

( ) Discussion only

(X) Action

FROM (DEPT/ DIVISION): Fair

SUBJECT: Copy Machine Purchase

Background: New copy machine needed as the current one is not working at its best; printing interrupted and not solid prints.	Requested Action: Purchase of New Copier from Copiers Northwest. Model Canon iR C3930i, in the amount of \$6,072.00 per quote.
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**ATTACHMENTS** : Three bid sheet, purchase comparison sheet, and quotes.

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

Checkoffs:

( ) Dept. Head (copy)

( ) Human Resources (copy)

( ) Budget (copy)

( ) Legal (copy)

( ) (Other - List:)

To be notified of Meeting:

Needed at Meeting:

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Scheduled for meeting on: February 18, 2026

Action taken:

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Follow-up:

## Three-Bid Comparison Form for Purchase

### Purchase Information

Item: Copy Machine

Location: Fair Office

Description: Canon Copy Machine

Deadline for Purchase: 02/28/26

Bid Submission Deadline: 01/25/26

### Vendor Information

Details	Bidder 1	Bidder 2	Bidder 3
Company Name	Cannon Solutions America	Copiers Northwest	Pacific Office Auto
Contact Person	Brian Kaner	Jordan Lloyd	James Freeman
Phone Number	509.591.1108	509.440.1759	509.378.2333
Email Address	<a href="mailto:bkaner@cusa.canon.com">bkaner@cusa.canon.com</a>	<a href="mailto:jlloyd@copiersnw.com">jlloyd@copiersnw.com</a>	<a href="mailto:james.freeman@pacifioffice.com">james.freeman@pacifioffice.com</a>

### Bid Details

Criteria	Bidder 1	Bidder 2	Bidder 3
Total Bid Amount	\$6,099.00	\$6,072.00	\$7,409.92
Labor Costs	N/A	N/A	N/A
Material Costs	B/W \$0.0085 Color \$0.0607	B/W \$0.0079 Color \$0.0590	B/W \$0.006 Color \$.0.55
Equipment Costs	N/A	N/A	N/A
Timeline (Start-End)	Within 1 month	Within 1 month	Within 1 month
Payment Schedule	Net 30	Net 30	Net 30
Warranty/Guarantees	Non listed	Non listed	Non listed
Insurance Coverage	N/A	N/A	N/A
Additional Notes			

### Evaluation

Lowest Bidder: Bidder #3

Preferred Bidder: Bidder #2

Reason for Selection: Bidder #2 is a greater overall cost savings, established relationship with the County, with 5yr locked in

### Signature

Name: Beth Wheeler  
Title: Fair Coordinator  
Date: 2-4-26





Canon U.S.A., Inc. ("CUSA")  
One Canon Park, Melville, NY 11747  
(800)-613-2228

Purchase and Maintenance Schedule (SER-500)

Page 1 of 1

Customer: [REDACTED] Order Schedule ("Schedule")

Salesperson: Brian Kaner

Agreement #

Transaction #: S21540338

Order Date: 01/20/26

Billing Information Customer Account

Company: [REDACTED]  
DBA: [REDACTED]  
Address:  
Address 2:  
City: UMATILLA  
State: OR Zip: 97882-9509 County: UMATILLA  
Contact:  
Phone #:  
Email:

Transaction Description		Equipment Maintenance Information	
Purchase (see information below)		Maintenance elected for all Equipment	
		Maint Base charge Invoiced Monthly by CUSA	
		Excess Per Image Charge Invoiced Monthly by CUSA	
		Per Unit Coverage Plan	
		Fixed Price Plan	
Amounts Due (*Plus Applicable Taxes)		Payment Terms	
Subtotal		Net 30	
\$6,099.00			
Delivery/Install			
Sales Tax		TBD at Invoicing	
Total		Total Extended Maintenance Base Charge	
\$6,099.00			
Deposit		\$0.00	
Balance Due			
		OC: UNIV OF CA AGREEMENT 2020002755	

Rider A applies (Maintenance for Office Equip/Cut Sheet Production)	Maint Base Charge Section A	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Maint Charge(s)
	\$0.00	66	B&W: 00 Color: 00	B&W: \$0.00850 Color: \$0.06070

Item Code	Listed Items Description	Qty	Unit Price	Total	Ship To & Maintenance Billing Information			
5962C002	IMAGERUNNER ADVANCE DX C3930I	1	Included	Included	Shipping: [REDACTED]	Delivery Date:		
4917C002	CASSETTE FEEDING UNIT-AW1	1	Included	Included	Address 2:			
4000C002	INNER FINISHER-L1	1	Included	Included	City:	County: /	State: OR Zip: 97882-9509	
4919C001	SUPER G3 FAX BOARD-BH1	1	Included	Included	Primary Customer Contact:			
2368V119	LOW VOLUME CONNECTIVITY UP TO 30PPM	1	Included	Included	Phone #:	Email:		
4286V645	IR ADV DX C3935/3930/3926 INSTALL PAK	1	Included	Included	Meter Contact:			
IntSupplies	Pre-Installed Supplies Installed in Machine	1	Included	Included	Phone #:	Email:		
					IT Contact:			
					Phone #:	Email:		
					Billing:			
					Address 2:			
					City:	County:	State:	Zip:
					Billing Contact:			
					Phone #:	Email:		
					Elevator: No	Loading Dock: No	# of Steps: 0	Hrs of Operation: 9-5
					Consumables: Toner Only (excludes clear)			Auto-Toner Fulfillment**
					Meter Method: Remote Reporting Agent			Corporate Advantage
					FOR CUSA USE ONLY:			
					Config: A   57592563			

Other Invoicing Requirements	
Equipment Billing Entity: Canon U.S.A., Inc.	

Other Invoicing Requirements

Equipment Billing Entity: Canon U.S.A., Inc.

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 [MK1USA.CANON.COM/CUSTOMERDOCUMENTS](http://MK1USA.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: \_\_\_\_\_

SER 500 Purchase Maint Agreement January 2025

\*\*Requires Remote Reporting Agent







**PACIFIC OFFICE AUTOMATION**  
— PROBLEM SOLVED —

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## Umatilla County Fair

### **Proposed Solution #1: Canon DX C3930i (30ppm B/W and Color)**

- Purchase Price: \$4,519.20

### **Optional Accessories:**

- 2 additional paper tray cassette: \$940.80
- Inner finisher: \$860.16
- External staple finisher: \$2,030.56

### **Machine Capabilities:**

- Copy, print and scan capabilities
- 220 sheet single pass document feeder
- 2 x 550 sheet paper trays (up to 12 x 18)
- Fax board

### **Service Pricing:**

- B/W images billed at .0062
- Color images billed at .055
- All parts, labor, toner and supplies (except paper) included.

**\*Delivery, connected install and training included.**

**\*State of OR NASPO contract #9489.**

**\*Service rates are locked for 5 years.**