

# COPIER REPLACEMENT PLANNING

## MN House of Representatives

National Association of Legislative Information  
Technology

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September 4, 2008

# Copier Deployment

- Central Duplicating
- House Chamber Printing
- Department Copying/Printing
- Distributed Copying

# Copier Replacement Goals

- Minimize Life-Cycle Costs
- High Degree of Reliability
- Meet User Needs
- Billing/Financial Control/Vendor Mgmt

# Cost Considerations

- Purchase or Lease?
- Investment Costs
- Maintenance Costs
  - Cost per “click” + Monthly charge

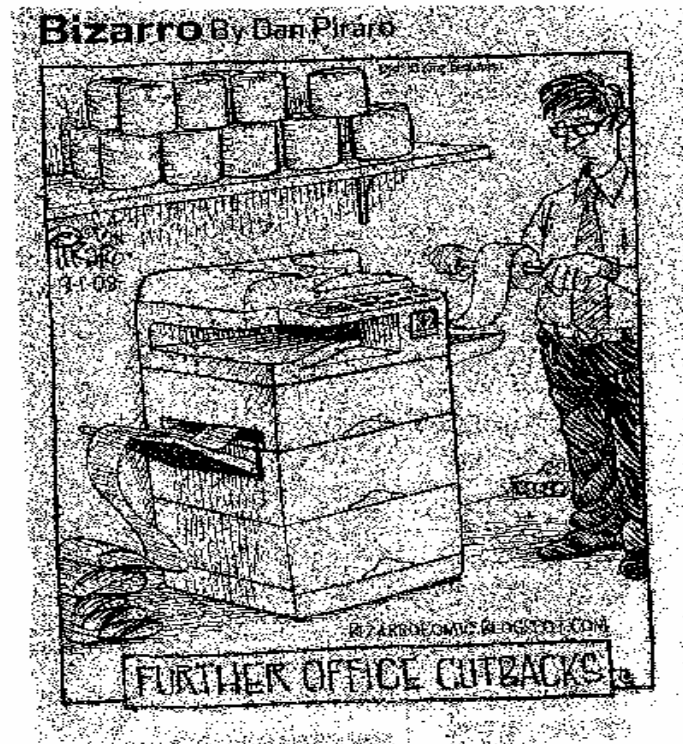
# Color Copiers?

- Limited Deployment
- Use Guidelines Enforced

# Planning Approach

- Gather Data – Inventory
  - Monthly usage per machine
  - Age of equipment
  - Speed
- Identity old/problem machines
- Assess user Needs

# Paper Use Reduction



# 2007-08 Copier Replacement Plan

| /--Existing Copiers - - - - -\ |             |              |                 |                     | /--Proposed Plan - - - - -\ |              |             |             |
|--------------------------------|-------------|--------------|-----------------|---------------------|-----------------------------|--------------|-------------|-------------|
|                                |             |              |                 |                     | Approx Tot.                 | Replacement  | Cost        | Cost        |
| <u>Location</u>                | <u>Make</u> | <u>Model</u> | <u>Page/Min</u> | <u>Install Date</u> | <u>Usage (000)</u>          | <u>Model</u> | <u>FY08</u> | <u>FY09</u> |
| 175                            | Minolta     | 250C         | 25              | Mar-06              | new                         | -            |             |             |
| 185                            | Cannon      | I4570        | 45              | Jul-05              | 100                         | -            |             |             |
| 190                            | Cannon      | I4570        | 45              | 2006                | new                         | -            |             |             |
| 206                            | Minolta     | D5510        | 55              | May-04              | 300                         | B600         |             |             |
| 245                            | Minolta     | D5510        | 55              | May-04              | 400                         | B600         |             |             |
| 259                            | Minolta     | DI650        | 65              | Nov-02              | 500                         | B750         | \$20,000    |             |
| 304                            | Minolta     | 250C         | 25              | Mar-06              | new                         | -            |             |             |
| 307                            | Minolta     | DI750        | 75              | Jan-02              | 1,500                       | B750         | \$20,000    |             |



# 2007-08 Copier Replacement Plan (Cont)

|                 |             |              |                 |                     | Approx Tot.        | Replacement  | Cost        | Cost        |
|-----------------|-------------|--------------|-----------------|---------------------|--------------------|--------------|-------------|-------------|
| <u>Location</u> | <u>Make</u> | <u>Model</u> | <u>Page/Min</u> | <u>Install Date</u> | <u>Usage (000)</u> | <u>Model</u> | <u>FY08</u> | <u>FY09</u> |
| 345             | Minolta     | DI650        | 65              | Nov-02              | 300                | B750         |             |             |
| 357             | Xerox       | DC490        | 90              | Dec-01              |                    | B750         | \$20,000    |             |
| 389             | Minolta     | DI750        | 75              | Feb-02              | 600                | B750         | \$20,000    |             |
| 407             | Minolta     | DI650        | 65              | Nov-02              | 700                | B750         | \$20,000    |             |
| 445             | Xerox       | DC490        | 90              | Dec-01              |                    | B750         | \$20,000    |             |
| 468             | Minolta     | B750         | 75              | Jun-07              | new                | -            |             |             |
| 487             | Xerox       | DC480        | 80              | Feb-01              |                    | B750         | \$20,000    |             |
| 506             | Minolta     | DI750        | 75              | Jan-02              | 1,700              | B750         | \$20,000    |             |
| 508             | Minolta     | 250C         | 25              | Mar-06              | new                | -            |             |             |
| 545             | Minolta     | DI750        | 75              | Feb-02              | 1,300              | B750         | \$20,000    |             |
| 573             | Xerox       | DC480        | 80              | Dec-00              |                    | B750         | \$20,000    |             |

# 2007-08 Copier Replacement Plan (Cont)

|                 |             |              |                 |                     | Approx Tot.        | Replacement  | Cost        | Cost        |
|-----------------|-------------|--------------|-----------------|---------------------|--------------------|--------------|-------------|-------------|
| <u>Location</u> | <u>Make</u> | <u>Model</u> | <u>Page/Min</u> | <u>Install Date</u> | <u>Usage (000)</u> | <u>Model</u> | <u>FY08</u> | <u>FY09</u> |
| 593             | Minolta     | DI750        | 75              | Nov-02              | 900                | B750         | \$20,000    |             |
| 600             | Minolta     | DI850        | 85              | May-04              | 1,100              | 1050e        |             |             |
| 600             | Minolta     | DI850        | 85              | May-04              | 800                | 1050e        |             |             |
| CAP 211         | Xerox       | DC490        | 90              | Jan-02              |                    | 1050e        | \$32,700    |             |
| CAP 214         | Xerox       | WCP55        | 55              | Jul-04              |                    | B600         |             |             |
| Cap 216         | Cannon      | I4570        | 45              | 2006                | new                | -            |             |             |
| CAP 348         | Xerox       | DocuTech 135 | 135             | Dec-01              |                    | Docutech     |             |             |
| CAP 348         | Xerox       | 5100         | 100             | Dec-00              |                    | 1050e        |             | \$32,700    |
| Dup G35         | Minolta     | DI750        | 75              | Nov-03              | 800                | 1050e        |             | \$32,700    |
| Dup G35         | Minolta     | DI750        | 75              | Jan-02              | 2,300              | 1050e        |             | \$32,700    |
| Dup G35         | Minolta     | DI850        | 85              | May-04              | 2,000              | 1050e        |             |             |

