



OPTIMIZE. SUSTAIN. SAVE.

Program Overview

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November 21, 2014



Optimize. Sustain. Save.

- Print Smart—a FREE U-M service to optimize your document production strategy (fax, scan, copy, print)
- “Leaders and Best” - Supports the U-M sustainability initiative and Planet Blue
- Cost savings up to 30% of current baseline (toner, maintenance fees, and energy & equipment replacement costs)
- Drive change without giving the full burden to unit



LEADERS & BEST



Print Smart Lets Your Unit:

- Develop a long-term, comprehensive cost and operational approach to optimize its document production
- Improve copying, scanning, printing and faxing processes such as double-sided printing, scan to email, print confidential documents securely and more!
- Support the university's sustainability initiatives and earn credit towards your Sustainable Workplace Certification
<http://www.ocs.umich.edu/sustainable-workplace.html>





How Print Smart Works

- Document production strategy—An overall approach to improve copying, faxing, printing and scanning processes
 - Current state —Several pieces of equipment needed for copying, faxing, printing, and scanning
 - Print Smart Future state —Strategically located *multi-functional devices* (MFDs) handle these demands and more



The Print Smart Process

- Step 1 – Data collection and analysis
- Step 2 – Print Smart recommendation and customized report for unit review and approval
- Step 3 – Optimization Implementation





Print Smart Recommendations

- Recycled paper and double-sided printing
- Multi –Functional Devices (MFD) - Copy, fax, scan, print
 - Scan documents directly to email
 - Print confidential documents securely
 - Support advanced print features
 - Konica Minolta U-M Contracted Pricing

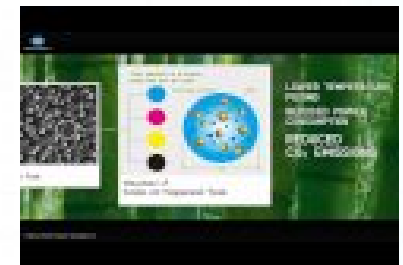
<http://www.finance.umich.edu/procurement/howtobuy/universitycontracts/konica-minolta-business>





Konica Minolta Market Leader in Green Initiatives

- Plastic machine parts made from recycled materials
- Toner made with low emissions raw materials
- Duplex capability with full rated output speed
- Recycled paper tested and certified
- Recycling - Boxes / postage paid labels
- Energy Star ratings
- Security-based information technologies in all MFDs
- Konica Minolta Green Movie – Green Initiative



<http://www.youtube.com/watch?v=k29sXpeg334&feature=c4-overview-vl&list=PLF288927ED17956A2>



Device Maintenance & Service

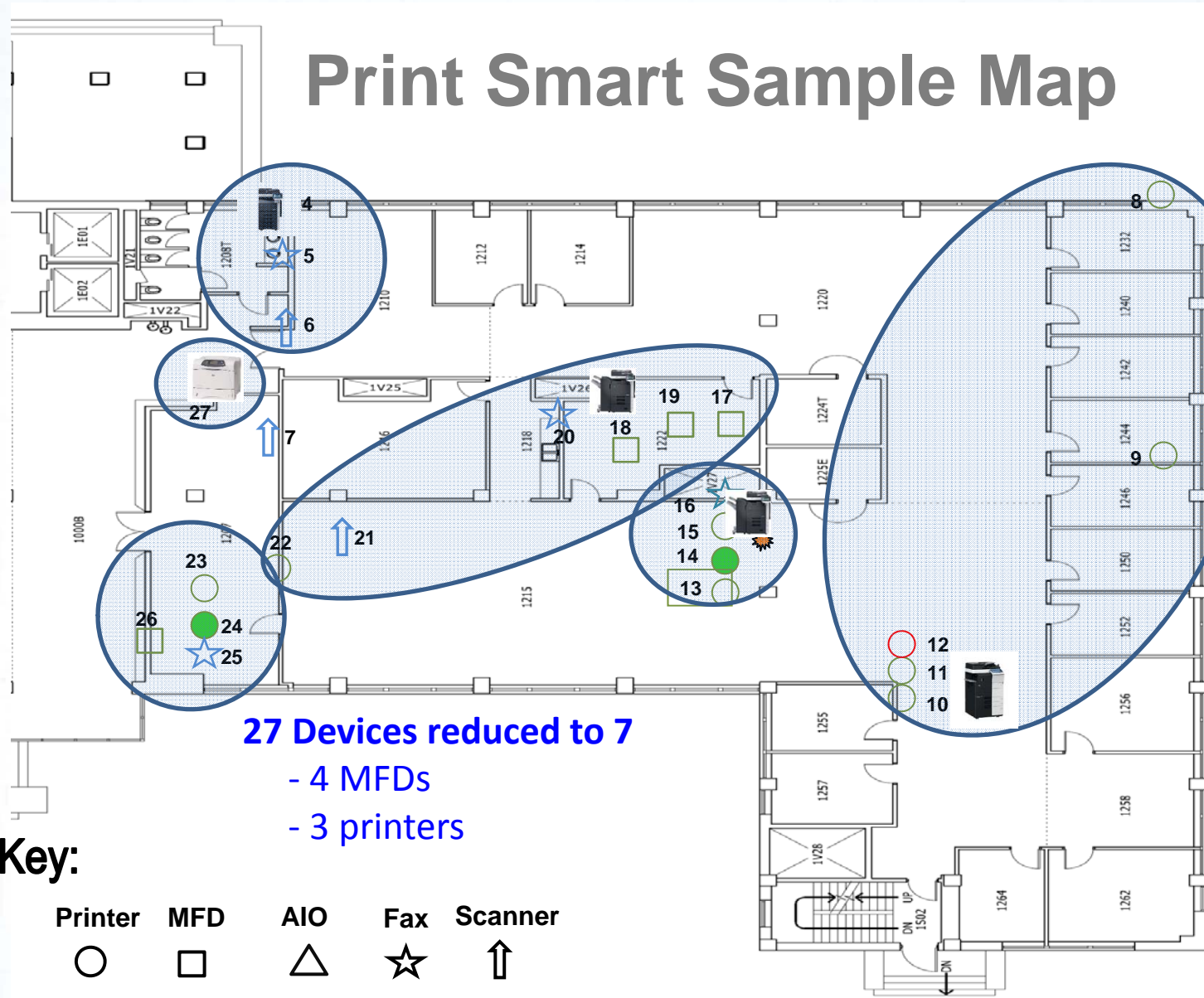
- **Konica Minolta Equipment Lease Contract**
 - Includes all service and supplies (excluding paper & transparencies)
 - Supplies and service ordered directly through Konica Minolta

- **Non-Konica Minolta Equipment**
 - Supplies and services are the responsibility of the department*
 - Equipment/supplies purchases, please contact Procurement Services <http://www.finance.umich.edu/procurement>

*Service contracts can be quoted separately. Supplies available through U-M contracted suppliers



Print Smart Sample Map



27 Devices reduced to 7

- 4 MFDs
- 3 printers

Symbols Key:

COLOR

MONOCHROME

FAX/SCANNER

Printer



MFD



AIO



Fax



Scanner



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Process to Compute Savings

Comparison of current vs. optimized state

- Classify devices
 - B&W/Color, H-M-L Volume, Printer/MFD
 - Current device value determined using equivalent current-day pricing
 - Acquisition cost based on current available contract pricing
 - Annualized replacement cost based on 4 year useful life
- Energy cost based on Energy Star TEC values
- Operating Cost
 - Based on contract pricing for remanufactured toner
 - Manufactured stated yields
 - Usage based on 1 month read
- Total Cost & Savings
 - Based on sum of above costs
 - Savings is difference between optimized and current states



Print Smart Assessment Process

- **Group/Rank Departments**

Print Smart Project Ranking				
	# of Devices	# of Buildings	Walk-thru	Project Length
Size A	Less than 50	1-2 bldgs	0-2 hours	70 days
Size B	50-100	2-3 bldgs	2-4 hours	80 days
Size C	100-150	3-4 bldgs	4-8 hours	90 days
Size D	more than 150	5 or more	More than 1 day	100 days

- **Schedule Overview Presentations**

- Business/Budget Managers, IT, Interested Parties

- **Schedule Site Surveys**

- **Present Final Report**



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Program Progress



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Print Smart Program Progress

- More than 50 of approximately 250 units participated
 - Eliminated **750 devices** or **40%** reduction in # of devices
 - Annual savings over **\$200,000**
- Initial campus implementation over the next 12 months
- Hospital implementation will follow



Print Smart Participants

- Business & Finance
 - Human Resources
 - Facilities & Operations
 - Finance
 - ITS
 - Investments
- Academic Affairs
 - UMMA
 - Office of the Registrar
- Student Affairs
 - Housing
 - Student Support
 - Student Involvement
 - Student Identity
- Schools and Colleges
 - Rackham
 - School of Social Work
 - Earth & Environment Science
 - School of Kinesiology
- University Development
- Medical Administration



Case Study



- Total devices removed - 45%, from 49 to 22
- Benefits
 - Added new features – color, staple, double-sided printing, centrally located faxes/scanners
 - Rackham deans gave up desktop devices to support sustainability and earn credit toward Sustainable Workplace Certification
 - Anticipate reduction in paper usage and toner purchases.
- Savings
 - Estimated annual cost savings of over \$3,500*
 - Soft savings – print behavior change to printing less, increase productivity, standardized equipment and support

*Savings comprised of equipment replacement, energy and operating costs



Case Study



- Total devices removed - 30%, from 27 to 8
- Benefits
 - Provided external, data-based, consultation
 - Reduced maintenance due to decrease in desktop devices
 - Confidential printing
- Savings
 - Estimated annual cost savings of just under \$6,000*
 - Operational savings realized through removal of numerous desktop devices and upgrades to cheaper cost/page devices

*Savings comprised of equipment replacement, energy and operating costs



Print Smart Unit Endorsements

“Print Smart’s optimized plan not only reduced our long-term printing costs, it also brought the School of Kinesiology inline with the printing solutions that will be rolled out with the MiWorkspace migration.”

-Tammy Bimer, Director, School of Kinesiology

“The Print Smart program provides a rich, data-driven consultation regarding your printing environment and options for improvement. We realized an immediate benefit with a new card swipe system for confidential printing.”

-Cheryl King, Director, IHA

“The partnership between our OUD team and the Print Smart team on this project helped drive an optimal solution for meeting our business needs. Since we rolled out the solution in June, our unit has had positive feedback on the use of our new print configuration. We expect to realize cost savings, had the opportunity at the same time to obtain about 50% new equipment, and now have new services such as color copying and color scanning. Overall, while we experienced some challenges along the way, the combination of the Print Smart team, M-Print and our OUD team, produced a roll out that was much smoother than we could have imagined.”

*– Deborah Heinold, Exec Dir., OUD
Regis Vogel, Sr. Dir. OUD*

“The Office of the Registrar has complex print and document handing needs. We made the move to Print Smart and have been very satisfied with the decision to do so. Print Smart allowed the Office of the Registrar to reduce the number of print and document handling devices from 27 to 19. Additionally we have benefited from some new functionality, including my favorite, “Follow Me.” I recommend other units across campus consider the benefits of Print Smart.”

– Paul Robinson, Registrar



Thank You!

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<http://www.finance.umich.edu/procurement/printsmart>