



State of Alabama  
Department of Finance  
Division of Purchasing  
Master Agreement

**Modification**

CONTRACT INFORMATION	
<b>MASTER AGREEMENT NUMBER:</b> MA 999 180000000041	<b>NOT TO EXCEED AMOUNT:</b>
Begin Date: 10/21/2017	Procurement Folder: 399472
Expiration Date: 09/30/2018	Procurement Type: Master Agreement
Solicitation Number:	Replaces Award Document:
Award Date:	Replaced by Award Document:
Modification Date: 01/24/18	Version Number: 2

CONTACT INFORMATION		
<b>REQUESTOR:</b> Brittany Peterson 334-242-4667 Brittany.Peterson@purchasing.alabama.gov	<b>ISSUER:</b> Brittany Peterson 334-242-4667 Brittany.Peterson@purchasing.alabama.gov	<b>BUYER:</b> Brittany Peterson 334-242-4667 Brittany.Peterson@purchasing.alabama.gov

CONTRACT DESCRIPTION
MA - Statewide Shredding Service

**Ship To:**

**Bill To:**

REASON FOR MODIFICATION
Add Admin Fee %

VENDOR INFORMATION	
<b>Name /Address:</b> VC000002091: GILMORE SERVICES 31 E. FAIRFIELD DRIVE PENSACOLA FL 32501	<b>Contact:</b> Jim Beran 850-549-2716 jberan@gilmoreservices.com

**COMMODITY / SERVICE INFORMATION**

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Autauga Shredding  
 Autauga Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Autauga Shredding  
 Autauga Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Autauga Shredding  
 Autauga Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
4	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Baldwin Shredding  
 Baldwin Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
5	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Baldwin Shredding  
 Baldwin Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
6	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Baldwin Shredding  
 Baldwin Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
7	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Barbour Shredding  
 Barbour Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
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**COMMODITY / SERVICE INFORMATION**

8	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00
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96227 - Document Shredding Services  
 Barbour Shredding  
 Barbour Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
9	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Barbour Shredding  
 Barbour Hard Drive Destruction  
 10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
10	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Bullock Shredding  
 Bullock Paper Shredding Service  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
11	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Bullock Shredding  
 Bullock Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
12	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Bullock Shredding  
 Bullock Hard Drive Destruction  
 10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
13	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Butler Shredding  
 Butler Paper Shredding Service  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
14	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Butler Shredding  
 Butler Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
15	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

**COMMODITY / SERVICE INFORMATION**

96227 - Document Shredding Services  
Butler Shredding  
Butler Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
16	0	LB	\$0.230000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Chambers Shredding  
Chambers Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
17	0	LB	\$0.950000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Chambers Shredding  
Chambers Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
18	0	EA	\$38.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Chambers Shredding  
Chambers Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
19	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Choctaw Shredding  
Choctaw Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
20	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Choctaw Shredding  
Choctaw Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
21	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Choctaw Shredding  
Choctaw Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
22	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Clarke Shredding

Final

**COMMODITY / SERVICE INFORMATION**

Clarke Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
23	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Clarke Shredding

Clarke Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
24	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Clarke Shredding

Clarke Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
25	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Coffee Shredding

Coffee Paper Shredding Service

400 lb. minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
26	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Coffee Shredding

Coffee Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
27	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Coffee Shredding

Coffee Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
28	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Conecuh Shredding

Conecuh Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
29	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Conecuh Shredding

**COMMODITY / SERVICE INFORMATION**

Conecuh Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
30	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Conecuh Shredding  
Conecuh Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
31	0	LB	\$0.230000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Coosa Shredding  
Coosa Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
32	0	LB	\$0.950000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Coosa Shredding  
Coosa Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
33	0	EA	\$38.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Coosa Shredding  
Coosa Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
34	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Covington Shredding  
Covington Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
35	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Covington Shredding  
Covington Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
36	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Covington Shredding

Final

**COMMODITY / SERVICE INFORMATION**

Covington Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
37	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Crenshaw Shredding  
Crenshaw Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
38	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Crenshaw Shredding  
Crenshaw Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
39	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Crenshaw Shredding  
Crenshaw Hard Drive Destruction

10 each minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
40	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Dale Shredding  
Dale Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
41	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Dale Shredding  
Dale Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
42	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Dale Shredding  
Dale Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
43	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Dallas Shredding

**COMMODITY / SERVICE INFORMATION**

Dallas Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
44	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Dallas Shredding

Dallas Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
45	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Dallas Shredding

Dallas Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
46	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Elmore Shredding

Elmore Paper Shredding Service

400 lb. minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
47	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Elmore Shredding

Elmore Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
48	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Elmore Shredding

Elmore Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
49	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Escambia Shredding

Escambia Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
50	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Escambia Shredding



**COMMODITY / SERVICE INFORMATION**

Escambia Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
51	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Escambia Shredding  
Escambia Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
52	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Geneva Shredding  
Geneva Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
53	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Geneva Shredding  
Geneva Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
54	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Geneva Shredding  
Geneva Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
55	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Henry Shredding  
Henry Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
56	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Henry Shredding  
Henry Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
57	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Henry Shredding

**COMMODITY / SERVICE INFORMATION**

Henry Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
58	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Houston Shredding

Houston Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
59	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Houston Shredding

Houston Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
60	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Houston Shredding

Houston Hard Drive Destruction

10 each minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
61	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Lee Shredding

Lee Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
62	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Lee Shredding

Lee Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
63	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Lee Shredding

Lee Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
64	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Lowndes Shredding

**COMMODITY / SERVICE INFORMATION**

Lowndes Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
65	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Lowndes Shredding

Lowndes Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
66	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Lowndes Shredding

Lowndes Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
67	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Macon Shredding

Macon Paper Shredding Service

400 lb. minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
68	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Macon Shredding

Macon Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
69	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Macon Shredding

Macon Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
70	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Marengo Shredding

Marengo Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
71	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Marengo Shredding

**COMMODITY / SERVICE INFORMATION**

Marengo Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
72	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Marengo Shredding  
Marengo Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
73	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Mobile County Shredding  
Mobile County Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
74	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Mobile County Shredding  
Mobile County Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
75	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Mobile County Shredding  
Mobile County Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
76	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Monroe Shredding  
Monroe Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
77	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Monroe Shredding  
Monroe Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
78	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Monroe Shredding

Final

**COMMODITY / SERVICE INFORMATION**

Monroe Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
79	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Montgomery Shredding  
 Montgomery Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
80	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Montgomery Shredding  
 Montgomery Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
81	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Montgomery Shredding  
 Montgomery Hard Drive Destruction

10 each minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
82	0	LB	\$0.230000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Perry Shredding  
 Perry Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
83	0	LB	\$0.950000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Perry Shredding  
 Perry Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
84	0	EA	\$38.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Perry Shredding  
 Perry Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
85	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Pike Shredding

**COMMODITY / SERVICE INFORMATION**

Pike Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
86	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Pike Shredding

Pike Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
87	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Pike Shredding

Pike Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
88	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Russell Shredding

Russell Paper Shredding Service

400 lb. minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
89	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Russell Shredding

Russell Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
90	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Russell Shredding

Russell Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
91	0	LB	\$0.230000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Tallapoosa Shredding

Tallapoosa Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
92	0	LB	\$0.950000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Tallapoosa Shredding

**COMMODITY / SERVICE INFORMATION**

Tallapoosa Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
93	0	EA	\$38.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Tallapoosa Shredding  
Tallapoosa Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
94	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Washington Shredding  
Washington Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
95	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Washington Shredding  
Washington Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
96	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Washington Shredding  
Washington Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
97	0	LB	\$0.049400	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Wilcox Shredding  
Wilcox Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
98	0	LB	\$0.650000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Wilcox Shredding  
Wilcox Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
99	0	EA	\$7.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Wilcox Shredding

COMMODITY / SERVICE INFORMATION

Wilcox Hard Drive Destruction

10 each minimum pick up

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved:



Purchasing Director

APPROVALS			
Date	Status Before	Status After	Approver

Final



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## On-Site Shredding Service

### TRANSFER OF SERVICE FROM PREVIOUS VENDOR TO NEW AWARDED VENDOR:

**Vendors must communicate with the agencies to arrange the pickup of previous contract holder's containers and the delivery of new containers from the newly awarded contract vendor. This is imperative to maintain shred service for each location.**

#### **AAA Certification:**

Awarded vendor(s) must maintain AAA certified by National Association Information Destruction (NAID). Failure to maintain NAID certification will result in cancellation of contract(s).

#### **Shredding Size:**

The paper should be shredded using a cross-cut shredder to effect 5/16 inch wide or smaller strips; microfilm and microfiche should be shredded to effect a 1/35- inch by 3/8- inch strips. If shredding is part of the overall destruction of Federal Tax Information (FTI), strips can in effect be set at the industry standard (currently 1/2"). However, when deviating from IRS' 5/16" requirement, FTI as long as it is in this condition (i.e., strips larger than 5/16"), must be safeguarded until it reaches the stage where it is rendered unreadable through additional means, such as burning or pulping. Pulping of data should be accomplished only after material has been shredded.

#### **IRS Requirements:**

Shredding Size is required by Internal Revenue Service (IRS). Shred Size may change periodically to remain in compliance with IRS standards.

#### **On-Site Shredding:**

Shredding must be done on-site at the requesting agency's location.

#### **Containers:**

Awarded vendor(s) must provide locking containers to all agencies who utilize this contract. A minimum of three sizes of containers must be available: appx. 35 - 45 gallon, appx. 55 - 65 gallon, and appx. 75 - 100 gallon.

#### **Certificate of Destruction:**

Awarded vendor(s) must, upon completion of each job, provide the agency with a certificate of destruction.

#### **Liability Insurance:**

Awarded vendor(s) must maintain and provide documentation of having a minimum of \$2,000,000.00 general liability insurance per NAID standards. Coverage must be maintained for the duration of the contract.

#### **Inspection:**

The State of Alabama reserves the right to make inspection of the awarded vendor(s) facilities and equipment before or during the contract period.

#### **Final Disposition of Materials:**

All materials shredded for the State of Alabama must be recycled; sending shredded materials to a landfill is unacceptable. Written documentation of final disposition may be requested by state purchasing and must be furnished by the awarded vendor(s) within two weeks of request.

#### **Annual Agreement:**

The purchase order constitutes a contract between the State of Alabama and the vendor. The vendor accepts the contract as written and will fulfill all requirements for the valid period indicated.

Changes/modifications are allowed only by a written purchase order change through the Division of Purchasing.

Invoice to be billed in arrears, to the "bill to" address.

#### **Contract period:**

Establish a 12 month contract with an option to extend for a second, third, fourth, and fifth 12 month period with the same pricing, terms and conditions. The second, third, fourth, or fifth 12 month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12 month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12 month period.

#### **Security Statement:**

Vendor shall ensure that personnel involved with an state agency project shall be advised of and acknowledge the confidential nature of information contained in state files, the safeguards required and criminal and civil sanctions of non-compliance in federal and state statutes.

#### **Requested information:**

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Any additional information requested from a vendor must be furnished within five (5) days from receipt of request.

**Assignment of contract:**

To assign, sublet or transfer any contract resulting from this solicitation, the vendor's written request must be approved by the State Purchasing director.

**Administrative fee:**

Awarded bidder(s) are to pay the State an administrative fee for all sales made under this contract. This fee will be 1% of the total dollar amount for all sales. The fee is to be paid each month before the 20th and will represent a single, one-time payment for all sales made in the prior month and as adjusted for errors associated with earlier months. This fee is not to be listed as a separate cost on invoices. The awarded bidder(s) will be required to provide a summary report each month before the 20th listing sales made during the prior calendar month. This report is to include the report contract number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report is to be sent electronically to telecom.admin@isd.alabama.gov. A copy of the summary report is to also accompany the payment. The remittance is to be identified with the reporting month and contract number.

Remittance is to be payable to the "State of Alabama Department of Finance" and be sent to:

Alabama Department of Finance  
Division of Accounting and Administration  
PO Box 300658  
Montgomery, Alabama 36130-0658

**Non-appropriation of funds:**

Continuation of any agreement between the State and a bidder beyond a fiscal year is contingent upon continued legislative appropriation of funds for the purpose of this bid and any resulting agreement. Non-availability of funds at any time shall cause any agreement to become void and unenforceable and no liquidated damages shall accrue to the state as a result. The State will not incur liability beyond the payment of accrued agreement payment.

**Proration:**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.



State of Alabama  
Department of Finance  
Division of Purchasing  
Master Agreement

**Modification**

**CONTRACT INFORMATION**

**MASTER AGREEMENT NUMBER:** MA 999 180000000042

**NOT TO EXCEED AMOUNT:**

Begin Date: 10/21/2017

Procurement Folder: 399472

Expiration Date: 09/30/2018

Procurement Type: Master Agreement

Solicitation Number:

Replaces Award Document:

Award Date:

Replaced by Award Document:

Modification Date: 02/08/18

Version Number: 3

**CONTACT INFORMATION**

**REQUESTOR:**

Brittany Peterson

334-242-4667

Brittany.Peterson@purchasing.alabama.gov

**ISSUER:**

Brittany Peterson

334-242-4667

Brittany.Peterson@purchasing.alabama.gov

**BUYER:**

Brittany Peterson

334-242-4667

Brittany.Peterson@purchasing.alabama.gov

**CONTRACT DESCRIPTION**

MA - Statewide Shredding Service

**Ship To:**

**Bill To:**

**REASON FOR MODIFICATION**

Correcting pricing for Lamar County

**VENDOR INFORMATION**

**Name /Address:**

VC000041814: Watchdog Document Services Inc

2031 62ND Avenue

Tuscaloosa AL 35401

**Contact:**

Tarah Perdue

2053396322

Tarah@Watchdogshredding.Com

**COMMODITY / SERVICE INFORMATION**

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	LB	\$0.120000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Fayette Shredding  
 Fayette Paper Shredding Service  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	LB	\$0.170000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Fayette Shredding  
 Fayette Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Fayette Shredding  
 Fayette Hard Drive Destruction  
 10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
4	0	LB	\$0.120000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Greene Shredding  
 Greene Paper Shredding Service  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
5	0	LB	\$0.170000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Greene Shredding  
 Greene County Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
6	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Greene Shredding  
 Greene Hard Drive Destruction  
 10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
7	0	LB	\$0.120000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Hale Shredding  
 Hale Paper Shredding Service  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
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**COMMODITY / SERVICE INFORMATION**

8	0	LB	\$0.170000	\$0.00			\$0.00	\$0.00
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96227 - Document Shredding Services  
 Hale Shredding  
 Hale Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
9	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Hale Shredding  
 Hale Hard Drive Destruction  
 10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
10	0	LB	\$0.120000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Lamar Shredding  
 Lamar Paper Shredding Service  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
11	0	LB	\$0.170000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Lamar Shredding  
 Lamar Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
12	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Lamar Shredding  
 Lamar Hard Drive Destruction  
 10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
13	0	LB	\$0.120000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Pickens Shredding  
 Pickens Paper Shredding Service  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
14	0	LB	\$0.170000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Pickens Shredding  
 Pickens Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
15	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

**COMMODITY / SERVICE INFORMATION**

96227 - Document Shredding Services  
 Pickens Shredding  
 Pickens Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
16	0	LB	\$0.120000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Sumter Shredding  
 Sumter Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
17	0	LB	\$0.170000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Sumter Shredding  
 Sumter Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
18	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Sumter Shredding  
 Sumter Hard Drive Destruction

10 each minimum pick up

Final

All terms, conditions, and any amendments to solicitation are part of this contract as if fully reproduced herein .

Approved:



**Purchasing Director**

APPROVALS			
Date	Status Before	Status After	Approver

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## On-Site Shredding Service

### TRANSFER OF SERVICE FROM PREVIOUS VENDOR TO NEW AWARDED VENDOR:

**Vendors must communicate with the agencies to arrange the pickup of previous contract holder's containers and the delivery of new containers from the newly awarded contract vendor. This is imperative to maintain shred service for each location.**

#### **AAA Certification:**

Awarded vendor(s) must maintain AAA certified by National Association Information Destruction (NAID). Failure to maintain NAID certification will result in cancellation of contract(s).

#### **Shredding Size:**

The paper should be shredded using a cross-cut shredder to effect 5/16 inch wide or smaller strips; microfilm and microfiche should be shredded to effect a 1/35- inch by 3/8- inch strips. If shredding is part of the overall destruction of Federal Tax Information (FTI), strips can in effect be set at the industry standard (currently 1/2"). However, when deviating from IRS' 5/16" requirement, FTI as long as it is in this condition (i.e., strips larger than 5/16"), must be safeguarded until it reaches the stage where it is rendered unreadable through additional means, such as burning or pulping. Pulping of data should be accomplished only after material has been shredded.

#### **IRS Requirements:**

Shredding Size is required by Internal Revenue Service (IRS). Shred Size may change periodically to remain in compliance with IRS standards.

#### **On-Site Shredding:**

Shredding must be done on-site at the requesting agency's location.

#### **Containers:**

Awarded vendor(s) must provide locking containers to all agencies who utilize this contract. A minimum of three sizes of containers must be available: appx. 35 - 45 gallon, appx. 55 - 65 gallon, and appx. 75 - 100 gallon.

#### **Certificate of Destruction:**

Awarded vendor(s) must, upon completion of each job, provide the agency with a certificate of destruction.

#### **Liability Insurance:**

Awarded vendor(s) must maintain and provide documentation of having a minimum of \$2,000,000.00 general liability insurance per NAID standards. Coverage must be maintained for the duration of the contract.

#### **Inspection:**

The State of Alabama reserves the right to make inspection of the awarded vendor(s) facilities and equipment before or during the contract period.

#### **Final Disposition of Materials:**

All materials shredded for the State of Alabama must be recycled; sending shredded materials to a landfill is unacceptable. Written documentation of final disposition may be requested by state purchasing and must be furnished by the awarded vendor(s) within two weeks of request.

#### **Annual Agreement:**

The purchase order constitutes a contract between the State of Alabama and the vendor. The vendor accepts the contract as written and will fulfill all requirements for the valid period indicated.

Changes/modifications are allowed only by a written purchase order change through the Division of Purchasing.

Invoice to be billed in arrears, to the "bill to" address.

#### **Contract period:**

Establish a 12 month contract with an option to extend for a second, third, fourth, and fifth 12 month period with the same pricing, terms and conditions. The second, third, fourth, or fifth 12 month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12 month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12 month period.

#### **Security Statement:**

Vendor shall ensure that personnel involved with an state agency project shall be advised of and acknowledge the confidential nature of information contained in state files, the safeguards required and criminal and civil sanctions of non-compliance in federal and state statutes.

#### **Requested information:**

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Any additional information requested from a vendor must be furnished within five (5) days from receipt of request.

**Assignment of contract:**

To assign, sublet or transfer any contract resulting from this solicitation, the vendor's written request must be approved by the State Purchasing director.

**Administrative fee:**

Awarded bidder(s) are to pay the State an administrative fee for all sales made under this contract. This fee will be 1% of the total dollar amount for all sales. The fee is to be paid each month before the 20th and will represent a single, one-time payment for all sales made in the prior month and as adjusted for errors associated with earlier months. This fee is not to be listed as a separate cost on invoices. The awarded bidder(s) will be required to provide a summary report each month before the 20th listing sales made during the prior calendar month. This report is to include the report contract number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report is to be sent electronically to telecom.admin@isd.alabama.gov. A copy of the summary report is to also accompany the payment. The remittance is to be identified with the reporting month and contract number.

Remittance is to be payable to the "State of Alabama Department of Finance" and be sent to:

Alabama Department of Finance  
Division of Accounting and Administration  
PO Box 300658  
Montgomery, Alabama 36130-0658

**Non-appropriation of funds:**

Continuation of any agreement between the State and a bidder beyond a fiscal year is contingent upon continued legislative appropriation of funds for the purpose of this bid and any resulting agreement. Non-availability of funds at any time shall cause any agreement to become void and unenforceable and no liquidated damages shall accrue to the state as a result. The State will not incur liability beyond the payment of accrued agreement payment.

**Proration:**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.





State of Alabama  
Department of Finance  
Division of Purchasing  
Master Agreement

**Modification**

CONTRACT INFORMATION	
<b>MASTER AGREEMENT NUMBER:</b> MA 999 180000000043	<b>NOT TO EXCEED AMOUNT:</b>
Begin Date: 10/21/2017	Procurement Folder: 399472
Expiration Date: 09/30/2018	Procurement Type: Master Agreement
Solicitation Number:	Replaces Award Document:
Award Date:	Replaced by Award Document:
Modification Date: 01/24/18	Version Number: 2

CONTACT INFORMATION		
<b>REQUESTOR:</b> Brittany Peterson 334-242-4667 Brittany.Peterson@purchasing.alabama.gov	<b>ISSUER:</b> Brittany Peterson 334-242-4667 Brittany.Peterson@purchasing.alabama.gov	<b>BUYER:</b> Brittany Peterson 334-242-4667 Brittany.Peterson@purchasing.alabama.gov

CONTRACT DESCRIPTION
MA - Statewide Shredding Service

**Ship To:**

**Bill To:**

REASON FOR MODIFICATION
Add Admin Fee %

VENDOR INFORMATION	
<b>Name /Address:</b> VC000056216: Axios Solutions Inc DBA: Secure Destruction Service P O Box 18574  Huntsville AL 35804-8574	<b>Contact:</b> Donna Landers 2565345130 dlanders@securedestruction.net

**COMMODITY / SERVICE INFORMATION**

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
1	0	LB	\$0.200000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Bibb Shredding  
 Bibb Paper Shredding Service  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
2	0	LB	\$0.400000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Bibb Shredding  
 Bibb Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
3	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Bibb Shredding  
 Bibb Hard Drive Destruction  
 10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
4	0	LB	\$0.200000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Blount Shredding  
 Blount Paper Shredding Service  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
5	0	LB	\$0.400000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Blount Shredding  
 Blount Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
6	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Blount Shredding  
 Blount Hard Drive Destruction  
 10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
7	0	LB	\$0.200000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Calhoun Shredding  
 Calhoun Paper Shredding Service  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total

**COMMODITY / SERVICE INFORMATION**

8	0	LB	\$0.200000	\$0.00			\$0.00	\$0.00
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96227 - Document Shredding Services  
 Calhoun Shredding  
 Calhoun Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
9	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Calhoun Shredding  
 Calhoun Hard Drive Destruction  
  
 10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
10	0	LB	\$0.450000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Cherokee Shredding  
 Cherokee Paper Shredding Service  
  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
11	0	LB	\$0.900000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Cherokee Shredding  
 Cherokee Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
12	0	EA	\$15.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Cherokee Shredding  
 Cherokee Hard Drive Destruction  
  
 10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
13	0	LB	\$0.140000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Chilton Shredding  
 Chilton Paper Shredding Service  
  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
14	0	LB	\$0.280000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Chilton Shredding  
 Chilton Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.  
  
 400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
15	0	EA	\$7.500000	\$0.00			\$0.00	\$0.00

**COMMODITY / SERVICE INFORMATION**

96227 - Document Shredding Services  
 Chilton Shredding  
 Chilton Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
16	0	LB	\$0.350000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Clay Shredding  
 Clay Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
17	0	LB	\$0.700000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Clay Shredding  
 Clay Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
18	0	EA	\$15.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Clay Shredding  
 Clay Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
19	0	LB	\$0.450000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Cleburne Shredding  
 Cleburne Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
20	0	LB	\$0.900000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Cleburne Shredding  
 Cleburne Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
21	0	EA	\$15.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Cleburne Shredding  
 Cleburne Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
22	0	LB	\$0.140000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
 Colbert Shredding

Final

**COMMODITY / SERVICE INFORMATION**

Colbert Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
23	0	LB	\$0.280000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Colbert Shredding

Colbert Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
24	0	EA	\$7.500000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Colbert Shredding

Colbert Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
25	0	LB	\$0.140000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Cullman Shredding

Cullman Paper Shredding Service

400 lb. minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
26	0	LB	\$0.280000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Cullman Shredding

Cullman Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
27	0	EA	\$7.500000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Cullman Shredding

Cullman Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
28	0	LB	\$0.450000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

DeKalb Shredding

DeKalb Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
29	0	LB	\$0.900000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

DeKalb Shredding

**COMMODITY / SERVICE INFORMATION**

DeKalb Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
30	0	EA	\$15.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
DeKalb Shredding  
DeKalb Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
31	0	LB	\$0.180000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Etowah Shredding  
Etowah Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
32	0	LB	\$0.360000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Etowah Shredding  
Etowah Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
33	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Etowah Shredding  
Etowah Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
34	0	LB	\$0.140000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Franklin Shredding  
Franklin Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
35	0	LB	\$0.280000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Franklin Shredding  
Franklin Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
36	0	EA	\$7.500000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Franklin Shredding

Final

**COMMODITY / SERVICE INFORMATION**

Franklin Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
37	0	LB	\$0.140000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Jackson Shredding  
Jackson Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
38	0	LB	\$0.280000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Jackson Shredding  
Jackson Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
39	0	EA	\$7.500000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Jackson Shredding  
Jackson Hard Drive Destruction

10 each minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
40	0	LB	\$0.090000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Jefferson Shredding  
Jefferson Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
41	0	LB	\$0.180000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Jefferson Shredding  
Jefferson Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
42	0	EA	\$5.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Jefferson Shredding  
Jefferson Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
43	0	LB	\$0.140000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Lauderdale Shredding

**COMMODITY / SERVICE INFORMATION**

Lauderdale Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
44	0	LB	\$0.280000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Lauderdale Shredding

Lauderdale Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
45	0	EA	\$7.500000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Lauderdale Shredding

Lauderdale Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
46	0	LB	\$0.140000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Lawrence Shredding

Lawrence Paper Shredding Service

400 lb. minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
47	0	LB	\$0.280000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Lawrence Shredding

Lawrence Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
48	0	EA	\$7.500000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Lawrence Shredding

Lawrence Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
49	0	LB	\$0.110000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Limestone Shredding

Limestone Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
50	0	LB	\$0.220000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Limestone Shredding



**COMMODITY / SERVICE INFORMATION**

Limestone Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
51	0	EA	\$5.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Limestone Shredding  
Limestone Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
52	0	LB	\$0.090000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Madison Shredding  
Madison Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
53	0	LB	\$0.180000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Madison Shredding  
Madison Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
54	0	EA	\$5.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Madison Shredding  
Madison Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
55	0	LB	\$0.350000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Marion Shredding  
Marion Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
56	0	LB	\$0.700000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Marion Shredding  
Marion Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
57	0	EA	\$15.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Marion Shredding

Final

**COMMODITY / SERVICE INFORMATION**

Marion Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
58	0	LB	\$0.140000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Marshall Shredding  
Marshall Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
59	0	LB	\$0.280000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Marshall Shredding  
Marshall Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
60	0	EA	\$7.500000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Marshall Shredding  
Marshall Hard Drive Destruction

10 each minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
61	0	LB	\$0.110000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Morgan Shredding  
Morgan Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
62	0	LB	\$0.220000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Morgan Shredding  
Morgan Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
63	0	EA	\$5.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Morgan Shredding  
Morgan Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
64	0	LB	\$0.450000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Randolph Shredding

**COMMODITY / SERVICE INFORMATION**

Randolph Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
65	0	LB	\$0.900000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Randolph Shredding

Randolph Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
66	0	EA	\$15.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Randolph Shredding

Randolph Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
67	0	LB	\$0.200000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

St. Clair Shredding

St. Clair Paper Shredding Service

400 lb. minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
68	0	LB	\$0.400000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

St. Clair Shredding

St. Clair Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
69	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

St. Clair Shredding

St. Clair Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
70	0	LB	\$0.100000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Shelby Shredding

Shelby Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
71	0	LB	\$0.200000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Shelby Shredding

**COMMODITY / SERVICE INFORMATION**

Shelby Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
72	0	EA	\$5.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Shelby Shredding  
Shelby Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
73	0	LB	\$0.180000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Talladega Shredding  
Talladega Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
74	0	LB	\$0.360000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Talladega Shredding  
Talladega Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
75	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Talladega Shredding  
Talladega Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
76	0	LB	\$0.180000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Tuscaloosa Shredding  
Tuscaloosa Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
77	0	LB	\$0.360000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Tuscaloosa Shredding  
Tuscaloosa Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
78	0	EA	\$9.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services  
Tuscaloosa Shredding

Final

**COMMODITY / SERVICE INFORMATION**

Tuscaloosa Hard Drive Destruction

10 each minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
79	0	LB	\$0.200000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Walker Shredding  
Walker Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
80	0	LB	\$0.400000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Walker Shredding  
Walker Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
81	0	EA	\$10.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Walker Shredding  
Walker Hard Drive Destruction

10 each minimum pick up

Final

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
82	0	LB	\$0.350000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Winston Shredding  
Winston Paper Shredding Service

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
83	0	LB	\$0.700000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Winston Shredding  
Winston Non-Paper Shredding Service - including: flash drives, CD/DVD, computer backups, microfiche, microfilm, etc.

400 lb. minimum pick up

Line	Quantity	UOM	Unit Price	Service Amount	Service From	Service To	Line Sub Total	Line Total
84	0	EA	\$15.000000	\$0.00			\$0.00	\$0.00

96227 - Document Shredding Services

Winston Shredding  
Winston Hard Drive Destruction

10 each minimum pick up

Approved:



Purchasing Director

APPROVALS			
Date	Status Before	Status After	Approver

**Final**

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## On-Site Shredding Service

### TRANSFER OF SERVICE FROM PREVIOUS VENDOR TO NEW AWARDED VENDOR:

**Vendors must communicate with the agencies to arrange the pickup of previous contract holder's containers and the delivery of new containers from the newly awarded contract vendor. This is imperative to maintain shred service for each location.**

#### **AAA Certification:**

Awarded vendor(s) must maintain AAA certified by National Association Information Destruction (NAID). Failure to maintain NAID certification will result in cancellation of contract(s).

#### **Shredding Size:**

The paper should be shredded using a cross-cut shredder to effect 5/16 inch wide or smaller strips; microfilm and microfiche should be shredded to effect a 1/35- inch by 3/8- inch strips. If shredding is part of the overall destruction of Federal Tax Information (FTI), strips can in effect be set at the industry standard (currently 1/2"). However, when deviating from IRS' 5/16" requirement, FTI as long as it is in this condition (i.e., strips larger than 5/16"), must be safeguarded until it reaches the stage where it is rendered unreadable through additional means, such as burning or pulping. Pulping of data should be accomplished only after material has been shredded.

#### **IRS Requirements:**

Shredding Size is required by Internal Revenue Service (IRS). Shred Size may change periodically to remain in compliance with IRS standards.

#### **On-Site Shredding:**

Shredding must be done on-site at the requesting agency's location.

#### **Containers:**

Awarded vendor(s) must provide locking containers to all agencies who utilize this contract. A minimum of three sizes of containers must be available: appx. 35 - 45 gallon, appx. 55 - 65 gallon, and appx. 75 - 100 gallon.

#### **Certificate of Destruction:**

Awarded vendor(s) must, upon completion of each job, provide the agency with a certificate of destruction.

#### **Liability Insurance:**

Awarded vendor(s) must maintain and provide documentation of having a minimum of \$2,000,000.00 general liability insurance per NAID standards. Coverage must be maintained for the duration of the contract.

#### **Inspection:**

The State of Alabama reserves the right to make inspection of the awarded vendor(s) facilities and equipment before or during the contract period.

#### **Final Disposition of Materials:**

All materials shredded for the State of Alabama must be recycled; sending shredded materials to a landfill is unacceptable. Written documentation of final disposition may be requested by state purchasing and must be furnished by the awarded vendor(s) within two weeks of request.

#### **Annual Agreement:**

The purchase order constitutes a contract between the State of Alabama and the vendor. The vendor accepts the contract as written and will fulfill all requirements for the valid period indicated.

Changes/modifications are allowed only by a written purchase order change through the Division of Purchasing.

Invoice to be billed in arrears, to the "bill to" address.

#### **Contract period:**

Establish a 12 month contract with an option to extend for a second, third, fourth, and fifth 12 month period with the same pricing, terms and conditions. The second, third, fourth, or fifth 12 month period, if agreed by both parties, would begin the day after the first, second, third, or fourth 12 month period expires. Any successive extension must have written approval of both the state and vendor no later than 30 days prior to expiration of the previous 12 month period.

#### **Security Statement:**

Vendor shall ensure that personnel involved with an state agency project shall be advised of and acknowledge the confidential nature of information contained in state files, the safeguards required and criminal and civil sanctions of non-compliance in federal and state statutes.

#### **Requested information:**

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Any additional information requested from a vendor must be furnished within five (5) days from receipt of request.

**Assignment of contract:**

To assign, sublet or transfer any contract resulting from this solicitation, the vendor's written request must be approved by the State Purchasing director.

**Administrative fee:**

Awarded bidder(s) are to pay the State an administrative fee for all sales made under this contract. This fee will be 1% of the total dollar amount for all sales. The fee is to be paid each month before the 20th and will represent a single, one-time payment for all sales made in the prior month and as adjusted for errors associated with earlier months. This fee is not to be listed as a separate cost on invoices. The awarded bidder(s) will be required to provide a summary report each month before the 20th listing sales made during the prior calendar month. This report is to include the report contract number, purchasing entity, sales amount, and fee amount. A report is due even when there is no activity. This report is to be sent electronically to telecom.admin@isd.alabama.gov. A copy of the summary report is to also accompany the payment. The remittance is to be identified with the reporting month and contract number.

Remittance is to be payable to the "State of Alabama Department of Finance" and be sent to:

Alabama Department of Finance  
Division of Accounting and Administration  
PO Box 300658  
Montgomery, Alabama 36130-0658

**Non-appropriation of funds:**

Continuation of any agreement between the State and a bidder beyond a fiscal year is contingent upon continued legislative appropriation of funds for the purpose of this bid and any resulting agreement. Non-availability of funds at any time shall cause any agreement to become void and unenforceable and no liquidated damages shall accrue to the state as a result. The State will not incur liability beyond the payment of accrued agreement payment.

**Proration:**

Any provision of a contract resulting from this bid to the contrary notwithstanding, in the event of failure of the State to make payment hereunder as a result of partial unavailability, at the time such payment is due, of such sufficient revenues of the State to make such payment (proration of appropriated funds for the State having been declared by the governor pursuant to Section 41-4-90 of the Code of Alabama 1975), the contractor shall have the option, in addition to the other remedies of the contract, of renegotiating the contract (extending or changing payment terms or amounts) or terminating the contract.