



# RFQ to Purchase Surplus Technology Equipment

## Addendum #2 – Responses to Vendor Written Questions

*March 6, 2019*

This addendum contains MSDLT's formal answers to written questions submitted by vendors. Blue text indicates the District's responses. **Note that, as a result of vendor questions, MSDLT has revised Parts 1, 4 and 5 of the RFQ documents and posted them to the official web page for this procurement: <https://www.ltschools.org/services/technology-services/procurement/rfq-to-purchase-surplus-technology-equipment>**

1. Will MSDLT allow vendors to participate if they are not currently e-Recycling certified, but are in the process of earning one of the desired certifications (e.g., R2, e-Stewards)? **Yes. However, vendors in this situation will need to provide documentation verifying their status in the certification or renewal process and, if applicable, a recently expired certification. The District will revise Part 1, Section 2.1 and Part 4, Form 2 of the RFQ documents accordingly.**
2. We cannot release our internal financial information per the RFQ. As a privately held company, corporate policy is to not release that information. Is this a minimum requirement? **Providing corporate financial information is not a minimum requirement. However, it may result in a lower score for the vendor qualifications criterion if lack of disclosure causes concern among members of the evaluation team. That would likely only become an issue in a tiebreaker type situation.**
3. The "Minimum Requirements" section (Form 2) of Part 4 Vendor Response Forms indicates that all equipment must be responsibly recycled (also indicated on page 8 of Part 1 Enclosures and Exhibits). Can you please verify for us that MSDLT does not expect all equipment to be purchased for recycling? By indicating "YES?" to this, is it understood that only applies to items that are not in a resalable condition? **MSDLT intends for vendors to either responsibly recycle all surplus equipment as indicated in the original RFP documents or resell surplus equipment only after erasing all data using an international data wiping standard (e.g., U.S. Department of Defense 5220.28-STD, Pfitzner Algorithm, Germany VSITR, Gutmann MFM). The District will revise Part 1, Section 2.1 and Part 4, Form 2 of the RFQ documents accordingly.**

4. According to the RFQ, MSDLT requires payment at time of equipment retrieval. This indicates the District plans to sell equipment in “as is” condition. If MSDLT allows a vendor to bring product in and test prior to payment, you may recoup significantly more value. For example, the District has two line items that could be worth five times as much following a successful test. Some vendors are unlikely to submit a bid with “as is” terms. **Based on similar input from multiple vendors, MSDLT has modified available payment options. The District will accept bids from vendors containing a payment in full “as-is” price, a 25% upon retrieval and 75% following successful testing price and a 0% upon retrieval and full payment following successful testing price. Given this change, MSDLT’s evaluation team will select a preferred payment option separately for each category of surplus equipment sold. The District will revise Part 1, Section 2.1 & 3.3 and Part 4, Form 2 of the RFQ documents accordingly.**
5. During the vendor pre-response conference, someone mentioned there are “cannibalized” devices, but no details were provided. Are these Chromebooks, Windows desktops/laptops or both? Approximately how many “partial devices” are there (e.g., 50 or 500)? **MSDLT has a partial pallet of about 50 Lenovo desktops that have been “cannibalized” (used for parts). However, they are not included in the bid process or in any of the device counts.**
6. For the iPad 2 and iPad 4 units, can you provide some or all of the serial numbers? What is their condition? Were these in cases or protective sleeves while in use? Did they have screen protectors? **The iPad 2 and iPad 4 devices are all in good or better condition. All were functioning normally when removed from service last summer (2018). All iPads were in protective cases during their entire time in use. The iPad 2 models had screen protectors on them. The iPad 4 models had a cover on the screen when the case was closed, but no protection while in use. Please see Attachment B for serial numbers and detailed specifications.**
7. For the Mac Minis without monitors, can you provide some or all of the serial numbers? What is their condition? Are they complete with power cables and / or what is needed to function? What are the hardware/system specifications? (The “A” model numbers indicated describe a range of possible configurations from 2010 to 2014 and don’t provide sufficient information for vendors to offer the best value.) **The Mac Minis are all in good or better condition and were purchased in 2014. All were functioning normally when removed from service last summer (2018). This lot comes with 32 AC power cables. Please see Attachment B for serial numbers and detailed specs.**
8. For the Mac Minis with ViewSonic or Acer monitors, can you provide some or all of the serial numbers? What is their condition? Are they complete with power cables and / or what is needed to function? What is the condition of the monitors? Are there any dead pixels or spots? What are the hardware/system specifications? (The “A” model numbers indicated describe a range of possible configurations from 2010 to 2014 and don’t provide sufficient information for vendors to offer the best value.) **The Mac Minis are all in good or better condition and have AC adapters, but no keyboards or mice. All were functioning normally when removed from service last summer (2018). Please see Attachment B for serial numbers and detailed specs. MSDLT does not know for certain whether or not any of the monitors have dead pixels or spots. None were reported prior to taking the equipment out of service.**

9. For iMacs, can you provide some or all of the serial numbers? Were these kept in classrooms and is the condition good? Are there any dead pixels or spots? What are the hardware/system specifications for the Mac Minis and iMacs? (The “A” model numbers indicated describe a range of possible configurations from 2010 to 2014 and don’t provide sufficient information for vendors to offer the best value.) [The Mac Minis are all in good or better condition and were kept in classrooms during their entire time in service. All were functioning normally when removed from service last summer \(2018\). Please see Attachment B for serial numbers and detailed specs.](#)
10. For the Lenovo x131 Windows Laptops, please verify the processor, memory and disk or flash storage on these devices. Do they all come with an AC adapter? [Please see Attachment B for serial numbers and detailed specs.](#)
11. For the Lenovo 11e Chromebooks, please verify the processor, memory and disk or flash storage on these devices. Do they all come with an AC adapter? [Please see Attachment B for serial numbers and detailed specs.](#)
12. For the Lenovo ThinkCentre M72 desktop computers, please verify the processor, memory and disk or flash storage on these devices. What size are these units (e.g., tower, desktop, small form factor)? Do they all come with an AC adapter? [The Lenovo ThinkCentre M72 computers are desktop-sized and do not have AC adapters. Please see Attachment B for serial numbers and detailed specs.](#)
13. For the Lenovo ThinkStation E31 desktop computers, please verify the processor, memory and disk or flash storage on these devices. What size are these units (e.g., tower, desktop, small form factor)? Do they all come with an AC adapter? [The Lenovo ThinkCentre E31 computers are desktop-sized and do not have AC adapters. Please see Attachment B for serial numbers and detailed specs.](#)
14. For the Lenovo ThinkVision 19” computer monitors, what is the condition of these units? Were they just used in classrooms? Are there any dead pixels or spots? [Please see Attachment B for serial numbers and detailed specs. MSDLT does not know for certain whether or not any of the monitors have dead pixels or spots. None were reported prior to taking the equipment out of service.](#)

**Responses to Questions at the Pre-Response Meeting.**

15. Will the bids be made public? [As a public entity, all vendor bids are subject to a Freedom of Information Act \(FOIA\) request. However, it is not MSDLT’s practice to publicly release vendor bids/proposals in their entirety. When recommending a course of action to MSDLT’s Board of Trustees, the Office of Technology will present either a total or unit cost comparison of the selected Chromebook model as well as the evaluation team’s scores for the technical specifications and warranty criteria. The District will post that information publicly on the associated board meeting agenda \(anticipated April 8, 2019\). If vendor proposals include proprietary information, please check the appropriate box on the Proposal Cover Page \(Part 3\) and indicate the pages containing the proprietary information. This process will exempt those pages from a FOIA request \(but not a court subpoena\).](#)

16. How has the offering for local community purchase worked in the past? MSDLT has not conducted a local community purchase of surplus equipment in the past. This idea originated upon the request of MSDLT's Board of Trustees to help families with limited means purchase technology equipment. This can be a one-day sale for a few hours with limited stock. The District can schedule, market and provide an adequate location for the event.
17. Can you just sell a certain % of the items at this one-day sale? Yes.
18. Can this be an on-line sale instead of an on-site sale? The Office of Technology does not object to an online sale. However, the Board's target audience is primarily local families with limited resources. These constituents likely do not have consistent Internet access. Our School Board wants this to be a Community Resource Event.
19. How much space is available for the vendors, or should they plan on a "Street" sale? Vendors do not need to plan a street sale. MSDLT will provide plenty of space for the sale at a selected District location.
20. Will you have the power cords to sell with the devices in this sale? MSDLT does not have spare power cables to offer as part of the community sale. Vendors will need to provide these as part of the sale if necessary depending on the particular surplus item.
21. Are the Chromebooks properly reset and removed from the network so that anyone can reset them. Yes. Technology staff removed Chromebooks from the District's Google Admin console prior to categorizing them as surplus. However, MSDLT can't guarantee 100% of them were removed. If the selected vendor discovers Chromebooks still linked to MSDLT's Google Admin Console, the District's technology staff will gladly help rectify the situation.
22. Will MSDLT include the existing cases with the iPads? Yes. MSDLT will include all existing cases in working condition as part of the iPad sale.
23. What is the story of the Lenovo X131's? MSDLT deployed the Lenovo X131's as the first student 1:1 devices in the middle schools. Middle school students roughly used them, contributing to their relatively poor condition.
24. What processor is in the Lenovo 11e Chromebooks? hThe Lenovo 11e Chromebooks have an Intel Celeron Processor - N2930 (4C, 1.83 / 2.16GHz, 2MB, 1333MHz).