**Request for Proposal**

The Center for Family Services (CFS) Head Start, herein, details a REQUEST FOR PROPOSAL FOR PROFESSIONAL PEST CONTROL SERVICES. CFS Head Start has the express right to reject any and all proposals. CFS Head Start, serving the City of Camden and Camden County, is an equal opportunity employer. Bids are due by 5:00 PM on May 28th, 2020.

Scope of Work:

* Provide all labor, equipment and materials (chemicals, rodenticides, insecticides, etc.).
* Services must include, but not limit to, control and removal of rats, mice , roaches, weevils, bed bugs, fleas ants, silverfish, wasps, crickets, spiders, scorpions, bees, mites, beetles, moths, etc.
* Select service at certain CFS Head Start facilities and immediate surrounding exterior (Tick Treatment, Stinging Insects, Mosquitoes, Swarming Insects).
* The agreement does not include the treatment of trees, shrubs or lawns. Any termite related treatments shall be at the request of the CFS Head Start Facilities Manager.
* All services requested/provided outside of the agreed scope will be invoiced as a one-time fee.
* All facilities shall be inspected and treated monthly as agreed upon in the agreement for the eradication and prevention of the previously cited rodents, insects and arachnids.
* Vendor shall be expected to respond to service calls within a reasonable time (eight hour period). Service calls for infestation control or non-routine services will be at no additional charge.
* No Pesticide or materials shall be used or applied while children are present or while classroom activities are being conducted.
* Pesticides shall be used in strict compliance with the manufacturers’ instructions and as approved by the NJ Environmental Protection Agency. Accordingly, chemicals shall not be unattended or stored on the premises.
* Contact CFS Head Start Facilities Manager, Joe Flood at, 609-471-5527.
* Proof of completion of service must be recorded on-site via a log, this includes date of service and course of action taken. Service Report is to be cataloged in a conspicuous format on-site.

Services:

* Services will be provided over a 12 month contract period from August 1st, 2020 to July 31st, 2021.
* Contract will be a per unit price agreement; whereas, CFS Head Start may add or remove locations as requested. The costs of new locations shall be negotiated as required.

Qualifications:

 Respondent should include the following information:

* Previous experience
* Certification of License
* Certificate of Insurance
* Prior Client References

Please email Joe Flood at joseph.flood@centerffs.org for the Site Location Walkthrough Schedule or any questions.

Proposals must be mailed to the below address no later than 5:00 PM on May 28th, 2020.

Center for Family Services

Attn: Joe Flood

500 Pine Street

Camden, New Jersey 08103

Site Location Walkthrough Schedule

CFS Head Start Facilities Manager: Joe Flood

If you would like to physically assess the properties please review the dates and times listed below. These scheduled allotments of time are of an open house concept. Any questions or concerns can be communicated to Joe Flood at Email: joseph.flood@centerffs.org or Phone: 609-471-5527.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Times** | Monday, May 11th | Tuesday, May 12th | Wednesday, May 13th | Thursday, May 14th |
| 8:30 AM-10:30AM | 345 Chews Landing Rd Lindenwold, NJ 08021 | 195 New Freedom RdClementon, NJ 08021 | 1475 S. 8th StCamden, NJ 08104 | 35 East Church StBlackwood, NJ 08012 |
|  |  |  |  |  |
| 11:00AM-1:00PM | 156 Norcross RdWinslow, NJ08009 | 120 S. White Horse PikeLindenwold, NJ 08021 | 33 W Haddon AveOaklyn, NJ 08107 | 500 Pine Street Camden, NJ 08103 |
|  |  |  |  |  |