

# MOBILE COUNTY COMMISSION

205 Government Street 8<sup>TH</sup> Fl. South  
Mobile, Alabama 36644

BID INVITATION

BID 103-24

JULY 26, 2024

In accordance with General Act No. 217, Special Session 1967, notice is hereby given that the Mobile County Commission, Mobile, Alabama, will receive bids on the following items:

**ANNUAL PEST CONTROL SERVICES FOR MOBILE COUNTY SHERIFF'S DEPARTMENT AS PER ATTACHED SPECIFICATIONS:**

**NOTE: PRICES MUST REMAIN FIRM FROM OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2027.**

Any questions or comments concerning the bid requirements must be brought to the attention of Susan Holland, Purchasing Agent 251-574-8613, 205 Government St. 8<sup>th</sup> Fl. S., Mobile, Alabama 36644, to or at bid opening or will be forever waived.

All bidders shall furnish a five percent (5%) bid bond on any contract exceeding \$30,000: provided that bonding is available for services, equipment or materials. Bid bond will be accepted in the form of a certified check, cashier's check, postal money order, etc. Out of State Corporations shall furnish a Certificate of Authority to transact business in the State of Alabama.

Out of State limited liability companies shall proof of registration to transact business in this state. Alabama law requires that a successful bidder, if it has employees in the State of Alabama, provide proof of enrollment in E-Verify prior to the award of a contract. (See enclosed notice which must be completed, signed and returned with your bid.)

If applicable to a contract resulting from this invitation, the successful bidder must comply with the Contractor Felony Investigation Policy, available in the Purchasing Department or at mobilecountyal.gov.

This inquiry is to establish a price and a source of supply for the above listed items by Mobile County Commission and the incorporated areas therein. Purchases by political subdivisions are optional with those agencies.

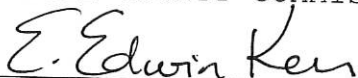
**THE MOBILE COUNTY COMMISSION DOES NOT DISCRIMINATE ON THE BASIS OF RACE, AGE, SEX, NATIONAL ORIGIN, RELIGION, OR DISABILITIES.**

F.O.B. Mobile DATE OF DELIVERY \_\_\_\_\_ TERMS \_\_\_\_\_ You are invited to bid on the above specifications. The restrictions contained herein are for the purpose of fixing a quality level, and any deviation therefrom must, in detail establish that it meets the quality requirements.

BIDS WILL BE RECEIVED UNTIL 10:00 A.M. SEPTEMBER 4, 2024.

**ALL BIDS MUST BE SEALED, THE WORD "BID", THE BID NUMBER AND THE NAME OF THE ITEM MARKED ON THE OUTSIDE OF THE ENVELOPE. BIDS WILL BE RECEIVED BY THE RECEPTIONIST IN THE OFFICE OF THE COUNTY COMMISSION ADMINISTRATOR, 205 GOVERNMENT STREET ON THE EIGHTH FLOOR OF THE MOBILE COUNTY GOVERNMENT PLAZA. FAILURE TO OBSERVE THE ABOVE INSTRUCTIONS WILL CONSTITUTE GROUNDS FOR REJECTION OF YOUR BID. THE COMMISSION RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS.**

MOBILE COUNTY COMMISSION



E. EDWIN KERR, COUNTY ADMINISTRATOR

We propose to meet the above specifications for the sum

of \$ see attached list.

Delivery can be made in \_\_\_\_\_ days from receipt of award.

RESPECTFULLY



**IMPORTANT**  
**THIS DOCUMENT MUST BE COMPLETED,**  
**SIGNED AND RETURNED WITH YOUR BID**

As a condition for the award of a competitively bid contract to a company having one or more employees in the State of Alabama, the Beason-Hammon Alabama Taxpayer Citizenship and Protection Act, codified at Section 31-13-1, et seq., Code of Alabama (1975), as amended, requires that the company provide, in advance, proof of enrollment in E-Verify. E-Verify is an internet based system operated by the U.S. Department of Homeland Security, which may be used to determine the eligibility of new hires to work in the United States. Further information about enrollment in E-Verify may be found at [www.uscis.gov/everify](http://www.uscis.gov/everify) and [www.Verify.Alabama.gov](http://www.Verify.Alabama.gov).

As proof of enrollment in E-Verify, Mobile County requires a copy of the electronically signed signature page of the contractor's Memorandum of Understanding with the U.S. Department of Homeland Security or Alabama Department of Homeland Security (contractors having fewer than 25 employees may enroll in E-Verify through the state Department of Homeland Security).

Please complete the following and return with your bid:

\_\_\_\_\_ (company name) has no employees in the State of Alabama

Or

\_\_\_\_\_ (company name) is enrolled in E-Verify and a copy of the electronically signed signature page of the company's Memorandum of Understanding is attached.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

\_\_\_\_\_

Title

SAMPLE

# E-Verify



Company ID Number: 477783

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

Employer Mobile County Commission	
<b>Connie Hudson</b>	
Name (Please Type or Print)	Title
<i>Electronically Signed</i>	12/21/2011
Signature	Date
Department of Homeland Security – Verification Division	
<b>USCIS Verification Division</b>	
Name (Please Type or Print)	Title
<i>Electronically Signed</i>	12/21/2011
Signature	Date
Information Required for the E-Verify Program	
Information relating to your Company:	
Company Name:	Mobile County Commission
Company Facility Address:	205 Government Street
	8th Floor South Tower
	Mobile, AL 36644
Company Alternate Address:	
County or Parish:	MOBILE
Employer Identification Number:	636001644

BY \_\_\_\_\_

**MOBILE COUNTY COMMISSION**

**BID FORM**

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Date: \_\_\_\_\_

BID #103-24

**ANNUAL PEST CONTROL SERVICES FOR MOBILE COUNTY SHERIFF'S DEPARTMENT:**

Name of Company: \_\_\_\_\_

Company Representative \_\_\_\_\_  
(Print)

Company Representative \_\_\_\_\_  
(Signature)

Address \_\_\_\_\_  
\_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Fax Number( ) \_\_\_\_\_

Federal ID Number \_\_\_\_\_

Email Address \_\_\_\_\_

Company Web Address \_\_\_\_\_

**Please attach a current W-9.**

## SPECIFICATIONS FOR PEST CONTROL SERVICES FOR MOBILE COUNTY FACILITIES

1. This bid will cover the Mobile County Sheriffs' Office, the combined Mobile County Metro Jail and Barracks, Sheriffs Theodore Oaks Substation, Sheriffs Training Facility, Sheriffs Northside Substation, and the Sheriff's Special Operations Building.
2. The term for service is from October 1, 2024 through September 30, 2027.
3. Mobile County reserves the right to reject any and all bids.
4. Additional sites may be added at the same bid price.
5. To obtain information on sites or directions etc., contact the following:
  - a. Jail and Barracks Locations – Capt. Thaddous Johnson (251) 285-8972 [tjohnson@mobileso.com](mailto:tjohnson@mobileso.com)
  - b. Sheriffs Office Locations – Sgt. Joe Mahoney (251) 753-0852 [jamahoney@mobileso.com](mailto:jamahoney@mobileso.com)
6. All specifications and requirements are to be met at all times or termination of service will result.
7. Service will be provided on the scheduled times and will include any service required for infestation that may re-occur between service times. Any repeated treatment shall be at no cost to Mobile County. In the event of prolonged infestation, covered here, in which repeated treatments of an area or equipment fails to eliminate the problem within two weeks, the Mobile County Commission is free under terms of the contract to withhold payment for all sites until satisfactory results are obtained at each location, or to cancel said contract and obtain services from other sources.
8. A signed contract must be furnished upon notice of award of bid.
9. All documents in this bid, including any contracts or documentation of service, must have both printed and written legible signatures from the company representative and the representative from Mobile County. Any contracts, invoices, or documentation of service without both printed and written legible signatures will not be honored.
10. The successful bidder must have local facilities and a local contact person with local phone number.
11. All calls for service must be responded to within 48 hours or less. Any calls for treatment or re-infestation must be responded to within 24 hours or less.
12. A detailed explanation of the chemicals and method used for treatment of re-infestation must be submitted on a service ticket signed by the building custodian or department head and sent to the accounts payable department.
13. A mandatory pre-submittal conference will be held at **9:00 a.m., CST on Tuesday, August 20, 2024** at the Mobile County Metro Jail Administration Building located at 450 St. Emanuel Street, Mobile, AL 36603.

Following the conference, a tour will be conducted. Offers and proposals will not be accepted from those who do not attend the conference and tour.

- a. Comments concerning the bid specifications and process should be made in writing no later than 5:00 p.m. CST on August 30, 2024 and shall be addressed to Susan Holland, Purchasing Agent, whose email is [Susan.Holland@mobilecountyal.gov](mailto:Susan.Holland@mobilecountyal.gov).
- b. Written sealed proposals will be received in the Purchasing Department of the Mobile County Commission, 205 Government Street, 8<sup>th</sup> Floor, Mobile Government Plaza, South Tower, Mobile, AL 36644. The deadline for the submittal of written sealed proposals shall be 10:00 a.m. CST on September 4, 2024. Proposals received after this time will not be accepted.

**A. DESCRIPTION** – The Work of this Contract includes, but is not limited to the following:

1. Furnish all materials, labor, equipment and insurance necessary to inspect and service each building as designated or more often if necessary, to insure maximum sanitation with respect to vermin and rodents. A minimum of two employees must be sent to the jail and Barracks and utilized when treatment is scheduled.
2. Treatment (all buildings) shall include pest control service for American cockroaches, German roaches, rats, mice, ants, mites, silverfish, spiders, earwigs, millipedes, centipedes, fleas, ticks, crabs, bedbugs, bees, wasps, yellow jackets, hornets, mold flies and fruit flies.
3. Pest Control Service (all buildings) shall include inside premises, outside wall junctures and grounds.

**B. QUALITY ASSURANCE** – Qualification of the Contractor:

1. Properly licensed to provide such service by governmental agencies having jurisdiction.
2. Use adequate numbers of skilled workmen, who are thoroughly trained and experienced in the necessary crafts, and who are completely familiar with the requirements and methods for proper performance of pest control work.

**C. SUBMITTALS**

Copies of labels and Material Safety Data Sheets (MSDS) for all chemicals to be used shall be submitted upon request.

**D. RIGHT TO CANCEL**

In The event the company fails to perform its service in a satisfactory manner, one week written notice will be given to see marked improvement, and in two weeks will be given to provide satisfactory service. If, at that time, the same unsatisfactory conditions exist, the Mobile County Commission is free under

terms of the contract, to withhold payment for all buildings until satisfactory results are obtained at each location, or to cancel said contract and obtain services from other sources.

#### **E. PRODUCT HANDLING**

1. Use all means necessary to protect property and buildings before, during and after treatment and to protect the treatment and materials of other work.
2. In the event of damage, immediately contact the Mobile County Commission at (251) 574-8613 and arrange for replacement and repairs.

#### **F. MATERIALS**

1. To the extent approved by governmental agencies having jurisdiction, use working solutions as recommended by the manufacturer for pest treatment and in accordance with National Pest Control Association standards.
2. Odorless chemicals shall be used when regular chemicals present an inconvenience (meetings, conferences, seminars, public events, etc.) to personnel or general public.

#### **G. SURFACE CONDITIONS**

1. Prior to all work of this section, carefully inspect all structures and verify the conditions involved in performing the work. Note that all rodent carcasses and old baits are to be removed from the premises. Avoid damage to property and protect the public, buildings, plants, furniture, etc. which may be damaged in the process of doing work. All damage shall be at the contractor's expense with no additional cost to the owner.
2. In the event, upon carrying out the work of this contract, the exterminator discovers pests which are not covered by these specifications, he will notify the Mobile County Commission immediately.
3. Do not dispose of any Pesticides, Rodenticides, or other material on the property.
4. Contractors must not use Mobile County sites to prepare or dispose of any pesticide or chemicals, including any pest carcasses.

#### **H. TREATMENT**

1. Application or treatment shall be scheduled so as to offer a minimum of interference with normal operations. Due to special needs, the following will be provided for the Mobile Metro Jail. Treatment of the Jail and Barracks Kitchen is to be done on the first and third

- Wednesday of every month at 1:00 p.m. A member of Maintenance and a Security escort will be available. For the food handling parts of the Jail and Barracks, use 'maxforce' baits
2. or equivalent in cracks and crevices, with a dust or bait application in wall voids to control and eliminate any infestation. Also, Ketchalls should be installed, labeled, and checked monthly to insure that any rodent activity is detected and treated.
  3. Wall sockets and light sockets located in the kitchen areas of both the Jail and Barracks must be treated. In addition, the dishwashing machine, mixer, panel between pipes and ovens and other fixtures identified as possible infestation sites must be treated. If needed, Maintenance will assist with any disassembly required to perform the necessary treatment.
  4. The treatment of spiders should be done by treating cracks and crevices with demand-cs. All weep holes around the exterior of the building must be treated with a dust formulation to insure complete coverage of wall voids.
  5. Additional treatment for rat control, specifically around the dog kennels at the Moffett Road Training location, is to be performed at each quarterly visit.
  6. After the buildings have been satisfactorily treated, a service ticket signed by the building custodian or contact person listed on the Building Locations section (#9) listing the service and all chemicals used shall be sent to the Accounts Payable Department. NOTE: SEE ITEM #9 BUILDING LOCATIONS FOR CONTACT LIST.
  7. In case of infestations, treatment will be required in all housing areas of the Jail and Barracks locations, including individual cells and dayrooms.

## **I. BUILDING LOCATIONS**

All buildings listed below shall be included for treatment. Names and phone numbers listed are the persons that should be contacted to gain access to the buildings.

All buildings listed below shall be treated monthly and quarterly as designated with no charge follow-up.

**B** -- Denotes Semi-monthly treatments

**M** — Denotes Monthly treatments

**Q** — Denotes Quarterly treatments.



## Sites to be treated

Frequency	Main Location	Physical Location	Contact	Contact Phone
M	Jail Barracks	451 St Emanuel St	Capt. Thaddous Johnson tjohnson@mobileso.com	251-285-8972
B	Jail Barracks (KITCHEN Only)	451 St Emanuel St	Capt. Thaddous Johnson tjohnson@mobileso.com	251-285-8972
M	Metro Jail	450 St Emanuel St	Capt. Thaddous Johnson tjohnson@mobileso.com	251-285-8972
B	Metro Jail (KITCHEN Only)	450 St Emanuel St	Capt. Thaddous Johnson tjohnson@mobileso.com	251-285-8972
Q	Sheriff's Admin Bldg.	510 S Royal Street	Sgt. Joe Mahoney <a href="mailto:jamahoney@mobileso.com">jamahoney@mobileso.com</a>	251-753-0852
Q	Sheriff's Theodore Oaks Substation	5808 Hwy 90	Ms. Cynthia Davis cydavis@mobileso.com	251-574-8798
Q	Sheriff's Training Facility	6449 Moffett Rd	Capt. Jason Arendall jharendall@mobileso.com	251-454-0086
Q	Sheriff's Northside Substation	10121 Moffett Rd	Sgt Jonathon Kelley <a href="mailto:jskelley@mobileso.com">jskelley@mobileso.com</a>	251-574-8039
Q	Sheriff's Special Operation Bldg.	1550 S Broad St	Tori Ladnier <a href="mailto:vladnier@mobileso.com">vladnier@mobileso.com</a>	251-395-0114

## Specific Schedules for Areas of Metro Jail and Metro Barracks

QUARTERLY TREATMENTS	# of Cells	Physical Address
Jail Pod 402 (cells & dayroom)	48	450 St. Emanuel St.
Jail Pod 405 (cells & dayroom)	48	450 St. Emanuel St.
Jail Pod 602 (cells & dayroom)	48	450 St. Emanuel St.
Jail Pod 605 (cells & dayroom)	48	450 St. Emanuel St.
Jail Pod 902 (cells & dayroom)	24	450 St. Emanuel St.
Jail Pod 905 (cells & dayroom)	24	450 St. Emanuel St.
Jail Pod 1002 (cells & dayroom)	48	450 St. Emanuel St.
Jail Pod 1005 (cells & dayroom)	48	450 St. Emanuel St.
Jail Pod 1202		450 St. Emanuel St.
Jail Pod 1205		450 St. Emanuel St.
Jail Clinic (cells & offices)	5	450 St. Emanuel St.
Jail Docket (holding cells)	4	450 St. Emanuel St.
Barracks- 2nd Floor	4 dorms	451 St. Emanuel St.
Barracks- 3rd Floor	4 dorms	451 St. Emanuel St.
All inmate shower and restroom areas		Both locations

MONTHLY TREATMENTS	# of Cells	Physical Address
Jail Administration Office		450 St. Emanuel St.
Jail Conference Room		450 St. Emanuel St.
Jail Docket/ Intake		450 St. Emanuel St.
Docket Lieutenant's Office		450 St. Emanuel St.
Docket Property Room		450 St. Emanuel St.
Docket Overflow areas		450 St. Emanuel St.
Dressing Rooms (for intake/release)		450 St. Emanuel St.
Jail Courtroom		450 St. Emanuel St.
Jail Visitation & Attorney Visitation		450 St. Emanuel St.
Jail Supply Room		450 St. Emanuel St.
Jail Money Clerks Office		450 St. Emanuel St.
Jail Chapel/ Chaplain Offices		450 St. Emanuel St.
Mailroom		450 St. Emanuel St.
Central Control		450 St. Emanuel St.
Laundry Room		450 St. Emanuel St.
All Supply Closets		450 St. Emanuel St.
All Restrooms		450 St. Emanuel St.
Transportation Office		450 St. Emanuel St.
Classification Office		450 St. Emanuel St.
Briefing Room		450 St. Emanuel St.
Barber Shop		450 St. Emanuel St.
Staff Break Room		450 St. Emanuel St.
Shift Commander's Office		450 St. Emanuel St.
Security Lieutenant's Office		450 St. Emanuel St.
Captains' Offices		450 St. Emanuel St.
Jail Intelligence Office		450 St. Emanuel St.
Inmate Worker Supervisor Offices		450 St. Emanuel St.
Triage I & II		450 St. Emanuel St.
Barracks Supervisor Office		451 St. Emanuel St.
Barracks Laundry Room		451 St. Emanuel St.
Barracks Triage Room		451 St. Emanuel St.
Maintenance Workshop		450 St. Emanuel St.
Jail Staging Area		450 St. Emanuel St.
Jail Court Room		450 St. Emanuel St.
Jail Court Inmate Holding Area		450 St. Emanuel St.
Docket Break Room		450 St. Emanuel St.
and any other offices in Metro Jail and Barracks		Both Locations

## J. INSURANCE

Successful bidder must furnish a certificate of insurance that covers general liability, auto liability, worker's compensation, and pesticide or herbicide applicator coverage. Limits will be equal to or more than enclosed specimen.

## K. GENERAL

1. This bid will cover all sites listed as described and will be awarded on an all or none basis.
2. Service will be provided on the scheduled times and will include any service required for infestation that may occur between service times. Re-treating for re-infestation will not be charged to Mobile County.
3. Mobile County reserves the right to reject any bids.
4. Additional sites may be added at the same bid pricing.

## L. SCHEDULING

Due to security and accounting considerations, all vendors will call and schedule an appointment with the contact persons listed above in the "Sites To Be Treated" section, and will have a ticket describing the location, date, work performed, and the chemicals used, signed by the proper County employee. This signed ticket will be sent to the Accounts Payable Department of Mobile County.

### PEST CONTROL SERVICES FOR MOBILE COUNTY FACILITIES

	LOCATION	SERVICE	AMOUNT
	Jail Barracks	M	\$
	Jail Barracks <i>* Kitchen Only</i>	B	\$
	Metro Jail	M	\$
	Metro Jail <i>* Kitchen Only</i>	B	\$
	Sheriff's Administrative Bldg.	Q	\$
	Sheriff's Theodore Oaks Substation	Q	\$
	Sheriff's Training Facility	Q	\$
	Sheriff's Northside Substation	Q	\$
	Sheriff's Special Operations Bldg.	Q	\$