

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

Compiled by the



Preservation Services Office

January 2013

Mid-Atlantic Resource Guide for Disaster Preparedness  
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Compiled by

Conservation Center for Art & Historic Artifacts  
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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 January 2013

### CCAHA Emergency Assistance

CCAHA offers emergency assistance for institutions and individuals with damaged paper-based collections by offering conservation treatment, technical information, training programs, and consultation services including on-site assistance at the time of an emergency and resources for writing emergency preparedness and response plans. If you need assistance during regular business hours please call our offices at **215-545-0613**. Outside of regular business hours contact a CCAHA staff member on our 24-hour emergency assistance hotline at **215-688-0719**.

### Purpose of the Guide

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 & 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; the *Disaster Recovery Supplies and Suppliers* compiled by Caroline Gilerson-Duwe, Madison, WI: Wisconsin Preservation Program, 1995; and the New York State Archives Consultants and Vendors list ([http://www.archives.nysed.gov/a/records/mr\\_cons.shtml](http://www.archives.nysed.gov/a/records/mr_cons.shtml)). 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.

### **Alliance for Response**

1012 14th Street NW, Suite 1200

Washington, DC 20005

<http://www.heritagepreservation.org/AfR/index.html>

Local forums for disaster response, sponsored by Heritage Preservation and its partnership with the Federal Emergency Management Agency (FEMA), the Heritage Emergency National Task Force.

### **Central Pennsylvania Alliance for Response:**

<http://www.heritagepreservation.org/AfR/CentralPA>

Contact: Tom Claeson, [tom.claeson@lyrasis.org](mailto:tom.claeson@lyrasis.org)

### **New York City Alliance for Response:**

<http://heritagepreservation.org/afr/NewYorkCity/index.html>

Contact: Lisa Elkin, [larkin@amnh.org](mailto:larkin@amnh.org)

### **Philadelphia Alliance for Response:**

<http://www.heritagepreservation.org/AfR/Philadelphia>

Contact: Laura Hartz Stanton, [lhartzstanton@ccaha.org](mailto:lhartzstanton@ccaha.org)

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

6015 West St. Joseph, Suite 102

Lansing, MI 48917-3980

517/321-2638 Fax: 517/321-4624

<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

AIC-CERT 24-hour emergency hotline: 202/661-8068

202/452-9545 Fax: 202/452-9328

Email: [info@conservation-us.org](mailto:info@conservation-us.org)

<http://www.conservation-us.org>

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.

In addition, AIC has developed the American Institute for Conservation Collections Emergency Response Team (AIC-CERT), a volunteer group of conservators and other collections care professionals who respond to the needs of cultural institutions during emergencies and disasters through coordinated efforts with first responders, state agencies, vendors, and the public. More information is available on AIC's website, or by calling the 24-hour emergency assistance number above.

**AIC-CERT website:**

<http://www.conservation-us.org/index.cfm?fuseaction=Page.ViewPage&PageID=695>

**American Red Cross**

National Headquarters:

2025 E Street NW

Washington, DC 20006

Disaster Services & Emergency Assistance: 800/REDCROSS (800-733-2767)

202/303-4498

<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:**

2221 Chestnut Street

Philadelphia, PA 19103

Disaster Services 24-hours: 215/299-4889

215/299-4000

<http://www.redcross-philly.org>

**For other local chapters by area, see:** <http://www.redcross.org/find-your-local-chapter>

**Centers for Disease Control and Prevention (CDC)**

1600 Clifton Rd.

Atlanta, GA 30333

800/CDC-INFO (800/232-4636)

Email: [cdcinfo@cdc.gov](mailto:cdcinfo@cdc.gov)

<http://www.cdc.gov>

**Citizen Corps**

800 K. Street NW, Suite 500S

Washington, D.C. 20472-3650

<http://www.citizen corps.gov>

Coordinated by the Department of Homeland Security's Federal Emergency Management Agency (FEMA), Citizen Corps Councils provide opportunities for volunteer citizens to prevent crime, respond to emergencies, and support the local first responders. There are numerous state, local, and tribal councils; check the main website for information about councils in your area.

**Philadelphia Citizen Corps Council**

240 Spring Garden Street

Lower Level

Philadelphia, PA 19123

215/686-4474

Contact: Joan Przybylowicz,

[Joan.Przybylowicz@phila.gov](mailto:Joan.Przybylowicz@phila.gov)

**Commonwealth of Pennsylvania Citizen Corps Council**

2605 Interstate Drive

Harrisburg, PA 17110

717/651-2141

Contact: Pamela Weeks, [pweeks@state.pa.us](mailto:pweeks@state.pa.us)

**Federal Emergency Management Agency (FEMA)**

Federal Center Plaza

500 C Street, SW

Washington, DC 20472

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

202/646-2500

TTY: 800/462-7585

<http://www.fema.gov>

Provides news releases, advisories, facts sheets and financial assistance information. See <http://ready.gov> for online planning tools, business continuity resources, and specific information on different types of disasters such as tornados, floods, earthquakes, etc.

Floodplain data can be found at the FEMA Map Assistance Center, 877/336-2627

<https://msc.fema.gov>

**Regional Office, Region III**

615 Chestnut Street

1 Independence Mall, Sixth Floor

Philadelphia, PA 19106-4404

215/931-5500

<http://www.fema.gov/region-iii-dc-de-md-pa-va-wv>

**Heritage Preservation**

1012 14th Street NW, Suite 1200

Washington, DC 20005

202/233-0800

Fax: 202/233-0807

Email: [info@heritagepreservation.org](mailto:info@heritagepreservation.org)

<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, September 2005 (<http://www.heritagepreservation.org/pdfs/disaster.pdf>). Also available is the *Emergency Response Salvage Wheel*.

**Insurance Information Institute**

110 William Street

New York, NY 10038

212/346-5500

Email: [members@iii.org](mailto:members@iii.org)

<http://www.iii.org>

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

**Mid-Atlantic Regional Archives Conference (MARAC)**

Dickinson College  
P.O. Box 1773  
Carlisle, PA 17013  
717/713-9973 Fax: 717/245-1439  
Email: administrator@marac.info  
<http://www.marac.info>

MARAC's Disaster Assistance Fund provides up to \$2000 for the direct recovery of damaged or at-risk archival material caused by a sudden, unexpected event involving fire, water, man-made or natural phenomena where immediate response is necessary to prevent irretrievable loss. Any institution with archival holdings or special collections in DE, DC, MD, NJ, PA, VA and WV and with at least one MARAC member staff person can apply within 30 days of the disaster. Personal collections are not eligible for grants. For complete eligibility, reporting requirements, and an application, contact MARAC or visit the following website:  
<http://www.marac.info/disaster-relief-->

**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)  
TTY: 301/837-0482 Fax: 301/837-0483  
<http://www.archives.gov/preservation/records-emergency/>

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

**National Endowment for the Arts (NEA)**

1100 Pennsylvania Avenue, NW  
Washington, DC 20506  
202/682-5400  
Email: webmgr@arts.gov  
<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) 202/606-8400  
TTY: 866/372-2930 202/606-8282  
Email: info@neh.gov  
preservation@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. NEH grant funds can also be used for assistance with developing emergency preparedness and response plans and disaster-related training. Contact NEH for additional information.

**National Fire Protection Association (NFPA)**

1 Batterymarch Park

Quincy, MA 02169-7471

800/344-3555 617/770-3000

Fax: 617-770-0700

Email: [custserv@nfpa.org](mailto:custserv@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**

Regional Office, Region III

HC 87 Box 36

Pocono Lake, PA 18347

570/643-6582 816/509-1949

Fax: 570/643-6582

Contact: Tom Kustelski, [tkustelski@ostglobal.com](mailto:tkustelski@ostglobal.com)

<http://www.fema.gov/business/nfip/index.shtm>

See <http://www.fema.gov/national-flood-insurance-program/national-flood-insurance-program-regional-offices> for other regional offices.

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

1600 Clifton Rd.

Atlanta, GA 30333

800/232-4636 TTY: 888/232-6348

Email: [cdcinfo@cdc.gov](mailto:cdcinfo@cdc.gov)

<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

200 Constitution Avenue, NW

Washington, D.C. 20210

Emergency Response Line: 800/321-OSHA (800/321-6742)

TTY: 877/889-5627

<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

**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.

**Society of American Archivists (SAA)**

17 North State Street  
Suite 1425  
Chicago, IL 60602-4061  
866/722-7858 312/606-0722  
Fax: 312/606-0728  
Email: [saahq@archivists.org](mailto:saahq@archivists.org)  
<http://www2.archivists.org>

SAA's Disaster Assistance Fund provides up to \$2000 for the direct recovery of damaged or at-risk archival material caused by a major disaster. Any institution with archival holdings, regardless of region or repository type, may apply; institutions need not be a member of SAA. For application information, contact SAA or visit the following website:  
<http://www2.archivists.org/news/2008/national-disaster-recovery-fund-for-archives>

**State Offices and Agencies of Emergency Management**

**Delaware Emergency Management Agency (DEMA)**

165 Brick Store Landing Road  
Smyrna, DE 19977  
302/659-DEMA (3362) 877/SAY-DEMA (877/729-3362)  
Email: [webcontact.dema@state.de.us](mailto:webcontact.dema@state.de.us)  
<http://dema.delaware.gov>

**District of Columbia Emergency Management Agency**

2720 Martin Luther King, Jr. Avenue, S.E.  
Second Floor  
Washington, D.C. 20032  
202/727-6161 Fax: 202/673-2290  
<http://dcema.dc.gov>

**Maryland Emergency Management Association (MEMA)**

5401 Rue Saint Lo Drive  
Reisterstown, MD 21136  
877/MEMA-USA (877/636-2872)  
Email: [comments@mema.state.md.us](mailto:comments@mema.state.md.us)  
<http://www.mema.state.md.us>

**New Jersey Office of Emergency Management (NJOEM)**

P. O. Box 7068  
Trenton, NJ 08628  
609/882-2000  
<http://www.state.nj.us/njoem/>

**New York State Emergency Management Office**

1220 Washington Avenue  
State Office Campus  
Building 7A, Suite 710  
Albany, NY 12242  
518/242-5000  
<http://www.semo.state.ny.us/>

**Pennsylvania Emergency Management Agency (PEMA)**

2605 Interstate Drive  
Harrisburg, PA 17110-9364  
24-hour Emergency Line: 717/651-2001  
800/424-7362 Fax: 717/651-2040  
<http://www.pema.state.pa.us/>

**Eastern Pennsylvania Regional Office**

Hamburg Center  
3560 Old Route 22  
Pine Building #7, Lower Level  
Hamburg, PA 19526  
800-372-7362 610-562-3003  
Fax: 610/562-7222  
Email: [ra-easternregion@pa.gov](mailto:ra-easternregion@pa.gov)

**Virginia Department of Emergency Management**

10501 Trade Court  
Richmond, VA 23236-3713  
804/897-6500 Fax: 804/897-6556  
Email: [pio@vdem.virginia.gov](mailto:pio@vdem.virginia.gov)  
<http://www.vaemergency.com/>

**West Virginia Office of Emergency Services**

1900 Kanawha Boulevard, East  
Building 1, Room EB-80  
Charleston, WV 25305-0360  
304/558-5380 Fax: 304/344-4538  
<http://www.dhsem.wv.gov/>

## 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

#### **Artex Fine Art Services**

8712 Jericho City Drive  
Landover, MD 20785-4761  
301/350-5500            800/652-7839  
Fax: 301/350-5505  
<http://www.artexfas.com>

#### **Atelier Art Services, Inc.**

Philadelphia, PA  
215/235-0402            Fax: 215/842-3501  
<http://www.atelierartservices.com>

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

2510 Westchester Avenue, Ste GR-1  
Bronx, NY 10461  
877/CLANCYS (252-6297)            718/828-3000  
Email: [info@clancy-cullen.com](mailto:info@clancy-cullen.com)  
<http://www.clancy-cullen.com>

#### **Crozier Fine Arts**

New York, NY  
800/822-ARTS (2787)    212/741-2024  
<http://www.crozierfinearts.com>

#### **Philadelphia location:**

215/225-2024  
Email: [cfphiladelphia@crozierfinearts.com](mailto:cfphiladelphia@crozierfinearts.com)

**National Library Relocations**

70 Bridge Road  
Islandia, NY 11749  
800/486-6837           631/232-2233  
Fax: 631/232-2236  
Email: [info@nlrbookmovers.com](mailto:info@nlrbookmovers.com)  
<http://www.nlrbookmovers.com>

**William B. Meyer Library Relocation**

255 Long Beach Boulevard  
Stratford, CT 06615  
Sales: 800/727-5985   Service: 800/873-6393  
Email: [library@williamsbmeyer.com](mailto:library@williamsbmeyer.com)  
<http://www.meyerlibrary.com>

**AUDIO AND VISUAL MEDIA**

See also "Film –Motion Picture"

**Cinema Arts, Inc.**

Newfoundland, PA  
570/676-4152           Fax: 570/676-9194  
Email: [jeainc@gmail.com](mailto:jeainc@gmail.com)  
<http://www.allenarchive.com>  
Contact: John Allen

Repairs and duplicates all types of motion picture film, including cellulose nitrate film, and video.

**ColorLab**

5708 Arundel Ave  
Rockville, MD 20852  
301/770-2128           Fax: 301/816-0798  
Email: [info@colorlab.com](mailto:info@colorlab.com)  
<http://www.colorlab.com>

**The Cutting Corporation****Archival Sound Labs**

4940 Hampden Lane, Suite 300  
Bethesda, MD 20814  
301/654-2887  
Email: [info@cuttingarchives.com](mailto:info@cuttingarchives.com)  
<http://www.cuttingarchives.com>

**Document Reprocessors**

East Coast Office  
40 Railroad Avenue  
Rushville, NY 14544  
24-Hour Disaster Line: 800/4DRYING (800/437-9464)  
585/554-4500           Fax: 585/554-4114  
<http://www.documentreprocessors.com>

Vacuum drying, cleaning, respooling and duplication of videotapes

**George Blood Audio and Video** (formerly Safe Sound Archive)

21 West Highland Avenue  
Philadelphia, PA 19118-3309  
215/248-2100  
Email: [george@georgebloodaudio.com](mailto:george@georgebloodaudio.com)  
<http://www.georgeblood.com>

**The MediaPreserve**

111 Thomson Park Drive  
Cranberry Township, PA 16066  
800/416-2665  
Email: [info@themediapreserve.com](mailto:info@themediapreserve.com)  
<http://themediapreserve.com>

Audio, video, and film reformatting; emergency recovery of audiovisual materials damaged from water or fire; basic repairs of recordings.

**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.

**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.

**WRS Motion Picture & Video Laboratory**

213 Tech Road  
Pittsburgh, PA 15205  
412/937-1200                      Fax: 412/922-1200  
Email: [jackn@wrslabs.com](mailto:jackn@wrslabs.com)  
<http://wrslabs.com>

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

**BOARDING-UP SERVICES**

Many glass companies have 24 hour emergency boarding up services. Look in the phonebook 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.

### **Affiliated Warehouses Co., Inc.**

P.O. Box 295

Hazlet, NJ 07730-0295

732/739-2323

Email: [sales@awco.com](mailto:sales@awco.com)

<http://www.awco.com>

Warehouse refrigeration and freezer space. See website for regional facilities.

### **Americold**

10 Glenlake Parkway

Suite 800, South Tower

Atlanta, GA 30328

678/441-1400

610/781-4790

Fax: 678-441-6824

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

<http://www.americold.com>

Temperature-controlled warehousing. Regional facilities in Fogelsville, Gouldsboro, Hatfield, Leesport, Malvern, Manchester, Mountville, and York PA.

### **BELFOR**

Philadelphia Regional Office

608 Jeffers Circle

Exton, PA 19341

610/594-5566

800/856-3333 (24 hour hotline)

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

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

### **Burris Logistics**

501 SE 5th Street

Milford, DE 19963

800/805-8135

302/839-5157

Fax: 302/839-5175

Email: [maggie.owens@burrislogistics.com](mailto:maggie.owens@burrislogistics.com)

<http://www.burrislogistics.com>

Refrigeration and freezing services.

**CSI Cold Storage Industries**

P.O. Box 74728  
Richmond, VA 23236  
804-744-0700x3 Fax: 804-744-3911  
Email: kevin@csiinc.org  
<http://www.csiinc.org>  
Regional facility in Hatfield, PA.

**Denver Cold Storage Company**

555A Sandy Hill Road  
Denver, PA 17517  
717/336-3900 Fax: 717/336-5552  
Email: 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.**

3824 Route 309  
Orefield, PA 18069-2007  
610/395-8263 Fax: 610/395-6074  
Email: contactus@ocslog.com  
<http://www.ocslog.com>

**Polar King International, Inc.**

4424 New Haven Avenue  
Fort Wayne, IN 46803  
Toll Free: 800/223.2017 888/541.8330  
260/428.2530  
Fax: 260.428.2533  
<http://www.polarking.com>

**Polygon (formerly Munters)**

Region North Head Office  
100 Maamans Road  
Unit 5L  
Claymont, DE 19703  
610/604-0560 800/422-6379 (24 hour hotline)  
Fax: 978/655-8511  
Email: us\_info@polygongroup.com  
<http://www.polygongroup.com>

Regional offices throughout the country. A variety of recovery services from water damage, including structural drying, humidity control, disaster planning, and consulting.

## **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.

### **Acme Services**

304 Bloomingrove Drive  
Troy, NY 12180-8415  
24-hour emergency line: 518/266-8755  
Fax: 518/874-5024  
<http://www.acmedrs.com>

Data, magnetic media, and microfilm recovery; document drying and reprocessing; fire and smoke damage mitigation; mold remediation; water extraction, drying, and dehumidification.

### **Ascend Tech, Inc.**

80 Broad St.  
5th Floor  
New York, New York 10004  
866/823-0333  
<http://www.datarecoverylabs.com>

### **DataRecovery.com, Inc.**

110 North Research Drive  
Edwardsville, IL 62025  
800/237-4200          618/307-0700  
Email: [support@datarecovery.com](mailto:support@datarecovery.com)  
<http://www.datarecovery.com>

### **DataTech Lab**

550 East Lancaster Avenue  
Wayne, PA 19087  
215/995-2090          888/288-3282  
Fax: 303/770-3285  
Email: [info@datatechlab.com](mailto:info@datatechlab.com)  
<http://www.datatechlab.com>

### **Document Reprocessors**

East Coast Office  
40 Railroad Avenue  
Rushville, NY 14544  
24-Hour Disaster Line: 800/4DRYING (800/437-9464)  
585/554-4500          Fax: 585/554-4114  
<http://www.documentreprocessors.com>  
Magnetic media recovery.

**EMag Solutions**

The Trump Building  
40 Wall Street, 25<sup>th</sup> Floor  
New York, NY 10005  
212/785-2690  
<http://www.emaglink.com>

Data conversion, data recovery, and consulting.

**Excalibur Data Recovery**

13 Branch St., Suite 2078  
Methuen, MA 01844  
978/681-1200      Fax: 978/681-1203  
Email: [excaliburdr@rcn.com](mailto:excaliburdr@rcn.com)  
<http://www.excaliburdatarecovery.com>

**GRM Information Management Services**

3449 Fox Street  
Philadelphia, PA 19129  
866/947-6932    215/223-8800  
Fax: 215/223-8099  
Email: [dquinn@grmdocument.com](mailto:dquinn@grmdocument.com)  
<http://www.grmims.com>

**Iron Mountain**

1135 Thomas Busch Memorial Hwy  
Pennsauken, NJ 8110  
800/899-IRON (4766)  
<http://www.ironmountain.com>

Data migration, backup, and recovery. See <http://www.ironmountain.com/Service-Locations> for regional locations.

**Janus Associates, Inc.**

1055 Washington Blvd  
Stamford, CT 06901  
Phone: (203) 251-0500      Fax: 203/251-0222  
<http://www.janusassociates.com>

Electronic risk analysis, data security, and recovery.

**Micronixpc**

545 Eighth Ave, Suite #401  
New York, NY 10018  
866/828-1143  
Email: [info@micronixpc.com](mailto:info@micronixpc.com)  
<http://www.micronixpc.com>

**RestartIT**

7127 Florida Blvd.  
Baton Rouge, LA 70806  
888/781-2704  
<http://www.amerivault.com>  
Data backup and recovery.

**SalvageData Recovery**

590 Herndon Parkway  
Herndon, VA 20170  
800/972-DATA (3282) 703/437-8690  
Fax: 703/437-1574  
<http://www.SalvageData.com>

**SunGard Availability Services, LP**

680 East Swedesford Road  
Wayne, PA 19087  
Disaster Hotline: 866/722-1313  
800/468-7483 866/714-7209  
<http://www.sungardas.com>

**CONSERVATORS**

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@conservation-us.org](mailto:info@conservation-us.org)  
<http://conservation-us.org>

A list of conservators in your region can be provided through the AIC website's Resource Center by following the "Find a Conservator" link. The Resource Center also has guidelines on "How to Choose a Conservator." Copies of the *AIC Directory*, including the *AIC Code of Ethics and Guidelines for Practice*, can be purchased from the online store.

**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>

Treatment services are available for drawings, prints, maps, posters, historic wallpaper, architectural drawings, musical scores, photographs, rare books, scrapbooks, manuscripts, and related materials such as parchment and papyrus. CCAHA has the ability to treat oversized materials and to handle a large volume of work.

**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**

**Acme Services**

304 Bloomingrove Drive  
Troy, NY 12180-8415  
24-hour emergency line: 518/266-8755  
Fax: 518/874-5024  
<http://www.acmedrs.com>

Data, magnetic media, and microfilm recovery; document drying and reprocessing; fire and smoke damage mitigation; mold remediation; water extraction, drying, and dehumidification.

**BELFOR**

Philadelphia Regional Office  
608 Jeffers Circle  
Exton, PA 19341  
610/594-5566 800/856-3333 (24 hour hotline)  
<http://www.belfor.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  
24-hour line: 800/433-2940  
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 regional response and mobilization centers in New York, NY.

**Dryco**

5400 Janes Avenue  
Downers Grove, IL 60515  
24-hour line: 866/379-2600  
Fax: 630/541-8951  
Email: [info@drycogroup.com](mailto:info@drycogroup.com)  
<http://www.drycogroup.com>

Eastern-US locations:

4580 A Village Avenue  
Norfolk, VA 23502

146-A Dividend Rd.  
Rocky Hill, CT 06067

**Polygon** (formerly Munters)

Region North Head Office  
100 Maamans Road  
Unit 5L  
Claymont, DE 19703  
610/604-0560                      800/422-6379 (24 hour hotline)  
Fax: 978/655-8511  
Email: [us\\_info@polygongroup.com](mailto:us_info@polygongroup.com)  
<http://www.polygongroup.com>

Has regional offices throughout the country. 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.**

Newfoundland, PA  
570/676-4152                      Fax: 570/676-9194  
Email: [jeainc@gmail.com](mailto:jeainc@gmail.com)  
<http://www.allenarchive.com>  
Contact: John Allen

Repairs and duplicates all types of motion picture film, including cellulose nitrate film, and video.

**ColorLab**

5708 Arundel Ave  
Rockville, MD 20852  
301/770-2128                      Fax: 301/816-0798  
Email: [info@colorlab.com](mailto:info@colorlab.com)  
<http://www.colorlab.com>

**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  
<http://www.cuttingarchives.com>

**George Blood Audio and Video** (formerly Safe Sound Archive)

21 West Highland Avenue  
Philadelphia, PA 19118-3309  
215/248-2100 Fax: 215/242-2177  
Email: george@georgebloodaudio.com  
<http://www.georgeblood.com>

**Film Technology**

726 N. Cole Ave.  
Hollywood, CA 90038  
323/464-3456 Fax: 323/464-7439  
Email: zac@filmtech.com  
<http://www.filmtech.com>  
Restoration of 16 and 35mm motion picture film.

**WRS Motion Picture & Video Laboratory**

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

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

**FIRE & WATER DAMAGE SALVAGE**

Service providers listed in the local *Yellow Pages* under "Fire & Water Damage Restoration," for the most part, 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. To review odor removal procedures, consult a conservator. Some suppliers and procedures, such as the use of ozone for smoke odor removal, may not be appropriate for use with cultural and historical collections.

**Acme Services**

304 Bloomingrove Drive  
Troy, NY 12180-8415  
24-hour emergency line: 518/266-8755  
Fax: 518/874-5024  
<http://www.acmedrs.com>

Data, magnetic media, and microfilm recovery; document drying and reprocessing; fire and smoke damage mitigation; mold remediation; water extraction, drying, and dehumidification.

**BELFOR**

Philadelphia Regional Office  
608 Jeffers Circle  
Exton, PA 19341  
610/594-5566                      800/856-3333 (24 hour hotline)  
<http://www.belfor.com/>

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

**Mellon Certified Restoration**

436 S. Lansdowne Avenue  
Yeadon, PA 19050  
610/622-5860                      Fax: 610/622-1208  
Email: [info@melloncr.net](mailto:info@melloncr.net)  
<http://www.melloncr.com>

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

**Polygon (formerly Munters)**

Regional North Headquarters  
100 Maamans Road  
Unit 5L  
Claymont, DE 19703  
610/604-0560                      800/422-6379 (24 hour hotline)  
<http://www.polygroupon.com>

Moisture Control has regional offices throughout the country. A variety of recovery services from water damage, including structural drying, humidity control, disaster planning, and consulting.

**Rapid Refile**

7377 Williams Avenue, Suite 100  
Allentown, PA 18106  
877/59-RAPID (877/597-2743) Fax: 610/837-4343  
<http://www.rapidrefile.com>

Specialized in document recovery. Fire and water damage, mold recovery, freeze-drying.

**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>

Fire and water damage restoration. Numerous regional locations; call main number for the location nearest you.

**FOOD**

To provide welcome refreshment for staff and volunteers who are assisting in the recovery effort. Compile a list of caterers or local restaurants with delivery services.

## **FREEZE-DRYING**

### **American Freeze Dry**

P.O. Box 5740  
Deptford, NJ 08096  
24-hour lines: 609/458-0510                      856/904-4227  
Non-emergency: 856/939-8160                      866/939-8160  
<http://www.americanfreezedry.com>

### **BELFOR**

Philadelphia Regional Office  
608 Jeffers Circle  
Exton, PA 19341  
610/594-5566                      800/856-3333 (24 hour hotline)  
<http://www.belfor.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  
24-hour line: 800/433-2940  
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 regional response and mobilization centers in New York, NY.

### **Document Reprocessors**

East Coast Office  
40 Railroad Avenue  
Rushville, NY 14544  
24-Hour Disaster Line: 800/4DRYING (800/437-9464)  
585/554-4500                      Fax: 585/554-4114  
<http://www.documentreprocessors.com>

### **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.

**Polygon** (formerly Munters)  
Regional North Headquarters  
100 Maamans Road  
Unit 5L  
Claymont, DE 19703

610/604-0560 800/422-6379 (24 hour hotline)

<http://www.polygongroup.com>

Regional offices throughout the country. A variety of recovery services from water damage, including structural drying, humidity control, disaster planning, and consulting.

### **Rapid Refile**

7377 Williams Avenue, Suite 100  
Allentown, PA 18106  
877/59-RAPID (877/597-2743) Fax: 610/837-4343  
<http://www.rapidrefile.com>

Specialized in document recovery. Fire and water damage, mold recovery, freeze-drying.

### **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 members conduct OSHA compliance training sessions and inspections, provide technical assistance for building planning and renovation projects, as well as researches and edits safety materials.

### **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](mailto:info@eia-usa.org)  
<http://www.eia-usa.org>

Contact for information about asbestos abatement.

**Mid-Atlantic Chapter:**

c/o AMA Analytical Services, Inc.  
4475 Forbes Boulevard  
Lanham, MD 20706  
800/346-0961  
daniel.hixon@atcassociates.com  
<http://www.eia-midatlantic.org>

**Environmental Microbiology Lab**

1936 Olney Avenue  
Cherry Hill, NJ 08003  
(866) 871-1984 Fax: 856/489-4085  
<http://www.emlab.com>  
Indoor air quality testing.

**National Institute of Environmental Health Sciences**

111 T.W. Alexander Drive  
Research Triangle Park, NC 27709  
919/541-3345 Fax: 919/541-4395  
Email: [webcenter@niehs.nih.gov](mailto:webcenter@niehs.nih.gov)  
<http://www.niehs.nih.gov>  
A clearinghouse on environmental health effects.

**National Lead Information Center**

422 South Clinton Avenue  
Rochester, NY 14620  
800/424-LEAD (800/424-5323) Fax: 585/232-3111  
<http://www.epa.gov/oppt/lead/pubs/nlic.htm>  
Provides information on lead hazards.

**PuroClean Property Restoration Specialists**

744 South Street, PMB 14  
Philadelphia, PA 19147  
877/559-7876  
Email: [pwhite@puroclean.com](mailto:pwhite@puroclean.com)  
<http://www.puroclean.com/>  
Water damage, fire damage, mold damage remediation, and biohazard clean-up. See website for other regional locations.

**SSM Group, Inc.**

P.O. Box 6307  
1047 North Park Road  
Reading, PA 19610-0307  
610/621-2000 Fax: 610/621-2001  
Email: [information@ssmgroup.com](mailto:information@ssmgroup.com)  
<http://www.ssmgroup.com>  
Services include mold inspection and remediation, asbestos management, and hazardous materials surveys.

**Synertech Incorporated Environmental Consulting**

2208 South Broad Street

Philadelphia, PA 19145

215/755-2305 Fax: 215/755-2405

Email: [jberenato@gosynertech.com](mailto:jberenato@gosynertech.com)

<http://www.gosynertech.com>

Services include mold inspection and remediation, lead and asbestos management, and indoor air quality profiles.

**US Consumer Product Safety Commission**

4330 East West Highway

Bethesda, MD 20814

800/638-CPSC (2772) 301/504-7923

TTY: 301/595-7054 Fax: 301/504-0124

<http://www.cpsc.gov>

Call to request information about potential hazards of commercial products.

**MICROFILM****Acme Services**

304 Bloomingrove Drive

Troy, NY 12180-8415

24-hour emergency line: 518/266-8755

Fax: 518/874-5024

<http://www.acmedrs.com>

Data, magnetic media, and microfilm recovery; document drying and reprocessing; fire and smoke damage mitigation; mold remediation; water extraction, drying, and dehumidification.

**Backstage Library Works**

(Formerly OCLC's Preservation Services Center)

Nine South Commerce Way

Bethlehem, PA 18017

800/288-1265 Fax: 801/356-8220

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

<http://www.bslw.com>

Washing, duplicating, and storage of 16 mm, 35 mm and 105 mm silver roll microfilm.

**Challenge Business Services**

950 Danby Road, Suite 179

Ithaca, NY 14850

607/272-8990

Email: [russellm@e-challenge.biz](mailto:russellm@e-challenge.biz)

<http://e-challenge.biz>

Archival microfilm services.

**Document Reprocessors**

East Coast Office  
40 Railroad Avenue  
Rushville, NY 14544  
24-Hour Disaster Line: 800/4DRYING (800/437-9464)  
585/554-4500 Fax: 585/554-4114  
<http://www.documentreprocessors.com>  
Drying and recovery for damaged microfilm and microfiche.

**Eastman Kodak Company**

Disaster Recovery Lab  
1669 Lake Ave., Bldg. 326, Door M, Rm 3510  
Rochester, NY 14652-5122  
800/943-4561 800/352-8378  
585/588-2372  
E-mail: [howard.schwartz@kodak.com](mailto:howard.schwartz@kodak.com)  
Provides washing of Kodak brand film and microfilm only.

**EMI Imaging**

636 Commerce St.  
Stuart, VA 24171  
800/242-8011 276/694-4660  
276/694-0119  
Email: [imaging@emiimaging.com](mailto:imaging@emiimaging.com)  
<http://www.emiimaging.com>  
Microfilm and microfiche recovery.

**Focal Point Solutions**

7119 Burns Street  
Richland Hills, TX 76118  
817/595-2515 Fax: 817/232-0481  
Email: [darrell@fpsolutionsinc.com](mailto:darrell@fpsolutionsinc.com)  
<http://fpsolutionsinc.com>

**MOLD RECOVERY****Cocciardi and Associates, Inc.**

4 Kacey Court  
Mechanicsburg, PA 17055-5596  
24-hour line: 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.

**PuroClean Property Restoration Specialists**

744 South Street, PMB 14  
Philadelphia, PA 19147  
877/559-7876  
Email: [pwhite@puroclean.com](mailto:pwhite@puroclean.com)  
<http://www.puroclean.com/>

Water damage, fire damage, mold damage remediation, and biohazard clean-up. See website for other regional locations.

**Rapid Refile**

7377 Williams Avenue, Suite 100  
Allentown, PA 18106  
877/59-RAPID (877/597-2743) Fax: 610/837-4343  
<http://www.rapidrefile.com>

Fire and water damage, mold recovery, freeze-drying.

**SSM Group, Inc.**

P.O. Box 6307  
1047 North Park Road  
Reading, PA 19610-0307  
610/621-2000 Fax: 610/621-2001  
Email: [information@ssmgroup.com](mailto:information@ssmgroup.com)  
<http://www.ssmgroup.com>

Services include mold inspection and remediation, asbestos management, and hazardous materials surveys.

**Synertech Incorporated Environmental Consulting**

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

Services include mold inspection and remediation, lead and asbestos management, and indoor air quality profiles.

**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."

**Air Quality Sciences, Inc.**

2211 Newmarket Parkway  
Atlanta, GA 30067  
800/789-0419  
Email: [info@aq.com](mailto:info@aq.com)  
<http://www.aq.com>

Multiple services including air quality and mold analysis.

**EMLab P&K**

(Formerly Environmental Microbiology Lab and P & K Microbiology Services, Inc.)  
866/871-1984  
<http://www.emlab.com>

See website for additional services and locations.

**Indoor air quality testing:**

1936 Olney Avenue  
Cherry Hill, NJ 08003  
866/871-1984 Fax: 856/489-4085

**Analytic laboratory services:**

1008 W. 9<sup>th</sup> Avenue  
King of Prussia, PA 19406  
610/337-9992 Fax: 610/337.9939  
520 Fellowship Rd  
Suite A-106  
Mt. Laurel, NJ 08054  
856/222-1990

**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>

**PEST CONTROL****Ehrlich**

800/837-5520  
West Chester office: 610/431-0270  
<http://www.jcehrlich.com>

Numerous offices throughout Delaware, Maryland, New Jersey, Pennsylvania, Virginia, and Washington DC. See website for nearest location.

**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: [info@albumenworks.com](mailto:info@albumenworks.com)  
<http://www.albumenworks.com>  
Digital archiving and printing services.

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

264 South 23<sup>rd</sup> Street  
Philadelphia, PA 19103  
215/545-0613 24 hour hotline 215/688-0719  
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  
24-hour line: 978/470-1010 Fax: 978/475-6021  
Email: nedcc@nedcc.org  
<http://www.nedcc.org>

**POISON**

**American Association of Poison Control Centers**

24-hour line: 800/222-1222  
Email: info@aapcc.org  
<http://www.aapcc.org>

Call to locate your local Poison Control Center.

**The Poison Control Center**

**At the Children's Hospital of Philadelphia**

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

**SECURITY SERVICES AND SITE ACCESS**

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.

**Corporate Emergency Access System (CEAS)**

117 Cayuga St.  
Fulton, NY 13069  
888/353-BNET (2638) Fax: 888/353-2630  
Email: support@ceas.com  
<http://www.ceas.com>

A pre-event credentialing program utilized in certain cities (including Baltimore, New York City, and Philadelphia) which authenticates critical business employees for access to restricted areas following a disaster or serious emergency using a secure identification card recognized by the police.

**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  
Email: sales@awco.com  
<http://www.awco.com>

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

**Artex Fine Art Services**

8712 Jericho City Drive  
Landover, MD 20785-4761  
301/350-5500                      800/652-7839  
Fax: 301/350-5505  
<http://www.artexfas.com>

**Atelier Art Services, Inc.**

Philadelphia, PA  
215/235-0402                      Fax: 215/842-3501  
<http://www.atelierartservices.com>

**George Blood Audio and Video** (formerly Safe Sound Archive)

21 West Highland Avenue  
Philadelphia, PA 19118-3309  
215/248-2100  
Email: george@georgebloodaudio.com  
<http://www.georgeblood.com>  
Storage of magnetic media.

**THEFT REPORTING**

Theft reporting significantly increases the likelihood of finding the missing objects. An emergency preparedness and 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 listservs that publicize lost and stolen objects.

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

National Office

20 West 44<sup>th</sup> Street #507

New York, NY 10036-6604

212/944-8291 Fax: 212/944-8293

Email: [sbenne@abaa.org](mailto:sbenne@abaa.org)

<http://www.abaa.org>

Stolen and missing books database: [http://hq.abaa.org/books/antiquarian/databases/stolen\\_search.html](http://hq.abaa.org/books/antiquarian/databases/stolen_search.html)

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**

First Floor, 63-66 Hatton Garden

London

EC1N 8LE

UK

+44 (0)20-7841-5780

New York contact: [chris.marinello@artloss.com](mailto:chris.marinello@artloss.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 losses 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.

### **Association of College & Research Libraries/Rare Books and Manuscripts Section (ACRL/RBMS) Security Committee**

American Library Association

50 East Huron Street

Chicago, IL 60611-2788

312/280-2514

E-mail: [mgriffin@ala.org](mailto:mgriffin@ala.org)

<http://www.ala.org/acrl/rbms/acr-rbmsec>

### **Federal Bureau of Investigation**

National Stolen Art File

Art Theft Program, Room 3349

935 Pennsylvania Ave., NW

Washington, DC 20535

202/324-6668 Fax: 202/324-1504

[http://www.fbi.gov/about-us/investigate/vc\\_majorthefts/arttheft/national-stolen-art-file](http://www.fbi.gov/about-us/investigate/vc_majorthefts/arttheft/national-stolen-art-file)

Philadelphia Office:  
William J. Green, Jr. Building  
600 Arch Street, 8<sup>th</sup> Floor  
Philadelphia, PA 19106  
24-hour line: 215/418-4000  
Email: philadelphia.complaints@ic.fbi.gov  
<http://philadelphia.fbi.gov>

**International Association of Professional Security Consultants**

575 Market St. Suite 2125  
San Francisco, CA 94105  
415/536-0288 Fax: 415/764-4915  
Email: [iapsc@iapsc.org](mailto:iapsc@iapsc.org)  
<http://www.iapsc.org>

**Interpol**

General Secretariat  
200, quai Charles de Gaulle  
69006 Lyon  
France  
Fax: +33 (0)4 72 44 71 63  
<http://www.interpol.int/Public/WorkOfArt/Default.asp>  
Investigates international thefts of cultural property. Submit reports via Interpol liaison at state or provincial level or via F.B.I.

**Ron Lieberman, Antiquarian Bookseller**

The Family Album  
4887 Newport Road  
Kinzers, PA 17535-9793  
717/442-0220 Fax: 717/442-7904  
Email: [RareBooks@POBox.com](mailto:RareBooks@POBox.com)  
<http://books-rare.blogspot.com/>  
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  
<http://www.padaweb.org>

**Saving Antiquities for Everyone Inc. (SAFE)**

P.O. Box 231172, Ansonia Station  
New York, NY 10023-0020, USA  
A non-profit organization focused on raising public awareness about the illegal trade of cultural artifacts. Presents lectures and conferences.

**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>

SAA has a Security Roundtable that focuses on security issues within library special collections and archives.

**In addition, the following resources include Internet discussion lists and online databases where thefts are announced:**

Archives & Archivists Listserv (sponsored by SAA) – <http://forums.archivists.org/read/?forum=archives>

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

Exlibris Electronic Discussion List – <http://www.lsoft.com/scripts/wl.exe?SL1=EXLIBRIS-L&H=LISTSERV.INDIANA.EDU>

International Antiquarian Mapsellers Association “Missing and Stolen Map Database” –

<http://www.missingmaps.info>

International League of Antiquarian Booksellers’ stolen books database – <http://www.stolen-book.org>

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

Museum Security Network – <http://www.museum-security.org/>

### **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 so that recovery efforts can be started 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 and which can be quickly purchased, rented, or borrowed.

Supplies and equipment that are required to safeguard collections during times of potential danger and those needed for immediate recovery efforts are essential to have on-hand. These supplies do not need to be of archival or preservation quality. For example, standard 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. Make arrangements in advance to ensure access to these items in an emergency.

#### **Identifying and contacting vendors**

Identify appropriate vendors 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. Identify supplies and equipment that can be purchased quickly or rented from your local hardware and discount stores. It is also very important to list vendors from outside the local area in case local vendors are affected by the same emergency.

Make arrangements for pick-up or delivery and payment 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 supplies**

Give careful consideration 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.

### Information

Building plans  
Emergency plan  
Emergency telephone list  
Salvage information  
Staff list with home phone numbers  
Telephone books  
Vendor catalogs

### Documentation

Camera & film and/or digital camera  
Clipboards and notepads  
Environmental monitoring equipment  
Marking & recording supplies  
Pencils and waterproof markers  
Tape recorder, voice alternative to written documentation

### Cleaning

Brooms, large & whisk  
Dustpans  
Soft brushes  
Buckets  
Cloth, soft & lint-free  
Disinfectant  
Ivory soap  
Distilled water  
Garbage bags  
Garden hose, adjustable nozzle  
Handy wipes  
Mops  
Paper towels  
Rags/old towels  
Sponges, various sizes  
Wet/dry vacuum cleaners  
Plastic aprons

### Safety

Chemical lightsticks  
Chemical spill absorbing material  
Drinking water  
Dust masks  
Ear plugs  
First aid kit  
Gloves (latex, cotton, safety, nitrile)  
Hard hats  
Radios (two-way and battery-operated)  
Respirators  
Safety glasses  
Signage (barricade and hazard alert)

### Packing & Moving

Book trucks/rolling carts  
Boxes  
Dollies  
Freezer paper  
Ladders  
Moving pads  
Pallets  
Plastic bags, various sizes  
Plastic sheeting  
Scissors  
Step-stools  
String/twine/rope  
Tables  
Tapes (adhesive, duct, electrical, masking, packing)  
Tissue paper

### Tools

Crow bar  
Hammer  
Jacks  
Pliers  
Screwdrivers  
Shovel  
Tape measure  
Utility knives  
Wire cutter  
Wrenches

### Drying

Blotting paper  
Clothesline & clothespins  
Dehumidifiers  
Drying racks (for wet paper)  
Fans  
Polyester web  
Portable heaters  
Unprinted newsprint

### Electrical devices

Adapters  
Batteries  
Drop lights  
Extension cords  
Flashlights  
Electric heater, portable  
Generator, portable

## **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>

### **Consolidated Plastics**

4700 Prosper Drive  
Stow, OH 44224  
800/362-1000      Fax: 800/858-5001  
<http://www.consolidatedplastics.com>

### **Gaylord Bros.**

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

### **Hollinger Metal Edge**

9401 Northeast Drive  
Fredericksburg, VA 22408  
800/634-0491      Fax: 800/947-8814  
Email: info@hollingermetaledge.com  
<http://www.hollingermetaledge.com>

### **Uline**

12575 Uline Drive  
Pleasant Prairie, WI 53158  
800/295-5510      Fax: 800/295-5571  
Email: customer.service@uline.com  
<http://www.uline.com>

**University Products, Inc.**

517 Main Street  
Holyoke, MA 01040  
800/628-1912           413/532-3372  
Fax: 800/532-9281  
Email: [info@universityproducts.com](mailto:info@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  
888/846-6847   Fax: 870/268-0581  
Email: [askarchivart@nbframing.com](mailto:askarchivart@nbframing.com)  
<http://www.archivart.com>

**Gaylord Bros.**

P.O. Box 4901  
Syracuse, NY 13221-4901  
800/962-9580           Fax: 800/272-3412  
Email: [customerservice@gaylord.com](mailto:customerservice@gaylord.com)  
<http://www.gaylord.com>

**Hollinger Metal Edge**

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

**Quill Corporation**

P.O. Box 94080  
Palatine, IL 60094-4080  
800/789-1331           Fax: 800/789-8955  
<http://www.quill.com>

**Springfield Papers Specialties**

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

**Talas**

330 Morgan Avenue  
Brooklyn, NY 11211  
212/219-0770 Fax: 212/219-0735  
<http://www.talas-nyc.com>

**TEK Products**

P.O. Box 547  
2435 West Industrial Blvd  
Long Lake, MN 55356-0547  
952/933-4444 Fax: 952/933-4448  
<http://www.tekproducts.com>

**Texwipe Company, LLC**

1210 South Park Drive  
Kernersville, NC 27284  
800/TEXWIPE (800/839-9473) 336/996-7046  
Fax: 336/996-2297  
Email: [info@texwipe.com](mailto:info@texwipe.com)  
<http://www.texwipe.com>

**Unisource Worldwide, Inc.**

7575 Brewster Avenue  
Philadelphia, PA 19153  
800/UNISOURCE (800/864-7687)  
<http://www.unisourceworldwide.com>  
Numerous sales offices nationwide. Sells unprinted newsprint.

**University Products, Inc.**

517 Main Street  
Holyoke, MA 01040  
800/628-1912 413/532-3372  
Fax: 800/532-9281  
Email: [info@universityproducts.com](mailto:info@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** can be used to transport water-logged materials.

**Global Equipment Company, Inc.**

11 Harbor Park Dr.  
Port Washington, NY 11050  
888/978-7759 888/628-3466  
Fax: 888/381-2868  
Email: [service@globalindustrial.com](mailto:service@globalindustrial.com)  
<http://www.globalindustrial.com>

**Gaylord Bros.**

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

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

**ProText, Inc.**

P.O. Box 864  
Greenfield, MA 01302  
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).

**Uline**

12575 Uline Drive  
Pleasant Prairie, WI 53158  
800/295-5510 Fax: 800/295-5571  
Email: customer.service@uline.com  
<http://www.uline.com>

Polyethylene boxes for transport; corrugated cardboard boxes.

**University Products, Inc.**

517 Main Street  
Holyoke, MA 01040  
800/628-1912 413/532-3372  
Fax: 800/532-9281  
Email: info@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.

**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>

**Talas**

330 Morgan Avenue  
Brooklyn, NY 11211  
212/219-0770 Fax: 212/219-0735  
<http://www.talas-nyc.com>

**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                      888/628-3466  
Fax: 888/381-2868  
Email: [service@globalindustrial.com](mailto:service@globalindustrial.com)  
<http://www.globalindustrial.com>

**Epicenter Supplies, LLC**

384 Wallis Street #2  
Eugene, OR 97402  
541/684-0717                      Fax: 541/338-9050  
Email: [info@TheEpicenter.com](mailto:info@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 Company Inc.**

2141 Cass Avenue  
St. Louis, MO 63106  
800/662-7399                      314/231-6355  
Fax: 314/231-4028  
Email: [customerservice@absorene.com](mailto: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 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>

**Conservation Support Systems**

P.O. Box 91746  
Santa Barbara, CA 93190-1746  
800/482-6299           Fax: 800/605-7503  
Email: info@conservationsupportsystems.com  
<http://www.conservationsupportsystems.com>  
Several dry cleaning sponges, including Absorene®.

**Gaylord Bros.**

P.O. Box 4901  
Syracuse, NY 13221-4901  
800/962-9580           Fax: 800/272-3412  
Email: customerservice@gaylord.com  
<http://www.gaylord.com>  
Dry cleaning sponges that remove soot and smoke from walls, wood, leather, tiles, shades, and other surfaces.

**Talas**

330 Morgan Avenue  
Brooklyn, NY 11211  
212/219-0770           Fax: 212/219-0735  
<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  
Holyoke, MA 01040  
800/628-1912           413/532-3372  
Fax: 800/532-9281  
Email: info@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 or a battery-operated datalogger, 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 Inc.**

44-02 23rd Street  
Suite 102  
Long Island City, NY 11101-5027  
718/786-2400  
<http://www.apsnyc.com>  
Hygrothermographs and light meters.

**Bacharach, Inc.**

621 Hunt Valley Circle  
New Kensington, PA 15068-7074  
800/736-4666           724/334-5000  
Fax: 724/334-5001  
E-mail: [help@MyBacharach.com](mailto:help@MyBacharach.com)  
<http://www.bacharach-inc.com>

**Belfort Instrument Company**

727 South Wolfe Street  
Baltimore, MD 21231  
800/937-2353           410/342-2626  
Fax: 410/342-7028  
Email: [service@belfortinstrument.com](mailto:service@belfortinstrument.com)  
          [sales@belfortinstrument.com](mailto:sales@belfortinstrument.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: 800/605-7503  
Email: [info@conservationsupportsystems.com](mailto:info@conservationsupportsystems.com)  
<http://www.conservationsupportsystems.com>

**Extech Instruments Corporation**

9 Townsend West  
Nashua, NH 03063 U.S.A  
877/439-8324 Fax: 603/324.7864  
<http://www.extech.com>

**Fisher Scientific Company International, Inc.**

2000 Park Lane Drive  
Pittsburgh, PA 15275  
Customer Service: 800/766-7000 Fax: 800/926-1166  
Safety: 800/772-6733 Fax: 800/772-7702  
Healthcare: 800/640-0640 Fax: 800/290-0290  
<http://www.fishersci.com>

**Gaylord Bros.**

P.O. Box 4901  
Syracuse, NY 13221-4901  
800/962-9580 Fax: 800/272-3412  
Email: [customerservice@gaylord.com](mailto:customerservice@gaylord.com)  
<http://www.gaylord.com>

**Image Permanence Institute**

Rochester Institute of Technology  
70 Lomb Memorial Drive  
Rochester, NY 14623-5604  
585/475-5199 Fax: 585/475-7230  
Email: [ipiwwww@rit.edu](mailto:ipiwwww@rit.edu)  
<http://www.imagepermanenceinstitute.org>

**Industrial Instrument & Supplies**

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

**Preservation Resource Group Inc.**

P.O. Box 1768  
Rockville, MD 20849-1768  
800/774-7891            301/309-2222  
Fax: 301/279-7885  
Email: info@PRGinc.com  
<http://www.prginc.com>

**Onset**

P.O. Box 3450  
Pocasset, MA 02559-3450  
800/564-4377            508/759-9500  
Fax: 508/759-9100  
Email: customer\_service@onsetcomp.com  
<http://www.onsetcomp.com>  
Manufacturer of Hobo dataloggers.

**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>

**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  
Holyoke, MA 01040  
800/628-1912            413/532-3372  
Fax: 800/532-9281  
Email: info@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.

## **FIRE PROTECTION**

### **Action Fire & Safety**

2336, Rt. 11  
Kirkwood, NY 13795  
607/775-0061 Fax: 607/775-4586  
<http://www.actionfireandsafety.com>  
Fire extinguishers and suppression systems.

### **Advance Fire & Safety Consultants, LLC**

7 Andrews Street  
Cornwall-on-Hudson, NY 12520  
845/629-6873 Fax: 845/629-6873  
Email: [info@advancefiresafety.com](mailto:info@advancefiresafety.com)  
<http://www.advancefiresafety.com>  
Fire/life safety consulting, FM200 Clean Agency systems, fire extinguisher training, signage, exit signs, emergency exit plans, OSHA training, fire extinguisher training (lecture and hands-on).

### **Advanced Safety Systems, Inc.**

141 Summit Street  
Peabody, MA 01960-5198  
978/532-5730 Fax: 978.532.5737  
<http://www.advancedsafetysystems.com>  
Clean agent fire suppression systems.

### **B-Lann Equipment**

2288 5th Avenue  
Troy, NY 12180  
800/96-BLANN (962-5266) Fax: 518/274-4954  
<http://www.blannequipment.com/>

### **Chubb, a UTC Fire & Security Company**

9 Farm Springs Road  
Farmington, CT 06034-4065  
(855) 24-CHUBB (242-4822)  
<http://www.chubbfs.com>

### **Cintas Fire Protection**

1038 Conshohocken Road  
Conshohocken, PA 19428  
610/233-1400 866/320-2901  
<http://www.cintas.com>  
Fire extinguishers; fire suppression systems; emergency exit lighting; first aid and safety supplies and services; OSHA, American Heart Association, and fire extinguisher training. See <http://www.cintas.com/Location-Finder/default.aspx> for other regional locations.

**Davis-Ulmer Sprinkler Co, Inc.**

One Commerce Drive  
Amherst, NY 14228-2395  
716/691-3200 Fax: 716/691-1230  
<http://www.davisulmer.com>

Sprinklers, suppression systems, alarm and detection systems.

**Fire Equipment Incorporated**

88 Hicks Avenue  
Medford, MA 02155-6319  
888/296-1381 Fax: 781-391-8835  
Email: [sales@firefire.com](mailto:sales@firefire.com)  
Website: [www.firefire.com](http://www.firefire.com)

Clean agent fire suppression systems.

**Fire Safety Institute**

P.O. Box 674  
Middlebury, VT 05753  
802/462-2663 Fax: 802/462-2663  
Email: [info@firesafetyinstitute.org](mailto:info@firesafetyinstitute.org)  
<http://www.firesafetyinstitute.org>

Fire risk analysis and historic preservation.

**Fire Safety Network**

Nick Artim, PE  
6 Brookside Drive  
Middlebury, VT 05753  
802/388-1064 Fax: 802/388-1168  
Email: [firesafe@together.net](mailto:firesafe@together.net)

Consulting fire protection engineering group that specializes in historic buildings, museums, libraries and collections. Services include fire and life safety hazard risk analysis and mitigation programs, guidance for improving fire resistance of historic fabric, fire detection and suppression option appraisals and engineering services, fire protection master planning, technical liaison with fire and building officials, and fire related emergency response planning. Specialty includes selecting and designing fire protection systems that comply with preservation standards and minimize aesthetic impact and harm to historic fabric.

**Monroe Extinguisher Co. Inc.**

105 Dodge Street P. O. Box 60980  
Rochester, NY 14606  
585/235-3310 Fax: 585/235-7312  
<http://www.monroextinguisher.com>

**Northern Fire Equipment**

20952 Parish Road  
Watertown, NY 13601  
315/788-8217 Fax: 315/788-8639  
[info@northernfireequipment.com](mailto:info@northernfireequipment.com)  
<http://www.northernfireequipment.com>

**Rich Fire Protection Company, Inc.**

34 Somerset Ave.  
Pleasantville, NJ 08232  
609/641-7776 Fax: 609/272-0711  
<http://www.richfire.com>

**SimplexGrinnell**

283 Gibraltar Road  
Horsham, PA 19044  
215/347-6500 Fax: 215/682-7979  
Email: [chhughes@simplexgrinnell.com](mailto:chhughes@simplexgrinnell.com)  
<http://www.simplexgrinnell.com>

Fire detection and alarm, fire sprinkler, fire suppression, and Special Hazards systems.

**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 safety and disaster response. A number of these vendors sell "Rescubes" (collapsible polyethylene boxes for transport of water-damaged materials), and "React Paks" (first-aid kits for water-damaged books).

**ANI Safety & Supply, Inc.**

P.O. Box 228  
Skokie, IL 60076-0228  
800/676-5581 847/676-5800  
Fax: 800/977-9778  
Email: [info@anisafety.com](mailto:info@anisafety.com)  
<http://www.anisafety.com>

Bags; gloves; eye, face, and head protection; protective clothing; fire safety; first aid supplies; and numerous other safety equipment supplies.

**Gaylord Bros.**

P.O. Box 4901  
Syracuse, NY 13221-4901  
800/962-9580 Fax: 800/272-3412  
Email: [customerservice@gaylord.com](mailto:customerservice@gaylord.com)  
<http://www.gaylord.com>

"Rescubes," "React Paks," other kits for emergency response.

**ProText, Inc.**

P.O. Box 864

Greenfield, MA 01302

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

E-mail: ProText@protext.net

<http://www.protext.net>

“Rescubes,” “React Paks,” other kits for emergency response, emergency water diverters for leaks, and instructions for planning and salvage procedures.

**University Products, Inc.**

517 Main Street

Holyoke, MA 01040

800/628-1912 413/532-3372

Fax: 800/532-9281

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

<http://www.universityproducts.com>

**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

888/846-6847 Fax: 870/268-0581

Email: [askarchivart@nbframing.com](mailto:askarchivart@nbframing.com)

<http://www.archivart.com>

Artcare™ products

**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>  
MicroChamber products.

**Talas**

330 Morgan Avenue  
Brooklyn, NY 11211  
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 01040  
800/628-1912           413/532-3372  
Fax: 800/532-9281  
Email: info@universityproducts.com  
<http://www.universityproducts.com>  
Artcare™ products

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

**Consolidated Plastics**

4700 Prosper Drive  
Stow, OH 44224  
800/362-1000           Fax: 800/858-5001  
<http://www.consolidatedplastics.com>

**Uline**

12575 Uline Drive  
Pleasant Prairie, WI 53158  
800/295-5510           Fax: 800/295-5571  
Email: customer.service@uline.com  
<http://www.uline.com>

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

**Interstate Pallet Company**

P.O. Box 4066  
1400 Mitchell Road  
Aurora, IL 60507-4066  
630/892-7900 Fax: 630/892-4966  
Email: [value@interstatepallet.com](mailto:value@interstatepallet.com)  
<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: [customerservice@gaylord.com](mailto:customerservice@gaylord.com)  
<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  
Holyoke, MA 01040  
800/628-1912 413/532-3372  
Fax: 800/532-9281  
Email: [info@universityproducts.com](mailto:info@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**

Pest Control Division  
680 Elmwood Court - Folcroft Business Park  
Sharon Hill, PA 19079  
610/237-8402 Fax: 610/237-8394  
<http://pestweb.com>

Contact the Pest Control Division for products for trapping insects and other pests, such as glue boards and rat traps. Product sales as well as pest identification software tools.

Univar is the Philadelphia area distributor for Catchmaster® products manufactured by Atlantic Paste & Glue Co., Inc (<http://www.catchmasterpro.com>).

**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  
888/846-6847 Fax: 870/268-0581  
Email: [askarchivart@nbframing.com](mailto:askarchivart@nbframing.com)  
<http://www.archivart.com>

**Consolidated Plastics**

4700 Prosper Drive  
Stow, OH 44224  
800/362-1000 Fax: 800/858-5001  
<http://www.consolidatedplastics.com>

**Northeast Plastic Supply Company, Inc.**

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

**SABIC Polymershapes**

2585 Interplex Drive  
Treose, PA 19053  
866/43-PSHAPES (866/437-7427) 215/638-9460  
Fax: 215/638-8875  
<http://www.sabicpolymershapes.com>

**Uline**

12575 Uline Drive  
Pleasant Prairie, WI 53158  
800/295-5510 Fax: 800/295-5571  
Email: [customer.service@uline.com](mailto:customer.service@uline.com)  
<http://www.uline.com>

**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  
888/846-6847 Fax: 870/268-0581  
Email: [askarchivart@nbframing.com](mailto:askarchivart@nbframing.com)  
<http://www.archivart.com>

**Talas**

330 Morgan Avenue  
Brooklyn, NY 11211  
212/219-0770 Fax: 212/219-0735  
<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  
Holyoke, MA 01040  
800/628-1912 413/532-3372  
Fax: 800/532-9281  
Email: [info@universityproducts.com](mailto:info@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.

**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 human safety.** 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**

Airgas East  
27 Northwestern Drive  
Salem, NH 03079  
866/718-0685                      800/562-3815  
Email: East.CSRequest@airgas.com  
<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  
<http://www.coleparmer.com>

**Global Equipment Company, Inc.**

11 Harbor Park Dr.  
Port Washington, NY 11050  
888/978-7759                      888/628-3466  
Fax: 888/381-2868  
Email: service@globalindustrial.com  
<http://www.globalindustrial.com>

**Hagemeyer North America**

403 Heron Drive, Ste. D  
Swedesboro, NJ 08085  
877/462-7070                      856/542-1453  
Fax: 856.467.1844  
<http://www.hagemeyerna.com>

**Mine Safety Appliances Company**

John T. Ryan Memorial Lab 1100  
1000 Cranberry Woods Drive  
Cranberry Township, PA 16066  
866/MSA-2222 (866/672-2222) Fax: 800/967-0398  
Email: [info@msasafety.com](mailto:info@msasafety.com)  
<http://www.msanorthamerica.com>

**Masune™ First Aid and Safety**

500 Fillmore Avenue  
Tonawanda, NY 14150  
800/831-0894 716/695-3244  
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.

**SILICA GEL** for absorbing moisture and controlling relative humidity.

**Art Preservation Services Inc.**

44-02 23rd Street  
Suite 102  
Long Island City, NY 11101-5027  
718/786-2400  
<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>  
Sorbead, an alternative to cobalt indicating silica gel.

**SIGNAGE** Tapes and signs with various messages for alerting hazardous conditions and locations 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 online at: <http://cool.conservation-us.org/waac/wn/wn19/wn19-3/wn19-306.html> (scroll about halfway down the page).

**Gaylord Bros.**

P.O. Box 4901  
Syracuse, NY 13221-4901  
800/962-9580 Fax: 800/272-3412  
Email: [customerservice@gaylord.com](mailto:customerservice@gaylord.com)  
<http://www.gaylord.com>

**Grainger Industrial & Supply** sells a vacuum cleaner called Euroclean® that can be equipped with a HEPA filter. Branch locations exist in most states; call 800/323-0620 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

1530 Delmar Dr.  
Folcroft, PA 19032-2102  
610/534-5600 Fax: 610/534-0138

819 E Gate Dr.  
Mt. Laurel, NJ 08054-1208  
856/234-8550 Fax: 856/234-2524

10401 Drummond Rd.  
Philadelphia, PA 19154-3805  
215/632-4700 Fax: 215/637-5223

17 Bonair Drive  
Warminster, PA 18974  
215/956-0900 Fax: 215/672-5494  
2560 Boulevard of the Generals  
Norristown, PA 19403  
610/630-9070 Fax: 610/630-0547

580 Lancaster Ave.  
Frazer, PA 19355-1808  
610/727-5251 Fax: 610/727-5252

**Nilfisk-Advance America, Inc.**

740 Hemlock Road, Suite 100  
Morgantown, PA 19543  
800/645-3475 Fax: 610/286-7350  
Email: questions@nilfisk.com  
http://www.nilfiskcfm.com

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** In addition to the vendors and manufacturers listed below, most hardware stores sell water-sensing alarms.

**Dorlen Products Inc.**

6615 West Layton Avenue  
Milwaukee, WI 53220  
414/282-4840 Fax: 414/282-5670  
Email: Dorlen@Execpc.com  
http://www.watalert.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: customerservice@gaylord.com  
http://www.gaylord.com

Water Alert® alarms.

**TraceTek**

2 Industrial Drive  
Cliffwood Beach, NJ 07735  
800/743-6001 Fax: 732/566-1333  
Email: prounds@firsttechcorp.com  
http://www.etracetek.com

Leak detection and location systems.

**Sonin Water Sensor**

15105-D John J. Delaney Drive, Suite 333  
Charlotte, NC 28277  
800/223-7511 704/540-9000  
Fax: 800/690-7511  
Email: 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

Holyoke, MA 01040

800/628-1912

413/532-3372

Fax: 800/532-9281

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

<http://www.universityproducts.com>

Water Alert® alarms.

**WATERPROOF CLOTHING** is available from sporting supply stores, 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."