



## Mohave Contract User Guide for Pacific Office Automation

**Contract Number:** 25K-POA-0130

**Vendor Website:** <http://www.pacificoffice.com>

**Products or Services:**

Pacific Office Automation, Inc. provides statewide copiers, printers, maintenance, and service for Canon, HP, Konica Minolta, Ricoh, and Sharp. They also provide wide format printers and scanners from Canon. Pacific Office Automation, Inc. offers an all-inclusive managed print services and on-site services that include printing services, mailroom services, and shipping and receiving. They also offered inclusive maintenance services for discontinued or out-of-service copiers and printers from Konica Minolta, Canon, HP, Sharp,

**Excluded Items:**

No Bid:  
Remanufactured  
Fax Machines

**P.O. Address:**

Pacific Office Automation  
Lisa Cain  
4501 E. McDowell Road  
Phoenix AZ, 85008

**Remit To:**

Pacific Office Automation  
Attn: Accounting Department  
PO Box 744648  
Los Angeles CA, 90074-4648

**Effective Date:** 1/30/2026

**Renews:** January 30

**Final Expiration:** 1/30/2031

**Contract Specialist:** Mike Nentwig, CPPB

**Phone:** 928-718-3204  
**Email:** [mike@mesc.org](mailto:mike@mesc.org)

**Procurement Specialist:** Maria Brissette, CPPB

**Phone:** 928-718-3237  
**Email:** [maria@mesc.org](mailto:maria@mesc.org)

**Pricing:** Percentage of Discount

**Shipping:** Included

**Volume Discount:** n/a

**Perf/Pay Bond:** n/a

**Admin Fee:** Mohave's 1% administration fee is included in the vendor's price. Vendor will remit administration fee to Mohave.

**Ordering Info:** This is a standard order contract. Make your purchase order out to Pacific Office Automation and send to Mohave for review.