



## BID INVITATION

### Pest Control Service

Sealed bids will be received at the Christian County Board of Education, P.O. Box 609, 200 Glass Ave., Hopkinsville, KY 42241-0609, until 9:45 a.m., March 30, 2023, for **Pest Control Service**.

#### General Specifications

Bids will be opened and acknowledged for receipt at 9:45 a.m. March 30, 2023. Any bids received after said date and time will not be considered; however, no awards will be made until after the review is complete. Bids must be sealed in an envelope that is clearly marked "Pest Control Service" and delivered to the Christian County Board of Education ATTN: Jessica Darnell. All proposals are subject to verification.

The Christian County Board Of Education reserves the right to accept any bid, reject any or all bids, and to waive any informalities received where such acceptance, rejection, or waiver is considered to be in the best interest of the CCBOE. CCBOE also reserves the right to reject any bid where evidence or information submitted by the Bidder does not satisfy the CCBOE that the Bidder is qualified to carry out the requirements of the contract documents.

#### Contract Period

The bid will be awarded for one year with the option to renew for two additional one-year periods should both parties be in agreement. The said contract may be cancelled at any time by either party upon notice of not less than thirty (30) calendar days from date of receipt. The effective date of the contract will be from July 1, 2023 through June 30, 2024 with an option to renew for one additional fiscal year period. Bids must meet the minimal specifications below.

The District reserves the right to accept or reject any and all bids and to waive any informality in bids if that action is in the best financial interest of the Board. Any questions can be directed to Jessica Darnell at (270) 887-7006 or Trevor Herndon at (270) 887-7091.

#### Scope of Service

This contract is for pest control services to provide control of all species of cockroaches, all species of rats and mice, silverfish, crickets, ants (other than pharaoh ants), spiders, ground beetles, wasps, any type of wood destroying organisms, lice, mites, honey bees, stored products pests, birds, wildlife, turf and ornamental pests..

Service to include a minimum of one service call a month by the vendor with one additional treatment per month in the dietary sections of the building, at times specified by the school. Service shall be performed by personnel who are trained in the latest techniques and methods of pest extermination. Call backs at no additional charge when deemed necessary by the school are to be included in the service. Vendor shall furnish equipment necessary for the fulfillment of this contract. This includes all materials and labor.

The vendor shall exercise all possible care in the safeguard of human health. All pesticides proposed for use are to be EPA registered and receive prior approval from school board contact person before being applied in any manner. Vendor shall submit original draft specimen label and M.S.D.S. sheet of each pesticide proposed for use in any manner. Each school administration is to maintain a current specimen label and M.S.D.S. on file for each product being applied in any manner within any building on a given school property.

The vendor shall furnish a surety bond, in the amount of the bid, be licensed to conduct business in the state of Kentucky by Kentucky Department of Agriculture Division of Pesticides, hold a current privilege license for each community in which the schools are located, if applicable. Only have applicators certified by the state of Kentucky Department of Agriculture to conduct any pesticide application(s), and have a minimum of \$1,000,000.00 liability insurance with Christian County Board of Education named as additional insured.

The vendor shall upon each visit to the facility check in and out with the designated facility personnel. All work should be listed on a job ticket and submitted to the facility level personnel. The monthly billing should be reflective of the job tickets for all sites.

#### **QUANTITY BASIS OF CONTRACT**

It is herein set forth that any and all quantities mentioned on the invitation are best estimates, and are not to be implied or inferred as being guarantees. The Christian County Board of Education is obligated to buy only that quantity needed by its agencies during the term of the contract.

#### **FOB BASIS OF SHIPMENT**

The contractor shall be fully responsible for all shipments, FOB, at schools indicated on each order. All shipments must be freight prepaid. Quotations of unit prices on the invitation shall be, FOB, receiving agency.

#### **SERVICE PERFORMANCE**

All services performed under contract shall be in accordance with the terms and provisions of the contract. It will be the Christian County Board of Education's responsibility to insure that such services rendered are performed and acceptable.

Major deviations of services performed will not be made without the written approval of the Christian County Board of Education. Problems which arise under any aspect of performance should first be resolved between the vendor and the Christian County Board of Education.

#### **CANCELLATION CLAUSE**

The established contract shall be non-cancelable during its life except for mal-performance, non-performance, substitution of commodity or other failure to comply on the part of the contractor. In event of such action being necessitated, the contract shall be null and void upon receipt of written notice from the Christian County Board of Education. The vendor shall have received in writing any complaints in these areas and given a stated time for correction before any action to cancel the contract will be taken.

## **ADDITIONAL ITEMS/SERVICES**

Additional items or services that come within the scope of the contract and found to be needed by the using agency may be added to the contract if mutually agreeable to both vendor and using agency. No additions, either items or services, may occur without the consent of the school systems' financial officer.

## **RENDERING OF SERVICE**

All services shall be made during non-school time periods. Normal classes cannot be in session in an area where pesticides are to be applied. Ideally, all students (with exception of extra curricular activities) should be gone from school building when applications are made. It is the responsibility of the designated school contact person or their designee to make arrangements for access to all necessary areas receiving treatment. Most services should be performed Monday through Friday between 3:00 p.m. and 6:00 p.m. Date and times are to be scheduled with designated site personnel.

## **REPORTS**

Service technician shall leave with school designee the following reports for each building receiving treatment.

- A. Pesticide Usage Report – Detailing all materials used, concentration percentages of solution(s), volume of solution(s) applied, approximate area of application, target pest(s), date and time of application, signature of service technician and signature of designee.
- B. Sanitation Report – Detailing any area of any building which is in need of improved sanitation, construction repair, mechanical alterations, etc. concerning problems associated with pest infestation. Signed by both the service technician and designee.
- C. Service Fee Invoice – Showing exact amount of service fee for each school receiving treatment. Signed by both the service technician and designee.

## **PESTICIDE USAGE – GENERAL PROVISIONS**

This contract shall cover all areas of all listed buildings both interior and exterior for the described covered pest infestations.

### **A. Rodenticides**

Rodent control products (rodenticides) are to be placed in tamper resistant bait stations. All bait stations are to be placed in areas that are inaccessible to children and/or pets. Rodenticides should only be used in the event of a persistent rodent infestation. Nontoxic and/or mechanical control methods should be utilized for preventive methods (i.e., glue traps, automatic mouse trap devices, exclusion of harborage areas, etc.).

### **B. Liquid Insecticides - Interior**

All liquid insecticides are to be applied by either crack and crevice or spot application methods according to the areas labeling directions per the given product being used.

Special Note: Only apply treatment to lockers or desk when an actual infestation exists and then only after all items have been emptied from the locker or desk. Items should be replaced only after solution is thoroughly dried. Emptying of lockers or desk if the responsibility of school personnel.

### **C. Dry Insecticides**

Dust, baits and granular products are only to be used/applied in areas which are inaccessible to children and/or pets and done so in a manner that they will not move off target.

By signing below the vendor swears or affirms, under the penalty of false swearing as provided by KRS 523.040, that he/she is in compliance with all of the following:

That I am the bidder (if bidder is an individual), a partner in the bidder (if the bidder is a partnership), or an officer or employee of the bidding corporation having authority on its behalf (if the bidder is a corporation);

That the cost quoted in the attached bid or bids responding to the Pest Control Service Invitation to Bid are correct and have been arrived at by the bidder independently and have been submitted without collusion and without agreement, understanding, or planned common course of action, with any vendor of materials, equipment, or services described in the invitation to bid, designed to limit independent bidding or competition;

That the content of the bid or bids have not been communicated by the bidder, or its employees or agents, to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids and will not be communicated to any such person prior to the official opening of the bid or bids;

That the bidder is legally entitled to enter into the contracts with the Commonwealth of Kentucky and is not in violation of any prohibited conflict of interest, including those prohibited by the provisions of the Model Procurement Code (KRS Chapter 45A);

That I have fully informed myself regarding the accuracy of the statements made above and that I have read the entire contents of this bid invitation and accept all the terms and conditions as part of my proposal and will be bound by the same. I am not relying on any statement, verbal or otherwise, not contained herein.

**1. Pest Control Service, As Specified, Covering All Listed Buildings**

**A. Monthly Service Fee  
(12 Services)**

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**B. Annual Service Fee  
(Entire Contract Period)**

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**A breakdown of cost per site is included.**

**This proposal cannot be considered valid unless the bidder fully completes the information below:**

\_\_\_\_\_  
**Signature of Bidder**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Company Name**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**Phone Number**

\_\_\_\_\_  
**Email Address**

