



Board Agenda Item 45

DATE: August 7, 2018

TO: Board of Supervisors

SUBMITTED BY: Robert W. Bash, Director of Internal Services/Chief Information Officer

SUBJECT: Retroactive Assignment of Agreement No. 13-693 for the Shredding and Destruction of Confidential Documents and of Information Media

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute a retroactive assignment of Agreement No. 13-693 from Loss Protection and Investigations, Inc., to Iron Mountain Secure Shredding, Inc., for the shredding and destruction of confidential documents and information media.

Approval of the recommended action will ensure that departments continue to receive confidential document and information media destruction services during the remainder of the contract period. This item affects locations countywide.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, it would result in disruption to document and media destruction services for County departments.

RETROACTIVE AGREEMENT:

The recommended assignment of agreement is retroactive to May 1, 2018, the date when Loss Protection and Investigations, Inc. (LPI) was purchased by Iron Mountain Secure Shredding (Iron Mountain).

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action.

DISCUSSION:

On November 12, 2013, your Board approved Agreement 13-693 with LPI to provide services for the shredding and destruction of confidential documents and information media such as hard drives, CD/DVDs, and other computer-related storage devices. The approved Agreement was effective for a three-year initial term, with the option for two, one-year extensions, with a maximum cost of \$375,000 over the potential five-year term. The Agreement was effective January 1, 2014 and expires December 31, 2018. An RFQ to secure future services is currently underway.

Effective May 1, 2018, LPI sold its corporate assets to Iron Mountain. As a result of the acquisition of LPI by Iron Mountain, the parties are requesting the County consent to the assignment of all of LPI's rights and obligations under the County's current agreement with LPI, to Iron Mountain.

Approval of the recommended action will assign all rights, interests, obligations, responsibilities, and liabilities of LPI under the existing Agreement 13-693 to Iron Mountain. The assignment shall be retroactive to May 1, 2018, the date that Iron Mountain purchased LPI. All other terms and conditions of the Agreement remain the same.

REFERENCE MATERIAL:

BAI #29, November 12, 2013

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Assignment of Agreement

CAO ANALYST:

Juan Lopez