

LOGAN COUNTY SCHOOLS

2222 Bowling Green Road - P. O. Box 417 - Russellville, KY 42276

Phone 270-726-2436 Fax 270-726-8892

Dan Costellow, Superintendent

April 19, 2024

To Whom It May Concern:

You are hereby notified as a potential vendor that the Logan County Board of Education is soliciting bids for **Bid Number 2024-08: Pest Control**. The opening for this bid number is Wednesday, May 15, 2024 at 2:00 PM at the District Office.

You will find all necessary information on the following enclosures:

1. A copy of the Bid Advertisement,
2. A Notice to Bidders containing generic instructions to all bidders, and
3. Specifications specific to this bid, and
4. A Bid Form that must be used to submit all bids.

If you require further information contact me at the address and/or phone number above. Be advised that all bids should be addressed to the Bid Officer and should be CLEARLY LABELED AS BID FOR BID NUMBER 2024-08.

On behalf of the Board of Education, I thank you for your acceptance of this invitation,

Sincerely,

Benjamin Kemplin, Bid Officer

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BID ADVERTISEMENT

Sealed bids will be received by the Logan County Board of Education at the District Central Office, Russellville, Kentucky, until 2:00 PM on Wednesday, May 15, 2024 at which time they will be opened publicly and read aloud, Bids to be opened at that time are for the following products and/or services:

- Bid # 2020-03: Mops & Mats for Facilities
- Bid # 2020-05: Inspections for Fire Detection/Prevention Systems and Extinguishers
- Bid # 2020-07: Office, Instructional & Maintenance Supply Catalogues
- Bid # 2020-08: Pest Control

Bid forms and complete specifications may be obtained by contacting the District Central Office by phone (270-726-2436) or by mail at 2222 Bowling Green Road, Russellville, Kentucky, 42276. The above advertised bids will be submitted to the Logan County Board of Education at the next regular or special called board meeting following the bid opening, along with the recommendation of the Superintendent after evaluation of bids, concerning the award of the contract to the lowest best responsible, responsive bidder.

Benjamin Kemplin, Bid Officer

Logan County Board of Education

LOGAN COUNTY SCHOOL DISTRICT

2222 Bowling Green Road

Russellville, KY 42276

NOTICE TO BIDDERS

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The Logan County Board of Education anticipates materials/services on a contract basis and invites you to submit a sealed bid as per specifications detailed herein.

Bid Form — Bid Form must be the Original Bid Form or Exact Duplicate. Bid Form must be dated and signed by an authorized representative of the bidding company. Submit the original copy of the completed bid in a sealed envelope clearly marked "Bid" on the front of the sealed envelope, including the item name, date and time of the bid opening.

Bid Period — Bids presented shall remain valid for a thirty (30) day period from the date of opening. No bid may be withdrawn during this period, Successful bidders shall have thirty (30) days from receipt of bid award notice to have shipments of supplies completed,

Bid conditions — Bids, to receive consideration, must be received prior to time designated in this invitation, and none will be accepted thereafter, Any bid received after scheduled time of opening will be returned unopened to the bidder.

Bid Acceptance — The Board of Education reserves the right to waive defects and informalities in proposals, to reject any or all proposals, or to accept any proposal as may be deemed to its interest, and to award by item, combination of items, or lot.

Taxes — Federal Excise Taxes or Kentucky Sales and Use Taxes are not applicable to any purchase made for use of the Board of Education. Bids should not include any such taxes. Purchase exemption certificates will be furnished as required.

Bid Award — Contracts will be awarded on the lowest or best bid meeting all specifications and conditions. The Board of Education reserves the right to make any choice it deems in the interest of the public.

Or Equal — Manufacturer's catalogue numbers, trade names, etc., where shown herein, are for descriptive purposes to guide the bidder in interpreting the standard of quality, design and performance desired, and shall not be construed to exclude proposals based on furnishing other types of materials or service. However, any substitution or departure proposed by bidder must be clearly noted and described; otherwise, it will be understood that bidder intends to propose material and services that meet or exceed the stated specifications. The Board reserves the right to inspect items purchased after delivery to confirm conformity with specifications and any item that is found defective or does not comply with specifications will be returned at the risk and expenses of the supplier. No alternate proposals will be accepted on the bid form. If substitutes are proposed by a bidder, these items must be bid on company letterhead with a complete explanation as to how they differ from the stated specifications.

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NOTICE TO BIDDERS

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Bid Conditions The Board of Education assumes no responsibility for errors or omissions on the part of any bidder. No bid may be altered or signed after opening and the failure to sign a bid will result in the proposal being rejected. Bid form must be signed by some officer or member of the bidding firm who is authorized to legally bind the firm.

Hold Harmless - The bidder agrees, if awarded an award or contract, to protect, defend, and save harmless the Logan County Board of Education from any suits or demands for payment that may be brought against it arising from the use of any patented material, process, article or device that may enter into the manufacture, construction, or form a part of the work covered by either order or contract, and he further agrees to indemnify and save harmless the Board of Education from suits or actions of every nature and description brought against it for, or on account of, injuries or damages received or sustained by any part or parties by, or for, any of the acts of the contractor, his servants, or agents.

Delivery - The prices quoted shall include all delivery to Russellville, Kentucky, unless specified otherwise herein.

Packaging- All supplies shall be packaged as per specifications, No alternates or exceptions will be accepted.

Contents - All supplies shall each contain a label of contents and instructions for use pertaining to each item. When applicable, the firm company, or manufacturer awarded the bid must have a representative available for on-site visits if a special need arises or if there is a problem with the product(s) bid.

Technical Information — It is the responsibility of the bidder to furnish specific product content data as required by law (MSDS), stating that the product(s) bid meet(s) federal, state, and/or local regulations, i.e., OSHA (lead fee); AHERA (asbestos); Federal specifications; and ASTM.

Payment Invoices are to be rendered on the basis of the purchase orders written or purchases made. Payment will be made within (30) days following delivery of undamaged merchandise that meets specification. The Logan County Board of Education meets on the first Tuesday after the 10th of each month. Payment for merchandise shipped under this contract will be made in accordance with that schedule.

Quantities — Any quantities stated are our best estimate of the amounts to be used during the upcoming school year. Purchase Orders may be issued at more than one time during the school year to consume near the estimated quantity.

Workers' Compensation Successful bidders are responsible for providing workers' compensation coverage on employees as required by local, federal, and state statutes. Compliance with federal OSHA standards is also the responsibility of the successful bidder.

**SPECIFICATIONS
LOGAN COUNTY SCHOOL DISTRICT
BID # 2024-08**

1. The bid will include the following eight (10) locations:
 - Adairville Elementary School
 - Auburn Elementary School
 - Chandler's Elementary School
 - Lewisburg Elementary School
 - Olmstead Elementary School
 - Logan County High School
 - Logan County Board of Education District Office
 - Logan County Board of Education Bus/Maintenance Garage/Building
 - Logan County CTC
 - Logan County Professional Learning Center
2. School cafeterias and selected rooms will be sprayed at least once monthly for roach, ant, and spider control as well as any other vermin problem.
3. Individual rooms at any facility above will be sprayed on a request basis as needed. Any facility may also request rodent control as needed.
4. The successful bidder agrees to protect, defend, and save harmless the Board of Education from suits or demands for payment that may be brought against it for equipment or chemicals used to fulfill this contract.
5. The successful bidder further agrees to indemnify and save harmless the Board of Education from suits or actions of every nature and description brought against it for, or on account of any injuries or damages received or sustained by any party or parties by, or for any of the acts of the contractor, his servants or agents.
6. The successful bidder must furnish to the Board of Education proof of general liability insurance of at least \$1,000,000 as well as worker's compensation, employer's liability. This proof of insurance documents must be included with the bid.
7. The Board of Education reserves the right to cancel the contract with a written letter and two (2) weeks notice with unsatisfactory job performance.
8. The bidder must submit proof of Kentucky Licensee and three (3) company references with the bid package.
9. The bidder must be willing to spray schools after school hours and not during the time the school is occupied. These schedules may be coordinated with school principals.
10. The period of coverage by this bid shall be from July 1, 2024 to June 30, 2026 With an option for a one year renewal.
11. The Board of Education reserves the right to renew the contract signed with the award of this bid for one (1) additional year from July 1, 2026 to June 30, 2027, provided that the successful bidder will hold the bid price firm through that period.
12. All work performed under the provisions of this bid award shall comply with 302 KAR 29:050.

**Logan County School District
 Bid Form
 Bid # 2024-08
 Pest Control for Facilities**

Vendor Name _____

Vendor Address _____

Vendor City/State/Zip _____

Vendor Phone Number _____

Name of Vendor Agent _____

Signature of Vendor Agent _____

Date of Signature _____

Building	Monthly and as Needed Room Bid Per Building	As Needed Rodent Control Per Building	School Cafeteria Monthly Bid
Adairville			
Auburn			
Chandler's			
Lewisburg			
Olmstead			
Logan County High School			
District Office			
Bus/Maintenance Garage			
Professional Learning Center			
CTC			