



Request for Quotes on Integrated Pest Management for City of Cornelia Facilities

City of Cornelia wishes to solicit quotes for unit pricing on monthly or quarterly treatments for an Integrated Pest Management for City of Cornelia Facilities. The conditions below must be adhered to by companies who submit quotes.

1. GENERAL

Description of IPM program: This specification is part of a comprehensive Integrated Pest Management (IPM) program for City of Cornelia Facilities listed herein. IPM is a process for achieving long-term, environmentally sound pest suppression through the use of a variety of management practices. These practices include structural and procedural modifications that reduce pest access, food, moisture and harborage within the facility. Need is determined by pest population monitoring. Control products are placed where they are inaccessible to consumers and staff. Company Service

2. TERM

The initial term of a contract award as a result of this Request for Quotes shall be from January 1, 2027, through December 31, 2027. The contract may be renewed according to the terms stated herein for two (2) additional one (1) year periods. For any of the (2) potential Contract Agreement Extensions, the vendor may request an increase provided the increase does not exceed ten percent (10%) and must be agreeable to both parties. City of Cornelia or the vendor may cancel the agreement upon a 30 day written notice.

3. REQUIREMENTS

The Company shall furnish all supervision, labor, materials, and equipment necessary to accomplish the monitoring, trapping, chemical control methods, and pest removal components of the IPM program. The Company shall also provide site-specific recommendations for structural and procedural modifications to aid in pest prevention.

4. PESTS INCLUDED

- a. The Contractor shall adequately suppress the following pests:
 - i. Indoor populations of rats, mice, cockroaches, ants, flies, spiders and other arthropod pests not specifically excluded from the contract

Populations of the above pests outside the buildings but within the city's property

- ii. Incidental invaders of concern (stinging or biting insects)

5. EXCLUDED PESTS

- a. The following pests are excluded from this contract:
 - i. Birds, bats, snakes, and all other vertebrates other than communal rodents
 - ii. Subterranean termites and other wood-destroying organisms
 - iii. Mosquitoes
 - iv. Plant-feeding pests

6. PEST CONTROL PLAN OF WORK

- a. List of proposed materials and equipment: The Company shall provide current labels and Material Safety Data Sheets (MSDS) for all pesticide products to be used.
- b. Service Schedule: The Company shall provide service schedules that include the monthly or quarterly frequency of visits.
- c. Commercial pesticide applicator certificates or licenses: The Company shall provide photocopies of the company pest control license and dated pesticide applicator certificates for every employee who will be performing on-site services.

7. EMERGENCY SERVICE

On occasion the Contractor may be requested to perform corrective or Emergency service(s) that are beyond the routine requests. The Contractor shall respond to these exceptional circumstances and begin the necessary work within ONE (1) working day after receipt of the request.

8. USE OF CHEMICAL CONTROL METHODS

The Company shall be responsible for application of pesticides according to the label. All pesticides used by the Company must be registered with the United States Environmental Protection Agency and the state of Georgia. It may also need to comply with local jurisdiction.

9. PROGRAM EVALUATION

The Public Works Director will continually evaluate progress in terms of effectiveness and safety, and will require such changes as are necessary. The Company shall take prompt action to correct all identified deficiencies.

10. LOCAL PREFERENCE

Companies that have a physical location inside City of Cornelia are entitled to a 5.0% local preference.

11. VENDOR PACKET

Company must complete a City of Cornelia Vendor Packet.

12. Please provide a list of references, preferably from clients of similar size and scope to our organization. References from comparable projects or engagements would be especially helpful.

Questions, Submission Requirements, and Deadlines

All questions regarding this bid must be submitted in writing via email to aeller@cornelia.city no later than **September 25th at 5:00 pm**. Questions received after the deadline may not be considered or answered.

Responses to all questions received by the deadline will be compiled and posted on www.cornelia.city.com on or before **October 1st**. Vendors are responsible for reviewing the posted questions and answers, as any clarifications or additional information provided may become part of the bid requirements.

Vendors must complete all applicable sections of the form below and submit the completed form and quote via email to the Purchasing Technician at aeller@cornelia.city. Vendors are requested to submit separate pricing for monthly and quarterly service options. All quotes must be received no later than **October 15th at 5 pm** to be considered. Late submissions may not be considered.

Questions Deadline: **September 25th at 5:00 pm**

Submit Questions To: aeller@cornelia.city

Questions & Answers Posted: **October 1st**

Posting Location: www.cornelia.city.com

Quote Submission Deadline: **October 15th at 5 pm**

Submit Completed Quote To: aeller@cornelia.city

**Quotes for Integrated
Pest Management for City of Cornelia Facilities
*RFQ Submission Form***

Pest Control Company: _____

Address: _____

Claim of Local Preference: yes / no (circle one)

Contact Person: _____

Contact Number: _____

E-Mail of Contact: _____

PRICE PER MONTHLY TREATMENT for the following facilities:

- | | |
|---|----------|
| 1. City of Cornelia City Hall | \$ _____ |
| a. 181 Larkin Street, Cornelia, GA, 30531 | |
| 2. City of Cornelia Fire Department Station 2 | \$ _____ |
| a. 968 South Main Street, Cornelia, GA, 30531 | |
| 3. City of Cornelia Fire Department Station 22 | \$ _____ |
| a. 347 US-441 BUS, Cornelia, GA 30531 | |
| 4. City of Cornelia Public Works Complex | \$ _____ |
| a. 248 Elrod Street, Cornelia, GA, 30531 | |
| 5. City of Cornelia Water Plant Complex | \$ _____ |
| a. 1439 Camp Creek Rd, Cornelia, GA 30531 | |
| 6. City of Cornelia Wastewater Treatment Plant | \$ _____ |
| a. 514 Nicolon Drive, Cornelia, GA 30531 | |
| 7. City of Cornelia Library | \$ _____ |
| a. 301 N Main St, Cornelia, GA 30531 | |
| 8. City of Cornelia Ballard Center (including exterior storage buildings) | \$ _____ |
| a. 353 Chattahoochee Street, Cornelia, GA 30531 | |
| 9. Jim Smith Park Restrooms | \$ _____ |
| a. 231 Martin Luther King JR Drive, Cornelia, GA, 30531 | |
| 10. Big City Park Restrooms | \$ _____ |
| a. 200 Lavista Ln, Cornelia, GA 30531 | |
| 11. K@L Cab Restrooms | \$ _____ |
| a. 1113 Front Street, Cornelia, GA, 30531 | |
| 12. City of Cornelia Splash Pad Restrooms | \$ _____ |
| a. 102 Grant Pl, Cornelia, GA 30531 | |

- 13. Anderson Park Restrooms \$ _____
 a. 107 Grant Place, Cornelia, GA, 30531
- 14. Anderson Park Amphitheater (once completed next year) \$ _____
 a. 107 Grant Place, Cornelia, GA, 30531
- 15. City of Cornelia Train Depot \$ _____
 a. 102 Grant Pl, Cornelia, GA 30531
- 16. City of Cornelia Community House \$ _____
 a. 601 Wyly St, Cornelia, GA 30531
- 17. Oak Street Park Restrooms (due to be completed towards the
 end of the year) \$ _____
 a. 265 Oak Street, Cornelia, GA, 30531
- 18. City of Cornelia Concession stand at Anderson Park (due to
 be completed by May 2027) \$ _____
 a. 107 Grant Place, Cornelia, GA, 30531

*Other locations as needed.

TOTAL for all facilities..... \$ _____

PRICE PER QUARTERLY TREATMENT for the following facilities:

1. City of Cornelia City Hall \$ _____
a. 181 Larkin Street, Cornelia, GA, 30531
2. City of Cornelia Fire Department Station 2 \$ _____
a. 968 South Main Street, Cornelia, GA, 30531
3. City of Cornelia Fire Department Station 22 \$ _____
a. 347 US-441 BUS, Cornelia, GA 30531
4. City of Cornelia Public Works Complex \$ _____
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