

ARLINGTON COUNTY, VIRGINIA  
OFFICE OF THE PURCHASING AGENT  
2100 CLARENDON BOULEVARD, SUITE 500  
ARLINGTON, VIRGINIA 22201

**NOTICE OF RENEWAL**

<b>TO:</b> SAFEGUARD SHREDDING	ORIGINAL DATE ISSUED:	NOVEMBER 4, 2015
6744 GRAVEL AVENUE	CONTRACT NO:	16-055
ALEXANDRIA, VA 22310	CONTRACT TITLE:	RECORD DESTRUCTION SERVICES

**THIS IS A NOTICE OF RENEWAL AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.**

The contract documents consist of the terms and conditions of AGREEMENT No. **16-055** including any attachments or amendments thereto.

**EFFECTIVE DATE:** NOVEMBER 13, 2022

**EXPIRES:** NOVEMBER 12, 2023

**RENEWALS:** TWO (2) ONE-YEAR RENEWALS REMAINING.

**EMPLOYEES NOT TO BENEFIT:**

**NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.**

<b><u>VENDOR CONTACT:</u></b> BRAD SCHOFIELD	<b><u>VENDOR TEL. NO.:</u></b>	<b><u>(703) 224-3000</u></b>
<b><u>EMAIL ADDRESS:</u></b> BRAD@SAFEGUARDSHRED.COM		
<b><u>COUNTY CONTACT:</u></b> ISHAI TRANI (DTS)	<b><u>COUNTY TEL. NO.:</u></b>	<b><u>(703) 228-3408</u></b>
<b><u>COUNTY CONTACT EMAIL:</u></b> <a href="mailto:ITRANI@ARLINGTONVA.US">ITRANI@ARLINGTONVA.US</a>		

**CONTRACT AUTHORIZATION**

THE COUNTY BOARD OF ARLINGTON  
COUNTY, VIRGINIA

PRINT: DR. SHARON T. LEWIS

SIGNATURE: Dr. SHARON T. LEWIS

TITLE: PURCHASING AGENT

DATE: 11/8/2022

SAFEGUARD SHREDDING

PRINT: Brad Schofield

SIGNATURE: Brad Schofield

TITLE: President

DATE: 11/8/2022

**Safeguard Shredding**

Categories of Record Destruction*	Unit	Price	Annual Number of Units	Total Price (Price x Annual Number of Units)
<b>Paper Destruction</b>				
Box	1.2 Cubic Ft	1.93	500	965
Box	2.4 Cubic Ft	3.75	200	750
Security Container	64 Gallon	9.75	1300	12675
Container	96 Gallon	14.75	100	1475
Service Visit**	Per Visit	24.25	100	2425
<b>Media Destruction</b>				
Box	1.2 Cubic Ft	5.75	25	143.75
Box	2.4 Cubic Ft	12	5	60
Media Container	32 Gallon	25	5	125
Media Container	65 Gallon	49	5	245
Hard Drive	Unit	3.45	750	2587.5
Service Visit**	Per Visit	24.25	12	291
<b>TOTAL</b>				21451.25

**Proshred**

Categories of Record Destruction*	Unit	Price	Annual Number of Units	Total Price (Price x Annual Number of Units)
<b>Paper Destruction</b>				
Box	1.2 Cubic Ft	3	500	1500
Box	2.4 Cubic Ft	5	200	1000
Security Container	64 Gallon	9	1300	11700
Container	96 Gallon	13	100	1300
Service Visit**	Per Visit	30	100	3000
<b>Media Destruction</b>				
Box	1.2 Cubic Ft	12.5	25	312.5
Box	2.4 Cubic Ft	20	5	100
Media Container	32 Gallon	100	5	500
Media Container	65 Gallon	150	5	750
Hard Drive	Unit	5	750	3750
Service Visit**	Per Visit	100	12	1200
<b>TOTAL</b>				23912.5

**Office Shredding**

Categories of Record Destruction*	Unit	Price	Annual Number of Units	Total Price (Price x Annual Number of Units)
<b>Paper Destruction</b>				
Box	1.2 Cubic Ft	3	500	1500
Box	2.4 Cubic Ft	4	200	800
Security Container	64 Gallon	20	1300	26000
Container	96 Gallon	30	100	3000
Service Visit**	Per Visit	0	100	0
<b>Media Destruction</b>				
Box	1.2 Cubic Ft	25	25	625
Box	2.4 Cubic Ft	35	5	175
Media Container	32 Gallon	55	5	275
Media Container	65 Gallon	75	5	375
Hard Drive	Unit	5	750	3750
Service Visit**	Per Visit	0	12	0
<b>TOTAL</b>				<b>36500</b>