



**BUSINESS DEPARTMENT - Facilities Development & Planning**  
**2425 Webster Ave., Long Beach, CA 90810**  
**(562) 997-7550 FAX (562) 595-8644**

**REQUEST FOR QUALIFICATIONS #1516/02**  
**FOR**  
**Waste Services and Disposal**  
**FOR**  
**LONG BEACH UNIFIED SCHOOL DISTRICT**

February 9th, 2016

**1. REQUEST FOR QUALIFICATIONS**

**1.1. Purpose**

The purpose of this Request for Qualifications ("RFQ"), is to obtain information that will allow the Long Beach Unified School District ("District") to pre-qualify a limited number of Companies ("Consultant") to provide Waste Services and Disposal ("Services") for and on behalf of the District on various facilities improvement projects.

**1.2. Request for Qualifications**

It is the District's intent to select from the pool of Pre-qualified Consultants to provide Services for various facilities-related projects. The District, on an "as-needed" basis, will issue Requests for Proposals ("RFP") to one or more pre-qualified waste services and disposal Consultants. Proposals shall set forth a detailed scope of services, completion schedule, schedule of professionals that will be used to staff the project, and a not-to-exceed dollar amount for the Services to be performed. The District will evaluate proposals and select and allocate work to a pre-qualified Consultant without having to request and evaluate additional information as to the Consultant's qualifications. Pre-qualified Consultants are in no way guaranteed to receive any work from the District.

**1.3. Qualified Consultant**

All Consultants submitting a Statement of Qualifications ("SOQ") in response to this RFQ and seeking to become a pre-qualified waste services and disposal Consultant with respect to Services should be extremely familiar with all applicable regulations and industry guidelines especially as they apply to the District facilities projects, and be capable of providing work product that will enable the District to strictly comply with said requirements. All licensed professionals in charge of the work must be directly employed by the responding Consultant and not employed as a Sub-Consultant. Consultants must demonstrate a minimum of five (5) years of relevant experience and success with waste service and disposal projects for K-12 school projects.

**1.4. Submission and Questions**

If your firm is interested in performing Consulting Services on behalf of the District, please submit a detailed Statement of Qualifications (SOQ) in accordance with the submittal requirements described below and in **Exhibit A**.

## **2. SCOPE OF SERVICES**

### **2.1. Description**

The District is seeking Consultants to provide Services for various on-going capital facility projects, including but not limited to new construction, renovation, reconstruction projects, program-wide projects, infrastructure projects and/or maintenance projects, and other projects related to property ownership. Please refer to the Scope of Services described in **Exhibit B**.

### **2.2. Deadlines**

Each Consultant must be prepared and equipped to provide Services in a timely manner and on relatively short notice so as to enable the District to meet critical, and at times unpredictable, time deadlines and schedules.

### **2.3. Licensed Professionals**

Services shall be performed by professionals with demonstrable background and experience in the Services described in this RFQ. Any documentation of licensed professional shall be provided with the SOQ.

### **2.4. Compliance with Applicable Laws**

Consultant's Statement of Qualifications must set forth Consultant's understanding of all applicable laws, guidelines, and requirements, including Department of Transportation (DOT), Department of Toxic Substances Control (DTSC) and local ordinances and/or other applicable guidelines applicable to the Services to be undertaken, as well as Consultant's ability and methodology to comply with the same. Consultant's Statement of Qualifications must confirm that the proposed Services will meet all the aforementioned requirements as set by the applicable codes, regulations and guidelines.

### **2.5. Working Conditions**

Each Consultant shall be capable of working indoors and outdoors, as required, in all weather and site conditions including, but not limited to, rain, dirt, mud, and ice. The Consultant's activities may require kneeling, bending, climbing ladders, stepping over trenches, etc.

## **3. STATEMENT OF QUALIFICATIONS**

### **3.1. Response Format**

A Consultant's response shall not exceed **10 pages**, excluding cover letter, resumes, brochures, organization charts, and exhibits. Each copy of the SOQ must be single-sided, tabbed and organized in the order listed in this Section 3, and shall include all of the following sections and information as stated in this RFQ. Please refer to the following sections and to **Exhibit A** for more information about submittal requirements.

### **3.2. Firm Information**

Please provide a cover letter and introduction, including the company's name, address, telephone number, fax number and email address of the person or persons authorized to represent the institution regarding all matters related to the Statement of Qualifications. Clearly indicate the contact person with their name and contact information in the cover letter. If applicable, please indicate the location of Consultant's headquarters, and the address and contact information for the local contact office.

As part of the narrative, provide a brief synopsis of the firm's corporate structure and history. Describe any litigation or threatened litigation against your firm or its owners that may affect your performance or completion of this proposed program. Also, please include your firm's philosophy with regard to approach and experience related to Services outlined in the RFQ.

A person authorized to bind the firm to all commitments made in the Statement of Qualifications shall sign this letter. In addition, complete **Exhibit C** - Firm Information, and **Exhibit D** - Firm Information Questionnaire. Please do not provide **Exhibits C** or **D** for Sub-Consultants.

### **3.3. Firm Experience**

Provide a summary of your firm's relevant expertise and experience in Waste Services and Disposal, especially as it relates to school sites and facilities. What differentiates your services from other providers? Provide a proposed work plan and/or methodology for assisting the District. This may include providing a proposal based upon the scope of services outlined within this SOQ and any alternative scope of work that the Consultant may recommend as appropriate based upon its experience and expertise.

Consultant shall provide a narrative description of their dispute resolution process and the nature of any anticipated disagreements that might occur during the course of the Work with the District, architect/engineers, consultants, contractors and subcontractors, and a discussion of how such disagreements might be resolved by the Consultant.

### **3.4. K-12 School Project Experience**

Using **Exhibit E** – Firm Experience Form, please describe in detail a minimum of five (5) projects involving K-12 schools that your firm has completed within the last five (5) years, which demonstrate experience with Services similar to those listed in this RFQ. These projects should demonstrate as much as possible your firm's experience in a range of K-12 school projects of varying size, type, difficulty, new construction, additions, renovations and reconstruction etc. Please do not provide this exhibit for Sub-Consultants. Clients listed in **Exhibit L** may be contacted for references.

### **3.5. Firm Landfills and Pricing**

Using **Exhibit F** – Firm Landfills and Pricing, please list all Consultant owned disposal facilities. Include, for each disposal facility, the location of the facility, the classification of the facility, the classifications of waste accepted at the disposal facility, and the cost of disposal at the disposal facility for each classification of waste.

### **3.6. Project Team**

Please identify your firm's proposed team, key personnel and staff members and their specific expertise and experience in Waste Services and Disposal, especially as it relates to K-12 school projects. Include an organizational chart for the proposed staff and indicate who will be the District's contact person for your firm.

Using **Exhibit G** – Team Member Resume Form, please provide the names and detailed experience of key personnel who will be available, knowledgeable, and regularly working with the District. In addition, list all professional registration certification and/or license designations and numbers that are currently active in the State of California. Do not list any inactive registration and/or license designations.

### **3.7. Sub-Consultants**

Provide a schedule of Sub-Consultant, or Sub-Consultant categories, if any, that are likely to be used by your firm in carrying out Services for the District. For each Sub-Consultant, please list names, California license or registration numbers, contact person(s), business addresses, phone numbers, fax numbers, e-mail addresses, date established, and time associated with firm. Please complete **Exhibit G** – Team Member Resume Form for Sub-Consultants. Please note that you do not submit Exhibit G – Team Member Resume forms for vendors nor suppliers such as drillers and laboratories.

### **3.8. Billing Rates**

Provide billing rates for all personnel and categories of employees as well as any overhead or other special charges. If applicable, Consultant's proposal should provide estimates for certain standardized components of the Services. Provide Consultant's typical fee schedule as applicable, as well as any sub-consultant fees or services that may be needed. Please use **Exhibit H** – Billing Rates Form.

Consultant shall propose **all-inclusive** hourly fees for all proposed Services. Consultant's proposed rates should include and account for all direct labor costs, fringe benefits, insurance, overhead, profit, and all other expenses the Consultant will incur in providing Services. All other services not included herein shall be negotiable as required.

### **3.9. Certification**

Consultants shall certify that they have received the RFQ, read the instructions and submitted a Statement of Qualifications with the proper authorizations. Consultant shall complete **Exhibit I** - Certification and submit it with the SOQ. Do not provide this form for Sub-Consultants.

### **3.10. Non-Conflict of Interest**

Consultants shall certify that they shall perform Services as an independent contractor and not as an officer, agent or employee of the District. Consultant shall complete **Exhibit J** - Statement of Non-Conflict of Interest, and submit it with the SOQ. Do not provide this form for Sub-Consultants.

## **4. CONTRACT REQUIREMENTS**

### **4.1. Standard Agreement**

Consultant should be prepared to comply with the District's contract requirements, including insurance coverage.

Consultant shall purchase and maintain policies of insurance with an insurer or insurers, qualified to do business in the State of California and acceptable to District which will protect Consultant and District from claims which may arise out of or result from Consultant's actions or inactions relating to the Agreement, whether such actions or inactions be by themselves or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The aforementioned insurance shall include coverage for:

- a. Consultant shall carry Workers' Compensation and Employers Liability Insurance in accordance with the laws of the State of California. However, such amount shall not be less than one million dollars (\$1,000,000).

b. Commercial general liability insurance with limits of not less than one million dollars (\$1,000,000) and automobile liability insurance with limits of not less than one million dollars (\$1,000,000) for bodily injury and property damage liability, per occurrence, including coverage for the following:

- i. Owned, non-owned and hired vehicles;
- ii. Blanket contractual;
- iii. Broad form property damage;
- iv. Products/completed operations; and
- v. Personal injury.

c. Professional liability insurance, including contractual liability, with limits of one million dollars (\$1,000,000) per claim. Such insurance shall be maintained during the term of this Agreement and renewed for a period of at least five (5) years thereafter and/or at rates consistent with the time of execution of this Agreement adjusted for inflation. Failure to maintain professional liability insurance is a material breach of this Agreement and grounds for immediate termination.

d. Valuable Document Insurance. Consultant shall carry adequate insurance on all reports, drawings, specifications, record drawings and/or other documents as may be required to protect District in the amount of its full equity in those reports, drawings, specifications, record drawings and/or other documents, and shall file with District a certificate of that insurance. The cost of that insurance shall be paid by Consultant, and District shall be named as an additional insured.

e. Each policy of insurance required in Paragraphs 4.1 a, b, c, and d above shall name District and its officers, agents and employees as additional insureds; and shall state that, with respect to the operations of Consultant hereunder, such policy is primary and any insurance carried by District is excess and non-contributory with such primary insurance; shall state that written notice shall be given to District prior to cancellation; and, shall waive all rights of subrogation. Consultant shall notify District in the event of material change in, or failure to renew, each policy. Prior to commencing work, Consultant shall deliver to District certificates of insurance as evidence of compliance with the requirements herein. In the event Consultant fails to secure or maintain any policy of insurance required hereby, District may, at its sole discretion, secure such policy of insurance in the name of and for the account of Consultant, and in such event Consultant shall reimburse District upon demand for the cost thereof.

f. In the event that Consultant subcontracts any portion of Consultant's duties, Consultant shall require any such subconsultant to purchase and maintain insurance coverage for the types of insurance referenced in Paragraphs 4.1 a, b, c, and d above in amounts which are appropriate with respect to that subconsultant's part of work which shall in no event be less than five hundred thousand dollars (\$500,000) per occurrence.

#### **4.2. Disabled Veteran Business Enterprise Participation Goals**

In accordance with Education Code 17076.11, Long Beach Unified School District supports a participation goal of at least 3 percent (3%) of the overall dollar amount expended each year to Disabled Veterans Business Enterprises (DVBE) from funds allocated to the District by the State Allocation Board. If Consultant is selected to provide services to the District, Consultant will be required to sign and return a Certification form as provided in **Exhibit K** certifying that they will provide the District with information regarding the use of any DVBE contractors or consultants on a project.

Information about DVBE resources can be found on California Executive Branch's website at <http://www.dgs.ca.gov/pd>. Please review **Exhibit K** – Statement of Intent to meet DVBE

Participation Goal to determine if the Consultant will be able to satisfy the requirements. *DVBE documentation is provided for informational purposes, but is not required to be submitted in the SOQ.* Do not provide this form for the Sub-Consultants. DVBE documentation will be required if the Consultant is Pre-qualified and then chosen to provide services as a result of an RFP process.

#### **4.3. Fingerprinting Requirements**

Unless exempted, Consultants shall comply with the requirements of Education Code 45125.1 with respect to fingerprinting of employees who may have contact with students on a school site within the District. The Consultant selected to perform Services may be required to complete the certification form, herein attached as **Exhibit L**, provided by the District. The form should be reviewed but is not to be submitted with the Statement of Qualifications.

Additional information about this requirement is available on the Department of Justice's website at [ag.ca.gov/fingerprints](http://ag.ca.gov/fingerprints)

### **5. SELECTION CRITERIA AND EVALUATION PROCESS**

All Statements of Qualification (SOQ) will be evaluated as per the selection criteria and evaluation process described below. All Consultants shall be advised and understand the policies applicable to agreement if selected.

#### **5.1. Selection Criteria**

The District intends to use, but are not limited to the following evaluation criteria in selecting pre-qualified Consultants:

Timeliness and Completeness of SOQ: To receive maximum consideration, Consultant's SOQ must be received by the response deadline indicated. In addition, Consultant's SOQ will be evaluated with respect to organization, clarity, completeness, and responsiveness to this RFQ, such as providing the minimum qualifications, firm information and experience.

Technical Qualification and Competence: Consultant's SOQ will be evaluated on the firm's experience, expertise, and familiarity with the Services, and applicable laws and requirements for public works projects in general and school projects in particular. The Consultant's ability to provide proof of any required licenses and/or certifications for completion of the scope of work, if applicable, will also be considered.

Approach to Work: Consultant's SOQ will be evaluated on the recommended approach to Services, compliance with applicable laws, the proposed project team members and sub-consultants, project management and coordination methodologies, analysis and study approaches, ability to respond to emergencies and delays, as well as Consultant's ability to communicate effectively with District personnel and offer advice in the best interest of the District.

Record of Past Performance: Consultant's SOQ will be evaluated for quality of work, completion of work on schedule, cost controls, contracts held with the District or other agencies over the last 5 years as well as the responses of references provided by the Consultant or any other references identified by the District.

Contract Requirements and Cost Control: Consultant's SOQ will be evaluated on the firm's ability to comply with contract requirements described in this RFQ, cost control procedures, personnel utilization, billing rates for personnel and Consultant's policies respecting the pass-through to the District of overhead costs.

## **5.2. Evaluation of SOQs**

SOQs will be evaluated by a panel of individuals selected by the District. Selection for this SOQ will not preclude nor guarantee the selected firm consideration for future District projects.

Based on its evaluation of the SOQs that it receives, the District may select a Consultant. The District reserves the right to request that some or all of the respondents submit additional written information and/or that they consent to be interviewed by selected District personnel and/or representatives. The District also reserves the right to: (i) extend the SOQ deadline, (ii) send out additional RFQs, and/or (iii) provide for other mechanisms for Consultants to be selected to provide Services to the District.

## **5.3. Policies Applicable to Agreements**

All work to be performed under any awarded contract must conform to all applicable laws and guidelines and all requirements of the District, the California Department of Education (CDE), local jurisdictions as applicable, all other governmental agencies with jurisdiction, and conform to the requirements set forth by this RFQ.

This Request and any potential future RFQs or RFPs do not commit the District to issue a contractual agreement with any vendor or to pay any costs incurred in the preparation of SOQs or participation in an interview.

The District reserves the right at its sole discretion to: (i) waive or correct any defect or informality in any response, (ii) withdraw this RFQ, (iii) reissue this RFQ, (iv) send out additional RFQs, (v) reject any and/or all RFQs, (vi) prior to submission deadline for RFQs, modify all or any portion of the selection procedures including deadlines for accepting responses, Services to be provided under the RFQ, or the requirements for content or format of the RFQs, (vii) waive irregularities, (viii) procure any services specified in this RFQ by any other means, (ix) determine that no projects will be pursued and/or (x) terminate or change the contracting process articulated in this RFQ because of unforeseen circumstances.

Acceptance by the District of any SOQs submitted pursuant to this RFQ shall not constitute any implied intent to enter into an agreement for services.

The SOQs, including all graphic and narrative materials, shall become the property of the District upon the District's acceptance of the SOQ. The District shall have the right to copy, reproduce, publicize and/or dispose of each SOQ in any way that the District may choose.

Any and all information and documents provided in response to this RFP or RFQ will become public records and subject to disclosure under the California Public Records Act. Consultants may mark certain information in their proposal as private, confidential, or proprietary, if they do not wish it to be disclosed. However, in doing so, Consultants agree to fully defend and indemnify the District from any claims arising from the District's failure or refusal to produce the information if requested by a third party.

The District reserves the right to negotiate the terms and conditions of any agreement for services that may hereafter be used by the District.

# Exhibit A

## Response Deadline and Submittal Requirements

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### Response Deadline

The deadline for receipt of all materials responsive to this RFQ is Friday, March 4, 2016 at 2:00 PM (“Response Deadline”). Note that Statements of Qualifications (“SOQ”) delivered after the Response Deadline will not be considered.

### Copies of SOQ

Please submit three (1) hardcopy of the SOQ and one (1) CD with an electronic version of the SOQs in PDF format. The electronic version of the SOQ must be submitted in the form of one single PDF file.

### Submittal

Please deliver the SOQ to:

Long Beach Unified School District  
Facilities Development and Planning  
Attn: Jackie Roberts  
2425 Webster Avenue  
Long Beach, CA 90810

### Questions

Questions regarding this RFQ are to be submitted in writing using the form provided in **Exhibit M** – Request for Clarification, by e-mail to **Jackie Roberts** at [jroberts@lbschools.net](mailto:jroberts@lbschools.net) and copy **Edith C Florence** at [ecflorence@lbschools.net](mailto:ecflorence@lbschools.net) by Tuesday February 23, 2016. Please do not contact Facilities Development and Planning with questions regarding this RFQ.

Responses to all questions received prior to the question deadline will be provided to all Consultants no later than Monday February 29, 2016.



# Exhibit B

## Scope of Services

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The selected Consultant shall provide Services to the District for various facilities improvement projects on an as-needed basis.

The District is looking to utilize a variety of services which may include waste services and disposal such as, but is not limited to providing transportation for soil and other waste from school properties for disposal to disposal facilities owned by the Consultant. The scope of such services could include, but are not limited to:

### **A. Waste Services and Disposal**

- The Consultant needs to own disposal facilities that can accept different waste streams such as but not limited to soil, sand, concrete, rock, CAB, and asbestos containing material categorized as either Non-Hazardous, California-Hazardous, and/or RCRA waste, and must be able to provide the transportation to transport the waste. The Consultant shall maintain, in current status, all licenses and certificates required by State, Federal and Local agencies for all waste handling, transporting, and disposal.

#### **1. Waste Services**

- All vehicles used to transport waste shall be properly licensed and certified for hauling hazardous waste as required by State, Federal, and local regulations. All required licenses and certifications shall be in the vehicle any time the vehicle is in the process of transporting waste for the School District.
- Consultant shall be able to provide different sized trucks and roll off bins, 55 gallon steel drums, cubic yard boxes, cubic yard bags, and totes to transport waste.
- All vehicles used to transport waste shall be enclosed completely.
- Consultant shall provide all necessary linings and coverings for truck loads, as well as all Federal, State and Local required placards for trucks and all containers used for transporting the waste.
- Consultant shall supply and prepare proper manifest for all hauling done from project sites, as well as provide copies of the manifest signed by the landfill and the weight tickets associated with the manifest once the waste has been disposed of at the facility stated on the waste manifest.


#### **2. Disposal**

- Consultant's disposal facilities shall have and maintain, in current status, all licenses and permits required by State, Federal, and Local regulations.
- Consultant shall be able to accept waste on Saturdays at their landfills if requested by the client.
- Consultant shall be able to accept at each of their landfills volumes of waste in excess of 1,000 cubic yards of soil per day.

- Consultant shall be able to accept a large variety of shipping containers including but not limited to 55 gallon steel drums, cubic yard boxes, cubic yard bags, roll off bins, totes, and different sized trucks into their landfills.

# Exhibit C

## Firm Information

	<b>Firm Name</b>		<b>Business Address</b>		<b>Telephone &amp; Email</b>	
	<b>Year Established</b>		<b>Federal Tax ID #</b>		<b>DUNS #</b>	
	<b>Basis of Authorization:</b>		<b>Firm Status:</b>		<b>Check if Applicable</b>	
<input type="checkbox"/> CA Corporation <input type="checkbox"/> CA Engineering License <input type="checkbox"/> CA Business License <input type="checkbox"/> Other, specify _____		<input type="checkbox"/> Sole Owner <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Joint Venture <input type="checkbox"/> Other		<input type="checkbox"/> DVBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> WMBE <input type="checkbox"/> SBE <input type="checkbox"/> Other: _____		
<b>Parent Company Name and Address, if any</b>			<b>Former Company Name and Address, if any</b>			
<b>Name of Two Principals/Officers, Titles</b>		<b>Telephone Number</b>		<b>Email Address</b>		
<b>Total Number of Firm Employees:</b>		___ Yes		___ No		
<b>Is this firm authorized to do business in CA?</b>		___ Yes		___ No		
<b>Names and Titles of Project Team Leaders &amp; Years of Experience</b>				<b>K12 Projects</b>	<b>Other Projects</b>	
				yrs	yrs	
				yrs	yrs	
				yrs	yrs	
<b>Years of Consulting Services Completed by the Firm, Project Type:</b>						
K-12 New Construction				yrs		
K-12 Modernization/Renovation/Additions				yrs		
Other Educational Projects, specify: _____				yrs		
<b>Summary of Professional Service Fees Received in the Past Five Years (use Index numbers below)</b>						
	2011	2012	2013	2014	2015	
<b>Fees</b>						
<i>Index Numbers:</i>	1. Less than \$50,000	3. \$100,001 to \$250,000	5. \$500,001 to \$1 million	7. \$2 million to \$5 million	9. \$10 million to \$15 million	
<i>Range of Fees</i>	2. \$50,001 to \$100,000	4. \$250,001 to \$500,000	6. \$1 million to \$2 million	8. \$5 million to \$10 million	10. Write in	

# Exhibit D

## Firm Information Questionnaire

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Please answer the following questions. If you answer yes to any of the questions, please explain on a separate, signed sheet. For questions 3, 4, 6, and 7, if yes, also state the project name, location, owner/contact person, telephone number, amount of dispute, and brief description of the situation.

1. Is the company or its owners connected with other companies as a subsidiary, parent, affiliate, or holding company?  
 Yes    No
  
2. Does the company have an ongoing relationship or affiliation with an equipment manufacturer?  
 Yes    No
  
3. Has the company (or any owner) ever defaulted on a contract forcing a surety to suffer a loss?  
 Yes    No
  
4. In the past five (5) years, has the company had any project with disputed amounts more than \$50,000 or a project which was terminated by the owner, owner's representative or other contracting party and which required completion by another party?  
 Yes    No
  
5. Has the company, an affiliate company, or any owner ever declared bankruptcy or been in receivership?  
 Yes    No
  
6. Has the company ever had arbitration on contracts in the past five (5) years?  
 Yes    No
  
7. Does the company have any outstanding liens or stop notices for labor and/or materials filed against any contracts which have been done or are being done by the company?  
 Yes    No

THE UNDERSIGNED DECLARES UNDER PENALTY OF PERJURY THAT ALL OF THE INFORMATION SUBMITTED WITH THIS PROPOSAL IS TRUE AND CORRECT.

<b>Signature:</b>	
<b>Print Name:</b>	
<b>Title:</b>	
<b>Date:</b>	

# Exhibit E

## Firm Experience Form

Please describe in detail at least five (5) K-12 projects completed within the last five (5) years. The projects should demonstrate the firm's experience with a variety of project sizes and scopes. Use multiple sheets as necessary.

**Firm Name:** \_\_\_\_\_

Project Name, District, Location (City/State)	Client Name, Title Email, Telephone Number	Firm's Project Manager

Project Dates Start                      End		Total Construction Cost	School Type <sup>^</sup>	Project Type*

Project Description: Describe in detail your Firm's role and responsibilities for this project. Include a detailed narrative of the Services completed for the project, including challenges and how they were met.

<sup>^</sup>School Type: E= Elementary School; M= Middle School; K8= K-8 School; H= High School

\*M=Modernization; R=Renovation/Remodel; A=Addition/Expansion; N=New Construction; F=Repair; P=Planning; C=Access Compliance

**Exhibit F**  
**Firm Landfills and Prices\***

<b>Disposal Facility Title</b>	<b>Owner Contact Name &amp; Title</b>
<b>Location (City, State)</b>	<b>Owner Contact Number and Email</b>
<b>Category of Waste</b>	<b>Disposal Cost per Ton</b>

<b>Disposal Facility Title</b>	<b>Owner Contact Name &amp; Title</b>
<b>Location (City, State)</b>	<b>Owner Contact Number and Email</b>
<b>Category of Waste</b>	<b>Disposal Cost per Ton</b>

<b>Disposal Facility Title</b>	<b>Owner Contact Name &amp; Title</b>
<b>Location (City, State)</b>	<b>Owner Contact Number and Email</b>
<b>Category of Waste</b>	<b>Disposal Cost per Ton</b>

# Exhibit G

## Team Member Resume Form

<b>Proposed Consultant Name</b>		<b>Title</b>	
<b>Firm Name</b>		<b>Proposed Position</b>	
<b>Years with Firm</b>	<b>Years with Other Firms</b>	<b>Years with K-12 Experience</b>	<b>Availability</b>

<b>Education Specific to Position (School/Year/Degree/Subject):</b>

<b>Other Training/Experience:</b>

<b>Credentials/Certifications/Licenses/Registrations/Accreditations (include year(s) acquired):</b>

<b>K-12 School Project Experience (Project name, location, year completed, title/duties):</b>





# Exhibit I

## Certification, Requests for Qualifications

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I certify that I have read and received a complete set of documents including the instructions for submitting a Statement of Qualifications (“SOQ”) in response to the attached Request for Request for Qualifications. I further certify that I am submitting three (3) original copies, and one (1) CD containing a complete, single-document PDF version of the firm’s SOQ in response to this request and that I am authorized to commit the firm to the SOQ submitted.

I consent to Long Beach Unified School District contacting references included in this Statement of Qualifications, including but not limited to other school districts listed herein for the purposes of obtaining information about the survey experience.

FAILURE TO SIGN THIS DOCUMENT MAY RESULT IN A STATEMENT OF QUALIFICATIONS DISQUALIFICATION

<b>Signature</b>	<b>Date</b>
<b>Printed Name</b>	<b>Title</b>
<b>Address</b>	<b>City, State, Zip Code</b>
<b>Telephone</b>	<b>EMAIL Address</b>

# Exhibit J

## Statement of Non-Conflict of Interest

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The undersigned, on behalf of the consulting firm set forth below (the "Consultant"), does hereby certify and warrant that if selected, the Consultant, while performing the consulting services required by the Request for Qualifications, shall do so as an independent contractor and not as an officer, agent or employee of the Long Beach Unified School District ("the District").

The undersigned further certifies and warrants the following:

(1) No officer or agent of the Consultant has been an employee, officer or agent of the District within the past two (2) years;

(2) The Consultant has not been a source of income to pay any employee or officer of the District within the past twelve (12) months;

(3) No officer, employee or agent of the District has exercised any executive, supervisory or other similar functions in connection with the Consultant Agreement or shall become directly or indirectly interested in the Consultant Agreement;

(4) The Consultant shall receive no compensation and shall repay the District for any compensation received by the Consultant under the Consultant Agreement should the Consultant aid, abet or knowingly participate in violation of this statement; and

(5) In support of Education Code Sections 35230-35240 and Board Policy 4119.21, during the selection process (from the date the RFQ is released to the conclusion of the selection process), if it is determined that any individual(s) who work(s) and/or represent(s) the Consultant for business purposes communicates, contacts and/or solicits Board Members in any fashion, such Consultant shall be disqualified from the RFQ selection process and from participating in any future RFQs and/or RFQs. This may also result in the removal of the Vendor, Firm, Contractor and/or Consultant from any established Pre-qualified list, as well as the removal from the "interested vendors" list.

FAILURE TO SIGN THIS DOCUMENT MAY RESULT IN A STATEMENT OF QUALIFICATIONS DISQUALIFICATION

<b>Signature:</b>	
<b>Print Name:</b>	
<b>Title:</b>	
<b>Date:</b>	

# Exhibit K

## Statement of Intent to Meet DVBE Participation Goals

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In accordance with Education Code Section 17076.11, the Long Beach Unified School District has a participation goal for disabled veteran business enterprises (“DVBE”) of 3 percent, per year, of the dollar amount of funds allocated to the District by the State Allocation Board pursuant to the Leroy F. Greene School Facilities Act of 1998 for construction or modernization and expended each year by the District.

Set forth below is a list of the anticipated participation of DVBEs which \_\_\_\_\_ (the “Consultant”) intends to use as part of its Agreement for Services, School Facilities Improvement Program (the “Program”). Although it is not specifically required, you are encouraged to include DVBE participation in your bidding or seeking of Sub-Consultants and/or suppliers.

Prior to, and as a condition precedent for, final payment under the Agreement for the Program, the Consultant shall provide appropriate documentation to the District identifying the amount paid to DVBEs in conjunction with the Agreement, so that the District can assess its success in meeting the 3 percent goal.

The Consultant anticipates: (a) that \_\_\_\_\_ percent of the total dollar amount awarded to the Consultant shall be paid to DVBEs and (b) using the following DVBE subcontractors and/or suppliers:

Names of Sub-consultants:

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Names of Suppliers:

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Signature of Consultant

---

Date

# Exhibit L

## Notice of Criminal Record Check

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### Fingerprinting requirements

The Long Beach Unified School District ("District") requirements pertaining to fingerprint clearance are pursuant to California Education Code 45125.1. California Education Code section 45125.1 provides that if the employees of any entity that has a contract with a school district to provide services may have any contact with pupils, those employees shall submit or have submitted their fingerprints in a manner authorized by the Department of Justice (DOJ) together with a fee determined by the DOJ to be sufficient to reimburse the Department for its costs incurred in processing the application.

A school district contracting with any entity for the construction, reconstruction, rehabilitation, or repair of a school facility shall ensure the safety of the pupils pursuant to the requirements of California Education Code 45125.2(a). A contractor shall not permit an employee to come in contact with pupils until the Department of Justice has ascertained that the employee has not been convicted of a violent or serious felony. The contractor shall certify in writing using the attached Contractor Fingerprint Certification form provided by the District that none of its employees who may come in contact with pupils have been convicted of a violent or serious felony.

In accordance with statutory, regulatory, and constitutional restrictions governing the use and dissemination of criminal offender record information, the above mentioned Education Code Sections 33193 and 45125.2 allow for exemptions from background checks of all employees under the following conditions:

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 DOJ has ascertained has not been convicted of a violent or serious felony.
3. Surveillance of employees of the entity by school personnel.

Contractors are not required to comply with the background check requirements set forth in the Michelle Montoya School Safety Act if one or more of the above-mentioned conditions exist.

Please note: It is illegal for the District to receive fingerprint clearance results from the Department of Justice. Therefore, the District is unable to provide a Live Scan (OIR) Number to Consultants. If Contractors' employees have already been cleared by the DOJ, it is not necessary to repeat the entire fingerprinting process. If the Contractor is pre-qualified by the District, the Contractor will be required to sign and return the enclosed Contractor Fingerprint Certification form and return it with a proposal during a future RFP process.

Please review additional information and application forms for criminal background checks on the California Department of Justice website at <http://ag.ca.gov/fingerprints>



BUSINESS DEPARTMENT – Facilities Development & Planning  
 2425 Webster Avenue, Long Beach, CA 90810  
 (562) 997-7550 Fax (562) 595-8644

**FINGERPRINT REQUIREMENT (ED CODE 45125.1)**

**CONTRACTOR FINGERPRINT CERTIFICATION**

\_\_\_\_\_ (Contractor) certifies that pursuant to Education Code Section 45125.1, has conducted criminal background checks, through the California Department of Justice, of all employees providing services to the Long Beach Unified School District, and that none have been convicted of serious or violent felonies, as specified in Penal Code Sections 1192.79(c) and 667.5(c), respectively.

As further required by Education Code 45125.1, below is a list of the names of the employees of the undersigned who may come in contact with pupils. Failure to comply with this law may result in, at District’s sole discretion, termination of any agreement entered into between District and Contractor.

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

<b>Signature:</b>	
<b>Print Name:</b>	
<b>Title:</b>	
<b>Date:</b>	

**Below is a List of Employees Who May Come In Contact With Pupils**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

# Exhibit M

## Request for Clarification

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### REQUEST FOR CLARIFICATION

RFC #: \_\_\_\_\_

**TO:** Jackie Roberts

*e-mail: jroberts@lbschools.net*

RFQ Name: Waste Services and Disposal	RFQ Number: 1516/02
RFQ Question Deadline: Tuesday February 23, 2016	RFQ Response Date: Monday February 29, 2016

**FROM:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

RFQ Question Subject: _____	RFQ Question Section: _____
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### QUESTION

### RESPONSE:

Project Manager Signature:

By: \_\_\_\_\_  
*Name and Title*

Date: \_\_\_\_\_