

Covington County Schools

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Andalusia, AL 36421

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April 16, 2025

To Whom It May Concern:

Covington County Schools invites you to provide a quote for Pest Control Services for our seven cafeterias. Enclosed you will find a detailed quote package that outlines the quote proposal guidelines. The quote due date is Friday, May 09, 2025, by 4:00 p.m. Quotes may be emailed to Leslie.Threatt@cov.k12.al.us or mailed to:

Covington County Schools
Attn: CNP Pest Control Services, 2025
807 C.C. Baker Avenue
Andalusia, AL 36421

We look forward to hearing from you.

Thank you,



Samantha Carroll
CNP Director
334-427-3830

COVINGTON COUNTY SCHOOLS
CHILD NUTRITION PROGRAM

REQUEST FOR QUOTE PROPOSAL

PEST CONTROL SERVICES 2025-2026

PROPOSAL SUBMISSION DEADLINE: MAY 9, 2025

COVINGTON COUNTY SCHOOLS/ CHILD NUTRITION PROGRAM
807 C. C. BAKER AVENUE
ANDALUSIA, AL 36421

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STATEMENT OF PURPOSE

The purpose of this Request for Quote Proposal is to solicit quotes to provide pest control services for Covington County Schools (CCS) Child Nutrition Program's seven (7) cafeteria kitchens, serving areas, and dining halls. This service is for school year 2025-2026 beginning July 1, 2025 through June 30, 2026.

Pest control service provider agrees to seek out the source of any indicated infestation and spray/treat accordingly. Failure to seek source of insects would result in a greater population and would not be in keeping with the nature of this Proposal for pest control.

Since this quote request relates to "services" the CCS Child Nutrition Program may renew the contract yearly for up to four (4) additional years if CCS desires to renew contract and the Pest Control Company is in agreement. Should a contract be renewed, a new service agreement shall be issued and signed by both parties for each year after both parties elect to proceed with services as specified in this proposal. Cost will remain the same for each of the additional years of the contract.

PROPOSAL GUIDELINES

This Request for Quote Proposal represents the requirements for an open and competitive process. **Proposals will be accepted until the end of the day on Friday, May 9, 2025.** Quote Proposals **MUST** be mailed to Covington County Schools, Child Nutrition Program, 807 C.C. Baker Avenue, Andalusia, AL 36421. Any Proposals received after this date will NOT be considered. All Proposals must be signed by an official agent or representative of the contractor submitting the Proposal.

If the contractor submitting a Proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the Proposal. Additionally, all costs included in this Proposal must be all-inclusive to include any outsourced or contracted work. All outsourced or contracted work must include a name and description of the organizations being contracted.

PROPOSAL SPECIFICATIONS

Covington County Schools Child Nutrition Program is comprised of seven (7) cafeterias. Attached you will find a listing of each schools' location and the cafeteria managers' contact information.

- Prices submitted should include services to each of the seven (7) school cafeterias for the period of July 1, 2025 through June 30, 2026.
- Services will be scheduled through the Child Nutrition Office at 807 C. C. Baker Avenue, Andalusia, Alabama 36421 with Samantha Carroll, Child Nutrition Program Director. Phone numbers for the Child Nutrition Department include 334-427-3830 and 334-427-3832.
- The contractor **shall provide within the proposal** his/her valid and current license, permit or appropriate document which permits their business to control pests in schools, homes and businesses.

- Pest control services are defined as treating the cafeterias for roaches, water bugs, wasps, bees, silverfish, ants, spiders and all other insects (except termites); mice, rats and snakes. Contractor may view sites prior to submitting proposal by contacting Samantha Carroll at 334-427-3830 or Leslie Threatt at 334-427-3832.
- **INCLUDE within your proposal** a list of the CHEMICALS that will be used in the blanket sprayings of each cafeteria and food preparation area. This list will be kept on file. The CHEMICALS used in pest control services shall conform to the federal, state and local ordinances and laws. Rodenticides shall be used with all due precaution to avoid accidents to humans, domestic animals and pets. Special care shall be exercised in the use of liquid insecticides in areas having asphaltic, mastic, or linoleum floor surfaces. All pest control work shall be performed in a safe manner and in accordance with the most modern, effective scientific pest control procedures, with safety of children in mind.
- When spraying cafeterias, extreme caution and all regulations regarding spraying in a food preparation environment shall be followed. A pesticide approved for use in food preparation areas shall be used.
- Call backs for any type of pests, if necessary, will need to be taken care of within a 24-48 hour notice.
- Service invoices will require a signature of approval from the CNP Manager or CNP Personnel to receive payment. School office personnel will be available for service signature during the months of June and July.
- Responding organizations need to be aware that Child Nutrition serves Breakfast and Lunch in the cafeterias and these times will need to be avoided for service, therefore, all spraying must be completed after 1:30 Monday through Friday. Operation for the months of June and July are Monday through Thursday 7:30 until 4:00.
- **SPRAYING SHALL OCCUR EACH AND EVERY MONTH WITH BILLING FOR THAT MONTH. NO BUILDING SHOULD BE SPRAYED TWICE IN THE SAME MONTH TO MAKE UP FOR A MONTH SKIPPED, BUT AREAS COULD BE SPRAYED OTHER TIMES IN ONE MONTH WITH NO CHARGES IN THE EVENT OF FOLLOW-UP SPOT SPRAYINGS.**
- Contact numbers and emails for successful contractor will need to be provided to the Child Nutrition Office at 807 C. C. Baker Avenue, Andalusia, Alabama 36421.
- The Board of Education is not liable for Federal Excise or State Sales Tax.
- By signing this Quote Proposal, your organization agrees to be responsible for damage to buildings and grounds that are the direct result of carelessness of your organizations representative that performs the work.
- Also the successful contractor **shall provide proof of insurance** prior to spraying beginning, to protect the school district against negligent or careless acts. This insurance shall not be less than \$100,000.
- Invoicing procedures must be acceptable to the Child Nutrition Program. Each cafeteria must be invoiced separately. Statements should be mailed to:
Covington County Schools
Attn: Child Nutrition Program
807 C. C. Baker Avenue
Andalusia, AL 36421
- The CCS Child Nutrition Program reserves the right to reject any and/or all quotes or any part thereof, to waive technicalities or informalities, and to award the contract to a company other than the low bidder, if cause can be documented. Quality, conformity with

specifications, past service and experience with contractor, and past performance of contractor are among the factors that may be considered in determining the responsive/responsible bidder. **The CCS Child Nutrition Program also reserves the right to award as a total bid, NOT separately for each individual school.**

- **Each contractor, by presenting a Quote Proposal under these specifications, is bound to an agreement to control ALL pests as indicated above. Should it be discovered after a two-month period that pests are present in abundance and not being controlled, or if the bidder has NOT provided the agreed upon call backs to effectively eliminate any and all pest issues, the bidder agrees to change chemicals or to make other attempts in their actions to control pest population. Should these measures also prove to be ineffective, the school district has the right to terminate said contract and use the next "lowest and best" contractor as was determined upon submission of quote proposals.**
- The successful contractor will receive a copy of the school system's Board approved school calendar.

CONTRACT TERMINATION FOR CAUSE

If the successful contractor fails to properly perform its obligations under this contract in a timely or proper manner, or if the contractor violates any terms of this contract, CCS Child Nutrition Program shall have the right to terminate the contract and withhold payments in excess of fair compensation for completed services. In the event the contract is terminated for due cause by the system, the system shall have the option of awarding the contact to the next lowest bidder who meets the required specifications.

CONTRACT TERMINATION FOR CONVENIENCE

The school district may, by written notice to the contractor, terminate this contract without cause for any reason. Said termination shall not be deemed a Breach of Contract by the school system. The contractor shall be entitled to receive compensation for satisfactory, authorized service completed as of the termination date, but in no event shall the school district be liable to the contractor for compensations for any service which has not been rendered. Upon such termination, the contractor shall have no right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount.

STANDARD CONTRACT INFORMATION

No payment shall be made until the successful contractor completes all work. All work is subject to inspection, evaluation, and acceptance by Child Nutrition Program Director, Samantha Carroll.

REQUEST FOR PROPOSAL TIMELINE

All proposals will be received through the end of the work day on Friday, May 9, 2025. Submit Pest Control Proposal to Child Nutrition Program, 807 C. C. Baker Avenue, Andalusia, Alabama 36421. Contact Samantha Carroll, CNP Director, at 334-427-3830 with any questions concerning this Quote Proposal.

COST PROPOSAL

- Contractor will spray all Cafeteria Sites listed for the following prices beginning July 1, 2025 through June 30, 2026. **The CCS Child Nutrition Program also reserves the right to award as a total bid.** This proposal is due on May 9, 2025.

Cafeteria Sites	Monthly Cost Per Cafeteria	Total Annual Cost
Fleeta Jr. High School 27463 County Road 30 Opp, AL 36467		
Floral High School 22114 Begonia Street Floral, Alabama 36442		
Pleasant Home School 12548 Falco Road Andalusia, Alabama 36420		
Red Level School 28551 Barrow Road Red Level, Alabama 36474		
Straughn Middle School 29324 Straughn School Road Andalusia, Alabama 36421		
Straughn High School 29448 Straughn School Road Andalusia, Alabama 36421		
W. S. Harlan Elementary School 1641 Mohegan Street Lockhart, Alabama 36455		
	Total:	

NOTE: All costs and fees must be clearly included in each quote.

I certify by my signature below that the terms and conditions of this Quote Proposal are understood and accepted, and that I have the authority to obligate the company listed below to perform under the conditions outlined in the attached Quote Proposal.

Name of Contractor: _____

Address: _____

Telephone Number: _____ Fax Number: _____

E-mail: _____

Printed Name of Contractor Representative: _____

Signature of Contractor Representative: _____

Date: _____

Cafeteria Contact Information

Fleeta Jr. High School
Manager: Joni Bozeman
334-493-6772

Floral High School
Manager: Paula Stewart
334-658-8159

Pleasant Home School
Manager: Rhonda Bass
334-222-1315

Red Level School
Manager: Janie Short
334-469-5315

Straughn Middle School
Manager: Wilma Sport
334-222-4090

Straughn High School
Manager: Susan Sasser
334-222-2511

W. S. Harlan Elementary School
Manager: Kelsey Nixon
334-658-8023

USDA Non-Discrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online

at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

This institution is an equal opportunity provider.