



Specialized Purchasing Consultants

1491 East Side River Road

Dummer, NH 03588

(800)750-1538

2018-2019 Annual Report

Year - End Photocopier Analysis

With projected costs for 2019-2020

**Mark Turner
RSU 87 / MSAD 23
44 Plymouth Road
Carmel, ME 04419**



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

October 2019

Mark Turner
RSU 87 / MSAD 23
44 Plymouth Road
Carmel, ME 04419

Skip Tilton
President

Corporate Office:
1491 East Side River Road
Dummer, NH 03588
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www.spccopypro.com

Dear Mark:

We at Specialized Purchasing consultants wish to thank you for your continued confidence in us. Our relationship is **now 17 years strong**, and we hope that your trust in us and this relationship will continue for many years to come.

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

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

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

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

Sincerely,

Skip Tilton
President

"Protecting Your Copier Interests"

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

Alex Webster
Operations & Marketing Manager

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



Pam Weed
Client-Vendor Relations

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

Robert Dutil
Information Technology

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



Jamin Tilton
Operations Support

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

James Cartwright
Operations Support

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



Heidi Tilton
Office Support

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

Equipment Health Status

Total Number of Machines: 31

Total Black Photocopiers:	7
Total Color Photocopiers:	8
Total Black Network Printers:	15
Total Color Network Printers:	1
Total Removed From Service:	2

of Units OFF Warranty: 10

of Units Approaching End of Warranty: 1

of Units Overused: 0

of Units Underused: 0

Commencement Date: 08/01/2017

of Annual Payments Left on Lease: 3

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 Mark,

We look forward to working with you. SPC has worked with your district for 17 years! Your color printing decreased by 8% from last year in comparison to the industry, which experienced a rapid increase in color ... 19% from last year. However, your average color copies per student is currently at 311, which is higher than the industry standard of 216. (See pages 17-21.)

The good news is that SPC has developed **Right Size Print Management Software (RS-PMS)** that can take control of this cost with your next upgrade, which could happen as soon as 2020.

CPCs have come down as well, and it is estimated that we could drop your cost for color to save you \$21,841.45 over five years with an upgrade. (See page 33.) We also anticipate that with implementing RS-PMS, we could drop your copies per student ratios, which would lead to greater savings.

Sincerely,
Skip

Aging Equipment Summary

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

Building	Department	Make/Model	Serial Number	Vendor Name	Intro Date
SAD 23 District Office	Main Office	Konica Minolta BHC454	A4FJ011007233	BUDGET	07/01/2012



SPC Timeline

1988 Specialized Purchasing Consultants opens its doors

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

1999 Improved Annual Reports

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

2001 Solid-Ink Printers and Meter Collection

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

2002 Bond Counsel Review

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

2003 Contracts and Warranties Updated

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

2005 Economic Municipal Relief Fund Established

2006 Data Collection Agent

- Data Collection Agent Software offered for meter collection convenience.

2007 Insurance Fund

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

2012 STARDoc - Print Management Software Developed and Implemented

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



SPC Timeline

2013 STARDoc - Daily Tracking

- Meters gathered daily to track usage

2014 STARDoc - Monthly Audits

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

2015 STARDoc - Mapping Options and Asset Management

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

2018 STARDoc - Improved Pinpointing of Budget and Communications

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

2019 STARDoc – Service Histories, Chromebook Bid & Papercut Installers

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

2020 SPC Roadmap

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



STARDoc Features

Cost Projection by Department or Building

Who Benefits? Accounts Payable, Business Manager, and Superintendent

- Allows you to formulate next year's budgets as early as December
- Allows you to see the projected usage bill in advance
- Tabulate total budgets and 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



STARDoc Features


Consult: Secure Print Release, also known as Follow Me Print or Find-Me Printing

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

Over-Budget Report

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

Over Budget



Room:

Room 201 Principal's Office

Make & Model:

Canon IRC5051

Serial Number:

GQM65369

IP Address:

172.16.10.145

Projected Amount Over Budget:

\$404

This building's average color prints per student is 314

The industry average for color prints per student is 185

Previous

Next

Check Black/Color Default

Close



In The Pipeline...

Five Year Fleet Management (FYFM)

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

Purpose of FYFM:

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

Setting up Future Budgets:

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

Problematic Machines:

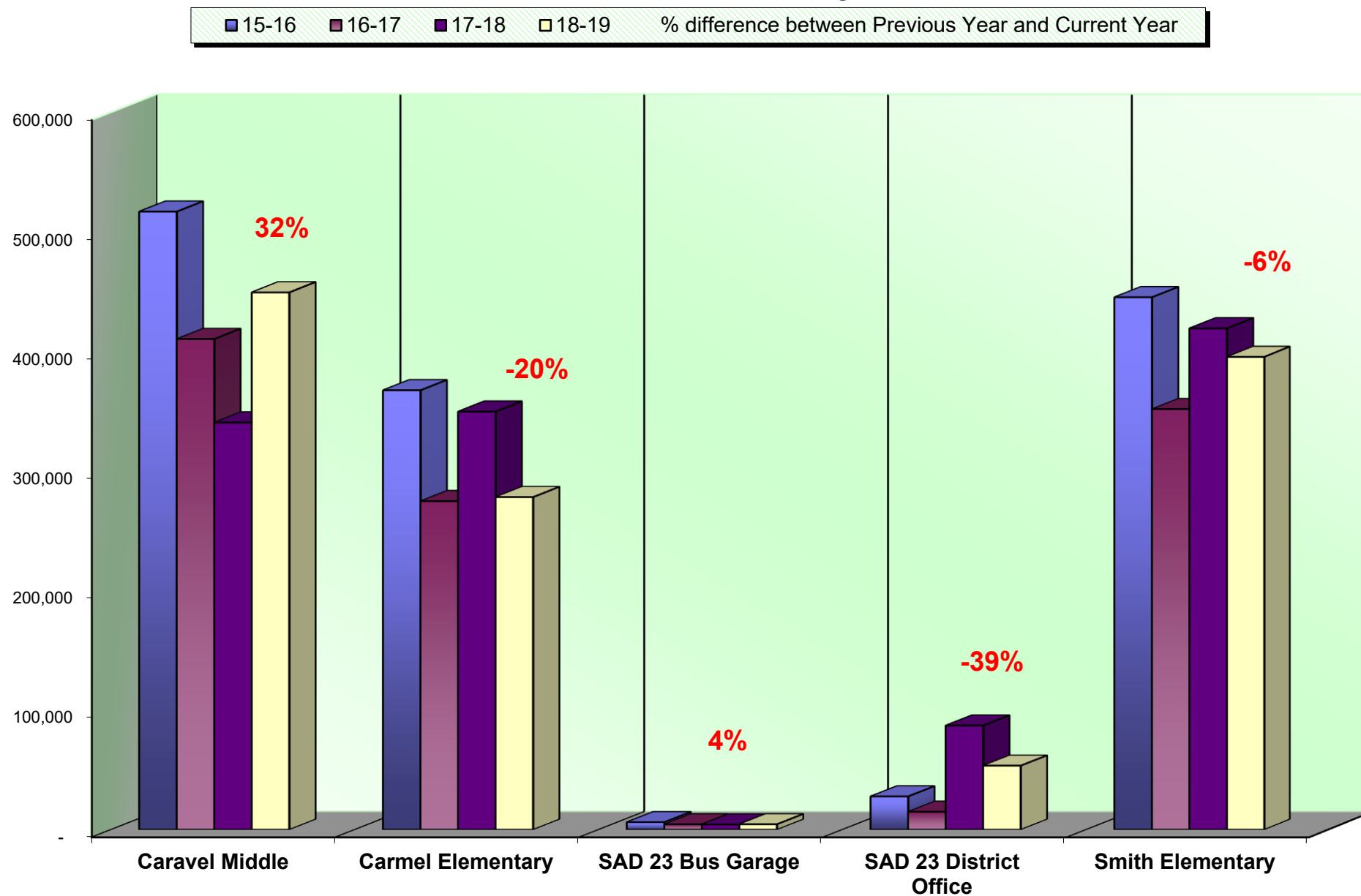
How would you know if your equipment is truly malfunctioning and needs to be replaced under warranty? FYFM will compare your service calls to all SPC's clients for like models and speeds. It will provide you with the number of service calls in a fiscal year and the average copies between calls so that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

Warranty Replaced Machines

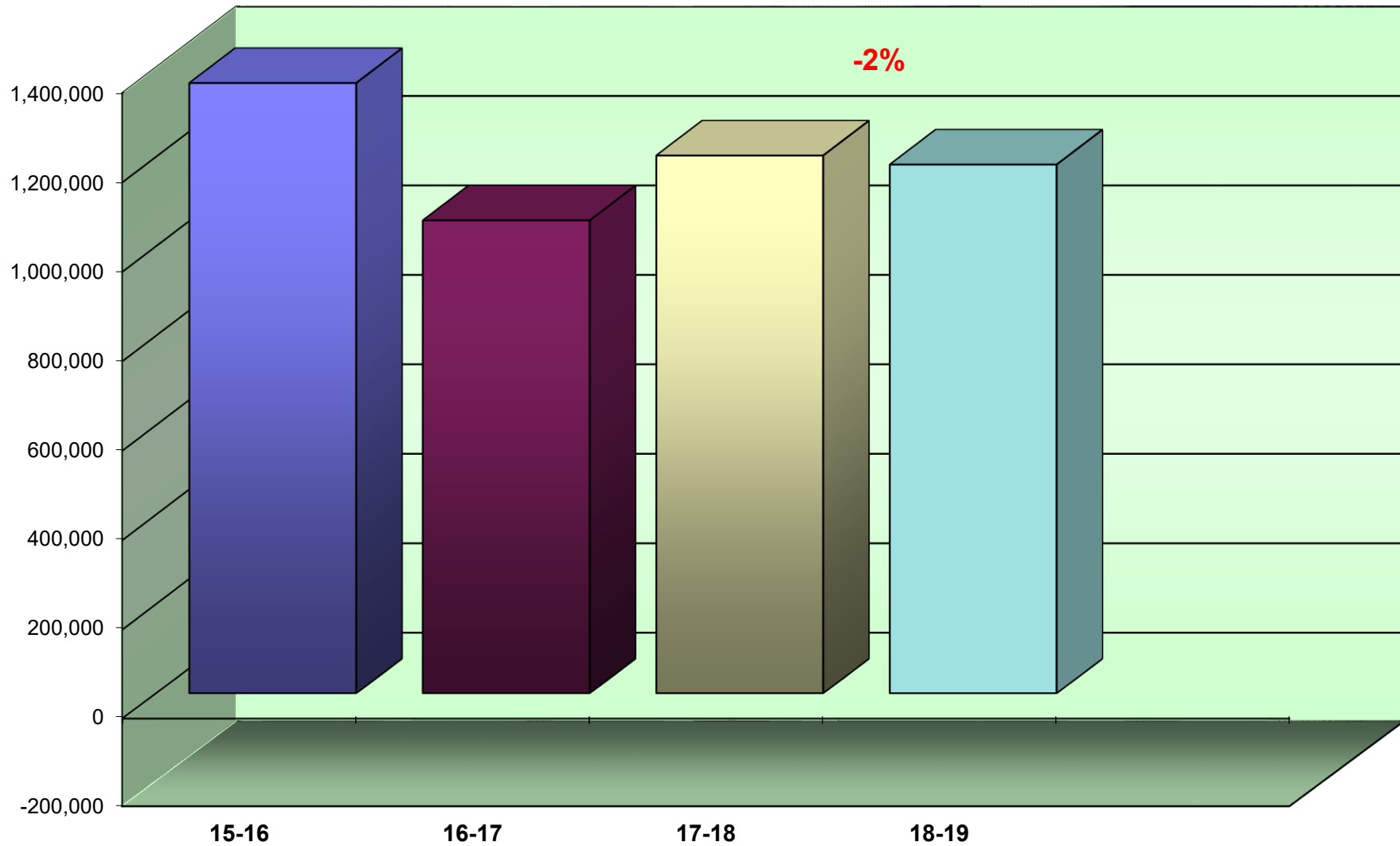
The following copiers or printers have been replaced by the vendor under the service warranty agreement.

Building	Department/Room	Make/Model	Serial #	Vendor ID #	Date of Trade
Carmel Elementary School	Room 21 Music/Art	Kyocera-FS-1350DN	XVD9101081	63179	2018-10-16
Carmel Elementary School	Literacy Center	Kyocera-P2235dw	VCU7100629	61823	2018-09-19

Annual Black Volume by Location



Annual Black Volume Overall



% amount equals the overall increase or decrease between Previous Year and Current Year

Average Student-to-Copy Usage - Black

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

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
Caravel Middle School	224	449,583	\$10,206.45	2,007	\$45.56
Carmel Elementary School	166	278,615	\$6,028.91	1,678	\$36.32
SAD 23 Bus Garage	0	4,577	\$116.77	0	\$0.00
SAD 23 District Office	0	53,975	\$1,141.28	0	\$0.00
Suzanne M. Smith Elementary School	240	395,704	\$8,687.22	1,649	\$36.20
Totals	630	1,182,454	\$26,180.63	1,877	\$41.56

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

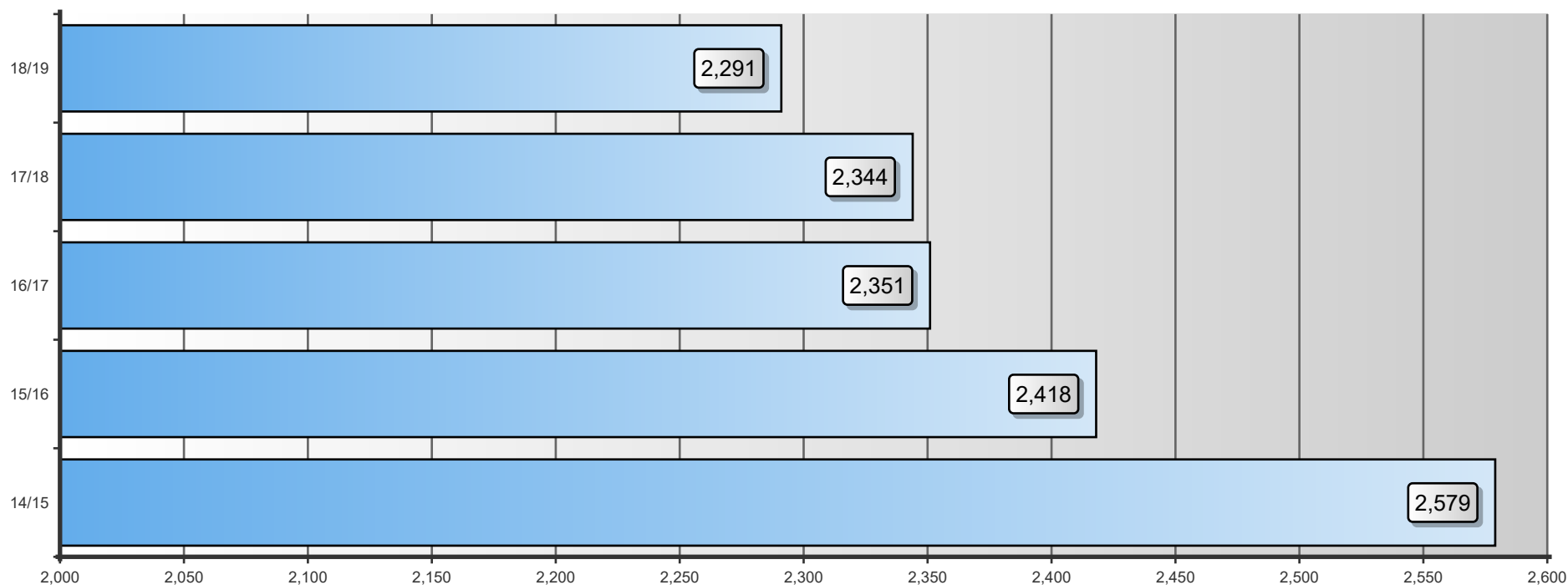
Industry Average Copies per Student - Black

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

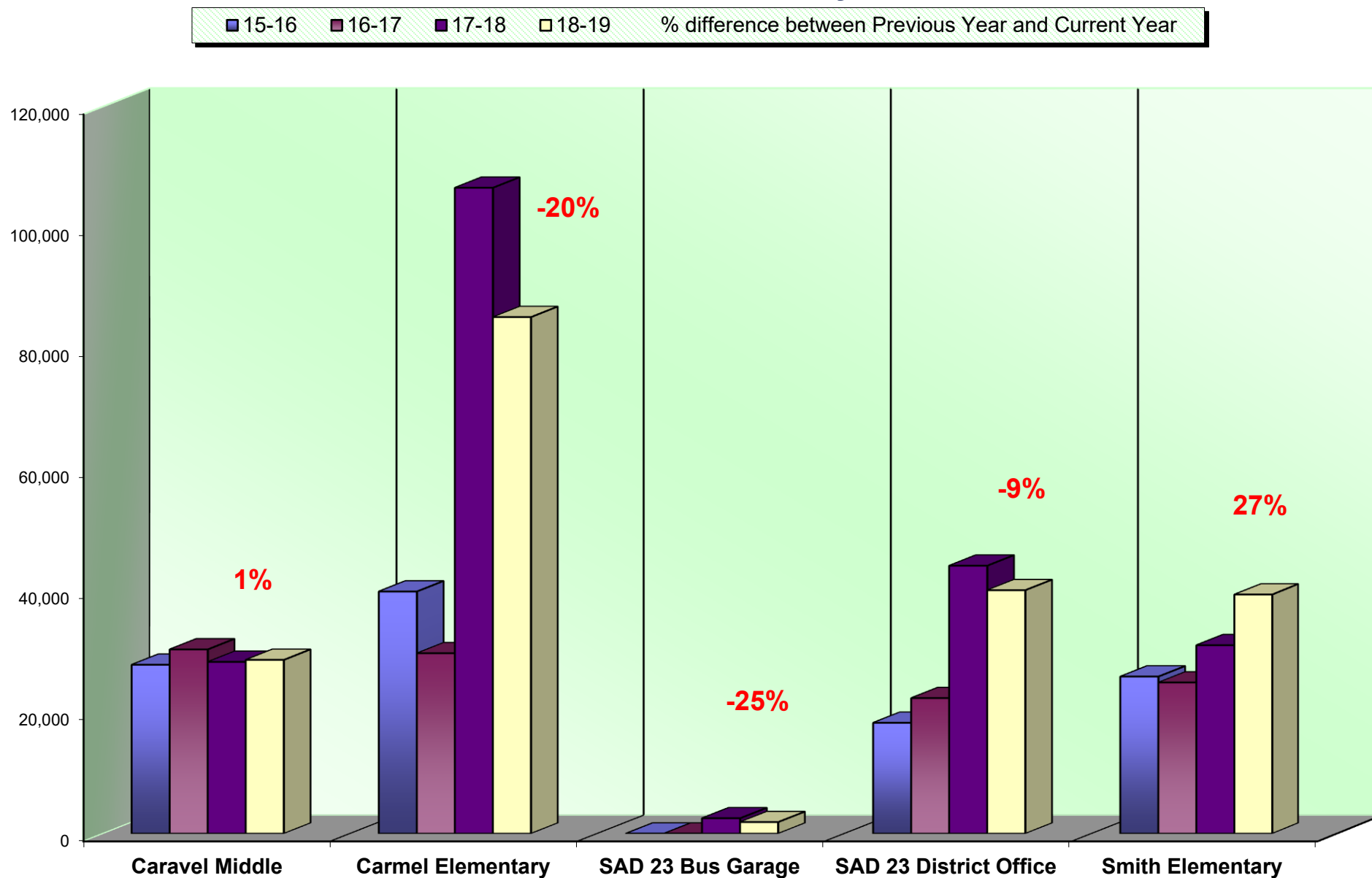
	Total Student Population	Total Annual Volume	Total District Cost*	Annual Copies Per Student	Annual Cost Per Student
All Schools w/Student Populations	83,897	192,210,359	\$4,000,539.34	2,291	\$47.68

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

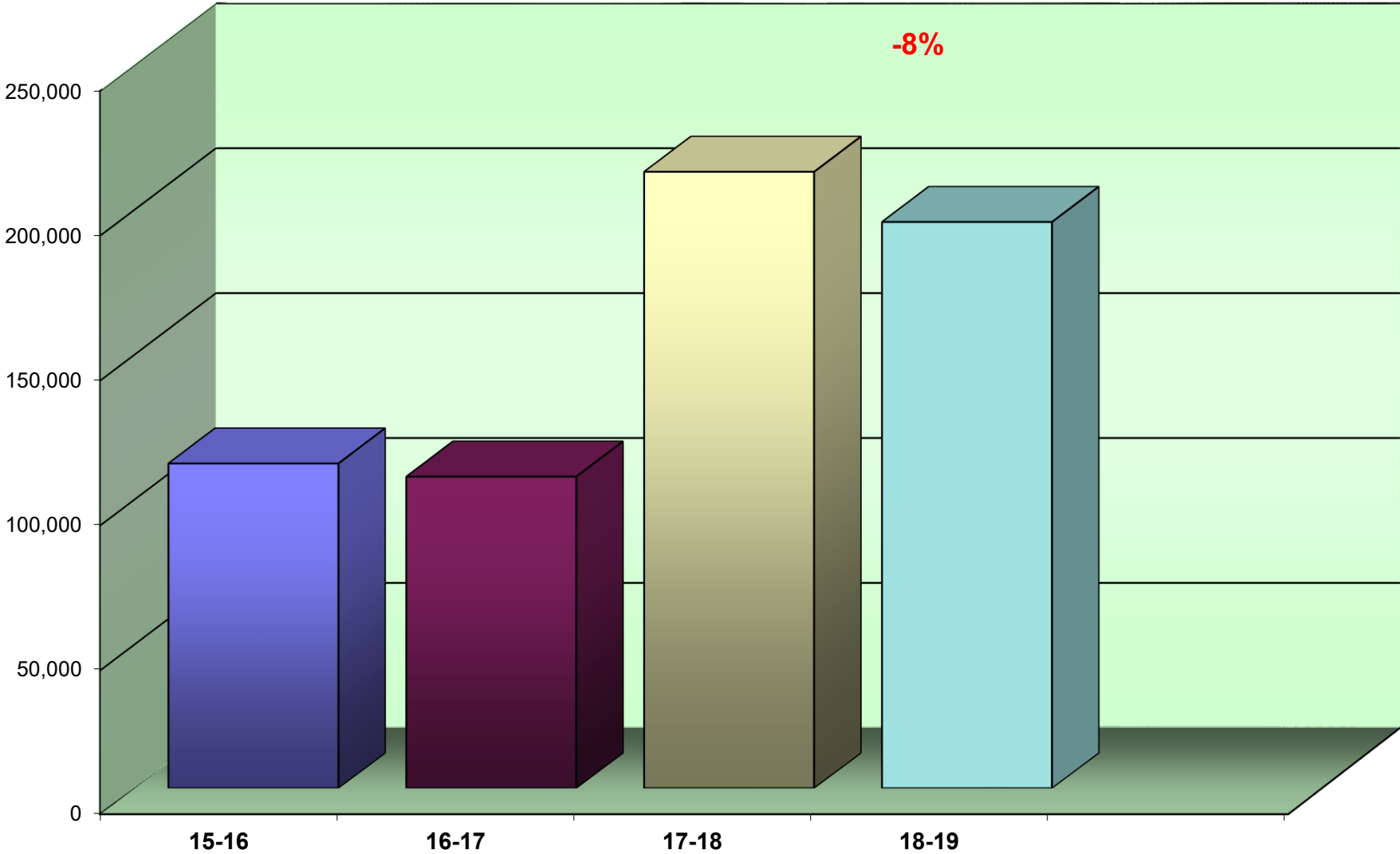
Average Copies Per Student - Black



Annual Color Volume by Location



Annual Color Volume Overall



% amount equals the overall increase or decrease between Previous Year and Current Year

Average Student-to-Copy Usage - Color

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

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
Caravel Middle School	224	28,769	\$2,564.18	128	\$11.45
Carmel Elementary School	166	85,277	\$4,270.73	514	\$25.73
SAD 23 Bus Garage	0	1,911	\$170.33	0	\$0.00
SAD 23 District Office	0	40,262	\$1,913.18	0	\$0.00
Suzanne M. Smith Elementary School	240	39,545	\$3,524.65	165	\$14.69
Totals	630	195,764	\$12,443.07	311	\$19.75

*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 10 of STARDoc Features. Current industry ratio averages 216 color prints per student per year. Your color volume this year averages 311 per student. Please contact our SPC technical team to provide training to your staff if your usage is too high.

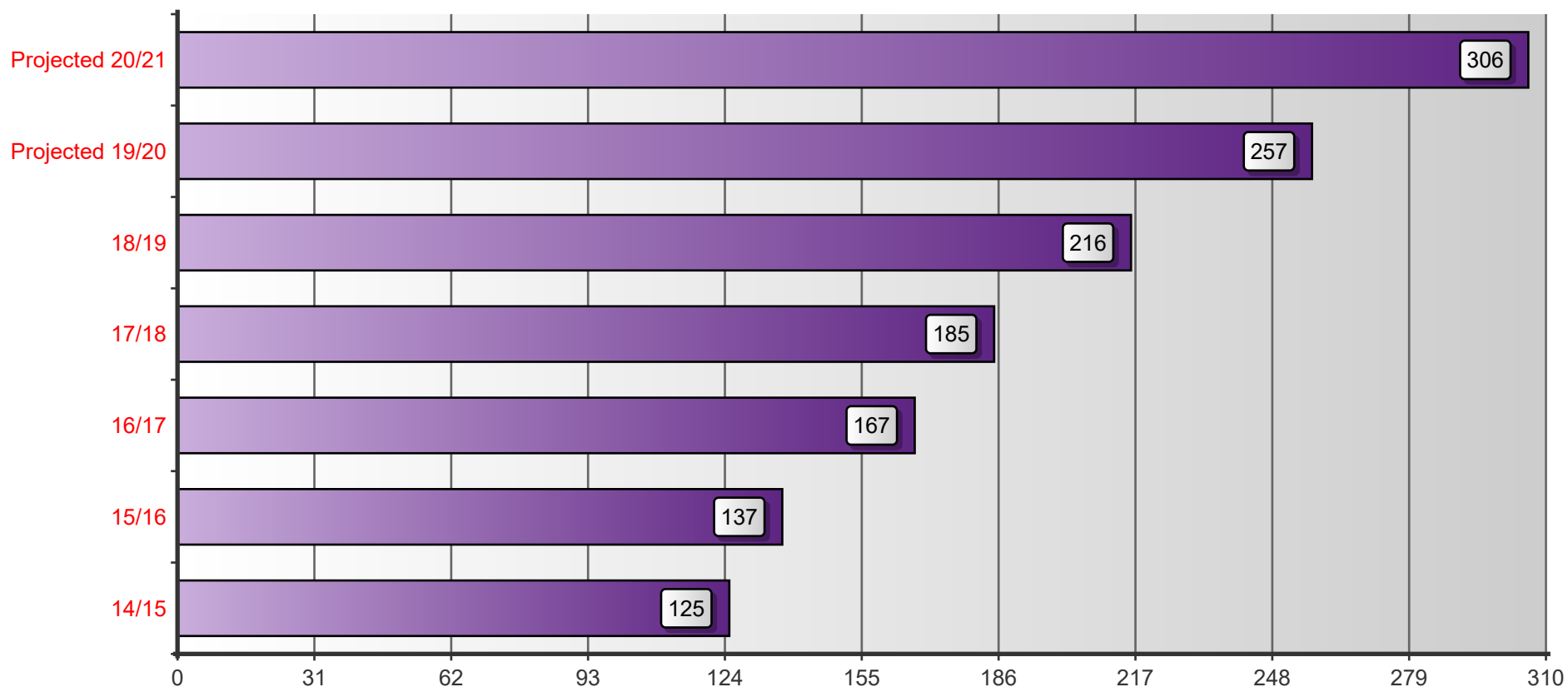
<i>District Wide Black Totals</i>	<i>1,182,454</i>	<i>\$5,978.45</i>
<i>District Wide Color Totals</i>	<i>195,764</i>	<i>\$12,198.85</i>

Industry Average Copies per Student - Color

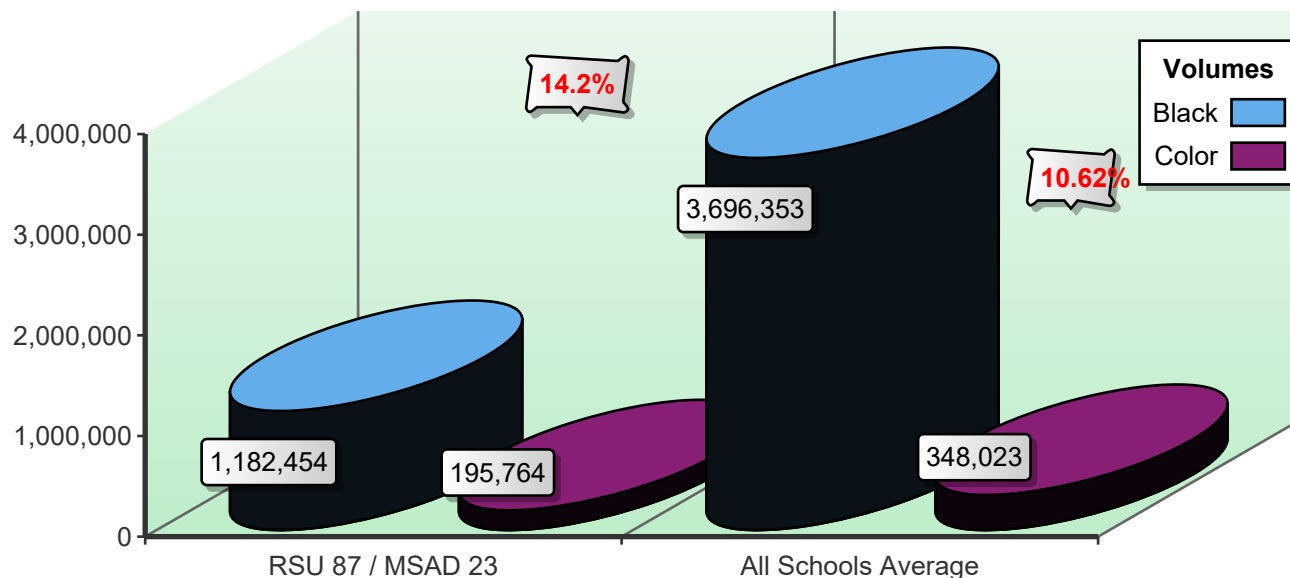
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	<i>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	83,897	18,097,200	\$926,143.97	216	\$11.04

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



Color-to-Total Volume Comparison



SPC Analysis

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

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

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

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

Other beneficial features include Follow-Me Printing.

Usage Profile for Service & Supplies

The usage analysis shown here provides an overview of the usage of each piece of equipment currently under contract and monitored by SPC.

Date of Last Upgrade: 08/01/2017

Make-Model/Speed

Serial Number/Vendor Machine ID

Life/Intro Date

Vendor

*07/01/2018
Meter*

*06/30/2019
Meter*

*2018-2019
Annual
Volume*

*Cost/Copy
Annual Cost*

Recommendations

Caravel Middle School

CMS Hallway

Konica Minolta BH3320 / 35 PPM	21,768	50,130	28,362	\$0.00836	None at this time.
A6WP011008535 / 61815				\$237.11	
750,000 / /2014-02-01	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
BUDGET					

Grade 5

Kyocera P2235dw / 37 PPM	1,146	22,718	21,572	\$0.01221	None at this time.
VCU6Z00370 / 61820				\$263.39	
750,000 / /2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					

Hall of 6th Grade Wing

Kyocera P3045DN / 47 PPM	26,240	59,516	33,276	\$0.01221	None at this time.
VM37403434 / 61835				\$406.30	
1,000,000 / /2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					

RSU 877 MS

Make-Model/Speed					
Serial Number/Vendor Machine ID			2018-2019		
Life/Intro Date	07/01/2018	06/30/2019	Annual	Cost/Copy	
Vendor	Meter	Meter	Volume	Annual Cost	Recommendations
Library					
Konica Minolta BH654 / 65 PPM	961,977	999,698	37,721	\$0.00401	None at this time.
A5YN011001041 / 18753				\$151.26	
3,000,000 / /2013-02-01	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
BUDGET					
Main Office Room 1					
Konica Minolta BHC3351 / 35 PPM	27,507	57,244	29,737	\$0.00836	None at this time.
A92F011001722 / 61819				\$248.60	
750,000 / /2017-04-01	23,241	52,010	28,769	\$0.08738	
Color Laser MFP				\$2,513.84	
BUDGET					
Room 21 Special Ed					
Kyocera P2235dw / 37 PPM	5,132	11,895	6,763	\$0.01221	None at this time.
VCU7100677 / 61821				\$82.58	
750,000 / /2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor</i>	<i>07/01/2018 Meter</i>	<i>06/30/2019 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Room 28B Kitchen Office					
Kyocera P2235dw / 37 PPM	2,466	4,961	2,495	\$0.01221	None at this time.
VCU7100620 / 61822				\$30.46	
750,000 / /2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					
Teachers' Room					
Konica Minolta BH808 / 80 PPM	187,843	477,500	289,657	\$0.00380	None at this time.
A8KN011003609 / 61827				\$1,100.70	
4,000,000 / /2016-06-01	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
BUDGET					
Subtotal Black			449,583	\$2,520.40	
Subtotal Color			28,769	\$2,513.84	

<i>Make-Model/Speed Serial Number/VendorID Life/Intro Date Vendor</i>	<i>07/01/2018 Meter</i>	<i>06/30/2019 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Carmel Elementary School					
Foyer					
Konica Minolta BHC558 / 55 PPM	97,558	166,010	68,452	\$0.00380	High color usage. Ratio is 514 color copies per student while industry is 216. Solution: Implement RS-PMS.
A79K011007041 / 61898				\$260.12	
3,000,000 / /2017-02-01	70,572	139,388	68,816	\$0.03994	
Color Photocopier				\$2,748.51	
BUDGET					
Grade 4 Portables					
Kyocera P2235dw / 37 PPM	5,199	13,198	7,999	\$0.01221	None at this time.
VCU7100635 / 61824				\$97.67	
750,000 / /2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					
Kitchen Office					
Kyocera P2235dw / 37 PPM	2,665	5,150	2,485	\$0.01221	None at this time.
VCU7301329 / 61829				\$30.34	
750,000 / /2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor</i>	<i>07/01/2018 Meter</i>	<i>06/30/2019 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Library					
Konica Minolta BHC3350 / 35 PPM	6,208	11,291	5,083	\$0.00836	High color CPC. Solution: Move color usage to color copier.
A4Y4011022409 / 62561				\$42.49	
750,000 / /2014-01-01	7,093	23,006	15,913	\$0.08738	
Color Laser MFP				\$1,390.48	
BUDGET					
Literacy Center					
Kyocera P2235dw / 37 PPM	6,379	6,389	10	\$0.01221	Traded. Replaced with A4Y4011022409.
VCU7100629 / 61823				\$0.12	
750,000 / /2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					
Main Office Room 1					
Konica Minolta BHC3351 / 35 PPM	3,427	3,868	441	\$0.00836	High color CPC. Solution: Move color usage to color copier.
A92F011001631 / 61818				\$3.69	
750,000 / /2017-04-01	4,934	5,482	548	\$0.08738	
Color Laser MFP				\$47.88	
BUDGET					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor</i>	<i>07/01/2018 Meter</i>	<i>06/30/2019 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Room 12 Workroom					
Konica Minolta BH808 / 80 PPM	175,991	358,355	182,364	\$0.00380	None at this time.
A8KN011004099 / 61897				\$692.98	
4,000,000 / /2016-06-01	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
BUDGET					
Room 18 Grade 1					
Kyocera P2235dw / 37 PPM	11,197	14,940	3,743	\$0.01221	None at this time.
VCU7301405 / 61203				\$45.70	
750,000 / /2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					
Room 21 Music/Art					
Kyocera P2235dw / 37 PPM	0	1,330	1,330	\$0.01221	None at this time.
VCU8705628 / 64249				\$16.24	
750,000 / /2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor</i>	<i>09/18/2018 Meter</i>	<i>10/16/2018 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Room 21 Music/Art					
Kyocera FS-1350DN / 32 PPM	130,370	130,444	74	\$0.01221	Traded. Replaced with VCU8705628.
XVD9101081 / 63179				\$0.90	
750,000 / /2009-01-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					
Room 7A SpEd					
Kyocera P3045DN / 47 PPM	4,529	11,163	6,634	\$0.01221	None at this time.
VM37403430 / 61859				\$81.00	
1,000,000 / /2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					
Subtotal Black			278,615	\$1,271.26	
Subtotal Color			85,277	\$4,186.87	

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

SAD 23 Bus Garage

Main Office

Konica Minolta BHC3351 / 35 PPM	3,738	8,315	4,577	\$0.00836	None at this time.
A92F011001600 / 61817				\$38.26	
750,000 / /2017-04-01	2,547	4,458	1,911	\$0.08738	
Color Laser MFP				\$166.98	
BUDGET					

Subtotal Black

4,577

\$38.26

Subtotal Color

1,911

\$166.98

<i>Make-Model/Speed Serial Number/VendorID Life/Intro Date Vendor</i>	<i>07/01/2018 Meter</i>	<i>06/30/2019 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
SAD 23 District Office					
Main Office					
Konica Minolta BHC454 / 45 PPM	168,221	193,369	25,148	\$0.00380	7 years from Intro.
A4FJ011007233 / 18787				\$95.56	
1,000,000 / /2012-07-01	68,389	85,050	16,661	\$0.04793	
Color Photocopier				\$798.56	
BUDGET					
Special Ed					
Xerox WorkCentre 7835 / 30 PPM	34,525	63,352	28,827	\$0.00432	None at this time.
MX1061656 / 61851				\$124.53	
750,000 / /2017-07-01	21,087	44,688	23,601	\$0.04564	
Color Photocopier				\$1,077.15	
BUDGET					
Subtotal Black			53,975	\$220.10	
Subtotal Color			40,262	\$1,875.71	

Make-Model/Speed
Serial Number/VendorID
Life/Intro Date
Vendor

07/01/2018
Meter

06/30/2019
Meter

2018-2019
Annual
Volume

Cost/Copy
Annual Cost

Recommendations

Suzanne M. Smith Elementary School

Grade 5 Hallway

Kyocera P2235dw / 37 PPM	21,341	28,558	7,217	\$0.01221	None at this time.
VCU7101003 / 61828				\$88.12	
750,000 / /2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					

Kindergarten Wing

Kyocera P2235dw / 37 PPM	6,543	8,880	2,337	\$0.01221	None at this time.
VCU7301420 / 61831				\$28.53	
750,000 / /2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					

Library

Konica Minolta BH808 / 80 PPM	133,514	284,617	151,103	\$0.00380	None at this time.
A8KN011003655 / 61825				\$574.19	
4,000,000 / /2016-06-01	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
BUDGET					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life/Intro Date Vendor</i>	<i>07/01/2018 Meter</i>	<i>06/30/2019 Meter</i>	<i>2018-2019 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
Main Office					
Konica Minolta BHC3351 / 35 PPM	28,942	66,443	37,501	\$0.00836	None at this time.
A92F011001609 / 61816				\$313.51	
750,000 //2017-04-01	23,719	60,982	37,263	\$0.08738	
Color Laser MFP				\$3,256.04	
BUDGET					
Room 111 Special Education					
Kyocera P2235dw / 37 PPM	7,461	17,330	9,869	\$0.01221	None at this time.
VCU7100974 / 61832				\$120.50	
750,000 //2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					
Room 123 Kitchen Office					
Kyocera P2235dw / 37 PPM	3,989	7,950	3,961	\$0.01221	None at this time.
VCU7101002 / 61830				\$48.36	
750,000 //2017-04-01	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
BUDGET					

Make-Model/Speed**Serial Number/Vendor Machine ID****Life/Intro Date****Vendor****07/01/2018
Meter****06/30/2019
Meter****2018-2019
Annual
Volume****Cost/Copy
Annual Cost****Recommendations****Room 203 Computer Lab**

Konica Minolta BH654 / 65 PPM
 A5YN011001035 / 18754
 3,000,000 //2013-02-01
 Black Photocopier
 BUDGET

994,737

1,128,107

133,370

\$0.00401
 \$534.81
 \$0.00000
 \$0.00

None at this time.

Teachers' Room 1st Floor

Konica Minolta BH654 / 65 PPM
 A5YN011001038 / 18756
 3,000,000 //2013-02-01
 Black Photocopier
 BUDGET

586,309

634,397

48,088

\$0.00401
 \$192.83
 \$0.00000
 \$0.00

None at this time.

Title 1 Portable Room 142

Konica Minolta BHC3100P / 32 PPM
 A6DR012105171 / 61814
 750,000 //2014-06-01
 Color Network Printer
 BUDGET

2,473

4,731

2,258

\$0.01221
 \$27.57
 \$0.08738
 \$199.40

None at this time.

Subtotal Black**395,704****\$1,928.44****Subtotal Color****39,545****\$3,455.44****District Wide Black Totals****1,182,454****\$5,978.45****District Wide Color Totals****195,764****\$12,198.85**

**Your average Color CPC is
 \$0.0623. Solution: Renegotiate
 Color CPC down to \$0.04.
 Implement RS-PMS, saving
 \$21,841.45 over five years.**

SPC Service & Supply Cost Savings

RSU 87 / MSAD 23

These tables compare your equipment cost per copy for service and supplies (black prints or copies only) before becoming an SPC client on 04/01/2002 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual 2018-2019 fiscal year black print usage. The second table represents your annual and five-year cost savings compared to your previous cost per copy rate.

BEFORE SPC

Current Volume	PriorCPC	Average Annual Cost
1,182,454	\$0.00924	\$10,925.87

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
1,182,454	\$0.00506	\$5,983.22	\$4,942.66	\$24,713.29

**Today the Cooperative Buying of SPC has netted annual cost savings, on average, of \$4,942.66 x 17 years as a Client
= \$84,025.18 Cost Savings!**

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

Projected Equipment Costs by Building - Black

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

Building	Projected Black Volume	Projected Black Usage Cost	Approximate Paper Cost	Average Annual Equipment Cost	Total Proj Black Usage Cost
Caravel Middle School	449,583	\$2,571.85	\$2,427.75	\$5,206.85	\$10,206.45
Carmel Elementary School	278,615	\$1,297.61	\$1,504.52	\$3,226.78	\$6,028.91
SAD 23 Bus Garage	4,577	\$39.04	\$24.72	\$53.01	\$116.77
SAD 23 District Office	53,975	\$224.70	\$291.47	\$625.11	\$1,141.28
Suzanne M. Smith Elementary School	395,704	\$1,967.57	\$2,136.80	\$4,582.85	\$8,687.22
Total	1,182,454	\$6,100.77	\$6,385.25	\$13,694.60	\$26,180.63

SPC Equipment Bids:

*Presently our bids are coming in between **15% to 23%** of Retail, while the current Salesman's Cost is 50% of Retail.*

*For Example: A 95-CPM Konica Minolta Bizhub 958 RADF Duplex Finisher 3-Hole Punch CIF-Print-Color Scan-Hard Drive for Secure Print with a **Retail Cost of \$45,640** is coming in at **\$7,342... 16% of Retail!** Our prices are negotiated with and supported directly by the manufacturer.*

Projected Equipment Costs by Building - Color

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

Building	Projected Color Volume	Service & Supply Cost
Caravel Middle School	28,769	\$2,564.18
Carmel Elementary School	85,277	\$4,270.73
SAD 23 Bus Garage	1,911	\$170.33
SAD 23 District Office	40,262	\$1,913.18
Suzanne M. Smith Elementary School	39,545	\$3,524.65
Total	195,764	\$12,443.07

Service & Supply Usage Profile by Vendor - Black

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

Vendor	Equipment Type	Annual Volume	2018-2019 Cost/Copy	Total Cost	2019-2020 Cost/Copy	Projected Cost
Budget Document Technologies	Black Laser MFP	28,362	\$0.00836	\$237.11	\$0.00853	\$241.93
Budget Document Technologies	Black Network Printer	109,765	\$0.01221	\$1,340.23	\$0.01245	\$1,366.57
Budget Document Technologies	Black Photocopier	623,124	\$0.00380	\$2,367.87	\$0.00388	\$2,417.72
Budget Document Technologies	Black Photocopier	219,179	\$0.00401	\$878.91	\$0.00409	\$896.44
Budget Document Technologies	Color Laser MFP	77,339	\$0.00836	\$646.55	\$0.00853	\$659.70
Budget Document Technologies	Color Network Printer	2,258	\$0.01221	\$27.57	\$0.01245	\$28.11
Budget Document Technologies	Color Photocopier	93,600	\$0.00380	\$355.68	\$0.00388	\$363.17
Budget Document Technologies	Color Photocopier	28,827	\$0.00432	\$124.53	\$0.00441	\$127.13
Total		1,182,454	\$0.00506	\$5,978.45	\$0.00516	\$6,100.77

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 2%.**

Vendor	Equipment Type	Annual Volume	2018-2019 Cost/Copy	Total Cost	2019-2020 Cost/Copy	Projected Cost
Budget Document Technologies	Color Laser MFP	84,404	\$0.08738	\$7,375.22	\$0.08913	\$7,522.93
Budget Document Technologies	Color Network Printer	2,282	\$0.08738	\$199.40	\$0.08913	\$203.39
Budget Document Technologies	Color Photocopier	68,816	\$0.03994	\$2,748.51	\$0.04074	\$2,803.56
Budget Document Technologies	Color Photocopier	23,601	\$0.04564	\$1,077.15	\$0.04655	\$1,098.63
Budget Document Technologies	Color Photocopier	16,661	\$0.04793	\$798.56	\$0.04889	\$814.56
Total		195,764	\$0.06231	\$12,198.85	\$0.06356	\$12,443.07

Reprographic Equipment Assessment

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

Total Number of Units	29
Total Number of Units on Lease	27
Total Number of Units Owned	2
Lease Company	Norway Bank
Lease Start Date	08/01/2017
Lease End Date	08/01/2022
Term	5 Annual
Annual Payment usually due on 8/1	\$13,694.60
Remaining Payments	3

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

Leased Equipment

Building	Make/Model	Serial Number
Caravel Middle School	Konica Minolta BH3320	A6WP011008535
Caravel Middle School	Konica Minolta BH808	A8KN011003609
Caravel Middle School	Konica Minolta BHC3351	A92F011001722
Caravel Middle School	Kyocera P2235dw	VCU6Z00370
Caravel Middle School	Kyocera P2235dw	VCU7100620
Caravel Middle School	Kyocera P2235dw	VCU7100677
Caravel Middle School	Kyocera P3045DN	VM37403434
Carmel Elementary School	Konica Minolta BHC3350	A4Y4011022409
Carmel Elementary School	Konica Minolta BHC558	A79K011007041
Carmel Elementary School	Konica Minolta BH808	A8KN011004099
Carmel Elementary School	Konica Minolta BHC3351	A92F011001631
Carmel Elementary School	Kyocera P2235dw	VCU7100635
Carmel Elementary School	Kyocera P2235dw	VCU7301329
Carmel Elementary School	Kyocera P2235dw	VCU7301405
Carmel Elementary School	Kyocera P2235dw	VCU8705628
Carmel Elementary School	Kyocera P3045DN	VM37403430
SAD 23 Bus Garage	Konica Minolta BHC3351	A92F011001600
SAD 23 District Office	Xerox WorkCentre 7835	MX1061656
Suzanne M. Smith Elementary School	Konica Minolta BH654	A5YN011001035
Suzanne M. Smith Elementary School	Konica Minolta BH654	A5YN011001038
Suzanne M. Smith Elementary School	Konica Minolta BHC3100P	A6DR012105171
Suzanne M. Smith Elementary School	Konica Minolta BH808	A8KN011003655
Suzanne M. Smith Elementary School	Konica Minolta BHC3351	A92F011001609
Suzanne M. Smith Elementary School	Kyocera P2235dw	VCU7100974
Suzanne M. Smith Elementary School	Kyocera P2235dw	VCU7101002
Suzanne M. Smith Elementary School	Kyocera P2235dw	VCU7101003
Suzanne M. Smith Elementary School	Kyocera P2235dw	VCU7301420

Owned Equipment

Building	Make/Model	Serial Number
Caravel Middle School	Konica MinoltaBH654	A5YN011001041
SAD 23 District Office	Konica MinoltaBHC454	A4FJ011007233

STARDoc User Names

Name	User Name
Amber Lingley	alingley
Amber Lingley	alingley@rsu87.org
Brandon Curry	bcurry@rsu87.org
Brian Barrows	bbarrows@rsu87.org
Cheryl Page	cmpage
Jessica Gilbert	jgilbert@rsu87.org
Jessica Gilbert	jgilbert
Mark Turner	mturner
Nanette Jarvis	njarvis@rsu87.org
Shirley Waning	swaning



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 69 clients with over 3,900 devices doing more than **239** 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 1988, saving millions of dollars along the way.

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



SPC Values Our Vendors

Overall Benefits to 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 3,900 pieces of equipment;
Our relationship with our vendors has never been stronger!