



**Five-Year Basis beginning with the 2022/2023 Fiscal Year  
 Present vs. Proposed Recommendations as of 7/1/2022**

PRESENT SITUATION	PROPOSED RECOMMENDATION
1) Guarantees on Photocopiers: < 1 Year	1) Guarantees for All Machines: 5+ Years
2) Annual Price Ceilings Left: Unknown	2) 5% or CPI Annual Ceilings, whichever is less: 5+ Years
3) Copiers with 3M+ Copies: 2	3) Copiers with 3M+ Copies: 4
4) Units to be Traded: 82 New	4) Units to be Replaced: 87 New
5) Photocopiers: 3	5) Photocopiers: 4
6) Color Photocopiers: 1	6) Color Photocopiers: 2
7) Multi-Function Printers (MFPs): 6 (5 Color)	7) Multi-Function Printers (MFPs): 9 (6 Color)
8) Printers: 75 (3 Color)	8) Printers: 52 (2 Color)
9) Duplexers: 85	9) Duplexers: 87
10) Finishers: 3	10) Finishers: 9
Total number of Units: 85	Total number of Units: 87

**Overall Description of Equipment Fleet**

Presently, you have three (3) manufacturers with 14 distinct models. The new arrangement will shift to one (1) manufacturer with one (1) vendor servicing everything with as few distinct models as possible.



### Capital

Presently, you have one (1) Fair Market Value lease (Commercial) that could be as high as 14 or 15% with no ownership at the end. The district will have one (1) municipal master lease at 3.49% interest.

Board Approval Date: May 11, 2022

### Service & Supplies

With all consumable cost centers combined—including service—you are averaging a Cost per Copy (CPC) of \$0.012586 for black and \$0.135926 for color. The new contract will come in at a CPC of \$0.003843 for black and \$0.045221 for color. These figures are an average of both printers and copiers.

### 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 combination for your school district:

Cost Center	Present	Symquest
1. Service & Supplies Color*:	\$17,034.50	\$5,896.56
2. Service & Supplies Black*:	\$23,440.13	\$7,180.17
3. Annual Muni Lease (including SPC Comp)(3 Copiers):	\$14,160.00	\$24,968.45
4. Forced Upgrades (67 Owned Devices):	\$25,775.00	\$00.00
<b>Totals:</b>	<b>\$80,409.63</b>	<b>\$38,045.18</b>

\*These numbers are based on 1,987,669 copies per year and will fluctuate based on usage. Present Cost without Forced Upgrades is \$54,634.63.

The successful bidders will have a blanket servicing contract that includes all consumables—excluding 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 and January with a reconciliation invoice in June. Your service contract will be fixed through June 30, 2023. 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. This scenario even allows you to upgrade, lowering the service costs, by allowing you 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.

### Print Management

STARDoc for all devices. Papercut MF on all four (4) copiers.

### Security package

Hard Drive Wipes are included in these prices.