

Office Printing Devices *(Copiers, Printers, Multifunction Products)*

Covered Products:

This category shall cover all copiers, printers, and multifunction devices. The Duplexing and Recycled Performance provisions of this minimum standard shall apply to devices that can print at a rate of over twenty pages per minute.

Definitions:

Copier: A commercial reprographic imaging unit whose sole function is the production of duplicates from a graphic hard copy original. A copier must include a marking system, an imaging system, and a paper handling module.

Printer: A printer is imaging equipment, manufactured as a standard model that serves as a hard copy output device, and is capable of receiving information from single-user or networked computers. In addition, the unit must be capable of being powered by a wall outlet.

Multifunction Products (MFP): A physically integrated device or a combination of functionally integrated components (the “Base Unit”) that produces hard copy duplicates from graphical hard copy originals (distinct from single sheet “convenience copying”) as well as performing one or both of the following core functions: printing of documents (from digital information received from direct connect computers, networked computers, file servers and fax transmissions) or faxing (send and receive). A MFP may also include scanning to computer file or any other capabilities not listed in this definition. The device may be connected to a network, and may output black and white, gray scale, or color images. This definition covers products that are marketed and sold as multifunction equipment whose primary function is copying, but that are able to perform one or both of the additional core functions of printing or faxing. Devices whose primary function is faxing and which offer limited sheet copying capabilities (so-called single sheet “convenience copying”) are not covered under this definition.

Standard Setting and Certification Programs:

Various national and international standards apply to office printing devices. They are defined here as a guide.

Blue Angel is a Type I environmental leadership standard setting and third-party certification program as defined by the International Organization for Standardization (ISO) 14024. It is awarded to products and services that are beneficial for the environment and which also fulfill high standards of occupational health and safety and fitness for use. It has a standard for Office Printing Devices: RAL-UZ 122. For additional information, visit the Blue Angel website at http://www.blauer-engel.de/en/products_brands/vergabegrundlage.php?id=147.

EcoLogo^{CM} is a North American Type I environmental leadership standard setting and third-party certification program as defined by the International Organization for Standardization (ISO) 14024. It has developed standards for a number of office electronic products and certifies products meeting those standards, including CCD-035 for Photocopiers and CCD-037 for Laser Printers. For additional information, visit the EcoLogo website at <http://www.ecologo.org/en/>.

ENERGY STAR[®] is a voluntary energy efficiency program sponsored by the U.S. Environmental Protection Agency. The ENERGY STAR[®] program makes identification of energy efficient office equipment easy by labeling products that deliver the same or better performance as comparable models while using less energy and saving money. ENERGY STAR[®] qualified office printing devices automatically power down to 15 watts or less when not in use and may actually last longer than conventional products because they utilize a low-power sleep mode. For additional information on the ENERGY STAR[®] program, including product specifications and a list of qualifying products, visit the ENERGY STAR[®] website at <http://www.energystar.gov>.

Restriction of Hazardous Substances (RoHS) Directive – A European Parliament and Council Directive restricts the use of certain hazardous substances in electrical and electronic equipment. It bans the placing on the EU market of new electrical and electronic equipment containing more than agreed levels of lead, cadmium, mercury, hexavalent chromium, polybrominated biphenyl (PBB) and polybrominated diphenyl ether (PBDE) flame retardants.

For additional information on RoHS please visit <http://www.rohs.gov.uk/>

Specifications:

Energy Use:

All office printing devices for which the U.S. Environmental Protection Agency and the U.S. Department of Energy have developed energy efficiency standards for compliance with the ENERGY STAR[®] shall be ENERGY STAR[®] labeled and meet or exceed the ENERGY STAR[®] standard for such device.

Companies are encouraged to disclose the amount of energy consumed in their products under various use cycles (including “at rest”). Affected state entities are encouraged to purchase office printing devices with the lowest levels of energy consumption.

Duplexing:

Office Printing Devices that can print at a rate of more than twenty pages per minute shall be equipped with automatic duplexing capabilities and be programmable by the end-user such that the duplexing mode may be set as the default mode. Duplex printing shall be set as the default printing mode during installation and thereafter.

Printing:

Office Printing Devices shall be capable of producing draft quality documents or have other toner-saving options. Affected entities should use the draft printing mode to the maximum extent practicable. For color devices, black and white printing should be the default printing mode.

Recycled Performance:

Office Printing Devices shall satisfactorily perform and be compatible with the use of paper containing 100% postconsumer recycled material and with the use of remanufactured printer cartridges.

While users and remanufactured cartridge suppliers may be liable for repair, OEMs may not void equipment warranties for the use of remanufactured toner cartridges and/or recycled paper. Equipment malfunctions may not be attributed to the use of recycled paper.

Restriction of Hazardous Substances (RoHS) Directive:

All office printing devices shall comply with the final requirements of the European RoHS Directive 2002/95/EC for the restriction of certain hazardous substances in electronic equipment with the exception of reused, refurbished or remanufactured electronic devices, components or spare parts that were originally manufactured prior to January 1, 2009, including but not limited to reused components and spare parts used in the manufacture, repair, reuse and upgrade of electronic devices. The Directive addresses cadmium, mercury, lead, hexavalent chromium, and certain brominated flame retardants.

All bidders responding to solicitations are required to disclose whether the product(s) offered comply with the final requirements of the European RoHS Directive 2002/95/EC.

Environmental Performance:

All office printing devices shall have ozone emissions that meet the Underwriters Laboratories UL867 Standard of June 22, 2007.

Affected state entities are encouraged to purchase office printing devices that:

- a. Have been certified by Blue Angel or EcoLogo^{CM} as meeting their standards for such devices; or
- b. Follow EPA's recommendations for environmentally preferable devices including but not limited to recommendations that devices be designed to:
 1. Eliminate or minimize emissions of ozone, dust, and volatile organic chemicals (VOCs) such as styrene;
 2. Use an organic photoreceptor or avoid the use of hazardous materials such as arsenic, cadmium or selenium;
 3. Not use wet process technology;
 4. Contain materials made with recycled content; and/or
 5. Include the remanufacturing and reuse of parts.

For more information, visit:
www.epa.gov/epp/pubs/copiers.htm

Bulk Delivery and Alternate Packaging:

New York State encourages the use of innovative packaging that reduces the weight of packaging and the generation of packaging waste. Bidders/contractors are encouraged to use reusable materials and containers and to utilize packaging configurations that take advantage of storage containers designed to be part of the product for the shipment of multi-unit purchases. New York State recognizes that these packaging methods are in the development stage and may not be currently available. Companies are urged to consider more of these options, and state contractors are urged to offer these services as part of their contract price list. Affected entities are urged to inquire about these programs when purchasing copiers, printers, and multifunction products and determine the best solution for their needs.

Packaging:

In accordance with Environmental Conservation Law section 37-0205, packaging shall not contain inks, dyes, pigments, adhesives, stabilizers, or any other additives to which any lead, cadmium, mercury or hexavalent chromium has been included as an element during manufacture or distribution in such a way that the sum of the concentrations levels of such lead, cadmium, mercury or hexavalent chromium exceed the following concentration level: 100 parts per million by weight (0.01%).

All bidders are encouraged to offer packaging which minimizes or eliminates the use of disposable containers; is made from recycled content; contains a minimum of 25% by weight of post consumer materials; and/or meets or exceeds the minimum post consumer content level for respective packaging in the U.S. Environmental Protection Agency Comprehensive Procurement Guidelines.

Take-Back / Recycling:

When replacing equipment, affected entities should work with the contractor during the purchasing process to evaluate available trade-in options regardless of manufacturer. Contractors are required to offer programs that include take-back or trade-in, and proper environmental disposal of equipment (including equipment manufactured and sold by others). Trade-in value/cost of take-back shall be determined on an individual basis.

State Agencies are reminded to follow State Finance Law § 167 regarding surplus property redistribution before utilizing take-back, recycling or other options for the disposition of any units that are still in operable condition. This standard requires donation of usable equipment to other state agencies prior to declaration of equipment as surplus or waste.

Affected entities should provide details regarding existing equipment for take-back, including make and model of equipment being disposed, location of equipment (i.e. whether equipment is located in a basement; up one flight of stairs; fourth floor location with elevator access; or whether agency will move to dock) and any other pertinent information that will assist the contractor in determining disposal costs.

If units are being transferred for disposition, a record of each disposition shall be retained by the affected entity. Documentation shall be provided to the affected entity demonstrating that these products have been disposed of in an environmentally sound manner in compliance with applicable local, state and federal laws. The contractor or disposing party shall provide assurance to the affected entity that all exports of used equipment collected for reuse, recycling or disposal will be in compliance with the laws of the importing country.

Disclosure of Flame Retardants:

NYECL §37-0111 recognizes that brominated flame retardants constitute substances hazardous to the environment, and prohibits any person to manufacture, process or distribute in commerce a product, or a flame-retardant part of a product, containing more than one-tenth of one per centum of pentabrominated diphenyl ether (pentaPBDE) or octabrominated diphenyl ether (octaPBDE), by mass. Brominated flame retardants are a class of halogenated flame retardants. Because New York State Executive Order No. 4 mandates ongoing development of lists and specifications for the procurement of commodities, services and technology that reasonably will reduce or eliminate the health and environmental risks from the use or release of toxic substances, bidders responding to solicitations are encouraged to disclose all flame retardants used in the products offered, including but not limited to penta, octa or decaPBDE and submit with their response a description of their efforts, if any, to utilize non-halogenated or other flame retardant compounds and/or design strategies that reduce the need to utilize flame retardant compounds. In addition, bidders are encouraged to offer products that meet flame retardancy standards or flammability requirements without added flame retardants with particular attention to halogenated flame retardants. Voluntary responses received will be forwarded to the Executive Order No. 4 Interagency Committee on Sustainability and Green Procurement for informational purposes to enable its periodic review and supplementation of green procurement lists and specifications for use by New York State Agencies and Authorities.