SPC

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

Rhonda Sperrey
RSU 64 - East Corinth
408 Main Street
Corinth, ME 04427

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

September 2020

Rhonda Sperrey
RSU 64 - East Corinth
408 Main Street
Corinth, ME 04427

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 Rhonda:

We at Specialized Purchasing consultants wish to thank you for your continued confidence in us for the past 24 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

specialized purchasing consultants

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:	**40**

Total Black Photocopiers:	**11**
Total Color Photocopiers:	**4**
Total Black Network Printers:	**25**
Total Color Network Printers:	**0**
Total Removed From Service:	**0**

# of Units OFF Warranty:	0
# of Units Approaching End of Warranty:	21
# of Units Overused:	0
# of Units Underused:	0
Commencement Date:	08/01/2016
# of Annual Payments Left on Lease:	1
All Warranties and Service Contracts Expire:	06/30/2022
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 Rhonda,

   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 $3,350.61. 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 43) to protect our clients.

      It is our recommendation that we explore an upgrade that would commence on 8-2-2021.Your last lease payment will have been made. Your first payment of the new lease would be on 8-1-2022. Service and supply costs would drop in FY21.

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
Central Community Elementary School	2nd Floor Hallway Printer	Kyocera FS-4100DN	NUK3509291	A-COPI	10/01/2012
Central Community Elementary School	Resource Alcove Printer	Kyocera FS-2100DN	LQA6436243	A-COPI	10/01/2012
Central High	Guidance Office	Kyocera FS-4100DN	NUK3206392	A-COPI	10/01/2012
Central High	Guidance Office	Toshiba e-Studio 456	C2EC37456	A-COPI	02/01/2012
Central High	Library Copy Room	Toshiba e-Studio 756	CKL211833	A-COPI	02/01/2012
Central High	Main Office	Toshiba e-Studio 4540c	CME328868	A-COPI	05/01/2011
Central High	Main Office	Kyocera FS-4100DN	NUK3206381	A-COPI	10/01/2012
Central High	Room A-12	Kyocera FS-4100DN	NUK3206394	A-COPI	10/01/2012
Central High	Room B-5	Kyocera FS-2100DN	LQA6435686	A-COPI	10/01/2012
Central High	Room B-6	Kyocera FS-4100DN	NUK3206391	A-COPI	10/01/2012
Central High	Room C-1 Library	Toshiba e-Studio 456	C2DC36535	A-COPI	02/01/2012
Central High	Teachers' Room A Section	Toshiba e-Studio 456	C2EC37428	A-COPI	02/01/2012
Central Middle	Library	Kyocera FS-4100DN	NUK3206348	A-COPI	10/01/2012
Central Middle	Library Annex	Toshiba e-Studio 456	C2DC36532	A-COPI	02/01/2012
Central Middle	Main Office	Toshiba e-Studio 4540c	CME328871	A-COPI	05/01/2011
Central Middle	Main Office	Kyocera FS-4100DN	NUK3106220	A-COPI	10/01/2012

Building	Room	Make/Model	Serial Number	Vendor Name	Intro Date
Central Middle	Room 101	Kyocera FS-4100DN	NUK2X03611	A-COPI	10/01/2012
Central Middle	Room 102	Kyocera FS-4100DN	NUK3206288	A-COPI	10/01/2012
RSU 64 District Office	Administrative Assistant	Kyocera FS-4100DN	NUK2X03603	A-COPI	10/01/2012
RSU 64 District Office	Finance	HP Laser Jet Pro M401dn	VNB3X27680	A-COPI	06/01/2012
RSU 64 District Office	SPED	Kyocera FS-4100DN	NUK2X03604	A-COPI	10/01/2012

Non-Contracted Devices

Make - Model	Serial Number	IP Address	Last Update
HP LASERJET 4200	USGNN40401	192.168.1.200	2020-09-04 02:53:51
Kyocera FS-C5350DN	QVQ3409644	192.168.68.56	2020-09-04 02:53:51

Annual Black Volume by Location
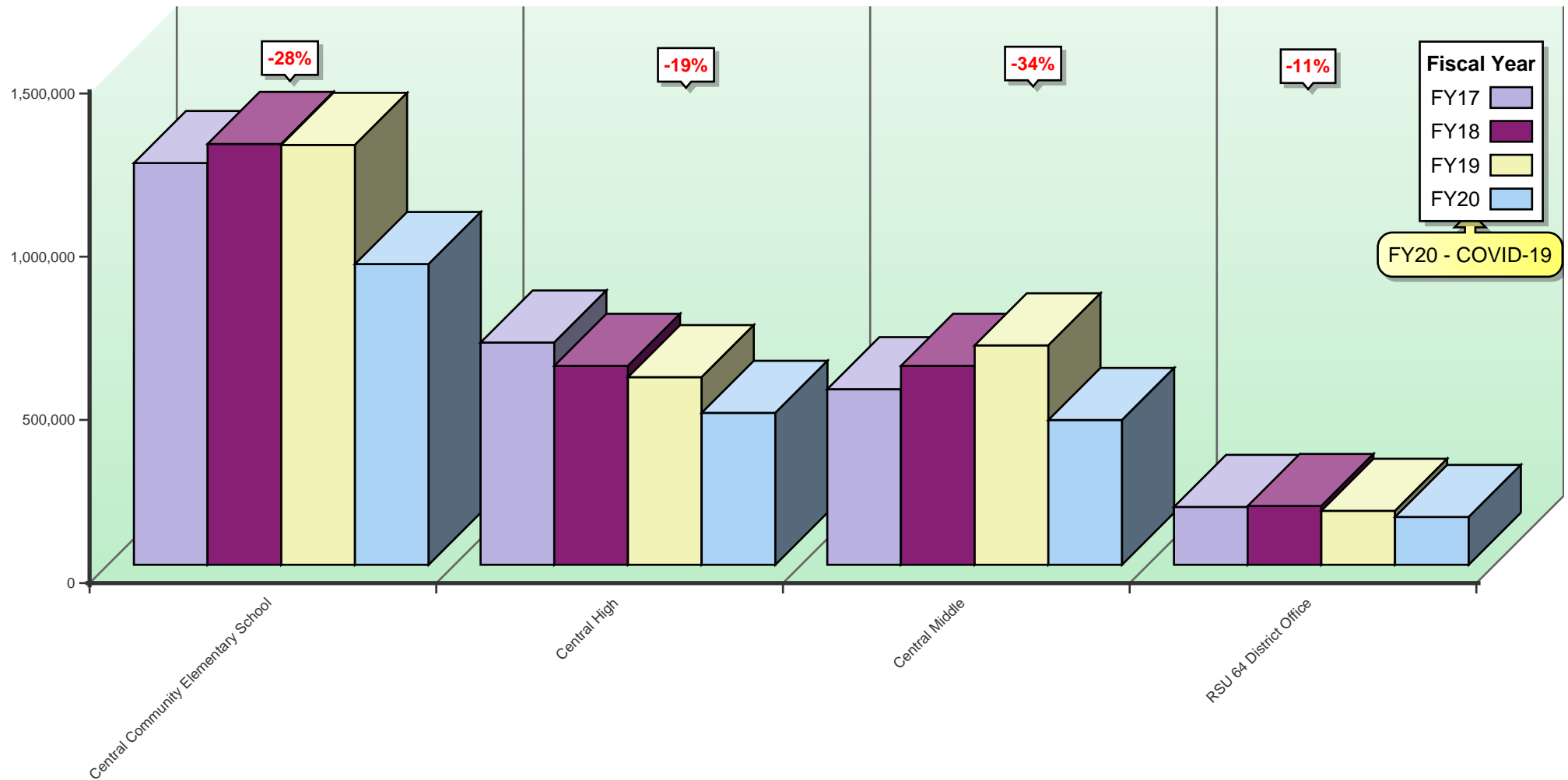
Annual Black Volume Overall
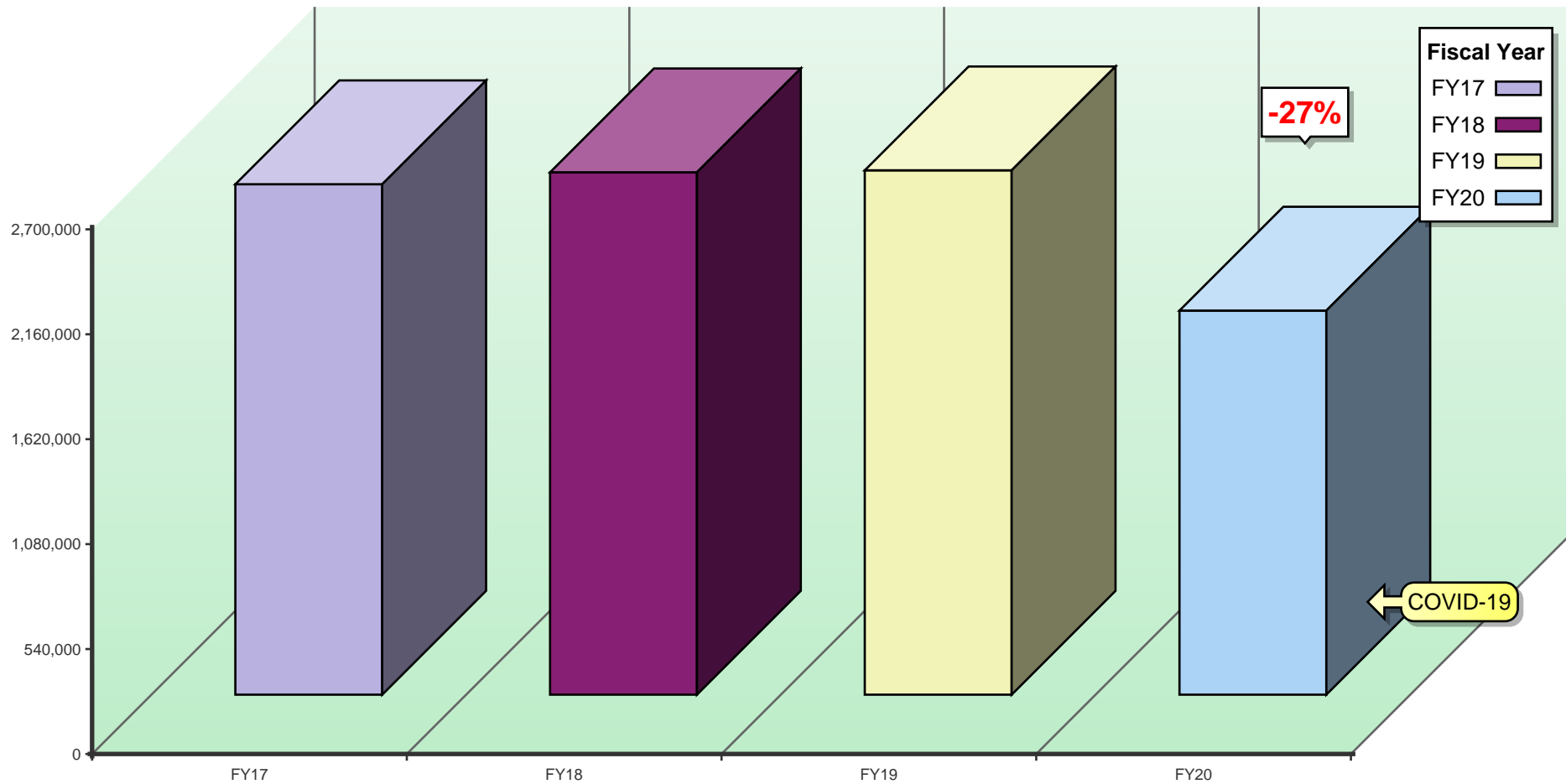
% amount equals the overall increase or decrease between Previous Year & Current Year

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
Central Community Elementary School	514	921,247	$20,647.02	1,792	$40.17
Central High	291	465,387	$10,656.69	1,599	$36.62
Central Middle	253	443,520	$10,042.65	1,753	$39.69
RSU 64 District Office	0	146,422	$3,284.19	0	$0.00
Totals	**1,058**	**1,976,576**	**$44,630.55**	**1,868**	**$42.18**

*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	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.
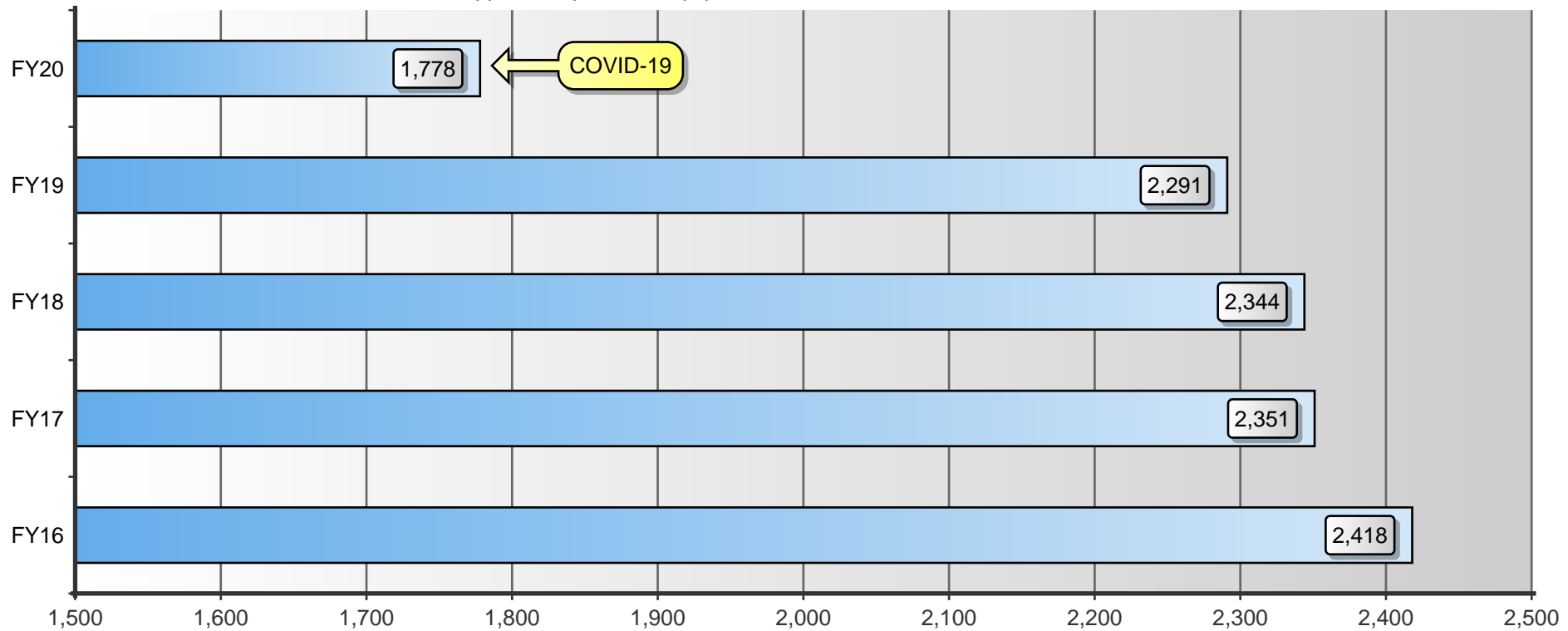
Annual Color Volume by Location
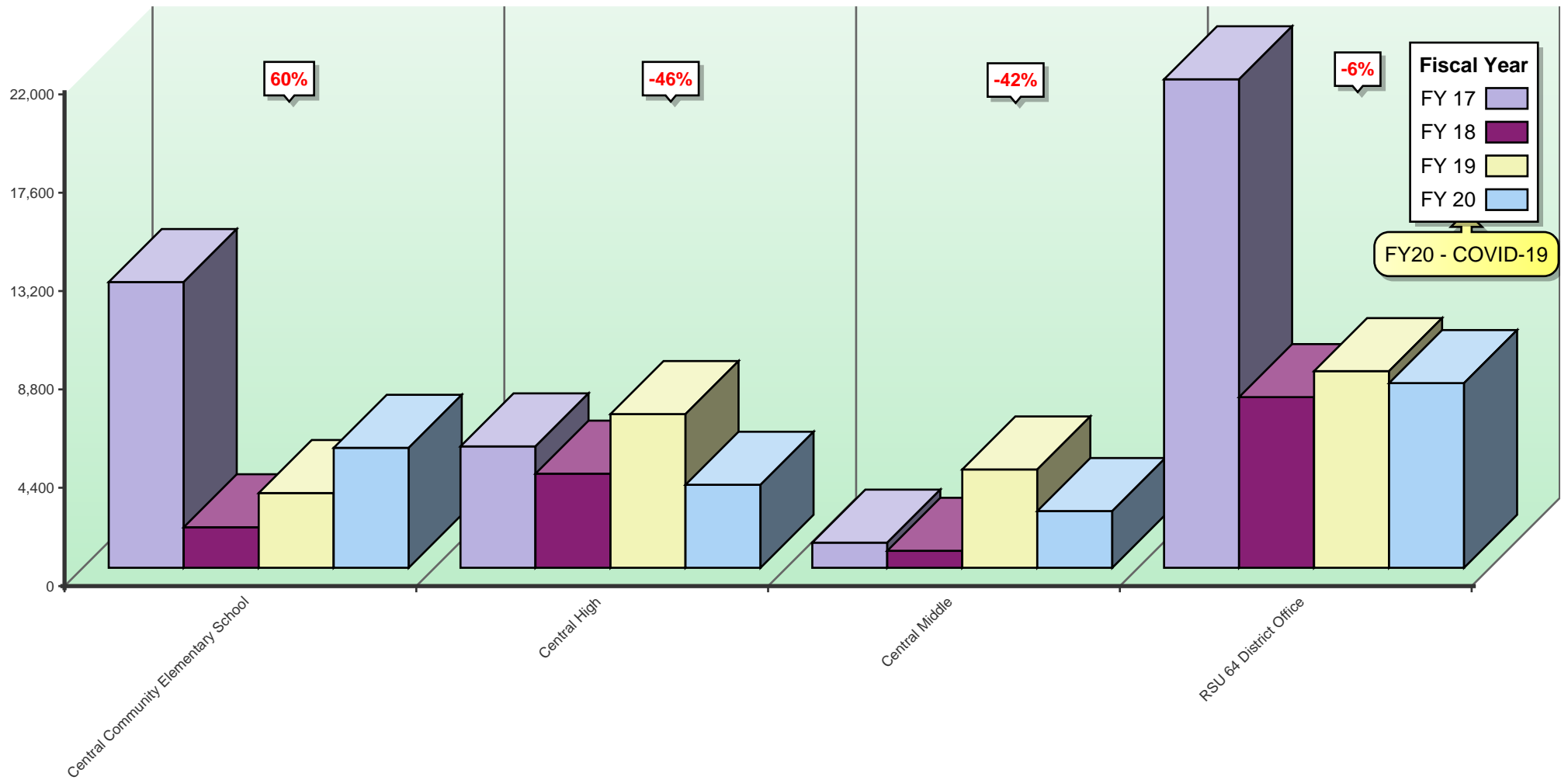
Annual Color Volume Overall
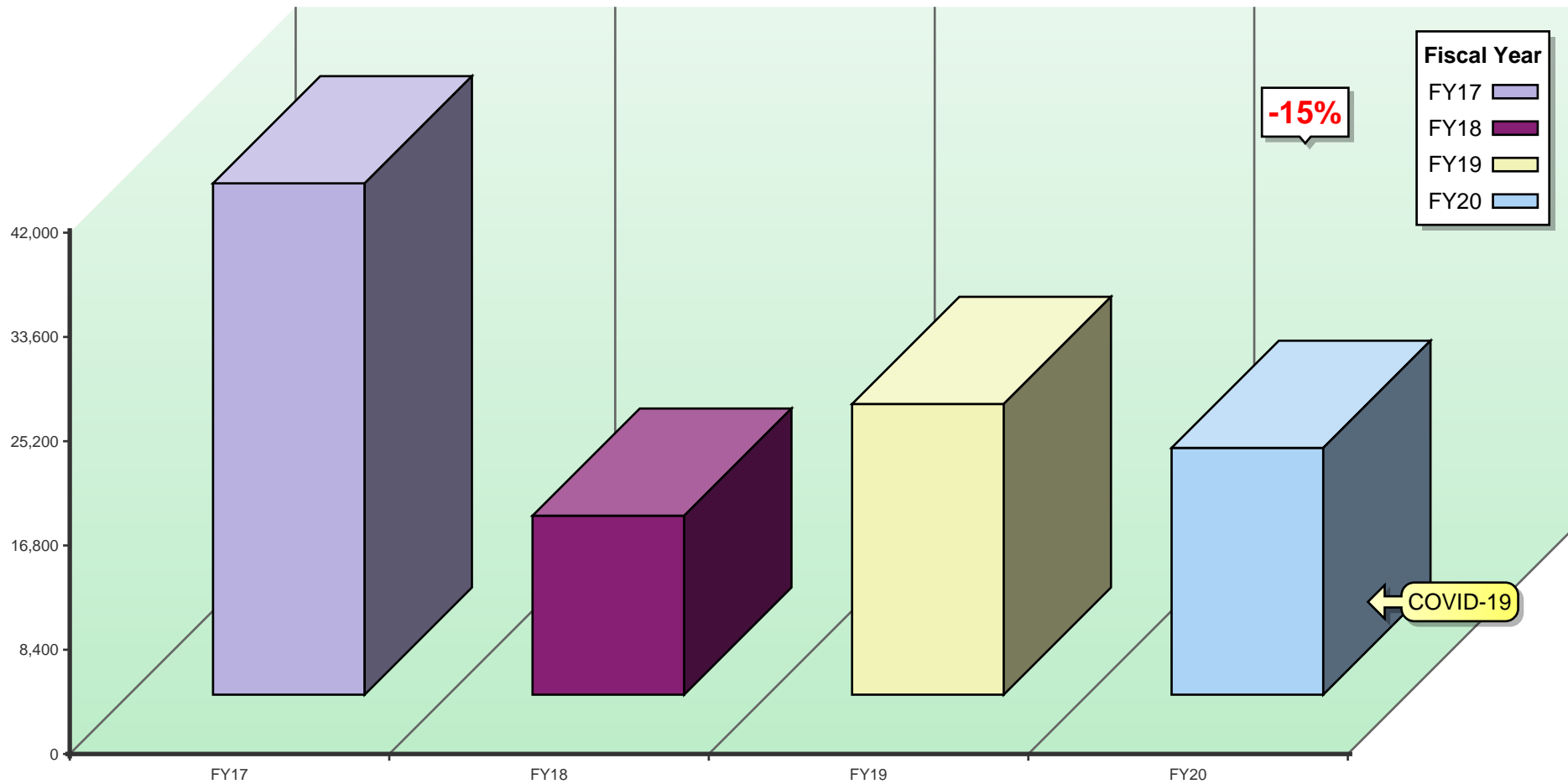
Fiscal Year
- FY17
- FY18
- FY19
- FY20

-15%

COVID-19

% 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
Central Community Elementary School	514	5,367	$256.60	10	$0.50
Central High	291	3,715	$199.83	13	$0.69
Central Middle	253	2,538	$136.52	10	$0.54
RSU 64 District Office	0	8,263	$395.05	0	$0.00
Totals	**1,058**	**19,883**	**$988.00**	**19**	**$0.93**

*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 41 of STARDoc Features. Current industry ratio averages 184 color prints per student per year. Your color volume this year averages 19 per student. Please contact our SPC technical team to provide training to your staff if your usage is too high.

|		
District Wide Black Totals	*1,976,576*	*$7,944.38*
District Wide Color Totals	*19,883*	*$985.09*

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	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.
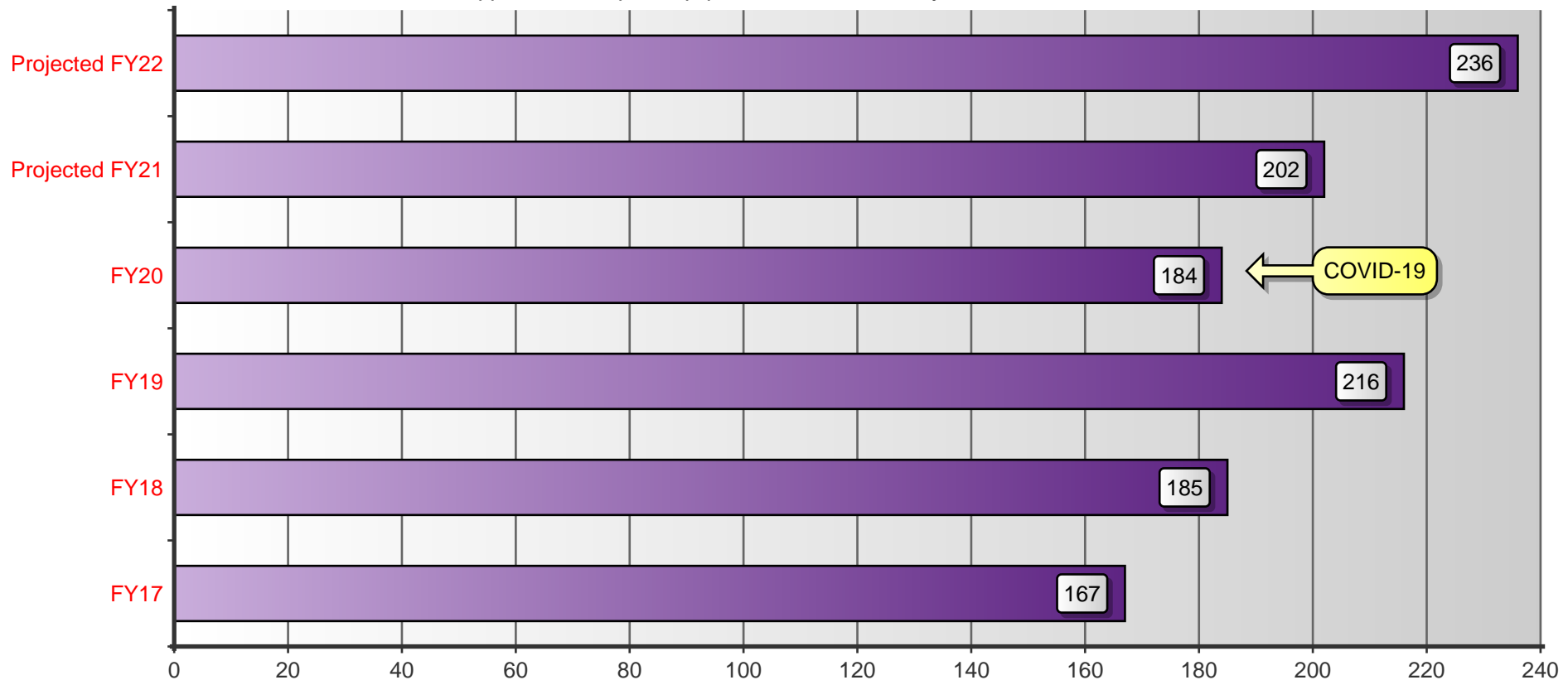
Color-to-Total Volume Comparison
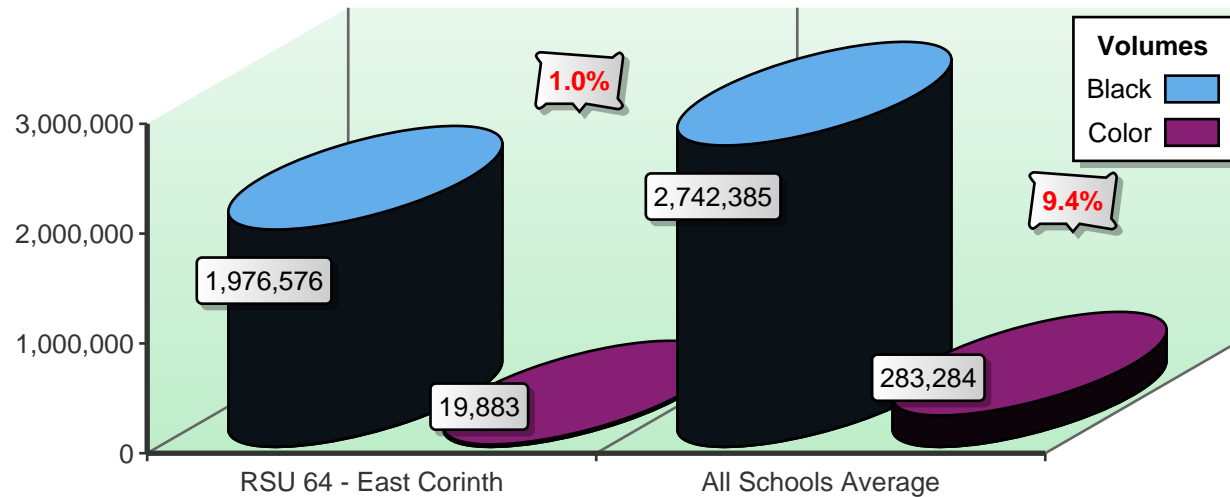
SPC Analysis

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: 08/01/2016

Make-Model/Speed *Serial Number/Vendor Machine ID* *Life / Intro Date* *Vendor*	*07/01/2019* *Meter*	*06/30/2020* *Meter*	*FY20* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	*Recommendations*
Central Community Elementary School					
2nd Floor Hallway Printer					
Kyocera FS-4100DN / 45 PPM	111,105	134,559	23,454	$0.00671	8 years from Intro.
NUK3509291 / 4043				$157.38	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
2nd Floor Work Room					
Toshiba e-Studio 857 / 85 PPM	1,272,698	1,590,267	317,569	$0.00375	None at this time.
CALE29077 / 6096				$1,190.88	
5,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
First Grade Work Room					
Toshiba e-Studio 857 / 85 PPM	1,552,231	1,899,345	347,114	$0.00375	None at this time.
CALE29087 / 6101				$1,301.68	
5,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					

Make-Model/Speed *Serial Number/Vendor Machine ID* *Life / Intro Date* *Vendor*	*07/01/2019* *Meter*	*06/30/2020* *Meter*	*FY20* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	*Recommendations*
Library					
Toshiba e-Studio 857 / 85 PPM	296,076	375,122	79,046	$0.00375	None at this time.
CALE29081 / 6104				$296.42	
5,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Main Office					
Kyocera P2135DN / 37 PPM	195	195	0	$0.00671	None at this time.
LVK6442396 / 6183				$0.00	
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Principal and Secretary Work Room					
Toshiba E-Studio 6570C / 70 PPM	559,923	705,677	145,754	$0.00375	None at this time.
SSAF90728 / 6106				$546.58	
4,000,000 / 04/2014	17,941	23,308	5,367	$0.04767	
Color Photocopier				$255.84	
A-COPI					
Resource Alcove Printer					
Kyocera FS-2100DN / 42 PPM	33,215	41,525	8,310	$0.00671	8 years from Intro.
LQA6436243 / 6190				$55.76	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

	Subtotal Black	**921,247**	**$3,548.70**
	Subtotal Color	**5,367**	**$255.84**

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

Central High

Guidance Office

Toshiba e-Studio 456 / 45 PPM	136,684	155,253	18,569	$0.00375	8 years from Intro.
C2EC37456 / 4254				$69.63	
1,000,000 / 02/2012	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					

Guidance Office

Kyocera FS-4100DN / 45 PPM	104,855	115,676	10,821	$0.00671	8 years from Intro.
NUK3206392 / 3486				$72.61	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

Gym Office

Kyocera P2135DN / 37 PPM	6,817	12,732	5,915	$0.00671	None at this time.
LVK6442389 / 6173				$39.69	
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

Library Copy Room

Toshiba e-Studio 757 / 75 PPM	565,494	767,939	202,445	$0.00375	None at this time.
CABE20162 / 6094				$759.17	
4,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					

Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor	07/01/2019 Meter	06/30/2020 Meter	FY20 Annual Volume	Cost/Copy Annual Cost	Recommendations
Library Copy Room					
Toshiba e-Studio 756 / 75 PPM	1,000,119	1,062,892	62,773	$0.00375	8 years from Intro.
CKL211833 / 3626				$235.40	
4,000,000 / 02/2012	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Main Office					
Kyocera FS-4100DN / 45 PPM	23,932	25,652	1,720	$0.00671	8 years from Intro.
NUK3206381 / 3490				$11.54	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Main Office					
Kyocera P2135DN / 37 PPM	24,482	25,066	584	$0.00671	None at this time.
LVK6442390 / 6175				$3.92	
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Main Office					
Toshiba e-Studio 4540c / 45 PPM	365,749	409,751	44,002	$0.00418	9 years from Intro.
CME328868 / 4262				$183.93	
1,000,000 / 05/2011	32,089	35,804	3,715	$0.05363	
Color Photocopier				$199.24	
A-COPI					

Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor	07/01/2019 Meter	06/30/2020 Meter	FY20 Annual Volume	Cost/Copy Annual Cost	Recommendations
Nurse's Office					
Kyocera P2135DN / 37 PPM	1,384	1,708	324	$0.00671	None at this time.
LVK6442399 / 6174				$2.17	
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room A-1					
Kyocera P2135DN / 37 PPM	23,471	29,741	6,270	$0.00671	None at this time.
LVK6442388 / 6176				$42.07	
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room A-12					
Kyocera FS-4100DN / 45 PPM	67,483	78,011	10,528	$0.00671	8 years from Intro.
NUK3206394 / 3489				$70.64	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room A-2					
Kyocera P2135DN / 37 PPM	17,734	22,660	4,926	$0.00671	None at this time.
LVK6442400 / 6177				$33.05	
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor	07/01/2019 Meter	06/30/2020 Meter	FY20 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room B-1					
Kyocera P2135DN / 37 PPM	34,258	44,160	9,902	$0.00671	None at this time.
LVK6442393 / 6178				$66.44	
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room B-5					
Kyocera FS-2100DN / 42 PPM	134,976	143,987	9,011	$0.00671	8 years from Intro.
LQA6435686 / 6189				$60.46	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room B-6					
Kyocera FS-4100DN / 45 PPM	43,103	48,295	5,192	$0.00671	8 years from Intro.
NUK3206391 / 3473				$34.84	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room B-7					
Kyocera P2135DN / 37 PPM	36,906	51,916	15,010	$0.00671	None at this time.
LVK6442387 / 6179				$100.72	
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					

Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor	07/01/2019 Meter	06/30/2020 Meter	FY20 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room C-1 Library					
Toshiba e-Studio 456 / 45 PPM	283,545	308,381	24,836	$0.00375	8 years from Intro.
C2DC36535 / 4269				$93.14	
1,000,000 / 02/2012	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Room C-3					
Kyocera P2135DN / 37 PPM	10,114	13,754	3,640	$0.00671	None at this time.
LVK6442397 / 6180				$24.42	
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room C-7					
Kyocera P2135DN / 37 PPM	6,140	8,207	2,067	$0.00671	None at this time.
LVK6442386 / 6181				$13.87	
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Teachers' Room A Section					
Toshiba e-Studio 456 / 45 PPM	328,888	355,740	26,852	$0.00375	8 years from Intro.
C2EC37428 / 4252				$100.70	
1,000,000 / 02/2012	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
	Subtotal Black	465,387	$2,018.42		
	Subtotal Color	3,715	$199.24		

Make-Model/Speed *Serial Number/Vendor Machine ID* *Life / Intro Date* *Vendor*	*07/01/2019* *Meter*	*06/30/2020* *Meter*	*FY20* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	*Recommendations*
Central Middle					
Guidance					
Kyocera P2135DN / 37 PPM	11,876	15,925	4,049	$0.00671	None at this time.
LVK6442381 / 6182				$27.17	
750,000 / 03/2014	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Library					
Kyocera FS-4100DN / 45 PPM	222,143	230,043	7,900	$0.00671	8 years from Intro.
NUK3206348 / 3472				$53.01	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Library Annex					
Toshiba e-Studio 456 / 45 PPM	298,688	314,312	15,624	$0.00375	8 years from Intro.
C2DC36532 / 4006				$58.59	
1,000,000 / 02/2012	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
Main Office					
Toshiba e-Studio 4540c / 45 PPM	574,495	635,835	61,340	$0.00418	9 years from Intro.
CME328871 / 3646				$256.40	
1,000,000 / 05/2011	18,251	20,789	2,538	$0.05363	
Color Photocopier				$136.11	
A-COPI					

Make-Model/Speed *Serial Number/Vendor Machine ID* *Life / Intro Date* *Vendor*	*07/01/2019* *Meter*	*06/30/2020* *Meter*	*FY20* *Annual* *Volume*	*Cost/Copy* *Annual Cost*	*Recommendations*
Main Office					
Kyocera FS-4100DN / 45 PPM	54,010	54,010	0	$0.00671	8 years from Intro.
NUK3106220 / 3469				$0.00	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room 101					
Kyocera FS-4100DN / 45 PPM	86,927	101,939	15,012	$0.00671	8 years from Intro.
NUK2X03611 / 4023				$100.73	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Room 102					
Kyocera FS-4100DN / 45 PPM	114,599	128,549	13,950	$0.00671	8 years from Intro.
NUK3206288 / 3470				$93.60	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Teachers Room 2nd Floor					
Toshiba e-Studio 757 / 75 PPM	1,238,278	1,563,923	325,645	$0.00375	None at this time.
CABF31312 / 6105				$1,221.17	
4,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					
	Subtotal Black	443,520	$1,810.67		
	Subtotal Color	2,538	$136.11		

Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor	07/01/2019 Meter	06/30/2020 Meter	FY20 Annual Volume	Cost/Copy Annual Cost	Recommendations
RSU 64 District Office					
Administrative Assistant					
Kyocera FS-4100DN / 45 PPM	24,909	25,739	830	$0.00671	8 years from Intro.
NUK2X03603 / 4021				$5.57	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Finance					
HP Laser Jet Pro M401dn / 35 PPM	50,241	53,528	3,287	$0.00671	8 years from Intro.
VNB3X27680 / 4064				$22.06	
750,000 / 06/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
SPED					
Kyocera FS-4100DN / 45 PPM	68,696	70,494	1,798	$0.00671	8 years from Intro.
NUK2X03604 / 4022				$12.06	
1,000,000 / 10/2012	0	0	0	$0.00000	
Black Network Printer				$0.00	
A-COPI					
Work Room 1					
Toshiba e-Studio 557 / 55 PPM	245,774	323,134	77,360	$0.00375	None at this time.
CAGE24764 / 5892				$290.10	
3,000,000 / 06/2014	0	0	0	$0.00000	
Black Photocopier				$0.00	
A-COPI					

Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor	07/01/2019 Meter	06/30/2020 Meter	FY20 Annual Volume	Cost/Copy Annual Cost	Recommendations
Work Room 2					
Toshiba e-Studio 5560c / 55 PPM	211,531	274,678	63,147	$0.00375	None at this time.
CSHE21252 / 6099				$236.80	
3,000,000 / 04/2014	38,291	46,554	8,263	$0.04767	
Color Photocopier				$393.90	
A-COPI					

	Subtotal Black		146,422	$566.59	
	Subtotal Color		8,263	$393.90	
	District Wide Black Totals		1,976,576	$7,944.38	
	District Wide Color Totals		19,883	$985.09	**Your Avg Color CPC is $0.0495**

Estimated cost savings with your next bid: $1,713.53 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 02/01/1996 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
1,976,576	$0.01450	$28,660.35

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
1,976,576	$0.00402	$7,945.84	$20,714.52	$103,572.58

*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 $20,714.52 x 24 years as a Client = $497,148.40 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 <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
Central Community Elementary School	921,247	$3,558.23	$4,974.73	$12,114.06	$20,647.02
Central High	465,387	$2,023.93	$2,513.09	$6,119.67	$10,656.69
Central Middle	443,520	$1,815.52	$2,395.01	$5,832.13	$10,042.65
RSU 64 District Office	146,422	$568.11	$790.68	$1,925.40	$3,284.19
Total	**1,976,576**	**$7,965.79**	**$10,673.51**	**$25,991.25**	**$44,630.55**

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.

Building	Projected Color Volume	Service & Supply Cost
Central Community Elementary School	5,367	$256.60
Central High	3,715	$199.83
Central Middle	2,538	$136.52
RSU 64 District Office	8,263	$395.05
Total	**19,883**	**$988.00**

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	164,500	$0.00671	$1,103.80	$0.00673	$1,107.09
A-COPI	Black Photocopier	1,497,833	$0.00375	$5,616.87	$0.00376	$5,631.85
A-COPI	Color Photocopier	208,901	$0.00375	$783.38	$0.00376	$785.47
A-COPI	Color Photocopier	105,342	$0.00418	$440.33	$0.00419	$441.38
	Total	**1,976,576**	**$0.00402**	**$7,944.38**	**$0.00403**	**$7,965.79**

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	Color Photocopier	13,630	$0.04767	$649.74	$0.04781	$651.65
A-COPI	Color Photocopier	6,253	$0.05363	$335.35	$0.05379	$336.35
	Total	**19,883**	**$0.04954**	**$985.09**	**$0.04969**	**$988.00**

Reprographic Equipment Assessment

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

Total Number of Units	**40**
Total Number of Units on Lease	**21**
Total Number of Units Owned	**19**
Lease Company	**Norway Savings Bank**
Lease Start Date	**08/01/2016**
Lease End Date	**08/01/2021**
Term	**5 Annual**
Annual Payment usually due on 8/1	**$25,991.25**
Remaining Payments	**1**

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

Leased Equipment

Building	Make/Model	Serial Number
Central Community Elementary School	Toshiba e-Studio 857	CALE29077
Central Community Elementary School	Toshiba e-Studio 857	CALE29081
Central Community Elementary School	Toshiba e-Studio 857	CALE29087
Central Community Elementary School	Kyocera FS-2100DN	LQA6436243
Central Community Elementary School	Kyocera P2135DN	LVK6442396
Central Community Elementary School	Toshiba E-Studio 6570C	SSAF90728
Central High	Toshiba e-Studio 757	CABE20162
Central High	Kyocera FS-2100DN	LQA6435686
Central High	Kyocera P2135DN	LVK6442386
Central High	Kyocera P2135DN	LVK6442387
Central High	Kyocera P2135DN	LVK6442388
Central High	Kyocera P2135DN	LVK6442389
Central High	Kyocera P2135DN	LVK6442390
Central High	Kyocera P2135DN	LVK6442393
Central High	Kyocera P2135DN	LVK6442397
Central High	Kyocera P2135DN	LVK6442399
Central High	Kyocera P2135DN	LVK6442400
Central Middle	Toshiba e-Studio 757	CABF31312
Central Middle	Kyocera P2135DN	LVK6442381
RSU 64 District Office	Toshiba e-Studio 557	CAGE24764
RSU 64 District Office	Toshiba e-Studio 5560c	CSHE21252

Owned Equipment

Building	Make/Model	Serial Number
Central Community Elementary School	KyoceraFS-4100DN	NUK3509291
Central High	Toshibae-Studio 456	C2DC36535
Central High	Toshibae-Studio 456	C2EC37428
Central High	Toshibae-Studio 456	C2EC37456
Central High	Toshibae-Studio 756	CKL211833
Central High	Toshibae-Studio 4540c	CME328868
Central High	KyoceraFS-4100DN	NUK3206381
Central High	KyoceraFS-4100DN	NUK3206391
Central High	KyoceraFS-4100DN	NUK3206392
Central High	KyoceraFS-4100DN	NUK3206394
Central Middle	Toshibae-Studio 456	C2DC36532
Central Middle	Toshibae-Studio 4540c	CME328871
Central Middle	KyoceraFS-4100DN	NUK2X03611
Central Middle	KyoceraFS-4100DN	NUK3106220
Central Middle	KyoceraFS-4100DN	NUK3206288
Central Middle	KyoceraFS-4100DN	NUK3206348
RSU 64 District Office	KyoceraFS-4100DN	NUK2X03603
RSU 64 District Office	KyoceraFS-4100DN	NUK2X03604
RSU 64 District Office	HPLaser Jet Pro M401dn	VNB3X27680

STARDoc User Names

Name	User Name
Angel Sawyer	asawyer@rsu64schools.org
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· S P C ·
specialized purchasing consultants

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 63 clients with over 3,700 devices doing more than <mark>155</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.

SPC specialized purchasing consultants

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!

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 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

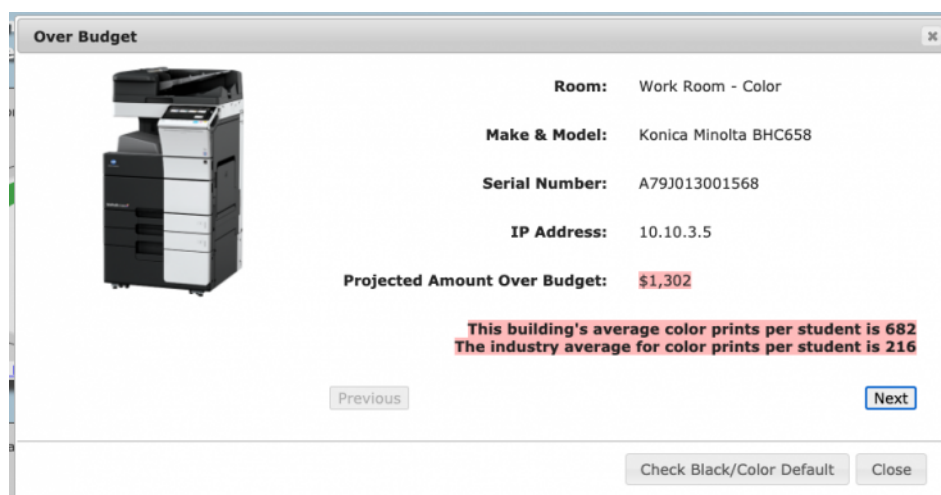- Track historical volume and cost per building

Last Sync Date

Who Benefits? IT Manager

- Shows the last time that FMAudit synced for that client

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)
TOTAL UNUSED	($389,820.78)