

## Chapter 2: Page Output

**Table 2.1: How many total pages (of all sizes) both color and black and white did library photocopiers produce in the past year?**

	Mean	Median	Minimum	Maximum
Entire Sample	85,332.19	52,500.00	250.00	525,000.00

**Table 2.2: How many total pages (of all sizes) both color and black and white did library photocopiers produce in the past year? Broken Out by Country**

Country	Mean	Median	Minimum	Maximum
United States	87,094.41	52,500.00	250.00	525,000.00
Other	59,780.00	59,780.00	26,400.00	93,160.00

**Table 2.3: How many total pages (of all sizes) both color and black and white did library photocopiers produce in the past year? Broken Out by Type of Library**

Type of Library	Mean	Median	Minimum	Maximum
Public	62,922.00	67,951.00	630.00	140,000.00
Academic	98,500.70	52,500.00	300.00	525,000.00
Special	1,125.00	1,125.00	250.00	2,000.00

**Table 2.4: How many total pages (of all sizes) both color and black and white did library photocopiers produce in the past year? Broken Out by Total Library Employees**

Total Library Employees	Mean	Median	Minimum	Maximum
5 or Less	66,610.55	9,526.00	250.00	525,000.00
Between 5 and 25	90,855.60	59,620.50	1,500.00	225,000.00
25 or More	100,402.60	63,250.00	630.00	431,000.00

**Table 2.5: How many total pages (of all sizes) both color and black and white did library photocopiers produce in the past year? Per FTE library employee.**

	Mean	Median	Minimum	Maximum	Index
Entire Sample	9,280.77	2,156.95	12.60	105,000.00	100.0

**Table 2.6: How many total pages (of all sizes) both color and black and white did library photocopiers produce in the past year? Per individual photocopy card.**

	Mean	Median	Minimum	Maximum	Index
Entire Sample	47.75	17.78	0.60	200.00	100.0

**Table 2.7: Of the total number of pages, how many were printed in black and white?**

	Mean	Median	Minimum	Maximum
Entire Sample	81,065.03	35,500.00	230.00	525,000.00

**Table 2.8: Of the total number of pages, how many were printed in black and white? Broken Out by Country**

Country	Mean	Median	Minimum	Maximum
United States	82,760.55	35,500.00	230.00	525,000.00
Other	56,480.00	56,480.00	19,800.00	93,160.00

**Table 2.9: Of the total number of pages, how many were printed in black and white? Broken Out by Type of Library**

Type of Library	Mean	Median	Minimum	Maximum
Public	58,965.33	62,581.00	630.00	127,000.00
Academic	93,811.35	35,500.00	300.00	525,000.00
Special	781.50	781.50	230.00	1,333.00

**Table 2.10: Of the total number of pages, how many were printed in black and white? Broken Out by Total Library Employees**

Total Library Employees	Mean	Median	Minimum	Maximum
5 or Less	66,505.82	9,526.00	230.00	525,000.00
Between 5 and 25	80,979.80	56,669.50	1,500.00	225,000.00
25 or More	97,165.40	59,750.00	630.00	421,000.00

**Table 2.11: Of the total number of pages, how many were printed in black and white? Per FTE library employee.**

	Mean	Median	Minimum	Maximum	Index
Entire Sample	9,012.78	2,138.10	12.60	105,000.00	100.0

## Chapter 4: Toner and Paper

**Table 4.1: How much does the library spend each year for toner cartridges for photocopiers? (in \$US)**

	Mean	Median	Minimum	Maximum
Entire Sample	\$1,897.00	\$115.00	\$0.00	\$16,000.00

**Table 4.2: How much does the library spend each year for toner cartridges for photocopiers? Broken Out by Country (in \$US)**

Country	Mean	Median	Minimum	Maximum
United States	\$1,469.45	\$115.00	\$0.00	\$16,000.00
Other	\$6,600.00	\$6,600.00	\$0.00	\$13,200.00

**Table 4.3: How much does the library spend each year for toner cartridges for photocopiers? Broken Out by Type of Library (in \$US)**

Type of Library	Mean	Median	Minimum	Maximum
Public	\$787.00	\$824.00	\$0.00	\$1,500.00
Academic	\$2,098.95	\$0.00	\$0.00	\$16,000.00
Special	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00

**Table 4.4: How much does the library spend each year for toner cartridges for photocopiers? Broken Out by Total Library Employees (in \$US)**

Total Library Employees	Mean	Median	Minimum	Maximum
5 or Less	\$1,199.78	\$400.00	\$0.00	\$5,780.00
Between 5 and 25	\$2,281.11	\$0.00	\$0.00	\$16,000.00
25 or More	\$2,366.67	\$0.00	\$0.00	\$13,200.00

**Table 4.5: How much does the library spend each year for toner cartridges for photocopiers? Per FTE library employee.**

	Mean	Median	Minimum	Maximum	Index
Entire Sample	\$245.23	\$11.28	\$0.00	\$1,333.33	100.0

**Table 4.6: How much does the library spend per year for paper for photocopiers? (in \$US)**

	Mean	Median	Minimum	Maximum
Entire Sample	\$5,356.43	\$750.00	\$0.00	\$66,000.00

**Table 4.7: How much does the library spend per year for paper for photocopiers? Broken Out by Country (in \$US)**

Country	Mean	Median	Minimum	Maximum
United States	\$2,446.58	\$750.00	\$0.00	\$14,000.00
Other	\$33,000.00	\$33,000.00	\$0.00	\$66,000.00

**Table 4.8: How much does the library spend per year for paper for photocopiers? Broken Out by Type of Library (in \$US)**

Type of Library	Mean	Median	Minimum	Maximum
Public	\$2,030.00	\$1,375.00	\$370.00	\$5,000.00
Academic	\$6,501.56	\$875.00	\$0.00	\$66,000.00
Special	\$340.00	\$340.00	\$340.00	\$340.00

**Table 4.9: How much does the library spend per year for paper for photocopiers? Broken Out by Total Library Employees (in \$US)**

Total Library Employees	Mean	Median	Minimum	Maximum
5 or Less	\$1,922.86	\$750.00	\$0.00	\$8,000.00
Between 5 and 25	\$1,754.17	\$575.00	\$0.00	\$6,000.00
25 or More	\$11,062.50	\$1,750.00	\$0.00	\$66,000.00

**Table 4.10: How much does the library spend each year for paper for photocopiers? Per FTE library employee.**

	Mean	Median	Minimum	Maximum	Index
Entire Sample	\$291.67	\$102.80	\$0.00	\$2,666.67	100.0

**What prices do you pay? Are these items covered in your service contract? Do you have any advice for saving money or getting better products or services?**

1. Service contracts are still essential, whether with a purchase or lease
2. Paper has a contract price with office supplier
3. Cost of paper and overage of copies are what we pay monthly. Parts, service and toner are included in contract.
4. Whether or not products and services are covered depends on the machine
5. Question is not clear. Paper is not covered in our service contract. Please follow up if desired.
6. Whatever we have to. Not covered under our lease agreement. Shop around.
7. We have a leased machine
8. We pay for paper for printing. We pay nothing for coin-operated copiers.
9. Number unavailable, part of college's contract
10. 1 cent a copy for b/w, 8 cents a copy for color
11. We order white 8½ x 11 paper by the pallet, a pallet is \$329.00. Colored 8½ x 11 paper we order by the box, the box is \$59.90. White 8½ x 14 we order by the box. There are 10 reams in each box for \$57.90. We order white 11 x 17 paper by the box. There are 5 reams in a box for \$44.95.
12. 70% is covered by service contract

## Library Photocopy Services Benchmarks

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13. All items are covered except paper by our service contract. Implementing a pay at the copier system has saved us money.
14. Yes, covered in service contract. The machine charges 15 cents for one sided black and white, no feeder for multiples.
15. Toner included with service contract
16. Covered in service contract
17. Unfortunately, I was not involved with the details of this part of the operation
18. We pay \$0.015 per page for Service Contract, which covers toner and maintenance
19. Break out of an institutional contract and set up something reasonable
20. Not covered in service contract
21. Don't know. We have a central supply for our office. We request, they buy for us from the Federal Government contracts.
22. We pay all of it
23. Toner is covered in our service contract
24. Moved to refurbished toner which saved us about \$2000.00 per year
25. Maintenance plan of \$54 a month includes service and toner
26. We get them from the IT department, cost unknown
27. Our service contract is with the people operating the copiers. They pay rent.
28. Service contract
29. The cost of color prints seems to be decreasing, so I think you could do well with color copies at \$.20.
30. We are still waiting for our color copier to become functional, but I think it is an awesome service to patrons.
31. Toner and service is paid through the contract we have. Paper is our second biggest expense. We could play with grade of paper to save money and be better for environment. We also are moving away from having so many copiers and moving to public scanners.
32. All is paid for by the college contract and whatever ideas I have are not considered, so I don't think about it
33. Our requisition form goes into our purchasing department
34. Managed by IT Department