



Town of Fountain Hills
16705 East Avenue of the Fountains
Fountain Hills, Arizona 85268
Phone: 480-816-5100
Fax: 480-837-3145
www.fh.az.gov

**REQUEST FOR QUOTATION
FOR
DOCUMENT DESTRUCTION**

2016-191

All quotes due by November 3, 2015, 3:00 P.M., Local Time, Phoenix, Arizona.

The Town of Fountain Hills (the "Town") is seeking a licensed and qualified Vendor to provide all material and labor required as described below for a period of one year, with four renewable one-year options.

Section I – Project Information

Vendor will provide document destruction for the facilities listed below and supply lockable containers to the Town at no charge for document storage between pickup dates. All quotes must contain the following:

1. Cost per pickup for each location (located within the facility at 16705 East Avenue of the Fountains):
 - A. Fountain Hills Town Hall – One 75-90 gallon lockable container, six times annually.
 - B. Fountain Hills Municipal Court – One 75-90 gallon lockable container, two times annually.
2. Proof of Certification (NAID)

The Contract created by this request and the resulting quotation will automatically renew for up to four successive one-year terms, unless the Vendor notifies the Town in writing of its desire to terminate the Contract. If extended, the then-current prices shall be applicable during the subsequent renewal year unless the Vendor notifies the Town in writing of any rate increase and the Town approves the increase with an authorized signature, prior to the end of the then-current term.

Section II – Instructions and Conditions

1. All quotations must contain the quoting firm's name and be signed by an authorized agent, officer or employee.
2. Award will be made to the Vendor whose quotation is the most advantageous to the Town.
3. Please attach your Quotation behind the Exhibit A cover sheet and submit this document to the address above.

If you need additional information or have questions please contact Raymond Rees by email Raymond.Rees@townofFH.gov

Section III – Pricing

The Quotation shall be attached hereto as Exhibit A and shall contain pricing.

Note: Prices offered shall include applicable state and local taxes.

Section IV – Execution and Submission

By executing this document and submitting a quotation to the Town of Fountain Hills, the authorized agent agrees (i) he/she has read the Town's Standard Terms and Conditions, dated December 3, 2014, as set forth on the Town of Fountain Hills website (), which are incorporated into and become a part of the company's quotation offer as if set forth fully herein and (ii) the company shall be bound by the Standard Terms and Conditions, dated December 3, 2014. By signing below the company is offering to provide the services set forth in Exhibit A and upon written acceptance of the company's offer by the Town, it will have entered into a binding agreement. The offer shall be considered held open for 60 days from the quotes due date set forth above.

Signature: Tim Gray Date: 11/23/15
Printed Name: Tim Gray Title: owner
Company Name: TNT Shredding
Address: 7235 E Hampton Ave #103
City: Mesa State: AZ Zip: 85209
Email Address: time@tntshredding.com Telephone No. 480 329-7412

Quotations for \$30,000 or greater will not be authorized and will require a formal procurement process.

ACCEPTANCE OF OFFER AND CONTRACT AWARD (For Town of Fountain Hills Use Only)

The Contractor Offer is hereby accepted. The Contractor shall not commence any billable work or provide any materials or service under this Contract prior to the date this Contract is executed.

Town of Fountain Hills, an Arizona municipal corporation

For Grady E. Miller, Town Manager Date: 11/25/15

Town Attorney Approval: 1913011

EXHIBIT A
TO
REQUEST FOR QUOTATION
FOR
DOCUMENT DESTRUCTION

[Vendor's Quotation]



7235 E Hampton
#103
Mesa AZ 85209
Phone (480) 329-7412

November 2015

Town of Fountain Hills
16705 East Avenue of the Fountains
Fountain Hills Arizona 85268

Thank you for giving TNT Shredding LLC the opportunity to bid for your shredding needs. We have the capability of pulverizing your documents with our state-of-the-art shredder, giving you the highest form of security possible. There are no set up fees or hidden costs. All materials are shredded on-site and all materials are 100% recycled. We truly look forward to earning your business.

| | 95 Gallon Cart Bimonthly A | 95 Gallon Cart Biannually - B |
|------------------|-------------------------------|----------------------------------|
| Per onsite Shred | \$35.00 | \$55.00 |

- Purge shredding \$3.50 per box (10"x12"x15")
- Certificate of destruction provided upon request
- All documents shred on-site
- No hidden costs
- All material is **100% recycled**
- References available upon request
- **No long term contract required**

Thank you for taking your valuable time to review our proposal. Please feel free to call me with any questions you may have at (480) 329-7412.

Sincerely,

Tim Troy
TNT Shredding LLC
480-329-7412
tntshredding@cox.net

TNT Shredding LLC

Mesa, AZ

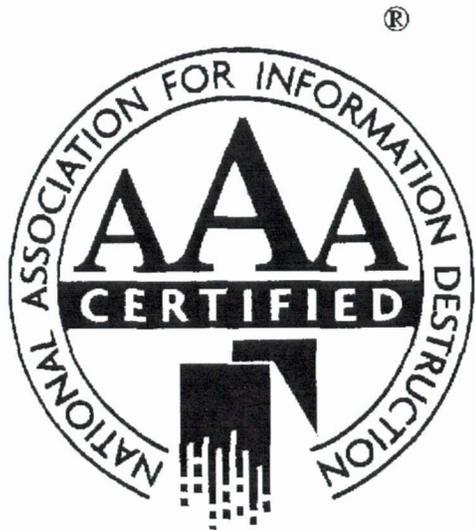
HAS ACHIEVED CERTIFICATION FROM THE NATIONAL ASSOCIATION FOR INFORMATION DESTRUCTION

FOR

Mobile & Plant-based Operations

ENDORSED MEDIA DESTRUCTION FOR

Paper/Printed &
Non-Paper



August 1, 2015 thru July 31, 2016

VALID

Katid Manonay

NAID DIRECTOR OF CERTIFICATION