



El Dorado County Master Report

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File Number: 06-1335

File ID: 06-1335

Type: Agenda Item

Status: Clerk's Inbox

Version: 1

Reference:

In Control: Board Of Supervisors

Created: 08/15/2006

Agenda Title: Agreement #097-S0711 with Shred-It Reno, Inc.

Final Action:

Title: Chief Administrative Office, Procurements and Contracts Division, recommending your Board: 1) Approve Agreement #097-S0711 with Shred-It Reno, Inc., for document destruction services for the East Slope on an "as requested" basis County-wide for a total amount not to exceed \$20,000.00 for a two (2) year period; 2) Make findings that it is more economical and feasible to contract out the needed services in accordance with Section 3.13.030 of the County Ordinance; and 3) authorize the Chairman to execute said Agreement.

RECOMMENDED ACTION: Approve

FUNDING: Funding sources for these services is in each Department's budget (General and Non-General Fund)

Agmt available in Clerk's packet & on web

Notes: CAO Remarks: Retroactive as to TERM (9/1/06) due to unforeseen delays in receiving appropriate documentation from the Contractor, such as insurance certificates, pricing, etc.

Recommend approval.

Code Sections:

Agenda Date: 09/12/2006

Agenda Number:

Sponsors:

Enactment Date:

Attachments: 097-S0711 BLUE.PDF ,097-S0711 with Shred-It Reno, Inc.

Enactment Number:

Same:

Hearing Date:

Contact: Pam Carlone, Admin. Tech., Ext. 5833

Next Meeting Date:

Approval History

Version	Date	Approver	Action
1	08/29/2006		Approved
1	08/29/2006		Delegate
1	08/29/2006		Approved
Notes	Consent; Agreement is retroactive, but this seems to be due to the vendor getting in turned in late (didn't sign until 8-23)		
1	09/01/2006		Approved
Notes	Retroactive as to TERM (9/1/06) due to unforeseen delays in receiving appropriate documentation from the Contractor, such		

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 06-1335

Chief Administrative Office, Procurements and Contracts Division, recommending your Board: 1) Approve Agreement #097-S0711 with Shred-It Reno, Inc., for document destruction services for the East Slope on an "as requested" basis County-wide for a total amount not to exceed \$20,000.00 for a two (2) year period; 2) Make findings that it is more economical and feasible to contract out the needed services in accordance with Section 3.13.030 of the County Ordinance; and 3) authorize the Chairman to execute said Agreement.

RECOMMENDED ACTION: Approve

FUNDING: Funding sources for these services is in each Department's budget (General and Non-General Fund)

Reason for Recommendation: The Procurement and Contracts Division has processed Agreement #097-S0711 with Shred-It Reno, Inc. to provide document destruction for the East Slope on an "as requested" basis County-wide. The Agreement is for a total amount not to exceed \$20,000 for the period of September 1, 2006 through August 31, 2008.

Staff started the negotiations of this Agreement in June, however, this Agreement is being brought before your Board 12 days past the effective date of the Agreement due to unforeseen delays in receiving appropriate documentation from the Contractor, such as insurance certificates, pricing, etc.

Your Board is being asked to find that it is more economical and feasible to obtain an outside contractor to provide document destruction services for County Departments on the East Slope, rather than to create new County job classifications and obtain the specialized equipment and facilities necessary to perform the services.

The County Officer or employee with responsibility for administering this Agreement is Bonnie H. Rich, Procurement and Contracts Manager.

Agreement #097-S0711 has been approved by County Counsel and Risk Management.

Fiscal Impact/Change to Net County Cost: No change in net County Cost.

Action to be taken following Board approval: Following Board approval, County Clerk's Office will forward executed Agreement to Procurement and Contracts for distribution, administration and encumbrance as needed.