



**Request for Proposal
Pest Control Services
Issued: April 18, 2022
Proposals Due: 4pm on May 2, 2022**

Description

The Town of Rolesville is seeking proposals from established vendors who have been in the business of pest control for commercial facilities.

Background

The Town seeks information regarding pest control for the following locations in Rolesville:

- **Main Street Pak** – 1,000 square foot building
- **Redford Place Park** – 1,300 square foot building
- **Rolesville Middle School** – 1,700 square foot building
- **Town Hall** – 9,600 square foot building
- **Public Works Office** – 1,500 square foot building
- **Police Department Building** - 3,000 square foot building

Scope of Services

1. Quarterly pest control services and also as needed services
- Other Requirements
 1. Vendor must certify that all employees of the vendor who work in Town buildings have passed a background check and maintain a clean criminal record.
 2. Any damage caused by the vendor or employees will be repaired by the vendor at their expense.
 3. Vendor is expected to comply with federal, state, and local laws and regulations.
 4. Vendor is expected to follow best practices to maintain confidentiality between vendor and client.

Proposal

Proposals should be filled out using the form below and submitted by the due date. Responses should be complete and unequivocal.

Timeline & Submission

Date of advertisement: April 18, 2022

Proposal due date: May 2, 2022

Estimated contract award: May 9, 2022

Interested vendors should submit a proposal no later than 4 pm on May 2, 2022. Responses may be submitted by mail or via email to:

Eddie Henderson
Facilities and Project Manager
Town of Rolesville
Parks and Recreation
PO Box 250
502 Southtown Circle
Rolesville, NC 27571
eddie.henderson@rolesville.nc.gov

Proposals should be valid for 45 days, and the contractor will begin work immediately after both parties have signed the service agreement.

General Requirements

This solicitation and any subsequent contract shall be awarded consistent with and governed by the laws of the State of North Carolina.

Proposals submitted shall not be subject to public inspection until a contract is awarded.

- The Town reserves the right to reject any or all proposals and to waive any informalities as may be permitted by law.
- The Town reserves the right to request oral interviews or request additional information from any or all vendors.
- The Town reserves the right to award a contract based on proposals received without further discussion or negotiation.

All proposals shall be signed by an authorized officer or employee of the submitting organization. The name of the company, contract person, telephone number, fax number, and address shall be included.

The RFP does not commit the Town to award, nor does it commit the Town to pay any cost incurred in the submission of a proposal, or in making necessary studies or designs for the preparation thereof, no procure or contract for service or supplies. Further, no reimbursable cost may be incurred in anticipation of a contract or award.



Pest Control Services Bid Sheet

Town of Rolesville
Request for Proposal

Deadline: 4pm on May 2, 2022

Company Information:

Name: _____

Address: _____

Telephone Number: _____

Website: _____

Qualifications, years in business, staff profile, experience, current full and part time employees, etc.

Authorized Contact Information:

Name: _____

Title: _____

Email Address: _____

Telephone Number: _____

Item	Quote	Notes
Quarterly pest control services	_____	_____
As needed pest control services	_____	_____
	_____	_____
	_____	_____

Estimated Turnaround Time: _____

Signature: _____

Date: _____

Return to:

Eddie Henderson
 Facilities and Project Manager
 Town of Rolesville
 Parks and Recreation
 502 Southtown Cir.
 Rolesville, NC 27571
eddie.henderson@rolesville.nc.gov

Notice:

The Town reserves the right to select individual vendors for each item based on qualifications and ability to perform the type of work outlined. Vendors need not bid on all items in order to be considered for this proposal

