



*Request for Quote*

*For*

*Pest Control Services*

***DOUGLAS COUNTY SOLICITATION NUMBER: 20-019***

***DOUGLAS COUNTY, GEORGIA  
BOARD OF COMMISSIONERS***

***8700 HOSPITAL DRIVE  
DOUGLASVILLE, GA 30134***

**Request for Quote – Pest Control Services**  
**Solicitation No. 20-019**  
**October 2020**

The Douglas County Board of Commissioners is accepting quotes for Pest Control Services for various locations in Douglas County, Georgia. All responses submitted in response to this request shall be firm for a one (1) year term beginning January 1, 2021 through December 31, 2021 with the option to renew for two (2) additional one (1) year terms.

Quotes may be emailed (dcpurchasing@co.douglas.ga.us), faxed (770-920-7219), or mailed to Douglas County Board of Commissioners Purchasing Department 8700 Hospital Drive, 3<sup>rd</sup> Floor, Douglasville, Georgia 30134 no later than **10:00 AM, ET, Friday, November 6, 2020**.

No quote will be received or accepted after the above specified date and time.

Quotes submitted after the designated date and time will be deemed invalid. No quote may be withdrawn within sixty (60) days after the quote due date and all quotes shall remain firm during this period.

These services are for the health, safety and well being of all employees, visitors/citizens, and officials who enter any of Douglas County government operational departments. See attached quote form for the listing of Douglas County Property Locations. Please provide a total monthly price for each facility individually and understand that Douglas County may add to or subtract from the listing of facilities. In addition, provide an alternate quote for total monthly price for the exterior perimeter *only* for each facility individually and understand that Douglas County may add to or subtract from the listing of facilities.

Provide your best pricing for Professional Pest Control Services for Douglas County facilities, to be conducted in accordance with all local, state and federal laws that govern this type of work, and compliance with all rules and regulations that apply to this industry and the application of insecticides and chemicals for extermination of pest (spiders, ants, roaches, flying bugs, crawling insects, etc.), at the locations listed on the “Douglas County Property Locations” list. All insecticide applications must be safe for humans, animals, and safe to use on building materials.

All service providers shall have and maintain during the term of the service, worker’s compensation insurance for all of their employees employed at the site of the project. Contractor shall have and maintain during the term of the service, such public liability and property damage insurance as shall protect contractor and any subcontractor performing work covered by this contract from claims for damages, personal injury, including accidents, death or property damages, which may occur during operations under this contract, whether such operations be by contractor or by any subcontractor, by anyone directly or indirectly employed by either of them, and the amounts of such insurance shall be in accordance with the attached general conditions and insurance requirements.

Douglas County anticipates awarding these services to a single company. The lowest responsive bidder shall be considered for the award of the Pest Control Services. Douglas County Board of Commissioners reserves the right to waive any informalities, to reject any or all quotes, to evaluate quotes, to accept portions of any quote and to accept any quote, which in its opinion may be in the best interest of the County. The County reserves the right to add to or delete from the contract after the contract has been awarded.

Due to unprecedented circumstances, Douglas County wants to reduce our existing cost structure by fifteen percent (15%). Therefore, Douglas County welcomes innovative plans on how to reduce our existing and year over year cost structure.

**SCOPE OF WORK  
AND  
SPECIFICATIONS FOR PEST CONTROL SERVICES**

**PEST CONTROL**

**1. General**

**Scope of Services:**

Under this contract, pest control is the use of properly registered pesticides and/or the use of approved devices at scheduled times and at pre-planned intervals to provide adequate and acceptable levels of insect and rodent population suppression at the County premises covered by this agreement.

The Contractor shall furnish all labor, tools, materials, and equipment necessary to accomplish the full treatment pest control services for all areas and buildings specified herein including all rooms, closets, toilets, kitchens, hallways, stairwells, attics, elevators, plus any other building portion or part not specifically described herein.

Full treatment pest control services will include inspection and treatments for rats, mice, cockroaches, ants, moths, and silverfish plus any other pests not specifically excluded from the agreement. Rat and mouse infestations located in burrows in the ground adjacent to buildings are included. If any pests are discovered by County personnel, the Contractor will respond within 24 hours after notification to correct the situation. This contact does not include termite control services.

When necessary to install rodent bait boxes, the Contractor will supply a written report to the County which indicates the box location, date of installation, and removal.

Services will be performed by the Contractor during regular hours of operation in the various buildings, except when special conditions require servicing to be done when a building or area is vacated after regular working hours or on weekends. There will be no additional charge for this service.

The Contractor is to coordinate all work with the Douglas County Property Maintenance Manager and Courthouse Building Services Manager, for the areas being treated and with an inspection and service schedule at the start of the treatment program. Any deviation from this schedule is to be reported immediately to the affected department. **A County representative must sign a service ticket to authenticate that service was performed for each building. A copy of this signed statement must be included with each monthly invoice.**

**2. Areas Included:**

In addition to the individual units, all common areas including hallways, stairwells, public rest rooms, offices, recreation areas, kitchens, laundry rooms, garbage rooms, stock rooms, workshops, closets, and the exterior perimeter of the first floor of the building shall be treated.

**3. Contractor Responsibilities:**

The Contractor is responsible for the implementation of the pest control programs required by this agreement. The Contractor is responsible for providing professionally trained pesticide applicators and those who are certified by a properly designated State lead agency as competent to handle and apply the classes of pesticide products necessary to implement the pest control programs required by this agreement.

The Contractor is further responsible for the pest control programs required under this agreement fully complying with the applicable Federal, State, and local pesticide laws and regulations within the legal jurisdiction that the premises covered by this agreement are located.

The Contractor shall report to the Property Maintenance Manager or Courthouse Building Services Manager any evidence or conditions conducive to pest infestation, which is not covered in the contract, at the time such condition is first noticed.

Call-back service will be requested by Douglas County at no additional cost when previous treatment fails to control the pests specified herein.

All insecticides, rodenticides, and bait stations shall be removed from the premises covered by this contract at its conclusion. Written certification of such removals shall be submitted to the Property Maintenance Manager or Courthouse Building Services Manager.

**4. Pesticide Products:**

No pesticide shall be used in any pesticide program required by this agreement in any manner inconsistent with its labeling. All pesticides used in the pest control programs covered by this contract shall be properly labeled for the control of the target pests against which they are being used and label instructions shall be strictly adhered to.

**5. Pest Control:**

The Contractor shall be licensed by the State of Georgia to provide pest control in the categories specified in this contract. All works shall be done under the superintendence of a State of Georgia certified, responsible individual, in accordance with Federal, State, and laws and requirements. All pesticides shall be procured, processed, handled, and applied in strict accordance with the manufacturer's label which shall be registered with the Environmental Protection Agency and applicable State Lead Agency for enforcement of the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA).

Contractor shall be responsible for providing all Material Data Safety Sheets for each chemical which will be used. (Additional copies of the material data safety sheets must be provided to the personnel at each location.)

**Insurance: The contractor shall provide a copy of a Certificate of Insurance indicating Worker's Comp/Employer's Liability Insurance.**

**QUOTE FORM (page 1)**

The undersigned hereby offers to furnish all materials, supplies, equipment, labor and supervision necessary to provide pest control services at various County sites in accordance with the terms, conditions, provisions and specifications of Douglas County Solicitation No. 20-019, dated October 2020.

**I. QUOTE**

An individual price quote must be submitted for each site listed. Prices must be firm for the entire contract period and each consecutive contract period if the County exercises the option to extend the contract.

The initial term of the contract shall begin on January 1, 2021 through December 31, 2021. Douglas County reserves the option to extend said contract for additional one (1) year periods not to exceed a total contract period of three (3) consecutive years. Any request for price increase must be made at least sixty (60) days prior to exercising the option to extend. The County will be the sole judge as to whether any price increase will be approved. This contract may be canceled by either party at any time, but not less than thirty (30) calendar days following receipt of a written notice of cancellation by the other party to such contract.

Price each facility individually, per monthly charge and understand that Douglas County may add to or delete from the listing of facilities.

In addition, provide an alternate quote for total monthly price for the exterior perimeter *only* for each facility individually and understand that Douglas County may add to or delete from the listing of facilities.

**II. QUOTE HOLDING TIME:**

The Undersigned hereby agrees that this quote may not be revoked or withdrawn after time set for opening quote but shall remain open for acceptance for a period of sixty (60) days following such time.

**III. CHEMICALS PROPOSED:**

List each chemical/pesticide which Bidder proposes to use, and specify each task required in the Specifications for which that chemical/pesticide is to be used. Pursuant to Section 1910.1200, the OSHA Hazard Communication Standard, attach a separate Material Safety Data Sheet (MSDS) form for each such chemical/pesticide.

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Name of Authorized Company Representative (Type or Print Legibly) \_\_\_\_\_

Signature of Authorized Company Representative \_\_\_\_\_

Date Signed \_\_\_\_\_

Federal I.D. #: \_\_\_\_\_

State Pest Control License No.: \_\_\_\_\_

**IMPORTANT: All ten (10) pages of this quote form must be submitted with your quote. Failure to do so may result in disqualification of the quote.**

**QUOTE FORM (page 2)**

**IV. EXPERIENCE:**

A. Number of years experience in providing pest control services: \_\_\_\_\_

B. Current Number of Pest Control Service Contracts: \_\_\_\_\_

C. Current Number of Employees: \_\_\_\_\_

**V. QUOTE ACCEPTANCE:**

By signing the quote form, the undersigned is in agreement with all terms and conditions for the scope of work listed in the request for quote documents.

**VI. AWARD:**

Award shall be made to the firm that offers the best price and completes the solicitation documents appropriately.

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Name of Authorized Company Representative (Type or Print Legibly) \_\_\_\_\_

Signature of Authorized Company Representative \_\_\_\_\_

Date Signed \_\_\_\_\_

Federal I.D. #: \_\_\_\_\_

State Pest Control License No.: \_\_\_\_\_

**IMPORTANT: All ten (10) pages of this quote form must be submitted with your quote. Failure to do so may result in disqualification of the quote.**

QUOTE FORM (page 3)

**BIDDER/COMPANY REQUIRED SUPPLEMENTAL INFORMATION**

COMPANY \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

WEB ADDRESS: \_\_\_\_\_

PRIMARY CONTACT: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_

FAX #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

OTHER CONTACT: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_

FAX #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

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Name of Authorized Company Representative (Type or Print Legibly) \_\_\_\_\_

Signature of Authorized Company Representative \_\_\_\_\_

Date Signed \_\_\_\_\_

Federal I.D. #: \_\_\_\_\_

State Pest Control License No.: \_\_\_\_\_

**IMPORTANT: All ten (10) pages of this quote form must be submitted with your quote. Failure to do so may result in disqualification of the quote.**

**QUOTE FORM (page 4)**

**BIDDER/COMPANY REQUIRED BUSINESS REFERENCES**

Submit reference information of no less than three (3) firms at which the vendor provides pest control services similar in scope and nature to the Work required in this Request. This list shall include customers' names, addresses, and a current contact with phone number.

**References**  
**Please provide three (3) customer references**

1. Contact Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

2. Contact Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

3. Contact Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

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Name of Authorized Company Representative (Type or Print Legibly) \_\_\_\_\_

Signature of Authorized Company Representative \_\_\_\_\_

Date Signed \_\_\_\_\_

Federal I.D. #: \_\_\_\_\_

State Pest Control License No.: \_\_\_\_\_

**IMPORTANT: All ten (10) pages of this quote form must be submitted with your quote. Failure to do so may result in disqualification of the quote.**

QUOTE FORM (page 5)

<b>DOUGLAS COUNTY LIST OF PROPERTIES FOR PEST CONTROL</b>				
<b>PROPERTY</b>	<b>LOCATION</b>	<b>SQ. FT.</b>	<b>MONTHLY COST INCLUSIVE OF ALL AREAS</b>	<b>ALTERNATE QUOTE MONTHLY COST BUILDING EXTERIOR ONLY</b>
LANDFILL MAIN OFFICE/OPERATIONS BUILDING	1730 COUNTY SERVICES ROAD	2500	\$	\$
LANDFILL WEIGH STATION	1730 COUNTY SERVICES ROAD	98	\$	\$
FLEET MANAGEMENT	8480 DORRIS ROAD	40,000	\$	\$
DOT MAINT. SHOP	8251 CHICAGO AVENUE	15,720	\$	\$
LITHIA SPRINGS LIBRARY	7100 TURNER DRIVE	15,370	\$	\$
DOUGLAS COUNTY LIBRARY	6810 SELMAN DRIVE	20,400	\$	\$
DOG RIVER LIBRARY	6100 HIGHWAY 5	15,000	\$	\$
WOODIE FITE SENIOR CENTER	1000 SIMEON SPRINGER COURT	13,700	\$	\$
SENIOR SERVICES CENTER	6287 FAIRBURN ROAD	10,690	\$	\$
UGA EXTENSION SERVICES	6287 FAIRBURN ROAD	4930	\$	\$
TALLATOONA BUILDING	6287 FAIRBURN ROAD	6800	\$	\$
BOUNDARY WATERS AQUATIC CENTER	5000 GEORGIA HWY 92 N/166E	30,173	\$	\$
BOUNDARY WATER SPORTS COMPLEX/CONCESSION	4992 HIGHWAY 92/166	4000	\$	\$
BILL ARP PARK CONCESSION 1	4801 HIGHWAY 5	968	\$	\$
BILL ARP PARCK CONCESSION 2	4801 HIGHWAY 5	1764	\$	\$

The above listed monthly fee is to provide all services and materials as detailed in the Pest Control Services Request for Quote.

**IMPORTANT: All ten (10) pages of this quote form must be submitted with your quote. Failure to do so may result in disqualification of the quote.**

QUOTE FORM (page 6)

<b>DOUGLAS COUNTY LIST OF PROPERTIES FOR PEST CONTROL</b>				
<b>PROPERTY</b>	<b>LOCATION</b>	<b>SQ. FT.</b>	<b>MONTHLY COST INCLUSIVE OF ALL AREAS</b>	<b>ALTERNATE QUOTE MONTHLY COST BUILDING EXTERIOR ONLY</b>
FAIRPLAY PARK	8395 HIGHWAY 166	1200	\$	\$
LITHIA SPRINGS PARK	2922 SWEETWATER ROAD	1380	\$	\$
POST ROAD PARK	3558 POST ROAD	1200	\$	\$
WINSTON PARK OFFICE	13727 VETERANS MEMORIAL HIGHWAY	400	\$	\$
WINSTON PARK CONCESSION	13727 VETERANS MEMORIAL HIGHWAY	1500	\$	\$
CLINTON FARMS HOUSE	8720 EPHEBUS CHURCH ROAD	1200	\$	\$
CLINTON FARMS PAVILION	8720 EPHEBUS CHURCH ROAD	800	\$	\$
CLINTON AMPHITHEATER	8720 EPHEBUS CHURCH ROAD	500	\$	\$
CLINTON RESTROOM	8720 EPHEBUS CHURCH ROAD	500	\$	\$
OLD COURTHOUSE/PARKS & REC.	12431 VETERANS MEMORIAL PARKWAY	38,144	\$	\$
DEER LICK SKATE PARK	2171 MACK ROAD	3000	\$	\$
DEER LICK MAINTENANCE	2105 MACK ROAD	2600	\$	\$
DEER LICK PARK OFFICE, GYM	2105 MACK ROAD	14,400	\$	\$
CONNECT DOUGLAS MULTI- MODAL TRANSPORTATION CTR	8800 DORRIS ROAD	19,000	\$	\$
DOUGLAS COUNTY COURTHOUSE	8700 HOSPITAL DRIVE	126,410	\$	\$

The above listed monthly fee is to provide all services and materials as detailed in the Pest Control Services Request for Quote.

**IMPORTANT:** All ten (10) pages of this quote form must be submitted with your quote. Failure to do so may result in disqualification of the quote.

QUOTE FORM (page 7)

DOUGLAS COUNTY LIST OF PROPERTIES FOR PEST CONTROL				
PROPERTY	LOCATION	SQ. FT.	MONTHLY COST INCLUSIVE OF ALL AREAS	ALTERNATE QUOTE MONTHLY COST BUILDING EXTERIOR ONLY
FIRE STATION # 1	7217 S. SWEETWATER ROAD	7920	\$	\$
FIRE STATION # 2	2900 CONNERS ROAD	7305	\$	\$
FIRE STATION # 3	5202 KILROY LANE	3861	\$	\$
FIRE STATION # 4	6271 HIGHWAY 166	4994	\$	\$
FIRE STATION # 5	3901 CHAPEL HILL ROAD	9446	\$	\$
FIRE STATION # 5 STORAGE BUILDING	3901 CHAPEL HILL ROAD	2000	\$	\$
FIRE STATION # 6	2230 RIVERSIDE PARKWAY	5100	\$	\$
FIRE STATION # 7	11590 VETERANS MEMORIAL HIGHWAY	7375	\$	\$
FIRE STATION # 7 STORAGE BUILDING	11590 VETERANS MEMORIAL HIGHWAY	5400	\$	\$
FIRE STATION # 8	2701 TYSON ROAD	5800	\$	\$
FIRE STATION # 10	6774 CHURCH STREET	6000	\$	\$
FIRE STATION # 11	7792 HIHWAY 92	4376	\$	\$
FIRE DEPT. TRAINING FACILITY BURN BUILDING	1767 WORTHAM ROAD	2000	\$	\$
FIRE DEPT. TRAINING FACILITY SMOKE TOWER	1766 WORTHAM ROAD	1600	\$	\$

The above listed monthly fee is to provide all services and materials as detailed in the Pest Control Services Request for Quote.

**IMPORTANT: All ten (10) pages of this quote form must be submitted with your quote. Failure to do so may result in disqualification of the quote.**

QUOTE FORM (page 8)

<b>DOUGLAS COUNTY LIST OF PROPERTIES FOR PEST CONTROL</b>				
<b>PROPERTY</b>	<b>LOCATION</b>	<b>SQ. FT.</b>	<b>MONTHLY COST INCLUSIVE OF ALL AREAS</b>	<b>ALTERNATE QUOTE MONTHLY COST BUILDING EXTERIOR ONLY</b>
BLAKE GAMMILL BUILDING	12501 VETERANS MEMORIAL HIGHWAY	33,500	\$	\$
ANIMAL SHELTER	2171 MACK ROAD DEER LICK PARK	20,000	\$	\$
TAX/TAG OFFICE	6200 FAIRBURN ROAD	22,000	\$	\$
PROPERTY MAINTENANCE OFFICE	6170 FAIRBURN ROAD	3000	\$	\$
BOARD OF ELECTIONS & REGISTRATION	6381 KATHERINE STREET (PARCEL # 0021015c105)	1076	\$	\$
<b>TOTAL MONTHLY COST FOR ALL LOCATIONS</b>			\$	
<b>TOTAL ANNUAL COST FOR ALL LOCATIONS</b>			\$	
<b>TOTAL MONTHLY COST FOR ALL LOCATIONS - BUILDING EXTERIOR ONLY</b>				\$
<b>TOTAL ANNUAL COST FOR ALL LOCATIONS - BUILDING EXTERIOR ONLY</b>				\$

The above listed monthly fee is to provide all services and materials as detailed in the Pest Control Services Request for Quote.

Name of Authorized Company Representative (Type or Print Legibly) \_\_\_\_\_

Signature of Authorized Company Representative \_\_\_\_\_

Date Signed \_\_\_\_\_

Federal I.D. #: \_\_\_\_\_

State Pest Control License No.: \_\_\_\_\_

**IMPORTANT: All ten (10) pages of this quote form must be submitted with your quote. Failure to do so may result in disqualification of the quote.**

**QUOTE FORM (page 9)**

Other services will be handled separately, such as Subterranean Termite Treatment, Large Wildlife pest control, as trapping beavers, rodents, etc. Please advise if your firm handles the elimination/treatment of Subterranean Termite, large wildlife pest (i.e. trapping of beavers, rodents), etc.

YES  NO

Douglas County payment terms are Net 30 days.

**Return all pages of this Request for Quote along with any additional information you may be submitting to the Douglas County Purchasing Department by Friday, November 6, 2020 at 10:00 a.m. via email (dcpurchasing@co.douglas.ga.us), fax (770-920-7219) or mail at:**

**Douglas County Board of Commissioners  
Attention: Purchasing Department  
8700 Hospital Drive  
Douglasville, Georgia 30134**

No quote will be received or accepted after the above specified date and time.

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Name of Authorized Company Representative (Type or Print Legibly) \_\_\_\_\_

Signature of Authorized Company Representative \_\_\_\_\_

Date Signed \_\_\_\_\_

Federal I.D. #: \_\_\_\_\_

State Pest Control License No.: \_\_\_\_\_

**IMPORTANT: All ten (10) pages of this quote form must be submitted with your quote. Failure to do so may result in disqualification of the quote.**

**QUOTE FORM (page 10)**

**CERTIFICATION**

Please read and initial the following statements prior to submitting a quote. The failure to initial the following statements will result in the quote being deemed unresponsive.

1. The bidder has read the attached Request for Quote and Pest Control Services Agreement. The bidder is thoroughly familiar with all the requirements of the Request for Quote and the Pest Control Services Agreement and certifies that they agree to comply with them in full.

Initial Here: \_\_\_\_\_

2. The bidder certifies that it does not, and during the performance of this Agreement shall not, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

Initial Here: \_\_\_\_\_

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Name of Authorized Company Representative (Type or Print Legibly) \_\_\_\_\_

Signature of Authorized Company Representative \_\_\_\_\_

Date Signed \_\_\_\_\_

Federal I.D. #: \_\_\_\_\_

State Pest Control License No.: \_\_\_\_\_

**IMPORTANT: All ten (10) pages of this quote form must be submitted with your quote. Failure to do so may result in disqualification of the quote.**