

Rowland Unified School District  
1830 Nogales Street, Rowland Heights, CA 91748  
RFQ/P NO. 2021-22 (R6 – Q) Due on or before May 10, 2022, no later than 10:00 a.m.

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REQUEST FOR STATEMENTS OF QUALIFICATIONS AND  
REQUEST FOR PROPOSALS FOR  
WASTE MANAGEMENT, RECYCLING AND DISPOSAL SERVICES  
RFQ/P NO. 2021-22 (R6 - Q)

**1. BACKGROUND**

The Rowland Unified School District (“**District**”) is requesting submission of statements of qualifications and proposals (collectively, “**Response(s)**”) from qualified service firms, partnerships, corporations, associations, persons, or professional organizations (“**Firm(s)**”) to provide district-wide waste and recycling collection, hauling, processing, and disposal services (“**Services**”) (as defined in section titled “Scope of Services”).

Additional information regarding the District’s waste management, recycling and disposal needs is available at the District’s website:

[https://www.rowlandschools.org/apps/pages/index.jsp?uREC\\_ID=30135&type=d&pREC\\_ID=24512](https://www.rowlandschools.org/apps/pages/index.jsp?uREC_ID=30135&type=d&pREC_ID=24512)

The District issues this Request for Statements of Qualifications and Proposals (“**RFQ/P**”) pursuant to Public Resources Code section 40059, which authorizes the District to enter into a contract for the Services.

**2. GENERAL INFORMATION**

2.1. Firms that intend to submit a Response must:

- Be insured;
- Be appropriately certified and licensed;
- Maintain a full-service office within **fifty (50) miles** of the District; and

2.2. The District reserves the right to contract with any or multiple Firms, to reject any Response to this RFQ/P as non-responsive, and not to contract with any Firm for the Services described herein.

2.3. “**Firm**” includes any companies (including partnerships, corporations, or sole proprietorships) that the Firm has acquired an ownership interest in (in whole or in part) or merged with during the past five (5) years.

**3. INSTRUCTIONS**

3.1. **Responses.** Interested Firms are invited to submit a Response via email and as described below to **Rosana McLeod, Director of Purchasing**, [rmcleod@rowlandshools.org](mailto:rmcleod@rowlandshools.org) (“**Point of Contact**”) on or before **May 10, 2022** no later than 10:00 a.m. All Responses must be received by the date and time indicated in the RFQ/P Schedule. Specify “**RFQ/P #2021-22 (R6-Q) Waste Management, Recycling, and Disposal Services— Rowland Unified School District**” in the subject line.

3.2. No corrected or resubmitted Responses will be accepted after the above deadline. **Any Responses submitted after the deadline will be deemed non-responsive.**

4. QUESTIONS

- 4.1. Questions regarding this RFQ/P must reference the RFQ/P number and shall be directed to **Rosana McLeod, Director of Purchasing** at [rmcleod@rowlandschools.org](mailto:rmcleod@rowlandschools.org) (“Point of Contact”). **All questions must be submitted by 10:00 a.m. on April 28, 2022. Specify “RFQ/P Questions—Waste Management, Recycling, and Disposal Services—Rowland Unified School District” in the subject line.** Responses to all questions received will be posted on the District’s website on or before **May 3, 2022.**
- 4.2. Questions via phone calls or other modes of communication other than e-mail will not be considered and may be grounds for disqualification.

5. MANDATORY QUIET PERIOD

From the date of issuance until the RFQ/P process is completed, any interested Firm and/or their agent or representative, shall not communicate with any District administrator, staff member, member of the Board, member of the Measure R Citizens’ Bond Oversight Committee, member of any other Board -appointed committee, or District consultant regarding this RFQ/P. All communications must be transmitted to the Point of Contact named herein. Any interested Firms violating the communications prohibition may be disqualified at the District’s discretion

6. MANDATORY PRE-RESPONSE MEETING

A Mandatory Pre-Response meeting will be held as indicated in the RFQ/P Schedule below **at the Rowland Unified School District, Board Room, 1830 S. Nogales Street, Rowland Heights, CA 91748 at 10:00 a.m.** The District anticipates this meeting will last one (1) hour, but the District will continue the meeting until the District determines that it has answered all substantive questions. The firm must attend the Mandatory Meeting in order to be eligible to submit a proposal.

7. RFQ/P SCHEDULE

The District has set the following RFQ/P Schedule that all Firms must adhere to. The District reserves the right to modify this RFQ/P Schedule by issuing an Addendum.

Event / Occurrence	Time / Date / Deadline
District Issues RFQ/P	April 5, 2022
Mandatory Pre-Proposal Meeting	10:00 a.m. on April 21, 2022
Deadline for Firms to submit questions regarding this RFQ/P	10:00 a.m. on April 28, 2022
District to respond to Firms’ questions regarding this RFQ/P	May 3, 2022
<b>Deadline for Firm to submit Proposals</b>	10:00 a.m. on May 10, 2022
District to interview some or all Firms (at discretion of District)	TBA
District to award Contract(s)	6:00 p.m. May 26, 2022

**Advertisement: San Gabriel Valley Tribune**

1<sup>st</sup> – April 5, 2022

2<sup>nd</sup> – April 12, 2022