

Exhibit A

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| 1. | General Description of IFB | General Shredding Services for the County |
| 2. | List key evaluation criteria | Minimum Qualifications Firm and Staff Qualifications Shredding and Hard Drive Destruction Services Price |
| 3. | Where advertised | Public Purchase |
| 4. | In addition to any advertisement, list others to whom RFP was sent | Iron Mountain Corodata Viking Shred |
| 5. | Total number sent to prospective proposers | 13 |
| 6. | Number of bids received | 3 |
| 7. | Who evaluated the bids | Procurement – Buyer – Matthew Benavides |
| 8. | In alphabetical order, names of proposers (or finalists, if applicable) and location | Corodata – Multiple locations in State Iron Mountain – Multiple locations in Nationally and State Viking Shred – Multiple locations in State |