

2010 George Cronin Award

Ohio's Local Print Consolidation Program
Thomas Linley, Procurement Manager
August 24, 2010

Ohio's Local Print Consolidation Program

- Background
- Problem Statement
- Mission Statement
- Program Development
- Process
- Case Study
- Results
- Summary

Background

- State of Ohio's Procurement Transition
 - Commodity Focus vs. Methodology Focus
- Cost-Per-Copy Program
 - Includes Multifunction Devices and Network Printers
- Technology Change

Problem Statement

- State of Ohio agencies are spending too much money maintaining single function and non-networked print devices

Problem Statement



Does this look familiar?

Mission Statement

- Reduce the cost of maintaining the State of Ohio's existing printer base by eliminating unnecessary devices and adding multifunction devices where appropriate

Program Development

- Problem Identification
- Pilot Program
 - Included 5 departments within state agencies
- DAS and OBM Director Sign-Off
 - Issued Cost Efficiency Standard #1 to all state agency Directors, CPO's, and CIO's
- Hired 6 college interns as a summer / fall intern assignment

Process Overview

- Step 1 – Needs Definition
 - Document printing, copying, scanning, and faxing needs of agency
 - Document overall strategy
 - Asset reduction
 - Cost savings
 - Etc.
- Step 2 – On-Site Print Assessment
 - On-Site inventory of all current devices
 - Printers (Networked and Non-Networked)
 - Fax Machines
 - Scanners
 - Multi-Function Devices
 - Walkup Copiers
 - Equipment Mapping
 - Usage Reports
 - Observe office personnel

Process Overview

- Step 3 – Data Analysis
 - Provided by agency
 - Purchase Price & Purchase Date
 - Lease Contracts
 - Maintenance Agreement(s)
 - Provided by DAS
 - Cost / Yield of toner
 - Avg. Copies Per Month (based on usage gathered in on-site assessment and purchase date)
 - Monthly cost of each machine
- Step 4 – Recommendation
 - Equipment map updated based on agency needs and current environment
 - Cost Analysis showing annual cost savings
 - Implementation of Duplex Printing, if applicable
 - Avg. of 30% reduction in paper costs
 - Set B&W as the default on Color Machines
 - LAN connection maintenance cost savings

Case Study – Department of Development

- Occupies 6 floors in a state office tower
- CIO leading initiative to reduce print costs agency wide
- Agency had “Print Stations” setup throughout the office that included the following devices
 - B&W Network Printer
 - Color Network Printer
 - Fax Machine
 - Walk-up Copier

Case Study – Department of Development

- **Current Situation**
 - 162 Total Devices
 - \$142,500 Annual Cost
 - Includes the cost of the equipment, maintenance, and supplies
- **Recommendation**
 - 63 Total Devices
 - \$84,149 Annual Cost
 - Includes the cost of the equipment, maintenance, and supplies
 - Agency implementing duplex printing and setting B&W as the default and only placing 1 color device per floor
- **Results**
 - Reduction of 99 devices
 - \$58,351 Cost Savings or 41%
 - Program was implemented within 180 days

Program Results

- Current Situation
 - 1,500 devices located
 - 1.5 Million in Annual Print Costs
- Recommendations Include
 - 433 devices
 - \$800k in Annual Print Costs
- Results
 - 1,062 devices recommended for removal
 - \$736k in annual cost savings recommended
 - 48% reduction in annual print costs

Summary

- Easy to implement program
- Most state agencies have been open to the program based on historical results
- College intern experience
- Program is not specific to the state of Ohio

Contact Information

Thomas Linley, Procurement Manager

tommy.linley@das.state.oh.us

(614) 644-6365