

TEMPLE CITY UNIFIED SCHOOL DISTRICT

Notice Inviting

Request for Proposals

Trash and Recycling Services

BID NO.: 20/21-001P
DUE DATE: February 9, 2021
BY TIME: 1:00 pm

NOTICE IS HEREBY GIVEN that Temple City Unified School District, acting by and through its Board of Education, hereinafter called the "District" will receive up to, but no later than the above-stated date and time, sealed Request for Proposals for the work generally described as:

Bid No. 20/21-001P Trash and Recycling Services

Proposals shall be mailed with tracking information and received in the office of the **Temple City Unified School District, Purchasing Department** at **5212 Encinita Ave., Temple City, CA 91780, by February 9, 2021 at 1:00 p.m.** and shall be opened and publicly read aloud via Zoom. Please contact Diana Y. Vasquez, Purchasing Director for Zoom link at dvasquez@tcusd.net. Any proposals received after the time specified above or after any extensions due to material changes shall be returned unopened.

Each bidder shall comply with all local government licenses, permits, or written approval requirements applicable to the city or county in which such services are provided. The Bidders shall also be a licensed Service Providers pursuant to State of California Regulations, California Business and Professions Code, and have the necessary permits and be licensed to perform the work called for in this request for proposal. Copies of all hauling, transfer facilities, and landfills licenses and permits must be included with their proposal. No Proposal will be considered from a Bidder who, at the time the Proposals are opened, is not licensed or has the proper permits to perform the work of the contract documents.

No Bidder shall withdraw its bid Proposal for a period of sixty (60) days after the award of the contract by the District's Board of Education. During this time, all Bidders shall guarantee prices quoted in their respective proposals.

The District reserves the right to reject any or all proposals, make multiple awards, or to waive any irregularities or informalities in any proposal or in the bidding.

The Contract for the work, if awarded, will be by the action of the District's Board of Education to the Bidder that meets the qualifications established by the RFP documents.

The Bidder is advised that all inquiries and clarifications about the Request for Proposal shall be submitted to the District in writing at least three (3) business days before the bid opening date. The District will respond at its earliest possible opportunity. Verbal communication by either party with regard to this matter is invalid. Inquiries shall be sent in writing to Diana Y. Vasquez, Purchasing Director, at dvasquez@tcusd.net. All inquiries must be received by **February 4, 2021, at 1:00 PM**. The District will not respond to any inquiries after this time. Bidders are solely responsible for ensuring their written inquiry is received prior to this deadline and the District is not responsible for any delays or errors in delivery. The District will issue responses to all inquiries through its website at <https://www.tcusd.net/departments/purchasing/notice-to-bidders>. Bidders are responsible for reviewing the District's website and incorporating any and all clarifications provided therein into their Proposal.

It is each bidder's sole responsibility to ensure its proposal is timely delivered and received at the designated location as specified above. Any proposal received at the designated location after the scheduled closing time for receipt of proposals shall be returned to the bidder unopened.

Publications:

TCUSD Website at <https://www.tcusd.net/departments/purchasing/notice-to-bidders>

Pasadena Star News: January 25, 2021 and February 1, 2021

INDEX OF CONTRACT DOCUMENTS

For

TRASH AND RECYCLING SERVICES

BID NO. 20/21-001P

	<u>Page Numbers</u>
1. Legal Notice	1
2. Index	2
3. Scope of Work	3-5
3. Instructions to Bidders	6-9
4. Proposal Package Requirements	10-11
5. Bid Proposal Form (<i>return w/bid</i>)	12-14
6. Qualification Form (<i>return w/bid</i>)	15-17
7. Non-Collusion Declaration (<i>return w/bid</i>)	18
8. Contractor's Certification Regarding Background Checks (<i>return w/bid</i>)	19-20
9. Contractor's Certificate Regarding Drug-Free Workplace	21
10. Contractor's Certificate Regarding Alcohol Beverage and Tobacco-Free Campus Policy	22
11. Contractor's Certificate Regarding Workers' Compensation Form	23
12. Sample Agreement	24-26
13. Appendix A	27
14. Appendix B – School Site Directory	28
15. Appendix C – School Site Map	29

SCOPE OF WORK

The Owner is seeking proposals for TRASH AND RECYCLING SERVICES. The service shall consist of the regular pickup from school sites and other locations of the Temple City Unified School District (TCUSD), and dispose all rubbish, debris, solid, which have been placed in the containers furnished by the service provider at the various District locations, see Appendix B and C.

Safety

Before entering the property of the District, especially at any school where children may be present, the driver shall at no time exceed five (5) miles per hour. The greatest care shall be exercised in guarding the safety of children and District staff. If it is necessary to back up onto school grounds, a second person must be used to clear way. The Service Provider's vehicle/truck operators shall avoid driving on school grounds at recess or lunch periods.

Performance

If the Service Provider fails to make a scheduled pickup, the District shall deduct the fees associated with the missed pickup from the monthly invoices. When waste accumulates because of missed pickups, the Service Provider shall pick up all trash stored in the vicinity of the supplied bins if the trash has been placed in plastic bags, or otherwise contained.

Contract Period and Optional Renewal

The period of the Contract shall be from April 1, 2021, through March 31, 2022. The Contract may be renewed for one-year periods, not to exceed four (4) additional years, if mutually agreed to by the Service Provider and the District, in accordance with provisions contained in Education Code Section 17596; and subject to performance reviews made by the District.

In the event the Service Provider elects not to extend on the anniversary date, the Service Provider must notify the Purchasing Director of its intention in writing 90 days prior to the anniversary date, via e-mail at purchasing@tcusd.net

The Contract price must include all fees. Quoted prices must stay in effect for one (1) year after award of bid. A maximum price increase not to exceed the average percentage of the Consumer Price Index (CPI) for Los Angeles/Long Beach (July), may be negotiated each renewal period, but may never exceed more than 3%. In the event of a general price decrease, the District reserves the right to revoke the bid award unless the decrease is passed on to the District.

Recycling Facilities

Bidder must use a Compost Facility for yard waste or grass trimmings as well as a Materials Recovery Facility (MRF) for the remaining waste. Green waste is only collected at Temple City High School, 9501 Lemon Ave., Temple City, CA 91780.

New Locations

If at any time during the contract period the District requires additional containers at an existing location or requires services to begin at a new location not listed herein, the Service Provider shall furnish the required services upon written notice by the District. Costs of such additional or new services shall be at the rates set forth in the contract. The District further reserves the right to decrease the number of locations to be serviced upon notification.

Pickup Schedule

Pickup will be required daily (Monday through Friday) throughout the year, for most sites. Waste and recycling pick-up for all sites should be completed between 6:00 a.m. and 3:00 p.m.

This schedule may be amended to reflect changes in the District requirements and will become part of the agreement for this service. The service schedule represents approximate needs and the District reserves the right to change container size or frequency or pick-ups according to its needs. Fees for services shall be adjusted to reflect changes in container size or frequency or pick-ups.

During the holiday recesses (i.e. Christmas and Spring Break) and the summer months, a school site may generate considerably less waste; therefore, the District shall adjust frequencies of pick-ups

Pick-up hours shall not be made outside the hour ordinance established by the City of Temple City. The Service Provider shall establish a regular schedule for site collection so the collection will occur at the same time on the same day in every subsequent week.

Handling Containers

The Service Provider shall use due care to prevent solid waste, organic waste, recyclables, yard waste and other compostable from being spilled or scattered during the collection or transportation process. If any solid waste, organic waste, recyclables, yard waste and other compostable are spilled during collection the Service Provider shall promptly clean up the spilled materials.

Containers

Service Provider shall furnish each location a sufficient number of approved, new or like-new containers as determined by the District pursuant to the quantities listed in this bid proposal; yet the District may increase or reduce quantities during the contract term.

Containers shall be non-combustible, watertight, covered, with metal lids, and mounted on wheels. The Service Provider shall keep the containers painted and in good repair; and kept in a clean and sanitary manner at all times.

Service Provider shall clean, repair and paint containers at least once every year during the contract period.

During the period of the Contract, the Service Provider shall upon notification by the District, remove, repair, and/or replace any container that fail to meet the above requirements.

Permits and Licenses

Permits and licenses necessary for the execution of work shall be secured and paid for by the Service Provider. The Service Provider will secure and pay for all necessary licenses' fees, permits, taxes, and fees which are legally required by the city, county, state and federal governments or agencies for the performance of solid, organic, and electronic, recycling, waste removal for the District. Specifically, the Service Provider shall observe and comply with the Department of Health Services, CAL/OSHA, South Coast Air Quality Management District, State and Federal Environmental Regulations, California Department of Resources Recycling and Recovery, Fire Codes and other applicable laws, ordinances and regulations in their operations including but not limited to handling, storing, processing, recycling, transporting and the disposal of refuse.

The Bidder must include with their proposal copies of all hauling, transfer facilities, and landfills licenses and permits. No Proposal will be considered from a Bidder who, at the time the Proposals are opened, is not licensed or has the proper permits to perform the work of the contract documents.

Additional Fees

All costs incurred by the Service Provider for disposal of the waste will be the responsibility of the Service Provider and paid by the Service Provider. The District will not be liable for any fees associated with disposal.

Trucks and Equipment

The Service Provider shall maintain sufficient trash hauling equipment to provide uninterrupted service according to the pickup schedule in Appendix A, including access to alternate pieces of equipment in

case of breakdown. Service Provider shall be responsible for any damage to District property caused by equipment.

It is clearly understood and agreed that the Service Provider shall be held liable for any damage caused by the Service Provider's drivers to any property owned by the District, and further agrees to notify Marianne Sarrail, Chief Business Official in writing no later than 24-hours upon the incident occurring, at msarrail@tcusd.net

The Service Provider's service vehicles shall be equipped with a backup warning device that should sound when the vehicle is backing up.

Trucks that will be used for this service shall be available for inspection, if requested by an authorized representative of the Temple City Unified School District, and shall be subject to approval by the same. Each truck must be clearly identified on the exterior of the driver's door with the company name and number of the truck.

Employees

All Service Provider employees must be acceptable to the District. Dissatisfaction with the work or the actions of any employee of the Service Provider performing work under this contract shall be sufficient cause for removal of the said employee from the work or for cancellation of the contract.

Each driver employed by the Service Provider shall have in his possession while driving on the District property, a valid Class California Driver's license.

Drivers employed by the Service Provider shall carry a visible form of identification at all times while on District grounds (I.D. badge and shirt with company logo).

Invoices

Terms are Net 30 days. Monthly invoices must be sent to the Temple City Unified School District's Accounts Payable Department, 9700 Las Tunas Dr., Temple City, CA 91780, providing the following information:

- Invoice Number
- Billing period
- Size of the dumpsters
- Number of dumpsters per size
- Number of trash pick-ups per week, per dumpster, per site

Include a sample of your monthly invoice with the proposal.

Security

The awarded Service Provider will be issued a set of keys and/or gate clickers to open gates and gain access to the District grounds. The keys must not be duplicated and the Service Provider is responsible for returning the keys and/or gate clickers to the District at the completion of the contract. The Service Provider will be charged fifty thousand dollars (\$50,000.00) per set of keys and/or gate clickers that are not returned to the District at the completion of the contract.

No site gate shall be left opened or unlocked upon servicing a site location the driver must secure the site gates.

Insurance Provided by Contractor

Pursuant to the terms of this RFP, the Service Provider shall provide and maintain the following insurance coverage amounts as set forth below:

Workers Compensation Insurance
In accordance with limits established by law.

Employers Liability Insurance: \$1,000,000

Commercial General Liability Insurance	
Per Occurrence	\$2,000,000
Aggregate	\$5,000,000
Automobile Liability Insurance	\$1,000,000

Insurance Provided by Subcontractors

Pursuant to Article 6 of the General Conditions, all Subcontractors and Sub-Subcontractors shall provide and maintain the following insurance coverages with minimum coverage amounts as set forth below:

Workers Compensation Insurance	
In accordance with limits established by law.	
Employers Liability Insurance	\$1,000,000
Commercial General Liability Insurance	
Per Occurrence	\$1,000,000
Aggregate	\$2,000,000
Automobile Liability	
Bodily Injury/Property Damage per Occurrence	\$1,000,000

Document Submittals

Two (2) hard copies of the proposal. Electronic copies will not be accepted. All RFP packages will bear on the outside of the sealed envelope, the name of the bidder, address telephone number, the Owner's name, RFP number and RFP title.

Solid Waste and Recycling Disposal

See Appendix A

INSTRUCTIONS TO BIDDERS

Each bidder shall review and comply with all bidding instructions and requirements set forth in Bid NO 20/21-001P. All blanks in the Proposal Form must be appropriately filled in, and all proposed prices must be stated clearly and legibly in both words and numerals where so indicated in the proposal form; conflicts between a number stated in words and in written figures, are governed by the words, except where the figures represent an express, correctly calculated sum. If not bidding on a line item, Bidder must clearly write "No Bid," otherwise bid may be deemed non-responsive to bid documents. All proposals must be signed by the bidder in permanent ink and submitted in sealed envelopes, bearing on the outside, the detail information stipulated under the article title "Document Submittals", (previous page).

The Owner reserves the right to reject any proposal if all of the above information is not furnished. It is each bidder's sole responsibility to ensure its proposal is timely delivered and received at the location designated as specified above. Any proposal received at the designated location after the scheduled closing time for receipt of proposals shall be returned to the bidder unopened.

Signature

The proposal form, all bonds, the Service Provider's Certificates, the Agreement, and all Guarantees must be signed in permanent ink in the name of the bidder and must bear the signature in longhand of the person or persons duly authorized to sign the proposal.

If the bidder is a corporation, the legal name of the corporation shall first be set forth, together with two signatures: one from the President, and one from the Secretary or Assistant Secretary. Alternatively, the signature of other authorized officers or agents may be affixed, if a certified copy of the resolution of the corporate board of directors authorizing them to do so is provided to the Owner. Such documents shall include the title of such signatories under the signature and shall bear the corporate seal.

If the bidder is a partnership, the true name of the firm shall first be set forth, together with the names of all persons comprising the partnership or co-partnership. The proposal must be signed by all partners comprising the partnership unless proof in the form of a certified copy of a statement of partnership acknowledging the signer to be a general partner is presented to the Owner, in which case the general partner may sign.

Proposals submitted as joint ventures must so state and be signed by each joint venture.

Proposals submitted by individuals must be signed by the bidder unless an up to date power-of-attorney is on file in the Owner office, in which case, said person may sign for the individual.

The above rules also apply in the case of the use of a fictitious firm name. In addition, however, where a fictitious name is used, it must be so indicated in the signature.

Modifications

Changes in or additions to the proposal form, recapitulations of the work bid upon, alternative proposals or any other modification of the proposal form which is not specifically called for in the Proposal Documents may result in the Owner's rejection of the proposal as not being responsive to the RFP's bidding documents. **No oral or telephonic modification of any Proposal submitted will be considered.**

Erasures, Inconsistent or Illegible Bids

The proposal submitted must not contain any erasures, interlineations, or other corrections unless each such correction creates no inconsistency and is suitably authenticated by affixing in the margin immediately opposite the correction the signature or signatures of the person or persons signing the proposal. In the event that the Owner determines that any proposal is unintelligible, inconsistent, or ambiguous, the Owner may reject such proposal as not being responsive to the RFP's bidding documents.

Examination of Site and Contract Documents

With prior permission and a pre-arranged appointment, each bidder may visit the sites and become fully acquainted with the conditions relating to this service request so that the facilities, difficulties,

and restrictions attending the execution of the work under the Contract are fully understood. Bidders shall thoroughly examine and be familiar with the documents and requirements that are attached to and/or contained in the Request for Proposal bidding documents issued to bidders. The failure or omission of any bidder to receive or examine any Contract Documents, Special Conditions, form, instrument, addendum, or other document or to visit the site and become acquainted with conditions there existing, shall not relieve any bidder from obligations with respect to the proposal or to the contract. The submission of a proposal shall be taken as prima facie evidence of compliance with this section. Bidders shall not, at any time after submission of the bid, dispute, complain, or assert that there were any misunderstandings with regard to the nature or amount of work to be done.

District's Right to Modify Contract Documents

Before the scheduled closing time for receipt of the Proposals, the District may modify the Work, the Contract Documents, or any portion(s) thereof by the issuance of written addenda and will post it online at <https://www.tcusd.net/departments/purchasing/notice-to-bidders> . If the District issues any addenda, the failure of any Bidder to acknowledge such addenda in its Proposal may render the Proposal non-responsive.

Withdrawal of Bids

Any proposal may be withdrawn, either personally or by written request, at any time prior to the scheduled closing time for receipt of proposals.

No bidder may withdraw any proposal for a period of sixty (60) calendar days after the date set for the opening of proposals.

Contract and Insurance

The Contract form which the successful bidder, as the Service Provider, will be required to execute, and the insurance endorsement requirements which will be required to be furnished at the time of execution of the Contract, are included in the proposal documents and should be carefully examined by the bidder.

Hold Harmless Clause

The contractor shall hold harmless and indemnify the District and the Board of Education, its officers and employees from every claim or demand which may be made by reason of (a) any injury to person or property sustained by any person, firm or corporation caused by any act, neglect, default or omission of the contractor or any product furnished by the contractor or of any person, firm, or corporation directly or indirectly employed by him upon or connection with his performance under the contract, and (b) any liability that may arise from the furnishing or use of any copyrighted or uncopyrighted composition, secret process or patented or unpatented invention under this contract. The contractor at his own expense and risk shall defend any legal proceeding that may be brought against the District or the Board on any such claim or demand and satisfy any judgment that may be rendered against the District or the Board therein.

Protest Procedure

Any bidder may file a bid protest. The protest shall be filed in writing with the Owner's Purchasing Director not less than three (3) working days after the date of the bid opening. An e-mail address shall be provided and, by filing the protest, protesting bidder consents to receipt of e-mail notices for purposes of the Protest and Protest related questions and Protest Appeal, if applicable. The protest shall specify the reasons and facts upon which the protest is based.

- a. Resolution of Bid Controversy: Once the bid protest is received, the apparent lowest responsible bidder will be notified of the protest and the evidence presented. If appropriate, the apparent low bidder will be given an opportunity to rebut the evidence and present evidence that the apparent low bidder should be allowed to perform the Work. If deemed appropriate by the Owner, an informal hearing will be held. Owner will issue a written decision within fifteen (15) days of receipt of the protest unless factors beyond the Owner's reasonable control prevent such resolution. The Decision on the Bid Protest will be copied to all parties involved in the protest.
- b. Finality. The decision made by the District concerning the Proposal controversy will be final and not subject to any further Appeals.
- c. Failure to comply with this Bid Protest Procedure shall constitute a waiver of the right to protest and shall constitute a failure to exhaust the protesting bidder's administrative remedies.

Service Provider's License

To perform the work required by this notice, the Service Provider must possess the necessary License and Permits as specified in the bid proposal documents, and the Service Provider must maintain the licensed throughout the duration of the contract. If, at the time of bid, bidder is not licensed to perform the Project in accordance with Division 3, Chapter 9, of the Business and Professions Code for the State of California and the Notice to Service Providers calling for proposals, such bid will not be considered and the Service Provider will forfeit its bid security to the Owner.

Workers' Compensation

In accordance with the provisions of Labor Code Section 3700, the successful bidder as the Service Provider shall secure payment of compensation to all employees. The Service Provider shall sign and file with the Owner the following certificate prior to performing the work under this contract: "I am aware of the provisions of Section 3700 of the Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract." The form of such certificate is included as a part of the RFP Package.

Drug-Free Workplace Certificate. In accordance with California Government Code §§8350 et seq., the Drug-Free Workplace Act of 1990, the successful Bidder will be required to execute a Drug-Free Workplace Certificate concurrently with the execution of the Agreement. The successful Bidder will be required to implement and take the affirmative measures outlined in such provisions. Failure of the successful Bidder to comply with the measures outlined in such provisions may result in penalties, including without limitation, the termination of the Agreement, the suspension of any payment of the Contract Price otherwise due under the Contract Documents and/or debarment of the successful Bidder.

Disqualification of Bidders and Proposals

More than one proposal for the same work from any individual, firm, partnership, corporation, or association under the same or different names will not be accepted; and reasonable grounds for believing that any bidder is interested in more than one proposal for the work will be cause for rejecting all proposals in which such bidder is interested.

Non-Collusion Declaration

Public Contract Code Section 7106 requires bidders to submit the declaration of non-collusion with their bids. This form is included with the RFP documents and must be signed and dated by the bidder under penalty of perjury.

Addenda

Clarification or any other notice of a change in the Bidding Documents will be issued only by the Owner office of Temple City Unified School District and only in the form of a written Addendum, transmitted via e-mail, and posted on the District's website at <https://www.tcusd.net/departments/purchasing/notice-to-bidders>. Any other purported Addenda are void and unenforceable. Bidder is responsible for ascertaining the disposition of all Addenda issued regardless of Owner notification and to acknowledge all Addenda in the submitted sealed bid prior to the bid opening. Each Addendum will be numbered, dated, and identified with the Bid number. Oral statements or any instructions in any form, other than Addendum as described above, shall be void and unenforceable. Any Addendum issued by the Owner and not noted as being acknowledged by the bidder as required in the Proposal Form may result in the proposal being deemed non-responsive.

Award of Contract

The Contract for the work, if awarded, will be by the action of the District's Board of Education to the Bidder that meets the qualifications established by the RFP documents, see Article Title "Proposal Evaluation Criteria." The Owner reserves the right to make an award, multiple awards, reject any or all bid proposals, or to waive any irregularities or informalities in any proposal or in the bidding. In the event, an award is made to a bidder, and such bidder fails or refuses to execute the Contract and provide the required documents within five (5) calendar days after award of the Contract to the bidder, the Owner may award the Contract to the next responsive bidder or release all bidders.

Note: The Temple City Unified School District is not subject to the City of Temple City's exclusive franchise for trash hauling services. The District is permitted to contract with other Companies pursuant to legal authority [Public Resources Code Section 40059(a)(2)] or any other legal code that may prohibit the District contract for waste services without competitive bids.

Debarment

Bidder may also be subject to debarment, in addition to seeking remedies for False Claims under Government Code section 12650 et seq. and Penal Code section 72, if the Board or the Board may designate a hearing officer who, in his or her discretion, finds the Service Provider has done any of the following:

- a. Intentionally or with reckless disregard, violated any term of a contract with the District
- b. Committed an act or omission which reflects on the Service Provider's quality, fitness or capacity to perform work for the District;
- c. Committed an act or offense which indicates a lack of business integrity or business honesty;
or,
- d. Made or submitted a false claim against the District or any other public entity (See Government Code section 12650, et seq., and Penal Code section 72

Public Records

All documents included in the Proposals become the exclusive property of the District upon submittal to the District. All Proposals and other documents submitted in response to the Notice Inviting Request for Proposals become a matter of public record, except for information contained in such Proposals deemed to be Trade Secrets (as defined in California Civil Code §3426.1). A Bidder that indiscriminately marks all or most of its Proposal as exempt from disclosure as a public record, whether by the notations of "Trade Secret," "Confidential," "Proprietary," or otherwise, may render the Proposal non-responsive and rejected. The District is not liable or responsible for the disclosure of such records, including those exempt from disclosure if disclosure is deemed required by law, by an order of Court, or which occurs through inadvertence, mistake or negligence on the part of the District or its officers, employees or agents. At such time as Proposals are deemed a matter of public record, pursuant to the above, any Bidder or other party shall be afforded access for inspection and/or copying of such Proposals, by request made to the District in conformity with the California Access to Public Records Act, California Government Code §§6250, et. seq.

PROPOSAL PACKAGE REQUIREMENTS

The original and copies of the proposal shall be submitted in a three-ring loose-leaf binder, if proposals are submitted in any other type of binding (i.e. spiral), the District reserves the right to reject the proposal as non-responsive to the RFP documents. Proposals should be divided by tab sections in accordance with the items listed below. To receive the highest consideration by the Owner, it is desired that each bidder provides the below information in their RFP response. Responses should be limited to thirty-five (35) pages (not including the table of contents, cover letter, or etc.) and must include the following:

- A. **Cover Letter** - A maximum of one (1) page, dated Introductory Letter must be submitted including the legal name of the respondent, address, telephone and fax numbers, e-mail and the name, title, and signature of the person(s) authorized to submit the proposal on behalf of the firm, stating the interest and qualifications in providing the services as outlined in the RFP.
- B. **Table of Contents** - A Table of Contents of the material contained in the proposal should follow the Cover Letter. It should include titles and page numbers.
- C. **Executive Summary** - The Executive Summary should contain an outline of your general business approach along with a brief summary of your qualifications to perform the work requested in this RFP.
- D. **Narrative** - Provide a comprehensive narrative of approach to trash, and disposal and recycling services. The Narrative may include the following:
 - **Experience** - Describe your experience with public and private educational institutes. Also, include a brief history of the company, expertise, length of time performing services and location of California offices.
 - **Containers** - Provide a list of proposed containers and include container specifications.
- E. **Personnel** - Provide a list of executives, account managers, and key employees to contact for this proposal and describe their qualifications and experience with work of a similar size and scope. Include a flow chart with contact name, title, phone number, and e-mail address.
- F. **Disposal/Transfer/Landfill Facilities** - Include all of the following:
 - Describe all facilities used to dispose of waste/debris/recycling/hazardous materials and include the location's address.
 - Describe any unique aspect of these facilities that promote environmental benefits and energy efficiencies.

To receive the highest consideration by the Owner, it is desired that each bidder provides the following information in their RFP response:

- 1) **List of References** - Bidder will include a minimum of 3 client references. References should be listed in the following format (facts are examples only):
 - (a) Organization's Name: *L.A. Unified School District*
 - (b) Telephone Number: Phone # (213) 123-4567
 - (c) Email: *johndoet@nowfree.com*
 - (d) Address: *100 Hollywood Drive, L.A., CA 92000*
 - (e) Point of Contact: *James Earl Jones III*

- (f) Services Provided: *Installation of solar panels*
- (g) Start Date: *April 20, 20XX*
- (h) Completion Date: *November 23, 20XX*

Failure to furnish the references in the complete format required may cause your proposal to be rejected as non-responsive.

- 2) **Bidder Qualifications** - Bidder will provide in their bid package sufficient documentation that demonstrates the bidder's ability to provide the services as requested in this RFP.
- 3) **Implementation Plan** - Bidder will provide an implementation plan (strategic planning process), that details; the implementation and/or transition (including a schedule), and Contact Information for the Service Managers that will be responsible for this project.
- 4) **Added Value Elements** - Bidder will describe any services that add value to the standard service offering, that may include but are not limited to, value-added services, third-party value-added service providers, community outreach support, recycling programs, etc.
- 5) **Licenses and Permits** - Include all copies of licenses and permits that are necessary to perform the work called for in this request for proposal.

Proposal Evaluation Criteria

Written proposals will be initially screened for completeness. Proposals that are not materially complete, in the District's discretion, will not be evaluated further. Bidders who are not actively engaged in providing services of the nature proposed in this RFP and/or who cannot clearly demonstrate to the satisfaction of the District their ability to satisfactorily provide the services in accordance with the RFP requirements will not be considered any further. The remaining proposals will be evaluated using the following criteria, and weighted in the order listed in its relative importance, maximum total points is 100:

- 1) **Price (0-35 points)** - The price of the services will be the highest weighted factor.
- 2) **Qualifications (0-25 points)** - The Owner will evaluate the prospective bidder's qualifications based on, but not limited to, expertise, service coverage, license, and permits. As it relates to projects successfully completed by the bidder providing the same type and scope of the requested services.
- 3) **Experience (0-20 points)**- The Owner will evaluate prospective bidder's experience based on, but not limited to, the bidder's ability to successfully provide the requested service, prior history with the Owner. This may generate a positive or negative result. A neutral finding will provide all bidders the same score.
- 4) **Value Added Elements (0-10 points)** - As it relates to any additional benefits that add value to the standard service offering.
- 5) **Accuracy of Bid Response (0-10 points)** - The Owner will evaluate the prospective bidder's bid response for, but not limited to, completeness of bid package, amendments and/or exceptions to the requested Service.

1. BID PROPOSAL FORM

TO: TEMPLE CITY UNIFIED SCHOOL DISTRICT, acting by and through its Board of Education ("District"), 9700 Las Tunas Dr., Temple City, CA 91780.

FROM:

(Name of Bidder as listed on License)

(Address)

(City, State, Zip Code)

(Telephone)

(Fax)

(Name(s) of Bidder's Authorized Representative(s) & Title)

Bid Proposal Amount

Pursuant to and in compliance with the Notice Inviting Request for Proposals, and all the other documents relating thereto, the undersigned Bidder, having reviewed the Request for Proposal Documents and all other Contract Documents and upon compliance with all requirements therein with reference to the submittal of this Proposal, hereby proposes and agrees to perform the Contract including, without limitation, all of its component parts; to perform everything required to be performed; to provide and furnish any and all of the labor, materials, tools, equipment, applicable taxes, licenses, permits, and services necessary to perform the Work of the Contract in strict compliance with the Contract Documents and complete in a workmanlike manner all of the Work required for the Project described as:

Bid NO 20/21-001P TRASH AND RECYCLING SERVICES:

SCHEDULE 1 - See Appendix A.

Bid Line Items:	Qty	Each	Ext. Cost
1.) Waste Disposal: 3 cu yd/5 times/week	19	\$	\$
2.) Waste Disposal: 3 cu yd/2 times/week	6	\$	\$
3.) Recycle Collection: 1/2 cu yd/1 times/week	1	\$	\$
Monthly Grand Total (1 thru 3):			\$
4.) Temporary Roll-Off Services (flat rate price per load) 10-Yard	1	\$	\$
5.) Temporary Roll-Off Services (flat rate price			

per load)

40-Yard

1	\$	\$
---	----	----

Are you bidding for all listed locations? Yes: No:

Acknowledgment of Bid Addenda

In submitting this Bid Proposal, the undersigned Bidder acknowledges receipt of all Proposal Addenda issued by the District, as set forth below. The Bidder confirms that this Bid Proposal incorporates and is inclusive of, all items or other matters contained in Bid Addenda.

Acknowledge the inclusion of each and all addenda issued prior to bid due date in the blanks provided below and submit this page with your proposal. Failure to do so shall render your proposal non-responsive.

BIDDER ACKNOWLEDGES THE FOLLOWING ADDENDUM:

| Number |
|--------|--------|--------|--------|--------|--------|--------|--------|
| _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |

Confirmation of Figures

By submitting this Bid Proposal, the Bidder confirms that it has checked all of the above figures and understands that neither the District nor any of its agents, employees or representatives shall be responsible for any errors or omissions on the part of the undersigned Bidder in preparing and submitting this Bid Proposal.

Acknowledgment and Confirmation

The undersigned Bidder acknowledges its receipt, review, and understanding of the Contract Documents pertaining to the proposed Work. The undersigned Bidder certifies that the Contract Documents are, in its opinion, adequate, feasible and complete for providing, performing the Work in a sound and suitable manner for the use specified and intended by the Contract Documents. The undersigned Bidder certifies that it has, or has available, all necessary equipment, licenses, permits, personnel, materials, facilities and technical and financial ability to complete the Work for the amount bid herein within the Contract Time and in accordance with the Contract Documents. The undersigned Bidder certifies that its proposal amount includes funds sufficient to allow the Bidder to comply with all applicable local, state and federal laws and regulations governing the labor, disposal, and services to be provided for the performance of the Work of the Contract and shall indemnify, defend and hold District harmless from and against any and all claims, demands, losses, liabilities and damages arising out of or relating to Bidder's failure to comply with applicable law in this regard.

The bidder declares that he/she has examined the Contract Documents, including the Addenda, and all other documents and requirements, and hereby proposes and agrees, if this proposal is accepted, to provide all services, to fulfill the said services in accordance with the Contract Documents.

I agree to receive service of notices at the e-mail address listed below.

I the below-indicated, declare under penalty of perjury that the information provided and representations made in this bid are true and correct.

Proper Name of Company

Name of Bidder Representative

Street Address

City, State, and Zip

(_____)

Phone Number

(_____)

Fax Number

E-Mail

By: _____ Date: _____
Signature of Bidder Representative

NOTE: If bidder is a corporation, the legal name of the corporation shall be set forth above together with the signature of authorized officers or agents and the document shall bear the corporate seal; if bidder is a partnership, the true name of the firm shall be set forth above, together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership; and if bidder is an individual, his signature shall be placed above.

All signatures must be made in permanent blue ink

QUALIFICATION FORM

RFP Name: TRASH AND RECYCLING SERVICES
Bid Number: 20/21-001P
Owner: Temple City Unified School District

The prospective bidder shall furnish all the following information accurately and completely. Failure to fully and completely comply with this requirement may result in rejection of any proposal submitted. Additional sheets may be attached if necessary. "You" or "your" as used in this questionnaire refers to the bidder's company and any of its owners, officers, directors, shareholders, parties, or principals. The Owner has the discretion to request additional information depending on the project.

—WARNING—

Certain information may lead to a determination of non-responsibility and rejection of the bid.

1. Company name and address: _____

() _____ - _____ Telephone
() _____ - _____ Fax

2. Type of company: (check one) Individual ___ Partnership ___ Corp. ___

3. Names and titles of all principals of the company:

4. How many years has your company been providing the services you are proposing? Include only years as this type of bidder and only the years with the current entity in its current form:

5. Is your company licensed to provide the service you are proposing? If yes, Please provide the following additional information:

Provide the License Name Holder, Number and Expiration Date of the license associated to the service you are proposing.

Name Holder: _____
License No.: _____
Expiration Date: _____

Name Holder: _____
License No.: _____
Expiration Date: _____

6. Have you or any of your principals ever conducted similar services under a different name, certification, or license number? If yes, give company name, address, and certification or license number

7. How many years has your company been in business under its present business name?

8. How many years of experience does your company have providing similar services?

9. How many public agencies has your company provided similar services?

10. Provide a list of the public agencies, including School Districts, for which your firm has provided similar services:

11. Do you now or have you ever had any direct or indirect business, financial or other connection with any official, employee, or consultant of the District? _____.

(a) If yes, provide details:

12. Have you had a service contract terminated for convenience or default in the prior five (5) years? _____.

(a) If yes, provide details including the name of the other party:

13. Is your company, owner's, and/or any principals or managers involved in or is your company aware of any pending litigation regarding professional misconduct, bad faith, discrimination, or sexual harassment? _____.

(a) If yes, provide details:

14. Is your company, owner's, and/or any principals or managers involved in or aware of any pending disciplinary action and/or investigation conducted by any local, state, or federal agency? _____.

(a) If yes, provide details:

15. Will your company comply with all District, local, Environmental, State and Federal legal requirements, policies, rules, regulations, and laws? _____.

Contractor
Name

Date:

Signed _____ Phone _____
e _____
Printed Name _____ Title _____
Street
Address _____
City, State, Zip
Code _____
Fax Number _____ Email: _____

Note: If bidder is a corporation, the legal name of the corporation shall be set forth above together with the signature of authorized officers or agents and the document shall bear the corporate seal; if bidder is a partnership, the true name of the firm shall be set forth above together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership, if bidder is an individual, his signature shall be placed above.

NON-COLLUSION DECLARATION

The undersigned declares:

I am the _____ [Title] of _____ [Name of Company], the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The Bidder has not directly or indirectly induced or solicited any other Bidder to put in a false or sham bid. The Bidder has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone else to put in a sham bid, or to refrain from bidding. The Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the Bidder or any other Bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other Bidder. All statements contained in the bid are true. The Bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a Bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the Bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [Date], at _____ [City], _____ [State].

Signed: _____

Typed Name: _____

CONTRACTOR'S CERTIFICATION REGARDING BACKGROUND CHECKS

_____ certifies that it has performed one of the following:
[Name of contractor/consultant]

Pursuant to Education Code Section 45125.1, Contractor has conducted criminal background checks, through the California Department of Justice, of all employees providing services to the Temple City Unified School District, pursuant to the contract/purchase order dated _____, and that none have been convicted of serious or violent felonies, as specified in Penal Code Sections 1192.7(c) and 667.5(c), respectively.

As further required by Education Code Section 45125.1, attached hereto as Attachment "A" is a list of the names of the employees of the undersigned who may come in contact with pupils.

OR

Pursuant to Education Code Section 45125.2, Contractor will ensure the safety of pupils by one or more of the following methods:

1. The installation of a physical barrier at the worksite to limit contact with pupils.
2. Continual supervision and monitoring of all employees of the entity by an employee of the entity whom the Department of Justice has ascertained has not been convicted of a violent or serious felony.

I declare under penalty of perjury under the laws of the United States that the foregoing is true and correct.

Date _____, 20__

[Name of Contractor/Consultant]

By its: _____

ATTACHMENT A:

CONTRACTOR CERTIFICATION REGARDING BACKGROUND CHECKS

(INSERT NAMES OF EMPLOYEES WHO MAY COME IN CONTACT WITH PUPILS)

CONTRACTOR'S CERTIFICATE REGARDING DRUG-FREE WORKPLACE

This Drug-Free Workplace Certification form is required from all successful Contractors pursuant to the requirements mandated by Government Code section 8350 et seq., the Drug-Free Workplace Act of 1990. The Drug-Free Workplace Act of 1990 requires that every person or organization awarded a contract or grant for the procurement of any property or service from any State agency must certify that it will provide a drug-free workplace by performing certain specified acts. In addition, the Act provides that each contract or grant awarded by a State agency may be subject to suspension of payments or termination of the contract or grant, and the Contractor or grantee may be subject to debarment from future contracting, if the contracting agency determines that specified acts have occurred.

Pursuant to Government Code section 8355, every person or organization awarded a contract or grant from a State agency shall certify that it will provide a drug-free workplace by doing all of the following:

1. Publishing a statement, notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's or organization's workplace, and specifying actions which will be taken against employees for violations of the prohibition.
2. Establishing a drug-free awareness program to inform employees about all of the following:
 - a. The dangers of drug abuse in the workplace;
 - b. The person's or organization's policy of maintaining a drug-free workplace;
 - c. The availability of drug counseling, rehabilitation and employee-assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations;
3. Requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required by subdivision (a) and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

I, the undersigned, agree to fulfill the terms and requirements of Government Code section 8355 listed above and will (a) publish a statement notifying employees concerning the prohibition of controlled substance at the workplace, (b) establish a drug-free awareness program, and (c) require each employee engaged in the performance of the contact be given a copy of the statement required by section 8355(a) and require such employee agree to abide by the terms of that statement.

I also understand that if the Temple City Unified School District determines that I have either (a) made a false certification herein, or (b) violated this certification by failing to carry out the requirements of Section 8355, that the contract awarded herein is subject to termination, suspension of payments, or both. I further understand that, should I violate the terms of the Drug-Free Workplace Act of 1990, I may be subject to debarment in accordance with the requirements of Section 8350 et seq.

I acknowledge that I am aware of the provisions of Government Code section 8350 et seq. and hereby certify that I will adhere to the requirements of the Drug-Free Workplace Act of 1990.

DATE: _____

CONTRACTOR

By: _____
Signature

**CONTRACTOR'S CERTIFICATE REGARDING ALCOHOLIC BEVERAGE AND
TOBACCO-FREE CAMPUS POLICY**

The Contractor agrees that it will abide by and implement the District's Alcoholic Beverage and Tobacco-Free Campus Policy, which prohibits the use of alcoholic beverages and tobacco products, of any kind and at any time, on District-owned or leased buildings, on DISTRICT property and in DISTRICT vehicles. The Contractor shall procure signs stating "ALCOHOLIC BEVERAGE AND TOBACCO USE IS PROHIBITED" and shall ensure that these signs are prominently displayed in all entrances to school property at all times.

DATE: _____

CONTRACTOR

By: _____
Signature

**CONTRACTOR'S CERTIFICATE REGARDING
WORKERS' COMPENSATION FORM**

Labor Code Section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

1. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
2. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to employees.
3. For any county, city, city and county, municipal corporation, public Owner, public agency, or any political subdivision of the state, including each member of a pooling arrangement under a joint exercise of powers agreement (but not the state itself), by securing from the Director of Industrial Relations a certificate of consent to self-insure against workers' compensation claims, which certificate may be given upon furnishing proof satisfactory to the director of ability to administer workers' compensation claims properly, and to pay workers' compensation claims that may become due to its employees. On or before March 31, 1979, a political subdivision of the state which, on December 31, 1978, was uninsured for its liability to pay compensation, shall file a properly completed and executed application for a certificate of consent to self-insure against workers' compensation claims. The certificate shall be issued and be subject to the provisions of Section 3702.

I am aware of the provisions of Labor Code Section 3700 which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provision before commencing the performance of the work of this Contract.

(Signature)

(Print)

(Date)

In accordance with Article 5 (commencing at section 1860), Chapter 1, Part 7, Division 2 of the Labor Code, the above certificate must be signed and submitted with the Contractor's bid.

2. SAMPLE AGREEMENT

THIS AGREEMENT is made this day of , 20___, between **TEMPLE CITY UNIFIED SCHOOL DISTRICT**, a California School District, hereinafter called the "District" and , hereinafter called the "Service Provider", with a principal place of business located at _____.

WITNESSETH, that the District and the Service Provider in consideration of the mutual covenants contained herein agree as follows:

Article 1 - Scope of Work. Within the Contract Time and for the Contract Price, subject to adjustments thereto pursuant to the Contract Documents, the Service Provider shall perform and provide all necessary labor, materials, tools, equipment, utilities, services and transportation to complete in a workmanlike manner and in strict compliance with the terms and conditions of the Contract Documents all of the work required in connection with the service referred to as:

BID NO. 20/21-001P TRASH AND RECYCLING SERVICES

Service Provider shall perform all work covered by the Contract Documents, including without limitation, the specifications and other Contract Documents enumerated in Article 5 below, along with all modifications and addenda thereto, in strict accordance with the Contract Documents.

Article 2 - Contract Time. The Service shall be commenced on the date stated in the District's Notice to Proceed. It is anticipated that the period of the Contract shall be from **April 1, 2021, through March 31, 2022**. The Contract may be renewed for one-year periods, not to exceed four (4) additional years, if mutually agreed to by the Service Provider and the District, and subject to performance reviews made by the District.

Article 3 - Contract Price. The District shall pay the Service Provider as full consideration for the Service Provider's full, complete and faithful performance of the Service Provider's obligations under the Contract Documents, subject to any additions or deduction as provided for in the Contract Documents. The Contract Price is \$_____ (\$_____) per month. The District's payment of the Contract Price shall be in accordance with the Contract Documents. Payment terms are net 30 days.

Article 4 - Non-Appropriation of Funds. Notwithstanding any other provision to the contrary, if for any fiscal year of this contract the Governing Board for any reason fails to appropriate or allocate funds for future payments under this contract, the District will not be obligated to pay the balance of funds remaining unpaid beyond the fiscal period for which funds have been appropriated and allocated.

Article 5 - The Contract Documents. The Contract Documents consist of the following:

- | | |
|---------------------------------------|--|
| Notice Inviting Request for Proposals | |
| Scope of Work | |
| Instructions to Bidders | Contractor Certificate Regarding Background Check |
| Proposal Package Requirements | Contractor Certificate Regarding Drug-Free Workplace |
| Bid Proposal Form | Contractor Certificate Regarding Alcohol Beverage and Tobacco-Free Campus Policy |
| Qualification Form | Certificate of Workers Compensation |

Article 6 - Hold Harmless Agreement. The Service Provider shall defend, indemnify and hold harmless the Owner, their officers, employees, agents from all liabilities, claims, actions, liens, judgments, demands, losses, costs or expenses of any kind arising from death, personal injury, property damage or other cause-based or asserted upon any act, omission, or breach connected with or arising from the progress of work or performance of service under this Agreement or the Contract Documents. As part of this indemnity, Contractor shall protect and defend, at its own expense, and its employees, from any legal action including attorney's fees or other proceeding based upon such act, omission, breach, or as otherwise required by this Article.

Furthermore, Contractor agrees to and does hereby defend, indemnify and hold harmless Owner and its employees, from every claim or demand made, and every liability, loss, damage, expense or attorney's fees of any nature whatsoever, which may be incurred by reason of:

(a) Liability for (1) death or bodily injury to persons; (2) damage or injury to, loss (including theft), or loss of use of, any property; (3) any failure or alleged failure to comply with any provision of law or the Contract Documents; or (4) any other loss, damage or expense, sustained by any person, firm or corporation or in connection with the Work called for in this Agreement or the Contract Documents, except for liability resulting from the sole or active negligence, or the willful misconduct of the Owner.

(b) Any bodily injury to or death of persons or damage to property caused by any act, omission or breach of Contractor or any person, firm or corporation employed by Contractor, either directly or by independent contract, including all damages or injury to or death of persons, loss (including theft) or loss of use of any property, sustained by any person, firm or corporation, including the Owner, arising out of or in any way connected with Work covered by this Agreement or the Contract Documents, whether said injury or damage occurs either on or off Owner property, but not for any loss, injury, death or damages caused by the sole or active negligence or willful misconduct of the Owner.

(c) Any dispute between Contractor and Contractor's subcontractors/supplies/Sureties, including, but not limited to, any failure or alleged failure of the Contractor (or any person hired or employed directly or indirectly by the Contractor) to pay any Subcontractor or Materialman of any tier or any other person employed in connection with the Work and/or filing of any stop notice or mechanic's lien claims.

Contractor, at its own expense, cost, and risk, shall defend any and all claims, actions, suits, or other proceedings that may be brought or instituted against the Owner, its officers, agents or employees, on account of or founded upon any cause, damage, or injury identified herein Article 5 and shall pay or satisfy any judgment that may be rendered against the Owner, its officers, agents or employees in any action, suit or other proceedings as a result thereof.

The Contractor's and Subcontractors' obligation to defend, indemnify and hold harmless the Owner, and its employees, hereunder shall include, without limitation, any and all claims, damages, and costs for the following: (1) any damages or injury to or death of any person, and damage or injury to, loss (including theft), or loss of use of, any property; (2) breach of any warranty, express or implied; (3) failure of the Contractor or Subcontractors to comply with any applicable governmental law, rule, regulation, or other requirement; (4) products installed in or used in connection with the Work; and (5) any claims of violation of the Americans with Disabilities Act ("ADA").

Article 7 - Provisions Required by Law. Each and every provision of law and clause required to be inserted in this Contract shall be deemed to be inserted herein, and this Contract shall be read and enforced as though it were included therein, and if through mistake

or otherwise any such provision is not inserted or is not inserted correctly, then upon application of either party the Contract shall forthwith be physically amended to make such insertion or correction.

Article 8 - Termination. This Agreement may be terminated by the District for convenience and without cause upon thirty (30) days' written notice to the awarded Service Provider. The District's rights to terminate under this paragraph shall be in addition to any other rights reserved to the District under this contract. Upon receipt of any notice of termination from the District, the Service Provider shall on the effective date of termination specified in the District notice, in accordance with the instruction from the District, cease all operations as specified in such notice. Upon any termination, the District's total obligation to the Service Provider shall be limited to payment for services rendered as of the effective date of the termination, and all parties shall thereafter be released from any further obligations and liabilities under this Contract, except to the extent that any such obligations or liabilities expressly survive the termination of this agreement. Termination notice and shall be delivered via e-mail or to the address listed below:

Service Provider Information

E-mail: _____

Contact Name: _____

Company Name _____

Address _____ State _____ Zip _____

Article 9 - Authority to Execute. The individual(s) executing this Agreement on behalf of the Service Provider is/are duly and fully authorized to execute this Agreement on behalf of Service Provider and to bind the Service Provider to each and every term, condition and covenant of the Contract Documents.

IN WITNESS WHEREOF, this Agreement has been duly executed by the District and the Service Provider as of the date set forth above.

DISTRICT

SERVICE PROVIDER

TEMPLE CITY UNIFIED SCHOOL DISTRICT

(Service Provider's Name & License Number)

By: _____

By: _____

Marianne Sarrail
Chief Business Official

Name: _____

Title: _____

(Corporate Seal)

END OF SECTION

APPENDIX A

The table below reflects current service locations for solid Trash and Recycling Services. If a contract is awarded by the Board of Education, it is anticipated that the contract shall be effective April 1, 2021, through March 31, 2022. The District reserves the right to change quantities, frequency, and locations at any given time with prior written notice to the Service Provider. Unless otherwise stated solid waste and recycling bins are 3 cubic yards.

School Name	Qty - Trash Bin(s)	Frequency/ Week
Cloverly Elementary School	2	5
Dr. Doug Sears Learning Center	2	2
Emperor Elementary School	2	5
La Rosa Elementary School	2	5
Longden Elementary School	3	5
Oak Intermediate School	3	5
Temple City High School - lot off Temple City Blvd	5	5
Temple City High School - Football field	2	5
Temple City High School - Wood shop	1	1
District Office	1	2
Maintenance/Purchasing/Warehouse Yard	1	2

*Wood shop bin was custom made by current service provider to collect sawdust from TCHS wood shop class



APPENDIX B

SCHOOL SITE DIRECTORY

Cloverly Elementary School
5476 Cloverly Avenue
Temple City, CA 91780

District Office
9700 Las Tunas Drive
Temple City, CA 91780

Dr. Doug Sears Learning Center
9501 Lemon Ave. (off Emperor & Oak Ave.)
Temple City, CA 91780

Emperor Elementary School
6415 Muscatel Avenue
San Gabriel, CA 91775

La Rosa Elementary School
9301 La Rosa Dr.
Temple City, CA 91780

Longden Elementary School
9501 Wendon Street
Temple City, CA 91780

Oak Avenue Intermediate School
6623 Oak Avenue
Temple City, CA 91780

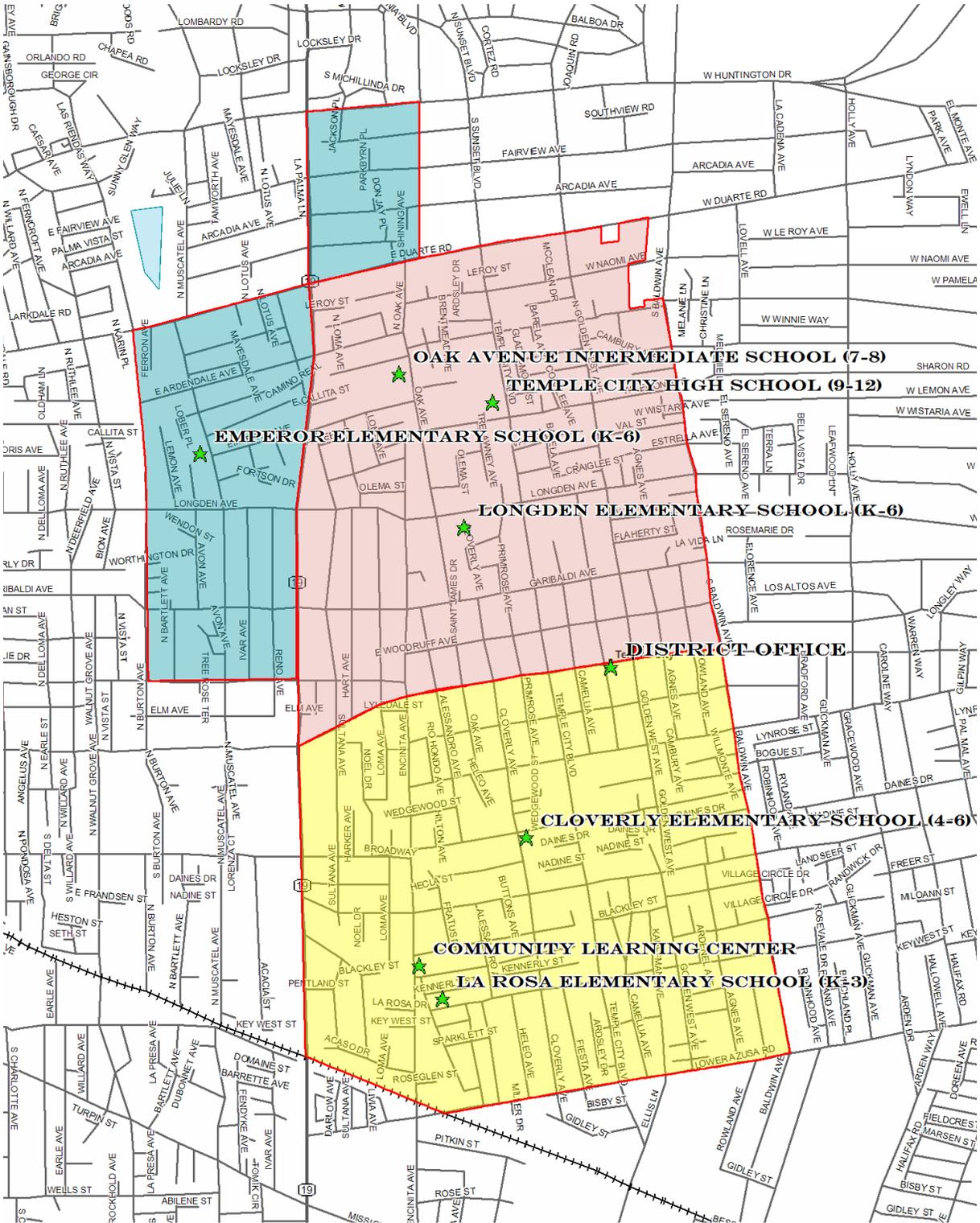
Temple City High School
9501 Lemon Avenue
Temple City, CA 91780

M&O/Purchasing/Warehouse yard
5210 Encinita Ave.
Temple City, CA 91780

APPENDIX C

SCHOOL SITE MAP

**PLEASE NOTE THAT DR. DOUG SEARS LEARNING CENTER HAS RELOCATED. AT THE TIME OF THIS RFP, THE ADDRESS HAS NOT BEEN OFFICIALY ESTABLISHED. DDSLC IS LOCATED ON THE TCHS PREMISES. **



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