



**Save the State of Ohio money by joining the CPC program**



Check us out on the Web at:  
<http://gsdprint.das.ohio.gov/prt.html>  
or  
<http://ohio.gov/procure>

**Cost-Per-Copy (CPC) Program Contact**  
Diane Ford, *Copier Program Manager*:  
614.644.6365 or [diane.ford@das.state.oh.us](mailto:diane.ford@das.state.oh.us)

## WHAT IS THE COST-PER-COPY (CPC) PROGRAM?

- **Another option for state agencies**
- **Pay only for copies made monthly**
- **No monthly maintenance payments**
- **No monthly lease payments**
- **Customer only supplies paper and staples**
- **Tracking copier cost much easier**
- **Only one form to complete**

## CPC PROGRAM

The Office of State Printing and Mail Services now offers the CPC program as an option to all state agencies that have equipment leases expiring and/or have owned-equipment needing replacement. Those agencies are encouraged to use this contract to save on capital equipment outlay. The targeted customers are those state agencies with requirements up to 30,000 copies per month.

The contractor(s) maintain ownership of copier equipment and are responsible for maintenance of the equipment. Contractors will submit a single quarterly invoice to DAS, Office of State Printing and Mail Services, including all machines listed individually, the number of copies made, and the unit price billed. The Office of State Printing and Mail Services will then invoice the state agency on a set cost-per-copy basis. Paper and staples will be provided by the state agency.

The cost-per-copy price includes all costs associated with the administration of the service, including, but not limited to: furnishing all copiers; deliveries; installations; training; dedicated technician(s); all operating supplies needed for the copiers including toner, developer, fuser oil, connectivity equipment and software; etc. (paper and staples are the only exceptions); delivery of supplies and removal of the equipment upon termination of the contract and/or authorized moves during the contract. The cost-per-copy price shall also include all maintenance and repairs, labor, parts, test copies, travel time, mileage and any other expense required to maintain the equipment in proper working condition.

## Machine Categories

	<u>Speed</u>	<u>Monthly Volume Range</u>	<u>Monthly Minimum</u>
Category 1 (B/W only)	20 CPM	0 – 4,999	1,000
Category 2 (B/W only)	21–30 CPM	5,000 – 9,999	5,000
Category 3 (B/W only)	31-44 CPM	10,000 –19,999	10,000
Category 4 (B/W only)	40-59 CPM	20,000 - 29,999	20,000
Category 5 (B/W & color)	35–59 CPM(B/W) 10 and up (Color)	20,000 and up 1,000 and up	20,000 1,000
Category 6 (color)	1 and up CPM	1,000 and up	1,000
Category 7 (B/W only)	60 - up CPM	30,000 and up	30,000

## **MACHINE AND PRICING OPTIONS**

The pricing and machine options listed within this document are available to state agencies through the cost-per-copy program. Note that each category on the following page has a minimum monthly volume requirement. Machines will be billed at the minimum monthly volume level if the volume is below the minimum level. Agencies are cautioned not to over-estimate monthly print volume in choosing machine size. This will result in paying for volume not actually used. When estimating monthly usage, always use the lowest number that represents the guaranteed amount of monthly impressions you expect to produce.

The prices per impressions listed under each category in the cost-per-copy column represent the cost of equipment and maintenance to include consumable supplies (toner). Agencies will be required to furnish paper and staples. A list of accessories is listed in both contracts; Index #MAC054D (Categories 1-3) and Index #MAC062D (Categories 4-7). Go to [www.ohio.gov/procure](http://www.ohio.gov/procure). Click find it fast, and select the index number that applies.

## CATEGORY 1

Machine speeds up to 20 copies per minute (CPM) and monthly volume range up to 4,999 copies.  
Machines placed under Category 1 will be billed on a minimum monthly production volume of 1,000 impressions.

<u>Brand</u>	<u>Model</u>	<u>Copy Speed (CPM)</u>	<u>Cost-Per-Copy * Network Capable</u>
Canon	Image Runner 2020	20 CPM	.0384
Savin	8025ep	25 CPM	.05104
Oce' Imagistiices	IM2330	23 CPM	.0593
Ricoh	Aficio MP2510	25 CPM	.0689

## CATEGORY 2

Machine speeds from 21 to 30 copies per minute (CPM) and monthly volume range from 5,000 to 9,999 copies.  
Machines placed under Category 2 will be billed on a minimum monthly production volume of 5,000 impressions.

<u>Brand</u>	<u>Model</u>	<u>Copy Speed (CPM)</u>	<u>Cost-Per-Copy * Network Capable</u>
Savin	8025EP	25 CPM	.02258
Canon	Image Runner 3025	25 CPM	.02464
Ricoh	Aficio MP3010	30 CPM	.0275
Oce' Imagistiices	IM2330	23 CPM	.03214
Toshiba	e-Studio 232	23 CPM	.0338

## CATEGORY 3

Machine speeds from 31 to 44 copies per minute (CPM) and monthly volume range from copies 10,000 - 19,999.  
Machines placed under Category 3 will be billed on a minimum monthly production volume of 10,000 impressions.

<u>Brand</u>	<u>Model</u>	<u>Copy Speed (CPM)</u>	<u>Cost-Per-Copy * Network Capable</u>
Canon	Image Runner 3035	35 CPM	.01803
Oce' Imagistiices	IM3511	35 CPM	.0213
Toshiba	e-Studio 352	35 CPM	.0245
Sharp	MX-M350NCT	35 CPM	.0287
Konica Minolta	Bizhub 350	35 CPM	.02873

\* For networking, circle yes on your Memorandum of Understanding (MOU).

## CATEGORY 4

Machine speeds from 40 to 59 B/W copies per minute (CPM) and monthly volume range of 20,000 - 29,999. Machines placed under Category 4 will be billed on a minimum monthly production volume of 20,000 impressions.

<u>Brand</u>	<u>Model</u>	<u>Copy Speed (CPM)</u>	<u>Cost-Per-Copy Standard / Networked</u>	
Toshiba	e-Studio 452	45 CPM	.015	.0163
Ricoh	Aficio MP4500	45 CPM	.01784	.0200

## CATEGORY 5

Machine speeds from 35 to 59 B/W copies per minute (CPM) and 10 and up color copies per minute (CPM) with monthly volume range of 20,000 and up for B/W and 1,000 and up for color. Machines placed under Category 5 will be billed on a minimum monthly production volume of 20,000 impressions B/W impressions and 1,000 color impressions.

<u>Brand</u>	<u>Model</u>	<u>Copy Speed (CPM)</u>	<u>Cost-Per-Copy Standard / Networked</u>	
Ricoh	Aficio C3500	35 CPM (B/W)	.02229	.02343
		28 CPM (color)	.0595	.0599

## CATEGORY 6

Machine speeds of 1 and up color copies per minute (CPM) and monthly volume range of 1,000 and up. Machines placed under Category 6 will be billed on a monthly production volume of 1,000 color impressions. All B/W copies made with machines listed in Category 6 will be billed at 0.0175 per impression regardless of volume. There is no minimum monthly production volume of B/W copies made on machines in Category 6.

<u>Brand</u>	<u>Model</u>	<u>Copy Speed (CPM)</u>	<u>Cost-Per-Copy Standard / Networked</u>	
Toshiba	e-Studio 281c	11 CPM	.2076	.2212
Canon	Image Runner 3170i	8 CPM	.3167	.3167

## CATEGORY 7

Machine speeds of 60 B/W copies and up per minute (CPM) and monthly volume range of 30,000 copies and up. Machines placed under Category 7 will be billed on a minimum monthly production volume of 30,000 impressions.

<u>Brand</u>	<u>Model</u>	<u>Copy Speed (CPM)</u>	<u>Cost-Per-Copy Standard / Networked</u>	
Toshiba	e-Studio 600	60 CPM	.0153	.0163
Ricoh	Aficio MP6500	65 CPM	.01833	.0199

Machine speeds of 60 B/W copies and up per minute (CPM) and monthly volume range of 100,000 copies and up. Machines placed under Category 8 will be billed on a minimum monthly production volume of 100,000 impressions.

<u>Brand</u>	<u>Model</u>	<u>Copy Speed (CPM)</u>	<u>Cost-Per-Copy Standard / Networked</u>	
Toshiba	e-Studio 600	60 CPM	.00697	.00728
Ricoh	Aficio MP6500	65 CPM	.00986	.0102

All copier machines listed within the seven categories of this program have the following base capabilities. Accessories should be included with machines as part of the initial order and will result in additional cost-per-copy charges.

★ **Minimum Machine Capabilities**  
**Categores 1- 3**

- Use plain paper
- Black and White only – no color copies required
- Automatic document feeder
- Equipped to handle paper up to and including 11" x 17" originals and copies (11 x 17 will be counted as 2 impressions each side)
- Reduction and enlargement features
- Unlimited duplexing for all size originals 8-1/2" x 11" through 11" x 17"
- Manual and selectable automatic exposure settings
- Be either console models or desktop models equipped with cabinets
- Total copy-count meter which is clearly visible to the operator
- Ability to accept multiple programmable account PIN numbers
- Operate on standard voltage with dedicated line
- Minimum print resolution of 600 x 600 dpi
- Single position finisher
- Unlimited sort capability
- Energy Star compliant
- Network printing capability
- Secure Printing
- Two paper trays plus bypass tray

★ **Minimum Machine Capabilities**  
**Categores 4-8**

- Automatic document feeder
- Equipped to handle up to and including 11" x 17" (originals and copies)
- Reduction and enlargement features
- Unlimited duplexing for all size originals 8-1/2" x 11" through 11" x 17"
- Manual and selectable automatic exposure settings
- Either console models or desktop models equipped with cabinets
- Have total copy-count meter which is clearly visible to the operator
- All common paper sizes shall count and bill as a single copy
- Have the ability to accept multiple programmable PIN account numbers
- Operate on standard voltage with no special or dedicated lines
- Minimum print resolution of 600 x 600 dpi, if connected
- Stapler/finisher
- 99 to 999 sort capability
- Energy Star compliant

★ *This list does not include all capabilities in the base copier. The base Cost-per-Copy cost charged to the customer can be found in this brochure on pages 4 and 5. For accessory costs only, see contract.*

# Optional Accessories

## Categories 1-3 Optional Accessories:

Some of the accessories listed in Categories 1 - 3 may be included in the base copier or not available for your particular machine selection. For a complete list of available accessories for your copier choice, go to [www.ohio.gov/procure](http://www.ohio.gov/procure). Select find it fast, select index number, enter MAC054D and find it fast. Under the View Contract, click contract number RS908407. If the contract does not appear, click original contract. The price schedule for accessories begins on page 12.

- Two (2) 500 sheet paper drawers
- 2,000 large capacity sheet paper drawer
- 2/3 hole punch kit
- Upgrade to saddle stitch
- Additional Output Bin
- Upgrade to multi-position finisher
- Scan Kit (desktop, e-mail, Server, I-Fax) Post Script 3 upgrade w/PCL6 Analog Fax Memory Upgrade
- Hard Drive Upgrade

## Categories 4-7 Optional Accessories:

Some of the accessories listed in categories 4-7 may be included in the base copier or not available for your particular machine selection. For a complete list of available accessories for your copier choice, go to [www.ohio.gov/procure](http://www.ohio.gov/procure). Select find it fast, select index number, enter MAC062D. At bottom of screen, click revised contract. The price schedule for accessories begins on page 10.

- Multi-position finisher
- Saddle stitch finisher
- 2/3 hole punch
- Paper feed pedestal
- Two (2) 500 sheet paper drawers
- 2,000 - 2,500 large capacity sheet drawer Scan kit Analog fax 2nd fax line
- 256 MB Memory
- Postscript

**Call Diane Ford (614-644-6365) at State Purchasing Procurement Services or the CPC Contractor for accessory questions.**

The Office of State Printing and Mail Services and State Purchasing Procurement Services will make every effort to ensure that the placement of copiers by volume classification, is directly related to the estimated average monthly volume of copies produced at a given copier location. The Office of State Printing and Mail Services and State Purchasing Procurement Services shall be the sole judge of the final decision whether the volume classification of a given machine is appropriate for its site placement.

The appropriate authority within the state agency will be required to sign a Memorandum of Understanding (MOU) along with State Printing and State Purchasing that will document the agreement between the agency and State Printing.

Contractor shall ensure that all equipment and supplies will be delivered to the sites in accordance with the dates furnished by State Printing and shall provide and pay for all material, labor, tools, transportation and handling necessary for the furnishing, delivery, assembly plus inspection before, during and after installation of all items specified herein.

The contractor shall be responsible for any damage to the premises of any site as a result of the installation and shall repair and restore to the original condition, any area so damaged within the time frame designated by State Printing and State Purchasing Procurement Services. Contractor shall at all times keep the site premises and the areas in which the work is performed free from accumulation of waste materials or rubbish. tools, installation equipment, machinery and surplus materials during the work process until completion. The contractor shall remove all crates, wrappings and other flammable waste material or trash from the building. Contractor must have access to manufacturer's technical resources for problems that are beyond the ability of the contractor's personnel to resolve. Such assistance shall be available at no additional cost to the State of Ohio.

## CONTACT INFORMATION

The Office of State Printing and Mail Services and State Purchasing Procurement Services can provide assistance in identifying your functional copier needs. Questions relating to machine specifications and optional accessories should be directed to the list below.

### PROGRAM CONTACT:

Diane Ford, Copier Program Manager, Phone 614-644-6365, Fax 614-644-1785 or [diane.ford@das.state.oh.us](mailto:diane.ford@das.state.oh.us)

### CONTRACTOR CONTACTS:

**ABS Business Products** - Toshiba Copiers (Category 2 and 3)  
Shannon Woodfin, Phone 614-224-2669, [s.woodfin@absproducts.com](mailto:s.woodfin@absproducts.com)

**ComDoc** - Ricoh Copiers (Category 1, 2, 4, 5 and 7)  
Mel Walden, Phone 614-628-8400, [mwalden@comdocinc.com](mailto:mwalden@comdocinc.com)

**Danka Office Imaging** - Toshiba and Canon (Category 4, 6 and 7)  
Amy Lewis, Phone 614-854-6418, [amy\\_lewis@danka.com](mailto:amy_lewis@danka.com)

**Konica Minolta Business Solutions** - Konica Minolta Bizhub copiers (Category 3)  
Mike Mahoney, Phone 614-766-7800 ext. 3113, [mmahoney@konicaminolta.us](mailto:mmahoney@konicaminolta.us)

**Lake Business Products** - Canon and Savin copiers (Category 1, 2 and 3)  
Thomas McComb, Phone 614-847-7500, [tmccomb@lakebusiness.com](mailto:tmccomb@lakebusiness.com)

**Oce North America (Imagistics)** - Oce Imagistics copiers (Category 1, 2 and 3)  
Cheryl Steele, Phone 614-662-9910, [cheryl.steele@imagistics.com](mailto:cheryl.steele@imagistics.com)

**Sharp Electronics** - Sharp copiers (Category 3)  
Gary Thompson, Phone 614-883-4163, [thompson@sharpamericas.com](mailto:thompson@sharpamericas.com)

COOP customers can participate in all categories.

For more information regarding the CPC programs visit us at:

<http://gsdprint.das.ohio.gov/gsd/prt/prt.html>

or

<http://ohio.gov/procure>