



**RFP 173-22078 Sale of Used Surplus Computer Equipment  
Addendum No. 1**

The purpose of this Addendum is to revise items #5 and #8 under Contract Responsibilities on page 13 of the RFP and to provide answers to the following questions submitted by prospective bidders.

**CONTRACT RESPONSIBILITIES**

Contractor's responsibility in #5 Disposition and Reuse of Technology Devices is revised to the following:

Contractor shall dismantle, reuse, and recycle items collected utilizing its own facility equipment and staff. All materials claimed and managed under this agreement shall be processed, used, reused, reclaimed, or disposed of only in the United States. All fixed hard drives and resident memory must have all the data destroyed in a manner that the data is not able to be retried in whole or in part immediately in accordance with DOD 5220.22-M, NIST SP 800-88 or R2 standards.

Contractor's responsibility in #8 Data Cleansing is revised to the following:

DOD 5220.22-M or NIST SP 800-88 data cleansing procedures will be performed on all data storage devices received to be reused. Physical destruction of non reused storage media will be conducted at the Contractor's facility. Certificates of data destruction will be provided to Cumberland County School System ASAP after the destruction.

**QUESTIONS AND ANSWERS**

**Q1.** The equipment is currently packed on pallets, but unwrapped. The RFP documents mention that the awarded vendor must provide all labor and materials for packing and shipping. We would like to clarify if the winning bidder will be required to wrap the pallets of equipment prior to removal or will the District wrap the pallets.

**A.** The district will wrap the pallets for shipping.

**Q2.** Is this a take-all bid or can we bid on certain lots/items?

**A.** See page 1 of the RFP under **EXECUTION**: In compliance with this Request for Proposal, and subject to all the conditions herein, the undersigned offers and agrees to purchase the used computer equipment, cover labor, shipping materials, and freight associated with pickup and removal of all equipment. It is the general intent of CCS to award this contract to a single overall offeror.

**Q3.** Does this mean the bid requires one take-all price?

**A.** See page 13, Item #14 **Payment Terms**: Contractor shall include detailed information of the payment terms and any payment plans.

**Q4.** Does the etching need to be removed by the awarded vendor?

**A.** No.

**Q5.** Is there any data on how many of these devices are considered to be functional?

**A.** No. Every effort has been made to maintain these devices in a fully functional condition. Most of the devices were replaced due to age and still in production at the time of removal. Any vendor is encouraged and welcome to schedule a date and time to come on site and plug some in for verification.

**Q6.** Are there any vendor certifications required such as R2?

**A.** The contractor must meet DOD 5220.22-M compliance and/or NIST SP 800-88 compliance and/or maintain R2 level certification and have on hand results of the most recent R2 audit when required.

**Q7.** What are the payment terms for the awarded vendor? For example, percentage payment required upfront upon pick up and then remaining percentage due after processing or receipt?

**A.** CCS does not have any established payment terms. See page 14, Item #13 Payment Terms. CCS will award to the bidder offering the most favorable payment terms that it deems to be in the best interest of CCS.

**Q8.** Is there a possibility of doing a Single Pass wipe on the Windows machines?

**A.** See revised Item #8 Data Cleansing under Contract Responsibilities included above in this Addendum No. 1.

**Q9.** Do we need to submit our own Purchasing Proposal along with the RFP Document since there isn't a location to put the amount we are offering.

**A.** Bidders are encouraged to submit along with the RFP document a proposal on their letterhead or standard form to detail their proposal including payment terms offered and any other required or relevant information. A fully executed RFP document must be returned with the proposal.