

Navajo Nation
Division for Children and Family Services
Department of Child Care and Development
Waste Collection and Disposal Services
Scope of Work
May 27, 2026

Overview:

The Navajo Nation Department of Child Care and Development (DCCD) solicits a vendor to provide locking trash bins, collect all waste, and dispose of all waste at a certified landfill. The DCCD requires a 4-Year service contract, beginning October 1, 2026, to September 30, 2030. The purpose of the Scope of Work is to define and establish the scope of services necessary, and the contract shall be awarded based on the lowest responsible bid and responsive bid package which meets the needs of the Navajo Nation Department of Child Care and Development.

Site Locations:

1. Chinle Child Care Center – Building No. 2394/4011
Chinle, Arizona – coordinates 36.154974, -109.583055
1 x 4 Cubic Yard Bin – 1 x Weekly Service
2. Crownpoint Child Care Center – Building No. 4049
Crownpoint, New Mexico – coordinates 35.688976, -108.147745
1 x 4 Cubic Yard Bin – 1 x Weekly Service
3. Ft. Defiance Child Care Center – Building No. 4008/4009
Fort Defiance, Arizona – coordinates 35.734976, -109.061187
2 x 4 Cubic Yard Bins – 1 x Weekly Services
4. Ft. Defiance Facility Maintenance – Building No. 4006
Ft. Defiance, Arizona – coordinates 35.741716, -109.072924
1 x 3 Cubic Yard Bin – 1 x Weekly Service
5. Greasewood Child Care Center – Building No. 4007
Lower Greasewood, Arizona – coordinates 35.529032, -109.852245

1 x 3 Cubic Yard Bin – 1 x Weekly Service

6. Hogback Child Care Center – Building No. 4010
Hogback, New Mexico – coordinates 36.776416, -108.608733
1 x 4 Cubic Yard Bin – 1 x Weekly Service
7. Leupp Child Care Center – Building No. 3150
Leupp, Arizona – coordinates 35.294034, -111.006978
1 x 4 Cubic Yard Bin – 1 x Weekly Service
8. Many Farms Child Care Center – Building No. 4021
Many Farms, Arizona – coordinates 36.353410, -109.621518
1 x 4 Cubic Yard Bin – 1 x Weekly Service
9. Pinon Child Care Center – Building No. 4246/4018
Pinon, Arizona – coordinates 36.113204, -110.217649
1 x 3 Cubic Yard Bin – 1 x Weekly Service
10. Rock Point Child Care Center – Building No. 5567
Rock Point, Arizona – coordinates 36.718616, -109.621599
1 x 4 Cubic Yard Bin – 1 x Monthly Service
11. Rough Rock Child Care Center – Building No. 3951
Rough Rock, Arizona – coordinates 36.412681, -109.861136
1 x 4 Cubic Yard Bin – 1 x Weekly Service
12. Shiprock Casework Office – Building No. 2867
Shiprock, New Mexico – coordinates 36.766111, -108.699913
1 x 3 Cubic Yard Bin – 1 x Weekly Service
13. Shiprock Child Care Center – Building No. 4244/4245
Shiprock, New Mexico – coordinates 36.775901, -108.704132
1 x 3 Cubic Yard Bin – 1 x Weekly Service
14. St. Michaels Child Care Center – Building No. 5166
St. Michaels, Arizona – coordinates 35.657284, -109.099047
1 x 6 Cubic Yard Bin – 1 x Weekly Service
15. Tuba City Child Care Center - Building No. 4015/4017/4020
Tuba City, Arizona – coordinates 36.12247, -111.24432
2 x 3 Cubic Yard Bins – 1 x Weekly Service

16. Two Grey Hills Child Care Center – Building No. T073152
Two Grey Hills, New Mexico – coordinates 36.281149, -108.817539
1 x 4 Cubic Yard Bin – 1 x Weekly Service

Special Requirements:

1. The vendor shall dispose of all waste properly, following the most stringent codes and standards for disposal requirements.
2. The vendor shall submit invoices to the DCCD Facility Maintenance Manager and/or Planner Estimator.
3. The vendor shall coordinate with the DCCD Facility Maintenance Manager and/or Planner Estimator for all requested service changes.
4. The licensed vendor shall respond to all requested Emergency Services within 48 hours.
5. The vendor shall at all times adhere to and be in compliance with any and all applicable Federal, State, Navajo Nation, local regulations, statutes, and laws.
6. The vendor shall be liable for all damage to DCCD property.

End of Statement of Work

REQUEST FOR PROPOSAL

**DEPARTMENT OF CHILD CARE & DEVELOPMENT
WASTE DISPOSAL SERVICES FOR DCCD CHILD CARE
CENTERS**

RE-BID No. 26-06-4169DB

Request for submittal deadline: All RFPs must be received, by **Thursday, July 23, 2026**
at 5:00pm MDT

CONTACT PERSON: Navajo Nation Department of Child Care and
Development (DCCD),
Cyrus Davis, Del. Building Maintenance Supervisor
Telephone Number 928.729.4387

COURIER SERVICE/DELIVERY TO: Navajo Nation Department of Child Care and
Development (DCCD),
Attention: Paulette Begay, Sr. Accountant
47552-J State Highway 264, Window Rock Az. 86515

MAIL TO: Navajo Nation Division for Children and Family
Services – Department of Child Care and Development
P.O. Box 2425
Window Rock, Arizona -86515

INSTRUCTION TO BIDDERS

- A. **ISSUING OFFICE:** This Request for Proposals (RFP) is issued for the Navajo Nation Department of Child Care & Development. P.O. Box 2425 Window Rock, Arizona.
- B. **PURPOSE:** This RFP provides prospective proposals with sufficient information to enable them to prepare and submit for consideration.
- C. **SCOPE:** This RFP contains the instructions governing the proposals to be submitted and the materials to be included therein; mandatory requirements which must be met to be eligible for consideration; and other requirements to be met. Please include the attachments with proposal packet.

D. **SCHEDULE OF ACTIVITIES:**

DEADLINE:

1. Prospective proposals Inquiry deadline (no questions accepted after this date); Inquiries and questions will be answered At any time prior, questions may be verbal or in writing.
Due date for all proposals

July 23, 2026

- E. **INQUIRES:** Prospective proposals may make telephone or written inquiries concerning this RFP to obtain clarification of requirements. No inquiries will be accepted after the deadline listed in Section D.
(1) Mailed inquiries are to be addressed to:

The Navajo Nation
Department of Child Care & Development
Post Office Box 2425
Window Rock, Arizona 86515

- F. **ADDENDUM OF SUPPLEMENT TO THIS REQUEST FOR PROPOSALS:** In the event that it becomes necessary to revise any part of the RFP, an addendum will be issued.
- G. **PROPOSALS SUBMISSION:** Proposals must be received on or before Thursday, July 23, 2026. Businesses who are mailing their proposals should allow sufficient time for mail delivery to ensure receipt by the time specified. If mailed, it is recommended that proposals be sent .by certified mail to the address indicated on the cover sheet of the RFP. NO LATE PROPOSALS WILL BE ACCEPTED.

FOUR (4) COPIES OF THE PROPOSAL ARE REQUIRED: The original and three copies must be delivered in a sealed envelope. The outside of the envelope should be clearly marked with the (DCCD Waste Disposal Services), Bid number () **DO NOT OPEN**, and the name and address of the firm submitting the proposal. Proposed Cost to be sealed in a separate envelope.

LATE RECEIPT OF PROPOSALS: Late proposals will NOT be accepted. It is the responsibility of the bidder to ensure that the proposal arrives in the Department of Child Care and Development prior to the date and time specified.

- H. **REJECTION OF PROPOSALS:** The Purchasing Services Department and Department of Child Care & Development reserves the right to reject any or all proposals and to waive informalities and minor irregularities in proposals received.
- I. **PROPRIETARY INFORMATION:** Any restrictions on the use of data continued within any proposals must be clearly stated in the proposal itself. Proprietary information submitted in response to this RFP will be handled in accordance with applicable purchasing procedures. Each and every page of the proprietary material must be labeled or identified with the word "PROPRIETARY".
- J. **RESPONSE MATERIAL OWNERSHIP:** All material submitted regarding this RFP shall become property of the Navajo Nation and will not be returned to the business. Responses received will be retained by the Purchasing Services Department and may be reviewed by any person after final selection has been made, subject to paragraph I above. The Purchasing Services Department has the right to use any or all system ideas presented in reply to this RFP, subject to limitations in paragraph K below. Disqualification or non-selection of a proposal or bid does not eliminate this right.
- K. **INCURRING COSTS:** The Navajo Nation Purchasing Services Department and Navajo Nation Department of Child Care & Development is not liable for any cost incurred by the proposal prior to issuance of a contract.
- L. **ACCEPTANCE OF PROPOSAL CONTENT:** The contents of the proposal of the successful bidder will become contractual obligations if acquisition action ensues. Failure of the successful proposal to accept these obligations may result in cancellation of the award and such proposal may be removed from consideration for future solicitation. The Navajo Nation Purchasing Services Department and Navajo Nation Department of Child Care & Development reserves the right to pursue appropriate legal action in the above set of circumstances.
- M. **ACCEPTANCE TIME:** The Navajo Nation Division for Children and Family Services - Department of Child Care & Development, intends to make a vendor selection within ten (10) days after the closing date for receipt of proposals.
- N. **AWARD OF BID:** Upon selection, a contract document will be prepared to the contractor and the proposal submitted by the contractor will become part of the contract.
- O. **JOINT PROPOSALS:** Nothing in this RFP shall be construed to prohibit vendors from entering into a consortium for the purpose of affirming a proposal in response to this RFP. Parties to a consortium will not be permitted independent, individual proposals in response to this RFP.
- P. **EVALUATION PROCEDURES AND CRITERIA:**
1. A Review Committee will review and will judge the proposals received in accordance with the general criteria used herein. The team may request oral presentation by the organization proposing. Proposals prepared to provide any additional information the team feels necessary for a fair evaluation of proposals.
 2. Failure to provide any information requested in the RFP may result in disqualification of the proposal. All proposals must be endorsed with the signature of a responsible official having the authority to bind the proposal to the execution of a contract.

3. The sole objective of the review team will be to select the proposal that is most responsive to the needs of the Navajo Nation Department of Child Care and Development. The specifications in this RFP represent the minimum performance criteria necessary for a response. Based on the evaluation criteria established in this RFP the Review Committee will select and recommend the proposal of who best meets this objective.
4. Evaluation Criteria: The following criteria will be used by the selected proposal Reviewing Committee in the selecting process for contract award. The technical proposal factors will be rated on a scale of 1-100 with weight relations as stated below.

Product and Services 0-25 Points

- Equipment, Expertise and Implementation plan & schedule

Project detailed 0-30 Points

- Detailed information on approach to scope of work providing service and on call services.

Credentials and Past Performance 0-25 Points

- Licensures of business
- Past Projects completed for NN Government

Staff and Qualifications: 0-20 Points

- Staff Training, Education, And Experience

1. Cost/Price Factors:

The Importance of cost factors in the selection will depend upon the magnitude of the cost differentials identified, the credibility of such differential, the keenness of competition in the Technical Proposal, and the impact of other factors. The burden of proof as to cost credibility rests with the offeror. Proposed costs will be evaluated not only to determine if the estimate is reasonable, realistic and cost effective, but also to determine the offerors understanding of the program and ability to organize and perform the contract. Cost/price factors will not be numerically weighed and scored.

Proposed Cost: (To be sealed in a separate envelope) Show cost for overall proposal with NN Tax included with detail cost and attachment to be with proposal packet.

- Attachment called "Purchase Price" that's under scope of work.

- Q. **STANDARD CONTRACT:** The Navajo Nation reserves the right to incorporate standard contract provisions into any contract negotiations as a result of a proposal submitted in response to this RFP: The Navajo Nation is a sovereign government and all contracts entered into as a result for the RFP shall comply with Navajo Nation law, rules and regulations, including the Navajo Preference in Employment Act, the Navajo Nation Business Opportunity Act, 5 N.N.C. § 201 et. Seq., Navajo Procurement Act, 12 N.N.C. § 301, and applicable federal law, rules and regulations, 45 CFR part 98.41 (C) (4)-(S) (Health & Safety Requirements) regarding Building and Physical premises safety. This procurement and any RFP with respondents that may result shall be governed by the laws of the Navajo Nation and applicable Federal law. Nothing herein shall be construed as a waiver of the Navajo Nations Sovereign Immunity.

- R. **RETURN OF PROPOSALS:** The Navajo Nation has no obligation to return any proposals received in response to this RFP.
- S. **SPECIAL CLAUSES:** Pursuant to Section 507 PL 106-113, Special Clauses: The grant agreement requires disclosure of (1) the percentage of the total costs of the program or project which will be financed with Federal money (2) the dollar amount of Federal funds for the project or program, and (3) the percentage and dollar amount of total costs of the project or program that will be financed by nongovernmental sources.
- 100% of total cost of this RFP will be financed with PL 102-477 Grant Funds
 - Upon award and acceptance, the total dollar amount will be made available
 - None of this RFP will be funded by outside sources.
- T. **TERMS:** The term of this contract will be approximately four years (4 years) from October 1, 2026, not to exceed September 30, 2030. With an option for a negotiable contract or a Purchase Order that will require mutual agreements between both parties.
- U. **PROPOSAL REQUIREMENTS:** AU proposals must have as a minimum, the capabilities listed herein and the bid proposal submitted must reflect in detail the inclusion of these _services as well as the degree of expertise in utilizing these capabilities.
1. Licensed, bonded, and current General Liability.
 2. Prospective recipient shall sign a Navajo Nation Debarment and Suspension Waiver form, to be provided by DCCD.
 3. Must Submit Listing and provide all Licenses, Certification, Awards, Degree with Proposal, all current
 4. Prospective recipient shall sign a Tax Form – W9 (2024)
 5. Professional Liability (\$1,000,000.00)
 6. Pollution Liability (\$2,000,000.00)

BILLING AND PAYMENT:

1. Billing and payment shall conform to all Navajo Nation procurement procedures. In order to receive payment timely, the vendor has an obligation and responsibility to present invoices that are timely and accurate. An original of a vendor's invoice is needed for payment. The invoice must also contain identical information as shown on the purchase order or contract. Invoice should reflect company information, date and amount.

**NAVAJO NATION CERTIFICATION
Regarding Debarment, Suspension, and
Contracting Eligibility**

1. Applicant entity acknowledges that to the best of its knowledge that the Applicant entity, either in its present form or in any identifiable capacity, has not, in accordance with 12 N.N.C. § 361:
 - A. Been convicted of the commission of criminal offenses incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of any such contract or subcontract;
 - B. Been convicted of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or other offenses indicating a lack of business integrity or honesty, which currently, seriously, and directly affect responsibility as a Navajo Nation contractor;
 - C. Been convicted under antitrust statutes arising out of the submission of bids or proposals;
 - D. Violated contract provisions, including:
 - i. Deliberate failure, without good cause, to perform in accordance with the contract specifications or within the time limit provided in the contract,
 - ii. A recent record of failure to perform or of unsatisfactory performance with the terms of any contract, or
 - iii. Any other cause so serious and compelling as to affect responsibility as a Navajo Nation contractor, including debarment by another governmental entity.

2. Applicant acknowledges that if the Navajo Nation determines that the executed Certification provided herein is untrue or not wholly accurate, it shall be grounds for the Navajo Nation to terminate the contract and pursue other legal remedies, at the Navajo Nation's discretion.

3. Applicant certifies to the best of its knowledge that it is eligible to do business with the

Navajo Nation, in its present form or in any other identifiable capacity, pursuant to 12 N.N.C. § 1501 and 5 N.N.C. § 301. Applicant also acknowledges that per 12 N.N.C. § 1505, it will not be eligible to contract with the Navajo Nation if deemed ineligible by the appropriate department or entity of the Navajo Nation which receives the Applicant's request for consideration for a business opportunity.

Applicant Name

Name of individual signing on Applicant's behalf (print)

Applicant Address

Title of individual signing on Applicant's behalf

Applicant Address

Signature of individual signing on Applicant's behalf

Applicant Address

Date

