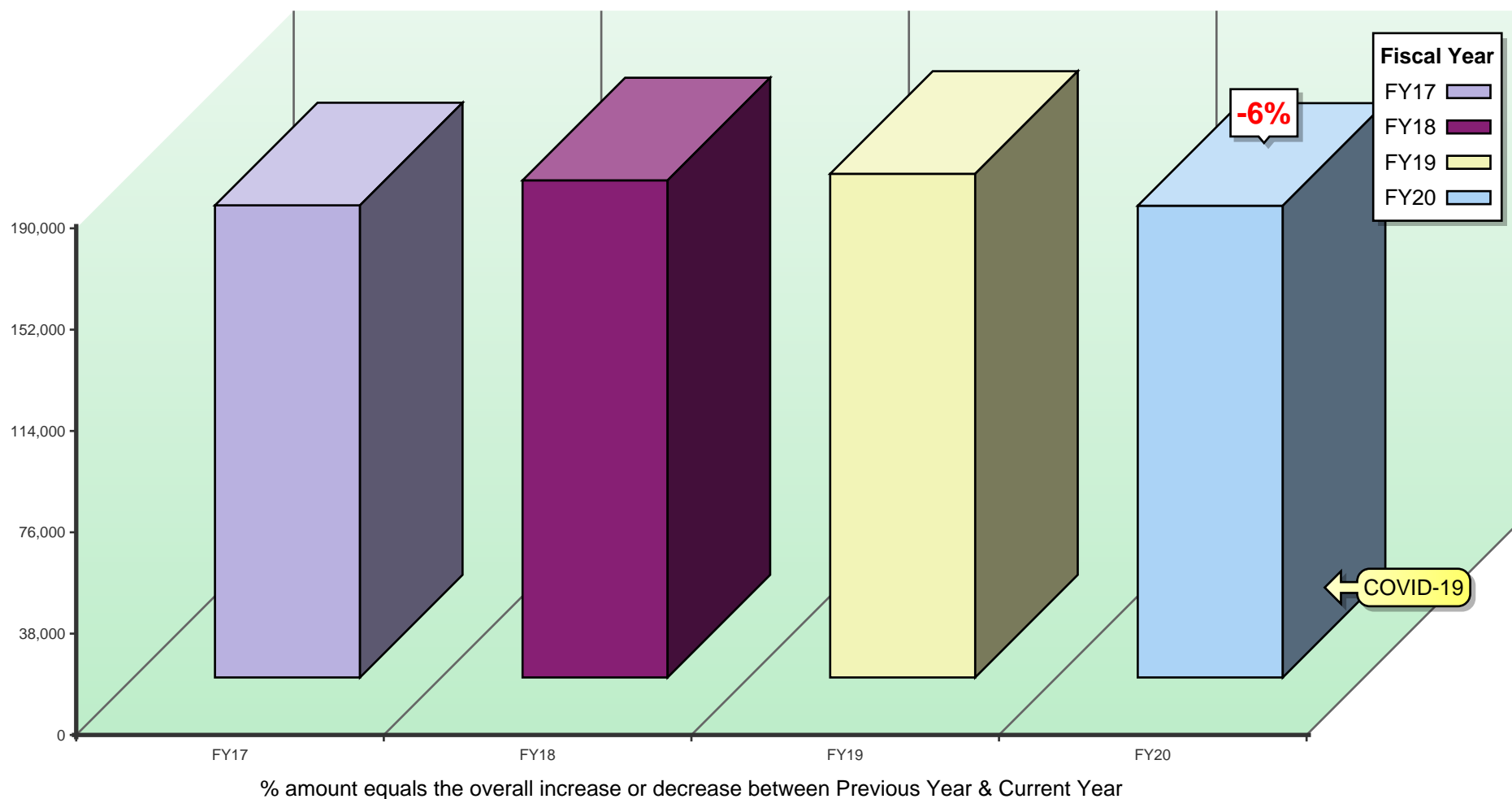
\*Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.



## Annual Color Volume by Location



## Annual Color Volume Overall





## 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
Daniel W. Merritt School	107	15,630	\$1,139.32	146	\$10.65
Harrington Elementary School	148	16,474	\$893.17	111	\$6.03
Milbridge Elementary School	138	49,626	\$2,735.12	360	\$19.82
Narraguagus High School	310	86,767	\$4,554.91	280	\$14.69
SAD 37 District Office	0	8,406	\$393.82	0	\$0.00
<b>Totals</b>	<b>703</b>	<b>176,903</b>	<b>\$9,716.34</b>	<b>252</b>	<b>\$13.82</b>

\*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 \_\_\_ of STARDoc Features. Current industry ratio averages 184 color prints per student per year. Your color volume this year averages 252 per student. Please contact our SPC technical team to provide training to your staff if your usage is too high.**

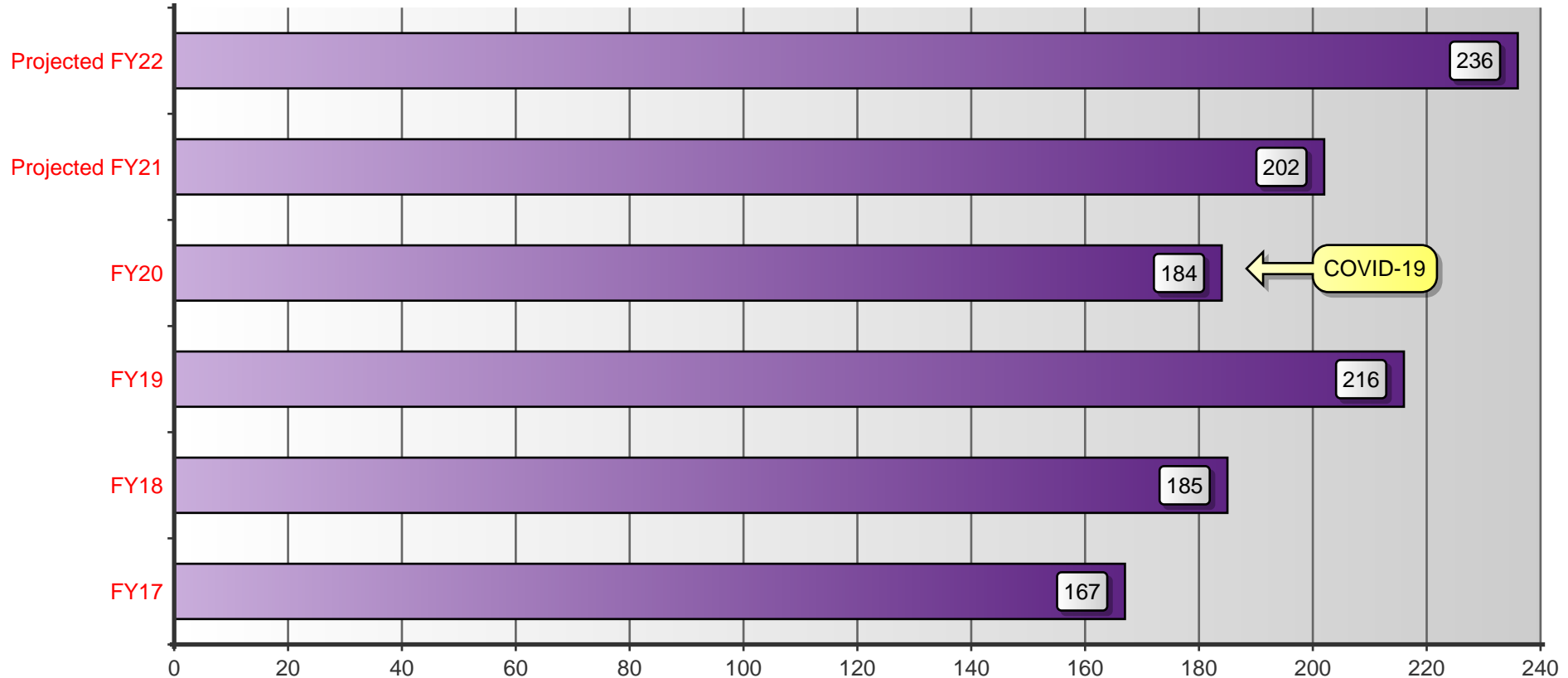
<i>District Wide Black Totals</i>	<i>1,369,244</i>	<i>\$7,148.69</i>
<i>District Wide Color Totals</i>	<i>176,903</i>	<i>\$9,686.60</i>

## Industry Average Copies per Student - Color

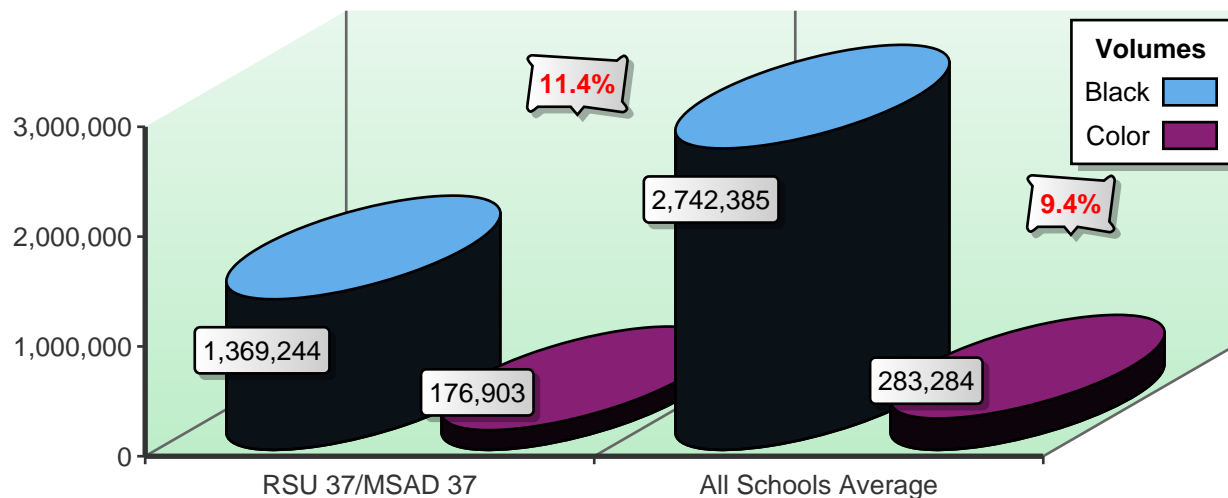
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	<i><b>Total Student Population</b></i>	<i><b>Total Annual Volume</b></i>	<i><b>Total District Cost*</b></i>	<i><b>Annual Copies Per Student</b></i>	<i><b>Annual Cost Per Student</b></i>
All Schools w/Student Populations	74,038	13,597,620	\$725,023.31	184	\$9.79

\*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, in FY19, color printing increased by 19%! Of course FY20 was dramatically different because of COVID-19. Therefore, we should assume that color volume will continue to increase unless the proper controls are put in place. Obviously, some color printing is necessary. However, if color printing is not monitored properly, it could blow up your entire printing budget. The best time to financially achieve the color control goal is when you do your next upgrade. For that recommendation, please review the Health Status page.

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

## 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: 08/02/2017*

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Daniel W. Merritt School</b>					
<b>Art Room</b>					
HP Laser Jet Pro M401dne / 35 PPM	7,189	8,247	1,058	\$0.01245	7 years from Intro.
JPGFH01847 / 7406				\$13.17	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	
<b>Bishop's Room</b>					
Kyocera P6130cdn / 32 PPM	8,595	11,787	3,192	\$0.01967	None at this time.
V5Q7504855 / 7164				\$62.79	
750,000 / 06/2015	4,313	5,098	785	\$0.08519	
Color Network Printer A-COPI				\$66.87	
<b>Grant's Room</b>					
Kyocera P6130cdn / 32 PPM	8,520	11,204	2,684	\$0.01967	None at this time.
V5Q7504851 / 7167				\$52.79	
750,000 / 06/2015	13,623	19,841	6,218	\$0.08519	
Color Network Printer A-COPI				\$529.71	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Main Office</b>					
Toshiba e-Studio 5506AC / 55 PPM	227,085	311,634	84,549	\$0.00409	None at this time.
CHEG18406 / 7214				\$345.81	
3,000,000 / 07/2016	16,941	24,073	7,132	\$0.04539	
Color Photocopier				\$323.72	
A-COPI					
<b>Primary Hallway</b>					
Toshiba e-Studio 7508A / 75 PPM	222,198	314,829	92,631	\$0.00367	None at this time.
CIAG16126 / 7203				\$339.96	
4,000,000 / 07/2016	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
<b>Primary Hallway</b>					
HP Laser Jet Pro M401dn / 35 PPM	17,387	24,790	7,403	\$0.01245	8 years from Intro.
PHGFD02602 / 7407				\$92.17	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
A-COPI					
<b>Principal's Office</b>					
Lexmark X746de / 35 PPM	10,939	14,082	3,143	\$0.02621	8 years from Intro.
75263694G2M1C / 7130				\$82.38	
750,000 / 04/2012	6,813	8,308	1,495	\$0.14418	
Color Laser MFP				\$215.55	
A-COPI					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Rameri's Room</b>					
Kyocera P3045DN / 47 PPM	12,580	18,244	5,664	\$0.01179	None at this time.
VM37402977 / 7166				\$66.78	
1,000,000 / 04/2017	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
A-COPI					
<hr/>					
	<b>Subtotal Black</b>		<b>200,324</b>	<b>\$1,055.84</b>	
	<b>Subtotal Color</b>		<b>15,630</b>	<b>\$1,135.86</b>	

<i>Make-Model/Speed</i> <i>Serial Number/Vendor Machine ID</i> <i>Life / Intro Date</i> <i>Vendor</i>	<i>07/01/2019</i> <i>Meter</i>	<i>06/30/2020</i> <i>Meter</i>	<i>FY20</i> <i>Annual</i> <i>Volume</i>	<i>Cost/Copy</i> <i>Annual Cost</i>	<i>Recommendations</i>
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**Harrington Elementary School****2nd Floor Hall Area**

Kyocera P6130cdn / 32 PPM	1,202	1,499	297	\$0.01967	None at this time.
V5Q7504848 / 7168				\$5.84	
750,000 / 06/2015	1,830	2,537	707	\$0.08519	
Color Network Printer				\$60.23	
A-COPI					

**2nd Floor Hall Area**

Toshiba e-Studio 7508A / 75 PPM	275,981	376,745	100,764	\$0.00367	None at this time.
CIAG16132 / 7202				\$369.80	
4,000,000 / 07/2016	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					

**Library**

HP Laser Jet Pro M401dn / 35 PPM	10,025	15,842	5,817	\$0.01245	8 years from Intro.
PHGFB06358 / 7408				\$72.42	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
A-COPI					

**Library**

Kyocera P6130cdn / 32 PPM	5,299	7,664	2,365	\$0.01967	None at this time.
V5Q7504849 / 7169				\$46.52	
750,000 / 06/2015	4,397	5,942	1,545	\$0.08519	
Color Network Printer				\$131.62	
A-COPI					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Main Office</b>					
Toshiba e-Studio 5506AC / 55 PPM	396,154	539,423	143,269	\$0.00409	None at this time.
CHEG18392 / 7211				\$585.97	
3,000,000 / 07/2016	30,661	43,550	12,889	\$0.04539	
Color Photocopier				\$585.03	
A-COPI					
<b>Principal's Office</b>					
Kyocera P6130cdn / 32 PPM	3,012	3,695	683	\$0.01967	None at this time.
V5Q7504857 / 7170				\$13.43	
750,000 / 06/2015	3,388	4,499	1,111	\$0.08519	
Color Network Printer				\$94.65	
A-COPI					
<b>Resource Room</b>					
Kyocera P6130cdn / 32 PPM	2,931	4,036	1,105	\$0.01967	None at this time.
V5Q7504853 / 7171				\$21.74	
750,000 / 06/2015	643	865	222	\$0.08519	
Color Network Printer				\$18.91	
A-COPI					
<b>Resource Room</b>					
HP Laser Jet Pro M401dn / 35 PPM	4,531	5,802	1,271	\$0.01245	8 years from Intro.
JPGFH02540 / 7409				\$15.82	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
A-COPI					
<b>Subtotal Black</b>					
			<b>255,571</b>	<b>\$1,131.55</b>	
<b>Subtotal Color</b>					
			<b>16,474</b>	<b>\$890.44</b>	



<i>Make-Model/Speed</i>					
<i>Serial Number/Vendor Machine ID</i>			<i>FY20</i>	<i>Cost/Copy</i>	
<i>Life / Intro Date</i>	<i>07/01/2019</i>	<i>06/30/2020</i>	<i>Annual</i>	<i>Annual Cost</i>	<i>Recommendations</i>
<i>Vendor</i>	<i>Meter</i>	<i>Meter</i>	<i>Volume</i>		

**Milbridge Elementary School****Kindergarten**

HP Laser Jet Pro M401dne / 35 PPM	28,408	31,644	3,236	\$0.01245	7 years from Intro.
PHGFD06074 / 7411				\$40.29	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
A-COPI					

**Library**

HP Laser Jet Pro M401dne / 35 PPM	32,984	32,984	0	\$0.01245	7 years from Intro.
PHGFD01787 / 7410				\$0.00	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
A-COPI					

**Outside Grades 2 & 3**

Kyocera P6130cdn / 32 PPM	17,877	31,347	13,470	\$0.01967	None at this time.
V5Q6Y04751 / 7172				\$264.95	
750,000 / 06/2015	7,663	13,025	5,362	\$0.08519	
Color Network Printer				\$456.79	
A-COPI					

**Resource Room**

Kyocera P6130cdn / 32 PPM	3,812	6,890	3,078	\$0.01967	None at this time.
V5Q6Y04748 / 7173				\$60.54	
750,000 / 06/2015	1,290	2,558	1,268	\$0.08519	
Color Network Printer				\$108.02	
A-COPI					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Secretary's Office</b>					
Kyocera P6130cdn / 32 PPM	6,948	12,415	5,467	\$0.01967	None at this time.
V5Q6Y04754 / 7174				\$107.54	
750,000 / 06/2015	7,996	13,281	5,285	\$0.08519	
Color Network Printer A-COPI				\$450.23	
<b>Teachers' Room Left</b>					
Toshiba e-Studio 7508A / 75 PPM	326,076	435,430	109,354	\$0.00367	None at this time.
CIAG16133 / 7194				\$401.33	
4,000,000 / 07/2016	0	0	0	\$0.00000	
Black Photocopier A-COPI				\$0.00	
<b>Teachers' Room Right</b>					
Toshiba e-Studio 5506AC / 55 PPM	184,685	337,608	152,923	\$0.00409	None at this time.
CHEG18395 / 7212				\$625.46	
3,000,000 / 07/2016	54,204	91,915	37,711	\$0.04539	
Color Photocopier A-COPI				\$1,711.70	
	<b>Subtotal Black</b>		<b>287,528</b>	<b>\$1,500.11</b>	
	<b>Subtotal Color</b>		<b>49,626</b>	<b>\$2,726.74</b>	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Narraguagus High School</b>					
<b>Food Services</b>					
Kyocera P6130cdn / 32 PPM	2,867	3,939	1,072	\$0.01967	None at this time.
V5Q6Y04719 / 7176				\$21.09	
750,000 / 06/2015	3,999	5,747	1,748	\$0.08519	
Color Network Printer				\$148.91	
A-COPI					
<b>Guidance Office</b>					
Kyocera P6130cdn / 32 PPM	10,550	14,956	4,406	\$0.01967	None at this time.
V5Q7504854 / 7179				\$86.67	
750,000 / 06/2015	7,163	9,691	2,528	\$0.08519	
Color Network Printer				\$215.36	
A-COPI					
<b>Guidance Office</b>					
Toshiba e-Studio 5508A / 55 PPM	135,713	198,636	62,923	\$0.00367	None at this time.
CIEG19080 / 7215				\$230.93	
2,000,000 / 08/2016	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					
<b>Library</b>					
Toshiba e-Studio 5508A / 55 PPM	291,446	477,665	186,219	\$0.00367	None at this time.
CIEG19112 / 7219				\$683.42	
2,000,000 / 08/2016	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
A-COPI					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Library</b>					
Kyocera P6130cdn / 32 PPM	2,107	2,216	109	\$0.01967	None at this time.
V5Q6Y04757 / 7178				\$2.14	
750,000 / 06/2015	4,597	5,126	529	\$0.08519	
Color Network Printer A-COPI				\$45.07	
<b>Main Office</b>					
Toshiba e-Studio 5506AC / 55 PPM	149,800	198,165	48,365	\$0.00409	None at this time.
CHBG15980 / 7208				\$197.81	
3,000,000 / 07/2016	135,036	195,552	60,516	\$0.04539	
Color Photocopier A-COPI				\$2,746.82	
<b>Outside Room 21</b>					
HP Laser Jet Pro M401dn / 35 PPM	12,222	29,480	17,258	\$0.01245	8 years from Intro.
VNG4J04318 /				\$214.86	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	
<b>Outside Room 24</b>					
HP Laser Jet Pro M401dn / 35 PPM	31,447	35,163	3,716	\$0.01245	8 years from Intro.
PHGFC17703 / 7396				\$46.26	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Outside Room 25</b>					
HP Laser Jet Pro M401dn / 35 PPM	96,568	112,751	16,183	\$0.01245	8 years from Intro.
PHGFB08012 / 7394				\$201.48	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	
<b>Outside Room 5</b>					
Kyocera P6130cdn / 32 PPM	2,517	3,151	634	\$0.01967	None at this time.
V5Q6Y04755 / 7180				\$12.47	
750,000 / 06/2015	2,317	2,937	620	\$0.08519	
Color Network Printer A-COPI				\$52.82	
<b>Outside Room 6</b>					
HP Laser Jet Pro M401dn / 35 PPM	16,136	18,822	2,686	\$0.01245	8 years from Intro.
PHGFC19066 / 7397				\$33.44	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	
<b>Room 1</b>					
HP Laser Jet 400 M401n / 35 PPM	17,396	19,187	1,791	\$0.01245	7 years from Intro.
VNB3S13913 / 7404				\$22.30	
750,000 / 01/2013	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Room 12</b>					
Kyocera P6130cdn / 32 PPM	10,255	13,316	3,061	\$0.01967	None at this time.
V5Q6Y04747 / 7181				\$60.21	
750,000 / 06/2015	10,549	13,576	3,027	\$0.08519	
Color Network Printer A-COPI				\$257.87	
<b>Room 14</b>					
HP Laser Jet Pro M401dn / 35 PPM	3,962	3,962	0	\$0.01245	8 years from Intro.
PHGFF09332 / 7398				\$0.00	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	
<b>Room 16</b>					
HP Laser Jet Pro M401dn / 35 PPM	21,695	24,704	3,009	\$0.01245	8 years from Intro.
VNG4823612 / 7399				\$37.46	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	
<b>Room 17</b>					
HP Laser Jet Pro M401dn / 35 PPM	1,550	1,550	0	\$0.01245	8 years from Intro.
PHGFD03438 / 7400				\$0.00	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Room 17</b>					
Kyocera P6130cdn / 32 PPM	657	800	143	\$0.01967	None at this time.
V5Q6Y04753 / 7183				\$2.81	
750,000 / 06/2015	1,129	1,687	558	\$0.08519	
Color Network Printer A-COPI				\$47.54	
<b>Room 17A</b>					
Kyocera P6130cdn / 32 PPM	404	2,478	2,074	\$0.01967	None at this time.
V5Q6Y04749 / 7184				\$40.80	
750,000 / 06/2015	1,090	2,050	960	\$0.08519	
Color Network Printer A-COPI				\$81.78	
<b>Room 18</b>					
HP Laser Jet Pro M401dn / 35 PPM	6,955	9,069	2,114	\$0.01245	8 years from Intro.
PHGFB06227 / 7401				\$26.32	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	
<b>Room 5 (Art Room)</b>					
Toshiba e-Studio 3005ac / 30 PPM	2,297	3,158	861	\$0.00409	None at this time.
CFEG63806 / 7218				\$3.52	
750,000 / 07/2016	24,145	36,539	12,394	\$0.04539	
Color Photocopier A-COPI				\$562.56	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Room 9</b>					
Kyocera P6130cdn / 32 PPM	2,074	6,041	3,967	\$0.01967	None at this time.
V5Q6Y04744 / 7182				\$78.03	
750,000 / 06/2015	2,018	4,220	2,202	\$0.08519	
Color Network Printer A-COPI				\$187.59	
<b>Suite 24 Special Education</b>					
Kyocera P6130cdn / 32 PPM	2,906	4,006	1,100	\$0.01967	None at this time.
V5Q7504852 / 7185				\$21.64	
750,000 / 06/2015	2,677	3,496	819	\$0.08519	
Color Network Printer A-COPI				\$69.77	
<b>Suite 24 Special Education</b>					
Lexmark X746de / 35 PPM	2,121	3,945	1,824	\$0.02621	8 years from Intro.
75263094G2GX3 / 7131				\$47.81	
750,000 / 04/2012	5,430	6,296	866	\$0.14418	
Color Laser MFP A-COPI				\$124.86	
<b>Teachers' Room</b>					
Toshiba e-Studio 7508A / 75 PPM	373,033	506,394	133,361	\$0.00367	None at this time.
CIAG16128 / 7204				\$489.43	
4,000,000 / 07/2016	0	0	0	\$0.00000	
Black Photocopier A-COPI				\$0.00	
<b>Subtotal Black</b>			<b>496,876</b>	<b>\$2,560.91</b>	
<b>Subtotal Color</b>			<b>86,767</b>	<b>\$4,540.95</b>	



<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
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**SAD 37 District Office****Dawn Fickett**

HP Laser Jet 600 M605 / 52 PPM	37,333	56,527	19,194	\$0.01179	None at this time.
CNDCK3V11L / 7330				\$226.30	
2,000,000 / 04/2017	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	

**Denise Vose**

Kyocera P6130cdn / 32 PPM	7,905	10,623	2,718	\$0.01967	None at this time.
V5Q6Y04752 / 7177				\$53.46	
750,000 / 06/2015	461	694	233	\$0.08519	
Color Network Printer A-COPI				\$19.85	

**File Room**

Toshiba e-Studio 5506AC / 55 PPM	127,640	187,513	59,873	\$0.00409	None at this time.
CHEG18396 / 7213				\$244.88	
3,000,000 / 07/2016	20,027	28,155	8,128	\$0.04539	
Color Photocopier A-COPI				\$368.93	

**Front Reception**

Kyocera P3045DN / 47 PPM	5,637	8,345	2,708	\$0.01179	None at this time.
VM37402984 / 7165				\$31.93	
1,000,000 / 04/2017	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Ron Ramsey</b>					
HP Laser Jet Pro M401dn / 35 PPM	10,349	11,921	1,572	\$0.01245	8 years from Intro.
PHGFF01460 / 7402				\$19.57	
750,000 / 06/2012	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	
<b>Sara Ippolito</b>					
HP Laser Jet 600 M605 / 52 PPM	29,528	45,704	16,176	\$0.01179	None at this time.
CNDCK3V11D / 7331				\$190.72	
2,000,000 / 04/2017	0	0	0	\$0.00000	
Black Network Printer A-COPI				\$0.00	
<b>Special Education</b>					
Toshiba e-Studio 4508A / 45 PPM	62,481	88,158	25,677	\$0.00441	None at this time.
CGKF46345 / 7126				\$113.24	
1,000,000 / 07/2016	0	0	0	\$0.00000	
Black Photocopier A-COPI				\$0.00	
<b>Special Education Tammy</b>					
Kyocera P6130cdn / 32 PPM	19,838	20,865	1,027	\$0.01967	None at this time.
V5Q6Y04745 / 7175				\$20.20	
750,000 / 06/2015	904	949	45	\$0.08519	
Color Network Printer A-COPI				\$3.83	
<b>Subtotal Black</b>			<b>128,945</b>	<b>\$900.29</b>	
<b>Subtotal Color</b>			<b>8,406</b>	<b>\$392.61</b>	
<b>District Wide Black Totals</b>			<b>1,369,244</b>	<b>\$7,148.69</b>	
<b>District Wide Color Totals</b>			<b>176,903</b>	<b>\$9,686.60</b>	<b>Your Avg Color CPC is \$0.0548</b>

**Estimated cost savings with your next bid: \$15,0514.38 over 5 years. Our bids are coming in at an average of \$.03774 with our compensation included.**

## SPC Service & Supply Cost Savings

These tables compare your equipment cost per copy for service and supplies (black prints or copies only) before becoming an SPC client on 03/26/2003 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual FY 20 black print usage. The second table represents your annual and five-year cost savings compared to your previous cost per copy rate.

### **BEFORE SPC**

Current Volume	Prior CPC	Average Annual Cost
1,369,244	\$0.01108	\$15,171.22

### **CURRENTLY WITH SPC**

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
1,369,244	\$0.00522	\$7,147.45	\$8,023.77	\$40,118.85

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

**Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$8,023.77 x 17 years as a Client**  
**= \$136,404.09 Cost Savings!**

## Projected Equipment Costs by Building - Black

This table represents projected expenses for BLACK prints or copies by building based on recent activity. Approximate current paper case costs and averaged current annual lease payment 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
Daniel W. Merritt School	200,324	\$1,058.78	\$1,081.75	\$4,645.12	\$6,785.65
Harrington Elementary School	255,571	\$1,134.54	\$1,380.08	\$5,926.19	\$8,440.81
Milbridge Elementary School	287,528	\$1,504.18	\$1,552.65	\$6,667.21	\$9,724.04
Narraguagus High School	496,876	\$2,568.23	\$2,683.13	\$11,521.57	\$16,772.93
SAD 37 District Office	128,945	\$902.96	\$696.30	\$2,989.98	\$4,589.24
<b>Total</b>	<b>1,369,244</b>	<b>\$7,168.69</b>	<b>\$7,393.92</b>	<b>\$31,750.06</b>	<b>\$46,312.67</b>

### SPC Equipment Bids:

Presently our bids are coming in between **12% to 17%** 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.

<b>Building</b>	<b>Projected Color Volume</b>	<b>Service &amp; Supply Cost</b>
Daniel W. Merritt School	15,630	\$1,139.32
Harrington Elementary School	16,474	\$893.17
Milbridge Elementary School	49,626	\$2,735.12
Narraguagus High School	86,767	\$4,554.91
SAD 37 District Office	8,406	\$393.82
<b>Total</b>	<b>176,903</b>	<b>\$9,716.34</b>

## 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 0.03%.**

Vendor	Equipment Type	Annual Volume	FY20 Cost/Copy	Total Cost	FY21 Cost/Copy	Projected Cost
A-COPI	Black Network Printer	43,742	\$0.01179	\$515.72	\$0.01183	\$517.47
A-COPI	Black Network Printer	67,114	\$0.01245	\$835.57	\$0.01249	\$838.25
A-COPI	Black Photocopier	685,252	\$0.00367	\$2,514.87	\$0.00368	\$2,521.73
A-COPI	Black Photocopier	25,677	\$0.00441	\$113.24	\$0.00442	\$113.49
A-COPI	Color Laser MFP	4,967	\$0.02621	\$130.19	\$0.02629	\$130.58
A-COPI	Color Network Printer	52,652	\$0.01967	\$1,035.66	\$0.01973	\$1,038.82
A-COPI	Color Photocopier	489,840	\$0.00409	\$2,003.45	\$0.00410	\$2,008.34
<b>Total</b>		<b>1,369,244</b>	<b>\$0.00522</b>	<b>\$7,148.69</b>	<b>\$0.00524</b>	<b>\$7,168.69</b>

## 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. **Current year's increase is 0.03%.**

Vendor	Equipment Type	Annual Volume	FY20 Cost/Copy	Total Cost	FY21 Cost/Copy	Projected Cost
A-COPI	Black Photocopier	0	\$0.00000	\$0.00	\$0.00000	\$0.00
A-COPI	Color Laser MFP	2,361	\$0.14418	\$340.41	\$0.14461	\$341.42
A-COPI	Color Network Printer	35,772	\$0.08519	\$3,047.42	\$0.08545	\$3,056.72
A-COPI	Color Photocopier	138,770	\$0.04539	\$6,298.77	\$0.04553	\$6,318.20
<b>Total</b>		<b>176,903</b>	<b>\$0.05476</b>	<b>\$9,686.60</b>	<b>\$0.05492</b>	<b>\$9,716.34</b>

## Reprographic Equipment Assessment

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

<b>Total Number of Units</b>	<b>55</b>
<b>Total Number of Units on Lease</b>	<b>39</b>
<b>Total Number of Units Owned</b>	<b>16</b>
<b>Lease Company</b>	<b>Norway Savings Bank</b>
<b>Lease Start Date</b>	<b>08/02/2017</b>
<b>Lease End Date</b>	<b>08/01/2022</b>
<b>Term</b>	<b>5 Annual</b>
<b>Annual Payment usually due on 8/1</b>	<b>\$31,750.06</b>
<b>Remaining Payments</b>	<b>2</b>

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



## Leased Equipment

Building	Make/Model	Serial Number
Daniel W. Merritt School	Lexmark X746de	75263694G2M1C
Daniel W. Merritt School	Toshiba e-Studio 5506AC	CHEG18406
Daniel W. Merritt School	Toshiba e-Studio 7508A	CIAG16126
Daniel W. Merritt School	Kyocera P6130cdn	V5Q7504851
Daniel W. Merritt School	Kyocera P6130cdn	V5Q7504855
Daniel W. Merritt School	Kyocera P3045DN	VM37402977
Harrington Elementary School	Toshiba e-Studio 5506AC	CHEG18392
Harrington Elementary School	Toshiba e-Studio 7508A	CIAG16132
Harrington Elementary School	Kyocera P6130cdn	V5Q7504848
Harrington Elementary School	Kyocera P6130cdn	V5Q7504849
Harrington Elementary School	Kyocera P6130cdn	V5Q7504853
Harrington Elementary School	Kyocera P6130cdn	V5Q7504857
Milbridge Elementary School	Toshiba e-Studio 5506AC	CHEG18395
Milbridge Elementary School	Toshiba e-Studio 7508A	CIAG16133
Milbridge Elementary School	Kyocera P6130cdn	V5Q6Y04748
Milbridge Elementary School	Kyocera P6130cdn	V5Q6Y04751
Milbridge Elementary School	Kyocera P6130cdn	V5Q6Y04754
Narraguagus High School	Lexmark X746de	75263094G2GX3
Narraguagus High School	Toshiba e-Studio 3005ac	CFEG63806
Narraguagus High School	Toshiba e-Studio 5506AC	CHBG15980
Narraguagus High School	Toshiba e-Studio 7508A	CIAG16128
Narraguagus High School	Toshiba e-Studio 5508A	CIEG19080
Narraguagus High School	Toshiba e-Studio 5508A	CIEG19112
Narraguagus High School	Kyocera P6130cdn	V5Q6Y04719
Narraguagus High School	Kyocera P6130cdn	V5Q6Y04744
Narraguagus High School	Kyocera P6130cdn	V5Q6Y04747
Narraguagus High School	Kyocera P6130cdn	V5Q6Y04749
Narraguagus High School	Kyocera P6130cdn	V5Q6Y04753
Narraguagus High School	Kyocera P6130cdn	V5Q6Y04755
Narraguagus High School	Kyocera P6130cdn	V5Q6Y04757
Narraguagus High School	Kyocera P6130cdn	V5Q7504852
Narraguagus High School	Kyocera P6130cdn	V5Q7504854

Building	Make/Model	Serial Number
SAD 37 District Office	Toshiba e-Studio 4508A	CGKF46345
SAD 37 District Office	Toshiba e-Studio 5506AC	CHEG18396
SAD 37 District Office	HP Laser Jet 600 M605	CNDCK3V11D
SAD 37 District Office	HP Laser Jet 600 M605	CNDCK3V11L
SAD 37 District Office	Kyocera P6130cdn	V5Q6Y04745
SAD 37 District Office	Kyocera P6130cdn	V5Q6Y04752
SAD 37 District Office	Kyocera P3045DN	VM37402984

## Owned Equipment

Building	Make/Model	Serial Number
Daniel W. Merritt School	HPLaser Jet Pro M401dne	JPGFH01847
Daniel W. Merritt School	HPLaser Jet Pro M401dn	PHGFD02602
Harrington Elementary School	HPLaser Jet Pro M401dn	JPGFH02540
Harrington Elementary School	HPLaser Jet Pro M401dn	PHGFB06358
Milbridge Elementary School	HPLaser Jet Pro M401dne	PHGFD01787
Milbridge Elementary School	HPLaser Jet Pro M401dne	PHGFD06074
Narraguagus High School	HPLaser Jet Pro M401dn	PHGFB06227
Narraguagus High School	HPLaser Jet Pro M401dn	PHGFB08012
Narraguagus High School	HPLaser Jet Pro M401dn	PHGFC17703
Narraguagus High School	HPLaser Jet Pro M401dn	PHGFC19066
Narraguagus High School	HPLaser Jet Pro M401dn	PHGFD03438
Narraguagus High School	HPLaser Jet Pro M401dn	PHGFF09332
Narraguagus High School	HPLaser Jet 400 M401n	VNB3S13913
Narraguagus High School	HPLaser Jet Pro M401dn	VNG4823612
SAD 37 District Office	HPLaser Jet Pro M401dn	PHGFF01460

## STARDoc User Names

Name	User Name
Betty Thompson	ethompson@msad37.org
Dawn Fickett	dfickett@msad37.org
Dawn Stubb	dstubbs@msad37.org
Deborah Cunningham	dcunningham@msad37.org
Lorna Greene	lgreene@msad37.org
Maria White	mwhite@msad37.org
MaryEllen Day	mday
Nancy Bailey	nbailey@msad37.org
Ron Smith	rsmith@msad37.org
Ronald Ramsay	rramsay@msad37.org
Roxanne Strout	rstrout@msad37.org
Susan Meserve	smeserve@msad37.org



## Benefits of partnering with SPC

### Top Benefits to **our CLIENTS:**

#### 1. Cooperative Buying

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

- SPC's pricing is so strong ***we pay for our own fee*** by acquiring prices lower than what you can do on your own.
- We will save you money benefiting from the combined purchasing power of more than 63 clients with over 3,700 devices doing more than **155** 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 STARDoc Software

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

#### 3. Simplified Billing Program

- Removes the confusion out of billing.
- Eliminates variety of invoices from multiple vendors that come 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 1989, 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 our VENDORS**

- 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.

**SPC manages over 3,700 pieces of equipment;**  
**Our relationship with our vendors has never been stronger!**





## STARDoc Features

### Cost Projection by Department or Building

- 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 total 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, Projectors, 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

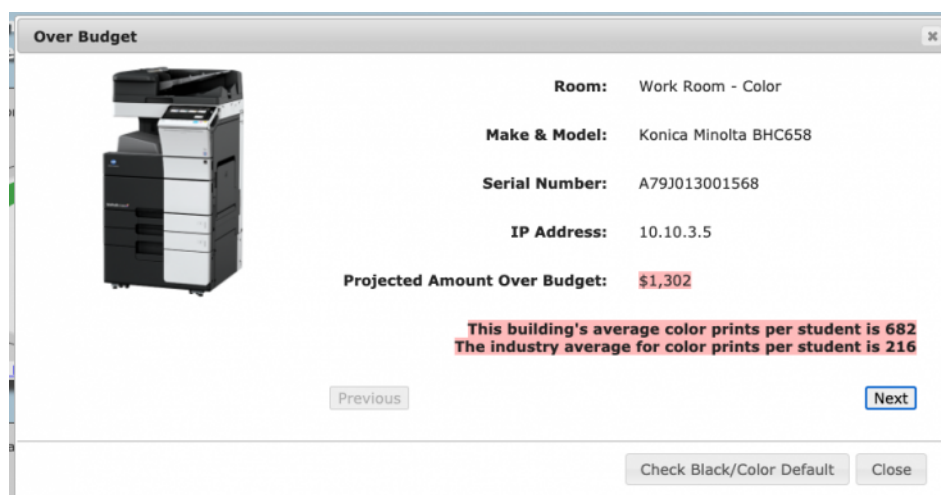
### Last Sync Date

Who Benefits? IT Manager

- Shows the last time that FMAudit synced for that client

### Over-Budget Report

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



## SPC'S CLIENT WARRANTY AND RELIEF INSURANCE FUND

### AVAILABLE IMMEDIATELY!

#### WHY IS IT NEEDED?

With the recent pandemic, schools and businesses shut down. We are now seeing massive credits overall owed in the vicinity of \$389,820.78!\* However, your contracts stipulate that any unused service and supplies are to be refunded. While this may seem like good news to our clients, 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.

*CREDITS ANTICIPATED JUNE 30, 2020	
A-COPI (Owned by Visual Edge)	(\$77,605.18)
AXIS	(\$16,858.50)
BUDGET	(\$20,200.73)
CANON	(\$31,240.99)
KMBS	(\$154,659.88)
NATIONAL	(\$38,961.67)
OSV (Owned by Visual Edge)	(\$64,920.06)
RICOH	(\$3,432.44)
SYMQUEST (Owned by KMBS)	(\$11,027.80)
XEROX	(\$913.53)
<b>TOTAL UNUSED</b>	<b>(\$389,820.78)</b>