

**CALHOUN COUNTY ADMINISTRATIVE SERVICES,  
PURCHASING DIVISION  
315 WEST GREEN STREET  
MARSHALL, MI 49068  
(269) 781-0981**

**REQUEST FOR BIDS  
PEST CONTROL SERVICES  
RFB #132-14  
ISSUED: DECEMBER 12, 2014  
DUE: DECEMBER 29, 2014; 5:00 P.M.**

Calhoun County is seeking a qualified contractor to provide pest control services to seven (7) County buildings or site operations per the specifications and terms as detailed below:

**SCOPE OF WORK:**

1. SERVICE:
  - a) Contractor shall provide regular monthly pest control of roaches, ants, rats, mice, and as needed for other unspecified pests. Proposed contractor shall also state pests/situations/or conditions which are not included in his proposed services. Specifically include with your bid the procedure your firm would employ to eradicate bed bugs and whether contract prices include or exclude this service.
  - b) After regular preventive pest control programs are in place, the contractor shall be responsible for providing special services to eliminate persistent infestations at no additional costs to the County.
  - c) Regularly scheduled service calls will be arranged with the County Facilities Supervisors or designated contacts, to deter normal building operation interruptions.
  
2. MATERIALS:
  - a) All materials used by the contractor in pest control must conform to federal, state, and local laws.
  - b) All pest control services shall be performed in a safe manner, consistent with industry accepted standards for pest control procedures, which have been approved by the County.

TERMS & CONDITIONS:

1. Bid price shall include all materials, equipment, and labor to complete the services per the terms and specifications as stated in this RFB.
2. The contractor selected for the award of this contract will be required to provide proof of insurance prior to commencing work activities.
3. The contractor selected for the award of this contract shall be licensed and adhere to Michigan Department of Agriculture Regulation No. 637 regarding Pesticide Use. (A copy of this regulation will be maintained on file and is available for viewing.) The County shall be provided with proof of such licensing along with your bid.
4. Work must be completed within the scheduled times and in accordance with the approval of the County, so as not to disrupt or endanger County personnel or the public.
5. This agreement shall be in effect for a **two year term beginning January 1, 2015 and will remain in effect until December 31, 2017.**
6. To receive additional information regarding the buildings , or to make arrangements to view the buildings/sites for bidding purposes, contact the following:

***CONTACTS AND FACILITIES:***

**Justice Center/Correctional Facility:** *Bob Lawton, (269) 969-6402*

161 E. Michigan Ave, Battle Creek, MI

**Toeller Building:** *Bob Lawton, (269) 969-6402*

190 E. Michigan Ave., Battle Creek, MI

**Community Corrections:** *Bob Lawton, (269) 969-6402*

34 Green St, Battle Creek, MI

**County Building:** *Curtis Smyers, (269) 781-0771*

315 W. Green St., Marshall, MI

**County Jail:** *Curtis Smyers, (269) 781-0771*

212 S. Grand St., Marshall, MI

**Juvenile Home:** *Curtis Smyers, (269) 781-0771*

14555 18 ½ Mile Rd., Marshall, MI

**Albion Human Services Building:** *Curtis Smyers, (269) 781-0771*

101 N. Albion, Albion, MI

Bids are due **December 29, 2014 by 5:00 p.m.** and should be submitted by mail or hand delivered to the Purchasing Department, 315 W. Green Street, Marshall, MI 49068. Bids will also be accepted via email to: [lobrig@calhouncountymi.gov](mailto:lobrig@calhouncountymi.gov)

**LATE BIDS WILL NOT BE CONSIDERED.**

The County reserves the right to accept or reject any or all bids and to waive informalities and irregularities in bids or bidding procedures, and to accept any bid determined by the County to be in the best interests of the County, even though not the lowest bid. **BIDS SHALL REMAIN VALID FOR SIXTY (60) DAYS FROM THE OPENING.**

**BID SHEET**  
**RFB#132-14**

<b><u>FACILITY</u></b>	<b><u>YEAR ONE</u></b>		<b><u>YEAR TWO</u></b>	
	<i>price/mo.</i>	<i>price/yr.</i>	<i>price/mo.</i>	<i>price/yr.</i>
<b>Justice Center/Correctional Fac.</b> 161 E. Michigan Ave., Battle Creek	_____	_____	_____	_____
<b>County Building</b> 315 W. Green St., Marshall	_____	_____	_____	_____
<b>County Jail</b> 212 S. Grand St., Marshall	_____	_____	_____	_____
<b>Albion Human Services Bldg.</b> 101 S. Albion, Albion	_____	_____	_____	_____
<b>Toeller Building</b> 190 E. Michigan Ave., Battle Creek	_____	_____	_____	_____
<b>Juvenile Home</b> 14555 18 ½ Mile Rd., Marshall	_____	_____	_____	_____
<b>Community Corrections</b> 34 Green St., Battle Creek	_____	_____	_____	_____

**TOTAL BID AMOUNT, ALL BUILDINGS/SITES (24 MONTHS):** \$ \_\_\_\_\_

(Bid Sheet continued)

**\*\*COMPLETE FOR BID SHEET\*\***

**Company or Bidder's Name:** \_\_\_\_\_

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

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

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

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

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

**EXCEPTIONS/NOTES:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CONTRACT**

**PEST CONTROL SERVICES  
RFB#132-14**

**CALHOUN COUNTY**

TO: COUNTY OF CALHOUN, MICHIGAN

BID BY: \_\_\_\_\_  
\_\_\_\_\_ (Vendor name)

The above named vendor does hereby offer to provide **PEST CONTROL SERVICES** to the County of the type and quality and in the manner described, subject to and in accordance with the terms and conditions set forth in RFB#132-14 and at the price hereinafter stated for services rendered.

\$ \_\_\_\_\_  
(Total 2 year bid amount)

( \_\_\_\_\_ Dollars)  
(Total 2 year bid amount in words)

VENDOR:

COUNTY OF CALHOUN:

\_\_\_\_\_  
(Signature) (Signature)

\_\_\_\_\_  
(Name - type or print) (Name - type or print)

\_\_\_\_\_  
(Title) (Title)

\_\_\_\_\_  
(Date) (Date)