



Proprietary & Confidential Information of
National Records Centers

North Central Texas - NCTCOG Effective Date: 1-1-2025	NRC PRICING	UNIT
Storage - Hard Copy Records		
Price		
Storage		
Hard Copy Records Storage	\$0.22	CF
Minimum Monthly Service Fee	\$78.75	CF
Services - Hard Copy Records		
Price		
Carton Activity		
Add New Carton	\$2.63	CF
Carton Retrieval/Refile	\$3.15	CF
Rush Carton Retrieval/Refile (for same day and emergency deliveries)	\$3.68	CF
Carton Destruction (does not include retrieval and handling fees)	\$3.41	CF
Carton Permanent Removal (does not include retrieval and handling fees)	\$3.15	CF
Carton Handling	\$3.41	CF
Carton Repacking (does not include carton cost)	\$5.25	CF
File Activity		
File Retrieval/Refile	\$3.15	FILE
Rush File Retrieval (for same day and emergency deliveries)	\$4.20	FILE
File Indexing (data entry up to 50 characters per file)	\$0.53	FILE
Transportation Services		
Next Day Delivery	\$31.50	TRIP
Same Day Delivery (order by 1:00 pm for delivery by 5:00 pm)	\$68.25	TRIP
Emergency Delivery (after hours, weekends and holidays)	\$131.25	TRIP
Shredding & Destruction Services		
Minimum - Offsite	\$52.50	PER STOP
Secure Bin Rotation - Secure Console	\$15.75	PER TIP
Secure Bin Rotation - 64 Gallon Tote	\$18.38	PER TIP
Secure Bin Rotation - 95 Gallon Tote	\$23.63	PER TIP
Scan On Demand Services		
Scan On Demand File Requests	\$10.50	UP TO 25 PAGES
Additional Pages Beyond 25 Per File	\$0.13	PER IMAGE
Supplies & Materials		
Standard 1.2 Cubic Foot Storage Carton (10" X 12" X 15")	\$3.15	PER CARTON & LID
Additional Container Sizes	QUOTE	PER CARTON & LID

Hourly Labor		
Records Management and Custom Reporting Services (Per Laborer)	\$44.10	PER HOUR
Records Management and Custom Reporting Services (Per Supervisor)	\$67.20	PER HOUR