



SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE
PURCHASING DEPARTMENT

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www.sedgwickcountv.org/purchasing

REQUEST FOR PROPOSAL
#13-0071
ELECTRONIC WASTE DISPOSAL

ADDENDUM #1

June 5, 2013

The following information is in regard to **RFP 13-0071**

Questions are in bold, answers are in italics.

- 1. Do you have figures from past performance, which will provide the volume (quantity) and type of equipment we could receive?**
Attached is a spreadsheet with weights, and volumes for selected items, for our pickups through Cascade from the end of 2008 to the beginning of 2012. A couple of comments. 2009 is a little inflated, as we had a lot of backlog that we had to work through. 2012 is very low, since after the first pickup we lost our staging area. I suspect we may have had an additional pickup in 2010 that's not listed here. There's no guarantee that our volumes will continue at this pace. It's hard to predict.
- 2. How many separate facilities/locations will be included for potential collection of equipment?**
Potentially 46 different locations --- see note attached for most likely pick up locations – downtown and off campus.
- 3. Will the equipment be stored in a centralized location at each facility? Or will the equipment be stored throughout each facility (i.e., all equipment will be located in one room at each facility or will the equipment be spread out in various rooms within each facility?)**
Centralized
- 4. Will the facilities be corporate offices or warehouse type facilities?**
Potentially both but majority should be corporate offices
- 5. Will specialized equipment, such as carts to collect the product, be needed to ensure no damage is caused to corporate office buildings?**
Yes

6. **Is there one specific point of contact for scheduling all pick-ups or will there be a different contact for each facility?**
One specific person and one individual designated as back-up person.
7. **What are the standard business hours for the collection of product at each facility?**
8AM to 5PM, Monday through Friday.
8. **Will any materials be stored outdoors?**
No, they may be moved outdoors prior to pick up but no equipment will be have stored outdoors.
9. **Regarding the Pollution or Environmental Impairment Insurance minimums, please advise if this is a requirement to have \$1M/\$2M. As I am sure you are aware, the R2 and ISO14001 Pollution Insurance coverage is significantly less than the amount requested in the RFP. If vendors are certified through R2/ISO14001, are their requirements sufficient?**
The County will accept the RS/ISO14001 as long as the proposer can document their current status with the certification agency.
10. **Regarding mercury-containing equipment, will this consist mainly of bulbs or other types of equipment as well? Do you have projections on how much volume will be this type of equipment?**
Sedgwick County has not tracked the volume of devices containing mercury. Items will include bulbs and devices but no idea of breakout.
11. **Is there specific data required for your reporting needs, such as; Serial numbers, Manufacturer, Make, Model, Pick-up Location, Weight, etc.?**
Yes, Sedgwick County needs ---- Serial Number, Manufacturer, Make, Model Number, Location, and weight. If by chance the Sedgwick County device has an asset tag still affixed, the tag would need to be removed and returned to Sedgwick County.
12. **Do you require Sensitive Security Clearance for facilities/employees that will process media, i.e., hard drives, CDs, floppies, etc.?**
Sedgwick County scrubs hard drives prior to pick up but occasionally drives are missed in the process. It is possible for drives to include HIPAA, PCI, and Criminal Justice data so at a minimum all employees handling should have passed a criminal background check.

Vendors are responsible for checking the web site and **acknowledging any addendums on the proposal response form.**

Kimberly Evans
Purchasing Agent

Attachment A

2009 Date Rcvd	Lbs	# of CRTs	# of PCs	# of copiers
12/8/2008	10,643	103	4	14
2/12/2009	11,410	77	155	5
4/30/2009	6,852	51	77	1
6/8/2009	9,846	121	90	2
9/29/2009	8,964	98	101	1
12/1/2009	11,012	56	213	0
	58,727	506	640	23

2010 Date Rcvd	Lbs	# of CRTs	# of PCs	# of copiers
4/30/2010	11,451	50	43	7
10/4/2010	12,841	60	171	4
	24,292	110	214	11

2011 Date Rcvd	Lbs	# of CRTs	# of PCs	# of copiers
2/10/2011	9,521	58	116	
6/29/2011	12,258	55	135	
11/17/2011	11,971	77	105	2
	33,750	190	356	2

2012 Date Rcvd	Lbs	# of CRTs	# of PCs	# of copiers
3/27/2012	11,424	53	127	1
	11,424	53	127	1

All Time Total	Lbs	# of CRTs	# of PCs	# of copiers
	128,193	859	1,337	37

Attachment B

Below are the locations that could potentially be pickup sites, though there may be others:

The downtown locations:

COMCARE Admin
635 N Main

Munger Building / Historic Courthouse
538 N Main / 510 N Main

District Attorney
525 N Main

Sedgwick County Jail
141 W Elm

The off campus locations:

Juvenile Detention Facility
700 S Hydraulic

Appraiser
4035 E Harry

Health Department
1900 E 9th St

Forensic Science Center
1109 N Minneapolis

Some of this sites are secure locations and would require prior coordination prior to pickup.