



County of El Dorado

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Legislation Text

File #: 11-0095, **Version:** 1

Chief Administrative Office, Procurement and Contracts Division, recommending the Board approve and authorize the Chair to sign Amendment II to Agreement for Services 631-S0910 with Viking Shred of Sacramento increasing the not to exceed amount of the Agreement by \$42,530 for a total not to exceed amount of \$100,000 for a two-year period through April 30, 2012 for the destruction of confidential documents, e-waste, and other media for County departments located on the western slope.

FUNDING: General Fund and Non-General Fund.

BUDGET SUMMARY:		
Contract History		
Original Agreement	\$53,768.00	
Amendment I	\$ 3,702.00	
Amendment II	\$42,530.00	
Total Funding Available	\$100,000.00	
Change To Net County Cost		\$0

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

Background: On March 3, 2009 the Purchasing Agent executed Agreement for Services #631-S0910 with Viking Shred of Sacramento with a term of May1, 2009 through April 30, 2011 in the amount of \$53,768.00 for the destruction of confidential documents for County departments located on the Western Slope. Amendment I increased the scope of services to include the destruction of electronic waste, extended the term for one additional year, and increased the total not to exceed amount of the contract to \$57,470.00. Amendment II increases the total not to exceed amount to \$100,000.00.

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.

Reason for Recommendation: There are fourteen months remaining on the existing contract and there are insufficient funds available to cover expenses that will be incurred during that period; therefore, an increase to the compensation is necessary to allow for payment of continued services. The primary departments that utilize these services are:

County Counsel

Chief Administrative Office
Sheriff's Office
Human Services
Health Services
Child Support Services
Recorder-Clerk
Human Resources
Risk Management
District Attorney
Veterans Services
Probation

Action to be taken following Board approval: Procurement and Contracts will increase the contract encumbrance.

Contact: Terri Daly, Purchasing Agent x5530

Concurrences: County Counsel and Risk Management