

Step By Step: Decommissioning

- 1** Initial Site Visit
- 2** Identify Appropriate Inventory/Tagging for the Following:
 - Client Reuse
 - Charitable
 - Donations
 - Liquidation
 - Recycling
 - Disposal
- 3** Disposition Plan Approval
- 4** Execution Planning & Warehouse Activities
- 5** Execution Management
- 6** Close Out

Andrews' eco-friendly approach focuses on asset reuse, asset refurbishment, parts recovery and asset recycling.

Andrews provides a final walk through to ensure the disposition plan was executed and all assets have been removed upon completion.

Upon request, Andrews can provide a final deliverable package at the completion to include a detailed report on disposition, tax reporting and appraisal information, and other communication materials for stakeholder engagement.

About Andrews Decommissioning Services

Our fully integrated approach provides complete moving and disposition services. We develop a comprehensive Disposition Plan for client approval that includes a detailed Project Schedule. Income generated from liquidation and recycling can be income realized to offset execution costs. We include all IT recycling, data destruction and e-waste management services through our certified partner network. We are the single point of contact throughout the process and maintain full account ability to our client.

Decommissioning Services include (but not limited to):

- Accurate inventory evaluation and value determination for your assets (if applicable)
- Removal/disposal of office furniture, office equipment, technology equipment, office appliances, industrial machinery and racking.
- Disassembly and reinstall of office furniture and workstations for reuse.
- Data destruction and electronics recycling
- Full service space restoration to return space to its original broom swept condition