

Report No. TC02821 Appendix: I Agenda Item: 15	Council Date of Meeting: 9 th June 2021
OAKHAM TOWN COUNCIL	
Report Author: A Greaves	Title: Town Clerk
Subject: Photocopier and Rental	
Strategies: Ensure robust financial controls are in place to enable the delivery of cost-effective services as required now and in the future	

Currently Council has a contract with Apogee for a photocopier. This is due for renewal in July 2021.

Current Agreement: Kyocera Taskalfa 2551ci

Lease Cost Per Quarter:	£110.70
Mono Cost Per Image :	0.423 of a pence
Colour Cost Per Image:	4.015p

The proposed upgrade option is based on allowing access to the CPC Framework – which comes with great benefits for the public sector division.

Council will only pay for what we print, and toners, maintenance calls and parts are included in cost per copy rate. There is also quarterly saving to Council of £16.29

New 5 Year Lease Option

Lease Cost Per Quarter:	£94.41
Mono Cost Per Image:	0.255 of a pence
Colour Cost Per Image:	1.938p

*All pricing above excludes VAT.

Benefits of the CPC Framework

- Delivery - 98% of devices to be delivered within 10 working days of the date of the order
- Service Engineer Attendance - 98% of maintenance call responded to within 4 hrs
- Time to Fix - 97% of devices fixed within 6 hours of fault being reported
- First Time Fix Rate - 95% first time fix
- Device Availability - 98% service uptime
- Number of Fault Calls Per Device – maximum number of 4 fault calls per device per quarterly review period. Please note that devices with fault calls in excess of this target for two successive quarterly review periods will qualify for an automatic device swap out of the said device with an equivalent model with equivalent functionality, regardless of the age of the faulty device.
- No service price increases for the duration of the agreement
- Delivery and Installation, plus connection to an existing network
- Free moves and relocations
- No admin charges during the life of the agreement
- No Minimum Billing, we bill on actuals of usage

Decisions

- a) That the Council authorises the replacement copier
- b) The Council authorises the Clerk to proceed with a 5-year agreement



HP Color LaserJet Managed MFP E78325, E78330

The next generation of quality, productivity, and security

Businesses that stay ahead don't slow down. It's why HP built the next generation of HP Color LaserJet MFPs – to power productivity with a streamlined design that delivers premium colour value, maximum uptime, and the strongest security.¹



Dynamic security enabled printer. Only intended to be used with cartridges using an HP original chip. Cartridges using a non-HP chip may not work, and those that work today may not work in the future. Learn more at: <http://www.hp.com/go/learnaboutsupplies>



Color touchscreen



HP Web Jetadmin



Easy access USB



2-sided printing



Quality laser printing

Big colour. Small cost.

- Print premium, professional-quality documents with vivid colour images and graphics for a low cost.
- Get consistent, professional quality and performance you count on with Original HP toner cartridges and drums.
- Choose from a range of modular accessories designed to adapt to the needs of workgroups of all sizes.

Minimal interruptions. Maximum uptime.

- Avoid interruptions with an HP LaserJet Managed MFP designed to be streamlined for maximum productivity.
- Tailor this MFP to the needs of your business with a wide range of paper-handling accessories.
- Scan files directly to Microsoft® Office 365 and SharePoint, plus email, USB, and network folders.²

The world's most secure printing¹

- With HP Sure Start, each printer regularly checks its operating code and repairs itself from attempted hacks.
- Help protect information on the MFP and in transit over the network. Store data on the encrypted hard disk.³
- Continually monitor to detect and stop attacks, then automatically reboot with run-time intrusion detection.
- Whitelisting checks firmware during startup to help ensure it's authentic, good code – digitally signed by HP.

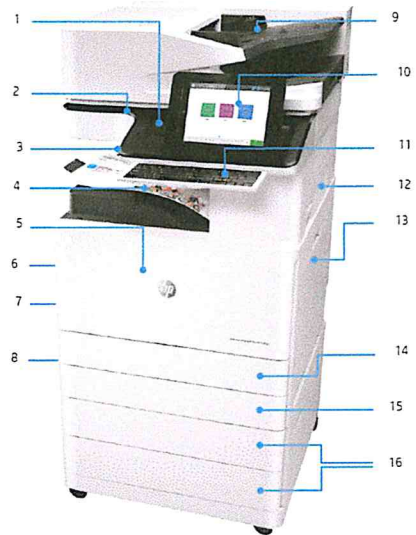
Give workgroups the speed they need

- Help workgroups capture every page easily and detect potential errors or missed pages – every time.
- Enter data more quickly and accurately using the pull-out keyboard.
- Help ensure every scanned document is properly oriented, cropped to size, and greyscale-optimised.
- Load up to 250 pages into the automatic document feeder for fast, unattended scanning.

Product walkaround

HP Color LaserJet Managed Flow MFP E78330z shown

1. Hardware Integration Pocket (for connecting accessory and third-party devices)
2. Flatbed scanner handles sheets up to 297 x 432 mm
3. Easy-access USB port
4. 500 sheet output bin
5. Front door access to toner cartridges
6. Automatic two-sided printing
7. HP High-Performance Secure Hard Disk
8. Slot for cable-type security lock, 2 Hi-Speed USB 2.0 Host ports, Gigabit Ethernet port, Hi-Speed USB 2.0 device port
9. 250 sheet ADF supports media sizes up to A3 (Flow models only)
10. 22.8 cm (9.0-inch) functional touchscreen with 20.3 cm (8.0-inch) colour graphics display
11. Pull-out keyboard (Flow models only)
12. Right door access to the print path
13. 100 sheet multipurpose tray 1 supports media sizes up to A3
14. 520 sheet tray 2 supports media sizes up to A4
15. 520 sheet tray 3 supports media sizes up to A3
16. Optional 2 x 520 sheet dual cassette feeder supports media sizes up to A3



Series at a glance



Model	HP Color LaserJet Managed MFP E78325dn	HP Color LaserJet Managed MFP E78330dn	HP Color LaserJet Managed Flow MFP E78325z	HP Color LaserJet Managed Flow MFP E78330z
Product number	8GS26A or 8GR94A (engine) + 8GR96A (license speed)	8GS27A or 8GR94A (engine) + 8GR97A (license speed)	8GS29A or 8GR98A (engine) + 8GS00A (license speed)	8GS30A or 8GR98A (engine) + 8GS01A (license speed)
Functions	Print, copy, and scan (fax and wireless optional)			
Print speed (A4, black and colour)	Up to 25 ppm	Up to 30 ppm	Up to 25 ppm	Up to 30 ppm
Scan speed (A4, black and colour)	80 ppm/160 ipm, simplex/duplex		120 ppm/240 ipm, simplex/duplex	
ADF capacity	100 sheets		250 sheets	
Input capacity	Standard: 1,140 sheets; Maximum: 3,140 sheets			
Advanced workflow features	Send to Microsoft SharePoint		Send to Microsoft SharePoint, HP EveryPage technology, pull-out keyboard, auto-tone, auto orientation, auto-page-crop, embedded OCR	