



# 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

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  
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### 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