



CITY OF FORT LAUDERDALE BID TABULATION

RFP 12257-095  
 DESCRIPTION: RECORDS STORAGE, RETRIEVAL & DISPOSAL SVCS  
 OPEN DATE: 4/10/2019

VENDOR		VRC Companies, LLC		International Data Depository	
LOCATION		Memphis, TN		Miami, FL	
LOCAL PREFERENCE		N/A		N/A	
P-CARD		Visa/MC		Visa/MC	
DESCRIPTION	QTY	Price per Service	Total Cost	Price per Service	Total Cost
1 Initial Transfer Costs – New Contractor, per specs.	24578 Ea.	\$0.00	\$0.00	\$0.00	\$0.00
2 Initial Transfer Costs – Current Contractor. Cost of providing assistance in records removal, per specs.	24578 Ea.	\$0.00	\$0.00	\$0.00	\$0.00
3 Storage Cost per Standard Box – Monthly Cost for 23,527 boxes times 12 months = 282,324 to be used for an annual cost. Boxes are the standard size of 1.2 cubic feet.	282324 Box	\$0.13	\$36,702.12	\$0.11	\$31,055.64
4 Storage Cost per Plan Bag – Monthly Cost for 15 Bags times 12 months = 180 to be used for an annual cost. Bags are 2.4 cubic feet. Plastic Sealable Bag - 15" x 48"	180 Bag	\$0.15	\$27.00	\$0.14	\$25.20
5 Storage Cost per Box (Check), per specs. Monthly Cost for 425 check boxes times 12 months = 5,100 to be used for an annual cost. (24" x 9" x 4")	5100 Box	\$0.08	\$408.00	\$0.08	\$408.00
6 Storage Cost per Plan Box (Odd Sizes), 10" x 10" x 36" or other odd sizes, per specs. Monthly Cost for 540 plan and odd size boxes times 12 months = 6,480 Boxes to be used for an annual cost. Plan boxes are 2.08 cubic feet.	6480 Box	\$0.15	\$972.00	\$0.14	\$907.20
7 Storage Cost per C-Bin – Monthly Cost for 71 C-Bins times 12 months = 852 to be used for an annual cost. C-Bins are the standard size of 20.8 cubic feet.	852 Box	\$12.00	\$10,224.00	\$3.00	\$2,556.00
8 Vault Storage - Cost to store City records in fireproof/ waterproof vault. Unit cost per month times 12 mths.	12 Mths	\$0.25	\$3.00	\$0.24	\$2.88
9 Standard Retrieval – Cost of "standard" retrieval per box (any size) (24 hr.) per specs. Est. quantity includes box retrievals and returns. State any variation, if applicable, from City's "standard" definition.	3757 Box	\$1.25	\$4,696.25	\$0.90	\$3,381.30
10 Standard Retrieval – Cost of "standard" retrieval per rack/file from C-bin (24 hr.) per specs. Est. quantity includes rack/file retrievals and returns. State any variation, if applicable, from City's "standard" definition.	888 Ea.	\$1.25	\$1,110.00	\$5.00	\$4,440.00
11 New Pickup for Storage – Cost to pick up new City records for storage, per specs, weekly, for various city locations. This includes plan boxes (10" x 10" x 36") & C-BINS (48" x 30" x 35").	2144 Box	\$1.00	\$2,144.00	\$0.90	\$1,929.60
12 Courier / Driver - Handling – Cost of handling city records (retrievals/returns) per box.	6789 Box	\$1.00	\$6,789.00	\$0.95	\$6,449.55
13 Reshelving – Cost of reshelving City records, per box.	3757 Box	\$1.00	\$3,757.00	\$0.90	\$3,381.30
14 Retrieval /Pickup /Re-Delivery – Cost of retrieval service/pickup and re-delivery by City employee, per specs.	1 Box	\$0.00	\$0.00	\$0.90	\$0.90
15 Rush Retrieval – 4-6 Hours, Cost for same day retrieval (4-6 hours), per specs.	84 Box	\$28.00	\$2,352.00	\$3.00	\$252.00
16 Record Destruction – Cost to destroy City records, all inclusive/per box, per specs.	1660 Box	\$1.75	\$2,905.00	\$1.50	\$2,490.00
17 Permanent Removal – Cost to permanently remove City records, including un-shelving the records, during the length of the contract and at the end of the contract.	1716 Box	\$2.00	\$3,432.00	\$1.75	\$3,003.00
18 Data Entry – New Contractor – Initial Move, Cost for data entry services, per box, per specs.	24578 Box	\$0.00	\$0.00	\$0.00	\$0.00
19 Data Entry – All Contractors – After Initial Move, Cost for Data Entry Services, per box, per specs.	24578 Box	\$0.00	\$0.00	\$0.00	\$0.00
20 Purchase Standard Storage Boxes – All in one or 2-piece, corrugated, banker storage box - 1.2 cubic foot, 12-1/2" x 10-1/2" x 16"	2000 Box	\$2.50	\$5,000.00	\$2.15	\$4,300.00
21 Purchase Standard Storage Boxes with City Logo -- All in one or 2-piece, corrugated, banker storage box with 1-color City name and logo - 1.2 cubic foot, 12-1/2" x 10-1/2" x 16"	2000 Box	\$2.50	\$5,000.00	\$2.25	\$4,500.00
22 Purchase Storage Boxes – C-Bin, 20.8 cubic feet, 48" x 30" x 35"	24 Box	\$20.00	\$480.00	\$14.75	\$354.00
23 Purchase Storage Boxes – Plan Box, 2.08 cubic feet, 10" x 10" x 36"	1 Box	\$3.10	\$3.10	\$3.00	\$3.00
24 Cost to Purchase Plan Bag – Bags are 2.4 cubic feet. Plastic Sealable Bag - 15" x 48"	1 Bag	\$2.00	\$2.00	\$2.80	\$2.80
25 Packing/Re-Packing – Initial Move – Cost for Contractor to provide packing/repacking services to City, per box, per specs.	1 Box	\$0.00	\$0.00	\$0.00	\$0.00
26 Packing/ Re-packing – Other, Cost for Contractor to provide packing/repacking services to the City, per box, per specs.	1 Box	\$3.50	\$3.50	\$3.00	\$3.00
27 Inventory – Initial Move, Cost for Contractor to provide assistance with inventorying City records, per box, per specs.	24578 Box	\$0.00	\$0.00	\$0.00	\$0.00
28 Inventory – After Initial Move, Cost for Contractor to provide assistance with inventorying City records, per box, per specs.	24578 Box	\$0.00	\$0.00	\$0.00	\$0.00
29 Employee Access – Cost for City employees access/ research at Contractors facility, per specs. If you have restrictions for this type of service, please provide details.	1 Ea.	\$0.00	\$0.00	\$0.00	\$0.00
30 Training – Cost for training City's Records Management Liaison and his/her designee, if applicable, in accessing Contractors online system.	1 Ea.	\$0.00	\$0.00	\$0.00	\$0.00
31 Trip Charge - Standard Delivery -- Cost of trip to City location for standard 24 hr. delivery per specs.	696 Ea.	\$17.00	\$11,832.00	\$5.00	\$3,480.00
32 Trip Charge - RUSH Delivery -- Cost of trip to City location for RUSH, same day delivery per specs.	24 Ea.	\$28.00	\$672.00	\$23.00	\$552.00
33 Storage Cost - Monthly Cost to store empty, unused, Standard Storage boxes, all in one or 2-piece, corrugated, banker storage box.	12 Mths	\$0.00	\$0.00	\$0.11	\$1.32
34 Delivery of Empty Standard Storage Boxes – Cost to deliver empty storage boxes (Line item 18/34) from storage on an as needed basis to City Employees, per order.	1800 Ea.	\$0.00	\$0.00	\$0.95	\$1,710.00
			<b>\$98,513.97</b>		<b>\$75,188.69</b>
35 Cost for resealable plan bags	1 Ea.	\$2.00	\$2.00	\$0.00	\$0.00
36 Scanning	1 Ea.	\$0.08	\$0.08	NA	NA
37 Scanning including on demand	1 Ea.	NA	NA	\$0.06	\$0.06
38 Scanning including on demand Blueprints	1 Ea.	NA	NA	\$1.00	\$1.00
39 Onsite mobile shredding Standard Size Cartons	1 Ea.	NA	NA	\$2.50	\$2.50
40 One free annual shredding event	1 Ea.	NA	NA	\$0.00	\$0.00