

Brian Sandoval
Governor



Patrick Cates
Director

Jeffrey Haag
Administrator

STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION

Purchasing Division

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November 30, 2016

MEMORANDUM

To: All State Agencies, the Nevada System of Higher Education, the Court System, the Legislative Counsel Bureau and all Political Subdivisions within the State of Nevada

From: Jeffrey Haag, Administrator

Subject: Document Destruction Services

The State of Nevada has awarded a new contract for Statewide Document Destruction Services to Assured Document Destruction in Southern Nevada, with their subcontractor, American Document Destruction servicing agencies in Northern Nevada. All invoicing will be done by Assured Document Destruction.

Vendor contact information can be obtained from the Purchasing Division website at <http://purchasing.nv.gov/Contracts/Documents/DocumentDestruction/>

The Statewide Document Destruction Services contract was effective November 1, 2016, and will continue through October 31, 2020. **Participation is mandatory.**

To establish service agencies are strongly encouraged to complete the [Shredding Service Census Form](#) located on the Purchasing Division's website.

If you have any questions, comments or concerns regarding this contract, please contact Teri Becker at (775) 684-0178 or via email at tbecker@admin.nv.gov.

[Purchasing 2016-04](#)