

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF STATE PURCHASING
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

STATE TERM SCHEDULE: DOCUMENT MANAGEMENT, DESTRUCTION

STATE AND LOCAL GOVERNMENT PRICING SCHEDULE

SCHEDULE NUMBER: 7736400206

EFFECTIVE DATES: 11/15/05 TO 11/30/08

The Department of Administrative Services has completed the evaluation and analysis of the State Term Schedule (STS) offering submitted by the Contractor as listed herein. The Contractor listed herein has been determined to provide competitive, economical and reasonable pricing for the items contained in their offer. The respective offer, including the Standard Contract Terms & Conditions, any proposal amendment, special contract terms & conditions, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this State Term Schedule.

This State Term Schedule is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Schedule is renewed, terminated, or cancelled in accordance with the Standard Contract Terms and Conditions dated 02/15/05.

This State Term Schedule is available to all state agencies, state institutions of higher education and political subdivisions properly registered as members of the Cooperative Purchasing Program of the Department of Administration Services, as applicable.

Agencies are eligible to make purchases of the supplies and/or services in any amount and at any time as determined by the agency (see maximum order limit). The State makes no representation or guarantee that agencies will purchase the supplies and/or services approved in the State Term Schedule.

State agencies may make purchases under this State Term Schedule up to \$1000.00 using the state of Ohio payment card. Any purchases that exceed \$1000.00 will be made using the official state of Ohio purchase order (ADM-0523). Any non-state agency, institution of higher education or Cooperative Purchasing member will use forms applicable to their respective agency.

Questions regarding this and/or the State Term Schedule may be directed to:

Janice Fitzpatrick
janice.fitzpatrick@das.state.oh.us

This State Term Schedule and any Amendments thereto are available from the DAS website at the following address:



<http://www.ohio.gov/procure>

Signed: _____
Nikki Guilford, Interim Director Date

APPROVED PRODUCTS/SERVICES: Only those vendors, products or services as listed in the price pages, approved by the Office of State Purchasing, may be purchased from this State Term Schedule. Any vendors, prices, terms, conditions, products or services not listed in the approved price sheets are outside the scope of this schedule.

MANDATORY USE CONTRACTS: All General Distribution Contracts (GDC), Limited Distribution Contracts (LDC), Multiple Award Contracts (MAC), and Request For Proposals (RFP) take precedence over this State Term Schedule (STS). This STS is only for governmental entities without a mandatory use contract.

EXCLUDED ITEMS: (State Agencies Only) In accordance with the Ohio Revised Code Sections 5147.07, 4115.31, through 4115.35, 5119.16 and 3304.28 through 3304.33 state agencies are required to purchase through Ohio Penal Industries (OPI); Community Rehabilitation Programs (CRP); Department of Mental Health (DMH) Office of Support Services (Central Warehouse and Pharmacy Services); and Rehabilitation Services Commission (RSC). State agencies must obtain a waiver from OPI, CRP, DMH Central Warehouse or Pharmacy Services, and/or RSC to procure from this schedule.

SPECIAL NOTE: THE STATE OF OHIO INCLUDING BUT NOT LIMITED TO ITS AGENCIES, BOARDS, COMMISSIONS, DEPARTMENTS, STATE UNIVERSITIES, STATE VOCATIONAL SCHOOLS, STATE COMMUNITY COLLEGES OF OHIO, AND ANY ENTITY AUTHORIZED BY LAW TO USE THIS STATE TERM SCHEDULE (THE "STATE") IS NOT OBLIGATED TO PROCURE ANY PRODUCTS OR SERVICES FROM THIS STATE TERM SCHEDULE. THIS TERM SCHEDULE SHALL NOT BE CONSTRUED TO PREVENT THE STATE FROM PURCHASING PRODUCTS OR SERVICES USING OTHER PROCUREMENT METHODS AS AUTHORIZED BY LAW.

NOTICE TO CONTRACTOR/VENDOR: It is the responsibility of the contractor's contact to maintain this State Term Schedule with current information. All updates i.e., telephone numbers contact names, email addresses, tax identification number, prices, and catalogs etc., are required to be processed through the formal amendment authorization process which is initiated by way of a written request from the contractor's contact.

CONTRACTOR INDEX

CONTRACTOR:

55850
Royal Document Destruction
861 B. Taylor Road
Gahanna, OH 43230

TERMS: Net 30 Days

DELIVERY: 30 Days A.R.O.

FOB Destination: freight prepaid

* CONTRACTOR'S CONTACT:

Ms. Brenda Rutledge
Email: brenda@royaldocumentdestruction.com
Telephone: (614) 751-9731
Fax: (614) 552-2377
Web: www.royaldocumentdestruction.com

CONTRACTOR'S MIS/IT CONTACT:

Ms. Brenda Rutledge
Email: brenda@royaldocumentdestruction.com
Telephone: (614) 751-9731
Fax: (614) 552-2377
Web: www.royaldocumentdestruction.com

* CONTRACTOR'S USAGE AND REVENUE SHARE CONTACT:

Ms. Brenda Rutledge
Email: brenda@royaldocumentdestruction.com
Telephone: (614) 751-9731
Fax: (614) 552-2377
Web: www.royaldocumentdestruction.com

* Indicates updated contractor's contact information.

BASIC ORDER LIMITATIONS

Minimum: \$25.00

Maximum: 4 or more totes or cabinets - Agencies should contact State Purchasing when they expect to exceed the Maximum Order Limitation.

Rate Schedule:

Contact contractor's contact for catalog(s) and price list.
 Reference Price List dated April 19, 2005
 Net prices reflect a 15% discounted off list price
 All prices based on a per pick-up basis
 All prices based on one pick-up per month
 Will pick-up, certify shred documents, and send a certificate of destruction verifying the proper destruction:
 Flat fee of \$20.00 per pick-up for service to counties surrounding Franklin and Hamilton, Clermont, Warren, Butler, Pickaway, Fairfield, Licking, Delaware, Union, and Madison Counties.

Number of Containers (Totes or Cabinets)	Off-Site Service Each	On-Site Service Each
1	\$25.00	\$35.00
2	\$30.00	\$40.00
3	\$35.00	\$45.00
4 or more	Negotiable	Negotiable

CONTRACTOR INDEX

P.O.'s To:	Remit To:	Contractor/Dealer Contact:
Contract ID: 7736400206-1 Vendor ID: 55850 Royal Document Destruction 861 B. Taylor Road Gahanna, OH 43230	Contract ID: 7736400206-1 Vendor ID: 55850 Royal Document Destruction 861 B. Taylor Road Gahanna, OH 43230	Ms. Brenda Rutledge Email: brenda@royaldocumentdestruction.com Telephone: (614) 751-9731 Fax: (614) 552-2377 Web: www.royaldocumentdestruction.com 
Item Description:	OAKS Category ID:	Service Counties:
Document destruction, shredding, all inclusive	80101500	Franklin, Hamilton, Clermont, Warren, Butler, Pickaway, Fairfield, Licking, Delaware, Union, and Madison Counties

* Indicates updated contractor's contact information.

SUMMARY OF AMENDMENTS

Amendment Number	Revision Date	Description
3	08/27/08	To indicate updated contractor's contact information.
2	07/15/08	To notify the contractor that this contract expires 11/31/08 and will not be renewed for the following reason(s): Annual sales have not met the \$50,000 threshold.
1	04/30/07	To indicate contractor address change. Summary of amendments page added. Contract repaginated.