

City Council – Action Request Form

Date: August 8, 2022

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Johnnie Taylor, Assistant City Manager
 Nicholas Geis, Property & Facilities Maintenance Director
 Shantell McClam, Purchasing Director

Council Action Requested:

Resolution Awarding Contract for Routine Pest Control Services

Strategic Focus Area: Service Excellence
Strategic Objective: Ensure Service Delivery Efficiency and Effectiveness
Strategic Plan Action Item: No
Key Work Item: No



Summary of Information:

The Property & Facilities Maintenance Department has a need for a contractor who will provide routine pest control services at various facilities throughout the City, including facilities that are currently or will be under construction and/or renovation.

City/County Purchasing issued a Request for Proposal (RFP) to provide routine pest control services and on June 17, 2022 one proposal was received from Triad Pest Control, Inc. of Winston-Salem N.C.

Terms of the bid document specified detailed evaluation criteria of M/WBE commitment, business location, cost and references. An evaluation panel of staff members from Property & Facilities Maintenance, Operations, Sanitation, and Business Inclusion and Advancement reviewed the proposal received. See Exhibit A for the detailed scores.

Based upon the evaluation panel’s assessment, it is recommended that a contract for routine pest control services per the prices offered in the RFP be awarded to Triad Pest Control, Inc., in the annual amount of \$33,408. Terms of the bid allow for the possibility of two annual extensions, giving the contract a total potential value of \$100,224.

Committee Action:

Committee	Finance 8/8/22	Action	Approval
For	Unanimous	Against	

Remarks:

M/WBE comment and Demographics: Notifications were sent directly to 15 businesses, including seven local firms and the opportunity was sent to all local M/WBE and area HUB businesses on a weekly basis. The bid opportunity was also advertised on the city website. See Exhibit B for a complete list of businesses notified of this bid as well as the workforce demographics of the recommended vendor.