



Secure Agency Paper Shredding

The Harrisburg Area

DGS Contract 4400009187 is the means by which secure documents are to be shredded for Commonwealth Agency locations in the Harrisburg area.

Tri-State Shredding, the company that has been doing our shredding for the past several years, provides “off-site” service, and *Business Records Management*, a Pittsburgh company, provides “on-site” service.

This means that agencies have a choice of vendors, both of whom can be paid with a purchasing card.

The main difference between the two is that Tri-State is better equipped to service loading docks. Business Records Management is more suited to locations without loading docks, where the paper storage is “on the ground”. The Commonwealth Agency Recycling Office can recommend which might be better for your particular situation.

Tri-State charges one cent per 95-gallon toter. Yes: \$.01.
The Paper Exchange price is about \$6.00 per 95-gallon toter, serviced at your door.

These are both very low prices, compared to typical market rates.

Please contact Sean Morris at Tri-State (717-215-7812).

Our contact at Business Records Management (412-944-6150)
E-mail: gartrellr@businessrecords.com

Beyond Harrisburg

Unique Source, formally, Pennsylvanian Industries for the Blind and Handicapped (PIBH) provide off-site shredding service in the following counties at the prices per pound as shown:

ALLEGHENY	\$0.10 LB
BEAVER	\$0.10 LB
BERKS	\$0.18 LB
BUCKS	\$0.18 LB
BUTLER	\$0.10 LB
CAMBRIA	\$0.15 LB
CLINTON	\$0.10 LB
CUMBERLAND	\$0.10 LB
DAUPHIN	\$0.10 LB
DELAWARE	\$0.18 LB

FAYETTE	\$0.10 LB
INDIANA	\$0.10 LB
LANCASTER	\$0.10 LB
LAWRENCE	\$0.10 LB
LYCOMING	\$0.10 LB
MERCER	\$0.10 LB
MONTGOMERY	\$0.18 LB
MONTOUR	\$0.10 LB
NORTHUMBERLAND	\$0.10 LB
PHILADELPHIA	\$0.18 LB



pennsylvania
DEPARTMENT OF GENERAL SERVICES

SOMERSET	\$0.15 LB
SULLIVAN	\$0.10 LB
UNION	\$0.10 LB
VENANGO	\$0.10 LB

WASHINGTON	\$0.10 LB
WESTMORELAND	\$0.10 LB
YORK	\$0.10 LB

Please contact Unique Source at 1-800-447-8860 to confirm if Unique Source has a member agency available to provide shredding services at a specific location prior to issuing a PO to Unique Source.

Refer to contract no. 4400004695, contract line item #11, product category 80161508.

If a Unique Source workshop is not available to provide shredding service in your area, please contact available local vendors and seek the lowest available price if you need assistance, please contact CARO at 717-772-2300.