



CALHOUN COUNTY COMMISSION

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COMMISSIONERS

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County Administrator

JULIE M. BORRELLI

County Attorney

MELISSIA WOOD, CPA

Chief Financial Officer

November 22, 2024

INVITATION TO BID

The Calhoun County Commission ("County") will accept sealed bids for Pest Control Services for the various county-owned buildings listed on the Bid Submission Form – Section 1. Bids will be received at 1702 Noble Street, Suite 103, Anniston, Alabama 36201, until 2:00 p.m., **Tuesday, December 10, 2024**. At that time, bids will be opened, read and recorded. The contract period will be for one year, beginning on the date of the award, with the option to extend annually for two additional years, if agreeable, with the selected bidder.

Bidders are encouraged to read all the technical specifications listed on pages 2 – 5 and designated as "Pest Control Service Specifications".

Overall guidelines for the bid process are listed on pages 6 – 8 and designated as "General Bid Instructions."

Bidders submitting bids should read the instructions very carefully. If the bid documents are not submitted properly, it may result in disqualification and the bid being rejected.

The Calhoun County Commission reserves the right to reject any or all bids. Bid awards will always be in the best interest of the Calhoun County Commission. Questions concerning bids and submission should be directed to Jason Crumley, Facilities Manager, telephone number (256) 241-2800 or by email jcrumley@calhouncounty.org.

PEST CONTROL SERVICE SPECIFICATIONS

GENERAL:

The Contractor shall provide all labor, materials, chemicals, supervision, equipment, tools, transportation and supplies necessary to treat in and around County buildings by use of registered and approved insecticides, pesticides, and/or other devices to eliminate or reduce pest population in accordance with the specifications contained herein. The pest control and extermination services are to be provided, as specified herein, for the control and extermination of insects and rodents and to maintain as near as possible 100% control by complete and accurate coverage of the various County locations as listed herein. Services shall cover the prevention and elimination of pests, including but not limited to termites, rats, mice, roaches, fleas, ants, silverfish, centipedes, millipedes, earwigs, spiders, crickets, wasps, moths, gnats, and all other common insects and/or pests.

SCOPE OF WORK:

The awarded Contractor shall service each facility once a month for pest control treatments and annual termite treatments for indicated County buildings. The Contractor's employees will immediately notify the facility personnel of their presence and purpose and notify them when service is completed. The Contractor shall perform pest control at said facilities, according to the species of pest(s) encountered and the site-specific situations(s) in which the pests are found. All services shall be rendered at such times so as not to interfere with employees and other people in or about the premises.

The areas to be serviced at each location listed herein shall include, but not be limited to the following:

- All office areas, rooms, kitchens and restrooms;
- Beneath and behind sinks, stoves, refrigerators and cabinets, and around plumbing and other utility areas;
- All meeting rooms, employees' lounges, lunch areas, etc;
- All closets, supply rooms, mechanical rooms;
- All hallways, stairways, and elevators;
- All service areas, maintenance areas, and stockrooms;
- Exterior perimeter of buildings;
- Separate buildings, structures, trailers, cottages and storage containers;
- All stadium buildings, restrooms, including inside and outside concession stands;
- All dog parks

The contractor shall be responsible for the posting of signs alerting the public to the recent application of pesticides in an outdoor area. Odorless chemicals shall be used when regular chemicals present an inconvenience to personnel or public, with consideration for meetings, conferences, seminars, public events, etc.

RODENT CONTROL:

Rodent control inside buildings shall be accomplished with trapping devices only. All such devices shall be concealed out of the general view and in protected areas so as not to be affected by routine cleaning and other operations. The Vendor shall be responsible for disposing of all trapped rodents and all rodent carcasses in an appropriate manner.

RODENTICIDES:

In exceptional circumstances, when rodenticides are deemed essential for adequate rodent control inside buildings, the Vendor shall obtain approval from the Facilities Manager prior to making any interior rodenticide treatment. All rodenticide, regardless of packaging, shall be placed either in locations not accessible to children, pets, wildlife and domestic animals, or in tamper-resistant bait boxes which conform to applicable regulations. As a general rule, rodenticide application outside buildings shall emphasize the direct treatment of rodent burrows wherever feasible.

BAIT BOXES:

All bait boxes shall be maintained in accordance with applicable regulations, with an emphasis on safety for all non-target organisms. Bait boxes shall be included in the monthly cost and shall not be at an additional cost. The Vendor shall adhere to the following points:

- All bait boxes shall be placed out of general view, in locations where they will not be disturbed by routine operations.
- The lids of all bait boxes shall be securely locked or fastened shut.
- All bait boxes shall be securely attached to a solid object such as a cinder block or a fence so the box cannot be easily moved by a child or other animals.
- Bait shall always be secured in the feeding chamber of the box and never placed in the runway or entryways of the box.
- All bait boxes shall be labeled with the contractor's business name and address.

FOGGING:

Fogging, only if and as required, must be rendered at a time as mutually agreed upon between the Contractor and the using department. There shall be no extra charge to the County for this service.

CALL BACK/FOLLOW UP SERVICES:

Call back service, if required, shall be performed at no additional cost to the County. Should pests be seen in between treatments it shall be the Contractor responsibility to re-treat at no cost to the County. The contractor shall re-treat within 24 hours of contact by the County representative.

The Contractor shall make prompt and effective follow-up treatments based on complaints of infestations at any of the locations listed herein at no additional cost to the County.

SERVICE STANDARD:

The Contractor must employ a responsible method of pest control management with the least

possible hazard to people, property and the environment and the most judicious use of pesticides. Where possible, Contractor may apply dusts, baits and exterior treatments to accessible voids (switch-plates, electrical outlets, plumbing areas, walls, attics, and crawlspaces) as a control method and to minimize human exposure.

Rodenticide and insecticides used shall be used with due precaution to avoid the possibility of accidental harm to humans, domestic animals and pets. The Contractor shall use an odorless chemical that will not be harmful to food when pesticide spraying/servicing near any food areas.

CHEMICALS FOR REGULAR CONTROL SERVICE:

The Contractor shall comply with all federal, state, or local regulations and licensure requirements as they apply to the use of chemicals.

CONTRACTOR'S PERSONNEL:

Contractor's employees are to present a professional appearance. Shall be neat, clean, well groomed, courteous, properly uniformed and conduct themselves in a respectable manner while performing duties and while on City property. Employees shall wear an appropriate uniform as well as a name tag specifying the name of the employee and the Contractor's company name.

CONDUCT OF EMPLOYEES:

Employees of Contractor, while performing work under this contract, will not:

- Remove any Calhoun County property or personal property, equipment, forms, or any other item from their place.
- Be under the influence of alcohol or drugs.
- Smoke within the building.
- Bring unauthorized personnel to the job site (e.g., relatives, friends, guests and children).
- Use any County telephone except a telephone designated by the building management for the purpose of business under this contract.
- Enter any office where the door is closed unless authorization has been given to enter.

DISCIPLINE OR DISCHARGE OF EMPLOYEES:

Any Contractor's employee whose employment or performance is objectionable to the County shall be immediately transferred from the premises. A request by the County to transfer an employee shall not constitute an order to discipline or discharge the employee. All actions taken by the Contractor regarding employee discipline shall be at the sole discretion of the Contractor. The County shall be held harmless in any disputes the Contractor may have with the Contractor's employees. This shall include, but is not limited to, charges of discrimination, harassment, and discharge without just cause.

PERFORMANCE STANDARDS:

Unreasonable delays shall not be tolerated and may result in contract cancellation.

Should services be delayed beyond the time deemed by the County to be detrimental, it is understood and agreed that the same type of service may be provided by another vendor as

stipulated herein and all costs incurred on behalf of the County will be charged to the awarded vendor and deducted from any payment otherwise due and payable.

Contractor's failure to complete any work or due to Contractor's neglect in performing these specifications will result in the successful vendor paying all costs associated with the work performed by a secondary. Contractor shall be notified prior to the performance of work by a secondary vendor.

DAMAGE TO PUBLIC OR PRIVATE PROPERTY:

Extreme care shall be taken to safeguard all existing facilities, site amenities, irrigation systems, vehicles, etc. on or around the job site. Care should be taken to keep baseboard moldings, furniture and equipment clean and stain free. Damage to public and/or private property shall be the responsibility of the Contractor and shall be repaired and/or replaced at no additional cost to the County.

BUILDING SECURITY:

The County may have designated staff available to provide entry to and exit from or the facility may be on an alarm system or other access control system. Contractor's employees must be properly identified and are not to enter or leave buildings at will once they have reported for duty. Entry and exit will be limited to the initial report for service and service completion time. For any facilities that may not be always manned, or which have special security requirements, arrangements will be made by the Contractor with the Facilities Manager for gaining access as necessary.

ADDITIONAL SERVICES:

Although this solicitation identifies specific locations to be serviced and maintained, it is hereby agreed and understood that service(s) may be added to and/or deleted from this contract at the option of the County, with commensurate adjustments at negotiated prices. The County reserves the right to negotiate with the Contractor other services, including but not limited to termite, bird control and bee removal, and any other services not specifically covered herein which shall be performed by the Contractor only as authorized in advance in writing by Calhoun County. The Contractor shall perform required services by utilizing industry approved methods. A quote, in accordance with the bid response form, to perform said services must be provided and approved by the County prior to performing said services. The Contractor shall include supporting documentation of actual cost along with quote if requested by the County.

HOURS OF OPERATION:

County "normal" business hours of operation are 8:00 a.m. – 4:30 p.m., Monday through Friday, excluding County holidays. The Contractor shall perform the services during the hours as designated at each site and in consultation with management of each location. Exceptions may be required if regular treatments do not control an infestation. Treatments or any other proposed fumigation or other applications occurring outside normal business hours must be coordinated with the Facilities Manager.

GENERAL BID INSTRUCTIONS

All bids must be sealed and marked "Pest Control Services" with the bid opening date and time marked on the outside of the envelope containing the bid.

Records showing successful bidders and prices quoted will be placed on file and will be open for inspection.

It is not the policy of the Calhoun County Commission to purchase based on low bid only. Quality, conformity with specifications, purpose for which required, terms and dates of delivery, payment terms, and previous experience with vendors will all be factors in determining an award of the bid. Past performance on previous bids may be considered.

In the bid submission process, the bid price and indicated specifics should be inserted into the blanks provided beside the product description. Upon completion of prices for all products and/or services on which bids are submitted, the "Bid Submission Form" should be completed and attached to the top sheet of the specification sheets and forwarded to the Calhoun County Commission as per instructions related in paragraph one on the first page of this invitation to bid.

Bids may be mailed early enough that they are received prior to the bid opening date and time, or bids may be hand delivered early enough that they are received prior to the bid opening date and time to the Calhoun County Commission, 1702 Noble Street, Suite 103, Anniston, Alabama, 36201. The Commission cannot guarantee that bids sent by mail or courier will be received on or before the bid opening day and time as required. Bids received after the deadline will not be accepted and will be returned.

METHOD OF AWARD

The Calhoun County Commission reserves the right to award the bid in all categories on an item for item basis, a group of items basis or a multiple category basis, based upon the ability of bidder to meet delivery requests, payment terms, and availability of products. The Calhoun County Commission further reserves the right to award the bid in a manner deemed to be in the best interest of the Calhoun County Commission and reserves the right to reject any or all bids.

BID BOND

A bid bond, or certified check or cashier's check in lieu of a bid bond, made payable to the Calhoun County Commission, in the amount of \$250.00 must be submitted (enclosed) with the sealed bid. **FAILURE TO SUBMIT A BID BOND OR CERTIFIED CHECK IN LIEU OF A BID BOND, AS HEREIN REQUIRED, WILL CAUSE YOUR BID TO BE REJECTED. IF A BIDDER SUBMITS A BID BOND AND THE BID BOND IS NOT EXECUTED BY THE PRINCIPAL AND THE SURETY THE BIDDER'S BID WILL BE REJECTED.** The bid bond, or certified check or another irrevocable negotiable instrument, as herein required, shall be submitted in the envelope containing the bid. The bid bonds, certified checks, and irrevocable negotiable instruments will be returned to all bidders upon award of the bid or award of bids to the successful bidder or

successful bidders, unless earlier or otherwise required by law.

ADJUSTMENT OF PRICES

There shall be no adjustment of prices of any item during the first six (6) months after the award of a bid for any item or items. After the first six (6) months, the selected bidder may, in the event of the rising or increased cost of an item for which his, her or its bid was selected, request an increase in the amount he, she or it is to be paid for the item, the amount of increase to be adequate to compensate the selected bidder for the actual increase in cost to the selected bidder, but in no greater amount; in the event of such a request, the selected bidder, requesting the increase, must submit to the Calhoun County Commission for consideration documentation, certified under penalties of perjury to be true and correct by a duly authorized officer of the selected bidder, supporting the increase; the findings and judgment of the Calhoun County Commission as to whether the increase is justified and warranted and to be granted or not shall be final.

BILLING

All invoices, credits, and other accounting correspondence should be sent to the Calhoun County Commission. The selected bidder's record should agree with invoices left at the time of delivery. Corrections are to be made via issuance of credit invoices; no payment will be made without signed invoice receipt documentation.

PAYMENT METHOD

Commission shall pay invoices end of month of the net thirty (30) days. If any discrepancies with the invoice/s are found, the Commission shall pay the invoice within thirty (30) days after receiving the corrected invoice. The Selected Bidder shall not suspend services due to invoice error or due to the Selected Bidder's delay in providing a corrected invoice upon Commission's request. **Any request for deviation on payment methods must be noted on the Contractor's bid response.**

LAWS

All applicable federal and state laws, county policies, and rules and regulations of all authorities having jurisdiction to this project shall apply to the contract, awarded to selected bidder, throughout and will be deemed to be included in the contract with selected bidder the same as though herein written in full.

If instructions, conditions and specifications of the Calhoun County Commission exceed those of any of the above-mentioned agencies, the instructions, conditions and specifications of the Calhoun County Commission shall have precedent and supersede lesser requirements.

COMPLIANCE LAW

The Selected Bidder agrees to, by accepting a bid award, agree to the following: The contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement, shall be responsible for all damages resulting therefrom. Additionally, in compliance with Ala. Act No. 2023-409, by signing this contract, Selected Bidder

provides written verification that Selected Bidder, without violating controlling law or regulation, does not and will not, during the term of the contract engage in economic boycotts as the term “economic boycott” is defined in Section 1 of the Act. This requirement applies to contracts entered into on or after October 1, 2023, if Selected Bidder employs 10 or more employees and the contract could exceed \$15,000 over the term of the contract. Under Section 2 of the Act, the written verification may be waived if the County determines based on cost and quality factors that such a waiver is clearly in the best interest of the public. The selected bidder must complete all necessary paperwork required by the County for verification of enrollment in the e-verify program to verify full compliance with the Immigration Reform and Control Act of 1986, as amended by Immigration Act of 1990 and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, as amended.

The selected bidder must complete all necessary paperwork required by the County for verification of enrollment in the e-verify program to verify full compliance with the Immigration Reform and Control Act of 1986, as amended by Immigration Act of 1990 and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, as amended.

The selected bidder will, by accepting this bid award, agree to the following: By signing this Contract, the contracting parties affirm, for the duration of this agreement to remain in compliance with Act 2023-409, the Parties hereby agree that they are not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state can enjoy open trade.

BID SUBMISSION FORM

COMPANY _____

CONTACT PERSON _____

ADDRESS _____

TELEPHONE _____ EMAIL _____

SIGNATURE _____ TITLE _____

DATE _____

SECTION 1:

Location No.	Building/Address	Approximate Square Footage	Cost for Monthly Pest Control	Cost for Annual Termite Control
1	Calhoun County Courthouse 25 W. 11 th Street Anniston, AL 36201	78,362	\$	\$
2	Sheriff's Office 400 W. 8 th Street Anniston, AL 36201	7,160	\$	\$
3	Sheriff's Office/Garage/Maintenance 400 W. 8 th Street Anniston, AL 36201	7,160	\$	\$
4	Sheriff's Office/Main Jail 400 W. 8 th Street Anniston, AL 36201	87,074	\$	\$
5	Sheriff's Office/Investigation 400 W. 8 th Street Anniston, AL 36201	8,700	\$	\$
6	Administration Building 1702 Noble Street Anniston, AL 36201	65,132	\$	\$
7	Ag Center/Main 4500 Bynum Leatherwood Road Anniston, AL 36206	17,390	\$	\$

Location No.	Building/Address	Approximate Square Footage	Cost for Monthly Pest Control	Cost for Annual Termite Control
8	Ag Center/Civil Defense Building 4500 Bynum Leatherwood Road Anniston, AL 36206	4,800	\$	\$
9	Ag Center Shed/Old Recycling 4500 Bynum Leatherwood Road Anniston, AL 36206	3,990	\$	\$
10	Ag Center Expo/Livestock Center Including Bathrooms/Concession 4500 Bynum Leatherwood Road Anniston, AL 36206	10,400	\$	\$
11	Dewayne's Building (Offices/Warehouse) 1810 Noble Street Anniston, AL 36201	6,722	\$	\$
12	EMA/911 Building 501 Francis Street Jacksonville, AL 36265	10,264	\$	\$
13	EMA Storage Building 501 Francis Street Jacksonville, AL 36265	2,000	\$	\$
14	Landfill Transfer Station 3625 Morrisville Road Anniston, AL 36201	8,954	\$	\$
15	Landfill Scales Office #1 3625 Morrisville Road Anniston, AL 36201	630	\$	\$
16	Landfill Scales Office #2 3625 Morrisville Road Anniston, AL 36201	630	\$	\$
17	Landfill Warehouse 3625 Morrisville Road Anniston, AL 36201	2,556	\$	\$
18	Landfill Office Classroom 3625 Morrisville Road Anniston, AL 36201	1,423	\$	\$
19	Berman/Gayles Building 1112 Noble Street Anniston, AL 36201	12,525	\$	\$

Location No.	Building/Address	Approximate Square Footage	Cost for Monthly Pest Control	Cost for Annual Termite Control
20	Animal Control 3375 Morrisville Road Anniston, AL 36201	6,400	\$	\$
21	Janney Furnace Park Barn 145 Janney Road Ohatchee, AL 36271	9,120	\$	\$
22	Janney Furnace Welcome Center 145 Janney Road Ohatchee, AL 36271	1,230	\$	\$
23	Janney Furnace Museum 145 Janney Road Ohatchee, AL 36271	4,000	\$	\$
24	Janney Furnace Log Cabin 145 Janney Road Ohatchee, AL 36271	1,843	\$	\$
25	Saks Community Center 20 Hess Drive Anniston, AL 36205	5,880	\$	\$
26	Highway Department Crew Office 160 Seaton Drive Anniston, AL 36205	4,976	\$	\$
27	Highway Department Shop/Warehouse 160 Seaton Drive Anniston, AL 36205	17,360	\$	\$
28	Highway Department Sign Shop/Herbicide/Equipment Storage 160 Seaton Drive Anniston, AL 36205	12,350	\$	\$
29	Highway Department Office Bldg. 160 Seaton Drive Anniston, AL 36205	14,208	\$	\$
30	Alexandria Park Community Center (Main building, Old Library Bldg, and Storage Conex) 2065 Alexandria-Wellington Road Alexandria, AL 36250	6,674	\$	\$

Location No.	Building/Address	Approximate Square Footage	Cost for Monthly Pest Control	Cost for Annual Termite Control
31	Probation Office and Community Corrections (Fred's Building) 21 W. 12 th Street Anniston, AL 36201	10,500	\$	\$
32	Woodland Park Office/Concessions and Workshop 901 E. Glade Road Anniston, AL 36206	3,042	\$	\$
33	Blue Mountain Community Center 2620 Paul Street Anniston, AL 36201	1,400	\$	\$
34	Extension Archery Building 9 Derby Street Anniston, AL 36206	8,500	\$	\$
35	Wellborn COMMUNITY STORM SHELTER STRUCTURE ONLY 135 Pinson Road Anniston, AL 36201	320	\$	\$
36	Quad Cities COMMUNITY STORM SHELTER STRUCTURE ONLY 220 Iron City Cutoff Anniston, AL 36207	320	\$	\$
37	Knighten's Crossroads COMMUNITY STORM SHELTER STRUCTURE ONLY Storm Shelter 8812 Roy Webb Road Piedmont, AL 36272	320	\$	\$
38	Williams Baptist Church COMMUNITY STORM SHELTER STRUCTURE ONLY 5579 Nisbet Lake Road Jacksonville, AL 36265	320	\$	\$
39	Cedar Springs COMMUNITY STORM SHELTER STRUCTURE ONLY 78 Cedar Springs Road Jacksonville, AL 36265	320	\$	\$

Location No.	Building/Address	Approximate Square Footage	Cost for Monthly Pest Control	Cost for Annual Termite Control
40	Nances Creek COMMUNITY STORM SHELTER STRUCTURE ONLY 3780 Hollingsworth Road Jacksonville, AL 36265	320	\$	\$
41	Extension Cane Creek Community Gardens 77 Justice Avenue Anniston, AL 36207	6,690	\$	\$
42	Thankful Park Community Center (TO BE CONSTRUCTED BY JUNE 2025) and storage building 3162 W. 14th St. Anniston, AL 36201.	4,012		
43	Camp McClellan Horse Trails (STORE AND PAVILLION ONLY) 150 Mud Hole Rd Anniston, AL 30201			
<p data-bbox="191 1041 1344 1073">TOTAL ANNUAL COST OF PEST CONTROL FOR ALL LOCATIONS: \$ _____</p> <p data-bbox="191 1131 1349 1163">TOTAL ANNUAL COST OF TERMITE CONTROL FOR ALL LOCATIONS: \$ _____</p>				

SECTION 2: IF ADDITIONAL LOCATION(S) ARE ADDED BY THE COUNTY:

Additional Monthly Amount Per Square Foot to Add Pest Control Services:

\$ _____

Additional Annual Amount Per Square Foot to Add Termite Protection:

\$ _____

SECTION 3: ADDITIONAL SERVICES:

Bee Removal Services: \$ _____ /Hourly Rate

Birds/Pigeons Removal: \$ _____ /Hourly Rate

Termites Treatment:

Spot Treatment (No Tent) \$ _____ /cu.ft. \$ _____ /linear feet

Tent Fumigation Treatment \$ _____ / cu.ft. \$ _____ /linear feet