

Specialized Purchasing Consultants

1491 East Side River Road

Dummer, NH 03588

(800)750-1538



FY22 Annual Report

With FY23 Projections

James Fenn

Windsor Central Unified Union
School District

70 Amsden Way

Woodstock, VT 05091



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

November 2022

James Fenn
Windsor Central Unified Union SD
70 Amsden Way
Woodstock, VT 05091

Skip Tilton
President

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Dear Jim:

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

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

Total Number of Machines	68
Total Black Photocopiers & MFPs:	15
Total Color Photocopiers & MFPs:	15
Total Black Network Printers:	30
Total Color Network Printers:	8
Total Removed From Service:	0
# of Units Not in Use for FY22	5
# of Units OFF Warranty**	0
# of Units Approaching End of Warranty	0
# of Units Overused	0
# of Units Underused	0
Contract Commencement Date	07/01/2021
All Warranties and Service Contracts Expire	06/30/2026
# of Annual Payments Left on Lease	3

**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 Jim,

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.

Currently, your color usage averages 179 copies per student compared to the industry average of 243 (See pages 9 & 10). While this is lower 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 are able to do this without adding to your overall budget (See page 35).

We can discuss this and other concerns at our meeting.

Sincerely, Skip

Windsor Central Unified Union School District

Dan Fitzpatrick

70 Amsden Way

Woodstock, VT 05091

Five-Year Basis beginning with the 2021/2022 Fiscal Year

Copies-per-Year: 2,599,759 [Pre-COVID Volumes Based Off SPC's Ratios]

Actual FY21 Volume: 1,846,737 Copies (Figures below are based on actual volume)

Present vs. Proposed Recommendations as of 7/1/2021

PRESENT SITUATION

- 1) Guarantees on Photocopiers: <1 Year
- 2) Annual Price Ceilings Left: <1 Year
- 3) Copiers with 3 million plus: 4
- 4) Units to be Traded: 69 (16 Lease Returns)
- 5) Photocopiers: 14
- 6) Color Photocopiers: 4
- 7) MFPs: 14 (7 Ink Jet)
- 8) Printers: 41 (3 Ink Jets) [Color Printers - 25]
- 9) Duplexers: 48
- 10) Finishers: 12
- Total number of Units: 69

PROPOSED SITUATION

- 1) Guarantees for both New, Recons & Used Machines: **Five + Years**
- 2) 5% or CPI Annual Ceilings, whichever is less: **Five + Years**
- 3) Copiers with 3 Million plus: **13**
- 4) New: **66**
- 5) Photocopiers: **15 with Secure Print/Confidential Mailbox**
- 6) Color Photocopiers: **10**
- 7) MFPs: **14**
- 8) Printers: **37 [Color Printers - 13]**
- 9) Duplexers: **66**
- 10) Finishers: **15**
- Total number of Units: **66 (Closing out 9 to right size equipment)**

Overall Description of Equipment Fleet:

Presently, you have **three manufacturers with 38 different models**. The photocopiers in general are under spec'd. Two buildings also only have 1 copier without a good backup of at least an MFP. You have printers and MFPs that are not under a service contract and you are buying OEM toner as needed. To give you an idea of cost savings, typically low-end network printers are costing you **\$0.035** per black print & **\$0.25** for color when they are not under a Cost Per Copy (CPC) agreement. For example, 10,000 prints on a printer would cost about \$350, whereas our bids come in at \$61.25 with service, toner and a warranty included. With the new arrangement, you will have one vendor covering all printing devices in the district with a blanket contract with at most 3 invoices a year for the service and supplies.

Print Management: STARDoc for all devices and Papercut MF for all 15 copiers.

Capital: Presently, you have **six** Fair Market Value leases (Commercial) that will end in November and December of 2021. With the new arrangement, you will have **one** municipal master lease at 3.29% interest. Your first of five annual lease payments will be due on **August 1, 2021**.

Service & Supplies:

Your current arrangement has base allowances which means your actual B/W cpc is much higher than the contract amount. That average CPC turns out to be \$.00903 during COVID because volumes dropped any no credit was issued back to the district. Considering all of your consumable cost centers including service you are averaging **\$0.015147 for black and \$0.145431 for Color**. The new contract will come in at a CPC of **\$0.003672 for Black and \$0.038775 for Color**.

Vendor Packages:

SPC will bring you multiple different vendor combinations, matching up the best technology available to meet your needs. We would like to highlight the most qualified bid for your School District: **Symquest with Konica Minolta Copiers & Printers**

<u>Cost Center (Using FY21 Actuals)</u>	<u>Present</u>	<u>Symquest</u>
1. Service & Supplies Color:	\$10,007.74	\$9,729.46
2. Service & Supplies Black:	\$11,702.13	\$5,859.27
3. Annual Muni Lease:	\$35,654.11 (16)	\$38,404.57 (66)
Totals:	\$57,363.98	\$53,993.30

Estimated Annual Cost Savings: \$3,370.68 – Five Year Cost Savings: \$16,853.40

Forced Upgrades: Another part of the Capital Budget is Forced Upgrades, which SPC estimates to be **\$6,700.00** for the **42** machines that are too old to warranty for another 5 years. If we subtract that amount, total present costs district wide amount to **at least** \$57,363.98. That is a conservative estimate and most likely does not capture all true costs the district is paying.

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 CPC billing plan done twice a year in July & January with a reconciliation invoice in June.

Security package: Hard Drive Wipes are included in these prices. It also includes return shipping of leased equipment. All compensation to SPC is included in these figures as well. Cost Savings would be even higher if we included the printers in the District.

NON-CONTRACTED DEVICES

Make - Model	Serial Number	IP Address	Last Update
BROTHER HL-L2380DW series	U63886D7N924412	10.40.1.154	2022-09-13 13:59:46
CANON PRO-300 series	AFW/G03206	10.0.6.189	2022-08-30 00:28:00
EPSON Stylus Photo R3000	EP85824BENS3	10.0.1.134	2022-05-25 23:48:50
HP OfficeJet Pro 8710	CN84GBW216	10.0.5.37	2022-05-24 18:44:48
HP OfficeJet Pro 8710	CN897BT0V2	10.0.0.57	2022-11-16 02:05:24

With your next upgrade, we highly recommend you incorporate these machines into your next contract. Depending on volume, this could result in significant cost savings. For example, in buying supplies on your own and having your in-house IT staff service them, a color laser device color cost can average as much as 25 cents per print, while our bids are coming in at less than 5 cents per print.

In addition, not including the usage on these machines can throw off your usage ratios shown on the next few pages, which can also affect your future budget planning.

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
Barnard Academy	85	49,499	\$1,937.66	582	\$22.80
Killington Elementary School	140	118,495	\$4,658.38	846	\$33.27
Reading Elementary School	43	26,102	\$1,020.75	607	\$23.74
The Prosper Valley School	97	103,890	\$4,184.09	1,071	\$43.13
Windsor Central UUSD	0	60,640	\$2,453.19	0	\$0.00
Woodstock Elementary School	275	211,570	\$8,330.70	769	\$30.29
Woodstock Union High/Middle School	524	738,323	\$29,071.56	1,409	\$55.48
Totals	1,164	1,308,519	\$51,656.32	1,124	\$44.38

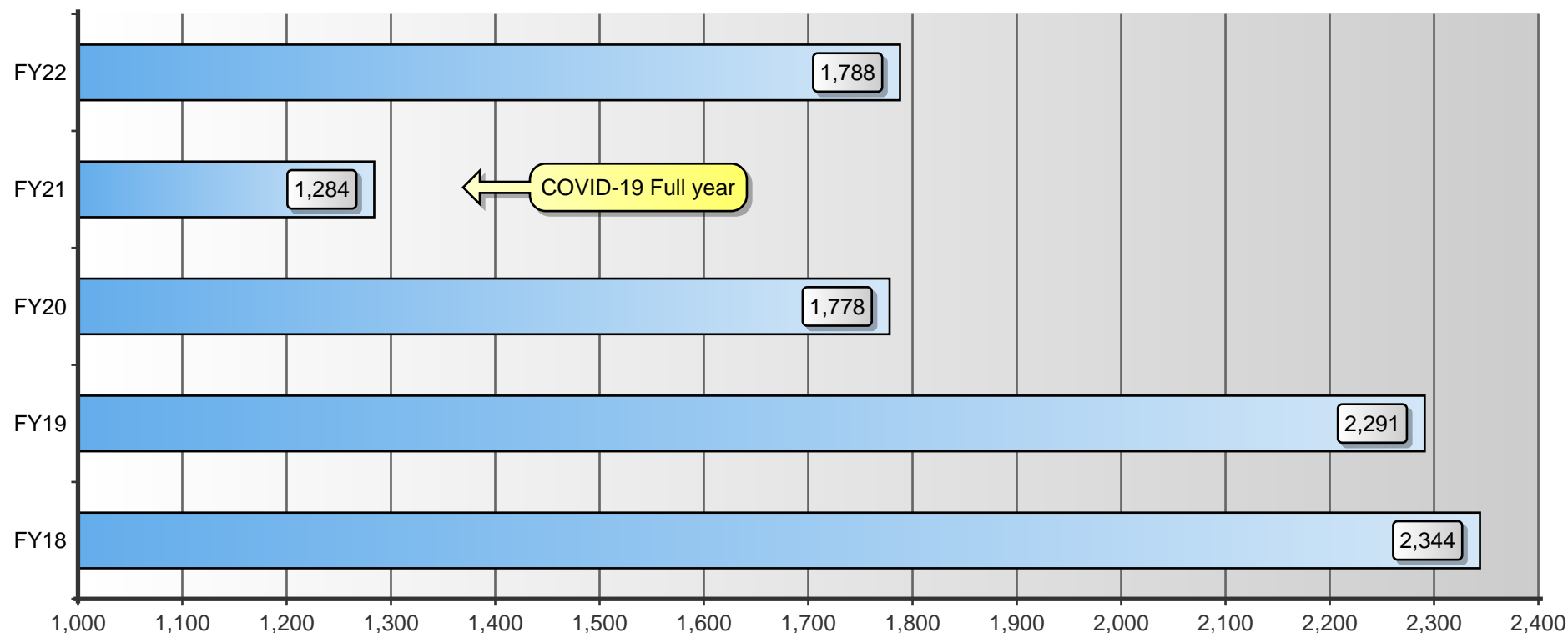
*Total School Cost refers to the cost of Service & Supplies, Paper, and Equipment. See Projected Equipment Costs by Building table later in this report.

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.



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
Barnard Academy	85	18,872	\$802.51	222	\$9.44
Killington Elementary School	140	24,389	\$1,230.87	174	\$8.79
Reading Elementary School	43	36,936	\$1,517.67	859	\$35.29
The Prosper Valley School	97	12,128	\$494.70	125	\$5.10
Windsor Central UUSD	0	4,932	\$201.18	0	\$0.00
Woodstock Elementary School	275	51,009	\$2,080.66	185	\$7.57
Woodstock Union High/Middle School	524	59,551	\$2,839.32	114	\$5.42
Totals	1,164	207,817	\$9,166.91	179	\$7.88

*Total School Cost refers only to Service & Supplies as Paper and Equipment are included in the previous table for black prints.

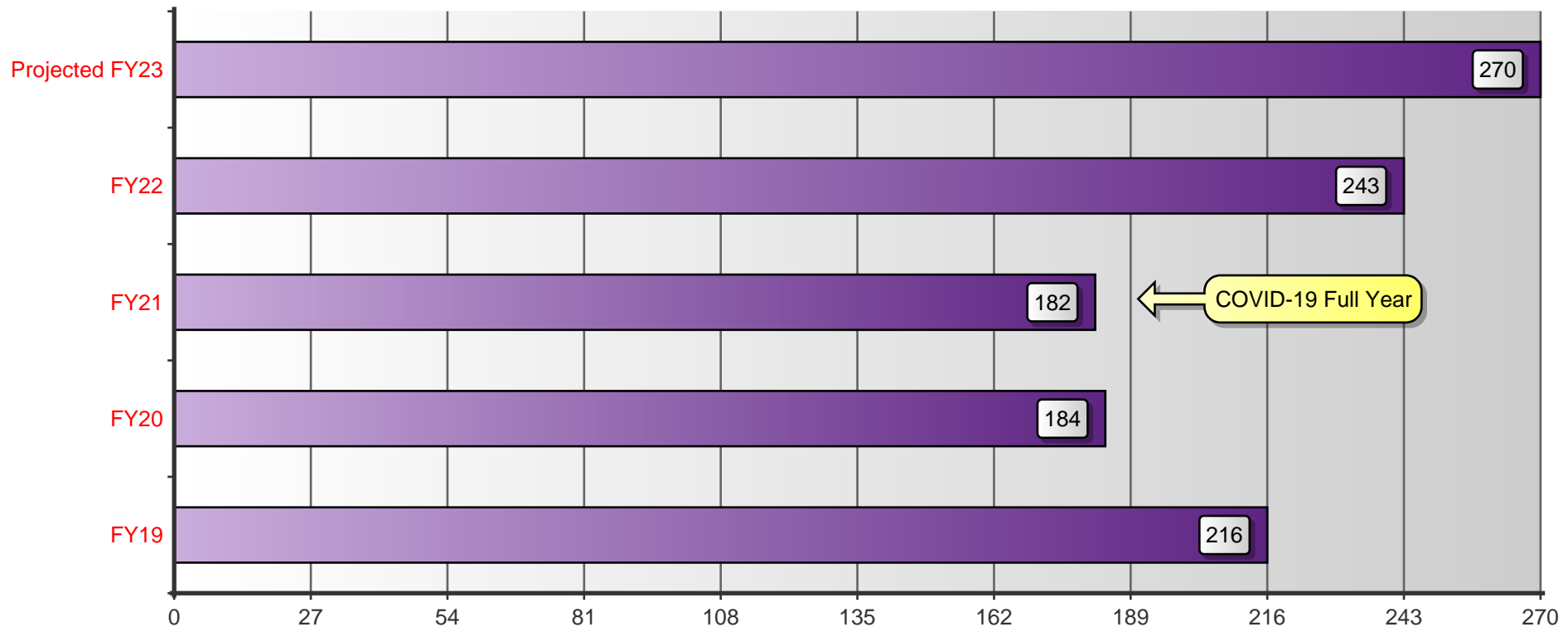
Note: STARDoc tool will flag any future high color usage. See page 47 of STARDoc Features. Current industry ratio averages 243 color prints per student per year. Your color volume this year averages 179 per student. Please contact our SPC technical team to provide training to your staff if your usage is too high.

INDUSTRY AVERAGE COPIES PER STUDENT - COLOR

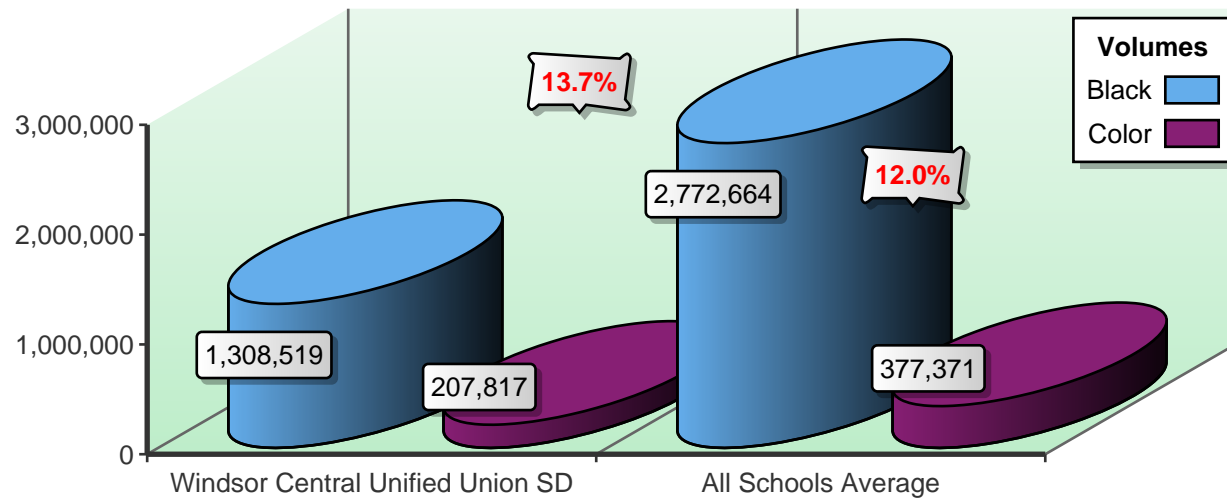
This is an SPC comparison contrasting your district with other client school districts throughout the states of Maine, New Hampshire, and Vermont. By comparing to the Average Student to Copy Usage, this will help you to set up future budgets if student populations increase or decrease within the district 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	\$869,636.24	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: 07/01/2016

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations	
Barnard Academy						
Library						
Konica Minolta BHC3350i / 35 PPM A93E011203684 / 140987 750,000 / 04/2019 Color Laser MFP / SYMVT	22 10	724 1,401	702 1,391	\$0.00613 \$4.30 \$0.06125 \$85.20	None at this time.	
Main Office						
Konica Minolta BHC550i / 55 PPM AA7P011007644 / 214575 3,000,000 / 02/2020 Color Photocopier / SYMVT	32 30	47,733 17,511	47,701 17,481	\$0.00320 \$152.64 \$0.03885 \$679.14		None at this time.
SPED						
Konica Minolta BH4000i / 42 PPM ACET011004298 / 143629 1,000,000 / 06/2019 Black Network Printer / SYMVT	26 0	1,122 0	1,096 0	\$0.00613 \$6.72 \$0.00000 \$0.00	None at this time.	
Subtotal Black			49,499	\$163.66		
Subtotal Color			18,872	\$764.34		

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Killington Elementary School					
Copy Room					
Konica Minolta BHC550i / 55 PPM AA7P011007614 / 214577 3,000,000 / 02/2020 Color Photocopier/SYMVT	31 30	107,784 14,383	107,753 14,353	\$0.00320 \$344.81 \$0.03885 \$557.61	None at this time.
Grades 1-3					
Konica Minolta BHC3300i / 35 PPM AAJT011200772 / 140985 750,000 / 04/2019 Color Network Printer / SYMVT	7 6	3,955 3,321	3,948 3,315	\$0.00613 \$24.20 \$0.06125 \$203.04	None at this time.
Grades 4-6					
Konica Minolta BHC3300i / 35 PPM AAJT011200761 / 140966 750,000 / 04/2019 Color Network Printer / SYMVT	7 6	6,429 6,075	6,422 6,069	\$0.00613 \$39.37 \$0.06125 \$371.73	None at this time.
Kitchen					
Konica Minolta BH4000i / 42 PPM ACET011004220 / 143619 1,000,000 / 06/2019 Black Network Printer / SYMVT	33 0	33 0	0 0	\$0.00613 \$0.00 \$0.00000 \$0.00	Not in use for FY22.

Winchester Central Unified School District					
Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Principal					
Konica Minolta BHC3300i / 35 PPM AAJT011200657 / 140967 750,000 / 04/2019 Color Network Printer / SYMVT	7 6	379 658	372 652	\$0.00613 \$2.28 \$0.06125 \$39.94	None at this time.
SPED					
Konica Minolta BH4000i / 42 PPM ACET011004218 / 143622 1,000,000 / 06/2019 Black Network Printer / SYMVT	24 0	24 0	0 0	\$0.00613 \$0.00 \$0.00000 \$0.00	Not in use for FY22.
		Subtotal Black	118,495	\$410.66	
		Subtotal Color	24,389	\$1,172.32	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations	
Reading Elementary School						
Copy Room						
Konica Minolta BHC550i / 55 PPM AA7P011007524 / 214578 3,000,000 / 02/2020 Color Photocopier/SYMVT	113 50	25,601 36,516	25,488 36,466	\$0.00320 \$81.56 \$0.03885 \$1,416.70	None at this time.	
Principal						
Konica Minolta BHC3350i / 35 PPM A93E011203779 / 140988 750,000 / 04/2019 Color Laser MFP / SYMVT	22 10	636 480	614 470	\$0.00613 \$3.76 \$0.06125 \$28.79		None at this time.
Subtotal Black						
Subtotal Color						

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
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The Prosper Valley School

Copy Room

Konica Minolta BHC550i / 55 PPM AA7P011007630 / 214576 3,000,000 / 02/2020 Color Photocopier/SYMVT	112	62,156	62,044	\$0.00320 \$198.54 \$0.03885 \$471.17	None at this time.
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Library

Konica Minolta BH4050I / 42 PPM ACT9011001334 / 140965 1,000,000 / 06/2019 Black Laser MFP / SYMVT	42	20,204	20,162	\$0.00613 \$123.59 \$0.00000 \$0.00	None at this time.
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Main Office

Konica Minolta BH4050I / 42 PPM ACT9011001219 / 140970 1,000,000 / 06/2019 Black Laser MFP / SYMVT	42	18,283	18,241	\$0.00613 \$111.82 \$0.00000 \$0.00	None at this time.
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Network Room

Konica Minolta BH4050I / 42 PPM ACT9011002974 / 143001 1,000,000 / 06/2019 Black Laser MFP / SYMVT	405	1,271	866	\$0.00613 \$5.31 \$0.00000 \$0.00	None at this time.
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Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
SPED					
Konica Minolta BH4000i / 42 PPM	24	2,601	2,577	\$0.00613	None at this time.
ACET011004222 / 143623				\$15.80	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
		Subtotal Black	103,890	\$455.06	
		Subtotal Color	12,128	\$471.17	

Make-Model / Speed			FY22		
Serial Number / Vendor ID			Annual	Cost/Copy	
Life Expectancy / Model Intro Date	09/01/2021	06/30/2022	Volume	Annual Cost	Recommendations
Equipment Type / Vendor	Meter	Meter			

Windsor Central UUSD

Accounting

Konica Minolta BH300i / 30 PPM	0	7,977	7,977	\$0.00320	None at this time.
AC780I3003695 / 216707				\$25.53	
750,000 / 08/2020	0	0	0	\$0.00000	
Black Photocopier/SYMVT				\$0.00	

Accounts Payable

HP Laser Jet Pro M404dn / 40 PPM	30	7,326	7,296	\$0.00613	None at this time.
JPBDM26154 / 140980				\$44.72	
750,000 / 07/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	

Grant's Printer

HP Laser Jet Pro M404dn / 40 PPM	17	9,147	9,130	\$0.00613	None at this time.
JPBDM26155 / 140981				\$55.97	
750,000 / 07/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	

Payroll

HP Laser Jet Pro M404dn / 40 PPM	16	8,608	8,592	\$0.00613	None at this time.
JPBDM26163 / 140992				\$52.67	
750,000 / 07/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	

Winchester Central Unified School District					
Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 2 HR					
Konica Minolta BH4000i / 42 PPM ACET011004304 / 143631 1,000,000 / 06/2019 Black Network Printer / SYMVT	25 0	2,990 0	2,965 0	\$0.00613 \$18.18 \$0.00000 \$0.00	None at this time.
Work Area					
Konica Minolta BHC550i / 55 PPM AA7P011007669 / 216500 3,000,000 / 02/2020 Color Photocopier / SYMVT	117 60	24,797 4,992	24,680 4,932	\$0.00320 \$78.98 \$0.03885 \$191.61	
Subtotal Black 60,640 \$276.04					
Subtotal Color 4,932 \$191.61					

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations	
Woodstock Elementary School						
Café						
Konica Minolta BH4050I / 42 PPM ACT9011001264 / 140971 1,000,000 / 06/2019 Black Laser MFP/SYMVT	42 0	11,924 0	11,882 0	\$0.00613 \$72.84 \$0.00000 \$0.00	None at this time.	
Main Office						
Konica Minolta BHC550i / 55 PPM AA7P011007670 / 214584 3,000,000 / 02/2020 Color Photocopier / SYMVT	32 30	99,472 21,213	99,440 21,183	\$0.00320 \$318.21 \$0.03885 \$822.96		None at this time.
PALS Room						
Konica Minolta BH4000i / 42 PPM ACET011004302 / 143627 1,000,000 / 06/2019 Black Network Printer / SYMVT	33 0	3,175 0	3,142 0	\$0.00613 \$19.26 \$0.00000 \$0.00	None at this time.	
Pre-K						
Konica Minolta BH300i / 30 PPM AC78011000854 / 214649 750,000 / 08/2020 Black Photocopier / SYMVT	0 0	1,185 0	1,185 0	\$0.00320 \$3.79 \$0.00000 \$0.00		None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 103 ?					
Konica Minolta BH4000i / 42 PPM	0	0	0	\$0.00000	Not in use for FY22.
ACET011004312 / 143621				\$0.00	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
Room 14 (ISS)					
Konica Minolta BH4000i / 42 PPM	23	2,486	2,463	\$0.00613	None at this time.
ACET011004295 / 143628				\$15.10	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
Room 46					
Konica Minolta BH4000i / 42 PPM	22	4,612	4,590	\$0.00613	None at this time.
ACET011004301 / 143633				\$28.14	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
Room 62 (ISS)					
Konica Minolta BH4000i / 42 PPM	33	739	706	\$0.00613	None at this time.
ACET011004299 / 143632				\$4.33	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	

Winchester Central Unified School District					
Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
SLP Room					
Konica Minolta BH4000i / 42 PPM ACET011004214 / 143625 1,000,000 / 06/2019 Black Network Printer / SYMVT	33 0	740 0	707 0	\$0.00613 \$4.33 \$0.00000 \$0.00	None at this time.
Storage Closet					
Konica Minolta BHC550i / 55 PPM AA7P011007570 / 214570 3,000,000 / 02/2020 Color Photocopier / SYMVT	112 50	87,567 29,876	87,455 29,826	\$0.00320 \$279.86 \$0.03885 \$1,158.74	
Subtotal Black					
Subtotal Color					

Make-Model / Speed			FY22		
Serial Number / Vendor ID			Annual	Cost/Copy	
Life Expectancy / Model Intro Date	09/01/2021	06/30/2022	Volume	Annual Cost	Recommendations
Equipment Type / Vendor	Meter	Meter			

Woodstock Union High/Middle School

Art Downstairs

Konica Minolta BHC3300i / 35 PPM	7	3,154	3,147	\$0.00613	None at this time.
AAJT011200785 / 140968				\$19.29	
750,000 / 04/2019	6	8,021	8,015	\$0.06125	
Color Network Printer/SYMVT				\$490.92	

Bookkeeper

Konica Minolta BHC3350i / 35 PPM	22	6,307	6,285	\$0.00613	None at this time.
A93E011204071 / 140989				\$38.53	
750,000 / 04/2019	25	1,010	985	\$0.06125	
Color Laser MFP / SYMVT				\$60.33	

Counseling

Konica Minolta BHC550i / 55 PPM	32	8,569	8,537	\$0.00320	None at this time.
AA7P011007515 / 214585				\$27.32	
3,000,000 / 02/2020	30	9,272	9,242	\$0.03885	
Color Photocopier / SYMVT				\$359.05	

Innovation Lab

Konica Minolta BH4000i / 42 PPM	17	48	31	\$0.00613	None at this time.
ACET011003720 / 140855				\$0.19	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
ISS					
Konica Minolta BHC550i / 55 PPM	128	54,897	54,769	\$0.00320	None at this time.
AA7P011007516 / 216501				\$175.26	
3,000,000 / 02/2020	50	8,152	8,102	\$0.03885	
Color Photocopier / SYMVT				\$314.76	
Kitchen Office					
Konica Minolta BH4050I / 42 PPM	42	3,693	3,651	\$0.00613	None at this time.
ACT9011001583 / 140972				\$22.38	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Laser MFP / SYMVT				\$0.00	
Library					
Konica Minolta BHC550i / 55 PPM	53	35,387	35,334	\$0.00320	None at this time.
AA7P011007514 / 215313				\$113.07	
3,000,000 / 02/2020	10	24,775	24,765	\$0.03885	
Color Photocopier / SYMVT				\$962.12	
Library					
Konica Minolta BH4000i / 42 PPM	33	2,240	2,207	\$0.00613	None at this time.
ACET011004221 / 143602				\$13.53	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Library C-3					
Konica Minolta BHC3300i / 35 PPM AAJT011200655 / 140979 750,000 / 04/2019 Color Network Printer / SYMVT	7 6	586 1,294	579 1,288	\$0.00613 \$3.55 \$0.06125 \$78.89	None at this time.
Main Office (Back)					
Konica Minolta BH4000i / 42 PPM ACET011004293 / 143630 1,000,000 / 06/2019 Black Network Printer / SYMVT	32 0	4,753 0	4,721 0	\$0.00613 \$28.94 \$0.00000 \$0.00	None at this time.
Main Office Front					
Konica Minolta BH4050i / 42 PPM ACT9011001192 / 140975 1,000,000 / 06/2019 Black Laser MFP / SYMVT	42 0	8,894 0	8,852 0	\$0.00613 \$54.26 \$0.00000 \$0.00	None at this time.
Nurse					
Konica Minolta BHC3350i / 35 PPM A93E011204208 / 140990 750,000 / 04/2019 Color Laser MFP / SYMVT	22 10	3,843 1,897	3,821 1,887	\$0.00613 \$23.42 \$0.06125 \$115.58	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Principal					
Konica Minolta BHC3300i / 35 PPM AAJT011200653 / 140964 750,000 / 04/2019 Color Network Printer / SYMVT	7 6	2,048 478	2,041 472	\$0.00613 \$12.51 \$0.06125 \$28.91	None at this time.
Room 103					
Konica Minolta BH4000i / 42 PPM ACET011004213 / 143621 1,000,000 / 06/2019 Black Network Printer / SYMVT	33 0	860 0	827 0	\$0.00613 \$5.07 \$0.00000 \$0.00	None at this time.
Room 109					
Konica Minolta BH4000i / 42 PPM ACET011004288 / 143626 1,000,000 / 06/2019 Black Network Printer / SYMVT	33 0	1,611 0	1,578 0	\$0.00613 \$9.67 \$0.00000 \$0.00	None at this time.
Room 19					
Konica Minolta BH4000i / 42 PPM ACET011003556 / 141033 1,000,000 / 06/2019 Black Network Printer / SYMVT	15 0	804 0	789 0	\$0.00613 \$4.84 \$0.00000 \$0.00	None at this time.

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 20					
Konica Minolta BH4000i / 42 PPM	17	1,520	1,503	\$0.00613	None at this time.
ACET011003726 / 140851				\$9.21	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
Room 203					
Konica Minolta BHC3300i / 35 PPM	7	8,910	8,903	\$0.00613	None at this time.
AAJT011200793 / 140969				\$54.58	
750,000 / 04/2019	6	3,807	3,801	\$0.06125	
Color Network Printer / SYMVT				\$232.81	
Room 21					
Konica Minolta BH4000i / 42 PPM	15	872	857	\$0.00613	None at this time.
ACET011003731 / 140852				\$5.25	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
Room 210					
Konica Minolta BH4050i / 42 PPM	42	333	291	\$0.00613	None at this time.
ACT9011001138 / 140974				\$1.78	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Laser MFP / SYMVT				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 22					
Konica Minolta BH4000i / 42 PPM	19	7,576	7,557	\$0.00613	None at this time.
ACET011003724 / 140853				\$46.32	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
Room 23 Mac Lab					
Konica Minolta BH4000i / 42 PPM	25	5,083	5,058	\$0.00613	None at this time.
ACET011003733 / 140850				\$31.01	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
Room 230					
Konica Minolta BH4000i / 42 PPM	22	1,106	1,084	\$0.00613	None at this time.
ACET011004215 / 142296				\$6.64	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
Room 232					
Konica Minolta BHC3300i / 35 PPM	7	1,477	1,470	\$0.00613	None at this time.
AAJT011200679 / 140973				\$9.01	
750,000 / 04/2019	6	335	329	\$0.06125	
Color Network Printer / SYMVT				\$20.15	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 26					
Konica Minolta BH4000i / 42 PPM	15	1,784	1,769	\$0.00613	None at this time.
ACET011003640 / 140854				\$10.84	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
Room 5					
Konica Minolta BH4050I / 42 PPM	42	2,556	2,514	\$0.00613	None at this time.
ACT9011001217 / 140977				\$15.41	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Laser MFP / SYMVT				\$0.00	
Room 6 Mail Room					
Konica Minolta BH 750i / 75 PPM	32	136,632	136,600	\$0.00320	None at this time.
ACV7011000766 / 215392				\$437.12	
4,000,000 / 09/2020	0	0	0	\$0.00000	
Black Photocopier / SYMVT				\$0.00	
Room 7					
Konica Minolta BH4050I / 42 PPM	42	7,741	7,699	\$0.00613	None at this time.
ACT9001001213 / 140978				\$47.19	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Laser MFP / SYMVT				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Room 8					
Konica Minolta BH4000i / 42 PPM	33	2,029	1,996	\$0.00613	None at this time.
ACET011004212 / 143624				\$12.24	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
Room 9					
Konica Minolta BH4000i / 42 PPM	17	1,115	1,098	\$0.00613	None at this time.
ACET011003689 / 140856				\$6.73	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
Teachers' Lounge					
Konica Minolta BH 750i / 75 PPM	32	248,319	248,287	\$0.00320	None at this time.
ACV7011000778 / 215391				\$794.52	
4,000,000 / 09/2020	0	0	0	\$0.00000	
Black Photocopier / SYMVT				\$0.00	
Tech Office					
Konica Minolta BH4000i / 42 PPM	26	458	432	\$0.00613	None at this time.
ACET011003533 / 141034				\$2.65	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	

Make-Model / Speed Serial Number / Vendor ID Life Expectancy / Model Intro Date Equipment Type / Vendor	09/01/2021 Meter	06/30/2022 Meter	FY22 Annual Volume	Cost/Copy Annual Cost	Recommendations
Tech Office Spare					
Konica Minolta BH4000i / 42 PPM	33	33	0	\$0.00613	Not in use for FY22.
ACET011003560 / 141032				\$0.00	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Network Printer / SYMVT				\$0.00	
Tech Office Spare					
Konica Minolta BHC3350i / 35 PPM	22	1,119	1,097	\$0.00613	None at this time.
A93E011204154 / 140991				\$6.72	
750,000 / 04/2019	10	675	665	\$0.06125	
Color Laser MFP / SYMVT				\$40.73	
Tech Office Spare - Upstairs					
Konica Minolta BH4050i / 42 PPM	42	42	0	\$0.00613	Not in use for FY22.
ACT9011001300 / 140976				\$0.00	
1,000,000 / 06/2019	0	0	0	\$0.00000	
Black Laser MFP / SYMVT				\$0.00	
West Office					
Konica Minolta BH 750i / 75 PPM	32	172,971	172,939	\$0.00320	None at this time.
ACV7011000747 / 215390				\$553.40	
4,000,000 / 09/2020	0	0	0	\$0.00000	
Black Photocopier / SYMVT				\$0.00	
		Subtotal Black	738,323	\$2,602.47	
		Subtotal Color	59,551	\$2,704.26	

	FY22 Annual Volume	Cost/Copy Annual Cost	
Overall Black Totals	1,308,519	\$4,739.07	
Overall Color Totals	207,817	\$8,730.88	Your Avg Color CPC is \$0.0420

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 04/02/2021 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
1,308,519	\$0.01515	\$19,824.06

CURRENTLY WITH SPC

Current Volume	Current CPC*	Current Cost	Cost Savings	5 Year Savings
1,308,519	\$0.00362	\$4,736.84	\$15,087.22	\$75,436.12

*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
 $\$15,087.22 \times 1 \text{ years as a Client} = \$15,087.22 \text{ Cost Savings!}$

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
Barnard Academy	49,499	\$171.85	\$313.03	\$1,452.78	\$1,937.66
Killington Elementary School	118,495	\$431.23	\$749.36	\$3,477.79	\$4,658.38
Reading Elementary School	26,102	\$89.59	\$165.07	\$766.08	\$1,020.75
The Prosper Valley School	103,890	\$477.96	\$657.00	\$3,049.13	\$4,184.09
Windsor Central UUSD	60,640	\$289.94	\$383.49	\$1,779.76	\$2,453.19
Woodstock Elementary School	211,570	\$783.22	\$1,337.97	\$6,209.50	\$8,330.70
Woodstock Union High/Middle School	738,323	\$2,732.88	\$4,669.15	\$21,669.52	\$29,071.56
TOTALS	1,308,519	\$4,976.68	\$8,275.07	\$38,404.57	\$51,656.32

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
Totals		73,469,937	1,432			\$412,071.62	\$2,060,358.10	

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

TOTALS	82,468,260	69,686,229	73,469,937	
Total New Clients	14,950,000	41,249,400	17,952,178	<< 8 Clients
Total Existing Clients	67,518,260	28,436,829	55,517,759	<< 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
TOTALS		73,469,937	1,432

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 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
Barnard Academy	18,872	\$802.51
Killington Elementary School	24,389	\$1,230.87
Reading Elementary School	36,936	\$1,517.67
The Prosper Valley School	12,128	\$494.70
Windsor Central UUSD	4,932	\$201.18
Woodstock Elementary School	51,009	\$2,080.66
Woodstock Union High/Middle School	59,551	\$2,839.32
TOTALS	207,817	\$9,166.91

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
SymQuest Group, Inc.	Black Laser MFP	74,158	\$0.00613	\$454.59	\$0.00644	\$477.58
SymQuest Group, Inc.	Black Network Printer	0	\$0.00000	\$0.00	\$0.00000	\$0.00
SymQuest Group, Inc.	Black Network Printer	74,771	\$0.00613	\$458.35	\$0.00644	\$481.53
SymQuest Group, Inc.	Black Photocopier	566,988	\$0.00320	\$1,814.36	\$0.00336	\$1,905.08
SymQuest Group, Inc.	Color Laser MFP	12,519	\$0.00613	\$76.74	\$0.00644	\$80.62
SymQuest Group, Inc.	Color Network Printer	26,882	\$0.00613	\$164.79	\$0.00644	\$173.12
SymQuest Group, Inc.	Color Photocopier	553,201	\$0.00320	\$1,770.24	\$0.00336	\$1,858.76
TOTALS AND AVERAGES		1,308,519	\$0.00362	\$4,739.07	\$0.00380	\$4,976.68

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
SymQuest Group, Inc.	Color Laser MFP	5,398	\$0.06125	\$330.63	\$0.06431	\$347.15
SymQuest Group, Inc.	Color Network Printer	23,941	\$0.06125	\$1,466.39	\$0.06431	\$1,539.65
SymQuest Group, Inc.	Color Photocopier	178,478	\$0.03885	\$6,933.87	\$0.04079	\$7,280.12
TOTALS AND AVERAGES		207,817	\$0.04201	\$8,730.88	\$0.04411	\$9,166.91

LEASED/OWNED EQUIPMENT DETAILS

Total Number of Machines Under Contract	68
Number of Machines on Lease	67
Number of Machines Owned	0
Number of Rental/Loaner Machines	0

Lease Company	Norway Savings Bank
Term	5 Annual
Annual Payment usually due on 8/1	\$38,404.57
Lease Start Date	07/01/2021
Lease End Date	08/01/2025
Remaining Payments	3

*The Lease End Date has no bearing on Service & Supply and Warranty Contracts.

LEASED EQUIPMENT

Building	Room	Make/Model	Serial Number
Barnard Academy	Library	Konica Minolta BHC3350i	A93E011203684
Barnard Academy	Main Office	Konica Minolta BHC550i	AA7P011007644
Barnard Academy	SPED	Konica Minolta BH4000i	ACET011004298
Killington Elementary School	Copy Room	Konica Minolta BHC550i	AA7P011007614
Killington Elementary School	Grades 1-3	Konica Minolta BHC3300i	AAJT011200772
Killington Elementary School	Grades 4-6	Konica Minolta BHC3300i	AAJT011200761
Killington Elementary School	Kitchen	Konica Minolta BH4000i	ACET011004220
Killington Elementary School	Principal	Konica Minolta BHC3300i	AAJT011200657
Killington Elementary School	SPED	Konica Minolta BH4000i	ACET011004218
Reading Elementary School	Copy Room	Konica Minolta BHC550i	AA7P011007524
Reading Elementary School	Principal	Konica Minolta BHC3350i	A93E011203779
The Prosper Valley School	Copy Room	Konica Minolta BHC550i	AA7P011007630
The Prosper Valley School	Library	Konica Minolta BH4050I	ACT9011001334
The Prosper Valley School	Main Office	Konica Minolta BH4050I	ACT9011001219
The Prosper Valley School	Network Room	Konica Minolta BH4050I	ACT9011002974
The Prosper Valley School	SPED	Konica Minolta BH4000i	ACET011004222
Windsor Central UUSD	Accounting	Konica Minolta BH300i	AC78013003695
Windsor Central UUSD	Accounts Payable	HP Laser Jet Pro M404dn	JPBDM26154
Windsor Central UUSD	Grant's Printer	HP Laser Jet Pro M404dn	JPBDM26155
Windsor Central UUSD	Payroll	HP Laser Jet Pro M404dn	JPBDM26163
Windsor Central UUSD	Room 2 HR	Konica Minolta BH4000i	ACET011004304
Windsor Central UUSD	Work Area	Konica Minolta BHC550i	AA7P011007669
Woodstock Elementary School	Café	Konica Minolta BH4050I	ACT9011001264
Woodstock Elementary School	Main Office	Konica Minolta BHC550i	AA7P011007670
Woodstock Elementary School	PALS Room	Konica Minolta BH4000i	ACET011004302
Woodstock Elementary School	Pre-K	Konica Minolta BH300i	AC78011000854
Woodstock Elementary School	Room 14 (ISS)	Konica Minolta BH4000i	ACET011004295
Woodstock Elementary School	Room 46	Konica Minolta BH4000i	ACET011004301
Woodstock Elementary School	Room 62 (ISS)	Konica Minolta BH4000i	ACET011004299
Woodstock Elementary School	SLP Room	Konica Minolta BH4000i	ACET011004214
Woodstock Elementary School	Storage Closet	Konica Minolta BHC550i	AA7P011007570
Woodstock Union High/Middle School	Art Downstairs	Konica Minolta BHC3300i	AAJT011200785
Woodstock Union High/Middle School	Bookkeeper	Konica Minolta BHC3350i	A93E011204071
Woodstock Union High/Middle School	Counseling	Konica Minolta BHC550i	AA7P011007515
Woodstock Union High/Middle School	Innovation Lab	Konica Minolta BH4000i	ACET011003720
Woodstock Union High/Middle School	ISS	Konica Minolta BHC550i	AA7P011007516

Building	Room	Make/Model	Serial Number
Woodstock Union High/Middle School	Kitchen Office	Konica Minolta BH4050I	ACT90I100I583
Woodstock Union High/Middle School	Library	Konica Minolta BH4000i	ACET0I100422I
Woodstock Union High/Middle School	Library	Konica Minolta BHC550i	AA7P0I10075I4
Woodstock Union High/Middle School	Library C-3	Konica Minolta BHC3300i	AAJT0I1200655
Woodstock Union High/Middle School	Main Office (Back)	Konica Minolta BH4000i	ACET0I1004293
Woodstock Union High/Middle School	Main Office Front	Konica Minolta BH4050I	ACT90I100I192
Woodstock Union High/Middle School	Nurse	Konica Minolta BHC3350i	A93E0I1204208
Woodstock Union High/Middle School	Principal	Konica Minolta BHC3300i	AAJT0I1200653
Woodstock Union High/Middle School	Room 103	Konica Minolta BH4000i	ACET0I10042I3
Woodstock Union High/Middle School	Room 109	Konica Minolta BH4000i	ACET0I1004288
Woodstock Union High/Middle School	Room 19	Konica Minolta BH4000i	ACET0I1003556
Woodstock Union High/Middle School	Room 20	Konica Minolta BH4000i	ACET0I1003726
Woodstock Union High/Middle School	Room 203	Konica Minolta BHC3300i	AAJT0I1200793
Woodstock Union High/Middle School	Room 21	Konica Minolta BH4000i	ACET0I100373I
Woodstock Union High/Middle School	Room 210	Konica Minolta BH4050I	ACT90I100I138
Woodstock Union High/Middle School	Room 22	Konica Minolta BH4000i	ACET0I1003724
Woodstock Union High/Middle School	Room 23 Mac Lab	Konica Minolta BH4000i	ACET0I1003733
Woodstock Union High/Middle School	Room 230	Konica Minolta BH4000i	ACET0I10042I5
Woodstock Union High/Middle School	Room 232	Konica Minolta BHC3300i	AAJT0I1200679
Woodstock Union High/Middle School	Room 26	Konica Minolta BH4000i	ACET0I1003640
Woodstock Union High/Middle School	Room 5	Konica Minolta BH4050I	ACT90I100I2I7
Woodstock Union High/Middle School	Room 6 Mail Room	Konica Minolta BH 750i	ACV70I1000766
Woodstock Union High/Middle School	Room 7	Konica Minolta BH4050I	ACT900I00I2I3
Woodstock Union High/Middle School	Room 8	Konica Minolta BH4000i	ACET0I10042I2
Woodstock Union High/Middle School	Room 9	Konica Minolta BH4000i	ACET0I1003689
Woodstock Union High/Middle School	Teachers' Lounge	Konica Minolta BH 750i	ACV70I1000778
Woodstock Union High/Middle School	Tech Office	Konica Minolta BH4000i	ACET0I1003533
Woodstock Union High/Middle School	Tech Office Spare	Konica Minolta BH4000i	ACET0I1003560
Woodstock Union High/Middle School	Tech Office Spare	Konica Minolta BHC3350i	A93E0I1204I54
Woodstock Union High/Middle School	Tech Office Spare - Upstairs	Konica Minolta BH4050I	ACT90I100I300
Woodstock Union High/Middle School	West Office	Konica Minolta BH 750i	ACV70I1000747

STARDoc USER NAMES

Name	User Name
Corey Canfield	ccanfield@wcsu.net
Jim Fenn	jfenn@wcsu.net
Maggie Parker	mparker@wcsu.net
Nick Bishop	nbishop@wcsu.net
Raphael Adamek	radamek@wcsu.net

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

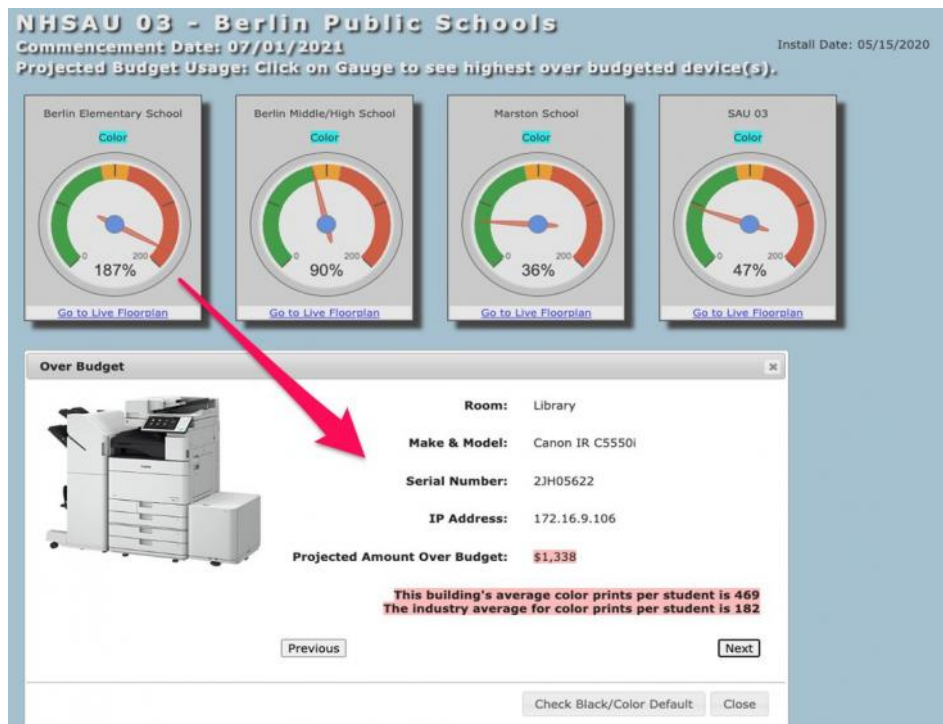
- Shows the last time FM Audit synced for equipment

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

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

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

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