



County of El Dorado

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Legislation Text

File #: 12-0279, Version: 1

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.

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