



## ***Specialized Purchasing Consultants***

**1491 East Side River Road**

**Dummer, NH 03588**

**(800)750-1538**

# **FY20 Annual Report**

## **Year - End Photocopier Analysis**

**With projected costs for FY21**

**Jason Didonato  
Saco MSAU  
90 Beach Street  
Saco, ME 04072**



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

September 2020

Jason Didonato  
Saco MSAU  
90 Beach Street  
Saco, ME 04072

Skip Tilton  
President

Corporate Office:  
1491 East Side River Road  
Dummer, NH 03588  
(800) 750-1538

VISIT US ON THE WEB:  
[www.spccopypro.com](http://www.spccopypro.com)

Dear Jason:

We at Specialized Purchasing consultants wish to thank you for your continued confidence in us for the **past 16 years**. We hope we can continue this relationship for many years to come.

This year's Annual Report provides an overview of last year's reprographic equipment usage and status. We recognize that this was an unusual year and that accurate usage may not be fully reflected. However, it is still good to compare and review to see just how the pandemic has impacted usage. Recommendations have still been made to address any potential problem areas and help to avoid needless down time and improve equipment reliability.

Every year we strive to improve or enhance our services to save our clients time, money, and effort. Hopefully you have been able to benefit from these services, and we hope to continue to offer new services. In fact, one new service is the Client Warranty and Relief Fund. A description of this valuable service is provided in this year's report. We are pleased to continue offering all of our services to you at no additional charge.

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

Sincerely,

Skip Tilton  
President

"Protecting Your Copier Interests"

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## Meet Your Team



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

As co-founders of SPC, Billie Jo and I are very proud of our team of professionals. The concept of group purchasing to save millions has grown since 1988 into providing over 16 different managerial services that increase reliability and extend the life of your equipment. However, none of this would have been possible without the loyalty of our clients, many of whom we have assisted for more than 20 years! Together, we have realized the lowest prices possible while improving the quality of your service and equipment. We have also been able to find ways to increase your equipment reliability, monitor and track usage variations throughout the year, and keep your costs under control.



***Jessica Paradis***  
***Accounting Coordinator***

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

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

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



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

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

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

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



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

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

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

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



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

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



## SPC Timeline

### 1988 Specialized Purchasing Consultants opens its doors

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

### 1999 Improved Annual Reports

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

### 2001 Meter Collection

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

### 2002 Bond Counsel Review

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

### 2003 Bond Counsel Review of Contracts and Warranties

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

### 2012 STARDoc and Simplified Billing Developed and Implemented

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

### 2013 STARDoc - Daily Tracking

- Meters gathered daily to track usage

### 2014 STARDoc - Monthly Audits

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

### 2015 STARDoc - Mapping Options and Asset Management

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



## SPC Timeline

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

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

### 2019 STARDoc – Service Histories, Chromebook Bid

- Mandatory annual fleet service history: Provides data on the overall reliability of the fleet.
- SPC's Chromebook bid allowed organizations to piggyback off our cooperative pricing. Many schools like SAU 67 - Bow and SAU 57 - Salem benefited from this pricing.

### 2020 Mock Bids - Warranty and Relief Fund

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

### 2021 SPC Roadmap

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

## Equipment Health Status

**Total Number of Machines:** **56**

<b>Total Black Photocopiers:</b>	<b>22</b>
<b>Total Color Photocopiers:</b>	<b>17</b>
<b>Total Black Network Printers:</b>	<b>16</b>
<b>Total Color Network Printers:</b>	<b>1</b>
<b>Total Removed From Service:</b>	<b>0</b>

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

**# of Units Approaching End of Warranty:** **4**

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

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

**Commencement Date:** **08/01/2018**

**# of Annual Payments Left on Lease:** **3**

**All Warranties and Service Contracts Expire:** **06/30/2024**

**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 Jason,

Because of the change to remote learning in March, COVID-19 had a direct and significant impact on client budgets. Usage was dramatically affected for most school districts; Saco MSAU, however, finished off the year with an overage of \$1,537.26. While this may seem like a positive for some – saving money on reprographic expenses – it has actually put a tremendous burden on the vendors as they are starting off the new fiscal year with a deficit. Combine this with other economic strains for the vendors, SPC is concerned, which is why we have developed the Warranty and Relief Fund (see page 49) to protect our clients.

In reviewing the service history report for your district, it looks like KMBS is taking good care of the equipment. A three-hour response time and high uptime are good indications of that. We look forward to our annual report where we can discuss anything that is not covered in the service history report that we can help address for you.

Sincerely,  
Skip

## Aging Equipment Summary

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

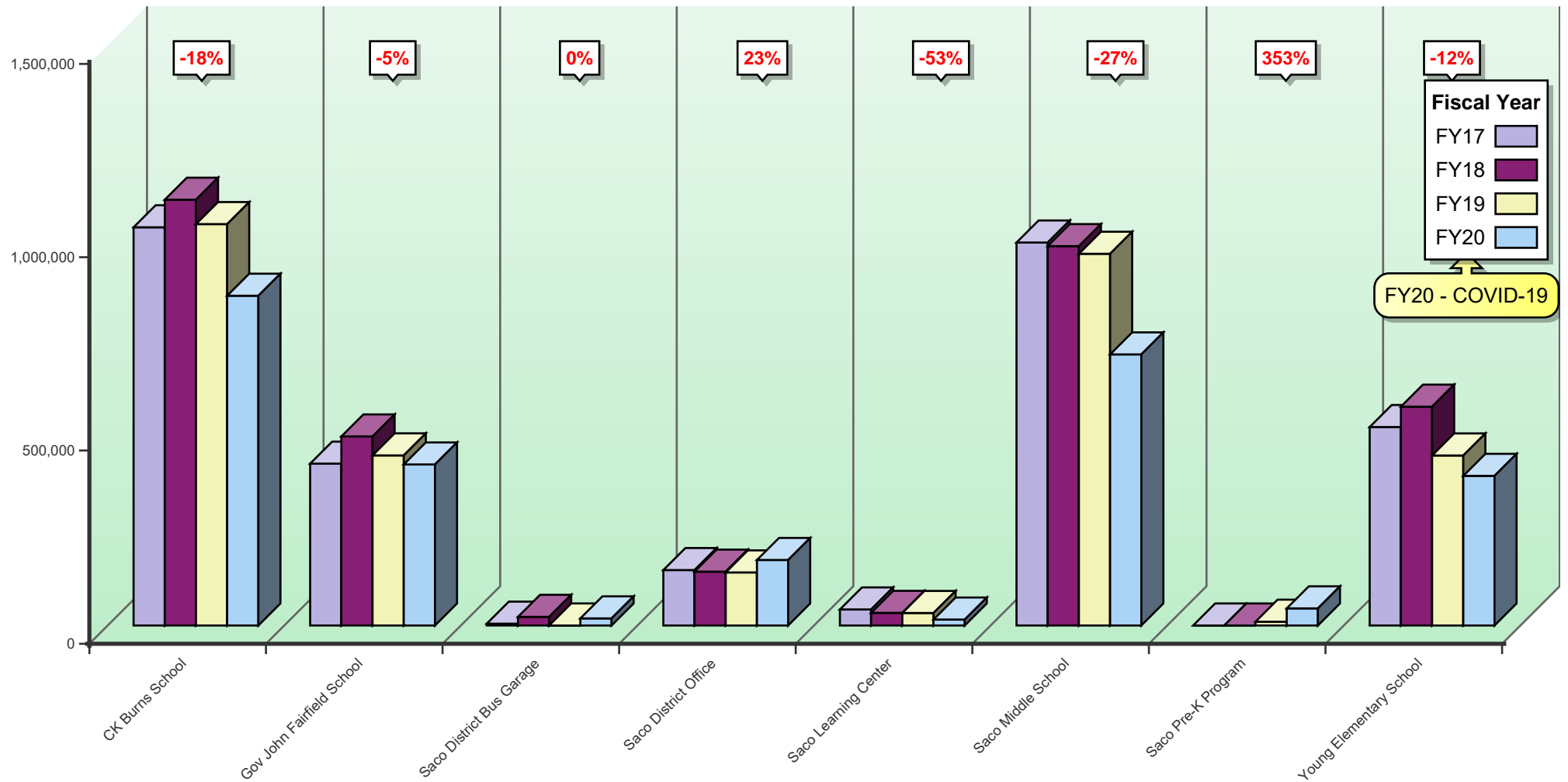
Building	Room	Make/Model	Serial Number	Vendor Name	Intro Date
CK Burns School	Library	Konica Minolta BH454E	A61E011005795	KMBS	11/01/2013
Gov John Fairfield School	Portable - Room 21	Konica Minolta BHC554	A5AY011008982	KMBS	08/01/2012
Saco District Office	Business Office - Basement	Konica Minolta BH754E	A55V017002455	KMBS	01/01/2013
Young Elementary School	Modular North	Konica Minolta BH654	A5YN017003082	KMBS	02/01/2013



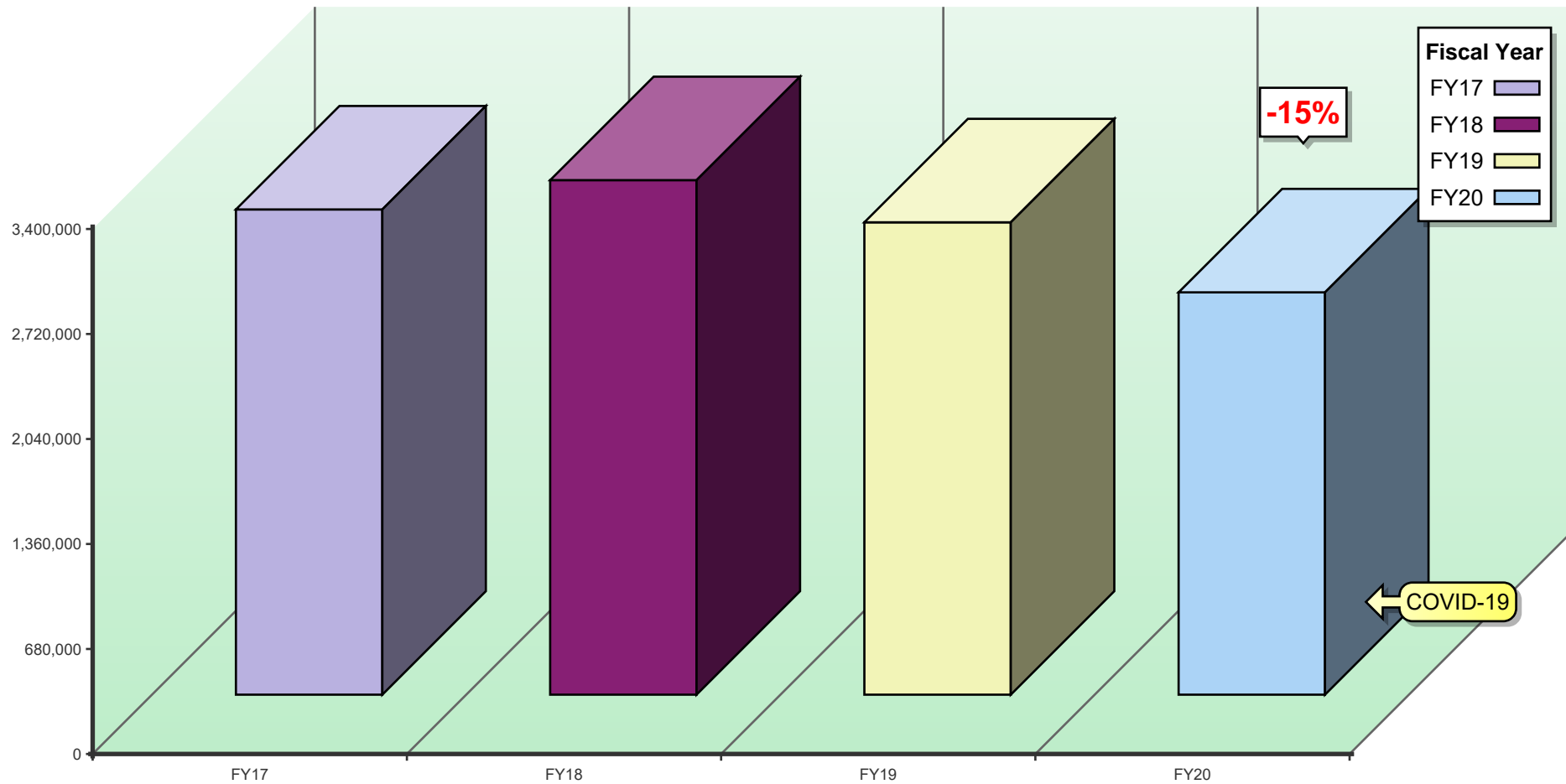
**Non-Contracted Devices**

<b>Make - Model</b>	<b>Serial Number</b>	<b>IP Address</b>	<b>Last Update</b>
KONICA-MINOLTA BIZHUB 4052	KM0B9037	192.168.70.26	2020-03-14 10:17:59
KONICA-MINOLTA BIZHUB 654E	KM925CA3	192.168.48.24	2020-04-05 00:14:13
KONICA-MINOLTA BIZHUB 658E	KM6EB136	192.168.40.28	2020-03-26 02:14:32
TBD 30-39 CPM Color	FFMainOfficeCopier	192.168.40.24	2020-09-13 05:14:50

## Annual Black Volume by Location



## Annual Black Volume Overall



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

## Average Student-to-Copy Usage - Black

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

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
CK Burns School	602	853,054	\$23,560.83	1,417	\$39.14
Gov John Fairfield School	300	416,582	\$11,542.50	1,389	\$38.48
Saco District Bus Garage	0	18,378	\$539.86	0	\$0.00
Saco District Office	0	169,482	\$5,809.22	0	\$0.00
Saco Learning Center	0	15,363	\$428.74	0	\$0.00
Saco Middle School	562	701,235	\$19,349.79	1,248	\$34.43
Saco Pre-K Program	78	44,297	\$1,291.20	568	\$16.55
Young Elementary School	329	387,071	\$10,667.24	1,177	\$32.42
<b>Totals</b>	<b>1,871</b>	<b>2,605,462</b>	<b>\$73,189.37</b>	<b>1,393</b>	<b>\$39.12</b>

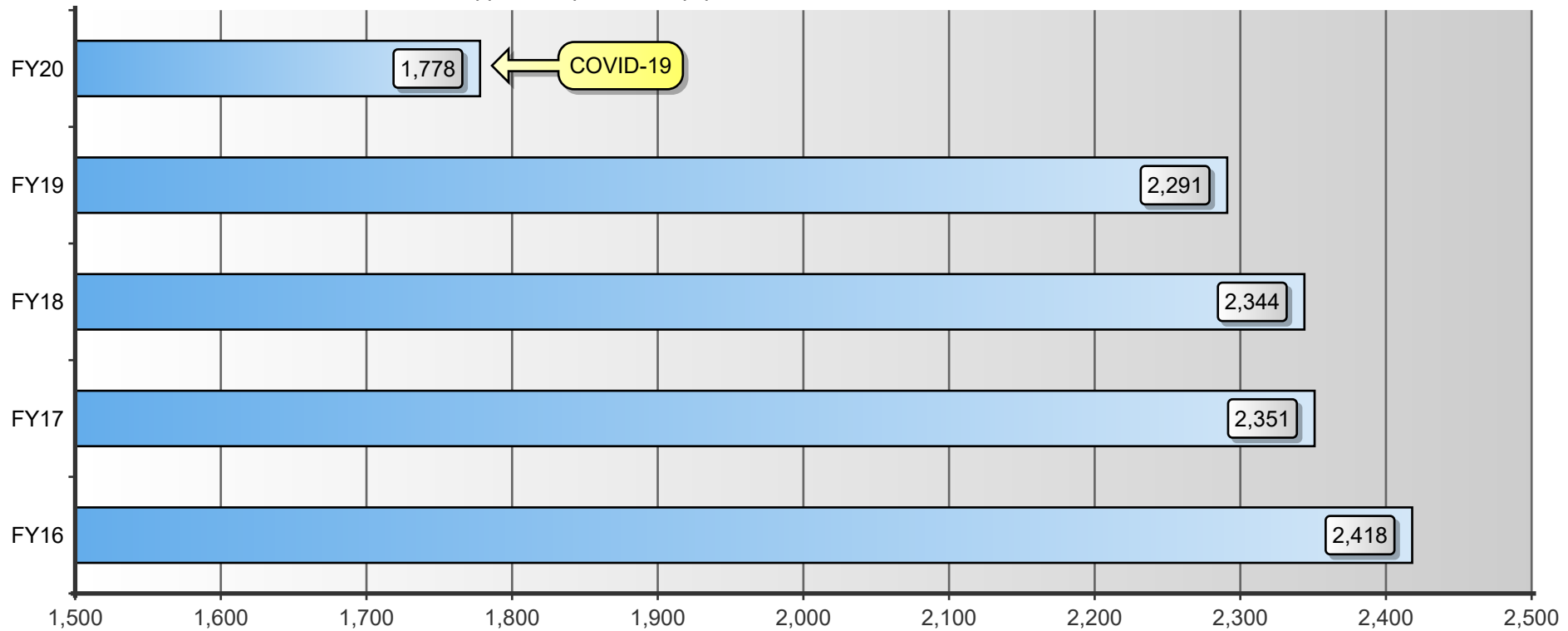
*\*Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this report.*

## Industry Average Copies per Student - Black

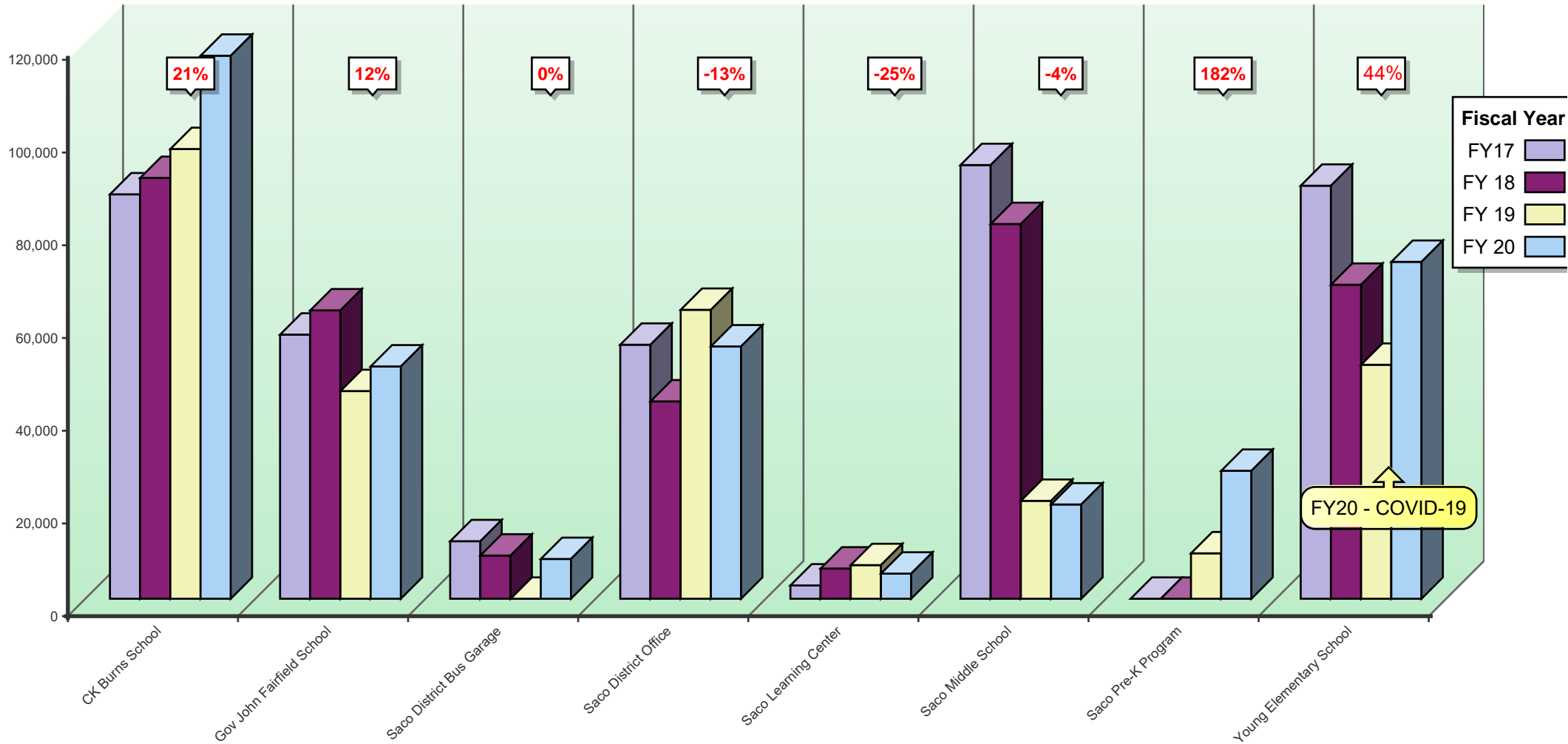
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

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

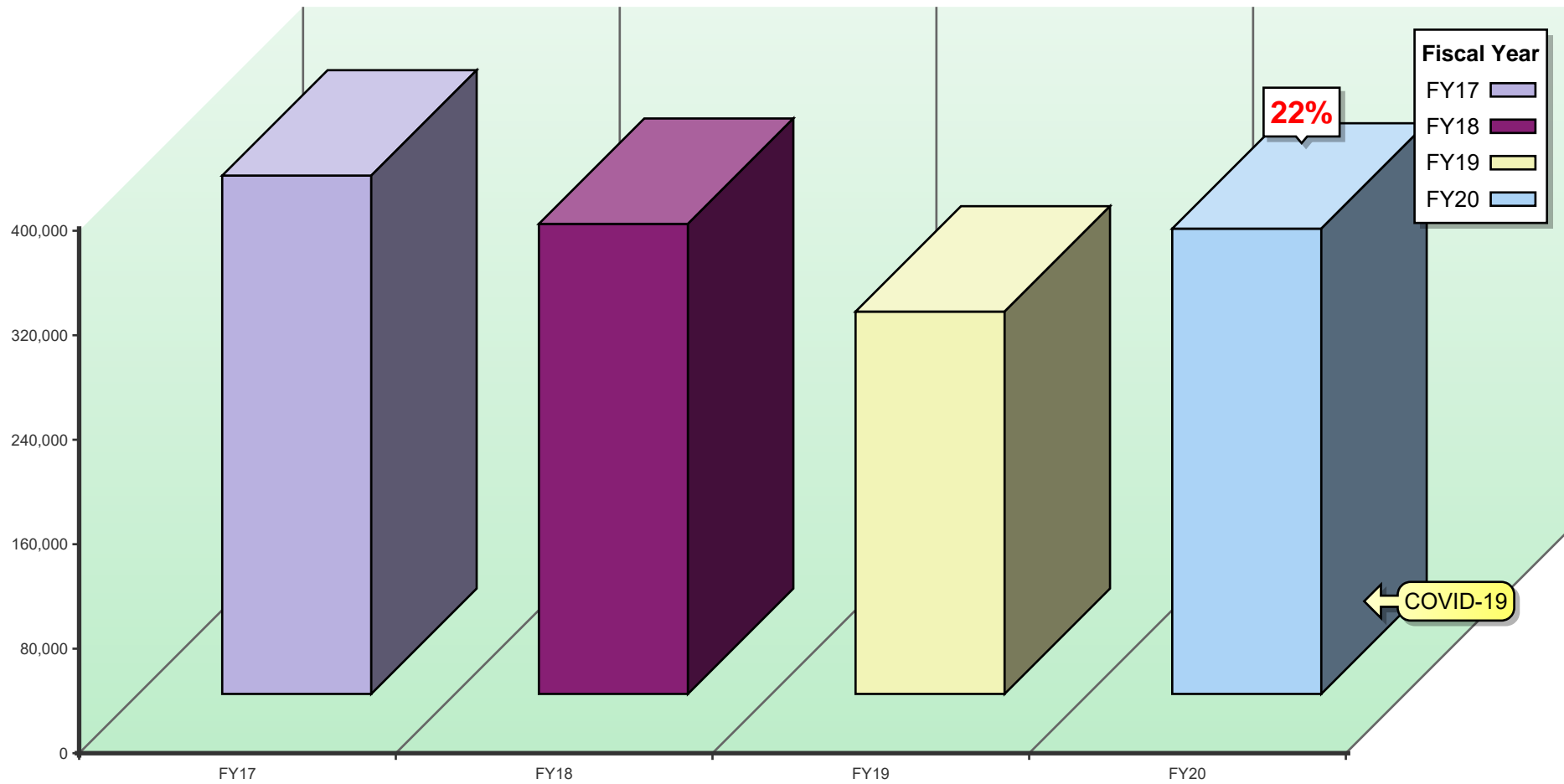
\*Total District Cost refers to the cost of Service, Supplies, Paper, and Equipment.



## Annual Color Volume by Location



## Annual Color Volume Overall



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

## Average Student-to-Copy Usage - Color

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

Building Name	Student Population	Annual Volume	Total School Cost*	Annual Copies Per Student	Annual Cost Per Student
CK Burns School	602	117,124	\$5,455.62	195	\$9.06
Gov John Fairfield School	300	50,103	\$2,372.77	167	\$7.91
Saco District Bus Garage	0	8,577	\$510.50	0	\$0.00
Saco District Office	0	54,422	\$2,235.17	0	\$0.00
Saco Learning Center	0	5,420	\$215.45	0	\$0.00
Saco Middle School	562	20,334	\$1,033.16	36	\$1.84
Saco Pre-K Program	78	27,599	\$1,628.41	354	\$20.88
Young Elementary School	329	72,667	\$2,937.04	221	\$8.93
<b>Totals</b>	<b>1,871</b>	<b>356,246</b>	<b>\$16,388.11</b>	<b>190</b>	<b>\$8.76</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 47 of STARDoc Features. Current industry ratio averages 184 color prints per student per year. Your color volume this year averages 190 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>	<b>2,605,462</b>	<b>\$10,066.29</b>
<i>District Wide Color Totals</i>	<b>356,246</b>	<b>\$16,338.94</b>

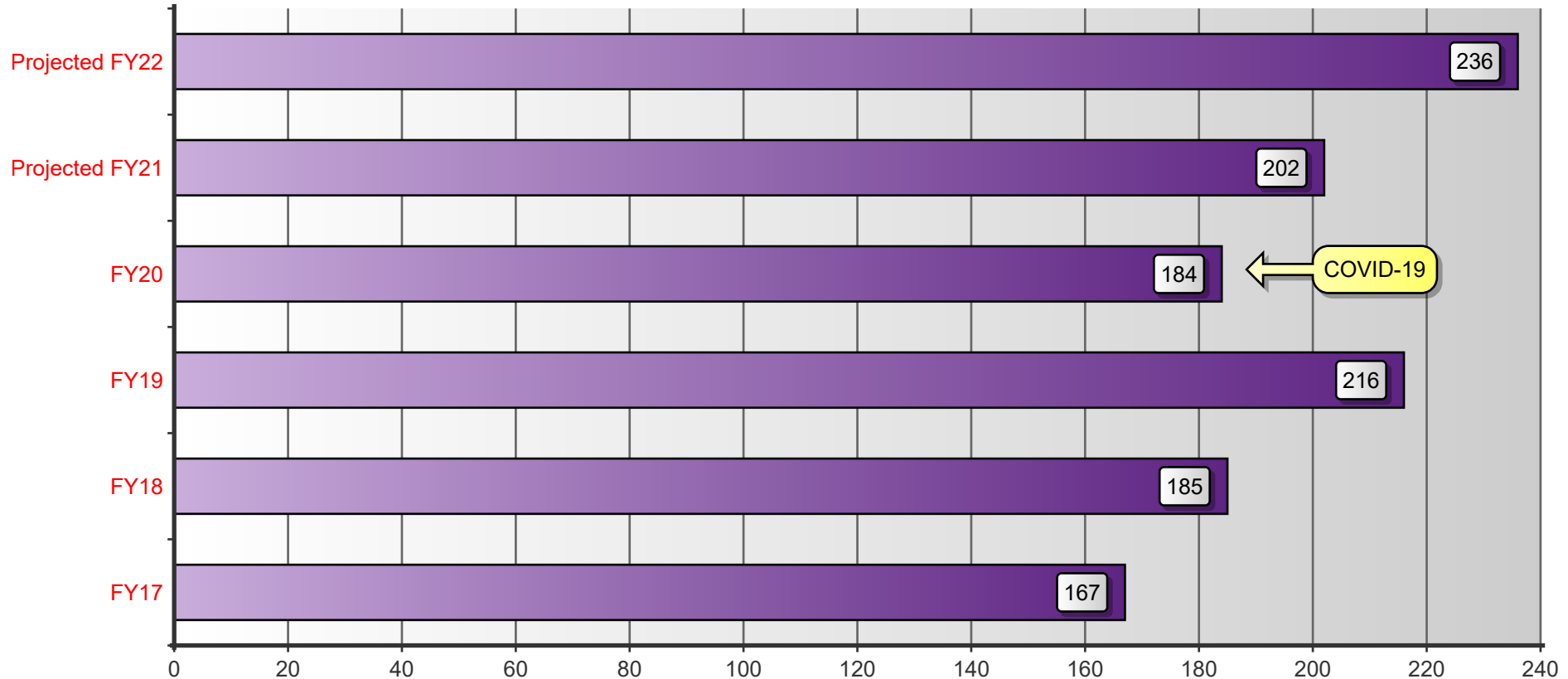


## Industry Average Copies per Student - Color

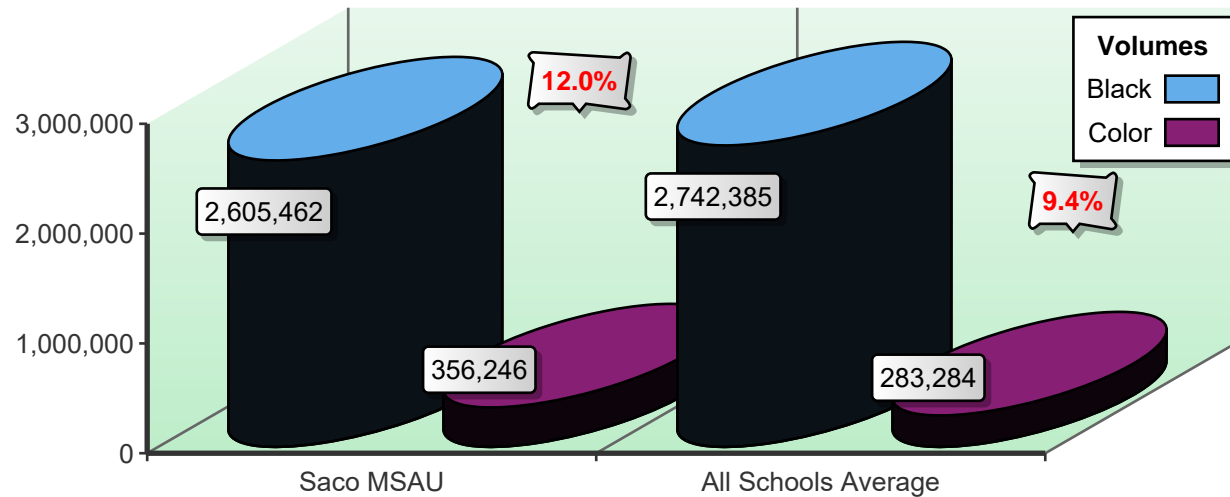
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district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

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

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



## Color-to-Total Volume Comparison



## SPC Analysis

COLOR printing is skyrocketing out of control! A five-year study of 83,000 students across the Tri-State region revealed a rapid increase in the K-12 sector. In fact, in FY19, color printing increased by 19%! Of course FY20 was dramatically different because of COVID-19. Therefore, we should assume that color volume will continue to increase unless the proper controls are put in place. Obviously, some color printing is necessary. However, if color printing is not monitored properly, it could blow up your entire printing budget. The best time to financially achieve the color control goal is when you do your next upgrade. For that recommendation, please review the Health Status page.

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

## Usage Profile for Service & Supplies

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

*Date of Last Upgrade: 08/01/2018*

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>CK Burns School</b>					
<b>2nd Floor Teachers' Room (Hall 2nd Floor)</b>					
Konica Minolta BH4052 / 42 PPM	9,825	14,363	4,538	\$0.00408	None at this time.
AA1R011000228 / 9499 5742				\$18.52	
1,000,000 / 08/2018	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
KMBS					
<b>Cafeteria Office</b>					
Konica Minolta BH3301P / 35 PPM	2,070	3,480	1,410	\$0.00625	None at this time.
A63P015002004 / 9499 5798				\$8.81	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<b>Custodial Office</b>					
Konica Minolta BH3301P / 35 PPM	1,797	3,374	1,577	\$0.00625	None at this time.
A63P015001997 / 9467 8991				\$9.86	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Custodian</b>					
Konica Minolta BHC3351 / 35 PPM	66,361	106,938	40,577	\$0.00408	None at this time.
A92F011009335 / 9486 1373				\$165.55	
750,000 / 04/2017	44,264	80,178	35,914	\$0.05738	
Color Laser MFP				\$2,060.75	
KMBS					
<b>Library</b>					
Konica Minolta BH454E / 45 PPM	319,019	351,335	32,316	\$0.00411	7 years from Intro.
A61E011005795 / 9357 5346				\$132.82	
1,000,000 / 11/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Mail Room</b>					
Konica Minolta BH658 / 65 PPM	212,880	413,884	201,004	\$0.00326	None at this time.
AA6R011001708 / 9486 1413				\$655.27	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Mail Room</b>					
Konica Minolta BHC558 / 55 PPM	132,363	263,488	131,125	\$0.00326	None at this time.
A79K011016148 / 9486 1368				\$427.47	
3,000,000 / 02/2017	25,266	89,077	63,811	\$0.03963	
Color Photocopier				\$2,528.83	
KMBS					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Main Office</b>					
Konica Minolta BHC458 / 45 PPM	46,344	97,888	51,544	\$0.00326	None at this time.
A79M011028796 / 9486 1379				\$168.03	
1,000,000 / 08/2016	16,718	25,990	9,272	\$0.03963	
Color Photocopier				\$367.45	
KMBS					
<b>Nurse's Office</b>					
Konica Minolta BH3301P / 35 PPM	2,471	7,910	5,439	\$0.00625	None at this time.
A63P015001991 / 9499 5799				\$33.99	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<b>Office</b>					
Konica Minolta BHC3350 / 35 PPM	53,817	59,333	5,516	\$0.00514	None at this time.
A4Y4011001716 / 9353 9599				\$28.35	
750,000 / 01/2014	122,526	130,653	8,127	\$0.05934	
Color Laser MFP				\$482.26	
KMBS					
<b>Room 35 Mail Room</b>					
Konica Minolta BH3301P / 35 PPM	5,508	6,172	664	\$0.00625	None at this time.
A63P015001953 / 9499 5725				\$4.15	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Room 5 - Book Room</b>					
Konica Minolta BH4702P / 50 PPM	15,051	19,073	4,022	\$0.00625	None at this time.
AAFH011000467 / 9499 5800				\$25.14	
2,000,000 / 08/2018	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<b>Teachers' Room 2nd Floor</b>					
Konica Minolta BH658 / 65 PPM	193,270	368,150	174,880	\$0.00326	None at this time.
AA6R011001654 / 9486 1454				\$570.11	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Teachers' Room 2nd Floor</b>					
Konica Minolta BH658 / 65 PPM	298,958	497,400	198,442	\$0.00326	None at this time.
AA6R011001653 / 9486 1349				\$646.92	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<hr/>					
	<b>Subtotal Black</b>		<b>853,054</b>	<b>\$2,894.99</b>	
	<b>Subtotal Color</b>		<b>117,124</b>	<b>\$5,439.28</b>	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Gov John Fairfield School</b>					
<b>B Wing Hall</b>					
Konica Minolta BH658 / 65 PPM	140,505	274,112	133,607	\$0.00326	None at this time.
AA6R011001660 / 9486 1355				\$435.56	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Cafeteria Office</b>					
Konica Minolta BH3301P / 35 PPM	960	2,534	1,574	\$0.00625	None at this time.
A63P015001996 / 9499 5825				\$9.84	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<b>Library Room 15</b>					
Konica Minolta BH4702P / 50 PPM	18,458	29,892	11,434	\$0.00625	None at this time.
AAFH011000466 / 9467 8992				\$71.46	
2,000,000 / 08/2018	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<b>Main Office</b>					
Konica Minolta BHC558 / 55 PPM	44,110	116,052	71,942	\$0.00326	None at this time.
A79K011016079 / 9486 1364				\$234.53	
3,000,000 / 02/2017	23,654	51,715	28,061	\$0.03963	
Color Photocopier				\$1,112.06	
KMBS					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Portable - Room 21</b>					
Konica Minolta BHC554 / 55 PPM	256,770	292,552	35,782	\$0.00422	8 years from Intro.
A5AY011008982 / 9357 5375				\$151.00	
3,000,000 / 08/2012	100,259	103,729	3,470	\$0.05417	
Color Photocopier				\$187.97	
KMBS					
<b>Room 9</b>					
Konica Minolta BHC3351 / 35 PPM	9,914	24,175	14,261	\$0.00408	None at this time.
A92F011010123 / 9486 1375				\$58.18	
750,000 / 04/2017	19,108	37,680	18,572	\$0.05738	
Color Laser MFP				\$1,065.66	
KMBS					
<b>Teachers' Room</b>					
Konica Minolta BH658 / 65 PPM	174,295	313,161	138,866	\$0.00326	None at this time.
AA6R011001609 / 9486 1351				\$452.70	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Teachers' Room</b>					
Konica Minolta BH4052 / 42 PPM	13,265	22,381	9,116	\$0.00408	None at this time.
AA1R011000241 / 9499 5854				\$37.19	
1,000,000 / 08/2018	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
KMBS					
<b>Subtotal Black</b>			<b>416,582</b>	<b>\$1,450.47</b>	
<b>Subtotal Color</b>			<b>50,103</b>	<b>\$2,365.69</b>	



<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Saco District Bus Garage</b>					
<b>Modular - Office</b>					
Konica Minolta BHC3350 / 35 PPM	44,294	62,672	18,378	\$0.00514	None at this time.
A4Y4011001520 / 9357 5364				\$94.46	
750,000 / 01/2014	24,996	33,573	8,577	\$0.05934	
Color Laser MFP				\$508.96	
KMBS					
<b>Subtotal Black</b>			<b>18,378</b>	<b>\$94.46</b>	
<b>Subtotal Color</b>			<b>8,577</b>	<b>\$508.96</b>	

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

HP Laser Jet Enterprise M506dn / 45 PPM	10,230	24,681	14,451	\$0.07650 \$1,105.50	None at this time.
PHBGT10366 / 94971861 1,000,000 / 10/2015 Black Network Printer KMBS	0	0	0	\$0.00000 \$0.00	

**Administrative Assistant**

Konica Minolta BHC3100P / 32 PPM A6DR012108652 / 94995945 750,000 / 06/2014 Color Network Printer KMBS	2,227	5,547	3,320	\$0.00408 \$13.55 \$0.05738 \$231.76	None at this time.
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**Business Office - Basement**

Konica Minolta BH754E / 75 PPM A55V017002455 / 9357 5389 4,000,000 / 01/2013 Black Photocopier KMBS	801,459	809,291	7,832	\$0.00411 \$32.19 \$0.00000 \$0.00	7 years from Intro.
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**Special Education**

Konica Minolta BH4702P / 50 PPM AAFH011000475 / 9499 5944 2,000,000 / 08/2018 Black Network Printer KMBS	21,515	47,678	26,163	\$0.00625 \$163.52 \$0.00000 \$0.00	None at this time.
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<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Supt. Work Area</b>					
Konica Minolta BHC658 / 65 PPM	90,527	206,436	115,909	\$0.00326	None at this time.
A79J013005486 / 9486 1361				\$377.86	
3,000,000 / 05/2017	59,608	109,991	50,383	\$0.03963	
Color Photocopier				\$1,996.68	
KMBS					
<b>Technology</b>					
Konica Minolta BH4052 / 42 PPM	7,780	9,587	1,807	\$0.00408	None at this time.
AA1R011000232 / 9499 9505				\$7.37	
1,000,000 / 08/2018	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
KMBS					
	<b>Subtotal Black</b>		<b>169,482</b>	<b>\$1,699.99</b>	
	<b>Subtotal Color</b>		<b>54,422</b>	<b>\$2,228.44</b>	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Saco Learning Center</b>					
<b>Classroom 2</b>					
Konica Minolta BH3301P / 35 PPM	3,113	3,834	721	\$0.00625	None at this time.
A63P015002003 / 9499 5855				\$4.51	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<b>Office</b>					
Konica Minolta BH4702P / 50 PPM	2,887	4,326	1,439	\$0.00625	None at this time.
AAFH011000490 / 9499 5718				\$8.99	
2,000,000 / 08/2018	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<b>Work Room</b>					
Konica Minolta BHC308 / 30 PPM	26,446	39,649	13,203	\$0.00326	None at this time.
A7PY017007406 / 9486 1396				\$43.04	
750,000 / 06/2016	7,282	12,702	5,420	\$0.03963	
Color Photocopier				\$214.79	
KMBS					
<b>Subtotal Black</b>			<b>15,363</b>	<b>\$56.54</b>	
<b>Subtotal Color</b>			<b>5,420</b>	<b>\$214.79</b>	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Saco Middle School</b>					
<b>Copy Room 7th Grade Wing - B6B</b>					
Konica Minolta BH658 / 65 PPM	202,036	327,418	125,382	\$0.00326	None at this time.
AA6R011001576 / 9486 1358				\$408.75	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Copy Room B6B</b>					
Konica Minolta BH4052 / 42 PPM	1,366	1,390	24	\$0.00408	None at this time.
AA1R011000280 / 9499 5795				\$0.10	
1,000,000 / 08/2018	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
KMBS					
<b>Food Service Manager</b>					
Konica Minolta BH3301P / 35 PPM	589	1,030	441	\$0.00625	None at this time.
A63P015002006 / 9499 5796				\$2.76	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<b>Guidance Area</b>					
Konica Minolta BH4050 / 42 PPM	41,179	48,088	6,909	\$0.00911	None at this time.
A6VF011004749 / 8802 4459				\$62.94	
1,000,000 / 02/2014	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
KMBS					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Kitchen Office</b>					
Konica Minolta BH3301P / 35 PPM	2,737	5,199	2,462	\$0.00625	None at this time.
A63P015002000 / 9499 5797				\$15.39	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<b>Modular - Room 48</b>					
Konica Minolta BH4052 / 42 PPM	12,319	18,990	6,671	\$0.00408	None at this time.
AA1R011000150 / 9499 5801				\$27.22	
1,000,000 / 08/2018	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
KMBS					
<b>Room 100 - Main Office</b>					
Konica Minolta BHC558 / 55 PPM	27,460	52,785	25,325	\$0.00326	None at this time.
A79K011015713 / 9486 1371				\$82.56	
3,000,000 / 02/2017	13,727	21,427	7,700	\$0.03963	
Color Photocopier				\$305.15	
KMBS					
<b>Room 100 - Main Office</b>					
Konica Minolta BHC3351 / 35 PPM	21,260	34,097	12,837	\$0.00408	None at this time.
A92F011009606 / 9486 1376				\$52.37	
750,000 / 04/2017	7,480	20,114	12,634	\$0.05738	
Color Laser MFP				\$724.94	
KMBS					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Room 100 - Main Office</b>					
Konica Minolta BH3301P / 35 PPM	1,658	1,981	323	\$0.00625	None at this time.
A63P015002001 / 9499 5794				\$2.02	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<b>Room 106 - Left Side</b>					
Konica Minolta BH658 / 65 PPM	152,038	267,476	115,438	\$0.00326	None at this time.
AA6R011001691 / 9486 1411				\$376.33	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Room 106 - Right Side</b>					
Konica Minolta BH658 / 65 PPM	155,982	258,798	102,816	\$0.00326	None at this time.
AA6R011001666 / 9486 1415				\$335.18	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Room 207</b>					
Konica Minolta BH3301P / 35 PPM	525	815	290	\$0.00625	None at this time.
A63P015001970 / 9499 5792				\$1.81	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Room 208 - Library</b>					
Konica Minolta BH658 / 65 PPM	124,066	239,052	114,986	\$0.00326	None at this time.
AA6R011001650 / 9486 1346				\$374.85	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Room 208 - Library</b>					
Konica Minolta BH4052 / 42 PPM	26,212	37,051	10,839	\$0.00408	None at this time.
AA1R011000196 / 9499 5793				\$44.22	
1,000,000 / 08/2018	0	0	0	\$0.00000	
Black Laser MFP				\$0.00	
KMBS					
<b>Room 208 - Library</b>					
Konica Minolta BH658 / 65 PPM	224,471	400,963	176,492	\$0.00326	None at this time.
AA6R011001692 / 94861412				\$575.36	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<hr/>					
	<b>Subtotal Black</b>		<b>701,235</b>	<b>\$2,361.86</b>	
	<b>Subtotal Color</b>		<b>20,334</b>	<b>\$1,030.09</b>	



<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Saco Pre-K Program</b>					
<b>Pre-K</b>					
Konica Minolta BHC3351 / 35 PPM	9,776	19,166	9,390	\$0.00408	None at this time.
A92F011010987 / 94864223				\$38.31	
750,000 / 04/2017	9,799	17,051	7,252	\$0.05738	
Color Laser MFP				\$416.12	
KMBS					
<b>Pre-K Modular - Young Elementary</b>					
Konica Minolta BHC3350i / 35 PPM	368	6,802	6,434	\$0.00514	None at this time.
A93E011001725 / 95027807				\$33.07	
750,000 / 04/2019	58	3,915	3,857	\$0.05934	
Color Laser MFP				\$228.87	
KMBS					
<b>Pre-K Office - 1st Parish Cong Church</b>					
Konica Minolta BHC3350i / 35 PPM	195	28,668	28,473	\$0.00514	None at this time.
A93E011002510 / 95027810				\$146.35	
750,000 / 04/2019	217	16,707	16,490	\$0.05934	
Color Laser MFP				\$978.52	
KMBS					
<b>Subtotal Black</b>			<b>44,297</b>	<b>\$217.73</b>	
<b>Subtotal Color</b>			<b>27,599</b>	<b>\$1,623.51</b>	

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Young Elementary School</b>					
<b>Conference Room 2</b>					
Konica Minolta BH308 / 30 PPM	111,723	179,489	67,766	\$0.00326	None at this time.
AA6W011000530 / 9486 1389				\$220.92	
750,000 / 06/2016	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Library</b>					
Konica Minolta BH3301P / 35 PPM	2,483	4,945	2,462	\$0.00625	None at this time.
A63P015002005 / 9499 5856				\$15.39	
500,000 / 11/2015	0	0	0	\$0.00000	
Black Network Printer				\$0.00	
KMBS					
<b>Main Office</b>					
Konica Minolta BHC558 / 55 PPM	187,861	403,425	215,564	\$0.00326	None at this time.
A79K011015749 / 9486 1370				\$702.74	
3,000,000 / 02/2017	36,333	106,274	69,941	\$0.03963	
Color Photocopier				\$2,771.76	
KMBS					
<b>Modular</b>					
Konica Minolta BHC3351 / 35 PPM	8,176	21,383	13,207	\$0.00408	None at this time.
A92F011009340 / 9486 1374				\$53.88	
750,000 / 04/2017	14,270	16,996	2,726	\$0.05738	
Color Laser MFP				\$156.42	
KMBS					

<i>Make-Model/Speed Serial Number/Vendor Machine ID Life / Intro Date Vendor</i>	<i>07/01/2019 Meter</i>	<i>06/30/2020 Meter</i>	<i>FY20 Annual Volume</i>	<i>Cost/Copy Annual Cost</i>	<i>Recommendations</i>
<b>Modular North</b>					
Konica Minolta BH654 / 65 PPM	1,092,329	1,104,315	11,986	\$0.00411	7 years from Intro.
A5YN017003082 / 9353 9607				\$49.26	
3,000,000 / 02/2013	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Prep Room</b>					
Konica Minolta BH658 / 65 PPM	113,265	189,351	76,086	\$0.00326	None at this time.
AA6R011001580 / 9486 1356				\$248.04	
4,000,000 / 05/2017	0	0	0	\$0.00000	
Black Photocopier				\$0.00	
KMBS					
<b>Subtotal Black</b>			<b>387,071</b>	<b>\$1,290.23</b>	
<b>Subtotal Color</b>			<b>72,667</b>	<b>\$2,928.18</b>	
<b>District Wide Black Totals</b>			<b>2,605,462</b>	<b>\$10,066.29</b>	
<b>District Wide Color Totals</b>			<b>356,246</b>	<b>\$16,338.94</b>	<b>Your Avg Color CPC is \$0.0459</b>

## 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 20 black print usage. The second table represents your annual and five-year cost savings compared to your previous cost per copy rate.

### **BEFORE SPC**

Current Volume	Prior CPC	Average Annual Cost
2,605,462	\$0.01399	\$36,450.41

### **CURRENTLY WITH SPC**

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
2,605,462	\$0.00386	\$10,057.08	\$26,393.33	\$131,966.65

\*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 \$26,393.33 x 16 years as a Client  
**= \$422,293.28 Cost Savings!**

## Projected Equipment Costs by Building - Black

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

Building	Projected Black Volume	Projected Black Usage Cost	Approximate Paper Cost	Average Annual Equipment Cost	Total Proj Black Usage Cost
CK Burns School	853,054	\$2,903.71	\$4,606.49	\$16,050.62	\$23,560.83
Gov John Fairfield School	416,582	\$1,454.77	\$2,249.54	\$7,838.19	\$11,542.50
Saco District Bus Garage	18,378	\$94.83	\$99.24	\$345.79	\$539.86
Saco District Office	169,482	\$1,705.13	\$915.20	\$3,188.89	\$5,809.22
Saco Learning Center	15,363	\$56.72	\$82.96	\$289.06	\$428.74
Saco Middle School	701,235	\$2,369.05	\$3,786.67	\$13,194.08	\$19,349.79
Saco Pre-K Program	44,297	\$218.53	\$239.20	\$833.47	\$1,291.20
Young Elementary School	387,071	\$1,294.13	\$2,090.18	\$7,282.93	\$10,667.24
<b>Total</b>	<b>2,605,462</b>	<b>\$10,096.85</b>	<b>\$14,069.49</b>	<b>\$49,023.03</b>	<b>\$73,189.37</b>

### 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.

<b>Building</b>	<b>Projected Color Volume</b>	<b>Service &amp; Supply Cost</b>
CK Burns School	117,124	\$5,455.62
Gov John Fairfield School	50,103	\$2,372.77
Saco District Bus Garage	8,577	\$510.50
Saco District Office	54,422	\$2,235.17
Saco Learning Center	5,420	\$215.45
Saco Middle School	20,334	\$1,033.16
Saco Pre-K Program	27,599	\$1,628.41
Young Elementary School	72,667	\$2,937.04
<b>Total</b>	<b>356,246</b>	<b>\$16,388.11</b>

## Service & Supply Usage Profile by Vendor - Black

This table represents actual expenses for BLACK prints or copies by vendor for the current year along with projected service & supply expenses for the upcoming fiscal year. Under SPC's new Simplified Billing Program, SPC will invoice you directly for 50% of the Projected Annual Volume in July and January, and then reconcile based on actual usage in June. Cost per copy typically increases by 5% or CPI annually, whichever is less. **Current year's increase is 0.03%.**

Vendor	Equipment Type	Annual Volume	FY20 Cost/Copy	Total Cost	FY21 Cost/Copy	Projected Cost
Konica-Minolta Business Solutions	Black Laser MFP	32,995	\$0.00408	\$134.62	\$0.00409	\$134.95
Konica-Minolta Business Solutions	Black Laser MFP	6,909	\$0.00911	\$62.94	\$0.00914	\$63.15
Konica-Minolta Business Solutions	Black Network Printer	60,421	\$0.00625	\$377.63	\$0.00627	\$378.84
Konica-Minolta Business Solutions	Black Network Printer	14,451	\$0.07650	\$1,105.50	\$0.07673	\$1,108.83
Konica-Minolta Business Solutions	Black Photocopier	1,625,765	\$0.00326	\$5,299.99	\$0.00327	\$5,316.25
Konica-Minolta Business Solutions	Black Photocopier	52,134	\$0.00411	\$214.27	\$0.00412	\$214.79
Konica-Minolta Business Solutions	Color Laser MFP	90,272	\$0.00408	\$368.31	\$0.00409	\$369.21
Konica-Minolta Business Solutions	Color Laser MFP	58,801	\$0.00514	\$302.24	\$0.00516	\$303.41
Konica-Minolta Business Solutions	Color Network Printer	3,320	\$0.00408	\$13.55	\$0.00409	\$13.58
Konica-Minolta Business Solutions	Color Photocopier	624,612	\$0.00326	\$2,036.24	\$0.00327	\$2,042.48
Konica-Minolta Business Solutions	Color Photocopier	35,782	\$0.00422	\$151.00	\$0.00423	\$151.36
<b>Total</b>		<b>2,605,462</b>	<b>\$0.00386</b>	<b>\$10,066.29</b>	<b>\$0.00388</b>	<b>\$10,096.85</b>

## Service & Supply Usage Profile by Vendor - Color

This table represents actual and projected expenses for COLOR prints or copies by vendor for the current and next fiscal year. Under SPC's new Simplified Billing Program, SPC will invoice you directly for 50% of the Projected Annual Volume in July and January, and then reconcile based on actual usage in June. Cost per copy typically increases by 5% or CPI annually, whichever is less. **Current year's increase is 0.03%.**

Vendor	Equipment Type	Annual Volume	FY20 Cost/Copy	Total Cost	FY21 Cost/Copy	Projected Cost
Konica-Minolta Business Solutions	Color Laser MFP	77,098	\$0.05738	\$4,423.88	\$0.05755	\$4,436.99
Konica-Minolta Business Solutions	Color Laser MFP	37,051	\$0.05934	\$2,198.61	\$0.05952	\$2,205.28
Konica-Minolta Business Solutions	Color Network Printer	4,039	\$0.05738	\$231.76	\$0.05755	\$232.44
Konica-Minolta Business Solutions	Color Photocopier	234,588	\$0.03963	\$9,296.72	\$0.03975	\$9,324.87
Konica-Minolta Business Solutions	Color Photocopier	3,470	\$0.05417	\$187.97	\$0.05433	\$188.53
<b>Total</b>		<b>356,246</b>	<b>\$0.04586</b>	<b>\$16,338.94</b>	<b>\$0.04600</b>	<b>\$16,388.11</b>



## Reprographic Equipment Assessment

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

Total Number of Units	56
Total Number of Units on Lease	46
Total Number of Units Owned	10
Lease Company	Norway Savings Bank
Lease Start Date	08/01/2018
Lease End Date	08/01/2023
Term	5 Annual
Annual Payment usually due on 8/1	\$49,023.03
Remaining Payments	3

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

## Leased Equipment

Building	Make/Model	Serial Number
CK Burns School	Konica Minolta BH3301P	A63P015001953
CK Burns School	Konica Minolta BH3301P	A63P015001991
CK Burns School	Konica Minolta BH3301P	A63P015001997
CK Burns School	Konica Minolta BH3301P	A63P015002004
CK Burns School	Konica Minolta BHC558	A79K011016148
CK Burns School	Konica Minolta BHC458	A79M011028796
CK Burns School	Konica Minolta BHC3351	A92F011009335
CK Burns School	Konica Minolta BH4052	AA1R011000228
CK Burns School	Konica Minolta BH658	AA6R011001653
CK Burns School	Konica Minolta BH658	AA6R011001654
CK Burns School	Konica Minolta BH658	AA6R011001708
CK Burns School	Konica Minolta BH4702P	AAFH011000467
Gov John Fairfield School	Konica Minolta BH3301P	A63P015001996
Gov John Fairfield School	Konica Minolta BHC558	A79K011016079
Gov John Fairfield School	Konica Minolta BHC3351	A92F011010123
Gov John Fairfield School	Konica Minolta BH4052	AA1R011000241
Gov John Fairfield School	Konica Minolta BH658	AA6R011001609
Gov John Fairfield School	Konica Minolta BH658	AA6R011001660
Gov John Fairfield School	Konica Minolta BH4702P	AAFH011000466
Saco District Office	Konica Minolta BHC3100P	A6DR012108652
Saco District Office	Konica Minolta BHC658	A79J013005486
Saco District Office	Konica Minolta BH4052	AA1R011000232
Saco District Office	Konica Minolta BH4702P	AAFH011000475
Saco District Office	HP Laser Jet Enterprise M506dn	PHBGT10366
Saco Learning Center	Konica Minolta BH3301P	A63P015002003
Saco Learning Center	Konica Minolta BHC308	A7PY017007406
Saco Learning Center	Konica Minolta BH4702P	AAFH011000490
Saco Middle School	Konica Minolta BH3301P	A63P015001970
Saco Middle School	Konica Minolta BH3301P	A63P015002000
Saco Middle School	Konica Minolta BH3301P	A63P015002001
Saco Middle School	Konica Minolta BH3301P	A63P015002006
Saco Middle School	Konica Minolta BHC558	A79K011015713

Building	Make/Model	Serial Number
Saco Middle School	Konica Minolta BHC3351	A92F011009606
Saco Middle School	Konica Minolta BH4052	AA1R011000150
Saco Middle School	Konica Minolta BH4052	AA1R011000196
Saco Middle School	Konica Minolta BH4052	AA1R011000280
Saco Middle School	Konica Minolta BH658	AA6R011001576
Saco Middle School	Konica Minolta BH658	AA6R011001650
Saco Middle School	Konica Minolta BH658	AA6R011001666
Saco Middle School	Konica Minolta BH658	AA6R011001691
Saco Middle School	Konica Minolta BH658	AA6R011001692
Young Elementary School	Konica Minolta BH3301P	A63P015002005
Young Elementary School	Konica Minolta BHC558	A79K011015749
Young Elementary School	Konica Minolta BHC3351	A92F011009340
Young Elementary School	Konica Minolta BH658	AA6R011001580
Young Elementary School	Konica Minolta BH308	AA6W011000530

## Owned Equipment

Building	Make/Model	Serial Number
CK Burns School	Konica MinoltaBHC3350	A4Y4011001716
CK Burns School	Konica MinoltaBH454E	A61E011005795
Gov John Fairfield School	Konica MinoltaBHC554	A5AY011008982
Saco District Bus Garage	Konica MinoltaBHC3350	A4Y4011001520
Saco District Office	Konica MinoltaBH754E	A55V017002455
Saco Middle School	Konica MinoltaBH4050	A6VF011004749
Saco Pre-K Program	Konica MinoltaBHC3351	A92F011010987
Saco Pre-K Program	Konica MinoltaBHC3350i	A93E011001725
Saco Pre-K Program	Konica MinoltaBHC3350i	A93E011002510
Young Elementary School	Konica MinoltaBH654	A5YN017003082

## STARDoc User Names

Name	User Name
Celeste Hatch	chatch@sacoschools.org
David Lawler	dlawler@dscicorp.com
Deb Jackman	djackman@sacoschools.org
Dominic Depatsy	ddepatsy
Doris Binette	dbinette@sacoschools.org
Jason Didonato	jdidonato@sacoschools.org
Jeanne Anderson	janderson@sacoschools.org
Jen Partridge	jpartridge@sacoschools.org
Julie Petrin	jpetrin@sacoschools.org
Karla Doyon	kdoyon@sacoschools.org
Kris Stryker	kstryker@sacoschools.org
Maureen McMullin	mmcmullin@sacoschools.org
Mike Garrity	mgarrity@sacoschools.org
Peter Harrison	pharrison@sacoschools.org
Terri Cameron	tcameron@sacoschools.org
Timothy Kane	tkane@sacoschools.org



## Benefits of partnering with SPC

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

#### 1. Cooperative Buying

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

- SPC's pricing is so strong ***we pay for our own fee*** by acquiring prices lower than what you can do on your own.
- We will save you money benefiting from the combined purchasing power of more than 63 clients with over 3,700 devices doing more than **155** million copies and prints per year. We purchase approximately 1,100 units annually with 80 million prints out to bid!
- We will save you time by preparing your bid, negotiating with vendors/manufacturers, presenting a total bid analysis, and managing the implementation.
- We will save you frustration. We manage your contracts for up to five years from the date of installation.

#### 2. Exclusive STARDoc Software

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

#### 3. Simplified Billing Program

- Removes the confusion out of billing.
- Eliminates variety of invoices from multiple vendors that come annually and/or quarterly.
- TWO invoices are sent each year from ONE billing source.
- Reconciles all of your devices at the end of the year: You pay only for what you use; no minimums.



## Benefits of partnering with SPC

### 4. Five-Year Equipment Replacement Schedule

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

### 5. Annual Report

- A crucial document that extends the life of your equipment, often getting 8 to 10 years of guaranteed performance! Flags copying trends within your organization such as over usage.
- You get an overview of your current equipment situation, reports associated with copying and printing costs and, if needed, recommendations for addressing situations posing a problem.

### 6. Vendor Neutral

- SPC does not recommend just one brand; we suggest what's best for you with serviceability in mind.
- We present you with the bid results and offer recommendations, yet the decision is yours to make.

**SPC has been serving their clients since 1989, saving millions of dollars along the way.**

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



## SPC Values Our Vendors

### **Overall Benefits to our VENDORS**

- Opportunities brought to you - Over 1,100 units purchased annually running over 80 million prints!
- SPC is well respected in the industry.
- SPC values our vendors and speaks highly of them to our clients.
- National Contracts that are all negotiated with the manufacturers at your disposal

### **Vendor Benefits Pre-Bid & During the Bid Process**

- Sharing of previous bid results that help you to negotiate with your manufacturers.
- On-Site Survey of client requirements including mapping all devices.
- Writing of the *Five-Year Equipment Replacement Schedule* (Bid Specs).
- Controls the Bid Specs (Not allowing any vendor to underbid or offer discontinued equipment).
- A chance to sell your 'Value Add' directly to our clients after the bids are in. Customer has the right to pay more than low bid.

### **Vendor Benefits Before & During Installation**

- Digital Needs Analysis: Matching up the machine to installation site.
- Schedule and coordinate Vendor meeting with Client.
- Cover the cost of ESP surge protectors, electrical wiring, computer interface and any unexpected cost!
- Manage installation.
- Audit installation.
- Capture final meter reads for old contracts..
- Close books on old devices & contracts..





## SPC Values Our Vendors

### Vendor Ongoing Support

- Yearly meter reads.
- Simplified Billing: SPC collects service funds for the Vendor.
- Collection of all meter reads annually and reconciling them with the Client and Vendor.
- STARDoc: System for Tracking And Reporting Documents... Manages the budget.
- Annual Reports that flag machines that are being overused and underused thus improving reliability.
- Mediating warranty issues in sensitive locations.

### Why do some vendors hesitate to bid?

- Vendors worry that bidding will reduce their margins.
- If word gets out on pricing, they feel that their other customers will call and ask for similar prices.
- Lose control of their account as winning bidder may beat their pricing.
- SPC bids are designed to keep specs equal for all, no chance of providing a lesser piece of equipment.

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



## STARDoc Features

### Cost Projection by Department or Building

- Allows you to formulate next year's budgets as early as December
- Allows you to see the projected usage bill in advance
- Tabulate total budgets and total costs district wide
- Volume or cost pages allow you to pinpoint specific machines on the floor plans
- Timeline - allowing you to go back to see how your budget compares to previous years

### Map your devices on Floorplans

Who Benefits? Business Manager, IT

- Identifies detailed information (IP address, serial number, vendor ID, CPC, consumed volume, toner and service alerts)
- Device information tab will allow you to easily access the web interface of the printer/copier
- Identifies detailed information (IP address, serial number, vendor ID, CPC, consumed volume, toner and service alerts)
- Non-reporting device listing for devices that haven't reported for more than 2 weeks
- Asset Management (Servers, Wireless Access Points, IP Cameras, Projectors, Apple TVs)

### Floorplan Administration

Who Benefits? Business Manager and IT

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

### Contacts Page

Who Benefits? Business Manager and IT

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



## STARDoc Features

### Device Listing Page

- Centralized location for detailed information of District's assets
- Exportable device listing to Excel or PDF
- Tracks additional non-contract devices
- IP Addresses and MAC addresses automatically imported
- Strikethrough on machines that have been removed

### Monthly Audits

Who Benefits? Business Manager and Superintendent

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

### Timeline

Who Benefits? Business Manager

- Track historical volume and cost per building

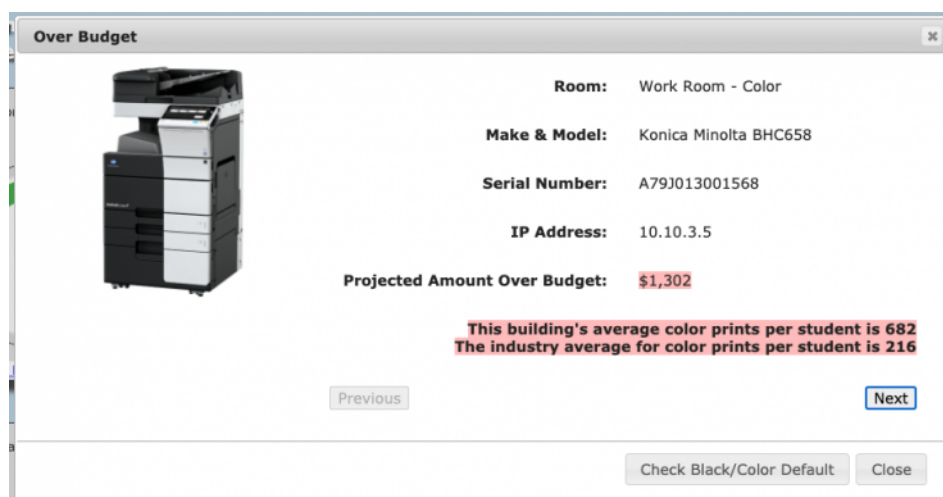
### Last Sync Date

Who Benefits? IT Manager

- Shows the last time that FMAudit synced for that client

### Over-Budget Report

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



## SPC'S CLIENT WARRANTY AND RELIEF INSURANCE FUND

### AVAILABLE IMMEDIATELY!

#### WHY IS IT NEEDED?

With the recent pandemic, schools and businesses shut down. We are now seeing massive credits overall owed in the vicinity of \$389,820.78!\* However, your contracts stipulate that any unused service and supplies are to be refunded. While this may seem like good news to our clients, what if the vendor is unable or unwilling to repay those funds? Many companies outside of the copier industry are already filing for bankruptcy. SPC's legitimate concern is, what if this hits the Copier Industry and we can no longer access the funds owed to the client?

#### OTHER CONCERNS:

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

#### PURPOSE:

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

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

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

#### WHO BENEFITS:

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

#### \*CREDITS ANTICIPATED JUNE 30, 2020

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