



Westbrook Schools
 117 Stroudwater Street
 Westbrook, ME 04092

9/28/2012 11:58:39 AM

Total Bid Analysis

Based on 6,585,934 Copies per Year beginning with 2012/2013 Budget Year

Vendor(s): A-Copi (Toshiba)...Low Bid Meeting All Bid Specs

Analysis done on an Annual Basis...Projected over 5 Years

Cost Category	Proposed Cost				Present Cost*
	Service & Supply Breakdown	First Year	Second Year 3.5% CPI	Average 5 years#	
Service & Supplies Color	\$2,782.07	\$2,782.07	\$2,879.44	\$3,435.85	\$5,040.58
Service & Supplies Black	\$21,368.28	\$23,208.84	\$24,021.15	\$23,858.69	\$30,550.21
Workbooks	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
In House Printing	\$1,840.57	\$0.00	\$0.00	\$0.00	\$18,350.50
Outside Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5 Year Muni Lease	N/A	\$46,204.82	\$46,204.82	\$46,204.82	\$64,793.43
Forced Upgrades@	N/A	\$0.00	\$0.00	\$0.00	\$44,500.00
Totals	\$25,990.91	\$72,195.73	\$73,105.41	\$73,499.36	\$163,234.72
Annual Cost Savings	N/A	\$91,038.99	\$90,129.31	\$89,735.36	
Five-Year Cost Savings	N/A	\$455,194.95	\$450,646.54	\$448,676.79	

Present Cost Budget Categories that have close to 100% verification are 'Service and Supplies', Workbooks, Outside Printing and Equipment. With 'In House Printing' (IHP) or computer printers are based on a combination of two variables... surveying each location and industry averages. We use this combination to determine the total printing volume. To determine annual volume for IHP, we multiply the average number of copies per student per year (154 industry average) X the number of students in each school. To calculate annual cost for IHP we use an average of \$0 .025 per copy (Laser Printers @ \$0 .025 per copy Ink Jet @ \$0.12 per copy for 12% coverage). Since your computer printers do not all have verifiable meters, there is no way to determine exactly your actual annual volume or cost. Outside printing is based on .05 per copy.

@ Forced Upgrades are costs that will be incurred in the future due to age, annual volume, and/or current meter reading. These funds may or may not be in your current budget; however, they should be.

Service Supplies: Include service and all consumables except staples and paper. Since SPC recommends doing an onsite inspection every two years, followed by putting your Service Supply contract out to bid, your average cost will stay within this range. In fact, in most cases, due to the competitive nature of this market, it will fall below this average if your volume remained the same.

Proposed Lease Cost Breakdown: There will be a total of Six payments. Your first payment will be in the form of a down payment of \$0, which will be due November 1, 2012. The projected cost savings from all cost centers in this year's budget should help offset any down payment. Your First of Five annual lease payments will be due on August 1, 2013. Subsequent annual payments will be due on the August 1'st anniversary date. The lease payment is made up of the vendor's equipment cost, the municipal interest, any buyouts if necessary and SPC's 11% processing fee. A complete breakdown of your lease payment is available upon request.