

Murfreesboro Housing Authority

Request for Proposals Pest Control Services

The Murfreesboro Housing Authority will receive sealed bids for pest control in 433 apartments and other buildings. **All bids will be received until 2:00 pm CST, October 22, 2021 at the office of Murfreesboro Housing Authority (MHA). Late bids after 2:00 pm will not be accepted.** Early bids prior to October 22, 2021 are acceptable. Bids must be submitted in a sealed envelope. On the face of the envelope indicate the bid title and the contractor's name and address. Address the envelope to:

Murfreesboro Housing Authority
415 N. Maple St.
Murfreesboro, TN 37130

Copies of the bidding documents may be obtained at the MHA office at the above address.

To be responsive, the bidder must submit the following documents, fully completed and properly executed, in the sealed envelope with the bid on October 22, 2021:

1. HUD FORM 5369a, Representation, Certifications, and Other Statements of Bidders.
2. Bid Form.
3. Roach Infestation Treatment write-up.
 - a. Describe in detail your step-by-step process of treatment in an infested unit.
 - b. Describe in detail ongoing treatment in an infested unit.
 - c. Describe in detail your step-by-step process of preventative treatment in the adjacent unit.
4. Bed bug write-up.
 - a. Describe your experience with bed bugs (# of years treating, # of cases treated).
 - b. Describe your success rate and success stories.
 - c. Describe in detail your step-by-step process of treatment in the affected unit.
 - d. Describe in detail your step-by-step process of preventive treatment in the adjacent unit.
 - e. Provide 2 customer references for bed bug treatment that we may contact.
5. Section 3 Documents found on our website www.mha-tn.org under Procurement>RFP Forms>Section 3. A Section 3 Business Concern Certification must be printed, completed, and returned with Solicitation Documents. The successful supplier will give MHA job announcements for any position that must be filled as a result of the award of MHA work.

MHA may reject a bid as non-responsive that does not include all the required documentation, fully completed and properly executed. MHA intends to award the contract based on the best-evaluated bid, and not necessarily the lowest bid. MHA reserves the right to reject any and all bids. No bids shall be withdrawn for a period of 60 days following the bid opening date without written consent of MHA.

The successful winning bidder will be required to provide:

1. Certification of Insurance in accordance with bid documents.
2. Licenses and certificates indicating full compliance and authority to perform pest extermination in Tennessee.
3. Other documents as described in the bid documents.

The bid documents indicate the general scope and intent of the work however, existing conditions and thorough knowledge of the work is necessary to accurately assess the total scope. Bidders shall carefully examine the documents and the sites to obtain first-hand knowledge of the existing conditions.

Contractors shall not receive additional payments for conditions that can be determined by examining the sites and documents. Pay request may be submitted monthly. MHA is an EOE and does not discriminate in the employment of services. If you have questions contact Adam Lawson at alawson@mha-tn.org.

PEST CONTROL BIDS
October 22, 2021
GENERAL INFORMATION

Scope of Work:

1. Perform pest control treatment for crawling insects (ants, roaches, fleas, spiders, etc.) (not mice, not termites).
2. Treatment will be monthly for the first year.
3. Perform follow-up treatment for persistent problem units without additional cost to the MHA within 48 hours of notification, at times other than the normal monthly treatment.
4. Furnish the Director of Maintenance a written report on each treated unit detailing the degree of infestation, type of treatment, and any condition which might prove hazardous to the public health/safety, or which might affect the integrity of the property.
5. Submit billing once per month upon completion of the work.
6. Bed bugs: Initial treatment and 2 follow-up visits.
7. Monthly bed bug inspections at Westbrooks Towers LP II for the first year.
8. Quarterly bed bug inspections for all Affordable Housing Units for the first year.

BID FORM

Complete the following and include in sealed bid to be submitted before 2:00 pm on October 22, 2021.

Company Name: _____

Contact Name: _____

Mailing Address: _____

Phone: _____ Fax: _____

Email: _____

TOTAL COST PER-UNIT OF PEST CONTROL, **EXCLUDING BED BUG ERADICATION** (this is a Per-unit cost. The number of units will change as demolition/construction begins and new construction is complete, that's why a per-unit cost is requested.)

Per-Unit Cost Locations:

Parkside **The Parkside Property will go off-line in the summer of 2022.**

- 8- 1-Bedroom units
- 20 – 2-Bedroom units
- 16 – 3 Bedroom units
- 2 – 4 Bedroom units

Price per Unit per month: \$ _____

Oakland Ct I, L.P. **Units will begin coming on line in December 2021**

- 14 - 1-bedroom units
- 32 - 2-bedroom units
- 22 - 3-bedroom units
- 6 - 4-bedroom units
- 2 - 5-bedroom units

Price per Unit per month: \$ _____

Mercury Ct – All units will go off-line by the end of December 2022 and will go to Oakland Court Phase II, L.P.

- 18 - 1-bedroom units
- 28 - 2-bedroom units
- 18 - 3-bedroom units
- 8 - 4-bedroom units
- 2 - 5-bedroom units

Price per Unit per month: \$_____

Main office: 415 N. Maple St. (20,000 sq ft)

Price Per month: \$_____

Triplex – 607 N. Academy Street

1 – 1-Bedroom Unit

Price per Unit per month: \$_____

2 – 2-Bedrooms Units

Price per Unit per month: \$_____

Triplex – 724 N. Walnut Street

3 – 3-Bedroom Units

Price per Unit per month: \$_____

519 E. Castle Street 750 Sq. Ft. Dwelling

Price Per Unit per month: \$_____

TOTAL ANNUAL COST OF PEST CONTROL, EXCLUDING BED BUG ERADICATION

Annual Cost Location

Westbrooks Towers II, L.P.

230 - 1 bedroom units

All Common Areas

All Storage Areas

Office, Halls, Elevators

Mechanical Rooms

TOTAL COST FOR ONE YEAR (12 MONTHS) OF PEST CONTROL, EXCLUDING BED BUG ERADICATION for Westbrooks Towers \$_____ Monthly \$_____ Annual Cost

BED BUGS

Total cost for eradication of bed bugs in the affected units:

1 bedroom unit	\$ _____
2 bedroom unit	\$ _____
3 bedroom unit	\$ _____
4 bedroom unit	\$ _____
5 bedroom unit	\$ _____

Total cost for preventive treatment of bed bugs in the adjacent unit:

1 bedroom unit	\$ _____
2 bedroom unit	\$ _____
3 bedroom unit	\$ _____
4 bedroom unit	\$ _____
5 bedroom unit	\$ _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

TERMS:

This agreement will be for one year beginning November 1, 2021 and ending October 31, 2022. There will be an option to renew for three (3) one-year extensions, if both parties agree. Your price will remain the same for the extensions.

MHA may terminate the agreement with a written 30-day notice to the contractor.

If you have any questions, please call Adam Lawson, Director of Maintenance at:

Adam Lawson
 Director of Maintenance
 Murfreesboro Housing Authority
 415 N. Maple Street
 Murfreesboro, TN 37130
 P: (615) 225-9480
 F: (615) 893-9436
 Email: alawson@MHA-TN.org