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Michael Wilkes
 Director of Technology
 Geneva School District 304

To: Dr. Andrew Barrett
 From: Michael Wilkes
 Date: December 11, 2023
 Re: Disposal of Technology Assets

In accordance with Board Policy 4:80, the tables below show the count, by asset type, of the equipment scheduled to be responsibly disposed, recycled, or repurposed and any residual data is to be destroyed upon approval by the Board.

Row Labels	To Be Removed - B	To Be Removed - C	To Be Removed - D	Grand Total
A/V Cart	2			2
Accessories	10			10
Android Tablet	3			3
Audio and Video	24	2	9	35
Audio Video			20	20
Camera and Camcorder	33		1	34
Computer Cart	113			113
Desktop Computer	13		4	17
Desktop Monitor	51	2	15	68
Document Camera			5	5
eReader	48			48
Interactive Board	1			1
iOS Tablet	26	25	4	55
iPad Locker	31	2		33
Laptop Computer	737	381	213	1331
Large Format Video Monitor			1	1
LCD Projector	94		1	95
Phone			1	1
Port Replicator	3		8	11
Printer	11	2	4	17
TV	9		1	10
Video Game System and Accessories	4			4
Windows Tablet	8	1		9
Grand Total	1221	415	287	1923

The devices and equipment shown above are being disposed as they no longer support the educational environment and have been replaced by newer models or are no longer needed. The district sent a request for proposals (RFP) to dozens of vendors for the responsible disposal of the assets shown above. Six proposals were submitted by the posted deadline¹. Proposals were reviewed and a determination was made based on the overall valuation, proposal, and customer references. Minimum valuations ranged from \$0 to \$18,500.

As a result of the process, it is recommended that **Motor City Computer** be awarded the disposal contract, pending legal review and agreement on terms and conditions. Motor City Computer, an R2 certified company, will purchase the assets for a minimum guaranteed amount of \$18,500 from the district. The proposal is inclusive of all fees and there are no known additional fees that will be charged to the district as part of this agreement.

¹ A seventh proposal was received after the deadline. Additionally, the provider did not meet the certification requirements. For these reasons, this proposal was removed from consideration.

Total Guaranteed Amount Payable to Geneva CUSD 304 for All Equipment: \$18,500.00

Thank you for your consideration.