

**Mid-Atlantic Resource Guide  
For Disaster Preparedness**

Compiled by the  
Conservation Center *for Art and Historic Artifacts*

Preservation Services Office

April 2008

Mid-Atlantic Resource Guide for Disaster Preparedness  
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Compiled by

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The **Conservation Center for Art and Historic Artifacts (CCAHA)** is a non-profit conservation laboratory serving other non-profit cultural, educational, and research institutions, as well as private individuals and organizations throughout the United States. Founded in 1977, CCAHA specializes in the treatment of works of art and historic artifacts on paper, such as prints, maps, posters, historic wallpaper, photographs, rare books, scrapbooks, and manuscripts, as well as parchment and papyrus. CCAHA also offers on-site consultation services, educational programs and seminars, emergency assistance, and internships and fellowships.

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## Mid-Atlantic Resource Guide for Disaster Preparedness April 2008

### Purpose

The purpose of the *Resource Guide for Disaster Preparedness* is to assist institutions in the preparation of their own Emergency Telephone List and in the selection of emergency supplies and equipment to have on-site. As part of every disaster preparedness and response plan, institutions should have an up-to-date **Emergency Telephone List** and should maintain a **Stockpile of Supplies and Equipment** to use in initial recovery efforts. Knowing whom to call and having some supplies on-hand helps save time and allows staff to respond as quickly as possible in an emergency.

### How to use this document

This is a PDF file that can be printed for your reference. You may also save this document on your hard drive to enable you to search the document. By using the Edit menu and selecting Find, you can search for any word in the document

### Endorsement Statement

Inclusion on this list does not imply endorsement by the Conservation Center for Art and Historic Artifacts (CCAHA) nor does omission indicate censure.

### Information to keep off-site

Along with having supplies on-site, key information resources need to be kept at the homes of relevant staff, including the disaster preparedness and response plan, an up-to-date staff and board member list with home telephone numbers, the emergency telephone list, building plans, a list of chemicals in the building (including the Material Safety Data Sheets), telephone books and catalogs of vendors.

### Acknowledgements

In the process of developing this *Resources List* the following publications were used as references and guides: *Disaster Preparedness: A Resource Guide and Manual* by the Museum Council of Philadelphia and the Delaware Valley, *Disaster Resources Information Directory for Pennsylvania Libraries and Archives*, compiled by Jocelyn Sheppard. Pittsburgh, PA: Pittsburgh Library Regional Center and State Library of Pennsylvania, 1994, and the *Disaster Recovery Supplies and Suppliers* compiled by Caroline Gilerson-Duwe, Madison, WI: Wisconsin Preservation Program, 1995. In addition, resources were located by searching the Internet, especially Conservation OnLine, <http://palimpsest.stanford.edu>.

### Questions

If you have questions or comments about this *Resources List*, please contact the Preservation Services Office of CCAHA, 215/545-0613.



***Be Prepared...*** Before you have an emergency, have an up-to-date Emergency Telephone List and the appropriate supplies and equipment on-site to start a recovery effort.

## I. NATIONAL AND REGIONAL RESOURCES FOR INFORMATION

These national and regional organizations provide information on disaster preparedness, safety regulations, insurance information, salvage information and funding opportunities.

### **American Board of Industrial Hygiene**

6015 West St. Joseph, Suite 102  
Lansing, MI 48917-3980  
517/321-2638 Fax: 517/321-4624  
Email: [abih@abih.org](mailto:abih@abih.org)  
<http://www.abih.org>

Maintains a listing of Certified Industrial Hygienists

### **American Institute for Conservation of Historic and Artistic Works (AIC)**

1156 15th Street NW, Suite 320  
Washington, DC 20005-1714  
202/452-9545 Fax: 202/452-9328  
Email: [info@aic-faic.org](mailto:info@aic-faic.org)  
<http://aic.stanford.edu>

AIC is an organization of conservation professionals dedicated to preserving the art and historic artifacts of our cultural heritage. AIC provides free referral to conservators and various publications on collections care.

### **American Red Cross**

National Headquarters:  
2025 E Street, NW  
Washington, DC 20006  
Disaster Assistance Information: 866/GET-INFO (866/438-4636)  
P: 703-206-6000  
<http://www.redcross.org>

Offers assistance, food and shelter for persons affected by a disaster. Conducts health and safety programs for the work place including first aid and CPR training programs.

Southeastern Pennsylvania Chapter:  
23rd & Chestnut Streets  
Philadelphia, PA 19103  
Disaster Services 24hrs: 215/299-4889  
Emergency Services direct Fax: 215/751-4021  
215/299-4000 Fax: 215/299-4089  
Email: [info@redcross-philly.org](mailto:info@redcross-philly.org)  
<http://www.redcross-philly.org>

### **Federal Emergency Management Agency (FEMA)**

Federal Center Plaza

500 C Street, SW

Washington, DC 20472

Disaster Assistance: 800/621-FEMA (800/621-3362)

202/566-1600 Fax: 800/827-8112

Email on Website

<http://www.fema.gov>

Provides news releases, advisories, facts sheets and financial assistance information. Consult their website for this information. Floodplain data can be found at the FEMA Map Assistance Center, 1-800-427-4661 [http://www.fema.gov/plan/prevent/fhm/fmc\\_main.shtm](http://www.fema.gov/plan/prevent/fhm/fmc_main.shtm).

Regional Office, Region III

1 Independence Mall, Sixth Floor

615 Chestnut Street

Philadelphia, PA 19106-4404

215/931-5608 Fax: 215/931-5621

<http://www.fema.gov/about/contact/regioniii.shtm>

### **Heritage Preservation**

1012 14th Street NW, Suite 1200

Washington, DC 20005

202/233-0800 Fax: 202/233-0807

Email on Website

<http://www.heritagepreservation.org>

<http://heritageemergency.org>

The Heritage Emergency National Task Force promotes preparedness and mitigation and provides expert information on response and salvage to institutions and the public. Sponsored by the nonprofit, Heritage Preservation, and the Federal Emergency Management Agency (FEMA), the Task Force is a partnership of 40 federal agencies and national service organizations. Together its members constitute a nationwide resource of information, expertise and assistance. An excellent resource describing funding opportunities is *Before and After Disasters: Federal Funding for Cultural Institutions*, by the Heritage Emergency National Task Force, Summer 2005. It is available at the Heritage Preservation website as well as the *Salvage Wheel*.

### **Insurance Information Institute**

110 William Street

New York, NY 10038

P: 212/346-5500 F: 212-791-1807

Email: on Website

<http://www.iii.org>

Provides facts and assistance free of charge to the media, individuals and organizations.

### **National Archives & Records Administration at College Park (NARA)**

Office of Regional Records Services

8601 Adelphi Road

College Park, MD 20740-6001

86-NARA-NARA (866-272-6272) 301/837-0482

<http://www.archives.gov/>

A resource available to Federal agencies for records recovery and salvage.

**National Endowment for the Arts**

1100 Pennsylvania Avenue, NW  
Washington, DC 20506-0001  
202/682-5400  
<http://www.nea.gov/>

**National Endowment for the Humanities (NEH)**

Division of Preservation and Access  
1100 Pennsylvania Avenue, NW.  
Washington, DC 20506  
800/NEH-1121 (800/634-1121) 202/606-8570  
Email: [info@neh.gov](mailto:info@neh.gov)  
<http://www.neh.gov>

While NEH does not have a special grant category for disaster recovery and response, the agency can provide some assistance to institutions to salvage or protect collections that have been damaged by a natural disaster. Contact NEH for additional information.

**National Fire Protection Association (NFPA)**

1 Battery March Park  
Quincy, MA 02169 - 7471  
800/344/3555 617-770-3000  
Fax: 617-770-0700  
Email: [nfpajournal@nfpa.org](mailto:nfpajournal@nfpa.org)  
<http://www.nfpa.org>

Publishes National Fire Protection Association standards, codes and guidelines. Examples:

*NFPA 10: Portable Fire Extinguishers*

*NFPA 232A: Fire Protection for Archives and Records Centers*

*NFPA 750: Water Mist Fire Protection System*

*NFPA 909: Standard for the Protection of Cultural Resources Including Museums, Libraries, Places of Worship, and Historic Properties*

*NFPA 914: Fire Protection in Historic Structures*

**National Flood Insurance Program**

Building U, Suite 24  
1930 E. Marlton Pike  
Cherry Hill, NJ 08003-4219  
P: 856-489-4003 Fax: 856-751-2817  
Email: [FEMA-MSCservice@dhs.gov](mailto:FEMA-MSCservice@dhs.gov)  
<http://www.fema.gov/about/programs/nfip/index.shtm>

**National Institute for Occupational Safety and Health (NIOSH)**

395 E. Street, SW  
Suite 9200  
Patriots Plaza Building  
Washington, D.C. 20201  
P: 800-232-4636 F: 513-533-8347  
<http://www.cdc.gov/niosh/>

Conducts research in health and safety issues, tests, and certifies respirators for use in the work place.

**News** For weather updates, road conditions, evacuation procedures and emergency information, turn on radio or television to be directed to an Emergency Broadcast Station for instructions. Philadelphia's lead Emergency Broadcast Station is **KYW RADIO (1060 AM)**.

**Occupational Safety and Health Administration (OSHA)**

U.S. Department of Labor  
OSHA  
200 Constitution Avenue, NW  
Washington, D.C. 20210  
Emergency Response Line: 800/321-OSHA (800/321-6742)  
<http://www.osha.gov>

Publishes and enforces safety and health regulations.

Philadelphia Area Office:  
US Custom House – Room 242  
Second & Chestnut Street  
Philadelphia, PA 19106-2902  
215/597-4955 Fax: 215-597-1956

**Pennsylvania Emergency Management Agency (PEMA)**

2605 Interstate Drive  
Harrisburg, PA 17110-9364  
Emergency Line 24hrs 717/651-2001  
717/615-2007 Fax: 717/651-2040  
<http://www.pema.state.pa.us/>

Contact to determine if your organization would qualify for Federal Emergency Assistance and under what conditions.

Eastern Regional Office: Hamburg, PA 610/562-3003; fax: 610-562-7222  
Delaware Emergency Management Agency 877/729-3362, 302/659-3362; fax: 302/659-6855  
Maryland Emergency Management Agency 1-800 MEMA-USA  
New Jersey Office of Emergency Management 609-882-2000

**Regional Alliance for Preservation (RAP)**

<http://www.preservcollections.org>

The Regional Alliance for Preservation (RAP) maintains a Website with links to each of its affiliated Preservation Services Programs and Regional Conservation Centers located throughout the country. These regional centers can provide information, disaster assistance, consultations and conservation treatment.

## II. SERVICE PROVIDERS FOR EMERGENCY RESPONSE

The purpose of this list is to assist in identifying service providers for inclusion on an Emergency Telephone List.

**Qualifications and references for the service providers** should be investigated ahead of time to ensure proper selection. Many of the providers will come on-site to become familiar with your institution so they can respond efficiently in the event of an emergency.

All service providers who are handling collection materials, such as when moving or cleaning, should be informed about the appropriate precautions and handling procedures. Although most of the service providers on this list are familiar with historic and cultural collections, their services may not be primarily for the recovery of cultural and historic collections. Discuss the specific recovery needs for collection materials in storage and exhibitions areas, as well as non-collection items and spaces.

### ART HANDLING AND MOVING

#### **American Library Consultants**

311 Manchester Road  
Camp Hill, PA 17011  
717/737-3274 Fax: 717/730-4466  
Email: [bookmover@mindspring.com](mailto:bookmover@mindspring.com)  
<http://www.libraryvendor.com>

#### **Atelier Art Services**

103 East Sharpnack Street  
Philadelphia, PA 19119  
215/842-3500 Fax: 215/842-3501  
<http://www.atelierartservices.com>  
Contact: Hal Jones

#### **Atlantic Fine Art Services**

7466 New Ridge Road  
Hanover, MD 21076  
866/283-2787 410/684-3737  
Fax: 410/247-5650

#### **Clancy-Cullen Moving and Storage Company, Inc.**

2339 Cross Bronx Expressway  
Bronx, NY 10462  
877/252-6297  
Email: [info@clancy-cullen.com](mailto:info@clancy-cullen.com)  
<http://www.clancy-cullen.com>

#### **Fine Art Service**

2316 Aspen Street  
Philadelphia, PA 19130  
215/236-9619  
Contact: Bill Gannotta

**Carl W. Guckelberger & Co.**  
448 North 10<sup>th</sup> Street  
Philadelphia, PA 19123  
215/769-6060 Fax: 215/769-3153

**National Library Relocations**  
70 Bridge Road  
Islandia, NY 11749  
800/486-6837 Fax: 631/232-2236  
Email: [info@nlrbookmovers.com](mailto:info@nlrbookmovers.com)  
<http://www.nlrbookmovers.com>

**AUDIO AND VISUAL MEDIA**  
See also "Film –Motion Picture"

**Audio Restoration Sciences**  
Sonalysts, Inc.  
215 Parkway North  
P.O. Box 280  
Waterford, CT 06385  
860/442-4355 Toll Free: 800-526-8091  
Email: [inquiries@sonalysts.com](mailto:inquiries@sonalysts.com)  
<http://www.sonalysts.com>

**Cinema Arts, Inc.**  
P.O. Box 70  
South Sterling, PA 18460  
P: 717-676-4145  
Email: [jeainc@gmail.com](mailto:jeainc@gmail.com)  
Contact: John Allen

Repairs and duplicates all types of motion picture film, including cellulose nitrate film, and video. Send only correspondence to the above address. Tapes and films should be mailed UPS or Federal Express  
to: Art Building  
Huckleberry Hill  
Angels, PA 18445.

**The Cutting Corporation**  
**Archival Sound Labs**  
4940 Hampden Lane, Suite 300  
Bethesda, MD 20814  
301/654-2887 Fax: 301-654-3271  
Email: [info@cuttingarchives.com](mailto:info@cuttingarchives.com)  
<http://www.cuttingarchives.com>

**Document Reprocessors**

East Coast Office  
5611 Water Street  
Middlesex, NY 14507  
24-Hour Disaster Line 800/4DRYING (800/437-9464)  
P: 585/554-4500  
F: 585/554-4114  
<http://www.documentreprocessors.com>

Vacuum drying, cleaning, respooling and duplication of videotapes

West Coast Office:  
1384 Rollins Road  
Burlingame, CA 94010  
650/401-7711 Fax: 650/401-8711

**Safe Sound Archive**

21 West Highland Avenue  
Philadelphia, PA 19118-3309  
215/248-2100 Fax: 215/242-2177  
Email: [georgeblood@safesoundarchive.com](mailto:georgeblood@safesoundarchive.com)  
<http://www.safesoundarchive.com>  
Contact: George Blood

**Specs Brothers**

P.O. Box 195  
Lodi, NJ 07644  
800/852-7732 973-777-5055  
Fax: 973/777-5065  
<http://www.specsbros.com>  
Email: [admin@specsbros.com](mailto:admin@specsbros.com)  
Archival restoration, disaster recovery and consulting services provided.

**Smolian Sound Preservation Studios**

1 Wormans Mill Court  
Frederick, MD 21701  
301/694-5134  
Email: [smolians@erols.com](mailto:smolians@erols.com)  
<http://soundsaver.com>  
Contact: Steven Smolian  
Restores most types of audio media including records, dictating machine formats, cylinders, optical discs, reel-to-reel tapes and cassettes.

**VidiPax**

30-00 47<sup>th</sup> Avenue, 6<sup>th</sup> Floor  
Long Island City, NY 11101  
800/653-8434 Voicemail: 718/482-7111  
Fax: 718/482-1370  
Email: [contact@vidipax.com](mailto:contact@vidipax.com)  
<http://www.vidipax.com>  
Contact: Jim Lindner  
Recovery of videotapes from fire and water damage on a consultation basis.

**WRS Motion Picture & Video Laboratory**

Main Office  
213 Tech Road  
Pittsburgh, PA 15205  
412/937-1200 Fax: 412/922-1020  
Email: jackn@wrslabs.com  
<http://wrslabs.com>

Processes, transfers and restores all types of film, video and CD-ROMs. They also have a storage facility for film.

**BOARDING-UP SERVICES** Many glass companies have 24 hour emergency boarding up services. Look under "Glass - Automobile, Plate, Window, etc. Dealers."

**COLD STORAGE FACILITIES** If you cannot dry or treat some materials immediately, particularly books and archival records, blast freezing can be an appropriate stabilization measure in a recovery effort. Freezing allows time to make recovery decisions and arrests active mold growth. Blast freezing is a quick freezing method that reduces the formation of large ice crystals that can damage materials. The International Association of Refrigerated Warehouses publishes the *International Directory of Public Refrigerated Warehouses*, which lists member warehouses by state. The Association's telephone number is 703/373-4300. The *Directory* is also on their Website at <http://www.iarw.org>

The **Conservation Center for Art and Historic Artifacts** (CCAHA) has a small freezer with a capacity for freezing 45 cubic feet of books or records.

**CSI Integrated**

6061 Harbour Park Drive  
Suite B  
Midlothian, VA 23112  
804-744-0700x3 Fax: 804-744-3911  
Email: kevin@csiinc.org  
<http://www.csiinc.org>

**Denver Cold Storage Company**

555A Sandy Hill Road  
Denver, PA 17517  
717/336-3900 Fax: 717/336-5552  
Email: [info@denvercoldstorage.com](mailto:info@denvercoldstorage.com)  
<http://www.denvercoldstorage.com>

**Frigid Freeze Lockers**

149 Walnut Lane  
Riegelsville, PA 18077  
610/749-2483

**Orefield Cold Storage and Distribution Center, Inc.**

3424 Route 309  
Orefield, PA 18069  
610/395-8263 Fax: 610/395-6074

**COMPUTER DATA** In order to avoid the need to recover computer data, maintain regular tape or disk back-ups and store them off-site. If damage occurs, recovery companies will give instructions and packing information for shipping hard drives to the company for evaluation. After the evaluation, the prognosis for recovery and fee will be discussed.

Check with your computer representative for recommended computer recovery companies. The companies listed below recover hard drive data from fire and water damage.

**Belfort Instrument Company**

727 South Wolfe Street  
Baltimore, MD 21231  
800/937-2353 401/342-2626  
Fax: 401/342-7028  
Email: [service@belfortinstruments.com](mailto:service@belfortinstruments.com)  
[sales@belfortinstruments.com](mailto:sales@belfortinstruments.com)  
<http://www.belfortinstrument.com>  
Magnetic media recovery

**Document Reprocessors**

East Coast Office  
5611 Water Street  
Middlesex, NY 14507  
24-Hour Disaster Line 800/4DRYING (800/437-9464)  
P: 585/554-4500  
F: 585/554-4114  
<http://www.documentreprocessors.com>  
Vacuum drying, cleaning, respooling and duplication of videotapes

West Coast Office:  
1384 Rollins Road  
Burlingame, CA 94010  
650/401-7711 Fax: 650/401-8711

**SunGard Availability Services, LP**

680 East Swedesford Road  
Wayne, PA 19087  
800/468-7483  
<http://recovery.sungard.com>

**Tesco, Inc.**

9237 Roosevelt Boulevard  
Philadelphia, PA 19114-2205  
215/677-5000 Fax: 215/677-7500

**CONSERVATORS** can provide expertise through consultation, review of salvage procedures in your Emergency Plan, assessment of collection damage at the time of an emergency, assistance in developing salvage procedures, as well as provision of conservation treatment of damaged objects. Because of the highly technical skills needed in conservation, conservators tend to specialize in a particular type of object, such as works of art on paper, sculpture, ethnographic materials, decorative materials, textiles, paintings, photographs, furniture and books.

**American Institute for Conservation of Historic and Artistic Works (AIC)**

1156 15<sup>th</sup> Street N.W., Suite 320  
Washington, DC 20005-1714  
202/452-9545 Fax: 202/452-9328  
Email: [info@aic-faic.org](mailto:info@aic-faic.org)  
<http://aic.stanford.edu>

A list of conservators in your region can be provided through AIC's *Guide to Conservation Services*. Copies of the brochure "*Guidelines for Selecting a Conservator*" and *AIC Code of Ethics and Guidelines for Practice* can be obtained from the AIC office.

**Regional Alliance for Preservation (RAP)**

<http://www.preservecollections.org>

The Regional Alliance for Preservation (RAP) maintains a Website with links to each of its affiliated Preservation Services Programs and Regional Conservation Centers located throughout the country. These regional centers can provide information, disaster assistance, consultations and conservation treatment.

**DEHUMIDIFICATION**

**Belfort Instrument Company**

727 South Wolfe Street  
Baltimore, MD 21231  
800/937-2353 410/342-2626  
Fax: 410/342-7028  
Email: [service@belfortinstruments.com](mailto:service@belfortinstruments.com)  
[sales@belfortinstruments.com](mailto:sales@belfortinstruments.com)  
<http://www.belfortinstrument.com>

A variety of recovery services, including fire and water recovery, vacuum freeze-drying, dehumidification and cleaning.

**Blackmon-Mooring-Steamatic Catastrophe, Inc. (BMS CAT)**

303 Arthur Street  
Fort Worth, TX 76107  
24hrs: 800/433-2940  
Fax: 817/332-6728  
Email: [info@bmscat.com](mailto:info@bmscat.com)  
<http://www.bmscat.com>

A variety of recovery services for facility and contents, including desiccant and refrigerant dehumidification, vacuum freeze-drying, HVAC cleaning and decontamination, and data and media recovery. BMS CAT has a pre-registration form that helps them respond quickly in a disaster.

**Munters Moisture Control Services**

National Headquarters  
79 Monroe Street, P.O. 640  
Amesbury, MA 01913  
24hrs: 800/MUNTERS (800/686-8377)  
Email: [dhinfo@munters.com](mailto:dhinfo@munters.com)  
<http://www.munter.us/en/us>

Moisture Control has regional offices throughout the country. To obtain phone numbers for these offices, contact the District Office or the National Headquarters (800/686-8377), available 24 hours a

day. A variety of recovery services from water damage, including structural drying, humidity control, disaster planning and consulting.

## **FILM -- MOTION PICTURE**

See also "Audio and Visual Media."

### **Cinema Arts, Inc.**

P.O. Box 70  
South Sterling, PA 18460  
P: 717-676-4145  
Email: jeainc@gmail.com  
Contact: John Allen

Repairs and duplicates all types of motion picture film, including cellulose nitrate film and video. Send only correspondence to the above address. Tapes and films should be mailed UPS or Federal Express to:  
Art Building  
Huckleberry Hill  
Angels, PA 18445.

### **Eastman Kodak Company**

Disaster Recovery Lab, water damage  
B65, Door G, Room 340  
1700 Dewey Avenue  
Rochester, NY 14650-1819  
24hr Hotline: 800/352-8378

Provides publications and information on care and recovery of film based materials. Contact the nearest office for information about reprocessing of Kodak film/microfilm.

### **Film Treat East Corporation**

42-24 Orchard Street, 4th Floor  
Long Island City, NY 11101  
718/784-4040 Fax: 718/784-4766  
Contact: Sam Borodinsky

Restoration of motion picture film, including washing and drying of film.

### **WRS Motion Picture & Video Laboratory**

213 Tech Road  
Pittsburgh, PA 15205  
412/937-1200 Fax: 412/922-1020  
Email: jackn@wrslabs.com  
<http://www.wrslabs.com>

Processes, transfers and restores all types of film, video and CD-ROMs. They also have a storage facility for film.

**FIRE & WATER DAMAGE SALVAGE** Check local *Yellow Pages* under "Fire & Water Damage Restoration." Most of these service providers clean smoke and water-damaged buildings and their contents, such as carpets and office furniture and equipment. They usually are **not** sources for cleaning cultural and historic collections.

Consult a conservator to review odor removal procedures, because some suppliers and procedures may not be appropriate for use with cultural and historical collections, such as use of ozone for smoke odor removal.

**Astrocare Fire & Water Restoration, Inc.**

6 Washington Avenue  
Fairfield, NJ 07004  
24hrs: 800/924-2890 973/575-0011  
Fax: 973/575-7724  
Email: office@astrocare.com  
<http://www.astrocare.com>

Cleaning of walls, floors, carpets from fire, smoke, odor and chemical contamination; drying fan and dehumidification equipment, cleaning and decontamination of water and sewage damage.

**Mellon Certified Restoration  
(Formerly FireDEX of Philadelphia Metro)**

436 S. Lansdowne Avenue  
Lower Lot  
Yeadon, PA 19050  
610/622-5860 Fax: 610/622-1208  
Email: info@melloncr.net  
<http://www.melloncr.com>

An insurance service organization providing soot, smoke and odor removal, cleaning services, boarding up and roofing.

**SERVPRO® Industries, Inc.**

801 Industrial Road  
Gallatin, TN 37066  
800/SERVPRO (800/737-8776) 615/451-0200  
Fax: 615/451-0291  
<http://www.servpro.com>  
Contact: Don Kurdy

Fire and water damage restoration.

**FOOD** to feed staff and volunteers who are assisting in the recovery effort. A list of caterers or local restaurants with delivery services will provide welcome refreshment.

**FREEZE-DRYING**

**Artifact Research Center**

181 Main Street  
Hackettstown, NJ 07840  
908/684-9556

**Belfor USA, Inc.**

(Formerly **Disaster Recovery Services, Inc.**)

185 Oakland Avenue, Suite 300

Birmingham, MI 48009-3433

24hrs: 800/856-3333 248/594-1144

Fax: 248/594-1133

Email: [info@us.belfor.com](mailto:info@us.belfor.com)

<http://www.us.belfor.com>

A variety of recovery services, including fire and water recovery, vacuum freeze-drying, dehumidification and cleaning.

Philadelphia Belfor USA

608 Jeffers Circle

Exton, PA 19341

610/594-5566 Fax: 610/594-2116

**Blackmon-Mooring-Steamatic Catastrophe, Inc. (BMS CAT)**

303 Arthur Street

Fort Worth, TX 76107

24hrs: 800/433-2940

Fax: 817/332-6728

Email: [info@bmscat.com](mailto:info@bmscat.com)

<http://www.bmscat.com>

A variety of recovery services for facility and contents, including desiccant and refrigerant dehumidification, vacuum freeze-drying, HVAC cleaning and decontamination, and data and media recovery. BMS CAT has a pre-registration form that helps them to respond quickly in a disaster.

**Document Reprocessors**

East Coast Office

5611 Water Street

Middlesex, NY 14507

24-Hour Disaster Line 800/4DRYING (800/437-9464)

P: 585/554-4500

F: 585/554-4114

<http://www.documentreprocessors.com>

Vacuum drying, cleaning, respooling and duplication of videotapes

West Coast Office:

1384 Rollins Road

Burlingame, CA 94010

650/401-7711 Fax: 650/401-8711

**Midwest Freeze-Dry Ltd.**

7326 North Central Park Avenue

Skokie, IL 60076

847/679-4756 Fax: 847/679-4191

Email: [mfd7326@sbcglobal.net](mailto:mfd7326@sbcglobal.net)

<http://www.midwestfreezedryltd.com>

Provides a variety of services, including freeze-drying of business records, bound volumes, art on paper, and textiles; biological decontamination; and anoxic treatments.

**HAZARDOUS MATERIAL** To find an industrial hygienist or environmental consultant look in the *Yellow Pages* under “Lead Substance Removal & Abatement Service,” “Asbestos Removal & Abatement Service,” and “Environmental Conservation & Ecological Organizations.”

**Arts, Crafts & Theater Safety, Inc. (ACTS)**

181 Thompson Street, #23  
New York, NY 10012-2586  
212/777-0062

Email: ACTSNYC@cs.com

<http://www.artscraftstheatersafety.org>

Contact: Monona Rossol

Founded in 1987, ACTS is a not-for-profit corporation dedicated to providing health and safety services to the arts and publishes *ACTS FACTS*, the Monthly Newsletter for Arts, Crafts and Theater Safety, Inc. (ACTS). In addition to conducting lectures and workshops, staff conduct OSHA compliance training sessions and inspections, provide technical assistance for building planning and renovation projects, as well as researches and edits safety materials.

**Asbestos Information Association of North America**

1235 Jefferson Davis Highway, Suite 509

Arlington, VA 22202

703/979-1150 Fax: 703/979-1152

Email: aiabjigg@aol.com

[http://www.aecinfo.com/1/company/05/28/16/company\\_1.html](http://www.aecinfo.com/1/company/05/28/16/company_1.html)

Contact for educational and scientific information about asbestos fibers.

**Environmental Information Association**

6935 Wisconsin Avenue, Suite 306

Chevy Chase, MD 20815-6112

888/343-4342 301/961-4999

Fax: 301/961-3094

Email: info@eia-usa.org

<http://www.eia-usa.org>

Contact for information about asbestos abatement.

**National Institute of Environmental Health Sciences**

P.O. Box 12233, MD NH-10

Research Triangle Park, NC 27709-2233

P: 919/541-3345 F: 919-541-4395

<http://www.niehs.nih.gov>

Publications Website: <http://library-pubs.niehs.nih.gov/rmwp?&func=advSearch>

A clearinghouse on environmental health effects

**National Lead Information Center & Clearinghouse**

422 South Clinton Avenue

Rochester, NY 14620

800/424-LEAD (800/424-5323) Fax: 585/232-3111

Email: on Website

<http://www.epa.gov/lead/pubs/nlic.htm>

Provides information on lead hazards.

**US Consumer Product Safety Commission**

4330 East West Highway  
Bethesda, MD 20814  
800/638-CPSC (2772) Fax: 301/504-0124  
Email: On Website  
<http://www.cpsc.gov>

Call to request information about potential hazards of commercial products.

**MICROFILM****Challenge Industries/ Microfilm**

402 East State Street  
Ithaca, New York 14850  
607/272-8990 Fax: 607/277-7865  
Email: [info@aboutchallenge.org](mailto:info@aboutchallenge.org)  
<http://www.aboutchallenge.org>

**Document Reprocessors**

East Coast Office  
5611 Water Street  
Middlesex, NY 14507  
24-Hour Disaster Line 800/4DRYING (800/437-9464)  
P: 585/554-4500  
F: 585/554-4114  
<http://www.documentreprocessors.com>  
Vacuum drying, cleaning, respooling and duplication of videotapes

West Coast Office:  
1384 Rollins Road  
Burlingame, CA 94010  
650/401-7711 Fax: 650/401-8711

**Northeast Document Conservation Center (NEDCC)**

100 Brickstone Square  
Andover, MA 01810-1494  
24hrs: 978/470-1010 Fax: 978/475-6021  
Email: [nedcc@nedcc.org](mailto:nedcc@nedcc.org)  
<http://www.nedcc.org>  
Contact: Lori Foley, Director of Field Service

**Preservation Services Center**

6565 Kilgour Place  
Dublin, OH 43017-3395  
800/848-5878 614-764-6000  
Fax: 614-764-6096  
Email: [usa@oclc.org](mailto:usa@oclc.org)  
<http://www.oclc.org/preservation>  
Washing and duplicating of 16 mm, 35 mm and 105 mm silver roll microfilm.

## **MOLD RECOVERY**

### **Cocciardi and Associates, Inc.**

4 Kacey Court  
Mechanicsburg, PA 17055-5596  
24hrs: 800/377-3024 717/766-4500  
Fax: 717/766-3999  
Email: [bpears@cocciardi.com](mailto:bpears@cocciardi.com)  
<http://www.cocciardi.com>

### **Conservation Center for Art and Historic Artifacts (CCAHA)**

264 South 23rd Street  
Philadelphia, PA 19103  
215/545-0613 Fax: 215/735-9313  
Email: [ccaha@ccaha.org](mailto:ccaha@ccaha.org)  
<http://www.ccaha.org>

Provides recovery advice, assistance and conservation treatment of paper-based materials affected by mold.

### **Pest Control Services, Inc.**

469 Mimosa Circle  
Kennett Square, PA 19348  
610/444-2277 Fax: 610/444-2615  
Email: [Bugman22@aol.com](mailto:Bugman22@aol.com)  
<http://www.termitesonly.com>  
Contact: Thomas A. Parker

Consultation on mold blooms. Identifies causes for blooms and provides cleaning of mold-affected materials and areas.

### **Spotts, Stevens and McCoy, Inc**

1047 North Park Road  
Reading, PA 19610  
P: 610/621-2000 F: 610/621-2001  
[information@ssmgroup.com](mailto:information@ssmgroup.com)  
<http://www.ssmgroup.com>

### **Synertech Incorporated Environmental Consulting**

2208 South Broad Street  
Philadelphia, PA 19145  
215/755-2305 Fax: 215/755-2405  
Email: On Website  
<http://www.gosynertech.com>

Contact: Brian M. Joseph, Industrial Hygienist

Contact for mold cleanup; also prepares libraries/archives/museums for a move, including plastic sheeting placement, removal, and clean up.

**MYCOLOGIST** Since some molds can cause serious illness, a mycologist to identify the species present should assess mold outbreaks. Contact your local hospital, university, or commercial testing lab that specializes in mold identification. They will provide the sampling procedures to follow. Companies that provide mold identification services may also be found in the *Yellow Pages* among the listings under headings such as “Environmental, Conservation & Ecological Associations,” “Lead Substance Removal & Abatement Service,” or “Asbestos Removal & Abatement Service.”

**Micro Air, Inc.**

6320 La Pas Trail  
Indianapolis, IN 46268  
800/486-1533 317/293-1533  
Fax: 317/290-3566  
Email: [microair@microair.com](mailto:microair@microair.com)  
<http://www.microair.com>  
Contact: Timothy Eaton, Industrial Hygienist

**P & K Microbiology Services, Inc.**

1936 Olney Avenue  
Cherry Hill, NJ 08003  
856/489-4455 Fax: 856/489-4085  
Contact: Dr. Chin Yang

**PEST CONTROL**

**Pest Control Services, Inc.**

469 Mimosa Circle  
Kennett Square, PA 19348  
610/444-2277 Fax: 610/444-2615  
Email: [Bugman22@aol.com](mailto:Bugman22@aol.com)  
<http://www.termitesonly.com>  
Contact: Thomas A. Parker

Develops and implements integrated pest management programs for museums, historic structures, libraries and collections. Assists institutions with collections and buildings threatened by mold, insects, birds, bats, and rodents.

**PHOTOGRAPHS -- NEGATIVES**

**Chicago Albumen Works**

P.O. Box 805  
174 Front Street  
Housatonic, MA 01236  
413/274-6901 Fax: 413/274-6934  
Email: [digital@albumenworks.com](mailto:digital@albumenworks.com) or [collections@albumenworks.com](mailto:collections@albumenworks.com)  
<http://www.albumenworks.com>

**Conservation Center for Art and Historic Artifacts (CCAHA)**

264 South 23<sup>rd</sup> Street  
Philadelphia, PA 19103  
215/545-0613 Fax: 215/735-9313  
Email: [ccaaha@ccaaha.org](mailto:ccaaha@ccaaha.org)  
<http://www.ccaaha.org>

**Northeast Document Conservation Center (NEDCC)**

100 Brickstone Square  
Andover, MA 01810-1494  
24hrs: 978/470-1010 Fax: 978/475-6021  
Email: [nedcc@nedcc.org](mailto:nedcc@nedcc.org)  
<http://www.nedcc.org>  
Contact: Lori Foley, Director of Field Service

**POISON**

**American Association of Poison Control Center**

To locate your local Poison Control Center call 1-800-222-1222 or view <http://www.aapcc.org>

**The Poison Control Center  
At the Children's Hospital of Philadelphia**

34<sup>th</sup> Street and Civic Center Boulevard  
Philadelphia, PA 19104  
800/222-1222 215/590-2003  
Fax: 215/590-4419  
<http://poisoncontrol.chop.edu>

**SECURITY SERVICES** If damage occurs to the building, it may be necessary to hire security services to safeguard the building and collections. Your security company may be able to provide twenty-four hour security guards or advise you on an appropriate service to contact.

Security procedures should be reviewed throughout the recovery effort to ensure the safety of staff and the collections. At a minimum, establish a list of authorized persons to enter the building, and maintain logs for sign-in and sign-out. If appropriate, provide identification tags, especially for volunteers.

Select one person to speak to the media for the institution. Inform all persons assisting in the recovery effort to whom they should refer all requests from the media.

**STORAGE** (Off-site) Check in the *Yellow Pages* under "Storage Household & Commercial."

**Affiliated Warehouse Companies, Inc.**

P.O. Box 295  
Hazlet, NJ 07730-0295  
732/739-2323 Fax: 732/739-4154  
Email: [sales@awco.com](mailto:sales@awco.com)  
<http://www.awco.com>

Can provide a list of regional sources for warehouses (storage, refrigerated and freezer spaces).

## Philadelphia Area

### **Atelier Art Services**

103 East Sharpnack Street  
Philadelphia, PA 19119  
215/842-3500 Fax: 215/842-3501  
<http://www.atelierartservices.com>  
Contact: Hal Jones

### **Carl W. Guckelberger & Co.**

448 N. 10<sup>th</sup> Street  
Philadelphia, PA 19123  
215/769-6060 Fax: 215/769-3153

### **Safe Sound Archive**

21 West Highland Avenue  
Philadelphia, PA 19118-3309  
215/248-2100 Fax: 215/242-2177  
Email: [georgeblood@safesoundarchive.com](mailto:georgeblood@safesoundarchive.com)  
<http://www.safesoundarchive.com>  
Contact: George Blood  
Storage of magnetic tape only.

**THEFT REPORTING** significantly increases the likelihood of finding the missing objects. An emergency response plan should include procedures for theft response. Photographs and object documentation provide essential information for identifying and recovering stolen materials. If you have a theft, report the loss to the local law enforcement and your insurance company. Once the proper authorities have been notified, publicize your loss in local newspapers, collectors' trade journals, Internet listservs, etc. Local law enforcement and your insurance company can assist you in identifying places to register your loss. Local law enforcement will assist in contacting Interpol and the National Stolen Art File maintained by the FBI. For additional information on reporting of theft, see if your professional organization has published guidelines.

Below are some national organizations, publications and list serves that publicize lost and stolen objects.

### **Antiquarian Booksellers Association of America**

National Office  
20 West 44<sup>th</sup> Street, 4<sup>th</sup> Floor  
New York, NY 10036-6604  
212/944-8291 Fax: 212/944-8293  
Email: [inquiries@abaa.org](mailto:inquiries@abaa.org)  
<http://www.abaa.org>

Distributes lists of stolen materials (Pink Sheets) to members and the FBI. When notifying the Association about a loss, provide a description of item and note exact identifiable information.

### **Art Loss Register at the International Foundation for Art Research (IFAR)**

108 W 39<sup>th</sup> Street, Suite 506  
New York, NY 10018  
212/297-0941 Fax: 212/354-9020  
Toll Free: 877/ART LOSS (877/278-5677)  
Email: [lwaycott@almy.com](mailto:lwaycott@almy.com)  
<http://www.artloss.com>

The Art Loss Register is headquartered in London. In 1991, IFAR joined partners with the Art Loss Register in London to maintain a database of lost objects with a value over \$500 that can be uniquely identified. Items in the database are checked regularly against catalogs of major auction houses. In addition, IFAR publishes a magazine, *IFARreports*, where one's loss can be reported. The magazine is circulated to dealers and auction houses.

The Art Loss Register uses an *Object ID Checklist* that notes the types of information needed to document an object. For further information about the *Object ID Checklist*, contact Council for the Prevention of Art Theft (CoPAT), The Estate Office, Stourhead Park, Stourton, Warminster, Wiltshire, BA12 6QD, United Kingdom, <http://www.object-id.com>

### **Federal Bureau of Investigation**

National Stolen Art File  
Federal Bureau of Investigation  
Major Theft Unit – Room 3247  
935 Pennsylvania Avenue, NW  
Washington, DC 20535  
202/324-4192 Fax: 202/324-1504  
<http://www.fbi.gov>

Philadelphia Office:  
William J. Green Jr. FOB  
600 Arch Street, 8<sup>th</sup> Floor  
Philadelphia, PA 19106  
24hrs: 215/418-4000  
<http://philadelphia.fbi.gov>

### **Ron Lieberman Antiquarian Bookseller**

4887 Newport Road  
Kinzers, PA 17535-9793  
717/442-0220 Fax: 717/442-7904  
Email: [RareBooks@POBox.com](mailto:RareBooks@POBox.com)  
<http://www.sellbooks.net>

Consultant on thefts and security issues, also appraiser and intellectual evaluator of collections.

### **Professional Autograph Dealers Association (PADA)**

P.O. Box 1729-W  
Murray Hill Station  
New York, NY 10016  
888/338-4338 Fax: 866/639-1240  
Email: On Website  
<http://www.padaweb.org>

### **The Society of American Archivists (SAA)**

17 North State Street, Suite 1425  
Chicago, IL 60602-3315  
312/606-0722 Fax: 312/606-0728  
Email: [info@archivists.org](mailto:info@archivists.org)  
<http://www.archivists.org>

**In addition, the following Internet discussion lists announce thefts:**

Archives Electronic Discussion List – <http://forums.archivists.org/read/?forum=archives>

DeRicci Project, for pre-1600 manuscripts only – [dericci@aol.com](mailto:dericci@aol.com)

Exlibris Electronic Discussion List – <http://palimpsest.stanford.edu/byform/mailling-lists/exlibris/>

Library Security Officer Electronic Discussion List -- [sallen@getty.edu](mailto:sallen@getty.edu)

Museum Security Network – <http://msn-list.te.verweg.com>

### III. EMERGENCY SUPPLY AND EQUIPMENT VENDORS

The purpose of this emergency supplies and equipment list is to assist in preparing a list of vendors and assemble a stock of supplies and equipment to have on-hand to start recovery efforts as quickly as possible.

**Selecting supplies and equipment to have on-site** An institution's expected needs for recovering from emergencies guides the selection and quantity of supplies and equipment. After determining all of the supplies that might be required, a decision can be made as to which supplies are needed on-site, or can be quickly purchased, rented or borrowed.

The essential supplies and equipment to have on-hand are those required to safeguard collections during times of potential danger or those needed for immediate recovery efforts. These supplies do not need to be of archival quality. For example, paper towels and unprinted newspaper can be used instead of the more expensive blotting papers. During an emergency, creative and practical use of supplies will be necessary for the success of the initial salvage effort.

In addition to supplies and equipment purchased specifically for emergency use, some useful items may already be on-site, such as fans, vacuum cleaners, furniture (tables, chairs), stepladders, and book trucks. Arrangements should be made in advance to ensure access to these items in an emergency.

Appropriate vendors should be identified in advance in order to save time during an emergency. The vendor's business hours, address, telephone number, and a contact person should be noted. Supplies and equipment that can be purchased quickly or rented from your local hardware and discount stores should be identified. It is also very important to list vendors from outside the local area in case local vendors are affected by the same emergency.

Arrangements for pick-up or delivery and payment should be made in advance, so purchase or rental can be expedited. Special procedures may need to be developed in order to authorize the expenditure of funds quickly. It is very helpful to have available local telephone books and the catalogs from vendors and local hardware stores. Remember that some of the supplies will be needed in bulk.

**Storing of supplies** Careful consideration should be given to where supplies and equipment are stored. Multiple storage areas may be useful in the event that one section of the building is damaged. Consider storing supplies in waterproof containers to safeguard supplies from water damage and to assist in transporting supplies. Cooperative arrangements with local institutions for storing supplies may also be a useful option for some back-up supplies.

Supplies should be designated and labeled "For Use Only in an Emergency." An inventory list should be maintained and checked regularly. Keys to the storage locations should be accessible for appropriate access. Supplies with expiration dates should be noted and checked on a regular basis, such as camera film and batteries.

## A. SUGGESTED LIST OF SUPPLIES AND EQUIPMENT TO HAVE ON-HAND

This list is provided to assist in the selection of supplies and equipment to have on-hand and accessible. The supplies and equipment noted below are typically needed to begin a recovery effort.

<u>Cleaning</u>	<u>Information</u>	<u>Safety</u>
Brooms, large & whisk	Building plans	Chemical lightsticks
Soft brushes	Emergency plan	Chemical spill absorbing material
Buckets	Emergency telephone list	Dust masks
Cloth, soft & lint-free	Salvage information	First aid kit
Disinfectant	Staff list w/home phone numbers	Flashlight
Distilled water	Telephone books	Gloves (latex, cotton, safety)
Garbage bags	Vendor catalogs	Hard hats
Garden hose, adjustable nozzle		Radios (two-way & battery operated)
Handy wipes	<u>Miscellaneous</u>	Respirators
Mops	Batteries	Signage (barricade and hazard alert)
Paper towels	Extension cords	
Rags/old towels		
Sponges, various sizes	<u>Packing &amp; Moving</u>	<u>Tools</u>
Wet/dry vacuum cleaners	Book trucks/rolling carts	Crow bar
	Boxes	Hammer
<u>Documentation</u>	Dollies	Pliers
Camera & film	Freezer paper	Screwdrivers
Environmental monitoring equip.	Ladders	Shovel
Marking & recording supplies	Moving pads	Tape measure
Tape recorder, voice alternative to written documentation	Pallets	Utility knives
	Plastic bags, various sizes	Wire cutter
<u>Drying</u>	Plastic sheeting	Wrenches
Blotting paper	Scissors	
Clothesline & clothespins	String/twine/rope	
Dehumidifiers	Tables	
Drying racks (for wet paper)	Tapes (adhesive, duct, electrical, masking, packing)	
Fans		
Unprinted newsprint		
Polyester web		
Portable heaters		

## B. SUPPLY AND EQUIPMENT VENDORS

As you develop your list of emergency supplies, identify local stores that carry the needed supplies and equipment. If a large-scale disaster is a possibility, vendors outside the Philadelphia area should be located, such as national or regional hardware franchises.

**BAGS** (plastic) are available from grocery and discount stores. For long-term storage needs, inert plastic bags, such as polyethylene and polypropylene, are available from conservation supply companies.

**Conservation Resources International, L.L.C.**

5532 Port Royal Road  
Springfield, VA 22151  
800/634-6932 703/321-7730  
Fax: 703/321-0629  
Email: sales@conservationresources.com  
<http://www.conservationresources.com>

**Gaylord Bros.**

P.O. Box 4901  
Syracuse, NY 13221-4901  
800/962-9580 Fax: 800/272-3412  
Email: On Website  
<http://www.gaylord.com>

**National Bag Company, Inc.**

2233 Old Mill Road  
Hudson, OH 44236  
800/247-6000 Fax: 330/425-9800  
<http://www.nationalbag.com>

**University Products, Inc.**

517 Main Street  
P.O. Box 101  
Holyoke, MA 01041-0101  
800/628-1912 Fax: 800/532-9281  
Email: custserv@universityproducts.com  
<http://www.universityproducts.com>

**BLOTTING MATERIALS** are available from art supply stores, conservation supply companies, cleaning industry, and hardware stores. Unprinted newsprint, which is less expensive, can be used instead of blotting paper in an emergency. Unprinted newsprint may be purchased at paper dealers, art supply stores and moving companies, such as U-Haul and Ryder. Roll ends are often available from local newspaper printers for a minimal charge. If blotting paper is used, be sure that it does not contain any dyes.

**Archivart®**

40 Eisenhower Drive  
Paramus, NJ 07652  
800/804-8428 Fax: 888-273-4824  
Email: sales@archivart.com  
<http://www.archivart.com>

**Gaylord Bros.**

P.O. Box 4901  
Syracuse, NY 13221-4901  
800/962-9580 Fax: 800/272-3412  
Email: On Website  
<http://www.gaylord.com>

**Hollinger Corporation**

9401 Northeast Drive  
Fredricksburg, VA 22408  
800/634-0491 Fax: 800/947-8814  
Email: [GenealogyStore@aol.com](mailto:GenealogyStore@aol.com)  
<http://www.genealogicalstorageproducts.com>

**Metal Edge, Inc.**

6340 Bandini Avenue  
Commerce, CA 90040  
800/862-2228 Fax: 888/822-6937  
Email: [info@metaledgeinc.com](mailto:info@metaledgeinc.com)  
<http://www.metaledgeinc.com>

**Quill Corporation**

P.O. Box 94080  
Palatine, IL 60094-4080  
800/789-1331 Fax: 800/789-6630  
Email: on Website  
<http://www.quillcorp.com>

**Springfield Papers Specialties**

1754 Limekiln Pike at the Pennsylvania Turnpike  
Fort Washington, PA 19025  
215/643-2800 Fax: 215/643-0639  
Email: [springfieldscs@comcast.net](mailto:springfieldscs@comcast.net)  
<http://www.springfieldpaperspecialties.com>

**Talas, Division of Technical Library Service, Inc.**

20 West 20th Street, 5th floor  
New York, NY 10011  
212/219-0770 Fax: 212/219-0735  
Email: [info@talasonline.com](mailto:info@talasonline.com)  
<http://www.talas-nyc.com>

**TEK Products**

P.O. Box 547  
Long Lake, MN 55356  
800/783-4944 952/933-4444  
Fax: 952/933-4448  
Email: [customerservice@tekproducts.com](mailto:customerservice@tekproducts.com)  
<http://www.tekproducts.com>

**Texwipe Company, LLC**

300B Route 17 South  
Mahwah, NJ 07430  
800/TEXWIPE (800/839-9473) Fax: 201/684-1801  
Email: [info@texwipe.com](mailto:info@texwipe.com)  
<http://www.texwipe.com>

**Unisource**

6600 Governors Lake Parkway  
Norcross, GA 30071  
800/UNISOURCE (800/864-7687)  
[www.unisourcelink.com](http://www.unisourcelink.com)  
Only unprinted newsprint

**University Products, Inc.**

517 Main Street  
P.O. Box 101  
Holyoke, MA 01041-0101  
Main Number: 800/336-4847 800/628-1912  
Fax: 800/532-9281  
Email: [custserv@universityproducts.com](mailto:custserv@universityproducts.com)  
<http://www.universityproducts.com>

**BOXES, corrugated cardboard** can be purchased from moving companies. Look in the *Yellow Pages* under “Movers” and “Moving Supplies.”

**BOXES, plastic****Global Equipment Company, Inc.**

11 Harbor Park Dr.  
Port Washington, NY 11050  
888/978-7759  
[service@globalindustrial.com](mailto:service@globalindustrial.com)  
<http://www.arrowstardiscount.com>

**Gaylord Bros.**

P.O. Box 4901  
Syracuse, NY 13221-4901  
800/962-9580 Fax: 800/272-3412  
Email: On Website  
<http://www.gaylord.com>  
“RESCUBES” (collapsible polyethylene boxes for transport of water-damaged materials).

**National Bag Company, Inc.**

2233 Old Mill Road  
Hudson, OH 44236  
800/247-6000 Fax: 330/425-9800  
<http://www.nationalbag.com>  
A variety of plastic containers, including collapsible storage containers.

**ProText, Inc.**

P.O. Box 30423

Bethesda, MD 20824

301/320-7231 Fax: 301/320-7232

E-mail: ProText@protext.net

<http://www.protext.net>

“RESCUBES” (collapsible polyethylene boxes for transport of water-damaged materials).

**University Products, Inc.**

517 Main Street

P.O. Box 101

Holyoke, MA 01041-0101

800/336-4847 800/628-1912

Fax: 800/532-9281

Email: [custserv@universityproducts.com](mailto:custserv@universityproducts.com)

<http://www.universityproducts.com>

“RESCUBES” (collapsible polyethylene boxes for transport of water-damaged materials); Storage/Tote Baskets, collapsible polypropylene boxes.

**BRUSHES, SOFT** are available from hardware, paint and art supply stores.

**CHEMICAL LIGHTSTICKS** are often available in camping and hardware stores, but availability may be seasonal. If stored in a cool, dry environment, lightsticks last approximately four years.

Chemical lightsticks are a source of light when there is no electricity. They are non-toxic. There are high-density or long-duration illumination lightsticks. Long duration lightsticks remain effective for eight to twelve hours, while the high intensity lights provide light for approximately seventy-five minutes.

**Global Equipment Company, Inc.**

11 Harbor Park Dr.

Port Washington, NY 11050

888/978-7759

[service@globalindustrial.com](mailto:service@globalindustrial.com)

<http://www.arrowstardiscount.com>

**Cole-Parmer Instrument Company**

625 East Bunker Court

Vernon Hills, IL 60061-1844

800/323-4340 Fax: 847/247-2929

Email: [info@coleparmer.com](mailto:info@coleparmer.com)

<http://www.coleparmer.com>

Cyalume® Lightsticks; high intensity light or long duration illumination

**Epicenter**

384 Wallis Street #2

Eugene, OR 97402

541/684-0717 Fax: 541/338-9050

Email: [bjnelson@TheEpicenter.com](mailto:bjnelson@TheEpicenter.com)

<http://www.TheEpicenter.com>

**DEHUMIDIFIERS** Look in the *Yellow Pages* under “Humidifying Apparatus” and “Tools –Renting” when looking for dehumidifiers to rent. Dehumidifiers can be purchased at most hardware stores.

**DISINFECTANTS** Common household products for cleaning shelving and office furniture (not collection items) can be purchased at grocery, hardware and discount stores. An economical product is bleach used in a 10% solution with water. **Disinfectants should not be used directly on valuable collection materials.**

**DISTILLED WATER** can be purchased in one-gallon containers in grocery stores. Distilled water is recommended for rinsing photographs. Check local *Yellow Pages* under “Water Companies - Bottled Bulk, Etc.” and “Water Filtration & Purification Equipment – Consumer.”

**DRY CLEANING SPONGES** are vulcanized natural rubber sponges. Some sponges are chemically treated. Absorene® is a soft, pliable dry cleaner that works like an eraser. It is not chemically treated.

**Absorene Manufacturing Co.**

2141 Cass Avenue  
St. Louis, MO 63106  
800/662-7399 Fax: 314/231-4028  
Email: customerservice@absorene.com  
<http://www.absorene.com>

Absorene® is a soft, pliable dry cleaner that works like an eraser. It absorbs dust, dirt, smoke and film.

**Conservation Support Systems**

P.O. Box 91746  
Santa Barbara, CA 93190-1746  
800/482-6299 Fax: 805/682-2064  
Email: css@silcom.com  
<http://www.silcom.com/~css>

Several dry cleaning sponges, including Absorene®.

**Gaylord Bros.**

P.O. Box 4901  
Syracuse, NY 13221-4901  
800/962-9580 Fax: 800/272-3412  
Email: On Website  
<http://www.gaylord.com>

Dry cleaning sponges that remove soot and smoke from walls, wood, leather, tiles, shades, and other surfaces.

**Talas, Division of Technical Library Service, Inc.**

20 West 20th Street, 5th floor  
New York, NY 10011  
212/219-0770 Fax: 212/219-0735  
Email: info@talasonline.com  
<http://www.talas-nyc.com>

Absorene® chemical sponges and Wishab, a sponge-like pad that removes dust, soot, etc., but not oil or grease

**University Products, Inc.**

517 Main Street

P.O. Box 101

Holyoke, MA 01041-0101

800/336-4847 800/628-1912

Fax: 800/532-9281

Email: [custserv@universityproducts.com](mailto:custserv@universityproducts.com)

<http://www.universityproducts.com>

Dry cleaning sponges that remove soot and smoke from walls, wood, leather, tiles, shades, and other surfaces.

**DRY ICE** Check local *Yellow Pages* under "Ice." Remember to handle dry ice with caution. Gloves should be worn when handling dry ice to prevent hands freezing to the ice. Materials packed with dry ice should be appropriately labeled.

**ENVIRONMENTAL MONITORS** Monitoring the temperature and relative humidity is critical after a disaster to assist in identifying inadequate environmental conditions that need to be remedied immediately. High relative humidity and wet objects can initiate and sustain mold growth. In very wet situations, recovery response within twenty-four hours is essential.

Select a monitor, such as a recording hygrothermograph, that can provide immediate, continuous recording of the temperature and relative humidity. If purchasing a monitor ahead of time is not possible, consider an inexpensive digital thermohygrometer to provide some indication of the environmental conditions.

**Art Preservation Services (ARTEN)**

315 East 89th Street

New York, NY 10128

212/722-6300 Fax: 212/427-6726

Email: [information@apsnyc.com](mailto:information@apsnyc.com)

<http://www.apsnyc.com>

**Bacharach, Inc.**

621 Hunt Valley Circle

New Kensington, PA 15068-7074

800/736-4666 724/334-5000

Fax: 724/334-5001

E-mail: [help@bacharach-inc.com](mailto:help@bacharach-inc.com)

<http://www.bacharach-inc.com>

**Belfort Instrument Company**

727 South Wolfe Street

Baltimore, MD 21231

401/342-2626

Fax: 401/342-7028

Email: [debbishoward@aol.com](mailto:debbishoward@aol.com)

<http://www.belfortinstrument.com>

**Cole-Parmer Instrument Company**

625 East Bunker Court  
Vernon Hills, IL 60061-1844  
800/323-4340 Fax: 847/247-2929  
Email: [info@coleparmer.com](mailto:info@coleparmer.com)  
<http://www.coleparmer.com>

**Conservation Support Systems**

P.O. Box 91746  
Santa Barbara, CA 93190-1746  
800/482-6299 Fax: 805/682-2064  
Email: [css@silcom.com](mailto:css@silcom.com)  
<http://www.silcom.com/~css>

**Extech Instruments Corporation**

285 Bear Hill Road  
Waltham, MA 02451-1064  
781/890-7440 Fax: 781/890-7864  
Email: [extech@extech.com](mailto:extech@extech.com)  
<http://www.extech.com>

**Fisher Scientific Company International, Inc.**

1 Liberty Lane  
Hampton, NH 03842  
Customer Service: 800/766-7000  
Safety: 800/772-6733 Fax: 800/772-7702  
Healthcare: 800/640-0640 Fax: 800/290-0290  
Email: on Website  
<http://www.fishersci.com>

**Gaylord Bros.**

P.O. Box 4901  
Syracuse, NY 13221-4901  
800/962-9580 Fax: 800/272-3412  
Email: On Website  
<http://www.gaylord.com>

**Industrial Instrument & Supplies**

P.O. Box 416  
Southampton, PA 18966  
Toll Free: 800/523-6079 215/396-0822  
Fax: 215/396-0833  
[customerservice@iisusa.com](mailto:customerservice@iisusa.com)  
<http://www.iisusa.com/>

**Markson Lab Sales**

P.O. Box 3616  
Honolulu, HI 96811-3616  
800/528-5114 Fax: 800/858-2243  
Email: [trevor@markson.com](mailto:trevor@markson.com)  
<http://www.markson.com>

**Preservation Resource Group Inc.**

P.O. Box 1768  
Rockville, MD 20849-1768  
800/774-7891 703/782-1015  
Fax: 301/279-7885  
Email: info@prginc.com  
www.prginc.com

**Onset**

P.O. Box 3450  
Pocasset, MA 02559-3450  
800/564-4377 Fax: 508/759/9100  
Email: sales@onsetcomp.com  
http://www.onsetcomp.com/index.php

**Scientific Sales, Inc.**

P.O. Box 6725  
Lawrenceville, NJ 08648  
800/788-5666 609/844-0055  
Fax: 609/844-0466  
Email: sales@scientificsales.com  
http://www.scientificsales.com

**Sud-Chemie Performance Packaging**

(Formally Humidial Corporation)

926 South 8<sup>th</sup> Street  
P.O. Box 610  
Colton, CA 92324  
800/966-1793 909/825-1793  
Fax: 909/825-6271  
Email: info@s-cpp.com  
http://www.s-cpp.com  
A source for humidity indicator cards

**Thomas Scientific**

P.O. Box 99  
Swedesboro, NJ 08085-0099  
800/345-2100 856/467-2000  
Fax: 856/467-3087  
Email: value@thomassci.com  
http://www.thomassci.com

**University Products, Inc.**

517 Main Street  
P.O. Box 101  
Holyoke, MA 01041-0101  
800/336-4847 800/628-1912  
Fax: 800/532-9281  
Email: custserv@universityproducts.com  
http://www.universityproducts.com

**FANS** can be purchased at hardware and discount stores. Look in *Yellow Pages* under “Fans-Household.” Some rental services have fans. To discourage mold growth, low-volume fans should be used with dehumidifiers to increase air circulation.

**FENCING** Look in the *Yellow Pages* under “Fence.” Some rental services have fencing.

**FIRST-AID KITS** can be purchased at camping supply stores, safety equipment companies, and pharmacies. The safety of staff must be considered during the recovery effort. A sufficient number of kits should be available; approximately one small kit per ten to twelve persons. The kit should indicate the number of people it serves.

**FISHING LINE** can be purchased at hardware and discount stores.

**FREEZER PAPER** can be purchased at grocery stores. When preparing books for freeze-drying, use the freezer paper as a wrapper to prevent books from sticking together. Freezer paper is not suitable for interleaving between pages, because it slows down the drying process.

**GENERAL DISASTER SUPPLIES** Below are vendors who specialize in providing emergency supplies for historic and cultural collections.

**ProText, Inc.**

P.O. Box 30423

Bethesda, MD 20824

301/320-7231 Fax: 301/320-7232

Email: ProText@protext.net

<http://www.protext.net>

A variety of disaster recovery supplies including “RESCUBES” (collapsible polyethylene boxes for transport of water-damaged materials), and “REACT.PAK” (first-aid kit for water-damaged books), emergency water diverters for leaks, and instructions for planning and salvage procedures. “RESCUBES” and the “REACT.PAK” can also be purchased from Gaylord Bros. and University Products. Addresses are listed under Boxes (plastic).

**GENERATOR RENTAL** Contact the rental company ahead of time so they can visit your institution and determine your electrical load needs and hook-up requirements. Check the *Yellow Pages* under “Tools – Renting.”

**GLOVES** are available from hardware and discount stores. Safety and equipment companies have a variety of gloves that can be purchased in bulk. These companies are listed under the heading “Safety Supplies and Equipment.”

**HOSES** are available from hardware and discount stores. An adjustable nozzle helps to control water pressure, especially when cleaning delicate objects.

**ODOR AND POLLUTION ABSORBERS** Smoke, mildew and vinegar syndrome odors typically disappear when objects are housed in products containing zeolites, such as Artcare™ and Microchamber products

**Archivart**

40 Eisenhower Drive  
Paramus, NJ 07652  
800/804-8428 Fax: 888/273-4824  
<http://www.archivart.com>  
Artcare™ products

**Talas, Inc.**

20 West 20<sup>th</sup> Street, 5<sup>th</sup> Floor  
New York, NY 10011  
212/219-0770 Fax: 212/219-0735  
<http://www.talas-nyc.com>  
Artcare™ products. Search under “art care”

**University Products, Inc.**

517 Main Street  
Holyoke, MA 01041  
800/628-1912 Fax: 800/532-9281  
<http://www.universityproducts.com>  
Artcare™ products

**Zeolite Depot**

58 Warren Street, Floor 2  
Bloomfield, NJ 07003  
973/680-1094 Fax: 973/748-9872  
Email: [zeolitedepot@aol.com](mailto:zeolitedepot@aol.com)  
[http://members.tripod.com/volcanic\\_zeolite/index.htm](http://members.tripod.com/volcanic_zeolite/index.htm)

**PACKING SUPPLIES** A variety of packing tapes, labels and scissors can be purchased at local hardware and discounts stores

**Consolidated Plastics Company, Inc.**

8181 Darrow Road  
Twinsburg, OH 44087  
800/362-1000 Fax: 330/425-3333  
Email: on Website  
<http://www.consolidatedplastics.com>

**Smyth Tapes**

2111 North American Street  
Philadelphia, PA 19122  
215/739-6990 Fax: 215/423-0380

**PALLETS** are available from lumber and hardware stores.

**Interstate Pallet Company**

P.O. Box 4066  
Aurora, IL 60507-4066  
630/892-7900 Fax: 630/892-4966  
<http://www.interstatepallet.com>

**PEST AND INSECT TRAPS** can be purchased from hardware stores and many of the conservation supplies vendors.

**Gaylord Bros.**

P.O. Box 4901  
Syracuse, NY 13221-4901  
800/962-9580 Fax: 800/272-3412  
Email: On Website  
<http://www.gaylord.com>

Offers Serrico™ traps for cigarette beetles, Nosurvivor™ Clothes Moth Kits and Museum Pest Kit that contains a variety of traps and lures.

**Insects Limited, Inc.**

16950 Westfield Park Road  
Westfield, IN 46074-9374  
317/896-9300 Fax: 317/867-5757  
Email: [p.kelley@insectslimited.com](mailto:p.kelley@insectslimited.com)  
<http://www.insectslimited.com>

Products include pest and insect detectors and traps, pheromone lures and pest monitoring management software programs.

**University Products, Inc.**

517 Main Street  
P.O. Box 101  
Holyoke, MA 01041-0101  
800/628-1912 Fax: 800/532-9281  
Email: [custserv@universityproducts.com](mailto:custserv@universityproducts.com)  
<http://www.universityproducts.com>

A variety of insect detectors and pheromone lures for cigarette beetles, cockroaches and webbing clothes moths.

**Univar USA Inc**

(Formerly **Van Waters & Rogers, Inc.**)  
Pest Control Division  
PP & S Headquarters Office  
11149 Research Blvd., Suite 260  
Austin, TX 78759  
1800-888-4897 512-346-6070  
<http://www.univarusa.com>

Contact the Pest Control Division for products for trapping insects and other pests, such as glue boards and rat traps. Univar is the Philadelphia area distributor for Catchmaster® products manufactured by: Atlantic Paste & Glue Co., Inc, 170 53rd Street, NY 11232; 800/458-7454.

**PLASTIC SHEETING** can be purchased at hardware and discount stores. Any plastic sheeting can be used during an emergency. Clear plastic sheeting allows one to see what is being covered. Vinyl sheeting should be avoided for long-term storage. Inert plastic sheeting, such as Mylar® or Melinix 516, should be used for **long-term storage** of collections.

**Archivart®**

40 Eisenhower Drive  
Paramus, NJ 07652  
800/804-8428 Fax: 888/273-4824  
Email: sales@archivart.com  
<http://www.archivart.com>

**GE Polymershapes**

(Formerly **Commercial Plastics and Supply Corporation**)

2585 Interplex Drive  
Trevose, PA 19053  
866/GEP SHAPES (866/437-7427) 215/638-9460  
Fax: 215/638-8875  
Email: On Website  
<http://www.gepolymershapes.com>

**National Bag Company, Inc.**

2233 Old Mill Road  
Hudson, OH 44236  
800/247-6000 Fax: 330/425-9800  
<http://nationalbag.com>

**Northeast Plastic Supply Company, Inc.**

3021 Darnell Road  
Philadelphia, PA 19154  
800/378-4483 215/637-2221  
Fax: 215/637-2225  
Email: sales@northeastplastic.net  
<http://www.northeastplastic.net>

**POLYESTER WEB** may be purchased from local sewing and fabric stores under the brand names of Pellon and Hollytex. It is also available from conservation materials and supply companies.

**Archivart®**

40 Eisenhower Drive  
Paramus, NJ 07652  
800/804-8428 Fax: 888/273-4824  
Philadelphia: 800/628-1498  
Email: sales@archivart.com  
<http://www.archivart.com>

**Talas**

20 West 20th Street, 5th floor  
New York, NY 10011  
212/219-0770 Fax: 212/219-0735  
Email: info@talasonline.com  
http://www.talas-nyc.com

Absorene® chemical sponges and Wishab, a sponge-like pad that removes dust, soot, etc., but not oil or grease.

**University Products, Inc.**

517 Main Street  
P.O. Box 101  
Holyoke, MA 01041-0101  
800/336-4847 800/628-1912  
Fax: 800/532-9281  
Email: custserv@universityproducts.com  
http://www.universityproducts.com

**RADIOS** Battery-operated radios and two-way radios are available from local electronic companies. Look under “Radiotelephone Communications Equipment & Systems” in the *Yellow Pages*.

A battery-operated radio is useful to have for local news, weather reports and evacuation information. Two-way radios facilitate communication between work groups and increase safety for staff in a hazardous situation. The companies listed rent two-way radios.

**RESPIRATORS** For health and safety reasons, the use of a respirator is required in some recovery situations, such as mold outbreaks. Proper selection, fit, use, maintenance, and storage of a respirator should be discussed with the vendor. All respirators must be approved by the National Institute for Occupational Safety and Health (NIOSH). Staff must be trained in the use of a respirator. For suppliers of respirators, see the listing below for Safety Supplies and Equipment.

**SAFETY SUPPLIES AND EQUIPMENT** Some safety supplies and equipment can be purchased at hardware stores. Catalogs can be obtained from the safety equipment vendors listed. Having catalogs on-hand will help staff to expedite the selection, ordering and delivery of needed supplies and equipment. Some equipment vendors provide express delivery of supplies and equipment.

Staff should be aware of the health and safety precautions and legal requirements that should be observed when entering an area that has suffered damage. **The first consideration in any recovery effort should be the safety of the staff.** Some of the health and safety considerations are structural and electrical hazards, fire safety, exit and escape routes, chemical and biological hazards (mold, lead, asbestos, contaminated water, toxic chemicals), collection materials (pesticide treatments, mercury, arsenic, formaldehyde), indoor air quality, and staff fatigue (thermal, musculoskeletal and emotional stresses).

Staff must be trained in use of the safety equipment and supplies. Material Safety Data Sheets (MSDS) must be available at the time of an emergency for the chemicals that are stored on-site. Employers must be aware of the fire codes and regulations of Occupational Safety and Health Administration (OSHA), National Institute for Occupational Health and Safety (NIOSH), and the Environmental Protection Agency (EPA).

**Examples of safety supplies and equipment** are respirators, gloves, first-aid kits, safety eyewear, chemical spill absorbing materials, emergency lighting, protective clothing and signage.

**Airgas Safety/IPCO Safety Division**

(Formerly **IPCO Safety**)

Airgas East  
7575 Holstein Avenue  
Philadelphia, PA 19153  
866/718-0685 Fax: 215/492-8259  
<http://www.airgas.com>

**Cole-Parmer Instrument Company**

625 East Bunker Court  
Vernon Hills, IL 60061-1844  
800/323-4340 Fax: 847/247-2929  
Email: [info@coleparmer.com](mailto:info@coleparmer.com)  
<http://www.coleparmer.com>

**Global Industrial**

Global Equipment Company, Inc.  
P.O. Box 100090  
Buford, GA 30515-9090  
888/978-7759  
Email: [sales@globalindustrial.com](mailto:sales@globalindustrial.com)  
<http://www.globalindustrial.com>

**Lab Safety Supply, Inc.**

P.O. Box 1368  
Janesville, WI 53547-1368  
800/356-0783 Fax: 800/543-9910  
Email: on website  
<http://www.labsafety.com>

**Mine Safety Appliances Company**

P.O. Box 426  
Pittsburgh, PA 15230  
866/MSA-1001 (866/672-1001)  
Email: On Website  
<http://www.msanorthamerica.com>

**Masune™ First Aid and Safety**

Division of Cornerstone Direct Corporation  
500 Fillmore Avenue  
Tonawanda, NY 14150  
800/831-0894 Fax: 800/222-1934  
Email: [customersupport@masune.com](mailto:customersupport@masune.com)  
<http://www.masune.com>

Has a large selection of first aid kits.

**New Pig Corporation**

One Pork Avenue

P.O. Box 304

Tipton, PA 16684-0304

800/HOT-HOGS (800/468-4647) Fax: 800/621-PIGS (800/621-7447)

Email: [hothogs@newpig.com](mailto:hothogs@newpig.com)

<http://www.newpig.com>

Has a large selection of absorbent sponges and pillows for chemical spill clean-up.

**Vallen Safety Supply Company**

Corporate Offices

Hagemeyer North America

1460 Tobias Gadson Blvd.

Charleston, SC 29407

800/4-VALLEN (800/482-5536) 843/745-2400

Email: [info@hagemeyerNA.com](mailto:info@hagemeyerNA.com)

<http://www.vallen.com>

**SILICA GEL****Art Preservation Services (ARTEN)**

315 East 89th Street

New York, NY 10128

212/722-6300 Fax: 212/427-6726

Email: [information@apsnyc.com](mailto:information@apsnyc.com)

<http://www.apsnyc.com>

Silica Gel Yellow, an alternative to cobalt indicating silica gel.

**BASF Corporation**

100 Campus Drive

Florham Park, NJ 07932

800/526-1072 973/245-6000

<http://www.basf.com/usa>

Sorbead Orange, an alternative to cobalt indicating silica gel.

**SIGNAGE** Tapes and signs with various messages for alerting hazardous conditions and location for emergency equipment (caution, asbestos, biohazard, emergency exit, fire extinguisher and first aid kit) can be purchased at hardware and lab safety stores. For lab safety suppliers, see the listing above for Safety Supplies and Equipment.

**TENT RENTAL** Check the *Yellow Pages* under "Tents – Renting."

**VACUUM CLEANERS** When cleaning up mold, soot, and fine particulates, it is essential that the vacuum be equipped with a HEPA (high efficiency particulate air) filter or that the exhaust is vented outdoors or into a fume hood.

The article, "A Heap o' HEPA Information," in the WAAC Newsletter, Vol. 19, no. 3 (September 1997), published by the Western Association for Art Conservation (WAAC), contain specifications for twenty-four models of HEPA vacuums, as well as a list of manufacturers and distributors. The article is also available on the Internet at: <http://palimpsest.stanford.edu/waac/wn/wn19/wn19-3/wn19-306.html>

**Grainger Industrial & Commercial Equipment & Supplies Company** sells a vacuum cleaner called Euroclean® that can be equipped with a HEPA filter. Branch locations exist in most states; call 888/361-8649 or search at <http://www.grainger.com> for the nearest branch.

Local Branches:

401 North 8th Street  
Philadelphia, PA 19123  
215/238-8820 Fax: 215/923-7385

2560 Boulevard of the Generals  
Norristown, PA 19403  
610/630-9070 Fax: 610/630-0547

17 Bonair Drive  
Warminster, PA 18974  
215/956-0900 Fax: 215/672-5494

**Nilfisk-Advance America, Inc.**

300 Technology Drive  
Malvern, PA 19355-9930  
610/647-6420  
Fax: 610/647-6427  
Email: [questions@nilfisk-advance.com](mailto:questions@nilfisk-advance.com)  
<http://www.pa.nilfisk-advance.com>

Contact: Russell Seery, District Sales Manager, Ext. 175

The Nilfisk Variable Speed Control Vacuum has adjustable suction power and can be equipped with a HEPA (high efficiency particulate air) filter.

**WATER-SENSING ALARMS**

**Dorlen Products**

6615 West Layton Avenue  
Milwaukee, WI 53220  
414/282-4840 Fax: 414/282-5670  
Email: [Dorlen@Execpc.com](mailto:Dorlen@Execpc.com)  
<http://www.wateralert.com>

A variety of water-sensing equipment, including surface water-sensing alarms, Ceiling Guard® system, and Water Alert® alarms.

**Gaylord Bros.**

P.O. Box 4901  
Syracuse, NY 13221-4901  
800/962-9580 Fax: 800/272-3412  
Email: On Website  
<http://www.gaylord.com>

Water Alert® alarms.

**Raychem Corporation**

(Division of **Tyco Electronics**)

300 Constitution Drive

Menlo Park, CA 94025-1164

650/361-3333

<http://raychem.tycoelectronics.com>

Raychem's Trace Tek Leak Detection and Location Systems.

**Sonin Water Sensor**

15105-D John Delaney Drive, Suite 333

Charlotte, NC 28277

800/223-7511 Fax: 704/540-9800

Email: [customerservice@sonin.com](mailto:customerservice@sonin.com)

<http://www.sonin.com>

Water detector with sound alarms. Sonin sells to distributors only, so call for a list of local distributors

**University Products, Inc.**

517 Main Street

P.O. Box 101

Holyoke, MA 01041-0101

800/336-4847 800/628-1912

Fax: 800/532-9281

Email: [custserv@universityproducts.com](mailto:custserv@universityproducts.com)

<http://www.universityproducts.com>

Water Alert® alarms.

**WATERPROOF CLOTHING** is available from sporting supply and discount stores, and safety equipment companies.

**WET/DRY VACUUM CLEANERS** are available for rent from grocery stores, hardware stores, and equipment rental stores. Some of the companies who rent tools also rent vacuum cleaners. Look in the *Yellow Pages* under "Tools - Renting."