



Department of  
Administrative Services

*Customer Focused, Performance Driven*

Sonny Perdue  
GOVERNOR

Brad Douglas  
COMMISSIONER

The Georgia Department of Administrative Services, State Purchasing Division, has established a Statewide Contract for **Emergency Records Recovery & Facility Mitigation Services** with the **Munters Corporation, Belfor USA Group and Blackmon Mooring/BMS Catastrophe**.

This is a **Convenience contract** available for use by all State of Georgia governmental entities subject to the State Purchasing Act, including but not limited to certain state offices, agencies, departments, boards, bureaus, commissions, institutions, colleges and universities. The statewide contracts will also be available on a convenience basis to other Governmental entities such as state authorities, local government, municipalities, cities, townships, counties and other political subdivisions of the State of Georgia including public libraries. In addition, any non-profit organizations that meet the following eligibility requirements of the FEMA Disaster Assistance Policies listed below may also utilize these contracted services.

- FEMA Disaster Assistance Policy 9521.3
- Private Nonprofit Facility Eligibility
- FEMA Disaster Assistance Policy 9521.2
- Private Nonprofit Museum Eligibility
- FEMA Disaster Assistance Policy 9524.6
- Collections and Individual Objects
- FEMA Disaster Assistance Policy 9524.9
- Replacement of Animals Associated with Eligible Facilities

All awarded firms have a national or regional response capacity and are required to permit "other states" to piggyback off this contract providing the contracted scope of work.

The purpose of this contract is to provide a range of mitigation, salvage, and recovery services to the State of Georgia in the event of a natural or man-made disaster/emergency on an as-needed basis as well as to respond in a timely manner to emergencies in which records have been damaged and need stabilization. Services may include, but are not limited to, pack out and removal of damaged materials, tracking of items removed, and any transportation to and from the disaster site. In addition, all awarded firms are experts in the fields of mold removal, freezing, and drying services to public, cultural and records facilities statewide and nationally. The focus of this contract is the initial response period (first 24-48 hours) after a disaster when it is essential to get damaged records stabilized. This contract is not intended to cover long-term site restoration or building drying.

The awarded firms have the knowledge, experience, equipment and capabilities to pack, transport, freeze and remove mold from affected records. They also have the capability of recovering large quantities of wet, smoke damaged, or otherwise affected documents, books, manuscripts, photographs, videos and other library and archival materials while providing for any security measures required by the circumstances. All firms will be able to initiate a response within 2 hours of being called by an Authorized User to any disaster/emergency, 24-hours a day, 7 days a week, 365 days a year.

The scope of services includes drying of records in all formats, and may include magnetic and computer media but NOT data recovery and restoration.



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**Key benefits of the contract include:**

- 2 Hour initial response to any call.
- On-Site within 24-48 Hours.
- P-Card Acceptance.
- 24/7/365 availability.
- Expertise in the areas of facility mitigation, records salvage, recovery and preservation.
- Knowledge, experience, equipment and capabilities to pack, transport, freeze and remove mold from any affected records.
- Capability of recovering large quantities of wet, smoke damaged, or otherwise affected documents, books, manuscripts, photographs, videos and other library and archival materials.
- Available on Team Georgia Marketplace
- 3 qualified firms on contract.
- Services available to all Statewide entities, including local governments & public libraries.
- Services also available to all Non-Profit Organizations that meet FEMA Disaster Assistance Policies: 9521.2, 9521.3, 9524.6, & 9524.9.
- Hurricane, Flood, Fire & Smoke damage protection.
- Contract of convenience.