

Vermont State Archivist Gregory Sanford, who provided this list of vendors for disaster response supplies, adds: **I suspect for those of you with extensive damage freeze dry services and/or trucks might be appropriate since you have 48 hours to stabilize the records before mold becomes a problem. A couple of caveats: this list is almost 2 years old and we have not updated it; in some cases we only listed vendors near to our Middlesex location. The last caution is we are not endorsing any vendors.**

Records Emergency Vendors and Supplies

Archival Boxes and Supplies

Basic need: Archival-quality document boxes, folders, and related materials to replace damaged boxes and other housings.

Additional Requirements:

- Document Boxes: flip-top; letter- & legal-sizes; 60 point board construction; acid free with a pH 8.0-9.0; 3% calcium carbonate buffer; passes photo activity test.
- Folders: letter- & legal-sizes; ½” full tab; 10 point; acid free with a pH 8.0-9.0; 3% calcium carbonate buffer.

*** Not necessarily emergency items.

Gaylord Brothers, Inc.
Box 4901
Syracuse, NY 13221
800-448-6160
Fax: 800-272-3412
www.gaylord.com

The Hollinger Corporation
9401 Northeast Dr.
Fredericksburg, VA 22404
800-634-0491
Fax: 800-947-8814
www.hollingermetaledge.com/

University Products Inc.
517 Main Street
Holyoke, MA 01040
Phone: (800) 628-1912
Fax: (413) 532-9281
www.archivalsuppliers.com/

Electronic Records Recovery

Basic need: Specialized services to evaluate, recover and restore hardware and data that may be damaged and/or inaccessible due to flooding, fire, or similar disaster.

Additional Requirements:

- 24/7 emergency response and the capacity to perform expedited work.
- Contractor to comply with all applicable laws, regulations, policies, standards and guidelines related to the security and protection of records and information. These may include, but are not limited to, federal regulations such as HIPAA and FERPA, as well as Vermont state statutes governing the protection and disclosure of records and information.
- Contractor to comply with all applicable laws, regulations, policies, standards and guidelines affecting State of Vermont information technology projects, which may be created or changed periodically. It is the responsibility of the Contractor to insure adherence and to remain abreast of new or revised Laws, regulations, policies, standards and guidelines affecting project execution. These may include, but are not limited to:
 - The State's Enterprise Architecture Program
 - The State Information Technology Security Policy and Standards
 - The State Digital Imaging Guidelines
 - The State File Formats Policy and Guidelines

NBD International
 241 Myrtle Street
 Ravenna, Ohio 44266
 1-800-929-3398
 Fax 1-800-783-3802
<http://www.nbdint.com/index.html>

Excalibur Data Recovery, Inc.
 13 Branch St., Suite 207B
 Methuen, MA 01844
 Phone: (978) 681-1200
 Fax: (978) 681-1203
<http://www.excaliburdatarecovery.com/>

[Yankee Electronic Solutions](#)
 623 Concord Ave
 Saint Johnsbury, VT 05819
 802-748-4544

NE Computers
 Lyndonville, VT
 802-626-1050

Computer Rescue Squad
 Underhill, VT
 802-899-6831

Sherman Network Solutions
 Williston, VT
 802-879-3433

Equipment Rental (generators, pumps, fans, lighting, etc.)

Basic need: Equipment to rent in order to stabilize and/or establish a work environment in the event of a disaster. A wide array of equipment may be needed to provide electricity, lighting, de-watering,

dehumidification, ventilation, and the like to create a stable and secure environment for the salvage and recovery of records.

Additional Requirements:

- Equipment to be made available and/or delivered with as little as 24-hours notice.

Essex Equipment
26 Kellogg Road
Essex Junction, Vermont 05452
(802) 878-5316
<http://www.essexequipment.com/index.html>

NES Rentals
110 Boyer Circle
Williston, VT 05495
Phone: (802) 660 - 1995
Fax: (802) 660 - 0990
<http://www.nesrentals.com/>

Valley Rent-All Tool & Equipment
155 Carroll Rd
Waitsfield, VT 05673-4418
Phone - 802/496-5440
Toll Free - 800/443-1426
Fax - 802/496-6207

Fire and Water-damage Restoration Services

Basic need: Professional services to perform cleaning and restoration of a facility due to damage caused by water, soot, smoke, fire, and/or mold. Services provided to include deodorization, dehumidification, and disinfection.

Additional Requirements:

- 24/7 emergency response and the capacity to perform expedited work.
- Contractor to comply with all applicable laws, regulations, policies, standards and guidelines related to the security and protection of records and information. These may include, but are not limited to, federal regulations such as HIPAA and FERPA, as well as Vermont state statutes governing the protection and disclosure of records and information.

SERVPRO of Burlington/S. Burlington
54 Echo Place, Unit #3
Williston VT, USA 05495
Phone: (802) 865-4457
Fax: (802) 865-4472
<http://www.servprovt.com/>

PuroClean of Vermont
808 Williston Road

Williston, Vermont 05495
Phone: 802.878.9800
<http://www.purocleanvt.com/>

Service Master
Nashua, NH
Phone: (888) 766-8911
<http://www.800respond.com/>

Munters Moisture Control 24 hour Emergency
79 Monroe Street
Amesbury, MA 01913
Tel: 1-800-MUNTERS (686-8377)
Fax: +1 978 241 1274
<http://www.munters.us/en/us/Products--Services/MCS-Division/Industries/Libraries--Museums2/>

Restorx NH-VT, Inc.
Lebanon, NH 03766
Phone: 1-800-639-2123

Freeze Drying

Basic need: Professional services to perform vacuum freeze drying and related work to recover wet records and/or books.

Additional Requirements:

- 24/7 emergency response and the capacity to perform expedited work.
- Contractor to comply with all applicable laws, regulations, policies, standards and guidelines related to the security and protection of records and information. These may include, but are not limited to, federal regulations such as HIPAA and FERPA, as well as Vermont state statutes governing the protection and disclosure of records and information.

American Freeze-Dry, Inc.
P.O. Box 5740
1722 Hurffville Road, Bldg. 2A
Five Points Business Center
Deptford, NJ 08096
Phone: 856-939-8160
1-866-939-8160
609-458-0510 [Emergency]
<http://www.americanfreetzedry.com/>

Document Reprocessors
40 Railroad Avenue
Rushville, New York 14544
(585)-554-4500
<http://www.documentreprocessors.com/>

Document Freeze Drying
Pennsylvania Office
05 Pittsburgh Street

Springdale, PA 15144

(888) 377-4280

<http://www.documentfreezedrying.com/home.html>

BMS CAT

303 Arthur Street

Fort Worth, Texas 76107

(800)433-2940

<http://www.bmscat.com/special-technologies/document-media-recovery/76>

Microfilming

Basic need: Professional services to create microform records from paper documents.

Additional Requirements:

- Contractor to perform micrographic work in accordance with the latest versions of specifications, standards, and guidelines from the American National Standards Institute (ANSI), the Association for Information and Image Management International (AIIM), and the International Standards Organization (ISO).
- Contractor to comply with all applicable laws, regulations, policies, standards and guidelines related to the security and protection of records and information. These may include, but are not limited to, federal regulations such as HIPAA and FERPA, as well as Vermont state statutes governing the protection and disclosure of records and information.

New England Archives Center

624 Hampden Street

Holyoke, MA 01040

Brian Colton, Sales

Phone: 413-532-1465

Toll Free: 800-225-2405

Fax: 413-538-7143

<http://www.neac.com/>

New England Document Systems, Inc.

750 East Industrial Park Drive

Manchester, NH 03109

Tel: 800-340-1171

Tel: 603-625-1171

Fax: 603-625-2515

<http://www.nedocs.com/index.html>

Hudson Microimaging

P.O. Box 640, Route 9W

Port Ewen, New York 12466

Phone (845) 338-5785

Fax (845) 338-2556

<http://www.hudsonmicroimaging.com/>

Conservation Services

Basic need: Professional services to provide evaluation, consultation, and conservation services for damaged records in a variety of formats, including, but not limited to, paper, books, and audio-visual materials.

Additional Requirements:

- Contractor to comply with all applicable laws, regulations, policies, standards and guidelines related to the security and protection of records and information. These may include, but are not limited to, federal regulations such as HIPAA and FERPA, as well as Vermont state statutes governing the protection and disclosure of records and information.

Bridgeport National Bindery, Inc

662 Silver Street

Agawam, MA 01001-0289

Phone: (800) 223-5083

<http://www.bnbindery.com/>

Brown's River Bindery

One Allen Martin Drive PO Box 8501

Essex, VT 05451

Phone: (800) 639-3027

Fax: (802) 878-0932

<http://www.brownsriver.com/>

Cineric, Inc. [film restoration]

630 Ninth Avenue

New York, NY 10036

Phone: (212) 586-4822

<http://www.cineric.com/index.htm>

Joseph J. Marotti Co., Inc.

335 Westford Road

Milton, VT 05468

Phone: (802) 893-6212

Northeast Document Conservation Center

100 Brickstone Square

Andover, MA 01810-1494

(978) 470-1010 [voice, 24 hours]

Fax: (978) 475-6021

Website: www.nedcc.org

Safe Sound Archive [audio restoration]

21 West Highland Avenue

Philadelphia, PA 19118-3309 USA

Phone: (215) 248-2100

Fax: (215) 242-2177

<http://www.safesoundarchive.com/>

VidiPax [audio and video restoration]

30-00 47th Ave.

6th Floor

Long Island City, NY 11101
Toll-Free: (800) 653-8434
(718) 482-7111
Fax: (718) 482-1370
<http://www.vidipax.com/index.php>

Williamstown Art Conservation Center
227 South Street
Williamstown, MA 01267
413-458-5741
Fax 413-458-2314\
<http://www.williamstownart.org/index.html>

Storage Trailers

Basic need: Storage trailers may be required for temporary records storage or temporary office space.

Additional Requirements:

- Equipment to be made available and delivered with as little as 24-hours notice.
- Trailers must be lockable.
- Depending on circumstances, trailers may need to be climate-controlled.

RSD Leasing
5 Boynton Street, Barre VT 05641
802-479-7141
<http://www.rsdcompanies.com/rsdleasing.html>

Williams Scotsman
Pelham, NH 03076-2154
1-800-782-1500
603-882-7245 fax
www.willscot.com

Eagle Leasing
258 Turnpike Road
Southboro, MA 01772
508-481-5941
1-800-GET-EAGLE

Trucks, Freezer

Basic need: Wet records may need to be frozen within 48 hours of becoming wet to prevent mold and to facilitate preservation. Frozen records may need to be transported to other facilities for storage or processing.

Additional Requirements:

- Equipment to be made available and delivered with as little as 24-hours notice.

RSD Leasing
5 Boynton Street, Barre VT 05641
802-479-7141
<http://www.rsdcompanies.com/rsdleasing.html>

Ryder Truck Rental
521 Shunpike Rd.
Williston, VT 05495
(802) 864-6580

Thermo King of Hartford
(Serving CT, Western MA, & Vermont)
7 Shoham Rd.
East Windsor, CT 06088
Phone:(860)627-9015
Fax:(860)-627-8379

Trucks, Standard

Basic need: Records and equipment may need to be transported to temporary storage or office space.

Additional Requirements:

- Equipment to be made available and delivered with as little as 24-hours notice.

RSD Leasing
5 Boynton Street, Barre VT 05641
802-479-7141
<http://www.rsdcompanies.com/rsdleasing.html>

Ryder Truck Rental
521 Shunpike Rd.
Williston, VT 05495
(802) 864-6580

Penske Truck Rental
929 South Barre Rd.
Barre, VT 05641
(802) 479-7257

U-Haul
6451 Rt12 S
Berlin, VT 05602
(802) 223-2014

Warehouses

Basic need: Temporary records storage may be required in the event that the current storage areas become unusable due to a disaster. Freezer storage may be required to store frozen records until such time as they may be processed.

Additional Requirements:

- Contractor to comply with all applicable laws, regulations, policies, standards and guidelines related to the security and protection of records and information. These may include, but are not limited to, federal regulations such as HIPAA and FERPA, as well as Vermont state statutes governing the protection and disclosure of records and information.
- Facility shall be secure with controlled access.

- Facility to have 24/7 fire and intrusion alarm monitoring.
- Facility to be equipped with fire sprinklers or similar fire suppression system.
- Facility to be climate-controlled.

Vermont Commercial Warehouse [records storage, freezer storage]

166 Boyer Circle
 Williston, VT 05495
 Phone: 802-863-4106
 Fax: 802-863-1867
<http://www.vtvcw.com/>

Preferred Freezer Services [freezer storage]

45 Campanelli Drive
 Westfield, MA 01085
 Tel: 413.562.0885
 Fax: 413.562.0855
<http://www.preferredfreezer.com/>

Americold [warehousing, freezer storage]

100 Widett Circle
 Boston, MA 02118
 Phone: (617) 269-6330
 Fax: (617) 269-5762
 Sales: 1-888-484-4877
http://www.americoldrealty.com/facilities/warehouses/ma_boston.aspx

Preservation Support

Vermont Historical Society
 60 Washington Street
 Barre, Vermont 05641-4209
 Telephone: (802) 479-8500
 Fax: (802) 479-8510
 Jacqueline Calder, Curator, 479-8514
 Paul Carnahan, Librarian, 479-8508

Northeast Document Conservation Center

100 Brickstone Square
 Andover, MA 01810-1494
 (978) 470-1010 [voice, 24 hours]
 Fax: (978) 475-6021
www.nedcc.org

MJ Davis
 802-467-8602 (h)
 802-793-0737 (c)
washimj@gmail.com

Image Permanence Institute (IPI)

R.I.T. City Center

50 West Main Street

Rochester, NY 14614

(716) 475-5199

<http://www.imagepermanenceinstitute.org/>

[Photographic preservation and advice]

Dartmouth College Library

Preservation Services

Hanover, NH, USA 03755

Deborah Howe, Collections Conservator, (603) 646-0712

<http://www.dartmouth.edu/~library/preservation/>

Lyrasis

Philadelphia Office

3000 Market Street, Suite 200

Philadelphia, PA 19104-2801

800.233.3401

215.382.7031

Fx: 215.382.0022

<http://www.lyrasis.org/>