

ITEM 5

MANAGER'S REPORT NO. 84

COUNCIL MEETING Nov. 13/73

5. Re: Duplicating Equipment - Printshop

Following is a report from the Treasurer regarding the A.B. Dick 1500 Copy System which is presently in use on a trial basis in the Municipal Print Shop.

RECOMMENDATIONS:

THAT a lease be authorized to rent the A.B. Dick 1500 Copy System listed below for a period of six months commencing 15 November, 1973; and

THAT provision be made in the annual budget for the purchase of the system in the event of full satisfaction with the equipment on the expiration of the lease.

* * * * *

6 November 1973

File: Budg. 13-07-00

TO: MUNICIPAL MANAGER

FROM: MUNICIPAL TREASURER

RE: DUPLICATING EQUIPMENT - PRINTSHOP

For quite a number of years the production of Council and Parks and Recreation Commission agendas within prescribed time limits has been difficult to attain. Latterly this work has been performed on high speed Xerox equipment, but not with complete success. Frequent breakdowns have been experienced and copy often has left much to be desired.

The A.B. Dick Company of Canada Ltd. has produced a process which combines an automatic plate making machine with an offset press together with a companion automatic collator. This Company is well known to us - the offset presses currently employed in our printshop being of that manufacture.

At our request, the Company installed a set of this equipment in our printshop on a free thirty day trial basis. The agendas and other short run material produced since 15 October have been printed and collated by these machines.

The operation is quite simple and requires no previous experience on the part of the operator. A short period of training enables one operator to handle quite efficiently the three machines involved.

To date, the operation is impressive. Production is three times faster and the product is better and more economical than anything we have tried before. However, before purchasing the equipment, it is recommended that it be rented for six months. At the end of that time, the machines may be purchased or they may be rented for an indefinite period of time. Projected costs are:

Six months rental	\$ 3,525.12
5% tax	175.26
Purchase price at end of six months	25,299.33
5% tax	1,264.97
	<u>\$ 30,264.68</u>

If the machines are purchased outright, the cost, including sales tax, would be \$28,693.07. The monthly rental, including sales tax, is \$616.90.

The rental figure is less than the \$1,000 per month that was paid on the Xerox machine that has been returned to the supplier.

Production averages 70,000 copies per month. The faster operation should cut down the amount of overtime in the several offices involved in Council agendas.

It is interesting to note that the Council agenda of 5 November entailed 12,000 sheets of paper. Of interest, too, is the wide range of materials the equipment

ITEM 5

MANAGER'S REPORT NO. 84

COUNCIL MEETING Nov. 13/73

- 2 -

can handle. For example, the attached aerial photograph in comparison with the same photograph reproduced on a Xerox machine.

The equipment involved is known as A.B. Dick 1500 Copy System and includes:

1. Master making equipment
2. Automatic offset press
3. Automatic collator #7112 STU
4. Automatic stapler

RECOMMENDATIONS

THAT a lease be authorized to rent the A.B. Dick 1500 Copy System listed above for a period of six months commencing 15 November, 1973; and

THAT provision be made in the annual budget for the purchase of the system in the event of full satisfaction with the equipment on the expiration of the lease.

B. Smuloff
MUNICIPAL TREASURER

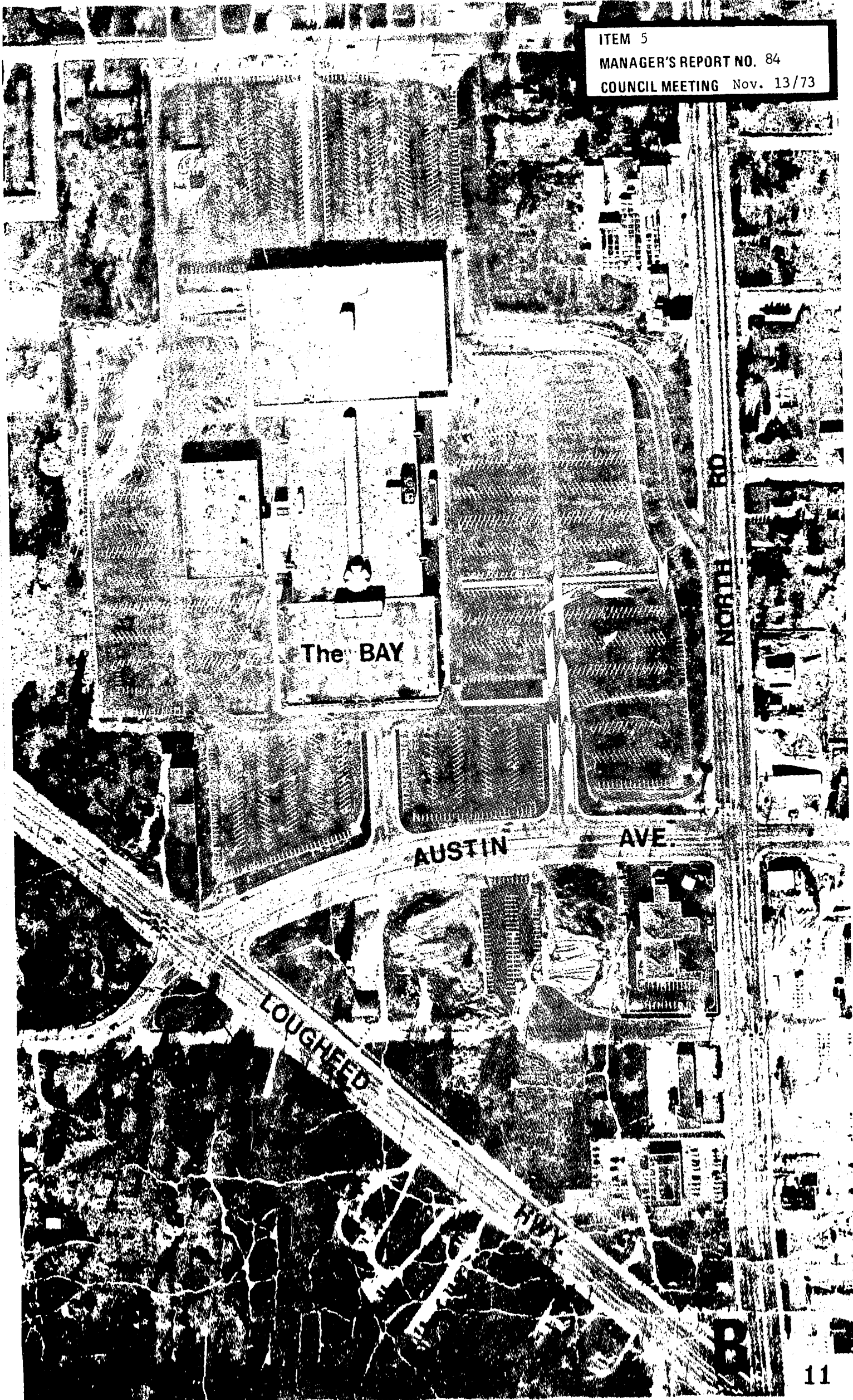
BM:gw
Attach.

cc. Purchasing Agent

ITEM 5

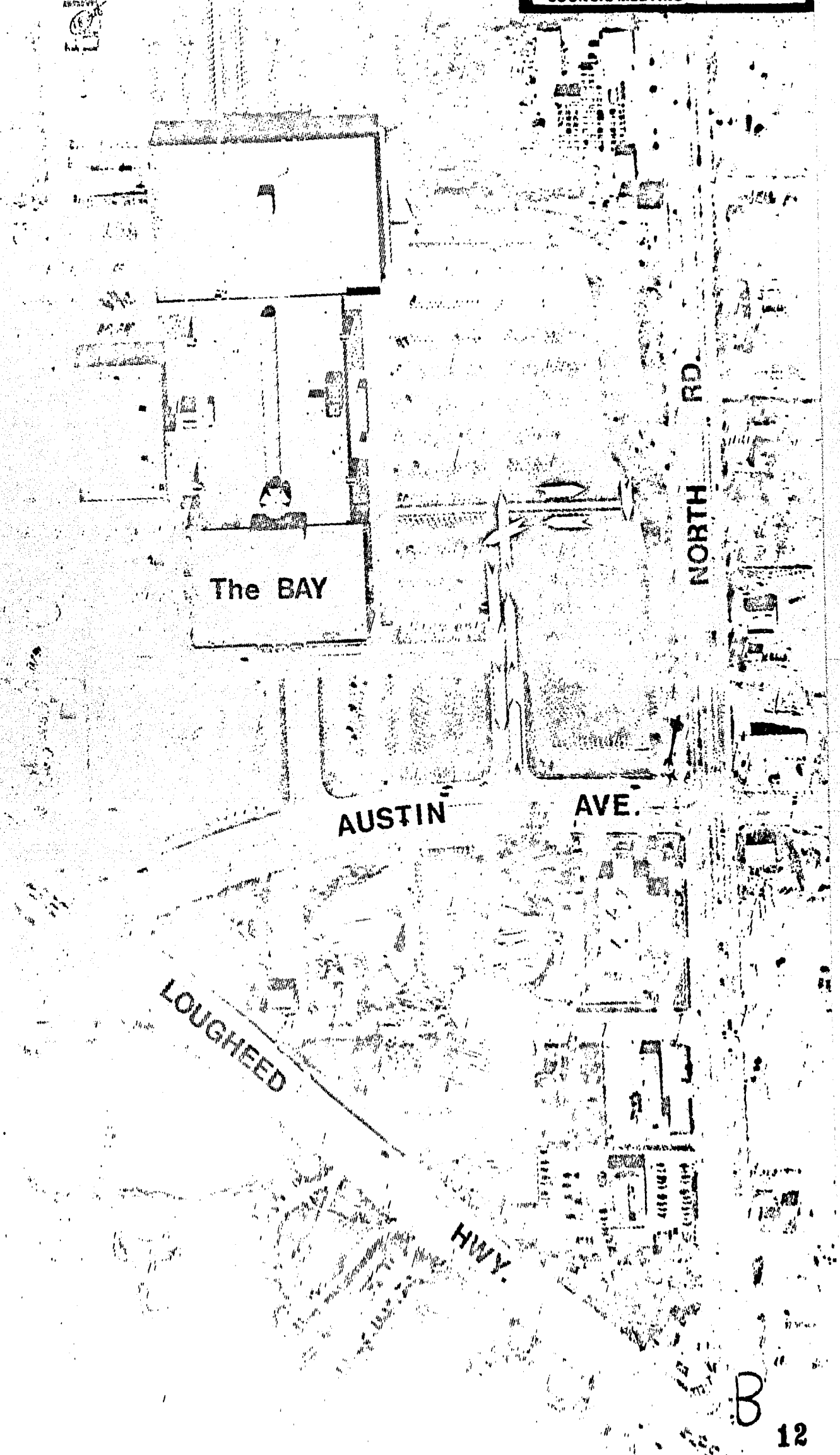
MANAGER'S REPORT NO. 84

COUNCIL MEETING Nov. 13/73



A B DICK

ITEM 5
MANAGER'S REPORT NO. 84
COUNCIL MEETING Nov. 13/73



XEROX

B
12