

# Specialized Purchasing Consultants

1491 East Side River Road

Dummer, NH 03588

(800)750-1538



## FY22 Annual Report

With FY23 Projections

Jason Didonato  
Saco MSAU  
90 Beach Street  
Saco, ME 04072



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

August 2022

Jason Didonato  
Saco MSAU  
90 Beach Street  
Saco, ME 04072

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 Jason:

Specialized Purchasing Consultants is pleased to present your FY22 Annual Report, taking a look at where we are in recovering from the pandemic restrictions and changes, and looking ahead to continued cost savings and recommendations to maintain your equipment and ensure your vendors are giving the best service possible.

The past few years were unprecedented with the restrictions brought on by the pandemic, and this year was no exception. Because of the delays brought on by the pandemic we chose to submit our copier bid in February rather than wait until March/April. This proved to be a good move for many reasons.

The industry continues to experience major backorder issues on equipment, something we've not had to deal with in years past. Bidding early meant boards could approve results and orders could be placed early. We were also able to lock in new service and supply pricing for existing equipment while orders were delayed so as not to disrupt budgets already established for the new fiscal year based on upgrading equipment.

Even after our bids were received and awarded, though, one major vendor wanted to increase their pricing because of the increased inflation rate that took place after the bid process. We were able to negotiate with them and hold the pricing we received back in February. Again, starting the bid process early proved to be a positive move.

Finally, while the industry experienced an over 9% inflation rate, SPC was able to continue to hold down service and supply costs for all of our clients because of SPC's allowable CPC increase cap of 5%.

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

Sincerely,

Skip Tilton  
President

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## MEET YOUR TEAM

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**Skip Tilton, President**  
**Billie Jo Tilton, Vice President**



As co-founders of SPC, we are very proud of our team of professionals. The concept of group purchasing 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.



**Alex Webster**  
**Operations, Marketing & IT Manager**



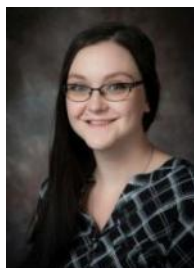
Alex is involved in every aspect of SPC. He actively seeks to improve the cooperative bid process and is continually seeking to improve the buying power in New England. Alex organizes and prepares the bids for new and existing clients, tabulates the results, and presents them to our clients. He also maintains our office equipment and utilizes the latest technology to maintain STARDoc and FM Audit so our clients always have access to valuable information on their equipment.

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



Pam helps maintain a good relationship between clients and vendors, overseeing warranty complaints and replacements, equipment upgrades and changes, end-of-year meter collection and billing, and Annual Reports. Pam also assists with marketing SPC services.

**Kelly Fortier**  
**Finance Support**



Kelly is a valuable asset to the SPC Finance Department. Her versatility in managing various aspects of accounting, lease documentation, and service and supply contracts benefits her team and the clients she works with.

**Heidi Tilton**  
**Office Support**



Heidi assists with bookkeeping and billing for both clients and vendors, processing payments, contact information updates, and other office support.

**Sue Penney**  
**Administrative & Finance Manager**



Sue coordinates and oversees all billing, leases, and contracts. Her decades of financial expertise benefit the Billing Team by her attention to detail and ability to prioritize to ensure accuracy and timeliness of all finance projects.

**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 ensuring equipment surveys, installations, and trades go smoothly, coordinating with clients and vendors and maintaining a schedule that is beneficial for all. Jamin also assists Alex in many technical areas such as maintaining STARDoc and FM Audit as well as with computer maintenance.

## SPC TIMELINE

### 1988 Specialized Purchasing Consultants opens its doors

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

### 1999 Improved Annual Report

- Revised Annual Report format to include new charts and tables for more expansive usage and budget detail.
- Established Student Ratios.

### 2001 Meter Collection

- Began collecting meter reads directly from client and submitting to vendors via spreadsheet, providing more accurate and consistent billing.

### 2002 Bond Counsel Review

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

### 2003 Bond Counsel Review of Contracts and Warranties

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

### 2012 STARDoc and Simplified Billing Developed and Implemented

- Live Floor Plans: Allows IT administrators to move devices around on their own floor plans.
- STARDoc: Helps project out the end-of-year costs and potential overages.
- Simplified Billing: Designed to eliminate hundreds of invoices and condenses it down to 2 or 3 a year.

### 2013 STARDoc - Daily Tracking

- Meters gathered daily to track usage

### 2014 STARDoc - Monthly Audits

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

### 2015 STARDoc - Mapping Options and Asset Management

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

## SPC TIMELINE (Continued)

### 2018 STARDoc - Improved Pinpointing of Budget and Communications

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

### 2019 STARDoc – Service Histories, Chromebook Bid

- Mandatory annual fleet service history: Provides data on the overall reliability of the fleet.
- SPC's Chromebook bid allowed organizations to piggyback off our cooperative pricing. Many schools like SAU 67 - Bow and SAU 57 - Salem benefited from this pricing.
- Five-Year Fleet Management (FYFM): Projecting out five-year costs for all equipment based on current and past usage.

### 2020 Mock Bids - Warranty and Relief Fund

- Mock Bids: allows us to show where a client's pricing would come in without having to go out to bid. This allows them to buy off an existing bid, thus saving time and money.
- Warranty and Relief Fund: Due to the pandemic, there are serious upheavals in the industry. In an effort to cushion our clients, this fund was established. For more information, see the last page of the Annual Report.

### 2021 Vendor Services and Warranty Relief Equipment

- Vendor Bid Portal allows vendors to electronically submit bids, ensuring accuracy and saving time when calculating bid results for presentation.
- Premier Vendors Classification notes which vendors are not only cooperative to SPC bids but who demonstrate willingness to support SPC's processes before, during, and after the bid.
- Warranty Relief Equipment Base: Premier Vendors will have access to SPC-traded high-quality, low-meter machines. For more information, see the last page of the Annual Report.

### 2022 Vendor Bid

- Put bid out in February instead of late spring.
- This early bidding saved clients thousands due to inflation and price increases that took place after bid pricing was locked in, preventing higher rates to our clients.
- This also allowed for early ordering to accommodate backorders.
- We were also able to lock in bid rates for existing equipment until new equipment could be installed after the start of the new fiscal year.

### 2023 SPC Roadmap

- STARDoc Upgrade: Process is in place to give STARDoc a more modern facelift.

## EQUIPMENT HEALTH STATUS

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<b>Total Number of Machines</b>	<b>56</b>
Total Black Photocopiers & MFPs:	21
Total Color Photocopiers & MFPs:	18
Total Black Network Printers:	16
Total Color Network Printers:	1
Total Removed From Service:	1
<b># of Units Not in Use for FY21</b>	<b>3</b>
<b># of Units OFF Warranty**</b>	<b>1</b>
<b># of Units Approaching End of Warranty</b>	<b>18</b>
<b># of Units Overused</b>	<b>1</b>
<b># of Units Underused</b>	<b>0</b>
Contract Commencement Date	08/02/2018
All Warranties and Service Contracts Expire	06/30/2024
<b># of Annual Payments Left on Lease</b>	<b>1</b>

\*\*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 Jason,

Despite increased inflation and a continued backlog of orders – unprecedented in SPC history – SPC managed to maintain the buying power we established three decades ago and keep equipment and service & supply pricing lower than anything found in the industry.

Because equipment continues to be backordered, SPC will again put our equipment bid out to our vendors in February of 2023 rather than wait until April or May. This allows SPC to lock in low pricing before increases take effect, for vendors to get orders placed early, and for client budgets to be planned for the new fiscal year.

Your last lease payment will be made on 8/1/2023. We recommend you consider an equipment upgrade commencing on August 2, 2023 with your first lease payment being due 8/1/2024. We believe your current service & supply pricing can be lowered and it could result in a savings of color costs alone of about \$16,395.56 over a five-year period.

A specific concern is your color usage. Currently, it is 246 copies per student while the industry average is 243 (See pages 13 & 14). While this is slightly higher than the industry, managing color is an ongoing battle. In 2020 & 2021, SPC aggressively started to add PaperCut in an effort to successfully bring color usage under control. We were able to do this without adding to your overall budget (See page 36).

We can discuss this and other concerns at our meeting.

Sincerely,  
Skip

## AGING EQUIPMENT SUMMARY

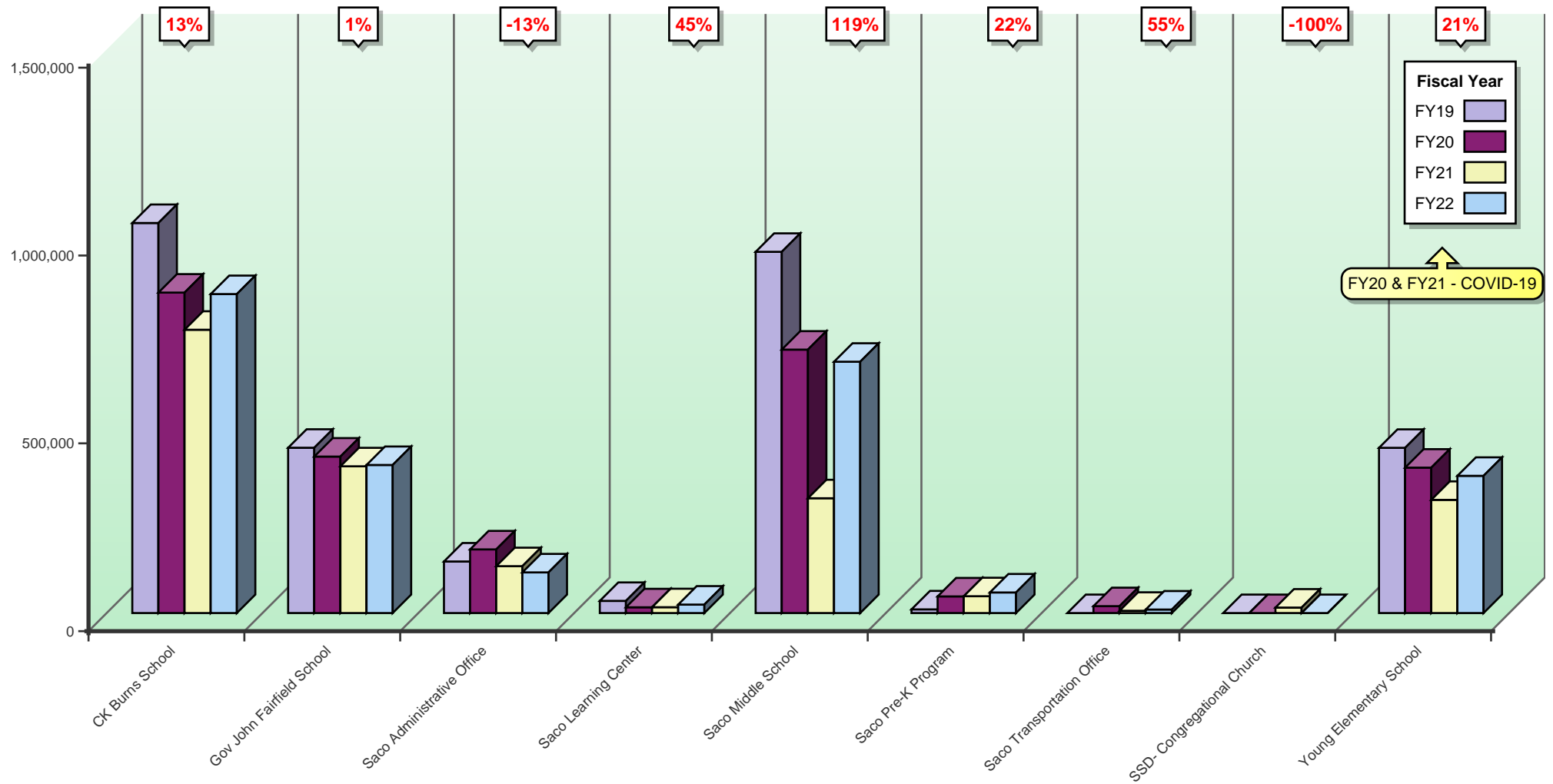
The following equipment is seven or more years from the date the model was first offered for sale by the manufacturer. This is a major factor due to availability of parts, cost of operation, and warranties expiring at 10 years from the Date of Introduction. Usage, age, and service history should be considered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

Building	Room	Make/Model	Serial Number	Vendor	Intro Date
CK Burns School	Cafeteria Office	Konica Minolta BH330IP	A63P0I5002004	KMBS	11/01/2015
CK Burns School	Custodial Office	Konica Minolta BH330IP	A63P0I5001997	KMBS	11/01/2015
CK Burns School	Library	Konica Minolta BH454E	A61E0I1005795	KMBS	11/01/2013
CK Burns School	Nurse's Office	Konica Minolta BH330IP	A63P0I5001991	KMBS	11/01/2015
CK Burns School	Office	Konica Minolta BHC3350	A4Y40I1001716	KMBS	01/01/2014
CK Burns School	Room 35	Konica Minolta BH330IP	A63P0I5001953	KMBS	11/01/2015
Gov John Fairfield School	Cafeteria Office	Konica Minolta BH330IP	A63P0I5001996	KMBS	11/01/2015
Gov John Fairfield School	Portable - Room 21	Konica Minolta BHC554	A5AY0I1008982	KMBS	08/01/2012
Saco Administrative Office	Accounts Payable	HP Laser Jet Enterprise M506dn	PHBGTI0366	KMBS	10/01/2015
Saco Administrative Office	Administrative Assistant	Konica Minolta BHC3100P	A6DR0I2108652	KMBS	06/01/2014
Saco Learning Center	Classroom 2	Konica Minolta BH330IP	A63P0I5002003	KMBS	11/01/2015
Saco Middle School	Food Service Manager	Konica Minolta BH330IP	A63P0I5002006	KMBS	11/01/2015
Saco Middle School	Guidance Area	Konica Minolta BH4050	A6VF0I1004749	KMBS	02/01/2014
Saco Middle School	Kitchen Office	Konica Minolta BH330IP	A63P0I5002000	KMBS	11/01/2015
Saco Middle School	Room 100 - Main Office	Konica Minolta BH330IP	A63P0I5002001	KMBS	11/01/2015
Saco Middle School	Room 207	Konica Minolta BH330IP	A63P0I5001970	KMBS	11/01/2015

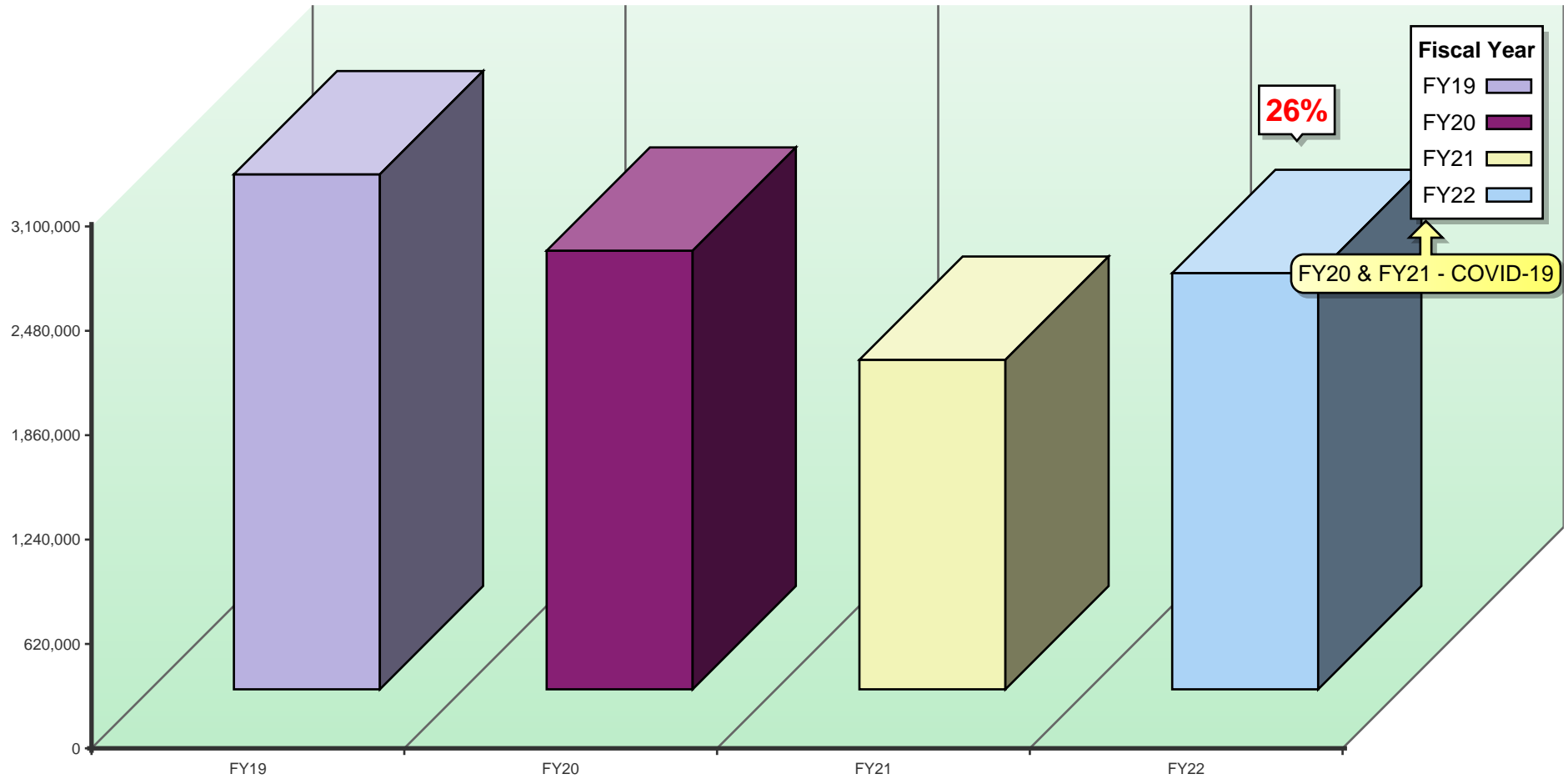


Building	Room	Make/Model	Serial Number	Vendor	Intro Date
Saco Transportation Office	Modular - Office	Konica Minolta BHC3350	A4Y4011001520	KMBS	01/01/2014
Young Elementary School	Library	Konica Minolta BH330IP	A63P015002005	KMBS	11/01/2015
Young Elementary School	Modular North	Konica Minolta BH654	A5YN017003082	KMBS	02/01/2013

# 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	Student Population	Annual Black Volume	Total School Cost*	Average Annual Black Prints Per Student	Average Annual Black Cost Per Student
CK Burns School	547	849,117	\$25,350.90	1,552	\$46.35
Gov John Fairfield School	285	394,190	\$11,787.80	1,383	\$41.36
Saco Administrative Office	0	108,246	\$4,058.67	0	\$0.00
Saco Learning Center	0	22,561	\$680.56	0	\$0.00
Saco Middle School	571	668,993	\$19,978.02	1,172	\$34.99
Saco Pre-K Program	114	54,818	\$1,722.11	481	\$15.11
Saco Transportation Office	0	9,384	\$297.76	0	\$0.00
SSD- Congregational Church	0	0	\$0.00	0	\$0.00
Young Elementary School	298	365,333	\$10,882.06	1,226	\$36.52
<b>Totals</b>	<b>1,815</b>	<b>2,472,642</b>	<b>\$74,757.88</b>	<b>1,362</b>	<b>\$41.19</b>

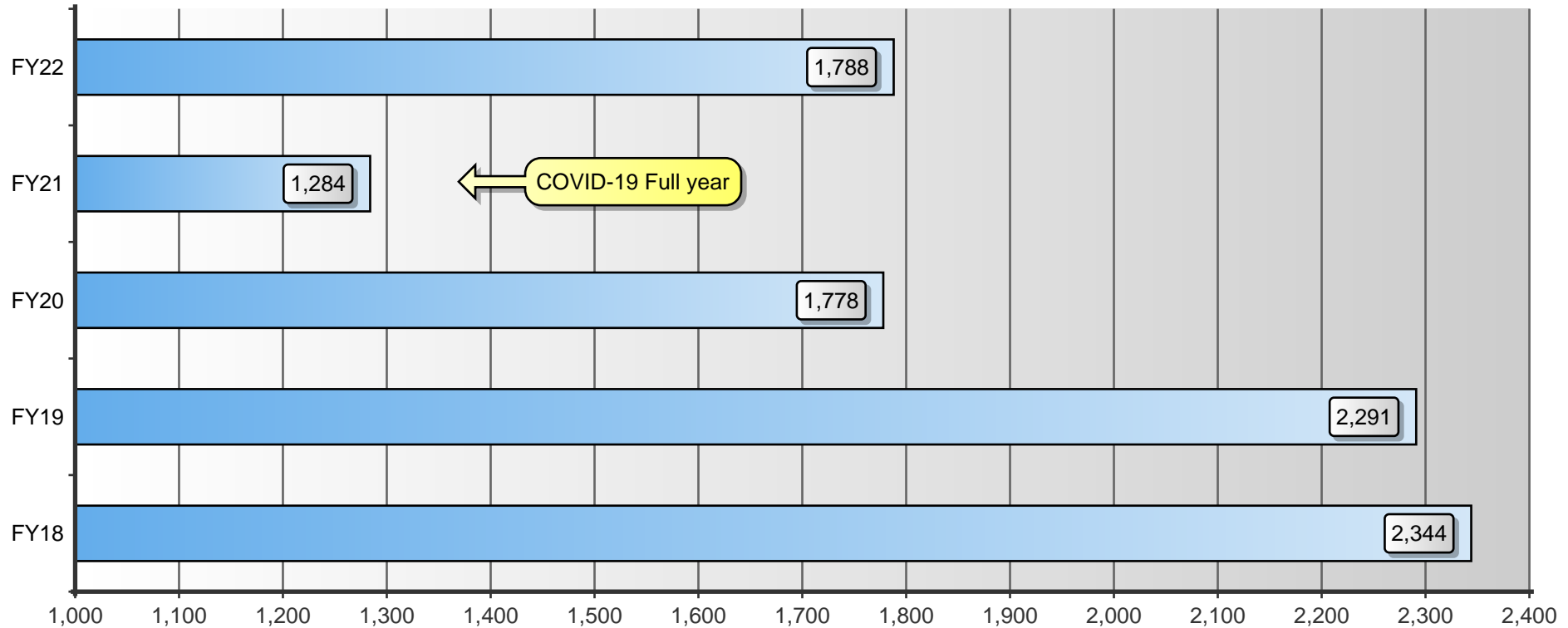
\*Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this report.

## INDUSTRY AVERAGE COPIES PER STUDENT - BLACK

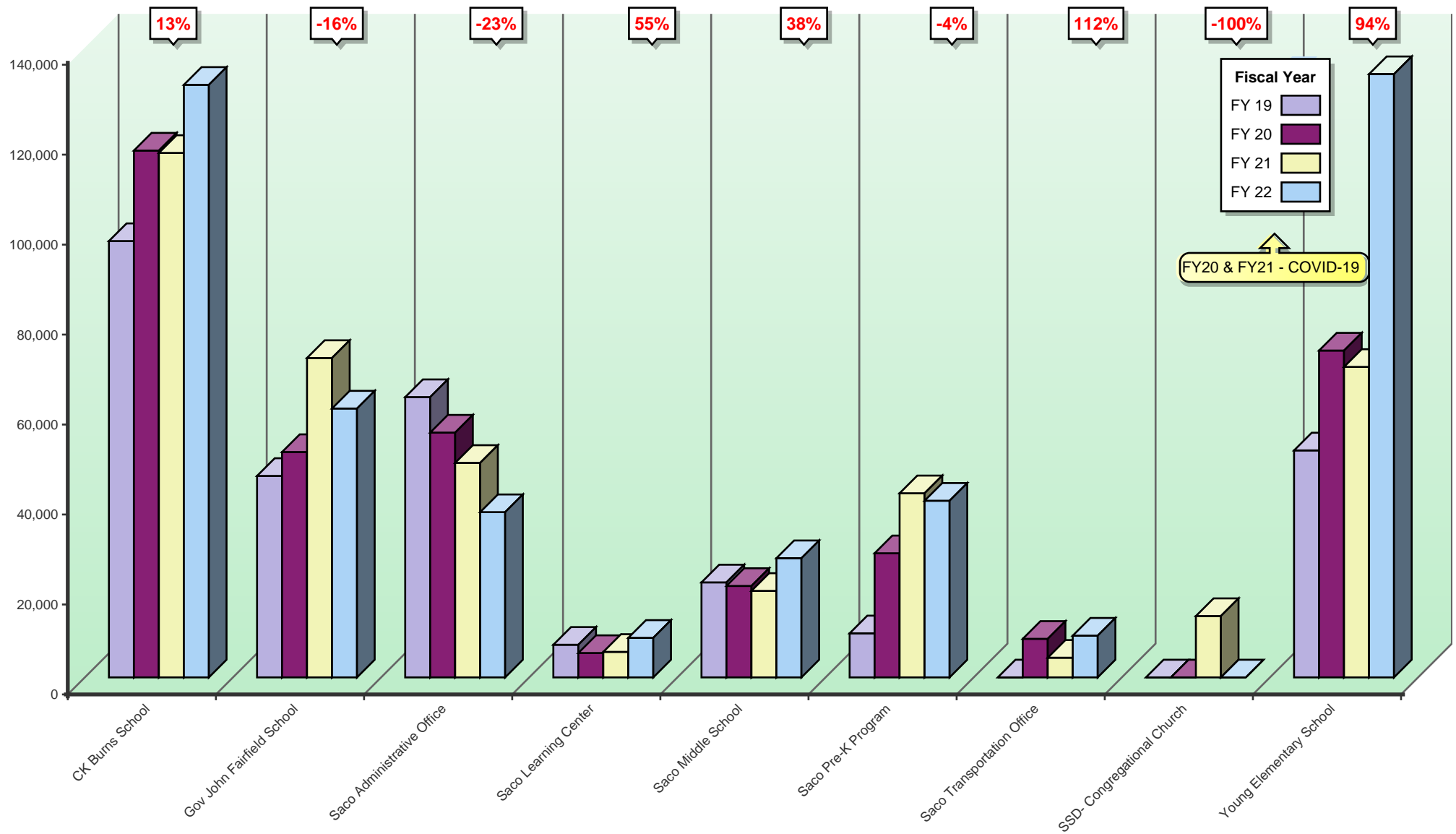
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	Total Student Population	Total Annual Volume	Total District Cost*	Annual Copies Per Student	Annual Cost Per Student
All Schools w/Student Populations	83,741	149,723,855	\$3,872,721.04	1,788	\$46.25

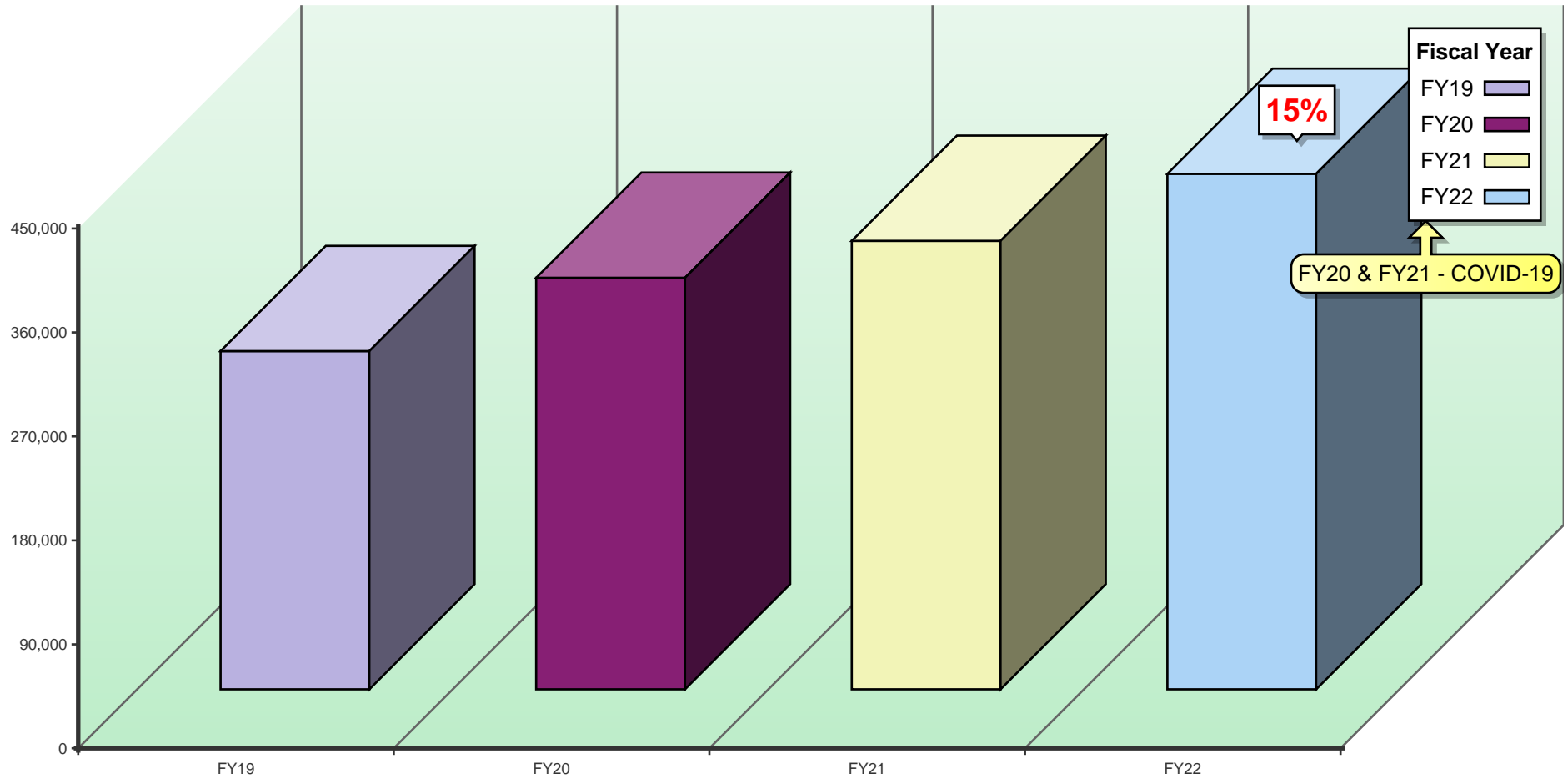
\*Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.



## ANNUAL COLOR VOLUME BY LOCATION



## ANNUAL COLOR VOLUME OVERALL



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

## AVERAGE STUDENT-TO-COPY USAGE - COLOR

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

Building	Student Population	Annual Color Volume	Total School Cost*	Average Annual Color Prints Per Student	Average Annual Color Cost Per Student
CK Burns School	547	131,740	\$6,008.64	241	\$10.98
Gov John Fairfield School	285	59,775	\$3,409.63	210	\$11.96
Saco Administrative Office	0	36,739	\$1,625.38	0	\$0.00
Saco Learning Center	0	8,799	\$378.27	0	\$0.00
Saco Middle School	571	26,506	\$1,424.62	46	\$2.49
Saco Pre-K Program	114	39,277	\$2,507.39	345	\$21.99
Saco Transportation Office	0	9,282	\$597.58	0	\$0.00
SSD- Congregational Church	0	0	\$0.00	0	\$0.00
Young Elementary School	298	134,109	\$5,765.35	450	\$19.35
<b>Totals</b>	<b>1,815</b>	<b>446,227</b>	<b>\$21,716.86</b>	<b>246</b>	<b>\$11.97</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 49 of STARDoc Features. Current industry ratio averages 243 color prints per student per year. Your color volume this year averages 246 per student. Please contact our SPC technical team to provide training to your staff if your usage is too high.

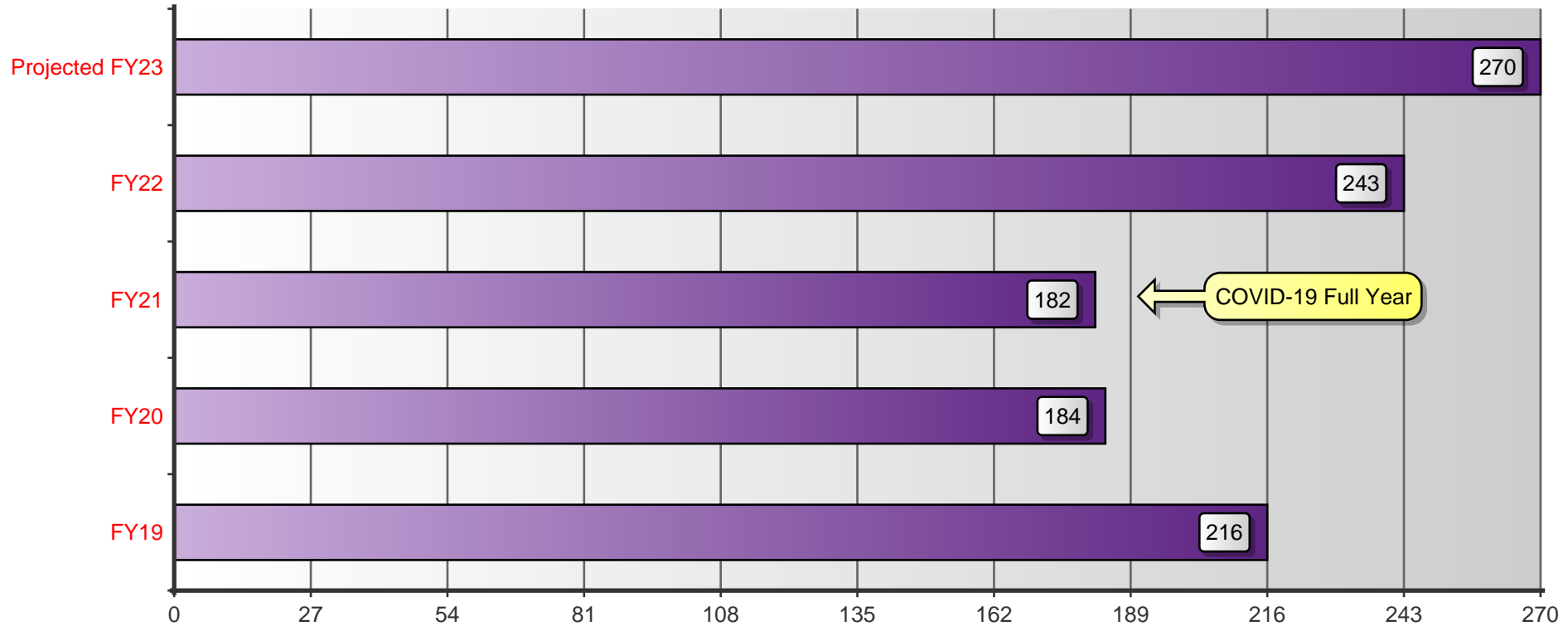


## INDUSTRY AVERAGE COPIES PER STUDENT - COLOR

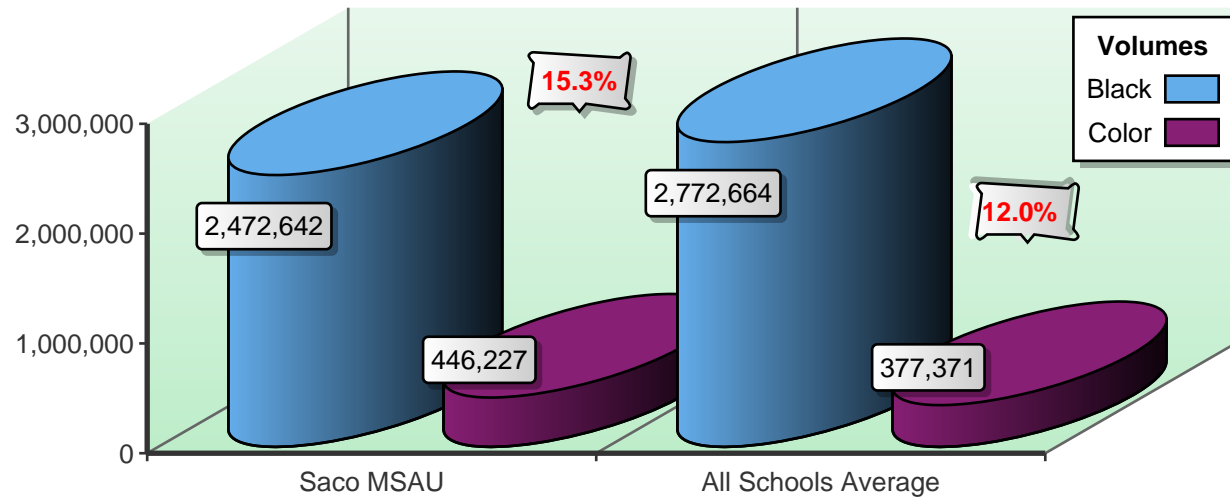
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

	Total Student Population	Total Annual Volume	Total District Cost*	Annual Copies Per Student	Annual Cost Per Student
All Schools w/Student Populations	83,741	20,378,027	\$929,875.30	243	\$11.10

\*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

Despite the significant drop in color usage over the past two years, color usage has not only recovered, it has soared. FY22 increased average color usage by 33% over FY21. Obviously, some color printing is necessary, but if it is not properly monitored it could negatively impact 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 Equipment 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.

## EQUIPMENT USAGE & RECOMMENDATIONS

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

Date of Last Upgrade: 08/01/2018

Make-Model / Speed			FY22		
Serial Number / Vendor ID			Annual	Cost/Copy	
Life Expectancy / Model Intro Date	07/01/2021	06/30/2022	Volume	Annual Cost	Recommendations
Equipment Type / Vendor	Meter	Meter			

### CK Burns School

#### 2nd Floor Teachers' Room (Hall 2nd Floor)

Konica Minolta BH4052 / 42 PPM	46,424	112,864	66,440	\$0.00421	None at this time.
AAIRO11000228 / 9499 5742				\$279.71	
1,000,000 / 08/2018	0	0	0	\$0.00000	
Black Laser MFP / KMBS				\$0.00	

#### Cafeteria Office

Konica Minolta BH330IP / 35 PPM	5,894	6,096	202	\$0.00646	7 years from Intro.
A63P015002004 / 9499 5798				\$1.30	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	

#### Custodial Office

Konica Minolta BH330IP / 35 PPM	3,742	3,742	0	\$0.00646	Not in use for FY21. 7 years from Intro.
A63P015001997 / 9467 8991				\$0.00	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Custodian</b>					
Konica Minolta BHC335I / 35 PPM	124,391	131,727	7,336	\$0.00421	None at this time.
A92F011009335 / 9486 1373				\$30.88	
750,000 / 04/2017	97,043	113,099	16,056	\$0.05928	
Color Laser MFP / KMBS				\$951.80	
<b>Library</b>					
Konica Minolta BH454E / 45 PPM	378,617	404,171	25,554	\$0.00424	9 years from Intro.
A61E011005795 / 9357 5346				\$108.35	
1,000,000 / 11/2013	0	0	0	\$0.00000	
Black Photocopier / KMBS				\$0.00	
<b>Mail Room</b>					
Konica Minolta BH658 / 65 PPM	605,529	856,169	250,640	\$0.00337	None at this time.
AA6R011001708 / 9486 1413				\$844.66	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier / KMBS				\$0.00	
<b>Mail Room</b>					
Konica Minolta BHC558 / 55 PPM	362,715	477,410	114,695	\$0.00337	None at this time.
A79K011016148 / 9486 1368				\$386.52	
3,000,000 / 02/2017	156,433	248,502	92,069	\$0.04094	
Color Photocopier / KMBS				\$3,769.30	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Main Office					
Konica Minolta BHC458 / 45 PPM A79M011028796 / 9486 1379 1,000,000 / 08/2016 Color Photocopier / KMBS	132,954  47,570	152,717  69,499	19,763  21,929	\$0.00337 \$66.60 \$0.04094 \$897.77	None at this time.
Nurse's Office					
Konica Minolta BH330IP / 35 PPM A63P015001991 / 9499 5799 500,000 / 11/2015 Black Network Printer / KMBS	11,846  0	17,212  0	5,366  0	\$0.00646 \$34.66 \$0.00000 \$0.00	7 years from Intro.
Office					
Konica Minolta BHC3350 / 35 PPM A4Y4011001716 / 9353 9599 750,000 / 01/2014 Color Laser MFP / KMBS	66,002  141,450	68,357  143,136	2,355  1,686	\$0.00531 \$12.51 \$0.06131 \$103.37	8 years from Intro.
Room 35					
Konica Minolta BH330IP / 35 PPM A63P015001953 / 9499 5725 500,000 / 11/2015 Black Network Printer / KMBS	8,672  0	12,636  0	3,964  0	\$0.00646 \$25.61 \$0.00000 \$0.00	7 years from Intro.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 5 - Book Room - not in use</b>					
Konica Minolta BH4702P / 50 PPM	23,448	28,573	5,125	\$0.00646	None at this time.
AAFH011000467 / 9499 5800				\$33.11	
2,000,000 / 08/2018	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
<b>Teachers' Room 2nd Floor</b>					
Konica Minolta BH658 / 65 PPM	571,217	829,771	258,554	\$0.00337	None at this time.
AA6R011001654 / 9486 1454				\$871.33	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier / KMBS				\$0.00	
<b>Teachers' Room 2nd Floor</b>					
Konica Minolta BH658 / 65 PPM	625,511	714,634	89,123	\$0.00337	None at this time.
AA6R011001653 / 9486 1349				\$300.34	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier / KMBS				\$0.00	
		<b>Subtotal Black</b>	<b>849,117</b>	<b>\$2,995.59</b>	
		<b>Subtotal Color</b>	<b>131,740</b>	<b>\$5,722.25</b>	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Gov John Fairfield School					
B Wing Hall					
Konica Minolta BH658 / 65 PPM AA6R011001660 / 9486 1355 4,000,000 / 05/2017 Black Photocopier/KMBS	415,427  0	558,744  0	143,317  0	\$0.00337 \$482.98 \$0.00000 \$0.00	None at this time.
Cafeteria Office					
Konica Minolta BH3301P / 35 PPM A63P015001996 / 9499 5825 500,000 / 11/2015 Black Network Printer / KMBS	3,751  0	3,946  0	195  0	\$0.00646 \$1.26 \$0.00000 \$0.00	7 years from Intro.
Library Room 15					
Konica Minolta BH4702P / 50 PPM AAFH011000466 / 9467 8992 2,000,000 / 08/2018 Black Network Printer / KMBS	47,367  0	53,616  0	6,249  0	\$0.00646 \$40.37 \$0.00000 \$0.00	None at this time.
Main Office					
Konica Minolta BHC558 / 55 PPM A79K011016079 / 9486 1364 3,000,000 / 02/2017 Color Photocopier / KMBS	151,760  76,627	176,186  92,471	24,426  15,844	\$0.00337 \$82.32 \$0.04094 \$648.65	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Portable - Room 21</b>					
Konica Minolta BHC554 / 55 PPM	329,851	357,746	27,895	\$0.00436	10 years from Intro.
A5AY011008982 / 9357 5375				\$121.62	
3,000,000 / 08/2012	109,011	110,668	1,657	\$0.05596	
Color Photocopier / KMBS				\$92.73	
<b>Room 9</b>					
Konica Minolta BHC335I / 35 PPM	53,514	84,352	30,838	\$0.00421	None at this time.
A92F011010123 / 9486 1375				\$129.83	
750,000 / 04/2017	78,503	120,777	42,274	\$0.05928	
Color Laser MFP / KMBS				\$2,506.00	
<b>Teachers' Room</b>					
Konica Minolta BH658 / 65 PPM	430,395	583,482	153,087	\$0.00337	None at this time.
AA6R011001609 / 9486 1351				\$515.90	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier / KMBS				\$0.00	
<b>Teachers' Room</b>					
Konica Minolta BH4052 / 42 PPM	33,443	41,626	8,183	\$0.00421	None at this time.
AA1R011000241 / 9499 5854				\$34.45	
1,000,000 / 08/2018	0	0	0	\$0.00000	
Black Laser MFP / KMBS				\$0.00	
		<b>Subtotal Black</b>	<b>394,190</b>	<b>\$1,408.73</b>	
		<b>Subtotal Color</b>	<b>59,775</b>	<b>\$3,247.38</b>	



Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Saco Administrative Office</b>					
<b>Accounts Payable</b>					
HP Laser Jet Enterprise M506dn / 45 PPM PHBGT10366 / 9497 1861 1,000,000 / 10/2015 Black Network Printer/KMBS	38,371  0	47,716  0	9,345  0	\$0.07903 \$738.54 \$0.00000 \$0.00	7 years from Intro.
<b>Administrative Assistant</b>					
Konica Minolta BHC3100P / 32 PPM A6DR012108652 / 9499 5945 750,000 / 06/2014 Color Network Printer / KMBS	10,602  13,773	11,823  16,243	1,221  2,470	\$0.00421 \$5.14 \$0.05928 \$146.42	8 years from Intro.
<b>Business Office - Basement</b>					
Konica Minolta BHC300i / 30 PPM AA2J013002828 / 95085665 750,000 / 06/2019 Color Photocopier / KMBS	281  184	1,971  1,815	1,690  1,631	\$0.00330 \$5.58 \$0.04002 \$65.27	None at this time.
<b>Special Education</b>					
Konica Minolta BH4702P / 50 PPM AAFH011000475 / 9499 5944 2,000,000 / 08/2018 Black Network Printer / KMBS	69,553  0	100,452  0	30,899  0	\$0.00646 \$199.61 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Supt. Work Area</b>					
Konica Minolta BHC658 / 65 PPM	288,682	352,176	63,494	\$0.00337	None at this time.
A79J013005486 / 9486 1361				\$213.97	
3,000,000 / 05/2017	150,496	183,134	32,638	\$0.04094	
Color Photocopier / KMBS				\$1,336.20	
<b>Technology</b>					
Konica Minolta BH4052 / 42 PPM	10,782	12,379	1,597	\$0.00421	None at this time.
AAIRO11000232 / 9499 9505				\$6.72	
1,000,000 / 08/2018	0	0	0	\$0.00000	
Black Laser MFP / KMBS				\$0.00	
		<b>Subtotal Black</b>	<b>108,246</b>	<b>\$1,169.56</b>	
		<b>Subtotal Color</b>	<b>36,739</b>	<b>\$1,547.89</b>	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Saco Learning Center					
Classroom 2					
Konica Minolta BH330IP / 35 PPM	4,241	5,618	1,377	\$0.00646	7 years from Intro.
A63P015002003 / 9499 5855				\$8.90	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer/KMBS				\$0.00	
Office					
Konica Minolta BH4702P / 50 PPM	5,628	7,559	1,931	\$0.00646	None at this time.
AAFH011000490 / 9499 5718				\$12.47	
2,000,000 / 08/2018	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Work Room					
Konica Minolta BHC308 / 30 PPM	53,514	72,767	19,253	\$0.00337	None at this time.
A7PY017007406 / 9486 1396				\$64.88	
750,000 / 06/2016	18,377	27,176	8,799	\$0.04094	
Color Photocopier / KMBS				\$360.23	
Subtotal Black			22,561	\$86.25	
Subtotal Color			8,799	\$360.23	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Saco Middle School					
Copy Room 7th Grade Wing - B6B					
Konica Minolta BH658 / 65 PPM	368,538	472,693	104,155	\$0.00337	None at this time.
AA6R011001576 / 9486 1358				\$351.00	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier/KMBS				\$0.00	
Copy Room B6B					
Konica Minolta BH4052 / 42 PPM	1,774	2,038	264	\$0.00421	None at this time.
AA1R011000280 / 9499 5795				\$1.11	
1,000,000 / 08/2018	0	0	0	\$0.00000	
Black Laser MFP / KMBS				\$0.00	
Food Service Manager					
Konica Minolta BH3301P / 35 PPM	5,825	5,825	0	\$0.00646	Not in use for FY21. 7 years from Intro.
A63P015002006 / 9499 5796				\$0.00	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
Guidance Area					
Konica Minolta BH4050 / 42 PPM	50,696	55,199	4,503	\$0.00941	8 years from Intro.
A6VF011004749 / 8802 4459				\$42.37	
1,000,000 / 02/2014	0	0	0	\$0.00000	
Black Laser MFP / KMBS				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Kitchen Office					
Konica Minolta BH330IP / 35 PPM A63P015002000 / 9499 5797 500,000 / 11/2015 Black Network Printer / KMBS	6,966  0	9,642  0	2,676  0	\$0.00646 \$17.29 \$0.00000 \$0.00	7 years from Intro.
Modular - Room 48					
Konica Minolta BH4052 / 42 PPM AA1R011000150 / 9499 5801 1,000,000 / 08/2018 Black Laser MFP / KMBS	26,138  0	29,245  0	3,107  0	\$0.00421 \$13.08 \$0.00000 \$0.00	None at this time.
Room 100 - Main Office					
Konica Minolta BHC558 / 55 PPM A79K011015713 / 9486 1371 3,000,000 / 02/2017 Color Photocopier / KMBS	62,922  30,098	82,216  41,792	19,294  11,694	\$0.00337 \$65.02 \$0.04094 \$478.75	None at this time.
Room 100 - Main Office					
Konica Minolta BHC335I / 35 PPM A92F011009606 / 9486 1376 750,000 / 04/2017 Color Laser MFP / KMBS	40,496  30,680	48,713  45,492	8,217  14,812	\$0.00421 \$34.59 \$0.05928 \$878.06	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 100 - Main Office</b>					
Konica Minolta BH330IP / 35 PPM	2,077	2,286	209	\$0.00646	7 years from Intro.
A63P015002001 / 9499 5794				\$1.35	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	
<b>Room 106 - Left Side</b>					
Konica Minolta BH658 / 65 PPM	323,650	430,260	106,610	\$0.00337	None at this time.
AA6R011001691 / 9486 1411				\$359.28	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier / KMBS				\$0.00	
<b>Room 106 - Right Side</b>					
Konica Minolta BH658 / 65 PPM	291,945	407,153	115,208	\$0.00337	None at this time.
AA6R011001666 / 9486 1415				\$388.25	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier / KMBS				\$0.00	
<b>Room 207</b>					
Konica Minolta BH330IP / 35 PPM	1,067	1,084	17	\$0.00646	7 years from Intro.
A63P015001970 / 9499 5792				\$0.11	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer / KMBS				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Room 208 - Library</b>					
Konica Minolta BH4052 / 42 PPM	51,284	56,842	5,558	\$0.00421	None at this time.
AA1R011000196 / 9499 5793				\$23.40	
1,000,000 / 08/2018	0	0	0	\$0.00000	
Black Laser MFP / KMBS				\$0.00	
<b>Room 208 - Library</b>					
Konica Minolta BH658 / 65 PPM	485,823	716,360	230,537	\$0.00337	None at this time.
AA6R011001692 / 94861412				\$776.91	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier / KMBS				\$0.00	
<b>Room 208 - Library</b>					
Konica Minolta BH754E / 75 PPM	822,517	891,155	68,638	\$0.00424	Traded.
A55V017002455 / 9357 5389				\$291.03	
4,000,000 / 01/2013	0	0	0	\$0.00000	
Black Photocopier / KMBS				\$0.00	
		<b>Subtotal Black</b>	<b>668,993</b>	<b>\$2,364.79</b>	
		<b>Subtotal Color</b>	<b>26,506</b>	<b>\$1,356.81</b>	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Saco Pre-K Program					
Pre-K - 5 Willey Road					
Konica Minolta BHC335I / 35 PPM	32,843	47,731	14,888	\$0.00421	None at this time.
A92F011010987 / 9486 4223				\$62.68	
750,000 / 04/2017	30,461	40,397	9,936	\$0.05928	
Color Laser MFP/KMBS				\$589.01	
Pre-K Modular - Young Elementary					
Konica Minolta BHC3350i / 35 PPM	8,827	16,270	7,443	\$0.00531	None at this time.
A93E011001725 / 9502 7807				\$39.52	
750,000 / 04/2019	4,612	5,231	619	\$0.06131	
Color Laser MFP / KMBS				\$37.95	
Pre-K Office - 5 Willey Road					
Konica Minolta BHC3350i / 35 PPM	57,773	90,260	32,487	\$0.00531	None at this time.
A93E011002510 / 9502 7810				\$172.51	
750,000 / 04/2019	43,537	72,259	28,722	\$0.06131	
Color Laser MFP / KMBS				\$1,760.95	
Subtotal Black			54,818	\$274.71	
Subtotal Color			39,277	\$2,387.90	



Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Saco Transportation Office</b>					
<b>Modular - Office</b>					
Konica Minolta BHC3350 / 35 PPM	68,736	78,120	9,384	\$0.00531	8 years from Intro.
A4Y4011001520 / 9357 5364				\$49.83	
750,000 / 01/2014	37,943	47,225	9,282	\$0.06131	
Color Laser MFP/KMBS				\$569.08	
		<b>Subtotal Black</b>	<b>9,384</b>	<b>\$49.83</b>	
		<b>Subtotal Color</b>	<b>9,282</b>	<b>\$569.08</b>	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>SSD- Congregational Church</b>					
<b>Classroom - not in use</b>					
Konica Minolta BHC335I / 35 PPM	35,944	35,944	0	\$0.00421	Not in use for FY21.
A92F011009340 / 9486 1374				\$0.00	
750,000 / 04/2017	30,635	30,635	0	\$0.05928	
Color Laser MFP/KMBS				\$0.00	
<b>Subtotal Black</b>			<b>0</b>	<b>\$0.00</b>	
<b>Subtotal Color</b>			<b>0</b>	<b>\$0.00</b>	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Young Elementary School					
Library					
Konica Minolta BH330IP / 35 PPM A63P015002005 / 9499 5856 500,000 / 11/2015 Black Network Printer/KMBS	5,976  0	7,231  0	1,255  0	\$0.00646 \$8.11 \$0.00000 \$0.00	7 years from Intro.
Main Office					
Konica Minolta BHC558 / 55 PPM A79K011015749 / 9486 1370 3,000,000 / 02/2017 Color Photocopier / KMBS	601,610  175,300	824,691  309,409	223,081  134,109	\$0.00337 \$751.78 \$0.04094 \$5,490.42	Overused Color
Modular North					
Konica Minolta BH654 / 65 PPM A5YN017003082 / 9353 9607 3,000,000 / 02/2013 Black Photocopier / KMBS	1,119,976  0	1,154,258  0	34,282  0	\$0.00424 \$145.36 \$0.00000 \$0.00	9 years from Intro.
Prep Room					
Konica Minolta BH658 / 65 PPM AA6R011001580 / 9486 1356 4,000,000 / 05/2017 Black Photocopier / KMBS	217,522  0	243,377  0	25,855  0	\$0.00337 \$87.13 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	07/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
<b>Prep Room</b>					
Konica Minolta BH308 / 30 PPM	237,748	318,608	80,860	\$0.00337	None at this time.
AA6W011000530 / 9486 1389				\$272.50	
750,000 / 06/2016	0	0	0	\$0.00000	
Black Photocopier / KMBS				\$0.00	
		<b>Subtotal Black</b>	<b>365,333</b>	<b>\$1,264.88</b>	
		<b>Subtotal Color</b>	<b>134,109</b>	<b>\$5,490.42</b>	
		<b>Overall Black Totals</b>	<b>2,472,642</b>	<b>\$9,614.32</b>	
		<b>Overall Color Totals</b>	<b>446,227</b>	<b>\$20,681.97</b>	

Your Avg Color CPC is \$0.0463

Estimated color cost savings with your next bid: \$16,395.56 over five years. Our bids are coming in at an average of \$0.039, 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 09/15/2004 with your projected cost per copy for the new fiscal year through SPC. Annual Volume represents actual FY 22 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
2,472,642	\$0.01399	\$34,592.26

### CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
2,472,642	\$0.00389	\$9,618.58	\$24,973.68	\$124,868.42

\*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  
 $\$24,973.68 \times 18 \text{ years as a Client} = \$449,526.24 \text{ Cost Savings!}$

## 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 payments are figured in to provide budget information for the upcoming fiscal year.

Building	Projected Black Volume	Projected Black Usage Cost	Approximate Paper Cost	Average Annual Equipment Cost	Total Proj Black Usage Cost
CK Burns School	849,117	\$3,146.34	\$5,369.82	\$16,834.74	\$25,350.90
Gov John Fairfield School	394,190	\$1,479.66	\$2,492.86	\$7,815.28	\$11,787.80
Saco Administrative Office	108,246	\$1,228.02	\$684.55	\$2,146.10	\$4,058.67
Saco Learning Center	22,561	\$90.58	\$142.68	\$447.30	\$680.56
Saco Middle School	668,993	\$2,483.74	\$4,230.71	\$13,263.57	\$19,978.02
Saco Pre-K Program	54,818	\$288.61	\$346.67	\$1,086.83	\$1,722.11
Saco Transportation Office	9,384	\$52.36	\$59.34	\$186.05	\$297.76
SSD- Congregational Church	0	\$0.00	\$0.00	\$0.00	\$0.00
Young Elementary School	365,333	\$1,328.54	\$2,310.37	\$7,243.16	\$10,882.06
<b>TOTALS</b>	<b>2,472,642</b>	<b>\$10,097.86</b>	<b>\$15,636.99</b>	<b>\$49,023.03</b>	<b>\$74,757.88</b>

### SPC EQUIPMENT BIDS:

You can experience significant cost savings on equipment and service & supplies if you did an upgrade. See next page for details.

Current bids are coming in between **12% to 22%** of Retail compared with the current Salesman's Cost of 50% of Retail.

For Example, a 55-page-per-minute Konica Minolta BizHub C551 with RADF, Duplexing, Finisher, 3-Hole Punch, CIF-Print-Color Scan-Hard Drive for Secure Print and fax board with a **Retail Cost of \$37,199** can be purchased for **\$4,341...** That's **12% of Retail!** Our prices are negotiated with and supported directly by the manufacturer.

## SPC Upgrades for 2022

Client	Contact	Total Annual Volume	Number of Machines	Former Vendor	Vendor Awarded	Annual Cost Savings	5 Year Cost Savings	Print Management Software Added*
SAU 36 - White Mountains Regional SD	Kris Franklin	2,884,577	46	Visual Edge-OSV	Symquest	\$11,704.62	\$58,523.10	STARDoc Only
SAU 61 - Farmington	Brian Cisneros	2,857,215	42	Same	KMBS	\$7,383.00	\$36,915.00	PaperCut & STARDoc
SAU 66 - Hopkinton	Michael Flynn	2,460,750	78	Global-Conway	KMBS	\$29,956.00	\$149,780.00	PaperCut & STARDoc
SAU 68 - Lincoln/Woodstock	Debbie O'Connor	815,437	13	Same	KMBS	\$4,302.00	\$21,510.00	PaperCut & STARDoc
SAU 80 - Shaker Regional SD	Debbie Thompson	2,896,042	23	Same	Budget	\$5,550.00	\$27,750.00	PaperCut & STARDoc
SAU 87 - Mascenic	Lizabeth Baker	2,834,149	59	Same	KMBS	\$15,634.00	\$78,170.00	STARDoc Only
Great Bay E-Learning Charter School	Peter Stackhouse	246,262	8	Same	KMBS	\$1,744.00	\$8,720.00	STARDoc Only
MSAD 37 - Harrington Maine	Ron Ramsay	1,776,270	56	Visual Edge-A-Copi	Ricoh	\$6,953.00	\$34,765.00	STARDoc Only
SAU 54 - Rochester NH	Linda Bartlett	11,900,000	215	Same	KMBS	-\$1,920.00	-\$9,600.00	PaperCut & STARDoc
East Millinocket Schools Maine	Luci Milewski	1,113,369	4	Visual Edge-A-Copi	Ricoh	\$6,449.00	\$32,245.00	STARDoc Only
Washington Central UUSD	Mark Kline	4,000,000	68	Canon & Conway	Symquest	\$26,757.00	\$133,785.00	STARDoc Only
RSU 64 - East Corinth	Rhonda Sperrey	2,698,445	28	Visual Edge-A-Copi	Symquest	\$9,304.00	\$46,520.00	PaperCut & STARDoc
RSU 06 - Bonny Eagle	Scott Nason	8,328,355	109	Visual Edge-A-Copi	Symquest	\$21,350.00	\$106,750.00	PaperCut & STARDoc
RSU 14 - Windham Raymond	Bob Hickey	7,539,568	211	Visual Edge-A-Copi	Symquest	\$48,135.00	\$240,675.00	STARDoc Only
Orleans Southwest Supervisory Union VT	David Martin	2,846,049	24	Visual Edge-OSV	National	\$4,390.00	\$21,950.00	PaperCut & STARDoc
Essex Westford School District VT	Peter Drescher	10,741,439	265	Visual Edge-OSV & National	Symquest	\$100,004.00	\$500,020.00	PaperCut & STARDoc
Sullivan County NH	Derek Ferland	911,018	40	Canon	Symquest	\$14,033.00	\$70,165.00	PaperCut & STARDoc
Winooski School District VT	Nicole Mace	1,848,750	87	Canon	Symquest	\$42,364.00	\$211,820.00	PaperCut & STARDoc
Windham Northeast Supervisory Union VT	Andrew Haas	3,000,000	46	Canon	Symquest	\$39,323.00	\$196,615.00	PaperCut & STARDoc
SAU 43 - Newport NH	Ed Emond	1,772,242	10	Visual Edge-OSV	Symquest	\$18,656.00	\$93,280.00	STARDoc Only
<b>Totals</b>		<b>73,469,937</b>	<b>1,432</b>			<b>\$412,071.62</b>	<b>\$2,060,358.10</b>	

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

<b>TOTALS</b>	<b>82,468,260</b>	<b>69,686,229</b>	<b>73,469,937</b>	
<b>Total New Clients</b>	<b>14,950,000</b>	<b>41,249,400</b>	<b>17,952,178</b>	<< 8 Clients
<b>Total Existing Clients</b>	<b>67,518,260</b>	<b>28,436,829</b>	<b>55,517,759</b>	<< 12 Clients

2022 Award Evaluation	Manufacturer	Volume	Machines
Symquest	Konica Minolta	43,724,394	910
KMBS	Konica Minolta	21,113,813	415
Budget	Konica Minolta	2,896,042	23
Ricoh	Ricoh	2,889,639	60
National	Kyocera	2,846,049	24
<b>TOTALS</b>		<b>73,469,937</b>	<b>1,432</b>

## PROJECTED EQUIPMENT COSTS BY BUILDING - COLOR

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

Building	Projected Color Volume	Service & Supply Cost
CK Burns School	131,740	\$6,008.64
Gov John Fairfield School	59,775	\$3,409.63
Saco Administrative Office	36,739	\$1,625.38
Saco Learning Center	8,799	\$378.27
Saco Middle School	26,506	\$1,424.62
Saco Pre-K Program	39,277	\$2,507.39
Saco Transportation Office	9,282	\$597.58
SSD- Congregational Church	0	\$0.00
Young Elementary School	134,109	\$5,765.35
<b>TOTALS</b>	<b>446,227</b>	<b>\$21,716.86</b>



## SERVICE & SUPPLY USAGE PROFILE BY VENDOR - BLACK

This table represents ACTUAL and PROJECTED Service & Supply expenses for BLACK usage broken down by equipment type and vendor. Under SPC's Simplified Billing Program, SPC will invoice you directly for 50% of the Projected Annual Volume in July and January, and then reconcile based on actual usage in June. Although inflation has increased by 9.5% over last year, SPC has capped that increase for **FY23 to only 5%**. In the 30+ years of SPC's history, this is the first time this cap was necessary, but it clearly benefits the client as we continue to save you money.

Vendor	Equipment Type	FY22 Black Volume	FY22 Black Cost/Copy	FY22 Black S & S Costs	FY23 Black Cost/Copy	FY23 Projected Black S & S Costs
Konica-Minolta Business Solutions	Black Laser MFP	85,149	\$0.00421	\$358.48	\$0.00442	\$376.36
Konica-Minolta Business Solutions	Black Laser MFP	4,503	\$0.00941	\$42.37	\$0.00988	\$44.49
Konica-Minolta Business Solutions	Black Network Printer	59,465	\$0.00646	\$384.14	\$0.00678	\$403.17
Konica-Minolta Business Solutions	Black Network Printer	9,345	\$0.07903	\$738.54	\$0.08298	\$775.45
Konica-Minolta Business Solutions	Black Photocopier	1,557,946	\$0.00337	\$5,250.28	\$0.00354	\$5,515.13
Konica-Minolta Business Solutions	Black Photocopier	128,474	\$0.00424	\$544.73	\$0.00445	\$571.71
Konica-Minolta Business Solutions	Color Laser MFP	61,279	\$0.00421	\$257.98	\$0.00442	\$270.85
Konica-Minolta Business Solutions	Color Laser MFP	51,669	\$0.00531	\$274.36	\$0.00558	\$288.31
Konica-Minolta Business Solutions	Color Network Printer	1,221	\$0.00421	\$5.14	\$0.00442	\$5.40
Konica-Minolta Business Solutions	Color Photocopier	1,690	\$0.00330	\$5.58	\$0.00346	\$5.85
Konica-Minolta Business Solutions	Color Photocopier	484,006	\$0.00337	\$1,631.10	\$0.00354	\$1,713.38
Konica-Minolta Business Solutions	Color Photocopier	27,895	\$0.00436	\$121.62	\$0.00458	\$127.76
<b>TOTALS AND AVERAGES</b>		<b>2,472,642</b>	<b>\$0.00389</b>	<b>\$9,614.32</b>	<b>\$0.00408</b>	<b>\$10,097.86</b>

## SERVICE & SUPPLY USAGE PROFILE BY VENDOR - COLOR

This table represents ACTUAL and PROJECTED Service & Supply expenses for COLOR usage broken down by equipment type and vendor. Under SPC's Simplified Billing Program, SPC will invoice you directly for 50% of the Projected Annual Volume in July and January, and then reconcile based on actual usage in June. Although inflation has increased by 9.5% over last year, SPC has capped that increase for **FY23 to only 5%**. In the 30+ years of SPC's history, this is the first time this cap was necessary, but it clearly benefits the client as we continue to save you money.

Vendor	Equipment Type	FY22 Color Volume	FY22 Color Cost/Copy	FY22 Color S & S Costs	FY23 Color Cost/Copy	FY23 Projected Color S & S Costs
Konica-Minolta Business Solutions	Color Laser MFP	83,078	\$0.05928	\$4,924.86	\$0.06224	\$5,170.77
Konica-Minolta Business Solutions	Color Laser MFP	40,309	\$0.06131	\$2,471.34	\$0.06438	\$2,595.09
Konica-Minolta Business Solutions	Color Network Printer	2,470	\$0.05928	\$146.42	\$0.06224	\$153.73
Konica-Minolta Business Solutions	Color Photocopier	1,631	\$0.04002	\$65.27	\$0.04202	\$68.53
Konica-Minolta Business Solutions	Color Photocopier	317,082	\$0.04094	\$12,981.34	\$0.04299	\$13,631.36
Konica-Minolta Business Solutions	Color Photocopier	1,657	\$0.05596	\$92.73	\$0.05876	\$97.37
<b>TOTALS AND AVERAGES</b>		<b>446,227</b>	<b>\$0.04635</b>	<b>\$20,681.97</b>	<b>\$0.04867</b>	<b>\$21,716.86</b>

## LEASED/OWNED EQUIPMENT DETAILS

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Total Number of Machines Under Contract	55
Number of Machines on Lease	45
Number of Machines Owned	10
Number of Rental/Loaner Machines	0

Lease Company	Norway Savings Bank
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Term	5 Annual
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Annual Payment usually due on 8/1	\$49,023.03
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Lease Start Date	08/02/2018
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Lease End Date	08/01/2023
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Remaining Payments	1
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\*The Lease End Date has no bearing on Service & Supply and Warranty Contracts.

## LEASED EQUIPMENT

Building	Room	Make/Model	Serial Number
CK Burns School	2nd Floor Teachers' Room (Hall 2nd Floor)	Konica Minolta BH4052	AAIR011000228
CK Burns School	Cafeteria Office	Konica Minolta BH330IP	A63P015002004
CK Burns School	Custodial Office	Konica Minolta BH330IP	A63P015001997
CK Burns School	Custodian	Konica Minolta BHC335I	A92F011009335
CK Burns School	Mail Room	Konica Minolta BH658	AA6R011001708
CK Burns School	Mail Room	Konica Minolta BHC558	A79K011016148
CK Burns School	Main Office	Konica Minolta BHC458	A79M011028796
CK Burns School	Nurse's Office	Konica Minolta BH330IP	A63P015001991
CK Burns School	Room 35	Konica Minolta BH330IP	A63P015001953
CK Burns School	Room 5 - Book Room - not in use	Konica Minolta BH4702P	AAFH011000467
CK Burns School	Teachers' Room 2nd Floor	Konica Minolta BH658	AA6R011001653
CK Burns School	Teachers' Room 2nd Floor	Konica Minolta BH658	AA6R011001654
Gov John Fairfield School	B Wing Hall	Konica Minolta BH658	AA6R011001660
Gov John Fairfield School	Cafeteria Office	Konica Minolta BH330IP	A63P015001996
Gov John Fairfield School	Library Room 15	Konica Minolta BH4702P	AAFH011000466
Gov John Fairfield School	Main Office	Konica Minolta BHC558	A79K011016079
Gov John Fairfield School	Room 9	Konica Minolta BHC335I	A92F011010123
Gov John Fairfield School	Teachers' Room	Konica Minolta BH4052	AAIR011000241
Gov John Fairfield School	Teachers' Room	Konica Minolta BH658	AA6R011001609
Saco Administrative Office	Accounts Payable	HP Laser Jet Enterprise M506dn	PHBGT10366
Saco Administrative Office	Administrative Assistant	Konica Minolta BHC3100P	A6DR012108652
Saco Administrative Office	Special Education	Konica Minolta BH4702P	AAFH011000475
Saco Administrative Office	Supt. Work Area	Konica Minolta BHC658	A79J013005486
Saco Administrative Office	Technology	Konica Minolta BH4052	AAIR011000232
Saco Learning Center	Classroom 2	Konica Minolta BH330IP	A63P015002003
Saco Learning Center	Office	Konica Minolta BH4702P	AAFH011000490
Saco Learning Center	Work Room	Konica Minolta BHC308	A7PY017007406
Saco Middle School	Copy Room 7th Grade Wing - B6B	Konica Minolta BH658	AA6R011001576
Saco Middle School	Copy Room B6B	Konica Minolta BH4052	AAIR011000280
Saco Middle School	Food Service Manager	Konica Minolta BH330IP	A63P015002006
Saco Middle School	Kitchen Office	Konica Minolta BH330IP	A63P015002000
Saco Middle School	Modular - Room 48	Konica Minolta BH4052	AAIR011000150
Saco Middle School	Room 100 - Main Office	Konica Minolta BH330IP	A63P015002001
Saco Middle School	Room 100 - Main Office	Konica Minolta BHC335I	A92F011009606
Saco Middle School	Room 100 - Main Office	Konica Minolta BHC558	A79K011015713
Saco Middle School	Room 106 - Left Side	Konica Minolta BH658	AA6R011001691

Building	Room	Make/Model	Serial Number
Saco Middle School	Room 106 - Right Side	Konica Minolta BH658	AA6R011001666
Saco Middle School	Room 207	Konica Minolta BH330IP	A63P015001970
Saco Middle School	Room 208 - Library	Konica Minolta BH4052	AA1R011000196
Saco Middle School	Room 208 - Library	Konica Minolta BH658	AA6R011001692
SSD- Congregational Church	Classroom - not in use	Konica Minolta BHC335I	A92F011009340
Young Elementary School	Library	Konica Minolta BH330IP	A63P015002005
Young Elementary School	Main Office	Konica Minolta BHC558	A79K011015749
Young Elementary School	Prep Room	Konica Minolta BH308	AA6W011000530
Young Elementary School	Prep Room	Konica Minolta BH658	AA6R011001580

## OWNED EQUIPMENT

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Building	Room	Make/Model	Serial Number
CK Burns School	Library	Konica Minolta BH454E	A6IE011005795
CK Burns School	Office	Konica Minolta BHC3350	A4Y4011001716
Gov John Fairfield School	Portable - Room 21	Konica Minolta BHC554	A5AY011008982
Saco Administrative Office	Business Office - Basement	Konica Minolta BHC300i	AA2J013002828
Saco Middle School	Guidance Area	Konica Minolta BH4050	A6VF011004749
Saco Pre-K Program	Pre-K - 5 Willey Road	Konica Minolta BHC335I	A92F011010987
Saco Pre-K Program	Pre-K Modular - Young Elementary	Konica Minolta BHC3350i	A93E011001725
Saco Pre-K Program	Pre-K Office - 5 Willey Road	Konica Minolta BHC3350i	A93E011002510
Saco Transportation Office	Modular - Office	Konica Minolta BHC3350	A4Y4011001520
Young Elementary School	Modular North	Konica Minolta BH654	A5YN017003082

## STARDoc USER NAMES

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Name	User Name
Doris Binette	dbinette@sacoschools.org
J'Aime Walker	jwalker@sacoschools.org
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Terri Cameron	tcameron@sacoschools.org
Wendy LeBlanc	wleblanc@sacoschools.org

STARDoc user names are managed by the Account Administrator, usually the IT Director. If there are any changes that need to be made, please notify your Account Administrator or SPC.



## 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 69 clients with almost 4500 devices doing 176 million copies and prints annually. For FY22 we purchased 1,432 machines with over 73 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* by managing 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 monthly and/or quarterly.
- THREE detailed, easy-to-read invoices are sent each year from ONE billing source.
- Reconciles all of your devices at the end of the year; you pay only for what you use; no minimums.



## 4. Five-Year Equipment Replacement Schedule

- SPC's staff surveys key locations that determine life of existing equipment.
- Specs out new equipment needed: Does not allow vendors to undersize during the bidding process.
- Manages the entire bid process down to the install.

## 5. Annual Report

- A crucial document that extends the life of your equipment, often getting 8 to 10 years of guaranteed performance! Flags copying trends within your organization such as overusage.
- 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 almost \$1.5 million for all of our clients.

That translates into Savings of more than \$7 million over five years!



## SPC Values Our Vendors

### Overall Benefits to Our Vendors

- Opportunities brought to vendor - Over 1,400 units purchased in FY22 running over 73 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)
- Vendor Bid Portal: Greatly reduces bid input time; reduces time from bid submission to bid presentation to the clients in our cooperative
- Control of Bid Specs (Not allowing any vendor to underbid or offer discontinued equipment)
- Selling of vendors' 'Value Add' directly to our clients after the bids are in; Client has the right to pay more than low bid, if desired

### 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 costs
- Manage and audit installation
- Capture final meter reads and close books on old devices & contracts

## Vendor Ongoing Support

- Yearly meter reads
- Simplified Billing: SPC manages billing and payment directly with 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 managed over 4,500 Photocopiers and Printers last year.**

**Our relationship with our vendors has never been stronger!**



## STARDoc Features

### Cost Projection by Department or Building

- Allows you to formulate next year's budget 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 floorplans
- Timeline - allows you to track historical volume and costs to compare current budget with past years

### Map your devices on Floorplans

- Identifies detailed information (IP address, serial number, vendor ID, CPC, consumed volume, toner and service alerts)
- Device Information tab allows easy access to the printer/copier web interface
- Asset Management (Servers, Wireless Access Points, IP Cameras, Projectors, Apple TVs)

### Floorplan Administration

- Allows IT and Business Manager to move devices around on floorplan
- Paper trail of device locations after summer break
- Shows Previous Devices, Present Equipment, and Proposed Equipment

### Contacts Page

- Control Access and Permissions to STARDoc
- Toggle Email All (Toner Alerts, Service Alerts, Monthly Audits)

### Device Listing Page

- Centralized location for detailed information of District's assets
- Exportable device listing to Excel or PDF
- Non-Reporting Device listing for devices that haven't reported for more than two weeks
- Tracks additional non-contracted devices
- IP Addresses and MAC addresses imported automatically
- Strikethrough on machines that have been removed

### Monthly Audits

- Monthly Cost Snapshot
- Shows number of devices not reporting to help improve projections accuracy

### Last Sync Date

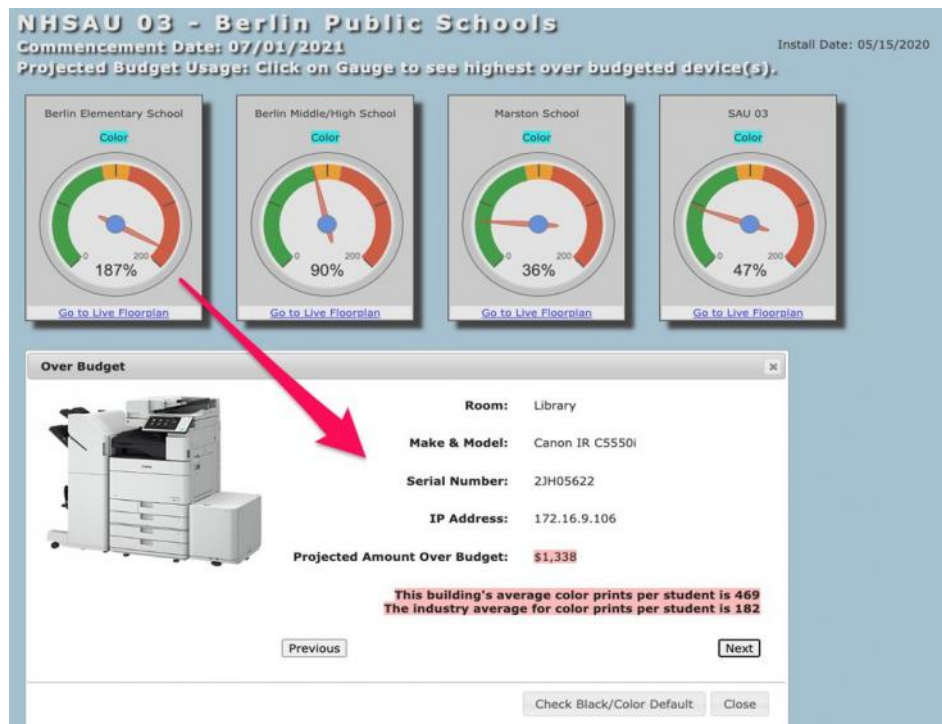
- Shows the last time FM Audit synced for equipment

## 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.

## Five-Year Fleet Management (FYFM)

- Interactive tool that examines printing habits
- Flags potential problem areas
- Helps identify equipment with high color usage



## NEW VENDOR CATEGORIES

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In the past we had two vendor categories: Cooperative and Uncooperative. In 2021 we added a third category:

### **Premier: defined as consistently providing ...**

- Quality bids to SPC
- Quality service with a four-hour or less average response time
- Reliable equipment and competitive pricing
- Support to SPC and our mutual clients to resolve concerns
- **Current Premier Vendors**
  - Budget Document Technologies
  - Konica Minolta Business Solutions
  - National 1927
  - Ricoh USA
  - SymQuest Group

### **Cooperative: defined as ...**

- Providing bids as required but lacking in one or more areas listed above, or they have yet to provide a history of strong support

### **Uncooperative: defined as ...**

- Rarely submitting bids to SPC
- Encourages SPC clients to breach existing contracts and undermines SPC's bid process

## WARRANTY RELIEF FUND

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### Why is it Needed?

With the recent pandemic, schools and businesses shut down. In FY20 credits owed were around \$389,000. However, your contracts stipulate that any unused service and supplies are to be refunded. While this may seem like good news, what if the vendor is unable or unwilling to repay those funds? Many companies outside of the copier industry are already filing for bankruptcy. SPC's legitimate concern is, what if this hits the copier industry and we can no longer access the funds owed to the client?

### Other Concerns:

- Vendor refuses to honor a Warranty
- Equipment is no longer under a vendor Warranty
- Vendor refuses to honor a Service-and-Supply Contract at the agreed-upon pricing.
- Vendor gets sold to a venture capitalist entity or to a risky new owner with limited cash reserves

### Purpose:

Since 1989, SPC's goal is to shelter our clients from Industry upheavals. This fund is to set aside monies that can be used by any client, if a need arises.

Funding Source: Initially, \$200,000 no-interest personal loan. To be paid back from two sources...

- Wholesale Trades... For over 10 years these funds have been set aside for warranty replacement units since the industry would provide the same cash price with or without the trade.
- Equipment Purchases... 2% of the gross will be set aside with each upgrade.

### Who Benefits?

All SPC clients...like any insurance fund, by pooling funds from SPC's entire client base, any losses are eliminated.

## WARRANTY RELIEF EQUIPMENT BASE

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### Why is it Needed?

As with credits owed to clients for unused copies, sometimes equipment needs to be replaced or added but there are no funds in the budget. Rather than relying solely on the Warranty Relief Fund, SPC will have an inventory of high-quality, low-meter copiers and printers to use as replacements or additional equipment as needed at a lower cost to the client than a new machine.

### Other Concerns:

- Equipment is no longer under a vendor Warranty
- Vendor refuses to honor a Warranty
- Equipment is damaged by user and not covered under the Warranty

### Purpose:

- To replace or add a machine when needed

### Who Benefits?

- All SPC clients...by pooling high-quality equipment from past client upgrades, equipment can be replaced with minimal impact on the client