



City of Tacoma

## Questions and Answers

### Surplus of IT Equipment RFP Specification No. CT23-0139F

All interested parties had the opportunity to submit questions in writing by email to [Choose an item](#). by date questions were due. The answers to the questions received are provided below and posted to the City's website at [www.TacomaPurchasing.org](http://www.TacomaPurchasing.org). Navigate to [Current Contracting Opportunities](#) / [Choose an item](#)., and then click [Questions and Answers](#) for this Specification. This information IS NOT considered an addendum. Respondents should consider this information when submitting their proposals.

**1. Question: What is the frequency of the pickups? Or are services required at an on-call basis?**

Answer: This will depend on the device type as each has a different lifespan. We do currently have a backlog of devices ready to be collected, so it will likely be more frequent at the beginning of the contract then possibly go to a monthly or quarterly cadence. There is potential for ad hoc pick-ups due to special projects, or a pause of regularly scheduled pick-ups if we are having slow periods of replacements. It would be preferred to mainly have prescheduled pick-ups of e-waste as opposed to always having ad hoc pick-ups.

**2. Question: Will the items be on pallets or be pre-packaged in any way or are we responsible for 100% of the pickup and packaging?**

Answer: There may occasionally be packaged e-waste, but more commonly the e-waste will need to be packaged by the vendor upon pick-up.

**3. Question: What is the average age of the items being picked up? We wanted to know this to factor in resale viability.**

Answer: Again, this depends on device type, laptops, servers and network gear will likely be 5 or 6-years old, phones will likely be 2 or more years old, other devices don't have set lifespans. If a device is e-wasted prior to the end of their life it is likely non-operational.

**4. Question: Will any mass pickup (in-person) be required from anywhere other than inside city limits?**

Answer: That is very unlikely.

**5. Question: How do we determine the value of items that are going into the monthly reports? Especially for items that might be resold, but do not have current information on value (i.e. older items without consistent, recent sale history).**

Answer: Generally speaking, these reports you provide will have the price data on devices that have either, already picked up and valued, or devices in transport and the estimated value is to be confirmed once received/tested. If there is an older device that comes up that is hard to value, you can estimate the scrap value or \$0 and if once received the value changes, the report can show that.