

6/28/2022

- a. All windows devices are unlocked, removed from management, wiped and available for windows to be installed
- b. All apple ipads have been removed from managemnt and factory reset
- c. All Chromebooks have been factory reset.

Requirements:

1. Asset tags are removed from all devices
2. If devices are to be refurbished for resale all hard drives must be wiped In accordance with Department of Defense specifications (DoD) 5220.22-M specifications, and the vendor provides a **Certificate** they have performed this on each device.
3. If device is not wiped with Dept of Defense specification then recycler will provide a **Certificate of Destruction** verifying that all information stored on devices and media sent has been destroyed.
4. Recycler must also certify they conform to all state and federal environmental management certifications and regulations.
5. Vendor will pick up devices from Town of Andover
6. Recycler will follow Town of Andover sustainability guidelines.
<https://andoverma.gov/816/Sustainability>
7. Vendor will certify that no material will be sent to a landfill.
8. Vendor should be Sustainable Electronics Recycling International (SERI) Certified and have SERI R2 certification.

Items for recycling

Product	Non-Operational	Operational	Total
Chromebook	52		52
HP Chromebook 11 G3	3		3
HP Chromebook 11 G4 EE	30		30
HP Chromebook 11 G5	2		2
HP Chromebook x360 11 G1 EE	12		12
HP Chromebook x360 11 G2 EE	3		3
HP Chromebook x360 11 G3 EE	2		2
Dock Station		27	27
Flat Screen Monitors	7		7
iPad	14	173	187
Apple iPad Air 16GB		67	67
Apple iPad Air 2 128GB		1	1
Apple iPad Air 2 32GB		5	5
Apple iPad Air 2 64GB		1	1
Apple iPad Air 32GB		2	2

Product	Non-Operational	Operational	Total
Apple IPAD2 128GB		1	1
Apple IPAD2 16GB	7	84	91
Apple IPAD4 16GB	1	11	12
Apple IPAD5 32GB	3		3
Apple IPAD6 32GB	1	1	2
Apple iPad7 32GB	1		1
Apple IPAD8 32GB	1		1
Mobile Laptop Cart	1		1
Printer	10	3	13
Projector	3		3
Switch		4	4
Tablet	2	18	20
Barnes & Noble Nook GlowLight	1	18	19
Samsung Galaxy Tab 2	1		1
TV monitor	2		2
TV WIFI	9	3	12
VOIP Phone/Handset	8	2	10
Workstation	44	504	548
Apple MacBook Air A1369	2		2
Apple MacBook Air A1466	17		17
Apple MacBook Pro A1278	2		2
HP EliteBook 840 G7 Notebook PC		1	1
HP EliteBook x360 1030 G2	7	479	486
HP EliteBook x360 1030 G2 2RX61UP		1	1
HP EliteBook x360 1030 G3	6	18	24
HP EliteBook x360 830 G7		3	3
HP ProBook 440 G6	1		1
HP ProBook 640 G2	1		1
HP ProBook 650 G1	1		1
HP ProBook x360 440 G1	1		1
HP ProDesk 600 G1 DM	1		1
HP ProDesk 600 G2 DM	1		1
HP Z210 Workstation	1		1
HP Z220 SFF Workstation		1	1
HP Z230 SFF Workstation	1	1	2
MacBookPro9,2	2		2
Other	2	3	5
Total Devices	154	737	891

Product	Non-Operational	Operational	Total
Various chargers		550	
Assorted cabling		100	