Cumbria County Council

E-mail:

21 August 2017
Your reference:
Our reference: FOI 2017-0606

Dear

FREEDOM OF INFORMATION ACT 2000 - DISCLOSURE

The council has completed its search relating to your request for information about printers and photocopiers, which was received on 4 August 2017

The council does hold information within the definition of your request.

Request

Question 1) How many printers, photocopiers, MFPs/MFDs is the council currently responsible for?
- 1.1. Could you please list the make, model, quantity of those printers.
- 1.2. Could you please confirm which of these printers are owned by the council and which are leased.

Question 2) Are you currently in a contract for the printer consumables (toner and ink cartridges) used throughout the council?
- 2.1. If yes, who is the contract with?
- 2.2. If yes, when does the contract expire?
- 2.3. If yes, are the council able to source consumables (toner and ink cartridges) outside of this contract?
- 2.4. If yes, how much does the council currently spend on this contract per annum?
- 2.5. If yes, are the printer consumables OEM or Remanufactured/Compatible?
- 2.6. If no, who is the preferred supplier for printer consumables?
- 2.7. If no, how much did the council spend on printer consumables (toner and ink cartridges) in the last financial year?
- 2.8. If no, are the consumables OEM or Remanufactured/Compatible?
- 2.9. If no, how often do the council review consumable prices to ensure they are getting the best value for money?

Question 3) Do the council outsource servicing and maintenance of the printers they are responsible for?
- 3.1. If yes, who is the printer servicing and maintenance outsourced to?
- 3.2. If yes, how much did the council spend on printer servicing and maintenance in the last financial year?
- 3.3. If no, is servicing and maintenance included as part of a contract?

Question 4) How often do the council review their printer supply/ printer consumable supply?
- 4.1. When was this last reviewed?
- 4.2. When is this due to be reviewed again?
- 4.3. Who is responsible for reviewing this?
- 4.4. How do the council conduct a review?

Response

Question 1) Printers, MFPs/MFDs (Does not include photocopiers):
- 1.1. make, model, quantity (498 in total):
  Canon i-SENSYS MF4320d (1), Epson Expression Home XP-342 (28), Epson WorkForce WF-3640DTWF (16), Epson XP-322 All-in-One Printer (2), Epson XP-335 All-in-One Printer (19), HP Business InkJet 2800 (1), HP Color LaserJet 2840 (1), HP Color LaserJet CP2025dn (1), HP Color Laserjet CP3505 (1), HP Color LaserJet CP3525 (1), HP Color LasetJet Pro M452dn (3), HP DesignJet T1200 (2), HP DesignJet T2300 (2), HP DesignJet T790 (1), HP Deskjet 6980 (1), HP ENVY 5640 (8), HP LaserJet 1320 (28), HP Laserjet 1536DNF MFP (2), HP Laserjet 2055dn (11), HP Laserjet 400 Colour M451NW (3), HP LaserJet 4100 (1), HP LaserJet 4250 (4), HP Laserjet P2015dn (13), HP Laserjet Pro 400 M401DN (24), HP LaserJet Pro M402dn (9), HP Officejet 6100 (1), HP Officejet 6700 (1), HP Officejet Pro 251DW (64), HP Officejet Pro 8000 Enterprise (2), HP Officejet Pro 8100 (2), HP OfficeJet Pro 8210 (3), HP Officejet Pro 8620 (21), HP Photosmart 5520((1), IDP Smart-50D ID Card Printer (3), Kodak i4600+ Scanner (1), Xerox Phaser 3260 (3), Xerox Phaser 3635 (14), Xerox Phaser 6180 (17), Xerox Phaser 6510 (14), Xerox Phaser 8560 (2), Xerox WorkCentre 5955 (10), Xerox WorkCentre 6515 (4), Xerox WorkCentre 6605 (18), Xerox WorkCentre 7220 (20), Xerox WorkCentre 7225 (1), Xerox WorkCentre 7525 (1), Xerox WorkCentre 7535 (2), Xerox WorkCentre 7556 (1), Xerox WorkCentre 7835 (93), Xerox WorkCentre 7845 (3), Xerox WorkCentre 7855 (4), Zebra GK420d (11)

- 1.2. Of the above printers the following 170 are part of a leased contract and the remainder are fully owned:
  Xerox Phaser 3635 (14), Xerox Phaser 6180 (16), Xerox WorkCentre 5955 (10), Xerox WorkCentre 6605 (16), Xerox WorkCentre 7220 (18), Xerox WorkCentre 7225 (1), Xerox WorkCentre 7525 (1), Xerox WorkCentre 7535 (2), Xerox WorkCentre 7556 (1), Xerox WorkCentre 7835 (84), Xerox WorkCentre 7845 (3), Xerox WorkCentre 7855 (4)

Question 2) Contract:
- 2.1. Supplier - **Xerox**
- 2.2. Contract expiry: **31/10/2019**
- 2.3. Sourcing consumables outside of this contract – **Not for printers that are part of the managed contract**
- 2.4. Consumables spend outside contract – **N/A**
- 2.5. OEM or Remanufactured/Compatible – **N/A**
- 2.6. If no, who is the preferred supplier for printer consumables – **Xerox, this is part of the managed contract**
- 2.7. Council spend on contract printer consumables in the last financial year - **£141,853 in 2016/2017**
- 2.8. OEM or Remanufactured/Compatible - **OEM**
- 2.9. Review of contract consumable prices – **Reviewed and agreed as part of tender award, which is 5 years in terms of the current contract scope**

Question 3) Do the council outsource servicing and maintenance of the printers they are responsible for?
- 3.1. Printer servicing and maintenance outsourcing – **No, this is part of the managed contract**
- 3.2. Spend on printer servicing and maintenance in the last financial year – **N/A as part of managed contract**
- 3.3. Is servicing and maintenance included as part of a contract - **Yes**

Question 4) How often do the council review their printer supply/ printer consumable supply?
- 4.1. Last reviewed – **Start of 2014/2015 financial year prior to current contract award**
- 4.2. Review due – **Start of 2019/2020 financial year prior to current contract expiry**
- 4.3. Who is responsible for reviewing this – **Stefan Sabuda, Senior Manager - ICT**

4.4. How do the council conduct a review – **CCS Framework RM3781 Lot 2 Tender/Direct Award process**

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Yours sincerely,

Information Governance Team
Resources and Transformation
Cumbria County Council