

Invitation to Bid

From: Housing Authority of Mayfield

Name

312 Brookside Drive

Mayfield, KY 42066

Address

Date

To:

Name

Address

Subject: Bid Proposal for Pest Control

To Whom It May Concern,

Pest Control Bids will be accepting bid proposals for the above referenced item.

All bids must be received by no later than 2:00 pm, March 21, 2023

Brookside Drive, Mayfield, KY 42066

Bids received after this date and time will not be accepted and will be returned unopened to the sender. The purpose of this project is:

Solicit and receive meaningful proposals so the Housing Authority of Mayfield May select, among a range of proposals, the one that best meets the needs and requirements.

Key components of this project include:

Submit a plan of action for control of pests including but not limited to: designation of specific problems and location of pests, five notice to MHA staff of sanitation and physical problems within the units. Also, bidders should identify specific products for insecticide spray, baits, aerosol ULV or fog treatment with flushing agents and insect growth regulators, pesticide to be used and label information, a plan for application techniques and equipment to be used.

If you are interested in submitting a bid, it should be delivered to the name and address listed below in a sealed envelope labeled as follows:

Pest Control Bid Proposal
312 Brookside Drive
Mayfield, KY 42066

Bids must be prepared and submitted using the bid forms provided and must be typed or printed and then signed in ink. All bids received by the deadline date and time shall be reviewed by MHA Staff. All bids must include all requested work items, be responsive, accurate, and cost reasonable.

MHA has the right to reject any and all bids at their sole discretion. Should you have any questions or concerns about any of the items on the work write-up, please contact Greg Vaughn for clarification prior to bidding. You are reminded that your bid should be inclusive of all taxes, fees, and permits.

Sincerely,

Greg Vaughn, Executive Director

BID DOCUMENT

Sealed proposals for the control of pests will be received at the Housing Authority of Mayfield, 312 Brookside Drive, Mayfield, KY 42066 until **2:00 p.m. central time March 21, 2023.**

Unless otherwise specifically indicated under the individual listing in the legal advertisement, all bids shall be subject to the following:

A.) All bidders will be subject to provisions regarding Equal Opportunity Employment. Failure of a bidder within ten (10) days of notification to comply with these requirements shall be cause for rejection of the bid.

B.) The Housing Authority of Mayfield reserves the right to waive informalities or to reject any or all bids.

C.) Bidder must use the Bid Document Proposal Form furnished by the Housing Authority of Mayfield, as none other will be accepted. The proposal forms must be returned intact. Removal of any part thereof will invalidate the bid.

The purpose of the RFP is to solicit meaningful proposals so that the Housing Authority of Mayfield may select, among a range of proposals, the one that best meets its needs and requirements. It is further hoped that the RFP process will insure cost competitiveness among vendors.

Sealed proposals are requested on the list of materials, supplies, equipment, or services set forth herein, subject to all conditions outlined in the Bid Document, including the General Conditions, Instruction to Bidders and Information for Bidders herein attached.

Bidders should submit a plan of action for control of pests including but not limited to: designation of specific problems and location of pests, give notice to the Mayfield Housing Authority staff of sanitation and physical problems within units.

Also, bidders should identify specific products for insecticide spray, baits, aerosol ULV or fog treatment with flushing agents and insect growth regulators, pesticides to be used and label information, a plan for application techniques and equipment to be used.

The Housing Authority reserves the right to make an award based solely on the proposals or to negotiate further with one or more vendors. The vendor selected for the award will be chosen based on greatest benefit to the Housing Authority, not necessarily on the basis of lowest price.

RETURN BID FORM TO:
The Housing Authority of Mayfield
312 Brookside Drive
Mayfield KY 42066

BID FORM

TO: Housing Authority of Mayfield
312 Brookside Drive
Mayfield, KY 42066

FROM: _____
Name of Bidder

Address

FOR: Pest Control at sites 40-1, 40-2, 40-3, 40-4, Davis Apt.

1. NOTES TO CONTRACTORS:

A. Submit Bid in triplicate of this form.

B. Attach only one (1) Bid Bond or Certified Check to one form.

The undersigned having familiarized (himself, herself, themselves) with the local conditions affecting the cost of the work, and with the specifications (including Invitation for Bids, General Conditions, Instructions and Information for Bidders, Form of Bid Bond, Form of Non-Collusive Affidavit, Form of Contract, Form of Performance and Payment Bond or Bonds, Specifications and Addenda, if any thereto, and Plans) as prepared by the Housing Authority of Mayfield, 312 Brookside Drive, Mayfield, KY 42066, hereby proposes to furnish all labor, materials, equipment and services required to complete all described in the contract documents for the Housing Authority of Mayfield, sites 40-1 plus house at 1001 Pine Lane, 40-2 plus house at 1049 Weda, 40-3 1505 S 10TH, 40-4, Davis Apt.

A. Bid for the basic work: including all work to exterminate and control rodents and crawling insects in the Housing Authority of Mayfield sites 40-1, 40-2, 40-3, 40-4:
For the sum of _____

(\$ _____).

B. Bid for the basic work: including all work to exterminate and control rodents and crawling insects in the Housing Authority of Mayfield site Davis Apartments:

For the sum of _____

(\$ _____).

C. Bid for termite treatment and annual maintenance contract for each unit treated. This work will be based on a per linear foot price. This work will be on a request only basis. MHA may or may not choose to purchase a yearly contract.

Termite treatment for the sum of _____ per linear foot:
(\$ _____).

Yearly contract MHA for the sum of _____ per year per building
(\$ _____).

BID FORM

3. ADDENDA: The following Addenda to Contract Documents are hereby acknowledged:

A. No. _____ Dated _____

B. No. _____ Dated _____

C. No. _____ Dated _____

4. COMMENCEMENT AND COMPLETION: Work will be started immediately after receipt of Notice to Proceed; initial treatment of all units will be attained in 30 calendar days; follow-up treatments will be scheduled at a minimum period of once per week.

5. LIST OF MATERIALS AND EQUIPMENT: In the space provided, list all materials, supplies, equipment, or services set forth herein, subject to all conditions outlined in the Bid Document, including General Conditions, Instructions to Bidders, and Information to Bidders and Specifications herein attached.

(If additional space is needed attach sheet(s) titled "List of Materials and Equipment")

No. of additional pages _____, Signed, _____

6. PROPOSAL FOR PLAN OF ACTION: In the space provided, submit a plan of action for control of pests including but not limited to: designation of specific problems and location of pests, give notice to Mayfield Housing Authority staff of sanitation and physical problems within units.

(If additional space is needed attach sheets(s) titled "Proposal for Plan of Action").

No. of additional pages _____, Signed, _____

7. In submitting this bid it is understood that the right is reserved by the Housing Authority of Mayfield to reject any and all bids. If written notice of the acceptance of this bid is mailed, telegraphed, or delivered to the undersigned within thirty (30) days after the opening thereof, or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver a contract in the prescribed form and furnish the required bond within ten (10) days after the contract is presented to him for a signature.

8. Attached hereto is an affidavit in proof that the undersigned has not entered into any collusion with any person in respect to this proposal is submitted. Also, attached is an Affirmative Action Program for Equal Employment Opportunity and the Statement of Bidders Qualifications found in these bid documents.

9. The bidder represents that it has (), has not (), participated in a previous contract or subcontract subject to either the Equal Opportunity Clause herein or the clause originally contained in the Section 301, of Executive Orders 10925, 11114, 11246, or the Secretary of Labor; that it has (), has not (), filed all required compliance reports, and that representatives indicating submission of the required compliance reports, signed by proposed subcontractors, will be obtained prior to subcontract awards.

(The above representations need not be submitted in connection with contracts or subcontracts which are exempt from the clause.)

10. Certification of Non-segregation of Facilities. By signing this bid, the bidder certifies that the Bidder does not maintain or provide any segregated facilities at any of the Bidder's establishments and that the Bidder does not permit employees to perform services at any location, under the Bidder's control, where segregated facilities are maintained. The bidder certifies further that it will not maintain or provide establishments and will not permit employees to perform their services at any location under the Bidder's control, where segregated facilities are maintained. The Bidder agrees that a breach of this certification is a violation of the Equal Employment Opportunity Clause of this contract. As used in the certification, the term "segregated facilities" means any waiting room, work area, restrooms, and washrooms, restaurants and other eating areas, time clocks, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation, or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit direction of in fact, segregated on the basis of color, race, religion, or national origin, because of habit, local custom, or otherwise. The Bidder further agrees to (except where the Bidder has obtained identical certifications form from proposed subcontractors for specific time periods) obtain identical certifications from proposed subcontractor prior to the award of subcontracts exceeding \$10,000 which are not exempt from provisions of the Equal Opportunity Clause; that the Bidder will retain such certifications and will forward a notice to all proposed subcontractors as provided in the Instruction to Bidders.

BID FORM

NOTE: The penalty for making false statements is prescribed in U.S.C. 1001.

Date

(Name of Bidder)

BY: _____

TITLE: _____

Official Address:

END FORM OF PROPOSAL

AFFIDAVIT

State of _____

County of _____

_____, being first duly sworn, deposes and says:

That he/she is _____ (a partner, or officer of the firm, etc.) that party making the foregoing proposal or bid, that such proposal, or bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manor, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or of any other bidder, or to fix any overhead, profit of cost element of said bid price, or of that of any other bidder, or to secure any advantage against the Housing Authority of Mayfield or any person interested in the proposed contract; and that all statements in said proposal or bid are true.

Signature

Name printed

Title

Subscribed and sworn to before me

This ____ day of _____, 20____

My commission expires _____, 20____

STATEMENT OF BIDDER QUALIFICATIONS

1. Name of Bidder:
2. Address of Bidder:
3. When organized:
4. If a corporation, where incorporated:
5. How many years have you been in pest control under your current name?
6. Similar contracts on hand:

Schedule	Gross Amount	Anticipated Date of Completion
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7. Please list 3 or more reference:
8. Have you ever failed to complete any awarded work? If so, where and why?
9. Have you ever defaulted on a contract? If so, where and why?
10. List the most important similar contracts completed by you:

Owner	Approx. Cost	Month/Year Completed
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Statement of Bidders Qualifications
Page Two

11. List your major equipment available for this contract.
12. List background and experience of the principal members of the organization.
13. List bank reference(s).
14. Attach a detailed financial statement for the bidders last fiscal year.

Signature

Signature

Notary

My commission expires ____ day of _____, 20 ____