**Minimum Specifications for High-Security Disintegrator, Waste Collection and Dust Filtration System with Sound Enclosure for Archives Use**

**Brand:** Security Engineered Machinery (SEM) or Equivalent

**Model:** 1012/5 or Equivalent

**General Requirements of Disintegrator**

* NSA/CSS (National security Agency/ Central Security Service) listed disintegrator for paper and optical media.
* **Materials Accepted:** Paper, cardboard, staples, paper clips, and optical media
* **Operational Time:** Shreds up to 500 lbs. / hour (NSA rated)
* **Final Particle Size:** A minimum of 1mm - 5mm, not to exceed2 mm - 25 mm, with commensurate screen size. Screening shall be standard security screen. Unit to collect both destroyed particles and fine dust.
* **Throat-width / Feed Opening:** Minimum feed opening of 10 inches by 16 inches.
* **Soundproofed:** Must provide some type of sound enclosure configuration. Should provide sound enclosure for feed hopper and internal workings of the disintegrator.
* The sound level of the device must not exceed 85 dBA.
* **Cutting System:** Multi-Blade cutting system. Solid steel rotor with no open or hollow spaces; blades seated directly to rotor; opti-angle cutting system with heavy duty solid flywheel.
* Vendor to provide onsite set up and installation.

**Administrative Requirements**

* **Labels:** Must have a label that can be easily viewed and includes the following: Company Name, Model Number, and Serial Number.
* **User / Operator Guide:** Must have an English version of the user/operator guide. The guide must include an accurate description of the disintegrator; a list of the materials the device will shred; an accurate summary of all features and functions; list of specifications (i.e., power consumption, motor size, etc.); operator allowed maintenance procedures that do not alter calibration, such as changing filters, removing a jam, lubrication, and safety procedures.
* **Warranty:** Minimum of a five year warranty.
* Inside delivery, set up, and start up in designated agency shredder room**.**
* Delivery, installation, training, and maintenance agreement must be included. Delivery shall be between the normal working hours of 8:00AM and 4:30PM.
* Vendor shall provide required training for approximately 5-7 Secretary of State Personnel. Vendor to provide the requisite number of training hours / days as recommended by the manufacturer.
* Please indicate the number of hours and/or days of training that will be provided:

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**Power Requirements**

* **Power:** 15 HP
* **Electrical:** (480 voltage/ 3 phase / 60 Hz) Plug and play wiring for operator control panel.
* **On/Off Mechanism:** Must have an on/off mechanism that the operator can use safely.
* **Power Indication:** Must have a power-on indication display that the operator can see.
* **Ready Indication:** If the device requires a warm-up period before the operation, it must have a ready indication display.

**Safety and Environmental**

* **Emergency Off:** Must have an emergency stop mechanism that is identified. This stopping mechanism should be initiated in a single human action and override all other functions without hindering protective functions. The stop mechanism must be within 0.5 meters from the location where the storage media is fed into the machine.
* **Operator Protection:** The operator must not contact any moving parts or projectiles during the operation of the paper disintegrator. The paper shredder must be in an enclosed chamber that will not allow the destruction mechanism to work until a door is closed.
* The enclosure should be fire retardant.
* Simplified start/stop integrated operator control panel with safety features, load monitoring, key lock and visual signals.

**Mechanical**

* **Fit and Finish**: The device should have tight fit with no gaps between panels, loose panels, faulty doors, loose windows, or sharp edges that could cause safety or operational issues.

**Calibration or Maintenance**

* All required calibration or maintenance tasks performed by the operator should be safe and easily accomplished.
* **Maintenance Kit:** Includes a spare set of blades, tools necessary for routine maintenance; v-belts, and supply of heavy-duty waste collection bags and binding wire/ties.

**Waste Collection and Dust Filtration System**

* **Debris Collection:** Device must have a dual-bag waste collection system with dust filtration system. The device’s internal design must deposit the majority (99%) of the particles in the debris bin.
* **Debris Full:** The device must have a full debris indicator and must automatically shut off. This must be an actual sensor measurement of the level of debris in the bin and not based on time or other criteria.
* **Debris Handling:** The device must have the ability for the operator to remove and empty the debris quickly.
* Waste and dust collection system must be integrated into an enclosure.

**Overall Dimensions of Disintegrator**

Please provide overall dimension (footprint) of specified equipment.

* Dimensions of the location (room) where the equipment will be installed is 11' 11" x 24' 6" and the entrance door to the room is 71" w x 79" h.

**Agency Hours:** Delivery shall be between the hours of 8:00AM and 4:30PM.