**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, Camden County and Burlington County, is an equal opportunity employer. Bids are due by 5:00 PM on June 3rd, 2022.

Scope of Work:

* Provide all labor, equipment and materials (chemicals, rodenticides, insecticides, etc.).
* Services must include, but not limited 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.
* All vendor personnel entering any CFS Head Start/Early Head Start premises must wear a mask and remain at a safe 6-feet distance from any CFS staff member, child, and/or visitor.

Services:

* Services will be provided over a 12 month contract period from August 1st, 2022 to July 31st, 2023.
* 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

**Proposals must be mailed to the below address no later than June 3rd, 2022.**

Center for Family Services

Attn: Joe Flood

500 Pine Street

Camden, New Jersey 08103

Site Location Walkthrough Schedule

Due to Covid and building access restrictions site walkthroughs will be scheduled for the week of 4/18/22. Please respond to email address below and I will coordinate visits to all locations.

CFS Head Start Facilities Manager: Joe Flood

Email: [joseph.flood@centerffs.org](mailto:joseph.flood@centerffs.org)

Phone 609-471-5527

Locations:

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| 35 East Church St  Blackwood, NJ 08021 | 33 W Haddon Ave  Oaklyn, NJ 08107 | 500 Pine St Camden, NJ 08103 | 231 Fort Dix Rd  Pemberton, NJ 08068 |
| 2431 Burlington Ave  Delanco, NJ 08075 | 100 Maple grove Blvd  Lumberton, NJ 08048 | 405 Lakehurst Rd  Browns Mills, NJ 08015 |  |