

**STATE OF NEW HAMPSHIRE**  
**Dept. of Administrative Services**  
**Div. of Procurement and Support Services**  
**Bureau of Purchase and Property**  
**State House Annex**  
**Concord, New Hampshire 03301**

**Date:** 8/27/15

**NOTICE OF CONTRACT**

**COMMODITY:** Electronic Waste Removal & Recycling – Laptops Only

**CONTRACT NO.:** 8001856

**NIGP:** 926-7700

**VENDOR:** M&K Recovery Group, Inc. **VENDOR # :** 266976

**CONTACT PERSON(s):** Jackie Leavitt

**Tel. No.:** 978-688-0606

**Fax No.:** 978-975-8464

**E-Mail:** [jackie@mkrecoverygroup.com](mailto:jackie@mkrecoverygroup.com)

**EFFECTIVE FROM:** August 27, 2015 **Through:** September 30, 2018

**TERMS:** Net 30

**PRODUCTS & PRICES:**

<u>Description</u>	<u>Rebate/LB</u>
Laptop computers, all conditions	\$0.75

**SCOPE OF WORK**

Electronic waste collection and removal shall be completed within five (5) business days of pickup request, or a mutually agreed upon date. The State contact shall call when there is a load to be picked up.

Contractor shall submit a proposed pickup date to the State contact within twenty-four (24) hours of the State contact's request. For requests that occur on a Friday or the day before a state or federal holiday, Contractor shall submit a proposed pick up date on the next business day.

- Contractor shall be responsible for the collection, transportation, recycling and legal disposal of the electronic waste at an approved site.
- Contractor shall furnish all supplies necessary to complete the services.
- Supplies provided by Contractor are to include corrugated boxes, totes/gaylords, etc. as requested for storage of loose items, such, cables, wires, etc. These items shall be supplied at no additional cost.
- The term "Electronic Waste Collection and Removal" shall include providing trailers, pick-up, transportation, recycling and disposal of waste. Contractor shall make arrangements for legal recycling.
- Contractor shall at all times be responsible for the safe, careful, and efficient operation of its equipment and shall comply with all safety regulations applicable to this operation.
- Items to be collected shall be laptop computers.
- Contractor shall provide scale tickets with weights of each commodity and provide a certificate of recycling.
- Contractor shall adhere to a zero landfill policy and provide a certificate of disposal/recycling with each invoice.

- Contractor shall provide monthly reports of all items picked up. Reports shall include, at minimum, tonnage, date of pick up, scale tickets, and certificates of disposal/recycling.
- All items shall be recycled. Contractor shall comply with all federal, state, and local laws, rules, and regulations regarding recycling.

**All items shall be picked up at:**

White Farm – NH Surplus  
144 Clinton St.  
Concord, NH 03301

Contact: John Supry (603) 271-3239

**QUESTIONS:** Direct any questions to Paul Rhodes, 603-271-3350 or [paul.rhodes@nh.gov](mailto:paul.rhodes@nh.gov)