

35-06SEP17 - Records Storage and Management - Term and Supply

Bid Tabulation

Vendor		Underground Records Management LLC			
Pricing		Circuit Clerk		Recorder	
4.2.	Transfer Cost (Lump Sum)	\$0.00		\$0.00	
4.2.1.	Option of County Delivery and Cost				
	Yes or No	Y		Y	
	Cost	\$0.00		\$0.00	
4.3.	Monthly Storage				
a	Standard Box	\$0.20	each		
b	Long Box	\$0.28	each		
c	Metal File Cabinet	\$1.12	each		
d	Record Book	\$0.20	each		
e	Fed Ex Box	\$0.20	each		
4.4.	Secure, Locked Room/Media Vault (per month)				
a	Standard Box	\$0.38	each	\$0.55	each
b	Long Box	\$0.56	each		
c	File/Arpeture	\$2.24	each	\$2.24	each
d	Record Book	\$0.38	each		
e	Fed Ex Box	\$0.38	each		
4.5.	Vendor Pickup and Delivery				
a	File/Arpeture	\$15 round trip + \$1/item after first		will not move metal arpeture	
b	Box	\$15 round trip + \$1/item after first		\$15 round trip + \$1/item after first	
4.6.	Boone County Pickup and Delivery				
a	File/Arpeture	\$0.00	each	\$0.00	each
b	Box	\$0.00	each	\$0.00	each
4.7.	Other Fees				
a	Open Account	\$0.00	each	\$0.00	each
b	Close Account	\$0.00	each	\$0.00	each
c	Other	none		none	
4.8.	Pickup/Delivery Round Trip				
a	Courthouse	\$15 round trip + \$1/item after first			
b	Government Center	\$15 round trip + \$1/item after first			
c	Johnson Building	\$15 round trip + \$1/item after first			
d	Public Works North	\$15 round trip + \$1/item after first			
e	Public Works South	\$15 round trip + \$1/item after first			
f	Sheriff Department	\$15 round trip + \$1/item after first			
g	Juvenile Justice Center	\$15 round trip + \$1/item after first			
4.9.	Emergency Delivery	\$35.00	each	\$35.00	each
4.10.	Receiving/Handling	\$1.60	each	\$1.60	each
4.11.	Inventory Listing	\$0.00		\$0.00	

		Underground Records Management LLC			
4.12.	Temporary Withdrawal				
a	File/Arpeture	\$1.95	each	will not move metal arpeture	
b	Box	\$1.95	each	\$1.95	each
4.13.	Permanent Withdrawal				
a	File/Arpeture	\$1.95	each	will not move metal arpeture	
b	Box	\$1.95	each	\$1.95	each
4.14.	Refiling				
a	File/Arpeture	\$1.95	each	will not move metal arpeture	
b	Box	\$1.95	each	\$1.95	each
4.15.	Facsimile	\$0.25	/page		
4.16.	Photocopy				
a	By Vendor	\$1.00	/page		
b	By County	\$0.25	/page		
4.17.	Records Destruction, Pickup				
a	Standard Box	\$3.60	each		
b	Long Box	\$7.20	each		
c	Metal File Cabinet	\$7.20	each		
d	Record Book	\$3.60	each		
e	Fed Ex Box	\$3.60	each		
4.18.	Records Shredding				
a	Paper	\$0.08	/pound		
b	Mixed Media				
4.19.	Termination	\$0.00	/cubic ft	\$0.00	/cubic ft
4.33.	Additional Information (Recorder)				
a	Construction Materials				
a.1	Floors	8 inch thick concrete			
a.2	Walls	Natural limestone rock facility			
a.3	Roof	Natural limestone rock facility			
b	Security	24 hour monitored security with multiple cameras. Fire suppression and smoke alarms. Punch code doors.			
b.2.	Personnel	State and federal background checks and 5panel drug testing			
c	Storing Requirements	Barcodes on all items. Orders by phone, email, or website.			
d.	Access Control	Included			
d.1.	Juvenile Records	Provided			
e	Disaster Plan	Provided			
f	Destruction	Provided			
f.1.	Obsolete Records	Included			
f.2.	Shredding	Cross cut paper only shredder on site			
g	Transmittal Procedures	See Bid Response			

No Bids
IMS
Photikon
Fry-Wagner