

### **BID #WG22-49 SPECIFICATIONS**

The Baldwin County Commission is seeking bids for pest control services for all Baldwin County Commission facilities.

These specifications shall be construed as minimum. All integral parts not specifically mentioned in the scope of these specifications that are necessary to provide a complete working unit shall be furnished.

Bidder shall give unit prices as indicated on the Bid Response Form; prices shall be firm for the period in which the bid is in effect.

**It is the intent of the Baldwin County Commission to award this contract for twenty-four (24) calendar month period beginning on day of award. However, the Baldwin County Commission may, at their option and in agreement with the Successful Bidder, renew the contract for up to one (1) additional year (2024). The Baldwin County Commission will, in writing, notify the Contractor thirty (30) days prior to expiration of the 2022 contract with its intent to extend the contract. The Contractor shall respond in writing to the Baldwin County Purchasing Manager stating it will or will not agree to the contract extension. The said response shall be made to the Baldwin County Purchasing Manager within ten (10) calendar days of receipt of the Commission's intent to extend letter. The prices for 2022 shall also apply to the extension period(s).**

No bid may be withdrawn for a period of thirty (30) days following the bid opening unless approved by the Baldwin County Commission, Bay Minette, Alabama.

The use of specific names and numbers in the specifications is not intended to restrict the bidder or any seller or manufacturer's but is solely for the purpose of indicating the type, size and quality of equipment considered best adapted to Baldwin County.

Award will be to the lowest responsible bidder meeting specifications. It is not the policy of the Baldwin County Commission to purchase on the basis of low bid only.

Baldwin County Commission reserves the right to reject any and all bids.

### **BID RESPONSE FORM**

Each supplier should use the Response Form provided for their bid. **All exceptions must be listed and attached to the bid response form.**

**The Baldwin County Commission intends to award the bid to one vendor.**

### **BIDDER QUALIFICATIONS**

The County may make such investigations as they deem necessary to determine the ability of the bidders to furnish all materials, and the bidder shall furnish to the County all such information and data for this purpose as the County may request. The County reserves the right to reject any bid if the evidence submitted, or investigation of such bidder, fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to furnish all materials contemplated therein. Conditional bids will not be accepted.

### **INSURANCE**

Successful bidder must furnish a Certificate of Insurance that covers General Liability, Auto Liability, Worker's Compensation, and Pesticide or Herbicide Applicator Coverage. Limits will be equal to or more than enclosed specimen.

#### **HOLD HARMLESS PROVISION**

The Contractor shall at all times indemnify and save harmless the County and its Departments, their officers and employees, against all liability, claim of liability, loss, cost or damage, including without limitation death, and loss of services, on account of any injury to persons or property, occurring from any cause whatsoever in the construction work involved in the contract, and will at his expense defend on behalf of the County and its departments, their officers and employees, either or all, any suit brought against them or any of the, arising from any such cause.

#### **CONTRACT CANCELLATION**

The County may terminate the contract with thirty (30) days written notice if it is determined the level of service is inadequate or if the contractor fails to comply with the requirements of the specifications. The County shall be the sole judge of compliance.

#### **SUBMITTALS**

Copies of labels and Material Safety Data Sheets for all chemicals to be used shall be submitted upon request.

#### **ADDITION OF SITES**

Additional sites may be added at the same bid price.

#### **PRODUCT HANDLING**

Use of all means necessary to protect property and buildings before, during and after treatment and to protect the treatment and materials of other work.

In the event of damage, immediately contact the Baldwin County Commission Purchasing Manager and arrange for replacements and repairs.

#### **MATERIALS**

To the extent approved by governmental agencies having jurisdiction, use working solutions as recommended by the manufacture for pest treatments and in accordance with National Pest Control Association standards.

Odorless chemicals shall be used when regular chemicals present an inconvenience (meeting, conferences, seminars, public events, etc.) to personnel or public.

#### **SCOPE OF SERVICES**

Furnish all materials, labor, equipment, and insurance necessary to inspect and service each building as designated or more often if necessary to insure maximum sanitation with respect to vermin and rodents.

Treatment (all buildings) shall include pest control services for complete control of, but not limited to: rats, mice, ants (including carpenter), roaches, beetles (including wood boring), box elder bugs, caterpillars, moths, centipedes, millipedes, lice, mites, crickets, earwigs, silverfish, fire brats, sowbugs, pill bugs, ticks, fleas, spiders, crabs, bedbugs, bees, wasps, yellow jackets and hornets.

Pest Control Services (all buildings) shall include inside premises, outside wall junctures and 5 feet from base of the building.

Pest Control Services will be quoted on a monthly and quarterly basis. If monthly or quarterly service is required, it is designated on the attached Bid Response page. If the building occupants see insects between the treatments, then the exterminating company will come back and re-spray at **no charge**. When a call back is received by the successful bidder to re-spray, a forty-eight (48) hour response is required. Only the areas where insects have been reported will be re-sprayed.

A cost for outside rat bait stations service on a monthly basis should be listed on the Bid Response page.

This service does not include pests that require special treatment, such as termites, snakes, etc.

**All invoices will have a copy of the service ticket attached when submitted for payment. The service ticket must be signed at the time of service by a county employee located at each County facility. Invoices will not be processed if the signed tickets are not attached.**

Prior to all Work of carefully inspect all structures and verify the conditions involved in performing the work. Note that all rodent carcasses and old baits are to be removed from the premises. Avoid damage to property and protect the public, buildings, plants, furniture, etc. which may be damaged in the process of doing work. All damage shall be at the Contractor's expense with no additional cost to the Owner.

In the event upon carrying out the work of this contract the exterminator discovers pest which are not covered by these specifications he will notify the Baldwin County Commission immediately.

Do not dispose of any Pesticides, Rodenticide, or other material on the property.

Contractors must not use Baldwin County sites to prepare or dispose of any pesticide or chemicals, including any pest carcass.

Application or treatment shall be scheduled so as to offer a minimum of interference with normal operations.

**BID #WG22-49 RESPONSE FORM**

Provision of Pests Control Services

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

Out of State \_\_\_\_\_ or \_\_\_\_\_ If yes, \_\_\_\_\_  
Yes No Registration Number

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

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

Company Rep \_\_\_\_\_

\_\_\_\_\_  
(Rep. Name Typed or Printed)

Position: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Financing through another agency beside yourself \_\_\_\_\_ or XX  
Yes No

If yes, must attach a copy of the financing agreement and all conditions to this response form.

\_\_\_\_\_  
Financing Agency Authorized Signature

**All exceptions must be listed and attached to the bid response form.**

**BID #WG22-49 RESPONSE FORM****Provision of Pest Control Services**

All building listed shall be treated monthly and quarterly as designated with no charge follow-up.

M-denotes Monthly treatment and Q denotes quarterly treatments.

| <b>Bay Minette</b>                                                             | <b>Service</b> | <b>Amount</b> |
|--------------------------------------------------------------------------------|----------------|---------------|
| 1 Courthouse Sq Bay Minette Courthouse                                         | Q              |               |
| 322 Courthouse Sq Bay Minette Admin Bldg                                       | Q              |               |
| 312 Courthouse Sq Bay Minette Annex Bldg I (JPO)                               | Q              |               |
| 175 Courthouse Sq Bay Minette Annex Bldg II (CIS)                              | Q              |               |
| 257 Hand Ave Bay Minette Annex Bldg III (Budget/Purchasing)                    | Q              |               |
| 105 W. 3rd St Annex Bldg IV (CIS)                                              | Q              |               |
| 1705 S Hwy 31 Bay Minette Annex Bldg V (Revenue Comm)                          | Q              |               |
| 212 Courthouse Sq Bay Minette Annex Bldg VI (Health and Community Corrections) | Q              |               |
| 2600A N. Hand Ave Bay Minette Board of Education (2 bldgs)                     | Q              |               |
| 220 Courthouse Sq Judge of Probate                                             | Q              |               |
| 320 N. Hoyle Ave., Baldwin County Sheriff's Office                             | Q              |               |
| 200 Hand Ave Baldwin County Correction Center (All Bldgs)                      | M              |               |
| 210 W. Railroad St Baldwin County Sheriff Maint Shop                           | Q              |               |
| 1400 Moran Rd Baldwin County Sheriff's Garage                                  | Q              |               |
| 305 E 2nd St Baldwin County Archives Bldg                                      | Q              |               |
| 324 Courthouse Sq Symbol Clinic                                                | Q              |               |
| 302 Byrne St Bldg                                                              | Q              |               |
| 8700 Live Oak Rd, Bay Minette, AL - Live Oak Landing Park                      | Q              |               |
| 55810 Canaan Rd Vaughn Center (Stockton)                                       | Q              |               |
| 70170 Ralph Gannt Rd, Little River, AL - Little River Sail Center              | Q              |               |
| 51233 Highway 225 (Bicentennial Park)                                          | Q              |               |
| 107 South St Bay Minette Maintenance Bldg                                      | Q              |               |
| 203 Dickman Rd Voting Machine Building                                         | Q              |               |
| 203 Dickman Rd Bay Minette Highway Dept                                        | Q              |               |
| 43405 Nicholasville Rd Juvenile Detention Center                               | M              |               |
| 43205 Nicholasville Rd Transfer Station                                        | M              |               |
| 15950 Mosley Rd Mill Creek Training Ctr (Sheriff)                              | Q              |               |
| 207 N White Ave Baldwin County Level II Shelter                                | Q              |               |
| 101 Hand Ave District Attorney's Office                                        | Q              |               |
| 104 E 5th St BRATS Annex Bldg                                                  | Q              |               |
| 203 Oak St Legislative Delegation/Planning and Zoning Building (3 offices)     | Q              |               |
| 111 E 4th St Baldwin County Sheriff's Support Services                         | Q              |               |
| 119 W. 2nd St Board of Registrars                                              | Q              |               |
| 1016 Moran Road, Sheriff Storage Bldg.                                         | Q              |               |

| <b>Loxley</b>                            | <b>Service</b> | <b>Amount</b> |
|------------------------------------------|----------------|---------------|
| 26941 McBride Road, McBride C&D Landfill | Q              |               |
| 14771 Longview Drive Loxley SAIL Center  | Q              |               |

| <b>Robertsdale</b>                               | <b>Service</b> | <b>Amount</b> |
|--------------------------------------------------|----------------|---------------|
| 18100 County Rd 54 BRATS                         | Q              |               |
| 18126 County Rd 54 Robertsdales Sheriff's Office | Q              |               |

|                                                                         |   |  |
|-------------------------------------------------------------------------|---|--|
| 18126 County Rd 54 Robertsdale Sheriff's Storage Facility               | Q |  |
| 18185 Raymond Fell Dr Sheriffs Quarter Master Bldg. & Maintenance Shop  | Q |  |
| 18155 Raymond Fell Dr Sheriffs Fort Stewart Facility                    | Q |  |
| 18126B County Rd 54 Baldwin County Coroner's Office                     | Q |  |
| 23100 McAuliffe St Emergency Management Agency (3 bldgs)                | Q |  |
| 23130 McAuliffe Drive - Old E-911 Revenue Appraisers Office             | Q |  |
| 22251 Palmer St Robertsdale Central Annex                               | Q |  |
| 22251 Palmer St. Robertsdale Central Annex Solid Waste Drive thru shack | Q |  |
| 22070 Hwy 59 S Robertsdale Central Annex II                             | Q |  |
| 23280 Gilbert Dr. Health Department                                     | Q |  |

| <b>Fairhope</b>                              | <b>Service</b> | <b>Amount</b> |
|----------------------------------------------|----------------|---------------|
| 1100 Fairhope Ave Fairhope Courthouse        | Q              |               |
| 918 Fairhope Ave Brats HUB                   | Q              |               |
| 20555 Bishop Rd Fairhope CRO/State Probation | Q              |               |
| 20531 BISHOP RD - House                      | Q              |               |

| <b>Silverhill</b>                                            | <b>Service</b> | <b>Amount</b> |
|--------------------------------------------------------------|----------------|---------------|
| 15605 Silverhill Ave., Silverhill Hwy Dept (All Bldgs)       | Q              |               |
| 22230 West Blvd Silverhill Hwy Construction Bldg/Parks Dept. | Q              |               |

| <b>Summerdale</b>                                                     | <b>Service</b> | <b>Amount</b> |
|-----------------------------------------------------------------------|----------------|---------------|
| 15093 Landfill Drive, Summerdale, AL - Administration Building        | M              |               |
| 15152 Landfill Drive, Summerdale, AL - Maintenance Shop               | M              |               |
| 15118 Landfill Drive, Summerdale, AL - Wash Bay                       | M              |               |
| 15186 Landfill Drive, Summerdale, AL - Residential Garbage Collection | M              |               |
| 15297 Landfill Drive, Summerdale, AL - Scale House                    | M              |               |
| 15609 Landfill Loop, Summerdale, AL - Recycle Building                | M              |               |
| 15725 Landfill Loop, Summerdale, AL - Bio Solids Building             | M              |               |
| 15240 County Rd 49 Animal Shelter @ Magnolia Landfill                 | Q              |               |

| <b>Elberta</b>                                 | <b>Service</b> | <b>Amount</b> |
|------------------------------------------------|----------------|---------------|
| 17917 C.C. Road, Elberta, AL Eastfork Landfill | M              |               |

| <b>Foley</b>                                       | <b>Service</b> | <b>Amount</b> |
|----------------------------------------------------|----------------|---------------|
| 20764 County Road 24 Foley Highway Dept            | Q              |               |
| 201 E. Section Ave Foley Courthouse                | Q              |               |
| 201 E. Section Ave Foley Building Maintenance Bldg | Q              |               |
| 1013 N. Juniper St Foley Building Maintenance Dept | Q              |               |

|                             |   |  |
|-----------------------------|---|--|
| Rat Bait Station Services   | M |  |
| Snake Bait Station Services | M |  |