



County of El Dorado

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Legislation Details (With Text)

File #: 12-0279 **Version:** 1

Type: Agenda Item **Status:** Approved

File created: 2/23/2012 **In control:** Board of Supervisors

On agenda: 3/13/2012 **Final action:** 3/13/2012

Title: Chief Administrative Office, Procurement and Contracts Division, recommending the Board:
 1) Approve Agreement for Services 416-S1211 with Viking Shred of Sacramento for the destruction of confidential documents, e-waste, and other media for departments located on the West Slope; and
 2) Authorize the Chair to execute same for a three year term in an amount not to exceed \$100,000.

FUNDING: General Fund and Non-General Fund.

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Agreement 416-S1211 and Blue Route.pdf

| Date | Ver. | Action By | Action | Result |
|-----------|------|----------------------|----------|--------|
| 3/13/2012 | 1 | Board of Supervisors | Approved | Pass |

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| BUDGET SUMMARY: | | |
|---------------------------|--------------|--------------|
| Total Estimated Cost | | \$100,000.00 |
| Funding | | |
| Budgeted | \$100,000.00 | |
| New Funding | \$ | |
| Savings | \$ | |
| Other | \$ | |
| Total Funding Available | \$100,000.00 | |
| Change To Net County Cost | | \$ |

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

Reason for Recommendation: Viking Shred is a fully HIPAA compliant service provider that supplies locking consoles and bins, performs secured shredding on-site, and maintains equipment and facilities that meet or exceed the federal requirements for the destruction of confidential documents and electronic waste. The primary departments that utilize these services are:

County Counsel
Chief Administrative Office
Sheriff's Office
Health and Human Services Agency
Child support Services
Recorder-Clerk
Human Resources
Risk Management
District Attorney
Veterans Services Probation

Action to be taken following Board approval: Upon signature by the Board Chair, the Procurement and Contracts Division will finalize contract processing and notify all departments of the new contract.

Contact: Terri Daly x5530

Concurrences: County Counsel and Risk Management