

EXECUTIVE SUMMARY

Recommendation of \$500,000 or Less 16-022T – Disposal of Used and Obsolete Technology Items and Related Equipment

On October 20, 2015, the Board approved item E-3, Termination of Bid 11-016T - Disposal of Surplus, Obsolete, Used Computer Equipment and Related Items. The thirty (30) day termination date will be effective on November 19, 2015.

Bid 16-022T, Disposal of Used and Obsolete Technology Items and Related Equipment, is utilized for the provision of electronic waste collection, processing, recycling, and disposal services. The goal is to ensure the safe and efficient disposal of discarded materials that have no further instructional value.

This contract provides the service at no charge to the District and provides additional revenue for salvage. Warehousing services staff seeks to repurpose all functional equipment by transferring to alternate locations, making parts available for repair of other equipment, and identifying equipment that will maximize the District's Digital Divide program before any used equipment is released for surplus disposal via this contract.

The intent of this contract is to dispose of all types of electronics and other materials consistent with all Environmental Protection Agency (EPA) standards. A Certificate of Data Destruction and Recycling is requested quarterly, or upon request, to ensure that all data from computer hard drives and any other electronic data storage units have been eradicated through the use of U.S. Department of Defense Standards.

Provided below is a list that includes, but is not limited to, recyclable materials:

- Computers
- Computer Accessories
- Laptops
- Monitors
- Printers
- Televisions

Through this contract, the District will receive \$10.00 for the disposal of each CPU unit, laptop/notebook computer, and all in one/PC monitor combinations. Recyclable materials will be picked up from location(s) designated by the District, including individual school and department sites, as well as the warehouse(s). On a monthly basis, a report will be provided to warehousing services identifying the total number of computers picked up (including desktop and laptop units).