

**FAIRFIELD COUNTY**  
**Procurement Office**  
**350 Columbia Road, Winnsboro, SC 29180**  
**Phone 803-635-1415 Fax 803-635-5969**  
**Cathy Washington Procurement Manager**

**INVITATION FOR BID**

BID NUMBER: IFB 0427 Pest Control Services  
DATE: April 5, 2021  
OPENING DATE AND TIME: **April 27, 2021 at 10:00AM EST**  
  
OPENING LOCATION: Fairfield County Administration Building,  
Conference Room, 2<sup>nd</sup> Floor  
350 Columbia Road, Winnsboro, SC 29180  
  
MAILING ADDRESS: Fairfield County Procurement Office  
P.O. Drawer 60  
Winnsboro, SC 29180  
  
PROCUREMENT FOR: Pest Control Services

**Subject to the conditions, provisions and the enclosed specifications, sealed bids will be received at this office until the stated date and time and then publicly opened. Any bid received after the scheduled deadline, will be immediately disqualified. The County assumes no responsibility for delivery of bids which are mailed.**  
**BID NUMBER MUST BE SHOWN ON THE OUTSIDE OF ENVELOPE.**

DIRECT ALL INQUIRES TO: Cathy Washington, Procurement Manager  
Phone: (803) 635-1415 or (803) 815-4042  
Fax: (803) 635-5969

**NOTICE TO BIDDERS:** Each bidder shall fully acquaint himself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this bid. The failure or omission of a bidder to acquaint himself with existing conditions shall in no way relieve him of any obligation with respect to this bid or to the contract.

There will not be a pre-bid conference. All prospective bidders should review the bid document and all Attachments and submit all questions and/or requests for additional information. **Questions may be submitted using the enclosed form or e-mailed to Cathy Washington at [cathy.washington@fairfield.sc.gov](mailto:cathy.washington@fairfield.sc.gov). Deadline for questions is April 20, 2021 at 10:00 am EST.**

---

Cathy Washington  
Procurement Manager

**"NO BID" RESPONSE FORM**

To submit a "No Bid" response for this project, this form must be completed for your company to remain on our bidders list for commodities/services referenced. If you do not respond your name may be removed from this bidders list. **In order to ensure that the County file has current information, or if you wish to be added to Fairfield County's Vendor Registration, you must also return the Certificate of Familiarity form completed in its entirety.**

**Note: Please show the solicitation number on the outside of the envelope.**

Please check statement(s) applicable to your "No Bid" response --

- Specifications are ambiguous (explain below).
- We are unable to meet specifications.
- Insufficient time to respond to the solicitation.
- Our schedule would not permit us to perform.
- We are unable to meet bond requirements.
- We are unable to meet insurance requirements.
- We do not offer this product or service.
- Remove us from your vendor list for this commodity/service.
- Other (specify below).

*Comments:* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Company Name** (as registered with the IRS)

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Correspondence Address**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**City, State, Zip**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Date**

\_\_\_\_\_/\_\_\_\_\_  
**Phone #**                      **Fax #**

**BID NUMBER: 0427**

**DATE: April 5, 2021**

**CERTIFICATE OF FAMILIARITY AND NON-COLLUSION**

The undersigned, having fully familiarized him/herself with the information contained within this entire solicitation and applicable amendments, submits the attached proposal and other applicable information to the County, which I verify to be true and correct to the best of my knowledge. I certify that this proposal is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a proposal 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 proposal and certify that I am authorized to sign this proposal. I further certify that this proposal is good for a period of sixty (60) days, unless otherwise stated.

_____ Company Name (as registered with the IRS)	_____ Authorized Signature
_____ Correspondence Address	_____ Printed Name
_____ City, State, Zip	_____ Title
_____ Date	_____ Phone #      Fax #
_____ E-mail Address	_____ Mobile Phone #

\_\_\_\_\_  
LICENSE #

_____ Remittance Address	
_____ City, State, Zip	
_____ Phone #	_____ Toll-Free Phone #, if available
_____ Federal Tax ID Number	_____ SC Sales and Use Tax Number

Rev 03/19/97

### **Local Vendor Preference**

For the purpose of determining the low vendor, the Procurement Manager shall grant local vendors (those vendors maintaining a place of business in Fairfield County) a 4% preference on the amount of their quotation or bid up to a maximum total of \$50,000. The preference would not apply to purchases totaling less than \$50. Preferences do not apply to either prime or subcontractors as relates to construction contracts nor any item that may be purchased on state contracts. Exception: road paving contracts, a 4% preference on the amount of their quotation or bid up to a maximum total of \$800,000. Provided, however, that in the event the procurement is to be made pursuant to state or federal guidelines which prohibit or restrict local preference, then in the circumstances there shall be no local preference.

The local preference as set forth in this section does not waive or otherwise revoke the County's unqualified right to reject any and all bids or proposals or accept such Offers, as appears in the County's best interest.

## GENERAL BID CONDITIONS

1. INSTRUCTIONS TO BIDDERS:
  - a. Proposals shall be publicly opened at **10:00 A.M. (SHARP)** on **April 27, 2021** as indicated in the request to bid and shall be conducted in the “FAIRFIELD COUNTY GOVERNMENT COMPLEX BUILDING, 350 COLUMBIA ROAD, WINNSBORO, SC 29180, IN THE CONFERENCE ROOM.
  - b. Sealed bids shall be enclosed and secured in an envelope. The name and address of the bidder shall be displayed on the envelope. Bids shall be addressed to the Procurement Manager, PO Drawer 60, Winnsboro, South Carolina 29180. Hand carried bids shall be delivered to the Procurement Department, 350 Columbia Road, Winnsboro, South Carolina 29180.
  - c. Bids shall be submitted no later than **10:00 A.M.** In the place and manner as described in paragraph 1b above and on the date indicated by the request to bid. Bids received after this time is considered late bids. Late bids shall not be considered, unless the delay was caused by improper handling by the District employees.
  - d. The County shall not accept responsibility for unidentified bids.
  - e. In the event that a bid is unintentionally opened prior to the official time set for the bid opening, the employee opening such bid shall immediately inform the Procurement Manager or her assistant who shall, in the presence of another of equal rank or above, immediately contact the vendor submitting the bid.
  - f. The vendor so contacted will be informed as to the circumstances and shall be invited to come to the office of the Procurement Manager to reseal and submit or withdraw the bid, if the vendor elects to reseal and submit the bid, such vendor shall be required to sign, date and indicate the time of resealing on the bid envelope. If the vendor directs the Procurement Department to reseal the bid, both the employee making the contact to the vendor and the district witness present, shall sign, date and indicate the time of sealing on the bid envelope.
  - g. In the event that the Procurement Department is directed by the vendor to return the bid, a statement properly witnessed stating the action taken and when, shall be duly filed.
  - h. All prices and quotations shall be entered in ink or typewritten and shall remain firm for not less than thirty (30) days from the date of the bid. Mistakes may be crossed out and corrections inserted adjacent there to and shall be initialed in ink by the person signing the bid. The bidder shall insert the net price per stated unit and the extension against each item, which he/she proposes to deliver. The price shall include in the grand total column all delivery charges, installation and applicable taxes when necessary.
2. TAXES: When applicable, South Carolina sales tax shall be shown as a separate entry on the bid total summation. In other words, there shall be a bid subtotal with South Carolina tax added in to create a grand total. When required, exemption certificates shall be furnished on forms provided by the vendor.
3. PROPRIETARY INFORMATION: Bidders shall visibly mark as “CONFIDENTIAL” each part of their bid which considers proprietary information. Price may not be considered confidential proprietary information.
4. AMBIGUOUS BIDS: Bids which are uncertain as to terms, delivery, quantity, or compliance with requirements and/or specifications may be rejected or otherwise disregarded.
5. COVENANT AGAINST CONTINGENT FEES: The vendor warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the vendor for the purpose of securing business.

For breach or violation of this warranty, Fairfield County shall have the right to annul this contract without liability or in its discretion to deduct from the contract price or consideration, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.

6. BIDDER'S QUALIFICATIONS:

- a. Bids shall be considered only from bidders who are regularly established in the business called for and who in the judgment of the District are financially responsible and able to show evidence of their reliability, ability, experience, equipment supervised by them to render prompt and satisfactory service in the volume called for under this contract.

7. ACKNOWLEDGEMENT OF AMENDMENTS TO REQUEST FOR BIDS:

- a. Bidders shall acknowledge receipt of any amendments to this solicitation either by signing and returning one (1) copy of the amendment or by letter or by telegram or by fax.
- b. Fairfield County must receive the acknowledgment by the time, date, and at the place specified for receipt of bids.

8. AFFIRMATIVE ACTION: The successful bidder will take affirmative action in complying with all Federal and State requirements concerning fair employment, employment of the handicapped, and concerning the treatment of all employees, without regard or discrimination by reason of race, color, religion, sex, national origin and/or physical handicap.

9. EXPLANATION TO PROSPECTIVE BIDDERS:

- a. Any prospective bidder desiring an explanation or interpretation of this solicitation shall request it in writing soon enough to allow a reply to reach all prospective bidders before submission of their bids.
- b. Oral explanation and/or instructions given before the award of the contract shall not be binding.
- c. Any information given to a prospective bidder pertaining to this solicitation shall be furnished promptly to other prospective bidders as an amendment, if that information is necessary in submitting bids or if the lack of it would be prejudicial to other prospective bidders.

10. AWARDING POLICY: The County reserves the right to select and award on an individual item basis, lot (group) basis or an "all or none" basis, whichever the County determines to be most advantageous. Therefore, individual prices per item must be indicated on the bid form. Bidders are encouraged to offer discounts for consideration of consolidated award. Furthermore, the County in determining the lowest responsible bidder on each of the items shall consider, in addition to the bid prices, the quality, training, suitability and adaptability of the services required by this solicitation. The County reserves the right to reject or accept any or all bids and to waive any informalities and/or irregularities thereof.

In the event that identical bids are received on like items, the Procurement Manager, subject to the approval of the County Administrator, shall award bids by whichever of the following procedures are deemed most appropriate under the circumstances:

- a. Award to the firm whose primary business establishment is physically located:
  1. within the boundaries of Fairfield County; and
  2. within the boundaries of the State of South Carolina.
- b. If all of the above are equal, the County shall award by a toss of a coin with all interested parties given an opportunity to witness. The County shall have a minimum of two witnesses for the coin toss.

11. WITHDRAWAL OF BIDS: Any bidder may withdraw his bid prior to the closing time scheduled for the receipt of bids. No bid shall be withdrawn for a period of thirty (30) days after the schedule closing time for the receipt of bids. The County reserves the right to award contracts for a period of thirty (30) days.
12. INSURANCE REQUIREMENTS: All vendors who provide Fairfield County with services on County property will be required to submit General Liability Insurance minimum limits of \$500,000 per occurrence, or \$1,000,000 single limit, for damages arising from acts which occur during the contract period, with Fairfield County specifically listed as an additional insured on the policy. All vendors who provide Fairfield County with services will also provide and maintain workers compensation insurance, regardless of the number of employed persons at its organization. Failure to provide either requested policies will deem the vendor to be non-responsive. Vendors will provide these policies before commencing work on the project.
13. ACCIDENTS: The vendor shall hold the County harmless from any and all damages and claims that may arise by reason of any negligence on the part of the vendor, his agents or employees in the performance of this contract. In case any action is brought against the County or any of its agents or employees, the vendor shall assume full responsibility for the defense thereof. Upon his failure to do so after proper notice, the County reserves the right to defend such motion and charge all costs thereof to the vendor. The vendor shall take all precautions necessary to protect the public against injury.
14. STATEMENT OF COMPLIANCES AND ASSURANCES: By submitting a bid and signing the bid schedule, vendors are providing written assurance of non-collusion and understanding and acceptance of all general and special conditions stated in this contract. In addition, this signature certifies that the firm or agency represented in the bid submitted complies with all applicable federal and state laws and regulations.
15. BIDDERS RESPONSIBILITY: Each bidder shall fully acquaint himself/herself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this bid. It is expected that this will sometimes require on-site observation. The failure or omission of a bidder to acquaint himself/herself with existing conditions shall in no way relieve the bidder of any obligations with respect to this bid or contract.
16. FAILURE TO SUBMIT BID: Recipients of this solicitation not responding with a bid should not return this solicitation, unless it specified otherwise. Instead, they should advise the issuing office by letter or postcard whether they want to receive future consideration for similar requirements. If a recipient does not submit a bid or fails to respond by submitting a “no bid” for three (3) consecutive bids for the same commodity, they shall be removed from the applicable vendor list.
17. EXAMINATION OF RECORDS:
  - a. The County Administrator of Fairfield County or his duly authorized representative(s) and/or duly authorized representative(s) from the office of the County Auditor shall, until three (3) years after final payment under this contract, have access to and the right to examine any of the Contractors’ directly pertinent books, documents, papers or other records involving transactions related to this contract.
  - b. He/She agrees to include in first-tier subcontracts under this contract a clause to the effect that the County Administrator of Fairfield County or his duly authorized representative(s), and/or duly authorized representative(s) from the office of the County Auditor shall, until three (3) years after final payment under the subcontract, have access to and the right to examine any of the subcontractors’ directly pertinent books, documents, papers or other records involving transactions related to the subcontract(s).
18. MATERIALS REQUIRED: Materials required must be in conformity with the specifications and shall be subject to inspection and approval after delivery, and shall comply in quality and type of material and method of manufacture with all applicable local or state laws pertaining thereto. The right is reserved to reject and return at the risk and expense of the vendor such portions of any shipment which may be defective or fail to

comply with specifications and without validating the remainder of the order.

19. **PACKING AND DELIVERY:** All shipments shall be FOB to the County locations specified. Purchase order numbers and/or contract numbers(s) as appropriate, must be clearly stated on each carton or package.
20. **“OR APPROVED EQUAL” CLAUSES:** Certain processes, types of equipment or kinds of materials are described in the specifications and on the drawings by means of trade names and catalog numbers. In each instance where this occurs, it is understood and inferred that such description is followed by the words “or approved equal”. Such method of description is intended merely as a means of establishing a standard of comparison. However, the County reserves the right to select the items which, in the judgment of the County, are best suited to the needs of the County, based on price, quality, service, availability and other relative factors. Bidders must indicate brand name, model, model number, size, type, weight, color, etc., of the item bid if not exactly the same as the item specified. Vendor’s stock number or catalog number is not sufficient to meet this requirement. If any bidder desires to furnish an item different from that specifically mentioned in the specifications, he/she shall submit with his bid the information, data, pictures, cuts, designs, etc., of the material he/she plans to furnish so as to enable the County to compare the material specified; and, such material will be given due consideration. The County reserves the right to insist upon and receive the items as specified, if the submitted items do not meet the County’s standards for acceptance.
21. **PATENTS:** The vendor shall hold the County, its officers, agents, and employees harmless from liability of any nature or kind whatsoever, on account of use by the publisher or author, manufacturer or agent, of any copyrighted or uncopyrighted composition, secret process, article or appliance furnished or used under this bid.
22. **INSTALLATION:** Where equipment is called for to be installed under this bid, it shall be placed, leveled and accurately fastened into place by the vendor. He/she shall be responsible for obtaining dimensions and other such data which may be required to assure exact fit to work under another contract or as intended by the County. The vendor shall be responsible providing an appropriate amount of lead-in to equipment requiring electrical, water or other basic service. The County will normally be responsible for bringing the appropriate service to the lead-in. The vendor shall completely remove from the premises all packing, crating, and other letter due to his/her work. He/she shall also be responsible for the cost of repair of any damage to existing work which is caused by him/her equipment.
23. **GUARANTEE:** The vendor shall supply a guarantee for all workmanship for the equipment he/she is furnishing for a period comparable to the standards in the industry. When defects or faulty material is discovered during the guarantee period, the vendor shall, immediately, upon notification by the County, proceed at his/her own expense, to repair or replace the same, together with any damage to all finishes, equipment, and furnishings that may have been damaged as a result of the defective equipment or workmanship.
24. **PROPER INVOICE:** Invoices submitted for payment for goods or services provided under this contract shall contain, as a minimum, the following information:
  - Name of business concern
  - Contract number or other authorization for delivery of service or property
  - Complete description
  - Price and quantity of property or service actually delivered or executed
  - Shipping and payment terms
  - Name where applicable
  - Title, telephone number and complete mailing address of responsible official to whom payment is to be sent; and.
  - Other substantiating documentation of information as required by the contract.



25. TIME OF COMPLETION: Date of delivery shall be a consideration factor in the awarding process. The bidder shall include with his/her bid delivery dates for each item as requested, and shall furnish all items in accordance with the bid solicitation unless an extension was granted by the County in writing.
26. SERVICE FACILITIES: In considering the equipment bid upon, the County shall take into consideration past performance of existing installations, service and maintenance facilities provided by the bidder. The bidder shall have available a local service organization that is trained in the proper servicing of equipment.
27. LIQUIDATED DAMAGES: Should the Contractor fail to complete the contract within the established time limit, or at the later date as authorized in writing by the Procurement Manager, he/she shall pay liquidated damages in the sum of one hundred dollars (\$100.00) per day.
28. S.C. LAW CLAUSE: Upon award of a contract under this bid, the person, partnership, association, or corporation to whom the award is made must comply with the laws of South Carolina which require such person or entity to be authorized and/or licensed to do business in this State. Notwithstanding the fact that applicable statutes may exempt or exclude the successful bidder from requirements that it be authorized and/or licensed to do business in this State, by submission of this signed bid, the bidder agrees to subject itself to the jurisdiction and process of the courts of the State of South Carolina as to all matters and disputes arising or to arise under the contract and the performance thereof, including any questions as to the liability for taxes, licenses, or fees levied by the State.
29. COMPETITION: There are no Federal or State laws that prohibit bidders from submitting a bid lower than a price or bid given to the United States Government. Bidders may bid lower than the United States Government Contract price without any liability because the State is exempt from provisions of the Robinson-Patman Act and other related laws.
30. EXCUSABLE DELAY: The Contractor shall not be liable for any excess costs of the failure to perform the contract arise out of causes beyond the control and without the fault or negligence of the contractor. Such causes may include, but are not restricted to acts of God or of the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but, in every case the failure to perform must be beyond the control and without the fault or negligence of the contractor. If the failure to perform is caused by the default of a subcontractor, and if such default arises out of causes beyond the control of both the contractor and subcontractor, and without the fault or negligence of either of them, the contractor shall not be liable for any excess costs or failure to perform, unless the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the contractor to meet the required delivery schedule.
31. ASSIGNMENT: No contract may be assigned, sublet, or transferred without a written consent of the Procurement Manager.
32. SPECIFICATIONS: Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and the successful bidder shall be held responsible thereof.
33. PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS:
  - a. The Contractor shall preserve and protect all structures, equipment, and vegetation (such as grass, trees, and shrubs) or on or adjacent to the work site, which is not to be removed and which does not unreasonably interfere with the work required under this contract. The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during contract performance, or by any careless

operation of equipment, or by workman, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with tree pruning compound as directed by the District representative(s).

- b. The Contractor shall protect from damage all existing improvements and utilities at or near the work site and on adjacent property of a third party, the locations of which are known to or should be known by the Contractor. The Contractor shall repair any damage to those facilities, including those that are the property of a third party resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the County representatives(s) may recommend that the necessary work be performed and charge the cost to the Contractor.

34. Documentation contained in Section “D” shall be completed and submitted along with the Proposal.

35. TERMINATION: Subject to the provisions below, the contract may be terminated by the Procurement Manager providing a thirty (30) day advance notice in writing is given to the Contractor.

- a. Termination for Convenience.

In the event that this contract is terminated or cancelled upon request and for the convenience of the County without the required thirty (30) day advance notice, then the County shall negotiate reasonable termination costs, if applicable.

- b. Termination for Cause.

Termination by the County for cause, default or negligence on the part of the Contractor shall be excluded from the foregoing provisions; termination costs, if any, shall not apply. The thirty (30) day advance notice requirement is waived and the default provision in this bid shall apply.

36. DEFAULT: In case of default, the County reserves the right to purchase any or all items in open market, charging the Contractor with any excessive costs. Should such charges be assessed, no subsequent bids of the defaulting contractor shall be considered until the assessed charge has been satisfied.

## SPECIFICATIONS FOR PEST CONTROL SERVICES

### SCOPE

These specifications cover non-personal services for furnishing all labor, materials, supplies and equipment necessary to provide pest control service for county owned facilities.

#### **I. CLASSIFICATION**

Pesticides covered by these specifications are classified by the following:

- A. "General Use" - pesticides which may be purchased by the general public and applied according to the label.
- B. "Restricted Use" - pesticides which may be purchased and applied only by **"Certified Applicators"** or by the individuals working under the direct supervision of a Certified Applicator.

#### **II. APPLICABLE STANDARDS**

The following document of issue in effect on the date of this quotation request shall form a part of this specification:

S. C. Code of Laws 1976 - Title 46, Sec 46-13-10  
S. C. Pesticide Control Act  
Department of Fertilizer and Pesticide Control  
Clemson University  
Clemson, S. C. 29631

#### **III. REQUIREMENTS**

##### A. Service Schedule

All pest control service shall be provided monthly.

##### B. Pest and Rodents

Contractor shall control or exterminate all crawling, flying insects and rodents including but not limited to:

**ALL TYPES OF ANTS, FLEAS, SPIDERS, SOWBUGS, MICE, RATS, ROACHES, SILVERFISH, FRUIT FLIES, JUNE BUGS, CENTIPEDES, MILIPEDES, GNATS, BEES, WASPS, HORNETS, PILL BUGS, AND FLIES.**

- Termite treatments/bonds are not a part of this contract.
- Bed bug treatments are not a part of this contract.
- Mosquito control is not a part of this contract.

**NOTE:** The following list of Pest, Occasional Invaders and Parasites of Man, require different spraying procedures than the General Class. Situations which warrant this type pest control should be handled on an "as sprayed" basis with cost solicited in accordance with the Code:

Occasional Invaders

1. Snakes
2. Bats
3. Moth

Parasites of Man

1. Bedbugs
2. Fleas
3. Lice
4. Paper Mites

C. **Spray Area**

In accordance with label instructions, treat all vulnerable areas accessible to pest. Also, spraying of any additional harborages necessary to control listed general pests shall be performed.

D. **Emergency Treatment**

The contractor shall respond within twenty-four (24) hours of notice to service requests for emergency treatment which may arise between scheduled monthly visits.

**Additional fees will not be charged by the contractor for emergency calls if requests are for control or extermination of pests or rodents. Emergency Call shall come from Maintenance Supervisor or Procurement. Any calls coming from department's head/employee will be the responsibility of the end user to pay provider not Fairfield County.**

**If the emergency call is for control, or extermination of pests, or rodents which do not appear in this request, the County shall be responsible for the additional charges. The County shall receive a thirty-day (30) warranty for each additional charge made. All cost shall be negotiated with the contractor by Procurement Department.**

**NOTE: With proper treatment by the contractor, the exercise of this call-back provision should be kept to a minimum.**

E. **Addition/Deletion of Buildings**

Additions and/or deletions of buildings may be made at any time.

- The contractor and purchasing agent shall agree on a price for additional buildings.
- Deletions will be removed contract and reduced amount to reflect on the purchase order.

F. **Service Representative**

A service representative shall be available to discuss problems and advise Maintenance Department in proper control of pest methods.

G. **Pesticide Registration**

All pesticides offered for sale and use in the State of South Carolina must be registered in accordance with Title 46, Section 46-13-30 of the South Carolina Pesticide Control Act.

#### H. Pesticide Used

Only pesticides specifically labeled for the intended use and intended site shall be used. Pesticides intended for use by the contractor in performing any of the services called for in this request, shall **not** be stored at or near any County facility.

#### I. Specimen Labels

Upon request specimen label and material safety data sheets for each pesticide and rodenticide used in County buildings shall be furnished within five (5) days after notice of award.

#### J. Poison Control Telephone Number

The County shall be furnished a poison control center telephone number to call in the event of suspected poisoning.

#### K. Insurance Coverage

Insurance in at least the amount of \$100,000/300,000 bodily injury and \$100,000 property damage per accident or incident pertaining to both vehicles and pest control service products and activities shall be carried by the Contractor. Worker's compensation insurance shall also be provided covering all individuals engaged in any work under this contract. Insurance coverage shall meet requirements of South Carolina laws regarding Worker's compensation insurance. The contractor shall also provide certificates of the same with statements from the insurers that the County specifically will be notified in the event of lapse or cancellation of the policy or policies.

#### L. Certification

All individuals who provide pest control services under this proposed contract shall possess and maintain a current S. C. Certified Application License or else work under direct supervision of a certified applicator. The contractor will be required to furnish copies of Licenses of these individuals.

#### IV. WARRANTY

The contractor warrants to the County that all services performed as a result of this request and specifications will be performed in a professional manner consistent with industry practice.

#### V. DELIVERY AND PAYMENT

Payment for services rendered shall be made monthly based upon valid and approved invoices submitted to the County. All invoices shall be verified against actual services rendered and shall be sent to Keith Branham for approval.

#### VI. PRICING

Bid shall be for service for two years, to be billed in twenty four (24) equal monthly payments. Price shall not be changed during the course of the contract unless the County changes requirements by adding or deleting services. Contractor shall furnish County with an itemized estimate for any extra work required. The contractor shall not proceed without authorization from management. Prices for any changes shall be negotiated.

#### VII. TERM OF CONTRACT

The term of the contract shall be for two years. The term of the contract may be extended for an additional one year with evaluation of services by County.

## VIII. TERMINATION OF CONTRACT

In the event the contractor cannot meet the required conditions of this request or Fairfield County decides it is in the best interest of the County to terminate the contract, Fairfield County or the contractor reserves the right to terminate this service at any time after giving a 30-day notice of termination.

<b>Building</b>	<b>Location (WINNSBORO)</b>	<b>Approximate Square Footage</b>	<b>Time Services to be Performed</b>	<b>Monthly Cost</b>
Fairfield County Governmental Complex	350 Columbia Road	21416	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Courthouse	101 S. Congress Street	14851	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County DSS/Health Dept	1136 Kincaid Bridge Road	25880	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Judicial Building	115-A S Congress Street	11132	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Building/Planning Zoning	115 -B S. Congress Street	5201	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Airport	1291 Runway Road	3195	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Library	300 Washington Street	6334	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Transit/Maintenance Shop	1794 US Highway 321 Bypass S	3020/4100	Monday thru Friday 7:00 am to 5:00pm	
Fairfield County Behavioral Health – Old site	300 Calhoun Street	3593	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Veterans Affair/WIA/- JB Building (all)	96 US Highway321	5000	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Detention Center	10 Faith Lane	9614	Monday thru Friday 9:00 am to 5:00pm	
Fairfield Probation & Parole	12 Faith Lane	2500	Monday thru Friday 9:00 am to 5:00pm	
Midlands Technical College/Fairfield Campus	1674 US Highway 321 N	10336	Monday thru Thursday 9:00 am to 5:00pm	
Fairfield County Maintenance/EMS/EOC (HON) Building	100 Tidewater Drive	176356	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Recreation/MH Boykin	1851 US Highway 321 Bypass S	11334	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Voter Registration/ Coroner	315 S. Congress St.	6000	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Public Works	2067 US Highway 321 Bypass N	5609	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Animal Shelter	2065 US Highway 321 Bypass N	2275	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Adoption Center – Building	1678 Hwy 321 N	3000	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Adoption Center – Mobile Unit	1678 Hwy 321 N	420	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Drug Task Force	5509 Old Airport Road	18000	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Museum	231 S Congress Street	5252	Monday thru Friday 9:00 am to 5:00pm	
Fairfield County Food bank – Mobile Unit	96 US Hwy 321 Bypass,	672	Appointment only	
Fairfield County Reception (Commerce) Building	3337 E Peach Rd., Ridgeway SC 29130	2440	Monday thru Friday 9:00 am to 5:00pm	
Fairfield Farmer’s Market	117 East Washington Street Winnsboro, SC 29180	6225	Monday thru Friday 9:00 am to 5:00pm	
John Martin Primary Health Care Center	56 US Hwy 321 Bypass North	17692	Monday thru Friday 9:00 am to 5:00pm	
Fairfield Fire Services	880 West Moultrie Street Winnsboro, SC 29180		Monday thru Friday 9:00 am to 5:00pm	
Palmetto Health USC Orthopedic	80 US Hwy Bypass North Winnsboro,		Monday thru Friday 9:00 am to 5:00pm	

	SC 29180		
Fairfield Behavioral Health Services	178 US Highway 321 Bypass N Winnsboro, SC 29180	6480	Monday thru Friday 9:00 am to 5:00pm
Recreation Community Center - Jenkinsville	7104 State Hwy 215 S Jenkinsville, SC 29065		Monday thru Friday 9:00 am to 5:00pm
Recreation Community Center - Mitford	5714 Lake Wateree Road Winnsboro, SC 29180		Monday thru Friday 9:00 am to 5:00pm
Fairfield County Recreation – Fitness Center	795 5 <sup>th</sup> Street, Winnsboro, SC 29180		Monday thru Friday 9:00 am to 5:00pm
Mt. Zion Governmental Complex	250 N. Walnut St. Winnsboro, SC	4176 22986 16985 2903	Monday thru Friday 9:00 am to 5:00pm

**TOTAL** \_\_\_\_\_

**BID 2: EMS BUILDINGS – MONTHLY EXTERMINATING**

<b>Building</b>	<b>Location</b>	<b>Approximate Square Footage</b>	<b>Time Services to be Performed</b>	<b>Monthly Cost</b>
Mitford EMS	4721 Wateree Road Winnsboro, SC	700	Monday thru Friday 9:00 am to 5:00pm	
Blair EMS	194 Ashford Ferry Road Blair, SC	700	Monday thru Friday 9:00 am to 5:00pm	
Southeastern	5091 Park Road Ridgeway, SC	700	Monday thru Friday 9:00 am to 5:00pm	

**TOTAL** \_\_\_\_\_

**BID 3: BALL FIELDS**

**Bid price must include Ant Treatment twice a year.**

<b>Building</b>	<b>Location</b>	<b>Approximate Acreage</b>	<b>Time Services to be Performed</b>	<b>Monthly Cost</b>
Drawdy Park & Football Field (All Fields)	702 Eighth St, Winnsboro, SC 29180	7.85	Monday thru Friday 9:00 am to 5:00pm	
Willie Lee Robinson Park	17460 Newberry Rd, Blair, SC 29015	4.48	Monday thru Thursday 9:00 am to 5:00pm	
Garden Street Park	400 S Garden Street, Winnsboro, SC 29180	4.48	Monday thru Friday 9:00 am to 5:00pm	
Rufus Belton Park	5087 Park Rd, Ridgeway, SC 29130	5	Monday thru Friday 9:00 am to 5:00pm	
Lake Monticello Park	75 Baltic Circle, Jenkinsville, SC 29065	2	Monday thru Friday 9:00 am to 5:00pm	
Recreation – Fortune Springs Park (Pool area only)	416 Fortune Springs Drive Winnsboro, SC 29180	Pool area only	Monday thru Friday 9:00 am to 5:00pm	

**TOTAL** \_\_\_\_\_



**BID 4: FIRE STATIONS – MONTHLY EXTERMINATING**

Building	Location	Approximate Square Footage	Time Services to be Performed	Monthly Cost
Community Fire Substation	110 Winter Street Winnsboro, SC	3660	Monday thru Friday 9:00 am to 5:00pm	
Community Sub –Station	2954 US Hwy 321 N. Winnsboro, SC	3133	Monday thru Friday 9:00 am to 5:00pm	
Greenbrier	3025 SC Hwy. 269 Winnsboro, SC	3235	Monday thru Friday 9:00 am to 5:00pm	
Greenbrier Sub-Station	2091 East Peach Road Winnsboro, SC	2002	Monday thru Friday 9:00 am to 5:00pm	
Mitford	70 Meeting Hwy 200 Great Falls, SC	2444	Monday thru Friday 9:00 am to 5:00pm	
Blair	321 Road 99 Blair, SC	2018	Monday thru Friday 9:00 am to 5:00pm	
Southeastern Fire	5089 Park Road Ridgeway, SC	2018	Monday thru Friday 7:00 am to 5:00pm	
Jenkinsville/EMS	7174 State Hwy 215 S Jenkinsville	3027	Monday thru Friday 9:00 am to 5:00pm	
Ridgeway	350 Palmer Street Ridgeway, SC	1840	Monday thru Friday 9:00 am to 5:00pm	
Dutchman Creek	6 Dutchman Lane Winnsboro, SC	3440	Monday thru Friday 9:00 am to 5:00pm	
Dutchman Creek Sub-Station	2414 River Road Winnsboro, SC	1500	Monday thru Friday 9:00 am to 5:00pm	
Feasterville	2785 Clowney Road Blair, SC	1456	Monday thru Thursday 9:00 am to 5:00pm	
Lebanon	5364 Newberry Road Winnsboro, SC	2500	Monday thru Friday 9:00 am to 5:00pm	
Blackstock	725 Blackstock Road, Blackstock, SC	2383	Monday thru Friday 9:00 am to 5:00pm	

**TOTAL** \_\_\_\_\_

**BID 5: RECYCLING CENTERS – MONTHLY EXTERMINATING**

**ALL SITES CLOSE AT 1:00 P.M. ON WEDNESDAY'S**

Building	Location	Approximate Square Footage	Time Services to be Performed	Monthly Cost
Adger Recycling	5779 Old Airport road, Winnsboro SC	120	Monday thru Friday 7:00 am to 5:00pm	
Blair Recycling	208Ashford Ferry road, Blair SC	256	Monday thru Friday 7:00 am to 5:00pm	
Jenkinsville Recycling	145 Fire Tower Cir, Jenkinsville SC	120	Monday thru Friday 7:00 am to 5:00pm	
Lake Monticello Recycling	1443 Ladds Rd, Blair SC	120	Monday thru Friday 7:00 am to 5:00pm	
Lake Wateree Recycling	10646 River Rd, Blair SC	120	Monday thru Friday 7:00 am to 5:00pm	
Mitford Recycling	4719 Wateree road, Great Falls SC	120	Monday thru Friday 7:00 am to 5:00pm	
Ridgeway Recycling	1966 U.S. Highway 21 S, Ridgeway SC	120	Monday thru Friday 7:00 am to 5:00pm	
Scotts Crossing Recycling	1622 Scotts Crossing road, Winnsboro SC	120	Monday thru Friday 7:00 am to 5:00pm	

Shelton Recycling	257 Clayton Dept road, Blair SC	120	Monday thru Friday 7:00 am to 5:00pm	
Winnsboro Recycling	1936 U.S. Hwy 321 S, Winnsboro SC	120	Monday thru Friday 7:00 am to 5:00pm	
Woodward Recycling	1419 Lewis Store rd, Woodard SC	120	Monday thru Friday 7:00 am to 5:00pm	
Limb Chipping / Waste Tire Facility	5679 Old Airport road, Winnsboro SC	120	Monday thru Thursday 7:00 am to 5:00pm	

TOTAL \_\_\_\_\_

**BID 6: (3) Airport T-Hangars/Maintenance/Equipment Room – MONTHLY EXTERMINATING**

Building	Location	Approximate Square Footage	Time Services to be Performed	Monthly Cost
Fairfield County Airport (T-Hangars)	1291 Runway Road, Winnsboro SC	3229	Monday thru Friday 7:00 am to 5:00pm	

TOTAL \_\_\_\_\_

**FAIRFIELD COUNTY**  
**Procurement Office, 350 Columbia Road, Winnsboro, SC 29180**  
**Ph: (803) 635-1415 / Fax: (803) 635-5969**

***BID FORM***

**BID NUMBER:** IFB 0427 Pest Control Services

**OPENING DATE AND TIME:** April 27, 2021 at 10:00am EST

**OPENING LOCATION:** Fairfield County Procurement Office  
 County Administration Building, Conference Rm. 2<sup>nd</sup> Floor, Winnsboro, SC  
 29180

**PROCUREMENT OF:** Pest Control Services

<b>BID 1</b>	<b>BID 2</b>	<b>BID 3</b>	<b>BID 4</b>	<b>BID 5</b>	<b>BID 6</b>
\$	\$	\$	\$	\$	\$

**Total bid:** \_\_\_\_\_ **annually firm fixed price**

\*\*\*All prices quoted shall include sales tax and any delivery charges.

COMPANY/NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Print Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**By signing this Bid Form, the Bidder acknowledges that he/she has read this document and understands the provisions, agrees to be bound by its terms and conditions, will adhere to scheduling requirements stated herein and is capable of providing all required services as stated in this document.**

**FAIRFIELD COUNTY**  
Procurement Office, 350 Columbia Road, Winnsboro, SC 29180  
Ph: (803) 635-1415 / Fax: (803) 635-5969

**BIDDER'S QUESTION SUBMITTAL FORM**

**FOR QUESTIONS RELATED TO BID IFB 0427 Pest Control Services**

Deadline for submitting a question is Tuesday, April 20, 2021 at 10:00am EST.

**If possible, please submit your questions via e-mail to the buyer assigned to this bid. Buyer's contact information is listed below.**

**Name:** Cathy Washington  
**Title:** Procurement Manager  
**E-mail:** cathy.washington@fairfield.sc.gov  
**Phone:** 803-635-1415

**If you do not have access to e-mail, you may use the form below to fax questions to (803) 635-5969.**

---

Company Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone #: (\_\_\_\_) \_\_\_\_\_ Fax #: (\_\_\_\_) \_\_\_\_\_

---

*(PLEASE REFER TO PAGE AND PARAGRAPH NUMBER FROM THE BID, WHEREVER POSSIBLE)*

PAGE END