



Accelerate Progress for Students

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RFP 18-027 RA Disposing of technology equipment/miscellaneous equipment with memory

ADDENDUM #2

November 13, 2017

Please note the following responses to questions regarding RFP

1. How many pick up locations will the contracted vendor need to pick up from? Do they have loading docks and/or a fork lift?
 - There will only be one pickup location which is the APS Salvage operation at 912 Oak St SE, M building, Albuquerque, NM 87106
 - There is no loading dock but we have a fork lift that we will assist you with to load.
2. Will the equipment be palletized upon arrival?
 - Equipment is palletized and shrink wrapped. The typical pallet is approximately 6' to 7' high.
3. Is the vendor responsible for dropping off packaging supplies or bringing packaging supplies?
 - No
 - We do not place a protective liner between monitors, but we provide pallets and the shrink wrap used to palletize the equipment.
4. What is the approximate volume of services needed a year?
 - See the answer to question number 7 below.
5. Could the district provide some examples of equipment coming up for refresh?
 - Apple iMacs, Airbooks, Dell PC's, Dell Laptops, Chromebooks, and in this first batch we have some very old servers'
 - Printers with memory, these can be either table top or standup printers- scanners- fax machine combo's.
 - Other electronics with memory, but only if there is a possibility of student or employee information on the hard drive or media. This would be very seldom as the majority of items are identified in the first two bullets.
6. What is the average refresh cycle for Desktops? Laptops? Tablets? Monitors? Other equipment?
 - We shoot for 5 years of service, however we don't require devices to be disposed of once 5 years comes up. If it works and they want to keep it we let it stay in the school.
7. How frequent, on average, are pickups historically made? And what is the average number of pallets per request?
 - Over the past 3 years we have had the following volume of pallets
 - 2015 – 98 pallets which is approximately 20 pallets over approximately 5 pickups.

- 2016 – 80 pallets which is approximately 16 pallets over approximately 5 pickups.
 - 2017 – 75 pallets which is approximately 15 pallets over approximately 5 pickups.
8. Do the units have engraving or etching on the devices?
 - Normally nothing will be engraved or etched although they will have an APS asset tag someplace on the computer that will need to be removed.
 - It is quite possible to have etching on mobile devices.
 9. Is the offeror expected to perform the scope of work in NM?
 - No, the work may be done outside of NM.
 10. How do the requirements of §13-6-1 NMSA 1978 and §13-6-2 NMSA 1978 relate to the sale of equipment outside of the State of NM?
 - We must comply with the requirements of the statutes, whether in NM or outside of NM.
 11. What state will the products that are described in the scope of work in? Pellet, boxed or do we need to collect and pellet the materials.
 - Equipment is palletized and shrink wrapped. The typical pallet is approximately 6' to 7' high.
 12. Can the services in the scope of work be subcontracted out?
 - Yes
 13. Does APS allow for partial bid on some of the items in the cost proposal or is this an “all or none” scope?
 - Proposals can be submitted for part of the scope of services.
 14. What certification do we need for the sale of equipment per 800-88?
 - We ask for a certification that the computers have been erased per 800-88 or equivalent.
 15. What % of the sale needs to go back to APS if any?
 - 100% of auction sales will go back to APS. APS will pay awarded contractor for services as described in RFP in picking up equipment, either erasing or destroying hard drives, photographing the computers and uploading to public auction sites (Public Surplus or Gov.Deal).
 16. If a subcontractor is used does their experience and references satisfy the evaluation criteria?
 - APS awarded contract will be with main or general contractor not subcontractor. Therefore the evaluation criteria applies to the main or general contractor.

Thank you for your interest in doing business with Albuquerque Public Schools.

ACKNOWLEDGE ADDENDUM WITH SUBMITTED PROPOSAL: Addenda not signed and returned may consider the RFP non-responsive and may be rejected.

COMPANY/FIRM NAME

SIGNATURE

DATE