

AGENDA ITEM FOR ADMINISTRATIVE MEETING

() Discussion only
(X) Action

FROM (DEPT/ DIVISION): Umatilla County HR

PROGRAM: Umatilla County HR

SUBJECT: Copier Machine

<p>Background:</p> <p>HR received a quote for the purchase of a new copier machine for the 23-24 fiscal year. The purchase is before the Board due to the amount. Payment will be made in next fiscal year.</p>	<p>(X) <u>ACTION REQUESTED:</u></p> <p>Approve purchase of Canon C5840 Copier for the price of \$6,495</p>
--	---

ATTACHMENT: Purchase Order

Date: (5/5/2022) Submitted By: Jennifer Blake

*****For Internal Use Only*****

Checkoffs:

- () Exec. Asst.
- () Dept. Head (copy)
- () Human Resources (copy)
- () Budget (copy)
- () Fiscal
- () Legal (copy)
- () (Other - List:)

To be notified of Meeting:

Needed at Meeting:

PLEASE RETURN THIS FORM AND ATTACHMENTS TO OFFICE MANAGER

Scheduled for meeting on: May 24, 2022

Action taken:

Follow-up:



Canon Solutions America, Inc. ("CSA")
 One Canon Park, Melville, NY 11747
 (800)-613-2228

Purchase and Maintenance Schedule (SER-500)
Order Schedule ("Schedule")

Customer: UMATILLA COUNTY COURTHOUSE
Agreement #: MA16962

Salesperson: John Carlin
Order Date: 05/19/22

Transaction #: S1243996

Billing Information		Equipment Maintenance Information	
Customer Account: 1847351		Maintenance included for all Equipment	
Company: UMATILLA COUNTY COURTHOUSE		Maint Base charge invoiced Monthly by CSA	
DBA:		Excess Per Image Charge invoiced Monthly by CSA	
Address: 216 SE 4TH ST HUMAN RESOURCE DEPT		Per Unit Coverage Plan	
Address 2:		Fixed Price Plan	
City: PENDLETON		Other Transaction Details	
State: OR Zip: 97801 County: UMATILLA		OC: NASPO VALUEPOINT WA 140595 / 06619	
Contact: Jennifer Blake			
Phone #: 541.278.6207 Fax #:			
Email: jennifer.blake@umatillacounty.gov			
Maint Base Charge Section A		Excess Per Image Charge(s)	
Covered Device - Rider A (Office Equip/Cut Sheet Production)		B&W: \$0.007000 Color: \$0.055100	
Maint Initial Term: 60		B&W: 0 Color: 0	

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information	Delivery Date: 05/23/22
3827C002	IRADVDXC5840I	1	Included	Included	Shipping: 216 SE 4TH ST HUMAN RESOURCE DEPT	
4030C002	CASSETTE FEEDING UNIT-AQ1	1	Included	Included	Address 2:	
4000C002	INNER FINISHER-L1	1	Included	Included	City: PENDLETON	County: UMATILLA State: OR Zip: 97801
3998C001	SUPER G3 FAX BOARD-AX1	1	Included	Included	Primary Customer Contact: Jennifer Blake	
2368V120	MID VOLUME CONNECTIVITY 30+PPM UP TO 79PPM	1	Included	Included	Phone #: 541.278.6207	Email: jennifer.blake@umatillacounty.gov
3923V843	INSTALL PAK DX C5870I/C5860I/C5840I	1	Included	Included	Meter Contact:	
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	Phone #:	Email:
		IT Contact: Jennifer Blake		IT Contact: Jennifer Blake		
		Phone #: 541.278.6207		Phone #: 541.278.6207		
		Billing:		Billing:		
		Address 2:		Address 2:		
		City:		City:		
		Billing Contact:		Billing Contact:		
		Phone #:		Phone #:		
		Elevator: No		Elevator: No		
		Loading Dock: No		Loading Dock: No		
		# of Steps: 0		# of Steps: 0		
		Hrs of Operation: 9-5		Hrs of Operation: 9-5		
		Consumables: Toner Only		Consumables: Toner Only		
		Meter Method: imageWare Remote		Meter Method: imageWare Remote		
		Auto-Toner Fulfillment**		Auto-Toner Fulfillment**		
		Corporate Advantage		Corporate Advantage		

FOR CSA USE ONLY:
 Config: A | 66401699

Equipment Billing Entity: Canon Solutions America, Inc.

Other Invoicing Requirements

THIS SCHEDULE IS ENTERED INTO PURSUANT TO, AND INCORPORATES THE TERMS OF, THE MASTER SALES AND SERVICES AGREEMENT REFERENCED AS THE AGREEMENT # ABOVE AND APPLICABLE RIDERS ("AGREEMENT"). BY YOUR SIGNATURE BELOW, CUSTOMER AGREES TO PURCHASE OR LEASE THE LISTED ITEMS, AND/OR MAINTENANCE SERVICES AND SUPPORT, AS SPECIFIED, SUBJECT TO THE TERMS AND CONDITIONS OF THE AGREEMENT. CUSTOMER REPRESENTS THAT EXECUTION OF THIS SCHEDULE HAS BEEN DULY AUTHORIZED. YOU REPRESENT THAT YOU ARE AUTHORIZED TO EXECUTE THIS SCHEDULE ON CUSTOMER'S BEHALF. STANDARD TERMS AND CONDITIONS INCORPORATED HEREIN ARE AVAILABLE AT ESS.CSA.CANON.COM/CUSTOMERDOCUMENTS, AND SHALL APPLY TO THE EXTENT NOT MODIFIED BY THE AGREEMENT. YOU ACKNOWLEDGE RECEIPT OF A COPY OF THIS SCHEDULE.

Customer Authorized Signature: _____ **Printed Name:** _____ **Title:** _____ **Date:** _____

**Requires imageWARE Remote