



STATE OF UTAH "BEST VALUE" COOPERATIVE CONTRACT  
CONTRACT NUMBER: PA376 Page 1 of 4

May 01, 2015

Revision #

State Purchasing Agent: Linda Crawford  
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**Item: Collection and Shredding of Office Wastepaper**

Salt Lake

Vendor: 52166f  
(Columbus Community Center)

Columbus Secure Document Solutions  
3495 S. West Temple  
Salt Lake City, UT 84115  
[www.columbusseureshredding.com](http://www.columbusseureshredding.com)

Contact:

Natalie Hewlett

Telephone:

801-262-1994 ext. 128 or (801) 309-5237

Fax number:

801-262-2066

Email address:

[nhewlett@columbusserves.org](mailto:nhewlett@columbusserves.org)

Northern Region

Vendor: 58970E

Enable Utah  
2640 Industrial Drive  
Ogden, UT 84401  
[www.enableutah.com](http://www.enableutah.com)

Contact:

Mark Jones

Telephone:

801-737-4101

Cell number:

801-510-2743

Fax number:

801-737-8881

Email address:

[mjones@enableutah.org](mailto:mjones@enableutah.org)

Account Manager:

Julie Gardiner

Telephone:

801-452-8122

Fax number:

801-621.6625

Email address:

[jgardiner@enableindustries.com](mailto:jgardiner@enableindustries.com)

**(Please note: TURN does not do onsite Shredding)**

Southern Region

Vendor: 06088I

TURN Secure Shredding  
573 N. Fort Cedar Blvd  
Cedar City, UT 84720

Contact:

Cameron Abbaticchio

Telephone:

435-586-7207

Fax number:

435-586-7409

Email address:

[cameronabbaticchio@turndreams.org](mailto:cameronabbaticchio@turndreams.org)

Account manager:

Phil Shumway

Telephone:

801-524-8603

Cell number:

801-725-5230

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**STATE OF UTAH "BEST VALUE" COOPERATIVE CONTRACT  
 CONTRACT NUMBER: PA376 Page 2 of 4**

**May 01, 2015**

Reporting type:	Line item
Price:	See attached price list
Terms:	Net 30
Effective dates:	4/01/2013 through 3/31/2018
Renewal options remaining:	None
Days required for delivery:	N/A
Price guarantee period:	1 year
Minimum order:	See Pricing Section
Online ordering:	N/A

Additional Services

Non-paper media: Destruction of hard drives, microfilm, CDs and diskettes

**This is a new contract with the same vendor.**

Contract set aside by the Purchasing from People with Disabilities Advisory Board  
 The administrative fee for this contract is **0.1%** and is already included in the contract price.

This contract covers only those items listed in the price schedule. It is the responsibility of the agency to ensure that other items purchased are invoiced separately. State agencies will place orders directly with the vendor creating a PRC in Finet. Agencies will return to the vendor any invoice which reflects incorrect pricing.

**Environmentally friendly items are marked in green.**

**Pricing**

**Off Site Plant Based**

Shredding will be done in a secure, AAA Certified facility

**Salt Lake and Utah County**

- Up to 3 containers for each service location on an invoice (64 Gal or Console)
  - \$8.40 per container
- 4 or more containers for each service location on an invoice (64 gal or Console)
  - \$26.25 minimum (up to 416 pounds)
  - \$.063 per pound (over 417 pounds)
  - The number of pounds is the total for all containers at a service location.

**All Locations other than Salt Lake and Utah County**

- \$26.25 minimum for each service location on an invoice (up to 416 pounds)
- \$.063 per pound for each service location on an invoice (over 417 pounds)
- The number of pounds is the total for all containers at a service location.

There will be a \$10.00 trip charge per service location outside of a 30 mile radius from the document destruction provider. The trip charge does not apply to locations in Summit and Tooele Counties.



# STATE OF UTAH "BEST VALUE" COOPERATIVE CONTRACT CONTRACT NUMBER: PA376 Page 3 of 4

May 01, 2015

## **Purges**

- \$26.25 minimum (up to 416 pounds)
- \$.063 per pound (over 417 total pounds)

## **Non-paper**

- \$.37 per pound

## **Hard Drives**

- \$3.15 each

## **On Site Mobile**

- \$26.25 minimum for each service location on an invoice with less than 3 containers
- \$11.55 per container for each service location on an invoice with 3 or more containers

## **Additional Services**

The services listed here may also be provided and priced separately when approved by the board. Vendor shall notify State Purchasing of each new service by providing a summary of the service and the pricing for the service.

\*Vendor reserves the right to negotiate a fuel surcharge if the price of fuel exceeds \$4.00 per gallon.

## **Specifications**

### **Price Guarantee:**

All pricing must be guaranteed for one year.

### **Price Reductions:**

It is understood and agreed that in the event of a reduction in price, the State of Utah will be given the full benefit of such decrease.

### **Mandatory Usage Report Requirement:**

One of the primary goals in administering this contract is to keep accurate records regarding its actual value. Consequently, the contractors will be required to provide quarterly usage reports. Initiation and submission of the quarterly reports are to be the responsibility of the contractor without prompting or notification by the contract manager. The quarterly usage reports need to be submitted to the Division of Purchasing & General Services within thirty days after the end of each calendar quarter. The quarters will end on March 31, June 30, September 30, and December 31, of each year during the life of the contract. Failure to comply with this requirement may result in contract cancellation.

### **Requirements:**

- Deliver a "Certificate of Destruction" to the requesting agency for all paper shredded.
- Shred material to a size that meets all state and federal requirements.



**STATE OF UTAH "BEST VALUE" COOPERATIVE CONTRACT  
CONTRACT NUMBER: PA376 Page 4 of 4**

**May 01, 2015**

- Recycle all shredded material.
- Transport all material in a manner that will ensure security.
- Follow secure shredding process and standards and chain of custody process flow.
- Provide uniforms and clearly visible ID's for pickup personnel.
- Provide and place confidential lock boxes commensurate with the needs of the requesting agency free of charge.
- Pick up from multiple locations within a building as required by the requesting agency.
- For on-site shredding, an auditor must be able to watch the destruction if required by the requesting agency.
- Maintain liability insurance, including errors and omissions, in the minimum amount of two million (\$2,000,000) per incident, and any other insurance coverage required by state, federal, and cities.
- Submit monthly invoices as requested by the individual agencies.

**Finet Commodity Codes (for Agency Use Only):**

96270 - Recycling Services, (Including Collection)

98124 - Containers, All Kinds (Including Recycling Collection Containers) Rental or Lease

00000000000 - Generic Commodity Code

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**REVISION HISTORY:**