

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

FROM (DEPT/ DIVISION): County Counsel

SUBJECT: Finance Office Copier

<p>Background: The Finance Office is requesting to replace its copier. The purchase has been budgeted. The new copier is a Canon and fits the needs of the office, with maintenance costs less than the current copier. Board approval is sought because of the dollar amount.</p>	<p>Requested Action: Approve purchase of copier for Finance Office from Canon Solutions America in the amount of \$5,380</p>
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ATTACHMENTS: Quote

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

Checkoffs:

- () Dept. Heard (copy)
- () Budget (copy)
- () Fiscal
- (X) Legal (copy)
- () (Other - List:)

To be notified of Meeting:
Robert Pahl

Needed at Meeting:

Scheduled for meeting on: October 6, 2021

Action taken:

Follow-up:



CANON SOLUTIONS AMERICA

John Hinde
Sales Representative

Canon Solutions America, Inc.
8601 W Clearwater Ave Ste B
www.solutions.canon.com
jhinde@csa.canon.com

T 509.581.3915

C 509.581.8781

F 509.736.7572

Umatilla County Finance

NEW Canon DX 4751

Canon DX 4751 Includes:

- 51 Pages per Minute
- **Color** Scanning
- 150 Sheet Document Feeder
- 10.1" LCD Color Panel
- Single Pass Duplexing
- 2 x 550 Page Cassette Tray
- Large Capacity Letter Drawer
- Inner 50 Page Staple Finisher
- 2 and 3 Hole Punch
- 100 Sheet Bypass Tray
- Up to 11 x 17 Paper.
- 4 GB RAM Memory
- 250 GB Hard Disk Drive



DX 4751 Contract Pricing: \$5,580
Less Additional \$200 Discount

DX 4751 Final Pricing: \$5,380

Service Contract: Includes all parts, labor, staples, drum and toner for .0079 per page. No base and no minimum. Locked in for 5 years.

Service Cost Comparison

Based on your average monthly volume of 7,587.

	<u>Current 4235</u>	<u>New 4751 Canon</u>
Service Contract Cost	\$107.73 (7,587 x .0142)	\$59.93 (7,587 x .0079)