



ADDENDUM 1 – RFB 4992 FOR CITY-WIDE PEST CONTROL SERVICES

Addendum Date: May 30, 2023

All Bidders must acknowledge receipt of this Addendum in their BID. Failure to acknowledge receipt of Addendum may result in the City's rejection of Bid for non-responsiveness.

I.

RFB Changes:

- 1.** Due to some of the questions, recommendations and or suggestions submitted, the original Bid Form, Attachment B, has been replaced with the attached revised Bid Form. Please submit your bid using the revised Bid Form. DO NOT submit the original Bid Form; otherwise, your Bid will be rejected.
- 2.** The Job Walk has been rescheduled for 9:00 a.m. (Central Time) on Thursday, June 1st, 2023.

II.

Requests for Clarification:

Question 1: Are rodent stations on the exterior of all the buildings to be included at the start of this contract? or only on as needed basis?

Answer 1: Only on an as needed basis.

Question 2: We would like to request the last bid tabulations from when the City of Portland was last out for bid for Pest Control services.

Answer 2: There is no record of the City ever having gone out for bids in the past for City-Wide pest control services. Therefore, a bid tabulation is not available.

Question 3: Does the animal service need to be monthly? It is recommended with the number of issues Flea, ticks etc...

Answer 3: Yes, but we might decide later to change that location to quarterly service and do the same for other locations as well if it's found monthly service is no longer needed.

Question 4: Termite annual questions should it be linear footage for curative (active termites)?

Answer 4: Although there are currently no documented active termites at any of the City facilities that we know of, periodic termite inspections must be conducted, and services should be provided on an as needed basis. For bidding purposes though, please bid on an estimated 200 linear sq. ft. per location. Please note that the attached revised bid form (Attachment B) reflects that change.

Question 5: Termite treatments are labeled as "annual" should we assume and price for "as needed when there is activity found"? (that is my suggestion)

Answer 5: Yes, please refer to the answer to Question #4 above.

Question 6: Will there be any expectation for rodent control on the exterior with regards to rodent bait stations. will these need to be installed at the start of the contract? or as needed? (we always recommend preventative for rodents)

Answer 6: Please refer to response to Question #1 above.

Question 7: As far a documentation i understand that you only want what is requested? If there is any additional information provided will it eliminate us from consideration? ie... corporate resume, relevant work, capabilities statement, out of scope services pricing?

Answer 7: Providing additional relevant information in the bid will not eliminate bidders from consideration as long as the bid form (Attachment B) is completed and not modified in any way and all the information requested in the RFB is provided.

Question 8: is there a digital copy of the pricing form or should we hand write the figures in?

Answer 8: Please handwrite in the figures.

**ATTACHMENT B: BID PRICING FORM
CITY OF PORTLAND, TEXAS**

1. Please refer to "Instructions to Bidders" and Sample Agreement's Contract Terms and Conditions before completing bid form.
2. In submitting bid, vendor certifies that:
 - a. the prices in this bid have been arrived at independently, without consultation, communication, or agreement with any other vendor or competitor, for the purpose of restricting competition with regards to prices.
 - b. Bidder is current with all taxes due and company is in good standing with all required governmental agencies.
 - c. Bidder acknowledges receipt and review of all addenda for this RFB.
3. Attached list of three verifiable references for whom work on commercial projects of comparable size and scope was performed. Include the organization's name, address, contact person's name, phone number and email address.
4. Please list your firm's prices below for both monthly std. services and for yearly termite treatment then enter a fixed percentage markup rate for renewal option years 2 – 5:

ITEM	Facility Name	UOM	*Monthly Standard Services	Yearly Termite Treatment (Est. 200 linear sq. ft.)	Extended Price
1	City Hall Building	EA			
2	Community Center	EA			
3	Senior Center	EA			
4	Public Works and Surrounding Bldgs.	EA			
5	Municipal Park	EA			
6	Sports Complex	EA			
7	Fire Department	EA			
8	Police Department	EA			
9	Bishop Fire Station	EA			
10	City Annex Building	EA			
11	Aquatic Center	EA			
12	Bell Whittington Library	EA			
13	Animal Service	EA			
14	Soccer Complex	EA			
Total Cost for 1st Year with no markup applied - line items 1 - 14					
Fixed percentage markup rate for renewal option years 2 – 5					
Total Cost for Option Year 1 (including markup)					
Total Cost for Option Year 2 (including markup)					
Total Cost for Option Year 3 (including markup)					
Total Cost for Option Year 4 (including markup)					
Grand Total if all 4 Option Years are Exercised					

*Standard Services, which the City may decide to switch to quarterly, include but are not limited to the application of pesticides, rodent control and, if necessary, sealing rodent entry points.

Note: In case of a discrepancy between the Standard Service or Yearly Termite Treatment rates and the Extended Prices and or the Grand Total, the Standard Service and Termite Treatment prices will be presumed correct, and the Extended Prices and Grand Total will be recalculated accordingly.