



RIO RANCHO PUBLIC SCHOOLS

ADDENDUM NUMBER 1

(May 29, 2015)

**REQUEST FOR PROPOSALS
E-WASTE DESTRUCTION AND DISPOSAL SERVICES**

RFP NO: 2015-005-IT

DEADLINE FOR RECEIPT OF PROPOSALS IS AS FOLLOWS:

DUE DATE: June 10, 2015

TIME: 2:00 PM MST

**DELIVER TO: Rio Rancho Public Schools
Purchasing Room 120
500 Laser Road NE
Rio Rancho, New Mexico 87124**

Proposal submittals will be date and time stamped when received by the District offices. Late Proposals will not be accepted. It is the responsibility of the Offeror to ensure that proposals are delivered on time to the correct address.

The purpose of this amendment is to provide Rio Rancho Public Schools written response to the following list of questions that have been timely submitted. Note, all other terms, conditions, specifications, requirements and criteria remain unchanged.

Question #1: What is the estimated annual amount of hard drives and discarded equipment that the contractor will be responsible for processing?

Response: We destroy approximately 1000 hard drives per year. Equipment pickups are generally scheduled three times per year. A large tractor trailer of equipment is collected from the sites on those pickup days.

Question #2: How is the discarded equipment stored (i.e., loose in a central area, Gaylord containers, palletized)

Response: The equipment is stored in locked closets and/or portable buildings at each of our 20 sites. The items are loose and stacked.

Question #3: What is the expected duration for this contract (i.e., one year, multiple years)?

Response: The contract will be a 3 year term with 5 options to renew; however, it is renewable annually.

Question #4: What types of equipment are included in discards?

Response: Discard items under this proposal are eWaste items: desktops, laptops, printers, projectors, document cameras, tablets, cameras, monitors, televisions, etc.; both non-memory and memory technology-related equipment.

Question #5: A special event is mentioned in the RFP. What will that include?

Response: The RFP lists "Have a bi-annual student/staff e-waste collection day". This would be an opportunity to collect equipment from staff and students that is not owned by the school district, as a service to our community.

Would it be open to the public?

Response: It certainly could be.

Where would it be held?

Response: Most likely in the parking lot at one of our schools.

Question #6: What is the district's refresh rate?

Response: IT is working on a 5-6 year refresh plan for all computers.

Question #7: Why does the RFP not require the vendor to be certified?

Response: Though not mandatory, any certifications will be considered in the review process.

Question #8: Will destruction of hard drives continue to be necessary? (Some districts are going to Cloud computing.)

Response: Though RRPS is moving to Google for email, calendaring, and some storage, data could still be stored on the hard drive and, therefore, will continue to require certification of destruction. If RRPS moves to Chromebooks for students in the future, staff and teachers will still have desktops and laptops.