



INFORMATION TECHNOLOGY SOLUTIONS

Hard Drive Destruction

1. DRIVES TO BE DESTROYED (99)

3.5" Disk Drives	41
2.5" Disk Drives	33
External Hard Drive	1
M.2 SSD's	13
M.2 NVMe Drives	11

TOTAL \$ 1,827.70

2. MEDIA TO BE DESTROYED (2)

Old Tape Cartridges.....	1
Thumb Drives	1

TOTAL\$ 20.00

3. OTHER (4)

Surface Pro Tablets	4
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TOTAL\$ 67.20

ALL ITEMS TOTAL \$1,914.90

Note: Additional items (not included in the outline above) will be billed based on the rate schedule in this document



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Computer Equipment Destruction Process

When a computer or other electronic equipment is ready for de-commissioning, the following steps are taken to make sure the items are handled correctly.

1. Computers are removed from production and moved to a secure IT storage at the customer's site.
2. Hard Drive / Memory Cards are removed from Computer/Device, a label is applied with a tracking tag, and the item is stored in secured storage at the customer's site.
3. A List of Hardware (PC/Peripherals) is sent to the Commissioners' Court for approval to dispose of the items.
4. Once approved, the hardware is sent to an authorized "Dell Reconnect" (Recycling) facility in Abilene, Texas where it is stripped of the different parts to be recycled.
5. Hard Drive / Memory Cards are kept for no less than 90 days, and sometimes up to 1 year depending on the device and use. The Hard Drive / Memory Card is secured and stored onsite at the customer's site.
6. When drives are sent to be destroyed, a Ticket is opened that documents the destruction process until the item is fully destroyed.
7. Drives are degaussed using a Proton T-1 (GSA ISO 9001:2008) and then destroyed by using a Proton (PDS-100).
8. Pieces of drives are recycled or then disposed of completely.

This policy is reviewed on an annual basis, updates to this policy can be found at: www.goldsmithsolutions.com/agreement

More information about Goldsmith Solutions' commitment to Technology Recycling and a better environment can be found at: www.goldsmithsolutions.com/recycling

ESTIMATED COSTS FOR SERVICES

<i>First 10 Drives</i>	<i>\$332.50</i>
<i>Each Drive After</i>	<i>\$ 16.80 each</i>
<i>Degauss and Manually Destroy (no individual documentation)</i>	<i>\$ 10 each</i>

Sharon Ferguson

From: T'Anna Adams
Sent: Monday, January 27, 2025 11:04 AM
To: Sharon Ferguson
Subject: FW: Commissioners' Court Agenda Item Request
Attachments: T20250108.0026 Hard Drive Destruction. Revised2.pdf

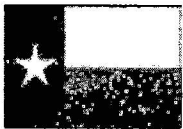
From: Samuel R. Goldsmith <sam@goldsmithsolutions.com>
Sent: Monday, January 13, 2025 10:36 PM
To: Joel Kelton <joel.kelton@browncountytexas.gov>; Kirk Chastain <kirk.chastain@browncountytexas.gov>
Cc: T'Anna Adams <tanna.adams@browncountytexas.gov>; Josie Contreras <josie.contreras@browncountytexas.gov>; Stephanie Upfold <stephanie.upfold@browncountytexas.gov>
Subject: FW: Commissioners' Court Agenda Item Request

Commissioner Kelton & Chastain:

I've requested the data drive destruction to be discounted further after our discussion on Monday. All drives past the initial 10 are discounted at a rate of 40% as a onetime courtesy due to volume of drives being destroyed at once. This is discounted higher than our standard TIPS agreement which has been pre-bid and approved.

The attached revised reflects as cost savings of \$1,059.10.

I hope you find this to be fair and acceptable.



SAM GOLDSMITH

Principal/CTO

GOLDSMITH SOLUTIONS | *Information Technology Solutions*

800.448.3153 | 972.820.0800

214.477.1003 (Cell / Text)

sam@goldsmithsolutions.com

Help is a click away: www.goldsmith.support

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From: Goldsmith Support <support@goldsmithsolutions.com>
Sent: Monday, January 13, 2025 11:12 AM
To: Stephanie Upfold <stephanie.upfold@browncountytexas.gov>; 'Josie Contreras' <josie.contreras@browncountytexas.gov>
Cc: Samuel R. Goldsmith <sam@goldsmithsolutions.com>
Subject: RE: Commissioners' Court Agenda Item Request

My apologies. The last email / document was incorrect. I have attached to corrected document to reflect Sam's changes for Brown County.

Sorry about the confusion.



STEPHANIE STIFFLER

Administrative Support Manager
GOLDSMITH SOLUTIONS | *Information Technology*
Solutions
800.448.3153 | 972.820.0800
stephanie@goldsmithsolutions.com

Help is a click away: www.goldsmith.support

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From: Goldsmith Support

Sent: Monday, January 13, 2025 11:01 AM

To: Stephanie Upfold <stephanie.upfold@browncountytexas.gov>; Josie Contreras <josie.contreras@browncountytexas.gov>

Cc: Samuel R. Goldsmith <sam@goldsmithsolutions.com>

Subject: RE: Commissioners' Court Agenda Item Request

Stephanie,

Attached is the revised Hard Drive Destruction documentation Sam requested to be updated.

Have a great day,



STEPHANIE STIFFLER

Administrative Support Manager
GOLDSMITH SOLUTIONS | *Information Technology*
Solutions
800.448.3153 | 972.820.0800
stephanie@goldsmithsolutions.com

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From: Goldsmith Support

Sent: Wednesday, January 8, 2025 2:18 PM

To: Stephanie Upfold <stephanie.upfold@browncountytexas.gov>

Subject: RE: Commissioners' Court Agenda Item Request

Oh thank you so much! I actually just finished the document for that and have attached it.

Let me know if you have any questions.

Have a great day,



STEPHANIE STIFFLER

Administrative Support Manager

GOLDSMITH SOLUTIONS | *Information Technology Solutions*

800.448.3153 | 972.820.0800

stephanie@goldsmithsolutions.com

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From: Stephanie Upfold <stephanie.upfold@browncountytexas.gov>

Sent: Wednesday, January 8, 2025 2:00 PM

To: Goldsmith Support <support@goldsmithsolutions.com>

Subject: RE: Commissioners' Court Agenda Item Request

Yes that will work. 🙏



Stephanie Upfold

County Court Coordinator/ADA Coordinator

Brown County

200 South Broadway, Suite 111.

Brownwood, Texas 76801

325-643-2828

Stephanie.Upfold@browncountytexas.gov

From: Goldsmith Support <support@goldsmithsolutions.com>

Sent: Wednesday, January 8, 2025 12:30 PM

To: Stephanie Upfold <stephanie.upfold@browncountytexas.gov>; T'Anna Adams <tanna.adams@browncountytexas.gov>

Cc: Josie Contreras <josie.contreras@browncountytexas.gov>

Subject: RE: Commissioners' Court Agenda Item Request

But wait....there's more!

Sam and Kevin have decided that now would also be a good time to clean out all the hard drives, etc we had set aside for Hard Drive Destruction.

They have asked me to open a ticket and quickly compile the documentation together and see if we can get this added to next week's Court as well.

- ***Consider an Act on Hard Drive Destruction***

I plan to have the documentation together and over to you by tomorrow morning if that is okay.

Thank you and have a great day,



STEPHANIE STIFFLER

Administrative Support Manager

GOLDSMITH SOLUTIONS | *Information Technology Solutions*

800.448.3153 | 972.820.0800

stephanie@goldsmithsolutions.com

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From: Goldsmith Support

Sent: Wednesday, January 8, 2025 9:50 AM

To: Stephanie Upfold <stephanie.upfold@browncountytexas.gov>; T'Anna Adams <tanna.adams@browncountytexas.gov>

Cc: Josie Contreras <josie.contreras@browncountytexas.gov>

Subject: RE: Commissioners' Court Agenda Item Request

Ladies, Good morning

I have attached the documentation that goes with this Agenda Item request.

At this time, it is my understanding that we will not have anyone onsite to present this item and we will need someone to present on our behalf.

Thank you and have a great day,



STEPHANIE STIFFLER

Administrative Support Manager

GOLDSMITH SOLUTIONS | *Information Technology Solutions*

800.448.3153 | 972.820.0800

stephanie@goldsmithsolutions.com

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From: Goldsmith Support

Sent: Monday, January 6, 2025 1:17 PM

To: Stephanie Upfold <stephanie.upfold@browncountytexas.gov>; T'Anna Adams <tanna.adams@browncountytexas.gov>

Subject: Commissioners' Court Agenda Item Request

Ladies, Good afternoon

We would like to request the following Agenda Item added to the upcoming Commissioners' Court: *Consider an Act on Hardware Recycling*

I will have the support documentation to you by the end of the week.

Have a great day,



STEPHANIE STIFFLER

Administrative Support Manager

GOLDSMITH SOLUTIONS | *Information Technology
Solutions*

800.448.3153 | 972.820.0800

stephanie@goldsmithsolutions.com

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