



## MCE Surplus Removal and Disposal Rates

- All surplus property pick-ups must be quoted by an MCE Warehouse Manager prior to accepting a purchase order.
- The pricing guideline below will be used for surplus property pick-ups. Actual quotes provided by MCE Warehouse Manager will reflect the amount of labor, vehicles, and disposal requirements to complete the disposal. Itemized quotes from MCE will be provided within 3 business days of contact by the agency.

### **Pricing guidelines for removal of standard office products.**

- \$150.00 for approximately 15 items or less plus disposal fees.
- \$300.00 for 15 items or more plus disposal fees. (Approximately 4-hours labor: to include 1 supervisor and 2 laborers).
- \$75.00 per hour for (1 supervisor and 2 laborers) as needed based on job specifications.
- Estimated disposal fees are \$125.00 for 15 items or less.
- Estimated disposal fees \$250.00 for more than 15 items approximately ½ trailer load (zo' trailer).
- Estimated disposal fees are \$500.00 per trailer load (40' trailer).
- Disposal fee is subject to change based on actual load: price will be determined at time of final quote.
- Purchase orders are required prior to scheduling pick-up, MCE will not process the agency's request until a purchase order or credit card order has been received.
- The above pricing does not include disposal of large items such as Hospital equipment, X-Ray machines, Vending machines, etc. Call the MCE contacts listed below for a formal itemized quote.
- Hazardous materials. i.e. air conditioning units. Must be rendered safe by the agency prior to MCE disposing of the items. Documentation showing that the items have been rendered safe will be required at the time of pick-up.
- Holidays and Weekend pick-ups will be calculated using overtime rates.
- All pick-ups will be completed 10 business days after receipt of purchase order or credit card verification.

### **MCE Warehouse Contact Information**

Contact: Mat Hall, MCE Central Warehouse Manager

Service Locations: Baltimore City, Baltimore, Howard, Montgomery, Anne Arundel, Prince Georges, Calvert, Charles, St Mary's Harford, Cecil, Kent, Queen Anne, Caroline, Talbot, Dorchester, Wicomico and Somerset Counties.

Phone # (410)540-5476 Fax # (410)799-8856

E-Mail: MGHall@dpscs.state.md.us

Contact: Ron Brown, MCE Western Region Warehouse Manager

Service Locations: Carroll Frederick, Washington, Allegany and Garrett Counties

Phone # (240) 420-1232 Fax # (301)745-3415

E-Mail: REBrown1@dpscs.state.md.us