

FROM (DEPT/ DIVISION): Assessment , Taxation & GIS

SUBJECT: Copier

<p>Background: The copier in the A &amp; T office was purchased around 2012. We are looking to replace this machine due to parts are no longer available. We have quotes from Pacific Office Automation, Copiers Northwest and Canon USA. The lowest bidder is Copiers Northwest at \$6770.00,</p>	<p>Requested Action: We ask the board to approve the purchase of Canon ImageForce C5140 black and white plus color for \$6770.00.</p>
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ATTACHMENTS: Three Bid Sheet, Quote Documentation

Date: ( ) Submitted By:

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

Checkoffs:

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

To be notified of Meeting:  
Rachael Reynolds

Needed at Meeting:  
Rachael Reynolds

\*\*\*\*\*

Scheduled for meeting on: April 1, 2026

Action taken:

\*\*\*\*\*

Follow-up:

## Three-Bid Comparison Form for Purchase

### Purchase Information

Item: Copier  
Location: A & T Office  
Description: Copier/scanner  
Deadline for Purchase:  
Bid Submission Deadline:

### Vendor Information

Details	Bidder 1	Bidder 2	Bidder 3
Company Name	Pacific Office Automation	Copiers Northwest	Canon USA
Contact Person	James Freeman	Jordan Lloyd	Brian Kaner
Phone Number	509-378-2333	509-440-1759	509-591-1108
Email Address	<a href="mailto:james.freeman@padificoffice.com">james.freeman@padificoffice.com</a>	<a href="mailto:jlloyd@copiernw.com">jlloyd@copiernw.com</a>	<a href="mailto:bkaner@cusa.canon.com">bkaner@cusa.canon.com</a>

### Bid Details

Criteria	Bidder 1	Bidder 2	Bidder 3
Total Bid Amount	7788	6770	8438
B/W	0.0059	0.0059	0.0082
Color	0.049	0.049	0.0481
PPM	40	40	40

Service Pricing includes all parts, labor, toner, staples, supplies except paper All parts, service, toner

Timeline (Start-End)

Payment Schedule

Warranty/Guarantees

Insurance Coverage

Additional Notes

### Evaluation

Lowest Bidder: Copiers NW

Preferred Bidder:

Reason for Selection:

### Signature

Name:

Title:

Date:



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EXCLUSIVELY FOR



**Jordan Lloyd**  
**Strategic Account Manager**  
**Jlloyd@Copiersnw.com**  
**Cell: 509.440.1759**



*Notice – The information contained herein should be considered privileged and confidential for the sole use of the intended recipients. Any unauthorized review, use, disclosure or distribution is strictly prohibited.*

**New Ideas. New Solutions**

Rachael Reynolds  
Umatilla County Assessment and Taxation Office  
4700 NW Pioneer Place  
3/9/2026

Dear Rachael,

Thank you for the opportunity to help come up with a solution for the Umatilla County Assessment and Taxation Office. In accompanying the business proposal, I have outlined how we can help you transform your current office technology into a streamlined cohesive solution.

Bringing the convenience of all your office technology solutions from one company is what Copiers Northwest does best. We are so much more than copiers and printers. We offer full office experience from software technology, label printing, stand-alone scanners, Smart Boards and much more.

I am looking forward to continuing our business partnership with you and Umatilla County.

**HQ:**

7035 W. Clearwater Ave #110  
Kennewick, WA 99336  
*Phone: 509.735.9795*

**Primary contacts:**

Jordan Lloyd  
Strategic Account Manager  
*Jlloyd@Copiersnw.com*  
*Cell: 509.440.1759*

Please feel free to call or email me with any questions.

Thank You

Sincerely,

Jordan Lloyd  
Strategic Account Manager

## Just A Reminder What Copiers Northwest Brings To The Table

### SERVICE SO GOOD IT CAN'T BE COPIED

#### Uptime

CNW's dedication to our guaranteed service levels equates to an average equipment uptime of at least 98%. When a customer contacts our service department, our local service dispatchers log the call and determine appropriate next step(s). After gaining all the information in regards to the service call your dispatcher may attempt to resolve the service issue with you the customer over the phone, or he/she may recommend the call go to our Help Desk who with the ability to gain remote access to the device can quickly resolve the issue with little to no down time, if they know neither one of these options will resolve the issue they will set a service ticket to get a service technician on site.

#### Response Time

If a service technician is needed onsite to resolve the problem, the assigned technician will respond by phone within **(1 Hour)** from when the call was logged. Our service level for onsite service response is an average of **(4 Business Hours)** or less.

Emergency calls for down and inoperable systems are escalated to the top of our technicians' queue. We will strive to respond on site within 4 hours to quickly assess and resolve the problem. If service is requested outside normal business hours: additional fees or charges may apply.

#### First Call Effectiveness (FCE)

Our First Call Effectiveness philosophy and business practice is to resolve the service issue on the first visit. We empower our technicians to make the right decision at the time of the call with a no parts budget this allows your technician to take the necessary time and correct steps, regardless of parts usage, in order to not disrupt your business with a follow up visit and subsequent downtime. Our performance expectation per technician is a minimum rate of 75% or higher (FCE) rating.



#### Requesting Service

There are five options for placing a service call with CNW. Four of the five options are available 24/7(web, email, fax, voicemail), with a live dispatch operator available between the hours of 8 am – 5 pm.

#### Equipment Maintenance

All equipment maintained by CNW will be completed in accordance with factory-published specifications for peak performance of all primary functions with a minimum amount of downtime. Maintenance will only be performed by manufacturer certified technicians per manufacturer's recommended specifications.

## SUPPLIES.



### Ordering Supplies by Phone

Supply orders may be placed through our main switchboard: (206) 282-1200 or at (800) 244-6405.



### Supply Requests by Fax

You can place your supply order via a pre-made fax order form. Simply enter quantities into the form and fax into our supply department at 206-282-2010.



### Supply Ordering via Email

You may also order supplies through our supply department via email at [supplies@copiersnw.com](mailto:supplies@copiersnw.com).



### PrintSmartSupplies.com

Copiers Northwest offers PrintSmartSupplies which is a web-based auto toner replenishment system and meter collection agent. This tool can save you labor and headaches by removing the need for manual toner inventory and meter reporting.

## Account Team to Support You

### Account Team:

**Jordan Lloyd**  
Strategic Account Manager  
C: 509.440.1759  
Email: [Jlloyd@copiersnw.com](mailto:Jlloyd@copiersnw.com)

**Al Lillehaug**  
Marketplace Manager  
C: 509.212.0996  
E: [alillehaug@copiersnw.com](mailto:alillehaug@copiersnw.com)

### Service & Support:

**Amanda Heap**  
Account Support Specialist  
O: 509.396.6048  
E: [Aheap@copiersnw.com](mailto:Aheap@copiersnw.com)

**Option One:      **NEW Canon imageRUNNER ADVANCE C3930i****

**Location:    Umatilla County Assessment and Taxation Office**

*(Includes 1 - 30 PPM Color MFP, Inner Stapling, 2/3 Hole Punch, Single Pass Scanning, & 4 Cassettes)*

Purchase option:	<b>\$5,501.00</b>
<i>(Includes ALL parts, labor, service and toner)</i>	
Cost per Copy Mono:	<b>\$0.0079</b>
Cost per Copy Color:	<b>\$0.0590</b>

***(\*\*Rates are locked for 5 years per NASPO Agreement\*\*)***

**Canon**



**Option Two:      NEW Canon imageFORCE 5140**

**Location:    Umatilla County Assessment and Taxation Office**

*(Includes 1 - 40 PPM Color MFP, Inner Stapling, 2/3 Hole Punch, Single Pass Scanning, & 4 Cassettes)*

Purchase option:	<b>\$6,770.00</b>
<i>(Includes ALL parts, labor, service and toner)</i>	
Cost per Copy Mono:	<b>\$0.0059</b>
Cost per Copy Color:	<b>\$0.0490</b>

***(\*\*Rates are locked for 5 years per NASPO Agreement\*\*)***

**Canon**







## Umatilla County Assessment & Taxation

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### **\*State of OR NASPO Contract #9489**

#### **Proposed Solution #1:**

- Canon ImageFORCE C5140 (40ppm b/w and color)
- Purchase price: \$7788.00 each

#### **Service Pricing:**

- B/W images billed at .0059 per page. Color images billed at .049 per page. Includes all parts, labor, toner, staples and supplies (except paper).



#### **Proposed Solution #2:**

- Canon IR 4945i (45ppm b/w only)
- Purchase price: \$7,041.00 each

#### **Service Pricing:**

- B/W images billed at .0059 per page. Includes all parts, labor, toner, staples and supplies (except paper).



#### **Machine Configuration:**

- Copy, print, and scan capabilities
- 4 x 550 sheet paper trays
- Single pass document feeder
- Inner staple finisher
- Inner 2/3 hole punch

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

**\*Service pricing locked for 5 years.**



Canon USA Proposal for:

# Umatilla County

10/29/2025



**Brian Kaner**  
Senior Account Executive  
Ellensburg, Cle Elum, Yakima, Richland, Walla Walla,  
Pasco, Pendleton, Hermiston, Umatilla, Boardman

Canon Solutions America, Inc.  
[www.csa.canon.com](http://www.csa.canon.com)  
[bkaner@cusa.canon.com](mailto:bkaner@cusa.canon.com)  
C 509.591.1108



**Doug Pringle**  
Sales Manager  
Eastern WA and Northern ID  
CDIA+, CTT+

Canon U.S.A., Inc.  
601 W 1st Ave Ste 1446 Spokane, WA 99201  
[www.usa.canon.com](http://www.usa.canon.com)  
[dopringle@cusa.canon.com](mailto:dopringle@cusa.canon.com)  
C 480-403-1282





Hi Rachael,

Thank you so much for your time the other day. Below are my recommendations for the unit at your location. As we discussed, your current unit is underutilized, with a recent drop in print volume and unused features.

I have included two sets of proposals: one for black and white units and one for color units. Each set offers a 'like-for-like' option and a newly recommended model.

As you are on the OMNIA program, your rates are fixed for 5 years, which covers the cost of a local move. The OMNIA program also charges you a single, advantageous rate for 11x17 prints, which is 1.5 to 2 times less than the competitor rate.

If you have any questions, please reach out and let me know.



**Brian Kaner**  
Senior Account Executive  
Ellensburg, Cle Elum, Yakima, Richland, Walla Walla,  
Pasco, Pendleton, Hermiston, Umatilla, Boardman

Canon Solutions America, Inc.  
[www.csa.canon.com](http://www.csa.canon.com)  
[bkaner@cusa.canon.com](mailto:bkaner@cusa.canon.com)  
C 509.591.1108

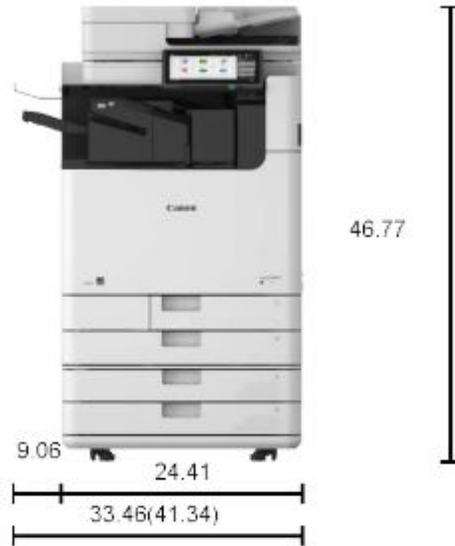


**Doug Pringle**  
Sales Manager  
Eastern WA and Northern ID  
CDIA+, CTT+

Canon U.S.A., Inc.  
601 W 1st Ave Ste 1446 Spokane, WA 99201  
[www.usa.canon.com](http://www.usa.canon.com)  
[dopringle@cusa.canon.com](mailto:dopringle@cusa.canon.com)  
C 480-403-1282



## imageFORCE 6155



### Product Description

- Print/Copy Speed: up to 55 ppm (BW, Letter)
- Scan Speed: up to 270 ipm (300 dpi) (BW/Color, Duplex)
- Print up to 12" x 18"
- Includes two 550-sheet paper cassettes
- Standard security feature set, including Trellix Embedded Control and Verify System at Startup with Auto Recovery

### Space And Power Requirements

- Total Dimensions (W x D x H): 33.46" x 49.09" x 46.77"
- Total Installation Space (W x D x H): 41.34" x 28.43" x 46.77"
- Main Unit Power Requirements: 120V/12A
- Main Unit Plug: NEMA 5-15P

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	
		<b>Other Transaction Details</b>	
		OC: UNIV OF CA AGREEMENT 2020002755	
<b>Amounts Due</b> (*Plus Applicable Taxes)		<b>Payment Terms</b>	
		Net 30	
<b>Subtotal</b>	\$6,637.00		
<b>Delivery/Install</b>			
<b>Sales Tax</b>	TBD at invoicing	<b>Total Extended Maintenance Base Charge</b>	
<b>Total</b>	\$6,637.00		
<b>Deposit</b>			
<b>Balance Due</b>		\$0.00	
<b>Option A</b>	<b>Maint Initial Term</b>	<b>Covered Images Included in Maint Base Charge</b>	<b>Excess Per Image Maint Charge(s)</b>
	66	B&W: 00	B&W: \$0.00850

Cassette Feeding Unit-AY1	24.41	27.48	9.88	None
Inner Finisher-N1	18.46	20.67	8.62	None
Inner 2/3 Hole Puncher-D1	7.09	21.18	7.99	None

## imageRUNNER ADVANCE DX 4925i



### Product Description

- Print/Copy Speed: up to 25 ppm (BW, Letter)
- Scan Speed: up to 270 ipm (300 dpi) (BW/Color, Duplex)
- Print up to 12" x 18"
- Includes two 550-sheet paper cassettes
- Standard security feature set, including Trellix Embedded Control

### Space And Power Requirements

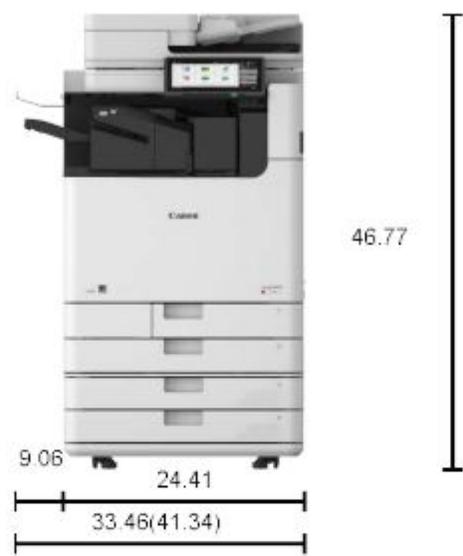
- Total Dimensions (W x D x H): 26.97" x 27.24" x 44.84"
- Total Installation Space (W x D x H): 43.23" x 42.83" x 44.84"
- Main Unit Power Requirements: 110V/8.5A
- Main Unit Plug: NEMA 5-15P

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		
			<b>Other Transaction Details</b>		
			OC: UNIV OF CA AGREEMENT 2020002755		
Amounts Due (*Plus Applicable Taxes)		Payment Terms	Total Extended Maintenance Base Charge		
Subtotal	\$4,867.00	Net 30			
Delivery/Install					
Sales Tax	TBD at invoicing				
Total	\$4,867.00				
Deposit					
Balance Due			\$0.00		
Option A	Maint Initial Term	Covered Images Included in Maint Base Charge	Excess Per Image Maint Charge(s)		
	66	B&W: 00	B&W: \$0.00860		

Cassette Feeding Unit-AY1	24.41	27.48	9.88	None	
Inner Finisher-N1	18.46	20.67	8.62	None	
Inner 2/3 Hole Puncher-D1	7.09	21.18	7.99	None	



## imageFORCE C5140



### Product Description

- Print/Copy Speed: up to 40 ppm (BW/Color, Letter)
- Scan Speed: up to 270 ipm (300 dpi) (BW/Color, Duplex)
- Print up to 12" x 18"
- Includes two 550-sheet paper cassettes
- Standard security feature set, including Trellix Embedded Control and Verify System at Startup with Auto Recovery

### Space And Power Requirements

- Total Dimensions (W x D x H): 33.46" x 49.09" x 46.77"
- Total Installation Space (W x D x H): 41.34" x 28.43" x 46.77"
- Main Unit Power Requirements: 120V/12A
- Main Unit Plug: NEMA 5-15P

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	
			<b>Other Transaction Details</b>	
			OC: UNIV OF CA AGREEMENT 2020002755	
<b>Amounts Due</b> (*Plus Applicable Taxes)		<b>Payment Terms</b>		
		Net 30		
<b>Subtotal</b>	\$8,438.00			
<b>Delivery/Install</b>				
<b>Sales Tax</b>	TBD at invoicing	<b>Total Extended Maintenance Base Charge</b>		
<b>Total</b>	\$8,438.00			
<b>Deposit</b>				
<b>Balance Due</b>		\$0.00		
<b>Option A</b>	<b>Maint Initial Term</b>	<b>Covered Images Included in Maint Base Charge</b>		<b>Excess Per Image Maint Charge(s)</b>
	66	B&W: 00 Color: 00		B&W: \$0.00820 Color: \$0.04810

Option	Unit Price	Unit Price	Unit Price	Unit Price
Cassette Feeding Unit-AY1	24.41	27.48	9.88	None
Inner Finisher-N1	18.46	20.67	8.62	None
Inner 2/3 Hole Puncher-D1	7.09	21.18	7.99	None



## imageRUNNER ADVANCE DX C3926i



### Product Description

- Print/Copy Speed: up to 26 ppm (BW/Color, Letter)
- Scan Speed: up to 270 ipm (300 dpi) (BW/Color, Duplex)
- Print up to 12" x 18"
- Includes two 550-sheet paper cassettes
- Standard security feature set, including Trellix Embedded Control

### Space And Power Requirements

- Total Dimensions (W x D x H): 26.97" x 28.43" x 45.08"
- Total Installation Space (W x D x H): 43.23" x 44.06" x 45.08"
- Main Unit Power Requirements: 110V/8.5A
- Main Unit Plug: NEMA 5-15P

Transaction Description			Equipment Maintenance Information	
Purchase (see information below)			Maintenance elected for all Equipment	
<b>Amounts Due</b> (*Plus Applicable Taxes)			<b>Payment Terms</b> Net 30	
<b>Subtotal</b>	\$4,556.00	<b>Total Extended Maintenance Base Charge</b>	Maint Base charge invoiced Monthly by CUSA	
<b>Delivery/Install</b>			Excess Per Image Charge invoiced Monthly by CUSA	
<b>Sales Tax</b>	TBD at invoicing		Per Unit Coverage Plan	
<b>Total</b>	\$4,556.00		Fixed Price Plan	
<b>Deposit</b>		\$0.00	<b>Other Transaction Details</b>	
<b>Balance Due</b>			OC: UNIV OF CA AGREEMENT 2020002755	
<b>Option A</b>	<b>Maint Initial Term</b>	<b>Covered Images Included in Maint Base Charge</b>	<b>Excess Per Image Maint Charge(s)</b>	
	60	B&W: 00 Color: 00	B&W: \$0.00800 Color: \$0.05600	

Option	Price	Base Charge	Image Charge	Notes
Cassette Feeding Unit-AY1	24.41	27.48	9.88	None
Inner Finisher-N1	18.46	20.67	8.62	None
Inner 2/3 Hole Puncher-D1	7.09	21.18	7.99	None



# BLI Awards from Keypoint Intelligence

ImageRUNNER  
ADVANCE DX



**BLI 2022 A3  
Line of the Year Award**

From Keypoint Intelligence

**WINNER** for  
5 of the **LAST 7 YEARS**

**0 MISFEEDS**  
in over  
**1 MILLION  
IMPRESSIONS**  
across  
**6 MODELS**  
tested in 2021

ImageRUNNER  
ADVANCE



**BLI 2022 - 2024  
Most Reliable Brand**

From Keypoint Intelligence

**ONLY 6 JAMS**  
out of nearly  
**4.5 MILLION  
PAGES**  
*(That's a rate of 1 in 742,500)*  
and  
**ONLY 2  
SERVICE CALLS**  
across all  
**23 DEVICES**  
in a  
**5-YEAR PERIOD**

uniFLOW  
online



**BLI 2022 Pick  
Outstanding Cloud  
Management Solution**

From Keypoint Intelligence

**WINNER** for  
4 of the **LAST 4 YEARS**

**THANKS TO ITS:**

- Support for Hybrid Work
- Output Management Features
- Capture Features
- Cloud Service Integration

"It is clear that Canon has an A3 MFP for any customer, and it is also clear that users can rely on Canon A3 MFPs to get the job done accurately and efficiently."

**Pete Emory,**

DIRECTOR OF RESEARCH & LAB SERVICES US/ASIA AT KEYPOINT INTELLIGENCE

To learn more [click here](#)

For more information,  
call 1.800.815.4000  
or visit [csa.canon.com](http://csa.canon.com)



# Canon

BLI Reliability Award based on devices tested from 2017 through 2021.

Winner of the BLI A3 Line of the Year Award 2016, 2017, 2018, 2020, 2022.

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