

AGENDA ITEM FOR ADMINISTRATIVE MEETING () Discussion only
(XXX) Action

FROM (DEPT/ DIVISION): UCo Health

SUBJECT: Purchase of new Copier/printer unit

<p>Background: Our older copier/printer unit in Hermiston broke down. Due to the age, parts were unable to be found. Currently Pacific Office Automation has provided a loaner unit. We would like to purchase a new unit for Pendleton, and Pacific Office Automation will move our existing Pendleton unit to Hermiston at no cost. Existing programs would cover this cost; this does include some programs that use general funds. The price is based on a government contract.</p>	<p>Requested Action: Approve purchase of Canon copier from Pacific Office Automation in the amount of \$10,445.98</p>
---	---

ATTACHMENTS: Quote from Pacific Automation and copy of maintenance agreement

Date: (10/14/2022) Submitted By: Joseph Fiumara

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

Checkoffs:

- () Dept. Heard (copy)
- () Human Resources (copy)
- () Fiscal
- () Legal (copy)
- () (Other - List:)

To be notified of Meeting:

Needed at Meeting:

Scheduled for meeting on: October 19, 2022

Action taken:

Follow-up:

Umatilla County Health Department

***State of Oregon NASPO Contract #9489 Pricing and terms and conditions.**

Proposed Solution: Canon DX C5840i (40ppm B/W and Color) – Install in Hermiston

- Purchase price: \$8,392.74
- 60 month lease price: \$158.62 per month

DX C5840i Machine Capabilities:

- Copy, print and scan capabilities
- 200 sheet single pass document feeder
- 4 x 550 sheet paper trays

Optional Accessories

- Fax Board: \$557.63 or \$10.54 per month

Service Pricing:

- B/W images billed at .0075 per page.
- Color images billed at .00592 per page
- All parts, labor, toner and supplies (except paper and networking service calls) included.



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

Proposed Solution #2: Canon DX C5860i (60ppm B/W and Color) – Install in Pendleton and move existing machine to Hermiston

- Purchase price: \$10,445.98
- 60 month lease price: \$197.43 per month

Machine Capabilities:

- Copy, print and scan capabilities
- 200 sheet single pass document feeder
- 4 x 550 sheet paper trays
- Fax board

Service Pricing:

- B/W images billed at .0075 per page.
- Color images billed at .00510 per page
- All parts, labor, toner and supplies (except paper and networking service calls) included.

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



Equipment/Service and Supply Contract

No. _____

SOLD TO:

Umatilla County Public Health
CUSTOMER NAME
 200 SE 3rd St.
BILLING ADDRESS
 Pendleton OR 97801
CITY STATE ZIP
 (541) 278-5432
TELEPHONE
 Joseph Fiumara
ATTENTION

SHIP TO:

SAME
CUSTOMER NAME
SHIPPING ADDRESS
CITY STATE ZIP
 ()
TELEPHONE
KEY OPERATOR

ORDER DATE		PO#		ORDERED BY		SOLD BY	
9/29/2022						Freeman	
QTY	ITEM	TYPE	DESCRIPTION			UNIT PRICE	TOTAL
1		NEW	Canon IR ADV DX C5860i (60ppm B/W and Color)				\$10,445.98
			- Copy, print and scan capabilities				
			- Single pass automatic document feeder				
			- 4 x 550 sheet paper trays				
			- Fax board				
State of Oregon NASPO Contract #9489							
Minimum Monthly Payment (plus applicable taxes) \$ _____ Term _____ Months						Device Management	
Service/Supply Agreement	Monthly Base Images	Monthly Base Charges	Overages	Overages Billing Cycle	Term of Contract	Automated Meter Reading	
B/W Images	USAGE	USAGE	.0075	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual	<input checked="" type="checkbox"/> 60 months <input type="checkbox"/> 48 months <input type="checkbox"/> 39 months <input type="checkbox"/> 36 months <input type="checkbox"/> Other _____	Auto Toner Replenishment	
Color Images	USAGE	USAGE	.0510			Advanced Scanning	
						Security	
						MFP Network Support	
						Power Filter	
CONDITIONS OF SALE, CONTINGENCIES OR COMMENTS						Delivery	Included
- Delivery, connected install and training included.							
- Existing machine in Pendleton will be moved to Hermiston at no cost.						Subtotal	\$10,445.98
						Sales Tax	
						Total	\$10,445.98

By signing this Contract, Customer acknowledges and agrees: (a) this Contract is NON-CANCELABLE; (b) all terms and conditions on the reverse side are an integral part of this Contract; (c) to fully understand all terms and conditions stated herein; and (d) this Contract is the entire Agreement between Customer and Pacific Office Automation relating to the equipment and services described herein, and can be changed only by written agreement signed by both parties.

Customer Authorization

Approved by Pacific Office Automation

 SIGNATURE

 TITLE DATE

 BY

 TITLE DATE

SERVICE/SUPPLY AGREEMENT TERMS AND CONDITIONS

As consideration for Customer's payment as set forth on the front of the Contract, Pacific Office Automation ("POA") agrees to provide the listed supplies, parts and labor service for the covered equipment pursuant to the terms and conditions contained herein.

- Replacement of all parts found defective or worn as a result of normal equipment use.
- Labor to repair and properly maintain the equipment.
- All preventative maintenance done at intervals specified by the manufacturer.
- Loaner equipment in the event the equipment requires shop work to repair.
- Replacement of photoconductors and heater rollers found defective or worn as a result of normal use.
- Replacement of black and color toner, black developer, brushes, and filters.
- Factory recommended retrofits and improvements in the equipment.

If toner is included in the Service/Supply Agreement, the toner will be supplied within the cost per copy charge based upon the standard manufacturer's yield. Excess toner will be billed at standard manufacturer's retail price. Not included in the Service/Supply Agreement are paper, staples, and network support. Service calls by POA covered under the Service/Supply Agreement will only be made during the hours of 8 a.m. to 5 p.m., Monday through Friday, excluding holidays. Service billed at any other time will be billed at standard overtime rates. For products or services acquired hereunder, the terms of payment are net ten (10) days.

Customer agrees to pay POA the base and overage charges agreed to on the front of the Contract and agrees that excess images over the allotted base amount during the billing cycle will be billed to Customer at the agreed to rate for overages. If not noted, overages will be charged at POA's book rates. If the Service/Supply Agreement combines two or more pieces of equipment of different operating costs, POA reserves the right to adjust image allocation and pricing to fairly reflect actual usage should the actual usage rate of the equipment vary by more than 10% from the expected usage rates. Customer agrees that POA may increase the per image charge each year during any term of the Service/Supply Agreement by an amount not to exceed 10% of such charge. Service may include reasonable use of Customer's image allotments and materials. Customer's failure to abide by all payment obligations may result in termination of service.

This Service/Supply Agreement shall continue for the term stated on the front of the Contract. The Service/Supply Agreement shall automatically renew for successive one (1) year terms, unless either party provides written notice to the other party of their intent to terminate prior to thirty (30) days before the expiration of the original term or any subsequent renewal term.

GUARANTEES

POA extends to Customer the following express limited guarantees under the Service/Supply Agreement.

- 1. STANDARD LIMITED WARRANTY:** POA warrants equipment to be free of defect in materials and workmanship for a period of 90 days from installation. This warranty does not extend to replacement of supply items or consumables, including, but not limited to photo conductors, heater rollers, fuser, cleaning kits, toner, developer, or paper. For purposes of this paragraph, New equipment shall be defined as equipment with usage up to 5,000 copies. Used equipment will receive a 30-day warranty.
- 2. LIFETIME POWER PROTECTION GUARANTEE:** If a POA Power Filter is included in the Service/Supply Agreement, repairs of damage to covered equipment caused by power surges and/or lightning will be covered.
- 3. RESPONSE TIME WARRANTY:** POA guarantees four New hour average response time for emergency services for equipment that is within fifty miles of POA branch offices. If POA does not perform guaranteed response time for a period of one year, upon written request, Customer will receive a 5% credit towards Customer's next service or supply purchase from POA.
- 4. UPGRADE, TRADE-IN LIMITED GUARANTEE:** For all New equipment purchased hereunder continuously covered under a POA Service/Supply Agreement, POA will guarantee a trade-in value on New equipment sold by POA up to 90% during the first 36 months after acquisition and a minimum guaranteed trade-in value of 10% thereafter.

GENERAL TERMS & CONDITIONS

- (1) Unless provided, the terms of sale are ten (10) days net. POA agrees to provide reasonable assistance to Customer in its efforts to finance the purchase or lease of the equipment and/or Service/Supply Agreement; however, Customer understands and acknowledges such financing cannot be guaranteed by POA. Customer shall be ultimately responsible for payment of the purchase price of equipment sold or leased. If not provided, the purchase price is the Manufacturer's Suggested Retail Price of the equipment and/or solutions plus the cost of any lease buyouts, delivery charges, installation charges, and the total Service/Supply Agreement.
- (2) If customer defaults in the payment of the purchase price or any other obligation as provided herein, Customer agrees to pay to POA a service charge of 1.5% per month and all of POA's related attorney's fees and collection costs, even if no suit or action is filed. This Contract shall be governed by the internal laws of the State of Oregon. Customer hereby submits and consents to jurisdiction and venue in Multnomah County, Oregon.
- (3) The sales price herein includes the initial installation of the manufacturer's software onto Customer's computers. Prior to such installation, Customer shall perform and complete a system backup. POA shall not be liable for loss or damage of any kind to data or equipment as a result of the installation of the manufacturer's software. Customer shall be solely responsible for the cost of any cables or additional hardware required to connect equipment to a network. POA shall not be responsible for any updates or problems arising after the initial installation due to a change in the Customer's computers and/or Network.
- (4) POA MFP Network Service solely provides coverage for services related to the connectivity between the covered equipment and the Customer's Network. MFP Network Service does not provide coverage for services for the Customer's Network itself.
- (5) **DISCLAIMER:** EXCEPT AS SPECIFICALLY PROVIDED HEREIN, POA DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ALL IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. EQUIPMENT IS SUBJECT TO A MANUFACTURER'S WARRANTY. UNDER NO CIRCUMSTANCES WILL POA BE RESPONSIBLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES.
- (6) Customer shall make arrangements to protect or remove sensitive and private data that may become stored on Customer's equipment. While POA may provide options for data removal and protection, Customer is solely responsible for selecting an appropriate data removal standard that meets Customer's business needs. POA is not recommending any particular option, and POA is not liable for damages arising from Customer's failure to fully remove and protect its data. Please note that regardless of which standard Customer chooses, Customer must return leased equipment in full working order at the end of any lease term.