Ohio’s Local Print Consolidation Program
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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
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