

Event Summary - Integrated Pest Control Services for Capitol Complex & Ankeny Lab

| | | | |
|---------------|---|-----------------|-------------------|
| Type | Request for Bids | Number | 005-RFB-0288-2023 |
| Stage Title | Integrated Pest Control Services for Capitol Complex & Ankeny Lab | Organization | DASlowa |
| Currency | US Dollar | Event Status | Approved |
| Department | Administrative Services | Exported on | 2/27/2023 |
| Exported by | Jennifer Zepeda | Estimated Value | - |
| Payment Terms | - | | |

Bid and Evaluation

| | | | |
|------------------|----------|-------------------------|----|
| Respond by Proxy | Disallow | Use Panel Questionnaire | No |
| Sealed Bid | Yes | Auto Score | No |
| | | Cost Analysis | No |
| Alternate Items | No | Confidential Pricing | No |

Visibility and Communication

Visible to Public Yes

Enter a short description for this public event

The Iowa Department of Administrative Services (DAS) is seeking a licensed Respondents to provide pest control management services for the Capitol Complex buildings & Ankeny Lab.

Commodity Codes

| Commodity Code | Description |
|----------------|---|
| 91059 | Pest Control Services: Termite Inspection and Control, Bird Proofing, Animal Trapping, Rodent Control, Exterminating and Fumigation |

Event Dates

| | |
|--------------|---|
| Time Zone | CDT/CST - Central Standard Time (US/Central) |
| Released | - |
| Open | 3/1/2023 3:00 PM CST |
| Close | 3/31/2023 2:00 PM CDT |
| Sealed Until | 3/31/2023 2:00 PM |
| |  Show Sealed Bid Open Date to Vendor |
| Q&A Close | 3/15/2023 4:00 PM CDT |

Event Users

Event Creator

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Stakeholders

There is no user added to group

Description

Purpose

The purpose of this Request for Bids (RFB) is to solicit bids from qualified providers to provide the goods and/or services described further in this RFB to the Lead Agency and any Participating Agencies. The Lead Agency intends to award a contract(s) beginning and ending on the dates listed in the solicitation, and the Lead Agency may extend the contract(s) for up to the number of annual extensions identified in the solicitation at the sole discretion of the Lead Agency. Any contract(s) resulting from the RFB shall not be an exclusive contract.

This RFB is designed to provide Bidders with the information necessary for the preparation of competitive Bids. The RFB process is for the Lead Agency's and Participating Agencies' benefit and is intended to provide the Lead Agency with competitive information to assist in the selection process. It is not intended to be comprehensive. Each Bidder is responsible for determining all factors necessary for the submission of a comprehensive Bid.

Overview

The Iowa Department of Administrative Services (DAS) is seeking a licensed Respondents to provide pest control management services of the following pests: roaches (all kinds), mice, rats, ants, silverfish/firebrats, beetles and spiders.

The following areas to be serviced in this program are located at:

| Building | Address | Size (Square Feet) |
|----------------------|---|--------------------|
| IWD1000 | 1000 East Grand Ave | 107,732 |
| IWD150 | 150 Des Moines St | 23,442 |
| Grimes | 400 E 14th St | 112,726 |
| Hoover | 1305 E Walnut St | 274,541 |
| Lucas | 321 E 12th St | 226,002 |
| Jessie Parker | 510 E 12th St | 113,375 |
| FMC | 109 SE 13th St | 26,113 |
| Iowa Utilities Board | 1375 Court Ave | 43,348 |
| Vehicle Dispatch | 301 E 7th St | 18,476 |
| Historical | 600 E Locust St | 34,093 |
| Ola Babcock Miller | 1112 East Grand Ave | 13,931 |
| Oran Pape | 215 East 7th St | 107,990 |
| Wallace | 502 E 9th St | 194,427 |
| Capitol | 1007 E Grand Ave | 23,510 |
| Energy Plant | Energy Plant | 1,500 |
| Iowa Labs | Iowa Labs 2220 S. Ankeny Blvd, Ankeny, IA | 175,282 |

The quantities specified are estimates. A physical service schedule must be reviewed and signed by the contract manager prior to execution.

It is advised to "Save Progress" often and especially after uploading documents.

Instructions for Amendments: Answer the newly posted question in the Questions Section, and CERTIFY and SUBMIT your bid again (if previously submitted).

NOTE: Anytime the Bidder opens their bid after the initial submission, they MUST certify and resubmit. No information will be lost from the initial submission.

NOTE: Bidder must approve and resubmit their bid after an amendment has been posted by the Issuing Officer. If the bid was submitted before the amendment, all information will be saved. The Bidder only needs to read and acknowledge the amendment.

Stage Description

No description available.

1 ★ **Instructions To Vendor :**

Bidder shall read and make certifications of the their Bid.

Certification

Bidder certifies that they have read and agree to the terms.

Vendor Must Also Upload a File:

No

Prerequisite Content:

Bidder certifies that the contents of this Bid submitted are true and accurate. Bidder also certifies that Bidder has not knowingly made any false statements in its Bid.

Certification of Independence

I certify that I am a representative of Bidder expressly authorized to make the following certifications on behalf of Bidder. By submitting a Bid in response to the RFB, I certify on behalf of the Bidder the following:

1. The Bid has been developed independently, without consultation, communication or agreement with any employee or consultant to the Agency or with any person serving as a member of the evaluation committee.
2. The Bid has been developed independently, without consultation, communication or agreement with any other Bidder or parties for the purpose of restricting competition.
3. Unless otherwise required by law, the information found in the Bid has not been and will not be knowingly disclosed, directly or indirectly prior to Agency's issuance of the Notice of Intent to Award the contract.
4. No attempt has been made or will be made by Bidder to induce any other Bidder to submit or not to submit a Bid for the purpose of restricting competition.
5. No relationship exists or will exist during the contract period between Bidder and the Agency or any other State agency that interferes with fair competition or constitutes a conflict of interest.

Certification Regarding Debarment

I certify that, to the best of my knowledge, neither Bidder nor any of its principals: (a) are presently or have been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a Federal Agency or State Agency; (b) have within a five year period preceding this Bid been convicted of, or had a civil judgment rendered against them for commission of fraud, a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of antitrust statutes; commission of embezzlement, theft, forgery, falsification or destruction of records, making false statements, or receiving stolen property; (c) are presently indicted for or criminally or civilly charged by a government entity (federal, state, or local) with the commission of any of the offenses enumerated in (b) of this certification; and (d) have not within a three year period preceding this Bid had one or more public transactions (federal, state, or local) terminated for cause.

This certification is a material representation of fact upon which the Agency has relied upon when this transaction was entered into. If it is later determined that Bidder knowingly rendered an erroneous certification, in addition to other remedies available, the Agency may pursue available remedies including suspension, debarment, or termination of the contract.

Certification Regarding Registration, Collection, and Remission of Sales and Use Tax

Pursuant to *Iowa Code sections 423.2(10) and 423.5(8) (2013)* a retailer in Iowa or a retailer maintaining a business in Iowa that enters into a contract with a state agency must register, collect, and remit Iowa sales tax and Iowa use tax levied under *Iowa Code chapter 423* on all sales of tangible personal property and enumerated services. The Act also requires Bidders to certify their compliance with sales tax registration, collection, and remission requirements and provides potential consequences if the certification is false or fraudulent.

By submitting a Bid in response to the (RFB), the Bidder certifies the following:

- Bidder is registered with the Iowa Department of Revenue, collects, and remits Iowa sales and use taxes as required by *Iowa Code chapter 423*; **OR**
- Bidder is not a "retailer" or a "retailer maintaining a place of business in this state" as those terms are defined in *Iowa Code subsections 423.1(47) and (48)*.

Bidder also acknowledges that the Agency may declare the Bidder's Bid or resulting contract void if the above certification is false. The Bidder also understands that fraudulent certification may result in the Agency or its representative filing for damages for breach of contract in addition to other remedies available to Agency.

2 ★ **Instructions To Vendor :**

Bidder shall read and authorize to release information for their Bid.

Certification

Bidder certifies that they have read and agree to the Authorization to Release Information.

Vendor Must Also Upload a File:

No

Prerequisite Content:

Bidder hereby authorizes the Iowa Department of Administrative Services ("Agency") or a member of the Evaluation Committee to obtain information regarding its performance on other contracts, agreements or other business arrangements, its business reputation, and any other matter pertinent to evaluation and the selection of a successful Bidder in response to this Request for Bids (RFB).

The Bidder acknowledges that it may not agree with the information and opinions given by such person or entity in response to a reference request. The Bidder acknowledges that the information and opinions given by such person or entity may hurt its chances to receive contract awards from the State or may otherwise hurt its reputation or operations. The Bidder is willing to take that risk.

The Bidder hereby releases, acquits and forever discharges the State of Iowa, the Agency, their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the undersigned that it may have or ever claim to have relating to information, data, opinions, and references obtained by the Agency or the Evaluation Committee in the evaluation and selection of a successful Bidder in response to the RFB.

The Bidder authorizes representatives of the Agency to contact any and all of the persons, entities, and references which are, directly or indirectly, listed, submitted, or referenced in the Respondent's Bid submitted in response to RFB.

The Bidder further authorizes any and all persons, and entities to provide information, data, and opinions with regard to its performance under any contract, agreement, or other business arrangement, its ability to perform, business reputation, and any other matter pertinent to the evaluation of the Bidder's Bid. The Bidder hereby releases, acquits and forever discharges any such person or entity and their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the Bidder that it may have or ever claim to have relating to information, data, opinions, and references supplied to the Agency in the evaluation and selection of a successful Bidder in response to RFB.

Buyer Attachments

Exceptions Form RFB.docx

Exceptions Form RFB.docx

../Attachments/Exceptions Form
RFB.docx

Page1

Group 1: Form of Bid

- 1.1 Enter the Bidder's contact name, telephone number, email address, and shipping address for questions regarding this solicitation. ★
Text (Multi-Line)
- 1.2 Enter the Bidder's State or Foreign Country of Residence. ★
Text (Single Line)
- 1.3 Bidder shall enter the Resident Preference given by the State or Foreign Country of the Bidder's residence. Enter the resident preference in the text box or indicate "no preference". ★
Text (Single Line)
- 1.4 Enter the number of years the Bidder has been in business in the text box. ★
Numeric Text Box
- 1.5 Enter the number of years of experience the Bidder has with providing the types of goods and/or services sought by the solicitation. ★
Text (Single Line)
- 1.6 Describe the level of technical experience in providing the types of goods and/or services sought by the solicitation. Enter the information in the the text box or upload a document to the Vendor Attachments Section and enter "see attached" in the text box. ★
Text (Multi-Line)
- 1.7 List all goods and/or services similar to those sought by this solicitation that the Bidder has provided to business or government entities. Fill out the text box or upload a document to the Vendor Attachments Section and enter "see attached" in the text box. ★
Text (Multi-Line)
- 1.8 The Bidder shall provide references from three (3) previous customers or clients knowledgeable of the Bidder's performance in providing goods and/or services similar to the goods and/or services described in this solicitation. Enter a contact person, telephone number and email address for each reference. Fill out the text box. If the Bidder wants to upload reference letters to the Vendor Attachments Section, enter "see attached" in the text box. ★
Text (Multi-Line)
- 1.9 Bidder shall read, fill-out and upload the Terminations, Litigation and Debarment document. ★
File Upload
Terminations, Litigation and Debarment Document -
- 1.10 Is the Bidder requesting confidential treatment of specific information? ★
Yes/No
- 1.11 A Bidder requesting confidential treatment of specific information shall fully complete the form attached. In the Items Section, mark each good or service upon which the Bidder believes confidential information appears. ★
File Upload
Form 22 - ../Attachments/QuestionAttachments/Form 22 -11.22.pdf
- 1.12 The State of Iowa requires shipping to be FOB Destination, Freight Prepaid. Does the Bidder agree to the terms? ★
Dropdown List (Pick One)
Bidder agrees
Bidder does NOT accept the Terms
Bidder agrees but will submit exceptions

Group 2: Terms and Conditions

- 2.1 Bidder shall read the RFB Definitions and enter a response. ★
Dropdown List (Pick One)
Bidder agrees
Bidder does NOT agree to the Definitions
Bidder agrees but will submit exceptions
Definitions - ../Attachments/QuestionAttachments/Definitions 11.22.pdf
- 2.2 Bidder shall read the Administrative Terms and enter a response. ★
Dropdown List (Pick One)
Bidder agrees
Bidder does NOT accept the Terms & Conditions
Bidder agrees and will submit exceptions
Administrative Terms - ../Attachments/QuestionAttachments/Administrative Terms 11.22.pdf
- 2.3 Bidder shall read the Terms and Conditions for SERVICES and enter a response. ★
Dropdown List (Pick One)
Bidder agrees
Bidder agrees but will submit exceptions
Bidder does NOT accept the Terms
Terms and Conditions for SERVICES - ../Attachments/QuestionAttachments/SERVICES Terms and
- 2.4 Bidder shall read the Insurance Requirements and enter a response. ★
Dropdown List (Pick One)
Bidder agrees
Bidder agrees but will submit exceptions
Bidder does NOT accept the Insurance requirements
Insurance Requirements - ../Attachments/QuestionAttachments/Insurance Requirements RFB.pdf
- 2.5 The Bidder hereby explicitly authorizes the Agency to conduct criminal history and/or other background investigation(s) of the Bidder, its officers, directors, shareholders, or partners and managerial and supervisory personnel retained by the Bidder for the performance of the resulting Contract. Bidder shall enter a response. ★
Dropdown List (Pick One)
Bidder agrees
The Bidder does NOT except the Terms
Bidder agrees but will submit exceptions
- 2.6 Quarterly Sales Report - The Bidder shall provide a detailed quarterly report in Microsoft Excel on ALL sales made under the resulting Contract via e-mail to the Iowa Department of Administrative Services. Bidder shall enter a response. ★
Dropdown List (Pick One)
Bidder agrees
Bidder does NOT except the Terms
Bidder agrees but will submit exceptions
- 2.7 Administrative Fee - In addition to the approved discounts or prices specified in the solicitation herein, the Bidder shall pay to the Agency a 1.00% Administrative Fee on all sales made against the resulting Contract. The fee shall be paid quarterly to the Iowa Department of Administrative Services. Bidder shall enter a response. ★
Dropdown List (Pick One)
Bidder agrees
Bidder agrees but will submit exceptions
Bidder does NOT accept the Terms

Group 3: Payment Terms

- 3.1 Payment Terms - Per Iowa Code § 8A.514 the State of Iowa is allowed sixty (60) days to pay an invoice submitted by a Bidder. Does the Bidder agree to the terms? ★
Dropdown List (Pick One)

Bidder agrees
Bidder does NOT except the Terms
Bidder agrees but will submit exceptions

- 3.2 What discount will the Bidder give for payment in 15 days? Enter the discount in the text box. ★
If none, enter zero.
Numeric Text Box
- 3.3 What discount will the Bidder give for payment in 30 days? Enter the discount in the text box. ★
If none, enter zero.
Numeric Text Box
- 3.4 Terms of Pcard Acceptance - The State of Iowa prefers to pay Bidders using its Purchasing Card Program (Pcard) whenever possible. Bidders accepting Pcard payments shall comply with the Terms of Pcard Acceptance. ★
Dropdown List (Pick One)
Bidder agrees
Bidder does NOT Except the Terms
Bidder agrees but will submit exceptions
P-Card Acceptance - ../Attachments/QuestionAttachments/Terms of Pcard Acceptance 11.22.pdf

Group 4: Specifications

- 4.1 Respondents services shall include the management of the following pests: roaches (all kinds), mice, rats, ants, silverfish/firebrats, beetles and spiders. ★
Yes/No
- 4.2 Respondent services shall not include the control of: unusual mammal pests (i.e. skunks, bats, woodchucks, etc.), termites, flying insects, stinging or biting insects, birds, or pantry pests (i.e. flour beetles, food moths, services for these pests shall be covered separately) ★
Yes/No
- 4.3 Respondent shall provide the cost per month to administer all services to all locations listed under Overview. The cost shall be all-inclusive (including all travel, expenses, etc. in price) for the proposed services. ★
Yes/No
- 4.4 An awarded bid will result in a Master Agreement with the State of Iowa for Pest Control Services for an initial term of two (2) years with four (4) additional one (1) year renewal term options. ★
Yes/No
- 4.5 All trap & bait material/equipment shall be provided by the Respondent at no additional cost. ★
Yes/No
- 4.6 Pricing shall remain firm and fixed for a minimum of 365 calendar days after the effective date of the contract. ★
Yes/No
- 4.7 Respondent shall make monthly inspections on the first Tuesday of every month beginning at 8am to all of the locations listed in the background. ★
Yes/No
- 4.8 Respondent shall provide such pest management measures as are needed to control the pests noted in Item #1 above, in accordance with the applicable standards (Good Practice Statements) of the National Pest Control Association, and to maintain the areas "pest free." ★
To schedule examinations, the Contractor must contact DAS CSC James Murrell at 515-208-3586.
Yes/No

- 4.9 Respondent shall make emergency service calls at no charge when requested by the contract manager within 24hrs. Emergency services calls shall be authorized by the State's contract manager. All communication between the State's contract manager and the Contractor shall be via email – Contractor must provide an email address. ★
Yes/No
- 4.10 The pest control services shall be satisfactory to the contract manager. ★
Yes/No
- Services provided under this Contract shall be in compliance with IAW Iowa Code 206.
- 4.11 a) The Respondent shall not apply pesticides until it has established and/or reviewed the Integrated Pest Management (IPM) program for the facility with contract manager. ★
b) The Respondent shall comply with all IPM standards required by the State of Iowa including but not limited to applicator training, site inspections, consideration of all pest management alternatives, program evaluation recommendations, and recordkeeping.
Yes/No
- 4.12 The Respondent shall maintain an electronic log of the services performed at each location by invoice or reference number. The log report shall be submitted at the completion of each service call. The report shall include applicator recommendations for non-chemical pest management activities, narrative of the event, and actions taken. ★
Yes/No
- 4.13 Invoices shall be sent monthly and include, at a minimum, the following information: fees itemized by location (see Description section), billing month and year, and date service was performed. Invoices will be emailed directly to das.finance.payables@iowa.gov and the contract manager at cory.paul@iowa.gov ★
Yes/No
- 4.14 The Respondent shall take all reasonable precautions to ensure that the pest control methods used are non-hazardous to residents or employees of the institution and agency. ★
Yes/No
- Respondent shall certify that it:
- 4.15 a) Currently licensed by the Iowa Department of Agriculture and Land Stewardship as a commercial pesticide applicator if the firm intends to apply pesticides as part of the BPO (a copy of license must be provided to State). ★
b) Employs only certified or registered applicators who are trained in IPM to apply pesticides.
Yes/No
- 4.16 All pest control work shall be performed in a safe manner and in accordance with the most modern and effective scientific pest control measures and in accordance with all provisions of the Natural Resources and Environmental Protection Act 451 of 1994, Part 83, Pesticide Control and the rules promulgated thereunder. ★
Yes/No
- 4.17 The materials used in pest control work shall conform to the Federal, State, and Local ordinances and laws and shall be acceptable to the contract manager. ★
Yes/No
- 4.18 Rodenticides shall be used with all due precautions and be in tamper proof containers to preclude the possibility of accidental exposure to humans and non-target animals. ★
Yes/No
- 4.19 Special care shall be exercised in the use of liquid pesticides and areas having asphalt, mastic, or linoleum floor surfaces. The pesticide shall not stain or discolor wall, ceilings, floors or baseboards. ★
Yes/No

- 4.20** No pest control materials or equipment shall be stored or kept on the premises or property when the Respondent is not working there. ★
Yes/No
- 4.21** No pest control material shall be allowed to contact any food, utensils, or other equipment and surfaces in which food may be contaminated. ★
Yes/No
- 4.22** All areas to be serviced shall extend all necessary cooperation to ensure effective results from the pest control program. ★
Yes/No
- 4.23** Whenever conditions conducive to the breeding and harboring of pests are reported in writing by the Respondent, the contract manager shall take necessary steps to correct such conditions promptly. These written reports shall be sent to the agency. ★
Yes/No
- 4.24** Respondent shall point out to the agency any structural defects by which insects or rodents can gain access to the building. ★
Yes/No
- Respondent shall assure continuity of effective service when changing service personnel. The Respondent shall perform the following, in order to assure continuity of service shall include:
- 4.25** a) Introduction of new service persons to Contract manager ★
b) Review of the Contract and IPM Program with new person
c) A visit to all service areas
d) Discussion of procedures
Yes/No
- 4.26** Respondent performing work on State property shall report all accidents and/or injuries to the contract manager. ★
Yes/No
- 4.27** Respondent shall be responsible for any damage done to any property while performing pest control services and will be required to make repairs accordingly. ★
Yes/No
- 4.28** Respondent shall provide equipment and staff to adequately perform the specified services, and in the event of mechanical breakdown of trucks or equipment, shall be expected to provide backup service so that pest control services are performed as requested. ★
Yes/No

Product Line Items

There are no Items added to this event.

Service Line Items

Group S1: Integrated Pest Control Services for Capitol Complex & Ankeny Lab

| # | Item Name, Commodity Code, Description | Qty. | UOM | Target Price | Allow Alternates | Requested Service Delivery |
|------|---|------|--------------|--------------|------------------|----------------------------|
| S1.1 | Integrated Pest Control Services for Capitol Complex & Ankeny Lab 91059 - Pest Control Services: Termite Inspection and Control, Bird Proofing, Animal Trapping, Rodent Control, Exterminating and Fumigation / Provide the cost per month to administer all services to all locations listed under Overview. The cost shall be all-inclusive (including all travel, expenses, etc. in price) for the proposed services. | 1 | MON - Months | - | | - |

Price Components

| Name | Applicable To | Adjustment Type | Restricted to Item Groups |
|----------------|---------------|-----------------|---------------------------|
| Percentage Off | Both | Fee (%) | |

Vendors

Premier Pest Services Inc

Progress Invitation Unaccepted

info@premierpestiowa.com

Terminex

Progress Invitation Unaccepted

tolson@terminix.com

Hawkeye Exterminators

Progress Invitation Unaccepted

DAVE DWIGANS

hawkeyeexterminators@gmail.com

ABC Pest Control

Progress Invitation Unaccepted

bugs@abcpestcontrol.com

Springer Professional Home Svc

Progress Invitation Unaccepted

mmanning@trustspringer.com

Springer Professional Home Svc

Progress Invitation Unaccepted

Adam Hazen

adam.hazen@trustspringer.com

DIAM PEST CONTROL

Progress Invitation Unaccepted

Perry Lee

perrylee@diampestcontrol.com
