



Details

Contract Name: Off-site Storage

Supplier: Cityside Archives

Agreement Term: 8/1/16 – 8/1/22

About Cityside Archives

Cityside Archives, LLC. was established in 1990, dedicated to providing businesses in New York and New Jersey with a timely, efficient and fully secured state-of-the-art records and information management system. Cityside is large enough to consistently exceed your expectations and small enough to know you personally and value your business.

Value to CCLCS Members

Members have access to GPO pricing:

- NO PRICING TIERS - All Eligible Members benefit from the same low pricing regardless of the quantity of boxes for storage.
- STORAGE RATE is \$0.125 per CF per month.
- RATES ARE FIXED FOR TERM
- REIMBURSEMENT - Cityside Archives will reimburse members up to \$4 per box for the Permanent Removal charges that may be charged by their current offsite storage vendor, for boxes that will be transferred for storage to Cityside.
- NO INITIAL TRANSFER FEES - Cityside will pick up your initial collection of containers from your current offsite storage vendor's facilities, and/or from yours, and transport, barcode and shelve them at No Charge.
- FREE SHREDDING - No Shredding Charge for shredding boxes pulled from storage for destruction.
- INTEREST FREE LOAN - In the event that you require assistance in paying the Permanent Removal fees (levied by your current vendor) that might be in excess of our reimbursement, Cityside can arrange to loan you the difference to be repaid in 24 equal monthly installments.
- NO MONTHLY ACCOUNT MAINTENANCE/Administrative/Service Charges or Fees

Requirements to Participate/Method to Access

Interested facilities must be CCLCS members to access this agreement. A signed Participation Member Designation Form (PMDf) is required. For more information, please contact your Client Service Associate or the following Cityside Archives:

Marla Paillet

Executive Contracts Administrator

Email: mpaillet@citysidearchives.com

Office: 732.429.1652

Cell: 201.362.0340

For more information, please contact the CCLC Solutions team at cclcsolutions@cclcn.org.