

**SU 21 Franklin NW
Becky Hart
100 Robin Hood Drive
Swanton, VT 05488
Five-Year Basis beginning with the 2016/2017 Fiscal Year**

Copies-per-Year: 6,427,638

Present vs. Proposed Recommendations as of 8/2/2016

PRESENT SITUATION

- 1) Guarantees on Photocopiers...**One Year**
- 2) Annual Price Ceilings Left... **One Year**
- 3) High Volume Console Units...**19**
- 4) Units to be Traded...**98**
- 5) Photocopiers...**32**
- 6) Color Photocopiers...**9**
- 7) MFP's ...**0**
- 8) Network Printers....**77 w/ 8 Color**

Total number of Units...**109**

- 9) Duplex's...**59**
- 10) Finisher's...**28**

PROPOSED SITUATION

- 1) Guarantees for both New, Recons & Used Photo's...**Five+ Years**
- 2) 5% or CPI Annual Ceilings, whichever is less...**Five+ Years**
- 3) High Volume Console Units with 3 Million plus...**18**
- 4) Replaced **95 New**
- 5) Photocopiers...**31 with Secure Print/Confidential Mailbox**
- 6) Low Cost Color Photocopiers Networked...**9**
- 7) MFP's ... **0**
- 8) Network Printers...**74 w/ 7 Color**

Total number of Units...**105 Close out Four Units**

- 9) Duplex's... **97**
- 10) Finisher's... **31**

Overall Description of Equipment Fleet:

Presently, you have **Seven different Manufacturers & Dozens of different Models of Low end Network Printers. The new arrangement will shift to two manufacturers...Canon & Remaining HP's with just one company servicing everything.** This will greatly reduce cost and improve reliability.

Capital:

Presently, you have **one** municipal lease that will be paid off on August 1st, 2016 along w/ late fee of \$3,000. With the new arrangement, you will again have **one** 'municipal' master lease at 3.04% interest. Your first of five annual lease payments will be due on August 1st 2017. A legal opinion from SPC's bond counsel (John Larouche in Augusta ME) will be done on this lease transaction. This will assure that all documents are prepared correctly and signed by the appropriate school and bank officials, and that the lease purchase is a tax-exempt obligation with no premium payable by the school district for prepayment. At your own expense, you can have your own bond counsel also review the documents which would simply duplicate this service.

Service & Supplies:

Considering all of your consumable cost centers including service you are averaging **\$0.004922 for black and \$0.057346 for Color**. The new contract will come in at a CPC of **\$0.004236 for Black and \$0.05237 for Color**.

Vendor Packages:

SPC has brought to you **Five** different vendor combinations, matching up the best technology available to meet your needs. We would like to highlight the most qualified bid combination, which is **Canon with Canon Copiers & HP Printers**.

<u>Cost Center</u>	<u>Present</u>	<u>Proposed</u>
1. Service & Supplies Color Photo only	\$20,822.41	\$19,015.57
2. Service & Supplies Black Photo only	\$29,848.67	\$25,219.15
3. Annual Muni Lease	\$59,014.00	\$62,593.12
4. Forced Upgrade	\$6,840.00	\$00.00
Totals	\$116,525.08	\$106,827.84

*Although the lease cost is going up slightly, the service and supply cost savings should offset any increase. Note that with the last upgrade only **41 New units were purchased while 95 New units** are part of the new proposed lease.

Annual Cost Savings	\$9,697.24
Five-Year Cost Savings	\$48,486.20

The successful bidders will have a blanket servicing contract that includes all consumables excluding only staples and paper for all of the equipment that is under their factory authorized ability to service. They will provide one easy 'Cost per Copy' billing plan done twice a year in July & January with a reconciliation invoice in June. Your service contract will be fixed through **June 30th 2017**. A contract extension has been negotiated for four more years, which will have an annual price ceiling of five percent or CPI, whichever is less. You however, only commit funds for one-year at a time to the servicing vendor. And even this scenario allows you to upgrade, lowering the service costs, if it is to your advantage to go out to bid at any time. SPC will set up both the service- supply contracts and the warranty cards with the successful bidding vendors.

Security package: Wiping out old data on trade out units has been included in the package.