

RESOLUTION 2017– 30

**RESOLUTION APPROVING DATA SHREDDING SERVICES
FOR THE HOUSING AUTHORITY COUNTY OF MORRIS**

WHEREAS, the Board of Commissioners of the Housing Authority of the County of Morris, wishes to obtain and secure a company for data shredding services; and

WHEREAS, the services of a qualified company are necessary to provide the Housing Authority of the County of Morris with on premise data shredding; and

WHEREAS, such services as to be awarded, do not by virtue of the dollar expenditure involved for services, require the letting of Public Bid under the New Jersey State Law; and

WHEREAS, the lowest responsible proposal was received from **Data Shredding Service, Inc. in the amount of \$275.00 per shredding occurrence.** The housing authority anticipates such services will be used monthly with a possibility of bi-monthly for busy periods and annual file shredding. There will be a **one-time charge of \$65.00** for the delivery of three locked shredding bins; and

WHEREAS, the Housing Authority wishes to accept the proposal from **Data Shredding Service, Inc.;** and

WHEREAS, funds from the operating budget are available for this purpose.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the County of Morris that **Data Shredding Service, Inc.** will be used as needed for data shredding services.

Original Signed By:

Roberta L. Strater, Director/Secretary

Date Adopted

**I HEREBY CERTIFY THAT FUNDS ARE
AVAILABLE TO PAY THE ABOVE EXPENDITURES**

GINA BOZZI, FINANCIAL MANAGER