



**BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA**

OFFICE OF PURCHASING

213 PALAFOX PLACE, 2nd Floor – Pensacola, FL 32502

P.O. BOX 1591

PENSACOLA, FL 32591-1591

TELEPHONE (850) 595-4980

(SUNCOM) 695-4980

TELEFAX (850) 595-4805

<http://www.myescambia.com/departments/purchasing>

CLAUDIA SIMMONS

Purchasing Manager

CERTIFICATION OF CONTRACT

TITLE: Pest and Rodent Control Services

CONTRACT NO.: PD 07-08.056

AWARD DATE: May 1, 2008

EFFECTIVE DATE: 07-01-08 through 06-30-2011

AWARD: That the Board award a three-year fixed price contract for “Pest and Rodent Control Services, PD 07-08.056”, to Knox Pest Control, in accordance with the terms and conditions of the solicitation, in an estimated yearly amount of \$23,842 with funding available from various Funds and Cost Centers.

STATUS: (Chronological notations of the key events related to dates of effectiveness, renewals and extensions, etc.)

CONTRACTOR(S): Knox Pest Control

ANY QUESTIONS, SUGGESTIONS, OR CONTRACT SUPPLIER PROBLEMS WHICH MAY ARISE SHALL BE BROUGHT TO THE ATTENTION OF Lester Boyd, Purchasing Specialist, Phone: 850-595-4944, Fax: 850-595-4805, SUNCOM: 850-695-4944, E-MAIL: llboyd@co.escambia.fl.us

- A. **AUTHORITY** - Upon affirmative action taken by the Board of County Commissioners on **May 1, 2008**, a contract has been executed between the Board of County Commissioners, Escambia County Florida and the designated contractor(s).
- B. **EFFECT** - This contract was entered into to provide economies in the purchase of pest and rodent control services, as described within the solicitation. Therefore, in compliance with **County Ordinance Chapter 46 Finance, Article II Division 3, Section 46-81**, all purchases of these commodities shall be made under the terms, prices, and conditions of this contract and with the suppliers specified.
- C. **ORDERING INSTRUCTIONS** - All purchase orders shall be issued in accordance with **Codified County Ordinance, Chapter 46 Finance, Article II Purchases and Contracts; and, as supplemented by Ordinance 2001-9 and Ordinance 2001-60**. Purchases shall be at the prices indicated, exclusive of all Federal, State and local taxes. All contract purchase orders shall show the contract number, product number, quantity, description of item, with unit prices extended and purchase order totaled. (This requirement may be waived when purchase is made by a blanket purchase order.)
- D. **CONTRACTOR PERFORMANCE** - Departments shall report any vendor failure to perform according to the requirements of this contract on Report of Unsatisfactory Materials And/Or Service, Form F0140 to this office.
- E. **VENDOR PERFORMANCE EVALUATION FORM** - Contract Appraisal, form F0190 should be used to provide your input and recommendations for improvements in the contract to the Office of Purchasing for receipt no later than 90 days prior to the expiration date of this contract.

ORDERING INSTRUCTIONS

KNOX PEST CONTROL

ALL ORDERS SHOULD BE DIRECTED TO:

FEDERAL EMPLOYMENT IDENTIFICATION NUMBER: 58-1993159

ESCAMBIA COUNTY VENDOR IDENTIFICATION NUMBER: 110960

VENDOR NAME: Knox Pest Control

STREET ADDRESS OR P.O. BOX: 210 E. Intendencia Street

CITY, STATE, ZIP CODE: Pensacola, Fl 32502

CONTACT PERSON: Paul Crenshaw II

PHONE #: 850-438-4840 TOLL FREE#: 888-689-1079 FAX#: 850-438-4841

E-MAIL ADDRESS: paulcrenshaw@knoxpest.com

HOME PAGE ADDRESS: www.knoxpest.com

EMERGENCY CONTACT PERSON:

PHONE#: CELL#: PAGER#:

DISASTER SERVICE CONTACT PERSON:

HOME ADDRESS:

HOME PHONE#: CELL#: PAGER#:

TERMS OF PAYMENT: NET 30 DAYS

Will accept ESCAMBIA COUNTY VISA PURCHASING CARD:

Will accept ESCAMBIA COUNTY DIRECT VOUCHER:

**BID TABULATION PD 07-08.056
PEST AND RODENT CONTROL SERVICES**

Bid Opening Time: 2:00 PM

Bid Opening Date: 04/09/2008

Bid Opening Location: Conf. Room 11.407, Matt Langley Bell III Bldg. 213 Palafox Place 2nd Floor, Pensacola

Compliance Items	Knox Pest Control		
1. Cover Sheet Acknowledgement	Yes		
2. Bid Bond or Check	N/A		
3. Written Opinion of Attorney at Law for a Foreign State	N/A		
4. Drug Free Workplace	Yes		
5. Information Sheet for Transactions & Conveyances Corp ID	Yes		
6. Certificate of Authority to do Business in the State of Florida	Yes		
7. Acknowledgement of Addendums	Yes		
<u>BUILDING</u>	FREQUENCY OF SERVICE	COST PER SPRAYING	EXT. COST FOR 12 MONTHS
Animal Shelter	Monthly	10.00	120.00
Barrineau Park CC	Monthly	16.00	192.00
Beulah Community Center	Monthly	13.00	156.00
Bryneville CC	Monthly	16.00	192.00
Cantonment Tag Office	Monthly	13.00	156.00
CBDF/Central Booking	Monthly	100.00	1200.00
Century Courthouse	Monthly	16.00	192.00
Century EMS	Monthly	11.00	132.00
Clerk of Court Archive	Monthly	10.00	120.00
Community Services	Monthly	15.00	180.00
County Office Building	Monthly	17.00	204.00
County Office Building Maint.	Monthly	13.00	156.00
NW FL	Monthly	14.00	168.00
Court Admin	Monthly	14.00	168.00
Courthouse & Annex	Monthly	9.00	108.00
Davisville Comm. Ctr.	Monthly	16.00	192.00
Dorrie Miller Com Ctr	Monthly	13.00	156.00
Ebonwood CC	Monthly	16.00	192.00
EMS – Hayes	Monthly	11.00	132.00

Englewood CC	Monthly	16.00	192.00
Extension Building	Monthly	25.00	300.00
Facilities Management	Monthly	15.00	180.00
Gov't Complex - FDOT	Monthly	33.00	396.00
Gov't Complex - NOB	Monthly	46.00	552.00
Juvenile Justice	Monthly	65.00	780.00
Langley 4-H Camp	Monthly	40.00	480.00
Lexington Terrace	Monthly	25.00	300.00
LSC Office	Monthly	7.00	84.00
Main Jail	Monthly	100.00	1200.00
Marie Ella Davis Co Ctr	Monthly	15.00	180.00
Matt Langley Bell III Bldg.	Monthly	19.00	228.00
Mayfair Co Ctr	Monthly	15.00	180.00
MC Blanchard – Judicial Center	Monthly	69.00	828.00
Mosquito Control	Monthly	21.00	252.00
NW FL Rebuild	Monthly	14.00	168.00
One Stop	Monthly	19.00	228.00
Pensacola Civic Center	Monthly	250.00	3000.00
Property Management	Monthly	13.00	156.00
Public Safety	Monthly	21.00	252.00
Quintette Co Ctr	Monthly	15.00	180.00
Sheriff Admin.	Monthly	15.00	180.00
Sheriff Garage	Monthly	45.00	540.00
Sheriff Narcotics	Monthly	11.00	132.00
Sheriff Precinct #3.	Monthly	11.00	132.00
Sheriff Precinct #4	Monthly	11.00	132.00
Sheriff Sub-Big Lagoon	Quarterly	11.00	132.00
Sheriff Sub-Molino	Quarterly	11.00	132.00
Sheriff Sub-P'cola Bch	Quarterly	11.00	132.00
“W” Street Tag Office	Monthly	10.00	120.00
Warrington Tax Office	Quarterly	11.00	132.00
Windstorm Bldg.	Monthly	26.00	312.00
Work Release	Monthly	40.00	480.00
Old Cantonment CH – Temporary	Monthly	16.00	192.00
Ashton Brosnaham Sports Complex	Monthly	50.00	600.00
Equestrian Admin Bldg	Monthly	10.00	120.00

Equestrian Concession	Monthly	15.00	180.00
Equestrian Ticket Bldg	Monthly	10.00	120.00
Lake Stone	Monthly	30.00	360.00
Solid Waste Admin. Bldg	Monthly	22.00	264.00
SW Acct-Double Wide Trailer	Monthly	10.00	120.00
Solid Waste Garage-Bldg. w/Six Offices	Monthly	10.00	120.00
Solid Waste Operations-Bldg W/Two Offices	Monthly	10.00	120.00
Solid Waste Recycling-Bldg. w/One Office	Monthly	10.00	120.00
Solid Waste Scale House	Monthly	10.00	120.00
Solid Waste HHW Bldg.	Monthly	10.00	120.00
Solid Waste Shed-Oak Grove	Monthly	10.00	120.00
New Bellview Station	Monthly	13.00	156.00
Beulah VFD	Monthly	11.00	132.00
Brent VFD	Monthly	11.00	132.00
Cantonment VFD	Monthly	11.00	132.00
Century VFD	Monthly	11.00	132.00
Century Substation, VFD	Monthly	11.00	132.00
Ensley VFD	Monthly	11.00	132.00
Ferry Pass VFD	Monthly	11.00	132.00
Fire Marshall Office	Monthly	13.00	156.00
Innerarity Point VFD	Monthly	11.00	132.00
Innerarity Point Substation #2, VFD	Monthly	11.00	132.00
McDavid VFD	Monthly	11.00	132.00
Molino VFD	Monthly	11.00	132.00
Molino Substation, VFD	Monthly	11.00	132.00
Myrtle Grove VFD	Monthly	11.00	132.00
Oceola VFD	Monthly	13.00	156.00
Pensacola Beach VFD	Monthly	11.00	132.00
Perdido Key Substation #1, VFD	Monthly	11.00	132.00
Pleasant Grove VFD	Monthly	11.00	132.00
Warrington VFD	Monthly	11.00	132.00
West Pensacola VFD	Monthly	11.00	132.00
Road Dept Admin & Annex	Monthly	13.00	156.00
Fleet Garage	Monthly	11.00	132.00
Small Equipment Garage	Monthly	11.00	132.00
Rd. Dept. – Work Order Bldg.	Monthly	11.00	132.00

Road Prison	Monthly	45.00	540.00
Road Operations, Fuel Office	Monthly	10.00	120.00
Roads & Bridges Admin.	Monthly	16.00	192.00
Road Camp	Monthly	11.00	132.00
GRAND TOTAL FOR THE YEAR			<u>\$23,842.00</u>

Bids opened by Kathy Spencer, Purchasing Specialist
 Bids tabulated by Kathy Spencer, Purchasing Specialist
 Bids witnessed by Lori Kistler, Senior Office Support

CAR **BOCC**
DATE 5/01/2008 **DATE** 5/01/2008

The Purchasing Manager/Designee recommends to the BCC: To award a three year, fixed price contract to Knox Pest Control for the above referenced project in a total amount of approximately **\$23,842.00** per year.

Pursuant to Section 119.07(3)(M),F.S., all documents relating to this tabulation are available for public inspection and copying at the office of the Purchasing Manager.

Notes:

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

OFFICE OF PURCHASING

213 PALAFOX PLACE, 2nd Floor
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CLAUDIA SIMMONS
Purchasing Manager

April 1, 2008

To: All Known Prospective Bidders

ADDENDUM NUMBER 1:

Re: Pest and Rodent Control Services, Specification Number PD 07-08.056

Gentlemen:

We recently sent you an Invitation to Bid on the above-mentioned specification.

This Addendum #1 provides for:

1. **For information: Square footage at each location (4 pages)**
2. **Change of Bid Opening Date From: Wednesday, April 2, 2008 at 2:00 p.m. CDT to: Wednesday, April 9, 2008 at 2:00 p.m. CDT**
3. **Remove Title Page and Page 3, Solicitation, Offer and Award Form from original solicitation package and replace with accompanying corrected Title Page and Page 3, Solicitation, Offer and Award Form.**
3. **Revised Bid Form. Please remove pages 4-7, Bid Form, from original solicitation and replace with accompanying revised pages 4-7.**

This Addendum Number 1 is furnished to all known prospective bidders. Please sign and return one copy of this Addendum, with original signature, with your bid as an acknowledgement of your having received it. You may photo copy for your record.

Sincerely,


Kathy G. Spencer
Purchasing Specialist

SIGNED: _____

COMPANY: _____

KGS:abh

ADDITIONAL INFORMATION FOR

Specification Number PD 07-08.056

PEST AND RODENT CONTROL SERVICES

BUILDING	ADDRESS		SQUARE FOOTAGE
Animal Shelter	200 W. Fairfield Drive		21367
Barrineau Park CC	6055 Barrineau Park Rd		9888
Beulah Community Center	7425 Woodside Drive		3155
Bryneville CC	1701 Hwy 4A, Century		3540
Cantonment Tag Office	470 S. Hwy 29		3190
CBDF/Central Booking	1200 W. Leonard Street		167855
Century Courthouse	Highway 4, Century FL		5206
Century EMS	6029 Industrial, Century FL		4115
Clerk of Court Archive	120 E. Blount Street		15370
Community Services	2257 N Baylen Street		6949
County Office Building	2251 N Palafox		28823
County Office Building Maint.	2251-A N Palafox		2415
NW FL	150 W. Maxwell Street		4183
Court Admin	100 W. Maxwell Street		865
Courthouse & Annex	223 Palafox Place		55507
Davisville Comm. Ctr.	10200 N. Hwy. 97, Bratt		7124
Dorrie Miller Com Ctr	2819 N. Miller Street		1965
Ebonwood CC	3511 W Scott St		2964
EMS – Hayes	256-A W Hayes		1200
Englewood CC	2751 N “H” Street		10824
Extension Building	3740 Stefani Drive		7000
Facilities Management	100 E. Blount Street		35000
Felix Miga Com Ctr	904 N. 57 th Avenue		13670
Gov’t Complex - FDOT	1651 E. Nine Mile Road		8319
Gov’t Complex - NOB	26 W Government		126700
Juvenile Justice	St. Mary Avenue		93474

BUILDING	ADDRESS		SQUARE FOOTAGE
Langley 4-H Camp	4810 W Nine Mile Road		9190
Lexington Terrace	700 S Coryfield Rd		2964
LSC Office	1135 W Hayes-Duplex		1200
Main Jail	2935 N. "L" Street		217015
Marie Ella Davis Co Ctr	16 Raymond Street		1965
Matt Langley Bell III Bldg.	213 Palafox Place		39950
Mayfair Co Ctr	701 S Madison Drive		1965
MC Blanchard – Judicial Center	190 Government Street		333684
Mosquito Control	611 Hwy 297-A, Cantonment		2978
NW FL Rebuild	150 W Maxwell Street		4183
One Stop	1190 W. Leonard Street		31249
Pensacola Civic Center	201 E Gregory Street		164000
Property Management	300-A W Leonard		10500
Public Safety	6575 N "W" Street		60310
Quintette Co Ctr	2490 Quintette Lane		1965
Sheriff Admin.	1700 W. Leonard Street		108927
Sheriff Garage	3101 "H" Street		15680
Sheriff Narcotics	1300 W Leonard		17214
Sheriff Precinct #3.	3810-D Barrancas Ave		3680
Sheriff Precinct #4	97 Hood Drive		3606
Sheriff Sub-Big Lagoon	12950 Gulf Beach Hwy		1100
Sheriff Sub-Molino	5844 N Hwy 29		2000
Sheriff Sub-P'cola Bch	41 Fort Pickens Rd		2845
"W" Street Tag Office	6451 "W" Street		11062
Warrington Tax Office	507 Navy Blvd.		5724
Windstorm Bldg.	3740 Stefani Road, Cantonment FL		3139
Work Release	1211 W Fairfield		30838
Old Cantonment CH – Temporary	292 Muskogee Rd		3190
Ashton Brosnaham Sports Complex	10370 Brosnaham Park		6000
Equestrian Admin Bldg	7750 Mobile Hwy		774
Equestrian Concession	7750 Mobile Hwy		800
Equestrian Ticket Bldg	7750 Mobile Hwy		540
Lake Stone	801 W Hwy 4, Century		3000
Solid Waste Admin. Bldg	13009 Beulah Road, Cantonment FL		8000

BUILDING	ADDRESS		SQUARE FOOTAGE
SW Acct-Double Wide Trailer	13009 Beulah Road, Cantonment FL		1250
Solid Waste Garage-Bldg. w/Six Offices	13009 Beulah Road, Cantonment		8300
Solid Waste Operations-Bldg W/Two Offices	13009 Beulah Road, Cantonment		
Solid Waste Recycling-Bldg. w/One Office	13009 Beulah Road, Cantonment		4000
Solid Waste Scale House	13009 Beulah Road, Cantonment		100
Solid Waste HHW Bldg	13009 Beulah Road, Cantonment		100
Solid Waste Shed-Oak Grove	745 N. Highway 99 (2 sheds)		100
New Bellview Station	7009 Pine Forest Road		14880
Beulah VFD	6400 W. Nine Mile Road		5559
Brent VFD	5925 N. "W" Street		8160
Cantonment VFD	#2 Woodland Avenue, Cantonment		6923
Century VFD	10 Teddar Road, N. Hwy 29, Century		6120
Century Substation, VFD	Tedder Road, Highway 4, Century		2023
Ensley VFD	8624 Pensacola Blvd.		8428
Ferry Pass VFD	2331 E. Johnson Avenue		8377
Fire Marshall Office	4701 Maywood Avenue		1006
Innerarity Point VFD	14250 Innerarity Road		6892
Innerarity Point Substation #2, VFD	1425 Bauer Road		2031
McDavid VFD	100 Century Blvd, N. Hwy 29, McDavid		6146
Molino VFD	1455 Molino Road, Molino		6965
Molino Substation, VFD	4325 White Ash Road, Molino		2022
Myrtle Grove VFD	7209 Lillian Highway		8280
Occoala VFD	2601 Massachusetts		9818
Pensacola Beach VFD	901 Via Deluna		2000
Perdido Key Substation #1, VFD	15500 Perdido Key Drive		5218
Pleasant Grove VFD	9350 Gulf Beach		9260
Walnut Hill VFD	7760 Highway 97, Walnut Hill		8206
Walnut Hill Substation, VFD	6105 Highway 99, Walnut Hill		2023
Warrington VFD	20 Navy Blvd.		9215
West Pensacola VFD	1700 N. AW@ Street		6013
Road Dept Admin & Annex	601 N Hwy 297A, Cantonment		1520
Fleet Garage	601 N. Highway 297A, Cantonment		19945
Small Equip Garage	601 N. Highway 297A, Cantonment		1890
Rd. Dept. Work Order Bldg.	601 N. Highway 297A, Cantonment		6298

Addendum #1

BUILDING	ADDRESS			SQUARE FOOTAGE
Road Prison	601 N. Highway 297A Cantonment			28654
Road Operation, Fuel Office	601 N. Highway 297A, Cantonment			720
Roads & Bridges Admin	601 N. Highway 297A, Cantonment			2730
Road Camp	4920 N Camp Road, Century			7980

**ESCAMBIA COUNTY
FLORIDA**

INVITATION TO BIDDERS

Pest and Rodent Control Services

SPECIFICATION NUMBER PD 07-08.056

BIDS WILL BE RECEIVED UNTIL: 2:00p.m., CDT, Wednesday, April 9, 2008

A Pre-Solicitation Conference will be held Wednesday, March 19, 2008, at 2:00 p.m., CDT in Room 11.407 at Matt Langley Bell III Building, 213 Palafox Place, Pensacola, Florida 32502

**Office of Purchasing, Room 11.101
213 Palafox Place, Pensacola, FL 32502
Matt Langley Bell III Building
Post Office Box 1591
Pensacola, FL 32591-1591**

Board of County Commissioners

**D. M. "Mike" Whitehead, Chairman
Gene Valentino, Vice Chairman
Grover Robinson, IV
Marie Young
Kevin W. White**

**From:
Claudia Simmons
Purchasing Manager**

Procurement Assistance:

**Kathy Spencer
Purchasing Specialist
Office of Purchasing
2nd Floor, Matt Langley Bell, III Building
213 Palafox Place
Pensacola, FL 32502
Tel: (850) 595-4983
Fax: (850) 595-4805**

Technical Assistance:

**David Wheeler
Director
Facilities Management
100 E. Blount Street
Pensacola, FL 32501
Tel: (850) 595-3190
Fax: (850) 595-3192**

SPECIAL ACCOMMODATIONS:

Any person requiring special accommodations to attend or participate, pursuant to the Americans with Disabilities Act, should call the Office of Purchasing, (850) 595-4980 at least five (5) working days prior to the solicitation opening. If you are hearing or speech impaired, please contact the Office of Purchasing at (850) 595-4684 (TTY).

NOTICE

It is the specific legislative intent of the Board of County Commissioners that NO CONTRACT under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction.

(Revised 3/1/06)

SIGN AND RETURN THIS FORM WITH YOUR BIDS**

SOLICITATION, OFFER AND AWARD FORM ESCAMBIA COUNTY FLORIDA

SUBMIT OFFERS TO:
CLAUDIA SIMMONS

Invitation to Bid

Purchasing Manager
 Office of Purchasing, 2nd Floor, Room 11.101
 213 Palafox Place, Pensacola, FL 32502
 Post Office Box 1591, Pensacola, FL 32591-1591
 Phone No: (850)595-4980 Fax No: (850) 595-4805

PESTAND RODENT CONTROL SERVICES
PD 07-08.056

SOLICITATION

MAILING DATE: Monday, March 10, 2008
 PRE-BID CONFERENCE: Wednesday, March 19, 2008, 2:00p.m. CDT
 OFFERS WILL BE RECEIVED UNTIL: Wednesday, April 9, 2008, 2:00p.m., CDT and may not be withdrawn within 90 days after such date and time.

POSTING OF SOLICITATION TABULATIONS

Solicitation tabulations with recommended awards will be posted for review by interested parties at the County Office of Purchasing and will remain posted for a period of two (2) business days. Failure to file a protest in writing within two (2) business days after posting of the solicitation tabulation shall constitute a waiver of any protest relating to this solicitation. All protests must be filed with the Office of Purchasing. They will be handled according to the Escambia County Purchasing Ordinance.

OFFER (SHALL BE COMPLETED BY OFFEROR)

FEDERAL EMPLOYER IDENTIFICATION NUMBER OR S.S. NUMBER: _____

TERMS OF PAYMENT: _____

DELIVERY DATE WILL BE _____ DAYS AFTER RECEIPT OF PURCHASE ORDER.

VENDOR NAME: _____
 ADDRESS: _____
 CITY, ST. & ZIP: _____
 PHONE NO.: (____) _____
 TOLL FREE NO.: (____) _____
 FAX NO.: (____) _____

REASON FOR NO OFFER: _____

BID BOND ATTACHED \$ _____ N/A _____

I certify that this offer is made without prior understanding, agreement, or connection, with any Corporation, firm or person submitting an offer for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this offer and certify that I am authorized to sign this offer for the offeror and that the offeror is in compliance with all requirements of the solicitation, including but not limited to certification requirements. In submitting an offer to Escambia County Florida, the offeror agrees that if the offer is accepted, the offeror will convey, sell, assign or transfer to Escambia County Florida all rights title and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by Escambia County Florida. At the County's discretion such assignment shall be made and become effective at the time the County renders final payment on the offeror.

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER
 (TYPED OR PRINTED)

**
 SIGNATURE OF PERSON AUTHORIZED TO SIGN OFFER
 (MANUAL)

****Failure to execute this Form binding the bidder/proposer's offer shall result in this bid/proposal being rejected as non-responsive.**

AWARD

Upon certification of award the contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing. The terms and conditions of this solicitation and the bid response of the awarded contractor is incorporated by reference hereto and made a part of this contract.

CONTRACTOR

ESCAMBIA COUNTY FLORIDA

Name and Title of Signer (Type or Print)

Name and Title of Signer (Type or Print)

Name of Contractor

By _____
 County Administrator Date

By _____
 Signature of Person Authorized to Sign Date

WITNESS _____
 Date

ATTEST: _____
 Corporate Secretary Date

WITNESS _____
 Date

[CORPORATE SEAL]

ATTEST: _____
 Witness Date

Awarded Date _____

ATTEST: _____
 Witness Date

Effective Date _____

BID FORM

**Specification Number PD 07-08.056
PEST AND RODENT CONTROL SERVICES**

Board of County Commissioners
Escambia County, Florida
Pensacola, Florida 32502

Date: _____

Commissioners:

In accordance with your "Invitation for Bids" and "Instructions to Bidders" for **Pest and Rodent Control Services** as described and listed in this Invitation for Bids, and subject to all conditions thereof, I, undersigned, hereby propose to provide at the following price:

<u>BUILDING</u>	<u>ADDRESS</u>	<u>FREQUENCY OF SERVICE</u>	<u>COST PER SPRAYING</u>	<u>EXTENDED COST FOR 12 MONTHS</u>
Animal Shelter	200 W. Fairfield Drive	Monthly		
Barrineau Park CC	6055 Barrineau Park Rd	Monthly		
Beulah Community Center	7425 Woodside Drive	Monthly		
Bryneville CC	1701 Hwy 4A, Century	Monthly		
Cantonment Tag Office	470 S. Hwy 29	Monthly		
CBDF/Central Booking	1200 W. Leonard Street	Monthly		
Century Courthouse	Highway 4, Century FL	Monthly		
Century EMS	6029 Industrial, Century FL	Monthly		
Clerk of Court Archive	120 E. Blount Street	Monthly		
Community Services	2257 N Baylen Street	Monthly		
County Office Building	2251 N Palafox	Monthly		
County Office Building Maint.	2251-A N Palafox	Monthly		
NW FL	150 W. Maxwell Street	Monthly		
Court Admin	100 W. Maxwell Street	Monthly		
Courthouse & Annex	223 Palafox Place	Monthly		
Davisville Comm. Ctr.	10200 N. Hwy. 97, Bratt	Monthly		
Dorrie Miller Com Ctr	2819 N. Miller Street	Monthly		
Ebonwood CC	3511 W Scott St	Monthly		
EMS - Hayes	256-A W Hayes	Monthly		
Englewood CC	2751 N "H" Street	Monthly		
Extension Building	3740 Stefani Drive	Monthly		
Facilities Management	100 E. Blount Street	Monthly		
Gov't Complex - FDOT	1651 E. Nine Mile Road	Monthly		

Gov't Complex - NOB	26 W Government	Monthly		
Juvenile Justice	St. Mary Avenue	Monthly		
Langley 4-H Camp	4810 W Nine Mile Road	Monthly		
Lexington Terrace	700 S Coryfield Rd	Monthly		
LSC Office	1135 W Hayes-Duplex	Monthly		
Main Jail	2935 N. "L" Street	Monthly		
Marie Ella Davis Co Ctr	16 Raymond Street	Monthly		
Matt Langley Bell III Bldg.	213 Palafox Place	Monthly		
Mayfair Co Ctr	701 S Madison Drive	Monthly		
MC Blanchard – Judicial Center	190 Government Street	Monthly		
Mosquito Control	611 Hwy 297-A, Cantonment	Monthly		
NW FL Rebuild	150 W Maxwell Street	Monthly		
One Stop	1190 W. Leonard Street	Monthly		
Pensacola Civic Center	201 E Gregory Street	Monthly		
Property Management	300-A W Leonard	Monthly		
Public Safety	6575 N "W" Street	Monthly		
Quintette Co Ctr	2490 Quintette Lane	Monthly		
Sheriff Admin.	1700 W. Leonard Street	Monthly		
Sheriff Garage	3101 "H" Street	Monthly		
Sheriff Narcotics	1300 W Leonard	Monthly		
Sheriff Precinct #3.	3810-D Barrancas Ave	Monthly		
Sheriff Precinct #4	97 Hood Drive	Monthly		
Sheriff Sub-Big Lagoon	12950 Gulf Beach Hwy	Monthly		
Sheriff Sub-Molino	5844 N Hwy 29	Monthly		
Sheriff Sub-P'cola Bch	41 Fort Pickens Rd	Monthly		
"W" Street Tag Office	6451 "W" Street	Monthly		
Warrington Tax Office	507 Navy Blvd.	Monthly		
Windstorm Bldg.	3740 Stefani Road, Cantonment FL	Monthly		
Work Release	1211 W Fairfield	Monthly		
Old Cantonment CH – Temporary	292 Muskogee Rd	Monthly		
Ashton Brosnaham Sports Complex	10370 Brosnaham Park	Monthly		
Equestrian Admin Bldg	7750 Mobile Hwy	Monthly		
Equestrian Concession	7750 Mobile Hwy	Monthly		

Equestrian Ticket Bldg	7750 Mobile Hwy	Monthly		
Lake Stone	801 W Hwy 4, Century	Monthly		
Solid Waste Admin. Bldg	13009 Beulah Road, Cantonment FL	Monthly		
SW Acct-Double Wide Trailer	13009 Beulah Road, Cantonment FL	Monthly		
Solid Waste Garage-Bldg. w/Six Offices	13009 Beulah Road, Cantonment	Monthly		
Solid Waste Operations-Bldg W/Two Offices	13009 Beulah Road, Cantonment	Monthly		
Solid Waste Recycling-Bldg. w/One Office	13009 Beulah Road, Cantonment	Monthly		
Solid Waste Scale House	13009 Beulah Road, Cantonment	Monthly		
Solid Waste HHW Bldg.	13009 Beulah Road, Cantonment	Monthly		
Solid Waste Shed-Oak Grove	745 N. Highway 99	Monthly		
New Bellview Station	7009 Pine Forest Road	Monthly		
Beulah VFD	6400 W. Nine Mile Road	Monthly		
Brent VFD	5925 N. "W" Street	Monthly		
Cantonment VFD	#2 Woodland Avenue, Cantonment	Monthly		
Century VFD	10 Teddar Road, N. Hwy 29, Century	Monthly		
Century Substation, VFD	Tedder Road, Highway 4, Century	Monthly		
Ensley VFD	8624 Pensacola Blvd.	Monthly		
Ferry Pass VFD	2331 E. Johnson Avenue	Monthly		
Fire Marshall Office	4701 Maywood Avenue	Monthly		
Innerarity Point VFD	14250 Innerarity Road	Monthly		
Innerarity Point Substation #2, VFD	1425 Bauer Road	Monthly		
McDavid VFD	100 Century Blvd, N. Hwy 29, McDavid	Monthly		
Molino VFD	1455 Molino Road, Molino	Monthly		
Molino Substation, VFD	4325 White Ash Road, Molino	Monthly		
Myrtle Grove VFD	7209 Lillian Highway	Monthly		
Oceola VFD	2601 Massachusetts	Monthly		
Pensacola Beach VFD	901 Via Deluna	Monthly		
Perdido Key Substation #1, VFD	15500 Perdido Key Drive	Monthly		
Pleasant Grove VFD	9350 Gulf Beach	Monthly		
Warrington VFD	20 Navy Blvd.	Monthly		
West Pensacola VFD	1700 N. AW@ Street	Monthly		
Road Dept Admin & Annex	601 N Hwy 297A, Cantonment	Monthly		
Fleet Garage	601 N. Highway 297A, Cantonment	Monthly		

Small Equip Garage	601 N. Highway 297A, Cantonment	Monthly		
Rd Dept-Work Order Bldg	601 N. Highway 297A, Cantonment	Monthly		
Road Prison	601 N. Highway 297A Cantonment	Monthly		
Road Operation, Fuel Office	601 N. Highway 297A Cantonment	Monthly		
Roads & Bridges Admin	601 N. Highway 297A Cantonment	Monthly		
Road Camp	4920 N Camp Road, Century	Monthly		

GRAND TOTAL FOR THE YEAR: \$ _____

Name(s) of personnel with certification

CONTRACTOR REQUIREMENTS

Acknowledgment is hereby made of receipt of the following addenda issued during the bidding period:

Addendum No. _____ Date _____ Addendum No. _____ Date _____
 Addendum No. _____ Date _____ Addendum No. _____ Date _____

(PLEASE TYPE INFORMATION BELOW)
SEAL IF BID IS BY CORPORATION

State of Florida Department of State Certificate of Authority

Document Number _____ Bidder: _____

Occupational License No. _____ By: _____

Signature: _____

Title: _____

Type of Contractor's License, Certification and/or Registration _____ Address: _____

Expiration Date: _____ Person to contact concerning this bid: _____

Phone/Toll Free/Fax # _____

Terms of Payment

(Check one) Net 30 Days ___ 2% 10th Prox ___

E-Mail Address: _____

Home Page Address: _____

Purchasing Agreements with Other Governmental Agencies

Accept provisions of purchase agreement with other governmental agencies. Yes No

Signature: _____

Names and addresses of proposed Subcontractors to be utilized for work on this project:

- 1.
- 2.
- 3.

**ESCAMBIA COUNTY FLORIDA
INVITATION TO BID
BIDDER'S CHECKLIST
PEST AND RODENT CONTROL SERVICES
SPECIFICATION PD 07-08.056**

- HOW TO SUBMIT YOUR BID

PLEASE REVIEW THIS DOCUMENT CAREFULLY. OFFERS THAT ARE ACCEPTED BY THE COUNTY ARE BINDING CONTRACTS. **INCOMPLETE BIDS ARE NOT ACCEPTABLE.** ALL DOCUMENTS AND SUBMITTALS SHALL BE RECEIVED BY THE OFFICE OF PURCHASING ON OR BEFORE DATE AND HOUR FOR SPECIFIED FOR RECEIPT. LATE BIDS WILL BE RETURNED UNOPENED.

** Documents submitted with Bids are to be on the forms provided in the Invitation to Bid and photocopies of other required documents*

THE FOLLOWING DOCUMENTS SHALL BE RETURNED WITH BID:

- SOLICITATION, OFFER AND AWARD FORM (IN DUPLICATE WITH ORIGINAL SIGNATURE)
- BID FORMS (IN DUPLICATE WITH ORIGINAL SIGNATURE)

THE FOLLOWING DOCUMENTS SHOULD BE RETURNED WITH BID

- LETTER FROM INSURANCE CARRIER AS SPECIFIED IN THE "INSURANCE REQUIREMENTS"
- SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A), FLORIDA STATUTES, ON ENTITY CRIMES
- DRUG-FREE WORKPLACE FORM
- INFORMATION SHEET FOR TRANSACTIONS AND CONVEYANCES CORPORATE IDENTIFICATION
- CERTIFICATE OF AUTHORITY TO DO BUSINESS FROM THE STATE OF FLORIDA OCCUPATIONAL LICENSE
- FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION – LICENSE(S), CERTIFICATION(S) AND/OR REGISTRATION(S)
- WRITTEN OPINION OF AN ATTORNEY FROM A FOREIGN STATE AS TO BID PREFERENCES
- BEFORE YOU SUBMIT YOUR BID, HAVE YOU:
PLACED YOUR BID WITH ALL REQUIRED SUBMITTAL ITEMS IN A SEALED ENVELOPE CLEARLY MARKED FOR SPECIFICATION NUMBER, PROJECT NAME, NAME OF BIDDER, AND DUE DATE AND TIME OF BID RECEIPT?
- THE FOLLOWING SUBMITTALS ARE REQUIRED UPON NOTICE OF AWARD:

CERTIFICATE OF INSURANCE

- HOW TO SUBMIT A NO BID

IF YOU DO NOT WISH TO BID AT THIS TIME, PLEASE REMOVE THE BIDDER SOLICITATION, OFFER AND AWARD FORM FROM THE BID SOLICITATION PACKAGE AND ENTER NO BID IN THE "**REASON FOR NO BID**" BLOCK, YOUR COMPANY'S NAME, ADDRESS, SIGNATURE, AND RETURN THE BIDDER SOLICITATION, OFFER AND AWARD FORM IN A SEALED ENVELOPE. THIS WILL ENSURE YOUR COMPANY'S ACTIVE STATUS IN OUR BIDDER'S LIST.

**THIS FORM IS FOR YOUR CONVENIENCE TO ASSIST IN FILLING OUT YOUR
BID ONLY.
DO NOT RETURN WITH YOUR BID**

**ESCAMBIA COUNTY
FLORIDA**

INVITATION TO BIDDERS

Pest and Rodent Control Services

SPECIFICATION NUMBER PD 07-08.056

BIDS WILL BE RECEIVED UNTIL: 2:00p.m., CDT, Wednesday, April 2, 2008

A Pre-Solicitation Conference will be held Wednesday, March 19, 2008, at 2:00 p.m., CDT in Room 11.407 at Matt Langley Bell III Building, 213 Palafox Place, Pensacola, Florida 32502

**Office of Purchasing, Room 11.101
213 Palafox Place, Pensacola, FL 32502
Matt Langley Bell III Building
Post Office Box 1591
Pensacola, FL 32591-1591**

Board of County Commissioners

D. M. "Mike" Whitehead, Chairman
Gene Valentino, Vice Chairman
Grover Robinson, IV
Marie Young
Kevin W. White

**From:
Claudia Simmons
Purchasing Manager**

Procurement Assistance:

Kathy Spencer
Purchasing Specialist
Office of Purchasing
2nd Floor, Matt Langley Bell, III Building
213 Palafox Place
Pensacola, FL 32502
Tel: (850) 595-4983
Fax: (850) 595-4805

Technical Assistance:

David Wheeler
Director
Facilities Management
100 E. Blount Street
Pensacola, FL 32501
Tel: (850) 595-3190
Fax: (850) 595-3192

SPECIAL ACCOMMODATIONS:

Any person requiring special accommodations to attend or participate, pursuant to the Americans with Disabilities Act, should call the Office of Purchasing, (850) 595-4980 at least five (5) working days prior to the solicitation opening. If you are hearing or speech impaired, please contact the Office of Purchasing at (850) 595-4684 (TTY).

NOTICE

It is the specific legislative intent of the Board of County Commissioners that NO CONTRACT under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction.

**PROJECT NAME
PD 07-05.056**

TABLE OF CONTENTS

**Forms marked with an (* Asterisk) must be returned with Offer.
Forms marked with a (** Double Asterisk) should be returned with Offer.**

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SIGN AND RETURN THIS FORM WITH YOUR BIDS**

SOLICITATION, OFFER AND AWARD FORM ESCAMBIA COUNTY FLORIDA

**SUBMIT OFFERS TO:
CLAUDIA SIMMONS**

Invitation to Bid

Purchasing Manager

Office of Purchasing, 2nd Floor, Room 11.101
213 Palafox Place, Pensacola, FL 32502
Post Office Box 1591, Pensacola, FL 32591-1591
Phone No: (850)595-4980 Fax No: (850) 595-4805

**PESTAND RODENT CONTROL SERVICES
PD 07-08.056**

SOLICITATION

MAILING DATE: Monday, March 10, 2008

PRE-BID CONFERENCE: Wednesday, March 19, 2008, 2:00p.m. CDT

OFFERS WILL BE RECEIVED UNTIL: Wednesday, April 2, 2008, 2:00p.m., CDT and may not be withdrawn within 90 days after such date and time.

POSTING OF SOLICITATION TABULATIONS

Solicitation tabulations with recommended awards will be posted for review by interested parties at the County Office of Purchasing and will remain posted for a period of two (2) business days. Failure to file a protest in writing within two (2) business days after posting of the solicitation tabulation shall constitute a waiver of any protest relating to this solicitation. All protests must be filed with the Office of Purchasing. They will be handled according to the Escambia County Purchasing Ordinance.

OFFER (SHALL BE COMPLETED BY OFFEROR)

FEDERAL EMPLOYER IDENTIFICATION NUMBER OR S.S. NUMBER: _____

TERMS OF PAYMENT: _____

DELIVERY DATE WILL BE _____ DAYS AFTER RECEIPT OF PURCHASE ORDER.

VENDOR NAME: _____

REASON FOR NO OFFER: _____

ADDRESS: _____

CITY, ST. & ZIP: _____

PHONE NO.: (____) _____

BID BOND ATTACHED \$ _____ N/A _____

TOLL FREE NO.: (____) _____

FAX NO.: (____) _____

I certify that this offer is made without prior understanding, agreement, or connection, with any Corporation, firm or person submitting an offer for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this offer and certify that I am authorized to sign this offer for the offeror and that the offeror is in compliance with all requirements of the solicitation, including but not limited to certification requirements. In submitting an offer to Escambia County Florida, the offeror agrees that if the offer is accepted, the offeror will convey, sell, assign or transfer to Escambia County Florida all rights title and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by Escambia County Florida. At the County's discretion such assignment shall be made and become effective at the time the County tenders final payment to the offeror.

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER

(TYPED OR PRINTED)

**

SIGNATURE OF PERSON AUTHORIZED TO SIGN OFFER
(MANUAL)

****Failure to execute this Form binding the bidder/proposer's offer shall result in this bid/proposal being rejected as non-responsive.**

AWARD

Upon certification of award the contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing. The terms and conditions of this solicitation and the bid response of the awarded contractor is incorporated by reference herein and made a part of this contract.

CONTRACTOR

ESCAMBIA COUNTY FLORIDA

Name and Title of Signer (Type or Print)

Name and Title of Signer (Type or Print)

Name of Contractor

By _____

County Administrator

Date

By _____

Signature of Person Authorized to Sign

Date

WITNESS _____

Date

ATTEST: _____

Corporate Secretary

Date

WITNESS _____

Date

[CORPORATE SEAL]

ATTEST: _____

Witness

Date

Awarded Date _____

ATTEST: _____

Witness

Date

Effective Date _____

BID FORM

**Specification Number PD 07-08.056
PEST AND RODENT CONTROL SERVICES**

Board of County Commissioners
Escambia County, Florida
Pensacola, Florida 32502

Date: _____

Commissioners:

In accordance with your “Invitation for Bids” and “Instructions to Bidders” for **Pest and Rodent Control Services** as described and listed in this Invitation for Bids, and subject to all conditions thereof, I, undersigned, hereby propose to provide at the following price:

BUILDING	ADDRESS	FREQUENCY OF SERVICE	COST PER SPRAYING	EXTENDED COST FOR 12 MONTHS
Animal Shelter	200 W. Fairfield Drive	Monthly		
Barrineau Park CC	6055 Barrineau Park Rd	Monthly		
Beulah Community Center	7425 Woodside Drive	Monthly		
Bryneville CC	1701 Hwy 4A, Century	Monthly		
Cantonment Tag Office	470 S. Hwy 29	Monthly		
CBDF/Central Booking	1200 W. Leonard Street	Monthly		
Century Courthouse	Highway 4, Century FL	Monthly		
Century EMS	6029 Industrial, Century FL	Monthly		
Clerk of Court Archive	120 E. Blount Street	Monthly		
Community Services	2257 N Baylen Street	Monthly		
County Office Building	2251 N Palafox	Monthly		
County Office Building Maint.	2251-A N Palafox	Monthly		
NW FL	150 W. Maxwell Street	Monthly		
Court Admin	100 W. Maxwell Street	Monthly		
Courthouse & Annex	223 Palafox Place	Monthly		
Davisville Comm. Ctr.	10200 N. Hwy. 97, Bratt	Monthly		
Dorrie Miller Com Ctr	2819 N. Miller Street	Monthly		
Ebonwood CC	3511 W Scott St	Monthly		
EMS – Hayes	256-A W Hayes	Monthly		
Englewood CC	2751 N “H” Street	Monthly		
Extension Building	3740 Stefani Drive	Monthly		
Facilities Management	100 E. Blount Street	Monthly		
Gov’t Complex - FDOT	1651 E. Nine Mile Road	Monthly		

Gov't Complex - NOB	26 W Government	Monthly		
Juvenile Justice	St. Mary Avenue	Monthly		
Langley 4-H Camp	4810 W Nine Mile Road	Monthly		
Lexington Terrace	700 S Coryfield Rd	Monthly		
LSC Office	1135 W Hayes-Duplex	Monthly		
Main Jail	2935 N. "L" Street	Monthly		
Marie Ella Davis Co Ctr	16 Raymond Street	Monthly		
Matt Langley Bell III Bldg.	213 Palafox Place	Monthly		
Mayfair Co Ctr	701 S Madison Drive	Monthly		
MC Blanchard – Judicial Center	190 Government Street	Monthly		
Mosquito Control	611 Hwy 297-A, Cantonment	Monthly		
NW FL Rebuild	150 W Maxwell Street	Monthly		
One Stop	1190 W. Leonard Street	Monthly		
Pensacola Civic Center	201 E Gregory Street	Monthly		
Property Management	300-A W Leonard	Monthly		
Public Safety	6575 N "W" Street	Monthly		
Quintette Co Ctr	2490 Quintette Lane	Monthly		
Sheriff Admin.	1700 W. Leonard Street	Monthly		
Sheriff Garage	3101 "H" Street	Monthly		
Sheriff Narcotics	1300 W Leonard	Monthly		
Sheriff Precinct #3.	3810-D Barrancas Ave	Monthly		
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Sheriff Sub-Big Lagoon	12950 Gulf Beach Hwy	Monthly		
Sheriff Sub-Molino	5844 N Hwy 29	Monthly		
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Windstorm Bldg.	3740 Stefani Road, Cantonment FL	Monthly		
Work Release	1211 W Fairfield	Monthly		
Old Cantonment CH – Temporary	292 Muskogee Rd	Monthly		
Ashton Brosnaham Sports Complex	10370 Brosnaham Park	Monthly		
Equestrian Admin Bldg	7750 Mobile Hwy	Monthly		
Equestrian Concession	7750 Mobile Hwy	Monthly		

Equestrian Ticket Bldg	7750 Mobile Hwy	Monthly		
Lake Stone	801 W Hwy 4, Century	Monthly		
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SW Acct-Double Wide Trailer	13009 Beulah Road, Cantonment FL	Monthly		
Solid Waste Garage-Bldg. w/Six Offices	13009 Beulah Road, Cantonment	Monthly		
Solid Waste Operations-Bldg W/Two Offices	13009 Beulah Road, Cantonment	Monthly		
Solid Waste Recycling-Bldg. w/One Office	13009 Beulah Road, Cantonment	Monthly		
Solid Waste Scale House	13009 Beulah Road, Cantonment	Monthly		
Solid Waste Shed-Oak Grove	745 N. Highway 99	Monthly		
New Bellview Station	7009 Pine Forest Road	Monthly		
Beulah VFD	6400 W. Nine Mile Road	Monthly		
Brent VFD	5925 N. "W" Street	Monthly		
Cantonment VFD	#2 Woodland Avenue, Cantonment	Monthly		
Century VFD	10 Teddar Road, N. Hwy 29, Century	Monthly		
Century Substation, VFD	Tedder Road, Highway 4, Century	Monthly		
Ensley VFD	8624 Pensacola Blvd.	Monthly		
Ferry Pass VFD	2331 E. Johnson Avenue	Monthly		
Fire Marshall Office	4701 Maywood Avenue	Monthly		
Innerarity Point VFD	14250 Innerarity Road	Monthly		
Innerarity Point Substation #2, VFD	1425 Bauer Road	Monthly		
McDavid VFD	100 Century Blvd, N. Hwy 29, McDavid	Monthly		
Molino VFD	1455 Molino Road, Molino	Monthly		
Molino Substation, VFD	4325 White Ash Road, Molino	Monthly		
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Oceola VFD	2601 Massachusetts	Monthly		
Pensacola Beach VFD	901 Via Deluna	Monthly		
Perdido Key Substation #1, VFD	15500 Perdido Key Drive	Monthly		
Pleasant Grove VFD	9350 Gulf Beach	Monthly		
Warrington VFD	20 Navy Blvd.	Monthly		
West Pensacola VFD	1700 N. AW@ Street	Monthly		
Road Dept Admin & Annex	601 N Hwy 297A, Cantonment	Monthly		
Fleet Garage	601 N. Highway 297A, Cantonment	Monthly		
Small Equip Garage	601 N. Highway 297A, Cantonment	Monthly		

Rd Dept-Work Order Bldg	601 N. Highway 297A, Cantonment	Monthly		
Road Prison	601 N. Highway 297A Cantonment	Monthly		
Roads & Bridges Admin	601 N. Highway 297A, Cantonment	Monthly		
Road Camp	4920 N Camp Road, Century	Monthly		

GRAND TOTAL FOR THE YEAR: \$ _____

Name(s) of personnel with certification _____

CONTRACTOR REQUIREMENTS

Acknowledgment is hereby made of receipt of the following addenda issued during the bidding period:

Addendum No. _____ Date _____ Addendum No. _____ Date _____
 Addendum No. _____ Date _____ Addendum No. _____ Date _____

(PLEASE TYPE INFORMATION BELOW)

SEAL IF BID IS BY CORPORATION

State of Florida Department of State Certificate of Authority
 Document Number _____

Bidder: _____

Occupational License No. _____

By: _____

Signature: _____

Type of Contractor's License, **Certification** and/or
 Registration _____

Title: _____

Address: _____

Expiration Date: _____

Person to contact concerning this bid:

Phone/Toll Free/Fax # _____

Terms of Payment
 (Check one) Net 30 Days ___ 2% 10th Prox ___

E-Mail Address: _____

Home Page Address: _____

Purchasing Agreements with Other Governmental Agencies

Accept provisions of purchase agreement with other governmental agencies. []Yes []No

Signature: _____

Names and addresses of proposed Subcontractors to be utilized for work on this project:

- 1.
- 2.
- 3.

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON ENTITY CRIMES**

1. This sworn statement is submitted to _____
(print name of the public entity)
- by _____
(print individual's name and title)
- for _____
(print name of entity submitting sworn statement)

whose business address is

and (if applicable) its Federal Employer Identification Number (FEIN) is:

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

- c. I understand that a "person" as defined in Paragraph 287.133(1)(e), **Florida Statutes**, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
- d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(indicate which statement applies.)**

_____ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(attach a copy of the final order)**

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT HIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(signature)

Sworn to an subscribed before me this _____ day of _____, 19 _____

Personally known _____

OR produced identification _____

(Type of identification)

Notary Public - State of _____

My commission expires _____

(Printed typed or stamped commissioned name of notary public)

Drug-Free Workplace Form

The undersigned vendor, in accordance with Florida Statute 287.087 hereby certifies that _____ does:

Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

Check one:

_____ As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.

_____ As the person authorized to sign this statement, this firm **does not** comply fully with the above requirements.

Offeror's Signature

Date

**Information Sheet
for Transactions and Conveyances
Corporation Identification**

The following information will be provided to the Escambia County Legal Department for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, capitalization, etc. is exactly as registered with the state or federal government.

Is this a Florida Corporation (Please Circle One)
Yes or No

If not a Florida Corporation,
In what state was it created: _____
Name as spelled in that State: _____

What kind of corporation is it: "For Profit" or "Not for Profit"

Is it in good standing: Yes or No

**Authorized to transact business
in Florida:** Yes or No

State of Florida Department of State Certificate of Authority Document No.: _____

Does it use a registered fictitious name: Yes or No

Names of Officers:

President: _____ Secretary: _____
Vice President: _____ Treasurer: _____
Director: _____ Director: _____
Other: _____ Other: _____

Name of Corporation (As used in Florida):

(Spelled exactly as it is registered with the state or federal government)

Corporate Address:

Post Office Box: _____
City, State Zip: _____
Street Address: _____
City, State, Zip: _____

(Please provide post office box and street address for mail and/or express delivery; also for recorded instruments involving land)

(Please continue and complete page 2)

Federal Identification Number: _____
(For all instruments to be recorded, taxpayer's identification is needed)

Contact person for company: _____
Telephone Number: _____ Facsimile Number: _____

Name of individual who will sign the instrument on behalf of the company:

(Upon Certification of Award, Contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing)

(Spelled exactly as it would appear on the instrument)

Title of the individual named above who will sign on behalf of the company:

END

(850) 488-9000 Verified by: _____ Date: _____

ESCAMBIA COUNTY , FLORIDA GENERAL TERMS and CONDITIONS

The following General Terms and Conditions are incorporated by reference and have the same legal effect as if printed in its entirety.

A full textual copy of these conditions may be obtained by visiting the Office of Purchasing Home Page (see Bid Information), by telephoning the Office of Purchasing at (850) 595-4980 or by Fax at (850) 595-4805.

NOTE: Any and all Special Terms and Conditions and specifications referenced within the solicitation which vary from these General Terms and Conditions shall have precedence. Submission of the Bidder/Proposal Solicitation, Offer and Award Form and Bid/Proposal Form(s) in accordance with these General Terms and Conditions and Special Terms and Conditions constitutes an offer from the offeror. If any or all parts of the offer are accepted by Escambia County Florida, an authorized representative of the county shall affix his signature hereto, and this shall then constitute a written agreement between parties. The conditions incorporated herein become a part of the written agreement between the parties.

Bid Information See Home Page URL: <http://www.myescambia.com/departments/purchasing>
Click on **ON-LINE SOLICITATIONS**

1. **Sealed Solicitations**
2. **Execution of Solicitation**
3. **No Offer**
4. **Solicitation Opening**
5. **Prices, Terms and Payment**
 - 5.01 **Taxes**
 - 5.02 **Discounts**
 - 5.03 **Mistakes**
 - 5.04 **Condition and Packaging**
 - 5.05 **Safety Standards**
 - 5.06 **Invoicing and Payment**
 - 5.07 **Annual Appropriations**
6. **Additional Terms and Conditions**
7. **Manufacturers' Name and Approved Equivalents**
8. **Interpretations/Disputes**
9. **Conflict of Interest**
 - 9.01 **County Procedure on Acceptance of Gifts**
 - 9.02 **Contractors Required to Disclose any Gift Giving**
 - 9.03 **Gratuities**
10. **Awards**
11. **Nonconformance to Contract Conditions**
12. **Inspection, Acceptance and Title**
13. **Governmental Restrictions**
14. **Legal Requirements**
15. **Patents and Royalties**
16. **Price Adjustments**
17. **Cancellation**
18. **Abnormal Quantities**
19. **Advertising**
20. **Assignment**
21. **Liability**
22. **Facilities**
23. **Distribution of Certification of Contract**

ESCAMBIA COUNTY , FLORIDA GENERAL TERMS and CONDITIONS
The following General Terms and Conditions are incorporated by reference (continued).

24. **The Successful Bidder(s) must Provide**
25. **Addition/deletion of Items**
26. **Ordering Instructions**
27. **Public Records**
28. **Delivery**
29. **Samples**
30. **Additional Quantities**
31. **Service and Warranty**
32. **Default**
33. **Equal Employment Opportunity**
34. **Florida Preference**
35. **Contractor Personnel**
36. **Award**
37. **Uniform Commercial Code**
38. **Contractual Agreement**
39. **Payment Terms/Discounts**
40. **Improper Invoice; Resolution of Disputes**
41. **Public Entity Crimes**
42. **Suspended and Debarred Vendors**
43. **Drug-Free Workplace Form**
44. **Information Sheet for Transactions and Conveyances**
45. **Copies**
46. **License and Certifications** - For access to Certification/Registration Form for doing Business in Florida go to the Department of State, Division of Corporations, URL:<http://ccfcorp.dos.state.fl.us/corpweb/inquiry/search.html>
47. **Execution of Contract**
48. **Purchase Order**
49. **No Contingent Fees**
50. **Solicitation Expenses**
51. **On-Line Auction Services**

SPECIAL TERMS AND CONDITIONS

The Board of County Commissioners, Escambia County, Florida, invites your company to submit a sealed offer on the item(s) as listed in this solicitation request.

All terms and conditions below are a part of this request, and no offer will be accepted unless all these conditions have been complied with. The County reserves the right to waive informalities in any offer; to reject any or all offers, in whole or in part, and/or to accept the offer(s) that in its judgment is from the lowest and most responsible and responsive offeror(s).

Instructions to Offerors

1. General Information

All offers to be considered shall be in the possession of the Office of Purchasing prior to the time of the solicitation closing. Offers may be mailed to 213 Palafox Place, Room 11.101, Pensacola, Florida 32502 or delivered to the Office of Purchasing, 2nd floor, Room 11.101, Matt Langley Bell, III Bldg., 213 Palafox Place, Pensacola, Florida 32502, in a sealed envelope clearly marked:

**Specification Number PD 07-08.056, "Pest and Rodent Control Services", Name of Submitting Firm, Time and Date due.
Note: If you are using a courier service; Federal Express, Airborne, UPS, etc., you must mark airbill and envelope or box with Specification Number and Project Name.**

Regardless of the method of delivery, each offeror shall be responsible for his offer(s) being delivered on time as the County assumes no responsibility for same. Offers offered or received after the time set for solicitation closing will be rejected and returned unopened to the offeror(s).

SCOPE OF WORK SUMMARY

Escambia County is seeking a responsible and responsive company to provide pest and rodent control services to various county buildings. The individuals actually providing the service must have the proper certification to dispense pesticides.

2. Procurement Questions

Procurement questions may be directed to Kathy Spencer, Purchasing Specialist, (850) 595-4983 Telephone, (850) 595-4805 Fax. Technical questions may be directed to David Wheeler, Chief, Facilities Management, (850) 595-3190, Telephone, (850) 595-3192, Fax.

3. Bid

This Solicitation contains a Solicitation, Offer and Award Form and Bid Form which shall be submitted in a sealed envelope, in duplicate with Original signatures in indelible ink signed in the proper spaces. Responses on vendor forms will not be accepted.

The Offerors Checklist included in this solicitation provides instructions to the offeror on the documentation to be submitted during the procurement process.

4. Pre-Solicitation Conference

A Non-Mandatory Pre-Solicitation Conference will be held at the Matt Langley Bell Building, 213 Palafox Place, 2nd Floor, Pensacola, FL 32502 in Conference Room #11.407 on Wednesday, March 19, 2008, at 2:00p.m. CDT. At this time, the Board's representative will be available to answer questions relative to this Solicitation. Any suggested modifications may be discussed with the Board's representative(s) at this meeting and may be considered by said representative(s) as possible amendments to the Solicitation.

5. **Inspection of Facilities**

It is the offeror's responsibility to become fully informed as to where services are to be performed. Arrangements for offeror's inspection of facilities and/or activity schedules may be secured from David Wheeler, Director, Facilities Management, (850) 595-3190. Failure to visually inspect the facilities may be cause for disqualification of your offer.

6. **F.O.B. Point**

The F.O.B. point shall be destination within Escambia County. The prices offered shall include all costs of packaging, transporting, delivery and unloading (**this includes inside delivery if requested**) to designated point within Escambia County.

7. **Delivery**

Services to be provided as outlined in the Scope of Work and call back services as requested by the County.

8. **Compliance with Occupational Safety and Health**

Offeror certifies that all material, equipment, etc., contained in his offer meets all Occupational Safety and Health Administration (OSHA) requirements.

Offeror further certifies that, if he is the awarded vendor, and the material, equipment, etc., delivered is subsequently found to be deficient in any OSHA requirement in effect on date of delivery, all costs necessary to bring the material, equipment, etc., into compliance with the aforementioned requirements shall be borne by the vendor.

In compliance with Chapter 442, Florida Statutes, any item delivered under a contract resulting from this solicitation shall be accompanied by a Material Safety Data Sheet (MSDS) The MSDS shall include the following information.

- A. The chemical name and the common name of the toxic substance.
- B. The hazards or other risks in the use of the toxic substance, including:
 1. The potential for fire, explosion, corrosiveness and reactivity;
 2. The known acute and chronic health effects of risks from exposure, including the medical conditions which are generally recognized as being aggravated by the exposure to the toxic substance; and
 3. The primary route of entry and symptoms of over exposure.
- C. The proper precautions, handling practices, necessary personal protective equipment and other safety precautions in the use of or exposure to the toxic substances, including appropriate emergency treatment in case of over exposure.
- D. The emergency procedure for spills, fire, disposal and first aid.
- E. A description in lay terms of the known specified potential health risks posed by the toxic substance intended to alert any person reading this information.

F. The year and month, if available, that the information was compiled and the name, address and emergency telephone number of the manufacturer responsible for preparing the information.

9. **Codes and Regulations**

The awarded vendor shall strictly comply with all federal, state and local safety codes.

10. **Payment**

Partial payments in the full amount for the value of items received and accepted may be requested by the submission of a properly executed **original** invoice, with supporting documents if required. Payment for accepted equipment/supplies/services will be accomplished by submission of an **original** invoice, in duplicate, to:

Clerk of the Circuit Court
Attention: Accounts Payable
221 Palafox Place
Pensacola, FL 32502

11. **Protection of Property/Security**

The awarded vendor shall take all necessary precautions to protect buildings and personnel. All work shall be completed in every respect and accomplished in a professional manner.

The awarded vendor shall at all times guard against damage or loss to property of Escambia County, or of other vendors or contractors, and shall be held responsible for replacing or repairing any such loss or damage.

The County may withhold payment or make such deductions as deemed necessary to insure reimbursement or replacement for loss or damage to property through negligence of the awarded offeror or his agent.

The awarded vendor shall at all times guard against injury to Escambia County employees.

The awarded vendor must, at all times, comply with State of Florida and Occupational Safety and Health Administration (OSHA) safety regulations.

Contract Information

NOTICE

It is the specific legislative intent of the Board of County Commissioners that NO CONTRACT under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction.

12. **Contract Term/Renewal/Termination**

A. The contract resulting from this Solicitation shall commence effective upon execution by both parties and extend for a period of thirty-six (36) months. The contract may be renewed for two (2) additional twelve (12) month periods, up to a maximum sixty (60) months upon mutual agreement of both parties. If any such renewal results in changes in the terms or conditions, such changes shall be reduced to writing as an addendum to this contract and such addendum shall be executed by both parties and approved by the Board of County Commissioners.

Renewal of the contract shall be subject to appropriation of funds by the Board of County Commissioners.

- B. The initiation County department(s) shall issue release (purchase) orders against the term contract on an "as needed" basis.
- C. The contract may be canceled by the awarded vendor, for good cause, upon ninety (90) days prior written notice.
- D. The County retains the right to terminate the contract, with or without good cause, upon thirty (30) days prior written notice.
- E. In the event of termination by either party as provided herein, the awarded vendor shall be paid for services performed through the date of termination.

13. **Interim Extension of Performance**

After all options have been exercised, and it is determined that interim performance is required to allow for the solicitation and award of a new contract, the County may unilaterally extend the contract for a maximum period of six months. Pricing, delivery and all other terms and conditions of the contract shall apply during this period.

14. **Pricing**

All items sold to the county as a result of this award are subject to post sale audit adjustment. In the event an audit indicates offeror has not honored quoted price lists and discounts, offeror will be liable for any and all overage charges.

15. **Price Adjustment**

The contract resulting from this Solicitation may include provisions for twelve (12) months, price adjustments. Written request for price adjustment may be made every twelve (12) months, no less than 30 days prior to the requested effective date. Any increase price adjustment(s) shall be accompanied by written justification attesting that the request is a bonafide cost increase to the vendor. All price adjustments shall be reviewed by the County's designated representative. If an adjustment in price is approved it shall be accomplished by written amendment to this contract and approved by the Board.

16. **Purchasing Agreements with other Government Agencies**

The submission of any offer in response to this Solicitation constitutes an offer made under the same terms and conditions, for the same contract price, to other governmental agencies within the offeror 's area of responsibility, territory, zone, region, etc., unless otherwise stipulated by the offeror on the bid form.

Each governmental agency desiring to accept these offers, and make an award thereof, shall do so independently of any other governmental agency. Each agency shall be responsible for its own purchases and each shall be liable only for materials ordered and received by it, and no agency assumes any liability by virtue of this offer.

17. **Changes - Service Contracts**

The County may at any time by issuance of an executed change order make changes within the general scope of the contract in any of the following areas:

- A. Description of services to be performed.
- B. Time of performance (i.e., hours of the day, days of the week, etc.).
- C. Place of performance of the services.

If additional work or other changes are required in the areas described above, an offer will be requested from the contractor. Upon negotiation of the offer, execution and receipt of the change order, the contractor shall commence performance of the work as specified.

The contractor shall not commence the performance of additional work or other changes not covered by this contract without an executed change order issued by the office of purchasing. If the contractor performs additional work beyond the specific requirements of this contract without an executed change order, it shall be at his own risk. The County assumes no responsibility for any additional costs for work not specifically authorized by an executed change order.

18. **Ordering**

The County will issue release (purchase) orders against the contract on an as needed basis for the supplies or services listed on the bid form.

The County has adopted the Visa Purchasing Card Program. The Visa Purchasing Card may be used for purchases on an as needed basis, for the supplies or sources listed on the bid/proposal form, for less than \$1000.00 per individual transaction.

The County can issue vouchers for less than \$1000.00 against the contract, on an as needed basis, for the supplies or services listed on the bid form.

19. **Licenses, Certifications, Registrations**

The offeror shall at any time of bid submission meet the license, certification, registration and any other requirements of the State, County, City and/or any other agency of authority with jurisdiction in such matters as necessary to perform the contractual services requested in this solicitation.

Copies of such licenses, certifications, registrations and any other requirements should be provided with the bid submission; and, the offeror shall provide follow-up evidence that as the contractor they maintain such credentials throughout the period of agreement.

20. **Term of Offer**

An offer shall constitute an irrevocable offer for a period of ninety (90) days from the solicitation opening date or until the date of award, whichever is earlier, without forfeiting bid bond or check. In the event that an award is not made by the county within ninety (90) days from the solicitation opening date, the offeror may withdraw his offer or provide a written extension of his offer.

21. **Award**

Award shall be made on an "all-or-none total" basis.

Escambia County reserves the right to increase or decrease estimated quantities as required. Estimated quantities are shown on the bid form. It is understood by all bidders that these are only estimated quantities and the County is not obligated to purchase any minimum or maximum amount during the life of this contract.

22. **Termination**

The purchase order or contract will be subject to immediate termination if either product or service does not comply with specifications as stated herein or fails to meet the county's performance standards. In the event that any of the provisions of the contract are violated by awarded vendor, Escambia County may serve written notice upon the awarded vendor of its intention to terminate the contract. Such notice is to state the reason(s) for such intention to terminate contract. The liability of the vendor for any and all such violation(s) shall not be affected by any such termination and his surety, if any, shall be forfeited.

23. **Termination (Public Records Request)**

If the contractor refuses to allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the contractor in conjunction with this agreement then the county may, without prejudice to any right or remedy and after giving the contractor and his surety, if any, seven (7) days written notice,

during which period contractor still fails to allow access, terminate the employment of the contractor and take possession of the site and of all materials, equipment, tools, construction equipment and machinery thereon, owned by the contractor, and may finish the project by whatever method it may deem expedient. In such case, the contractor shall not be entitled to receive any further payment until the project is finished. Reasonable terminal expenses incurred by the county may be deducted from any payments left owing the contractor (excluding monies owed the contractor for subcontract work.)

24. **Quantity**

Escambia County reserves the right to increase or decrease estimated quantities as required. Estimated quantities are shown on the bid form.

It is understood by all offeror's that these are only estimated quantities and the county is not obligated to purchase any minimum or maximum amount during the life of this contract.

Insurance Requirements

25. **Standard Insurance Requirements and Certificates**

This offer contains an extensive insurance requirement. Offerors are encouraged to review these requirements with their insurance agents before submitting offers.

It is not necessary to have this level of insurance in effect at the time of submitting the offer.

A letter from the offeror's insurance carrier will be required as evidence that the offeror will be able to obtain the levels of insurance as required by the contract and indicated on the Sample Certificate of Insurance should your firm be awarded the contract.

County Insurance Required

The contractor shall procure and maintain the following described insurance, except for coverages specifically waived by the County. Such policies shall be from insurers with a minimum financial size of VII according to the latest edition of the AM Best Rating Guide. An A or better Best Rating is "preferred"; however, other ratings if "Secure Best Ratings" may be considered. Such policies shall provide coverages for any or all claims which may arise out of, or result from, the services, work and operations carried out pursuant to and under the requirements

of the contract documents, whether such services, work and operations be by the contractor, its employees, or by subcontractor(s), or anyone employed by or under the supervision of any of them, or for whose acts any of them may be legally liable.

The contractor shall require, and shall be responsible for assuring throughout the time the agreement is in effect, that any and all of its subcontractors obtain and maintain until the completion of that subcontractor's work, such of the insurance coverages described herein as are required by law to be provided on behalf of their employees and others.

The required insurance shall be obtained and written for not less than the limits of liability specified hereinafter, or as required by law, whichever is greater.

These insurance requirements shall not limit the liability of the contractor.

The County does not represent these types or amounts of insurance to be sufficient or adequate to protect the contractor's interests or liabilities, but are merely minimums.

Except for workers compensation and professional liability, the contractor's insurance policies shall be endorsed to name Escambia County as an additional insured to the extent of its interests arising from this agreement, contract or lease.

The contractor waives its right of recovery against the County, to the extent permitted by its insurance policies.

The contractor's deductibles/self-insured retentions shall be disclosed to the County and may be disapproved by the County. They shall be reduced or eliminated at the option of the County. The contractor is responsible for the amount of any deductible or self-insured retention.

Insurance required of the contractor or any other insurance of the contractor shall be considered primary, and insurance of the county, if any, shall be considered excess, as may be applicable to claims obligations which arise out of this agreement, contract or lease.

Workers Compensation Coverage

The contractor shall purchase and maintain workers compensation insurance for all workers compensation obligations imposed by state law and with employers liability limits of at least \$100,000 each accident and \$100,000 each employee/\$500,000 policy limit for disease, or a valid certificate of exemption issued by the state of Florida, or an affidavit in accordance with the provisions of Florida Workers Compensation law.

Contractor shall also purchase any other coverages required by law for the benefit of employees.

General, Automobile and Excess or Umbrella Liability Coverage

The contractor shall purchase and maintain coverage on forms no more restrictive than the latest editions of the commercial general liability and business auto policies of the insurance services office.

Minimum limits of \$1,000,000 per occurrence for all liability must be provided, with excess or umbrella insurance making up the difference, if any, between the policy limits of underlying policies (including employers liability required in the workers compensation coverage section) and the total amount of coverage required.

General Liability Coverage - Occurrence Form Required

Coverage A shall include bodily injury and property damage liability for premises, operations, products and completed operations, independent contractors, contractual liability covering this agreement, contract or lease, broad form property damage coverages, and property damage resulting from explosion, collapse or underground (x,c,u) exposures.

Coverage B shall include personal injury.

Coverage C, medical payments, is not required.

The contractor is required to continue to purchase products and completed operations coverage, at least to satisfy this agreement, contract or lease, for a minimum of three years beyond the County ' s acceptance of renovation or construction projects.

Business Auto Liability Coverage

Business auto liability coverage is to include bodily injury and property damage arising out of ownership, maintenance or use of any auto, including owned, nonowned and hired automobiles and employee nonownership use.

Excess or Umbrella Liability Coverage

Umbrella liability insurance is preferred, but an excess liability equivalent may be allowed. Whichever type of coverage is provided, it shall not be more restrictive than the underlying insurance policy coverages. Umbrella coverage shall drop down to provide coverage where the underlying limits are exhausted.

Evidence/Certificates of Insurance

Required insurance shall be documented in certificates of insurance. If and when required by the County, certificates of insurance shall be accompanied by documentation that is acceptable to the County establishing that the insurance agent and/or agency issuing the certificate of insurance has been duly authorized, in writing, to do so by and on behalf of each insurance company underwriting the insurance coverage(s) indicated on each certificate of insurance.

New certificates of insurance are to be provided to the County at least 30 days prior to coverage renewals. Failure of the contractor to provide the County with such renewal certificates may be considered justification for the County to terminate this agreement, contract or lease.

Certificates should contain the following additional information:

1. Indicate that Escambia County is an additional insured on the general liability policy.
2. Include a reference to the project and the Office of Purchasing number.
3. Disclose any self-insured retentions in excess of \$1,000.
4. Designate Escambia County as the certificate holder as follows:
 Escambia County
 Attention: Kathy Spencer
 Office of Purchasing, Room 11.101
 P.O. Box 1591
 Pensacola, FL 32591-1591
 Fax (850) 595-4805

5. Indicate that the County shall be notified at least 30 days in advance of cancellation.

Receipt of certificates or other documentation of insurance or policies or copies of policies by the county, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of the contractor's obligation to fulfill the insurance requirements herein.

If requested by the County, the contractor shall furnish complete copies of the contractor's insurance policies, forms and endorsements, and/or such additional information with respect to its insurance as may be requested.

For commercial general liability coverage the contractor shall, at the option of the County, provide an indication of the amount of claims payments or reserves chargeable to the aggregate amount of liability coverage.

26. **Indemnification**

Contractor agrees to save harmless, indemnify, and defend County and Architect/Engineer and their, agents, officers and employees from any and all claims, losses, penalties, interest, demands, judgments, and costs of suit, including attorneys' fees and paralegals' fees, for any expense, damage or liability incurred by any of them, whether for personal injury, death, property damage, direct or consequential damages, or economic loss, including environmental impairment, arising directly or indirectly on account of or in connection with the Work done by Contractor under this Agreement or by any person, firm or corporation to whom any portion of the Work is subcontracted by Contractor or resulting from the use by Contractor, or by any one for whom Contractor is legally liable, of any materials, tools, machinery or other property of County. County and Contractor agree the first \$100.00 of the Contract Amount paid by County to Contractor shall be given as separate consideration for this indemnification, and any other indemnification of County by Contractor provided for within the Contract Documents, the sufficiency of such separate consideration being acknowledged by Contractor by Contractor's acceptance and execution of the Agreement. The Contractor's obligation shall not be limited by, or in any way to, any insurance coverage or by any provision in or exclusion or omission from any policy of insurance. The Contractor agrees to pay on behalf of Escambia County, as well as provide a legal defense for the County, both of which will be done only if and when requested by the County, for all claims made. Such payment on the behalf of the County shall be in addition to any and all other legal remedies available to the County and shall not be considered to be the County's exclusive remedy.

PEST AND RODENT CONTROL SERVICES

CONTRACT EFFECTIVE: July 1, 2008 through June 30, 2011

I. INTENT:

This information outlines the responsibility of the pest control vendor to furnish all professional services, skilled labor, materials, equipment, tools, permits, insurance and fees (if necessary) to provide pest control services in Escambia County facilities as outlined.

II. SCOPE OF SERVICE:

A. OVERVIEW:

The objective should be to eliminate common pests as a public health hazard by routine service cycles; and call backs, as necessary, under the direction of the Facilities Management Department to insure certain control of persistent infestations. All service, regular and special, will be performed so as not to interrupt the normal operations of the Escambia County facilities served.

B. SERVICE PERFORMANCE:

1. Vendor will perform services for the control of, but not necessarily limited to the following pests:
 - a. Roaches, ants, silverfish, flees, spiders
 - b. Bird lice
 - c. Rats and mice
 - d. Wasps on exterior walls, breezeways, loading docks
 - e. Clover mites
 - f. Occasional invaders (such as squirrels and raccoons requiring the temporary use of a live trap)

Termites and wood destroying organisms are not covered under this contract.

2. Vendor is required to service each facility at a minimum of once a month. All services rendered shall be documented by the vendor, and shall be submitted to Facilities Management with the vendor's monthly request for payment invoice.
3. Pest Control Log books (provided by the vendor) shall be maintained at predetermined locations in the following facilities.

Central Booking and Detention Facility – 1200 W. Leonard St.
Escambia County Governmental Complex – 221 Palafox Pl.
Juvenile Justice Facility – 1800 St. Mary St.
M.C. Blanchard Judicial Building – 190 W. Government St.
Main Jail – 2935 N. “L” St.
Matt Langley Bell Building – 213 S. Palafox St.
Sheriff’s Administration Building – 1700 W. Leonard St.
Community Probation – 2251 N. Palafox St.

And any other contracted facility the Facilities Management Department deems necessary to monitor during the term of the contract.

There shall be separate logbooks for each of the above facilities and these log books shall document all visits to the facilities. At a minimum the following information shall be recorded in the log:

- a. Date of visit
- b. Purpose of visit
- c. Call back request number (if applicable)
- d. Name of technician rendering service

This book is an official record and it shall be maintained in a clean, neat, and legible manner.

4. All callbacks will be requested by the use of enclosure (1). This form will be initiated by the Facilities Management Department and transmitted to the vendor for immediate response and action. Contact person on form shall be notified when call-back services will be performed. It is the vendor’s responsibility to document all call back services and obtain a signature from a building representative. All completed forms shall be attached to and submitted with the monthly request for payment.
5. A monthly invoice shall be submitted listing a breakdown of cost for each location. Attach documentation of service that is dated and signed by a representative for each site.
6. All work shall be performed in a safe and effective manner in accordance with the approved current pest control procedures.

II. MATERIALS:

All pesticides and rodenticides used shall have been registered by the Environmental Protection Agency and any other governmental agency having authority in this field. The vendor will apply such chemicals in strict accordance with label recommendations. **Material Safety Data Sheets** will be furnished to the County at commencement of the contract and upon any request.

