

**CITY OF CROSSVILLE**  
**REQUEST FOR QUOTATION**

**THIS IS NOT AN ORDER**

IMPORTANT: Read Instructions Carefully

**RETURN QUOTATION TO:**

Page 1 of 6

City Clerk/BIDS

CRO# 1621    Date Issued: 04/6/2023

City of Crossville

Delivery required monthly

392 N Main St

For more information, call:                      To be opened date/hour:

Crossville TN 38555

Valerie Hale, 931-456-5680

05/23/2022 2 p.m. CDT

Prices to be F.O.B.

City of Crossville, City Buildings

**NOTICE TO BIDDER:**

**THIS IS NOT AN ORDER.** Please enter unit prices, extensions, and amount for items listed herein specified. Be sure the specifications are followed. If you are unable to supply any of the items, please quote on the nearest substitute either on this form, or attach a letter containing such description and it will be considered as part of your quotation. Prices quoted must include all delivery charges to points of delivery indicated hereon. **We reserve the right to accept or reject any or all bids.**

**Please submit a bid for PEST CONTROL as specified.**

This bid will be for a period of one (1) year from July 1, 2023 to June 30, 2024.

**See attached specifications.**

**Bidder's Name**

\_\_\_\_\_

**Bidder's Address**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**For further information, contact**

**Valerie Hale, 931-456-5680 or email [valerie.hale@crossvilletn.gov](mailto:valerie.hale@crossvilletn.gov)**

*Any fuel surcharges must be submitted in advance for approval by City Council,  
which may result in a re-bidding of the Price Contract.*

**PLEASE SEE NEXT PAGE FOR INSTRUCTIONS**

## IMPORTANT INSTRUCTIONS TO BIDDERS

Page 2 of 6

1. Each Request for Quote should be in a SEPARATE ENVELOPE and have typed/noted on the envelope the **CRO#, ITEM, OPENING DATE, and TIME. 1. Mailing envelope should be addressed to City of Crossville, ATTN CITY CLERK/BIDS. No electronic submissions will be accepted.**
2. Specifications used in this request for proposal are intended to be open and non-restrictive. Reference to brand names, catalogs, etc., is to establish minimum standards of quality and does not preclude BUYER's consideration of proposals on comparable quality. All bidders state brand name and catalog number of product proposed.
3. All prices quoted should be on a delivered prepaid basis to the F.O.B. destination shown in the shipping instructions.
4. Insert time discount terms, in any, in space provided. Discounts are computed from date of delivery at destination or date of receipt of properly executed vendor's invoice at agency indicated above, whichever is later.
5. The City of Crossville, a municipality, is exempt from sales tax with respect to materials that it purchases for municipal projects; however, the contractor who installs, applies, or otherwise uses such materials, is liable for the use tax of those materials.
6. Unless otherwise indicated, quotations should be submitted on this form indicating unit price, total extension of each item, and grand total of quotation. In case of error in the extension prices, the unit price will govern.

NOTICE: PROPOSALS WILL BE REJECTED  
UNLESS SIGNED IN INK

SIGNED BY: \_\_\_\_\_

Print Name: \_\_\_\_\_

Firm: \_\_\_\_\_

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

City: \_\_\_\_\_

State: \_\_\_\_\_ ZIP: \_\_\_\_\_

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

EMAIL: \_\_\_\_\_

In submitting this bid, it is expressly agreed that upon proper acceptance by the City of Crossville of any or all items proposed, a contract shall thereby be created with respect to the items accepted.

# BID SPECIFICATIONS FOR CITY OF CROSSVILLE FOR PEST CONTROL SERVICES

## **LOCATIONS:**

*The following buildings shall be sprayed on a monthly basis:*

*Per Treatment Charge:*

- City Hall, 392 North Main Street \$\_\_\_\_\_
- Police Department, 99 Municipal Avenue \$\_\_\_\_\_
- Fire Department, 141 Henry Avenue \$\_\_\_\_\_
- Recreational Buildings, 837 Industrial Boulevard \$\_\_\_\_\_
- Palace Theater, 72 South Main Street \$\_\_\_\_\_
- Crossville Depot, 169 North Main Street \$\_\_\_\_\_

Public Works Buildings, 376 Sparta Highway

- Maintenance Department and Bays \$\_\_\_\_\_
- Street Department and Kitchen \$\_\_\_\_\_
- Public Works Office and Kitchen \$\_\_\_\_\_
- Utilities Maintenance Building and Kitchen \$\_\_\_\_\_

Other City Buildings:

- Fire Station #2, 520 Industrial Boulevard \$\_\_\_\_\_
- Meadow Park Lake Office, 1437 City Lake Road \$\_\_\_\_\_
- Terminal Building, Crossville Memorial Airport, 2409 Sparta Highway \$\_\_\_\_\_
- Veolia, 468 Sparta Highway \$\_\_\_\_\_

***The following buildings shall be sprayed on a seasonal basis:***

- Centennial Park, 837 Industrial Boulevard
  - - Three (3) Concessions Buildings and Restrooms \$\_\_\_\_\_
- Meadow Park, 1437 City Lake Road
  - - Bath House \$\_\_\_\_\_
  - - Two (2) 12 x 12 Cabins \$\_\_\_\_\_
  - - Maintenance Storage Building \$\_\_\_\_\_
- Duer Soccer Complex, 558 Crossroads Drive \$\_\_\_\_\_
- Garrison Park, 742 Fourth Street, Maintenance Building and Restrooms \$\_\_\_\_\_

**SERVICE:**

Pest Control Company must agree to provide services for control of the following pests:

- Roaches
- Silverfish
- Millipedes
- Ants
- Centipedes
- Spiders
- Wasps & Hornets (elimination of nests)

All problems arising between monthly sprays will be treated at no additional cost to the City of Crossville. **The City of Crossville reserves the right to add new facilities to the contract as the need may arise, with treatment charges comparable to those listed for existing buildings.**

Pest Control Company shall obtain a signed copy of a receipt at each location serviced to be turned into Sue Blaylock in the Finance Department at City Hall at the end of the month for billing purposes.

Pest Control Company shall obtain all chemicals and labor.

All chemicals used in treatment shall comply with all federal, state, and/or local regulations.

**INSURANCE:**

Pest Control Company shall supply:

- Proof of Liability Insurance
- Bond
- Proof of Worker's Compensation Insurance

All Pest Control Company employees servicing the City of Crossville properties shall have proof of state certification on file at City Hall.

**SUGGESTED CHEMICALS TO BE USED FOR GENERAL PEST CONTROL:**

- Demand CS – 6 ml per gallon
- Demon EC – ½ oz. per gallon
- Temp – 8 ml per gallon

**SUGGESTED CHEMICALS TO BE USED FOR GENERAL PEST CONTROL CLEAN-OUTS:**

- Demand – 12 ml per gallon
- Demon – 1 oz per gallon
- Temp – 16 ml per gallon

*NOTE: The chemicals listed above are suggested chemicals only. Other chemicals may be used but MUST be approved by City Hall prior to use.*

## **PUBLIC NOTICE**

### **TITLE VI OF THE 1964 CIVIL RIGHTS ACT**

**“No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”**

The City of Crossville provides benefits and services such as police protection, fire protection, water service, sewer service, sanitation service, infrastructure needs, and other related municipal services. The City also provides funds to certain non-profit organizations.

Anyone who believes that an agency or local government receiving the federal funding mentioned above has discriminated against someone on the basis of race, color or national origin has a right to file a complaint within 180 days of the alleged discrimination.

Leah Crockett  
Title VI Coordinator

Please sign and return to the City of Crossville verifying that your company is in compliance with the above Title VI, 1964 Civil Rights Act.

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

\_\_\_\_\_  
Company

\_\_\_\_\_  
Print Name

Please return to:      City of Crossville  
                                 392 N. Main Street  
                                 Crossville, TN 38555

### IRAN DIVESTMENT ACT

In compliance with the Iran Divestment Act (State of Tennessee 2016, Public Chapter No. 817), which became effective on July 1, 2016, certification is required of all bidders on contracts over \$1,000.

*By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party hereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. § 12-12-106.*

*I affirm, under the penalties of perjury, this statement to be true and correct.*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Bidder

\_\_\_\_\_  
Company

A bid shall not be considered for award nor shall any award be made where the foregoing certification has not been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. The City of Crossville may award a bid to a bidder who cannot make the certification, on a case-by-case basis, if:

- (1) The investment activities in Iran were made before July 1, 2016, the investment activities in Iran have not been expanded or renewed on or after July 1, 2016, and the person has adopted, publicized, and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
- (2) The City of Crossville makes a determination that the goods or services are necessary for the City of Crossville to perform its functions and that, absent such an exemption, the political subdivision will be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.