



STANDING ROCK HOUSING AUTHORITY

1333 92nd Street, P.O. Box 769
Fort Yates, North Dakota 58538
Phone: (701) 854-7549

Request for Proposal - Pest Control Services — #2004098

Date Posted: Thursday, April 25, 2024

Closing Date: Thursday, May 15th, 2024 at 2:00 PM

All proposals shall be delivered in a sealed package correctly identifying the proposal's purpose.

PROPOSAL - PEST CONTROL To the above-listed address; **ATTENTION: Roberto Hernandez**, Procurement Officer.

The Standing Rock Housing Authority is seeking proposals for a duration of three years, from JUNE 1ST 2024 Through JUNE 30TH 2027.

A sealed proposal marked "Pest Control" must be submitted to the Standing Rock Housing Authority Procurement Office, by WEDNESDAY, MAY 15th, 2024, at 2:30 PM CST. One original must be supplied by each respondent and submitted to the above-listed address. No email or faxes will be accepted.

The Standing Rock Housing Authority (S.R.H.A.) hereby solicits proposals to provide Pest Control Services for approximately 328 Low Rent Units and 482 Limited Partnership Units, consisting of 17 different partnerships S.R.H.A. units located throughout the Standing Rock Indian Reservation. S.R.H.A. reserves the right to reject any proposals based on the best interest of the Standing Rock Housing Authority.

This request for proposals is subject to all applicable Federal, State, and Tribal Rules and Regulations. Proposals shall address all items and requirements listed below and include all necessary documentation to support each item and requirement. Proposers that do not include all supporting documentation shall be considered non-responsive and will not be considered.

1. Proposers shall have maintained a valid **current**:
 - a. *Proposer must possess a current Tribal Business License* for providing pest control services on the Standing Rock Reservation.
 - b. Proposer must possess a current *licensed with the States of North Dakota and South Dakota* as a Commercial Applicator or Commercial Operator as applicable.
 - c. Proposer must possess a current proof of insurance for the following areas: Business, Commercial Liability; Workers Compensation/Employers Liability. (Attach copies of certificates for current coverage for each).
2. Proposers must be able to take orders (Fumigation Requests) from 8 AM — 4:30 PM CST Monday through Friday for services proposed and must be able to respond to orders within 24 hours from placement of order.

3. Indian Preference, Proposers shall submit proof of Current T.E.R.O. Certifications/Registration business operation on the Standing Rock Reservation. (Attach copies)
4. Trial Period and Right to Award to Next Low Vendor: A ninety (90) day trial period applies to contract(s) awarded due to this solicitation. During the trial period, the vendor(s) must perform in accordance with all terms and conditions of the contract. Failure to perform during this trial period may result in the immediate cancellation of the contract. In the event of dispute or discrepancy as to the acceptability of a product or service, the Standing Rock Housing Authority decision shall prevail. The S.R.H.A. agrees to pay for pre-authorized orders (Fumigation Request) received up to the date of termination. If the contract is terminated within the trial period, the S.R.H.A. reserves the option to award the contract to the next low-responsive proposer by mutual agreement with such proposer. Any new award will be for the remainder of the contract and will also be subject to this trial period.
5. Rodent Control to be provided on an as-needed basis.
6. Proposal Evaluation Process: The S.R.H.A. will evaluate proposals using the criteria specified below. Proposers will be evaluated and ranked or scored.

PER STANDING ROCK HOUSING AUTHORITY: PROCUREMENT POLICY

3000.3 PROCUREMENT METHODS

D. SEALED BIDS

2. **Conditions for Use.** Contracts shall be awarded based on competitive sealed bidding if the following conditions are present:
 - a. A completed, adequate, and realistic specification or purchase description is available,
 - b. **Two or more**-responsible bidders are willing and able to compete effectively for the work;
 - c. The procurement lends itself to a firm fixed price contract; and
 - d. The selection of the successful bidder can be made principally on the basis of price.
 Sealed bidding is the preferred method for construction procurement Sealed bidding shall be used for all construction and equipment contracts exceeding the small purchase limitation. Par professional services contracts, sealed bidding should not be used.

3000.5 CANCELLATION OF SOLICITATIONS

- A. **WHEN CANCELLATION IS PERMITTED.** An invitation for bids, request for proposals, or other solicitation may be canceled before offers are due or after bids or proposals have been received if:
 1. The SRHA no longer requires the supplies, services or construction; or
 2. The SRHA can no longer reasonably expect to fund the procurement or
 3. Proposed amendments to the solicitation would be of such magnitude that a new solicitation would be desirable; or
 4. Ambiguous or otherwise inadequate specifications were part of the solicitation similar reasons; or
 5. The solicitation did not provide for consideration of all factors of significance to the SRHA; or
 6. Prices exceed available funds and it would not be appropriate to adjust quantities to come within available funds; or
 7. There is reason to believe that bids or proposals may not have been independently arrived at in open competition, may have been collusive, or may have submitted in bad faith; or
 8. The SRHA deems competition inadequate, or HUD does not approve a sole source contract requested as a result of inadequate competition; or
 9. Cause of a similar nature when it is in the best interest of the SRHA.
- B. **NOTICE OF CANCELLATION AND DOCUMENTATION** The reasons for cancellation shall be documented in the Procurement file and the reasons for cancellation or rejection shall be provided upon request to any offeror solicited. A Notice of Cancellation shall be sent to all offerors solicited and, if appropriate, shall explain that the offeror shall be given the opportunity to compete on any re-solicitation or further procurement of similar items.

- C. RE-SOLICITATION AFTER CANCELLATION OF SOLICITATION: The SRHA may, if a Solicitation is Cancelled for any reason, re-solicit using any of the listed procurement methods applicable and allowable under Section 3000.3 of this Policy, provided that the Procurement file must include documentation that the Contracting Officer has determined in writing that re-solicitation and use of the selected procurement method is in accordance with this Policy, and with the best interests of the SRHA and the reasons for this determination.

IF YOU WOULD LIKE TO REVIEW A FULL COPY OF THE STANDING ROCK HOUSING AUTHORITY:
PROCUREMENT POLICY

Proposers that do not include all supporting documentation shall be considered non-responsive and will not be considered.

PURPOSE

Units to be sprayed will be on a per-unit basis, and proposers shall submit a flat proposed unit rate to provide pest control service that meets all requirements. Proposer must submit an Invoice showing the Per-Unit Cost.

Materials applied in pest control services shall conform to Tribal Federal, State and local Ordinances and/or laws. Pesticides shall be utilized with due precaution and special care shall be exercised during the use of liquid insecticides in areas having an asphalted, mastic, or linoleum floor surface.

EXTERMINATION TREATMENTS REQUESTED

Being able to provide the below listed services may help determine the S.R.H.A. Choice upon evaluation of Proposals received.

- **Bed bugs:** Heat Treatment, Bed Bug Traps, Spray treatment with Insect growth regulators (IGRs), Glue Traps,
- **Fleas:** Spray treatment with Insect growth regulators (IGRs), Flea Traps,
- **Ticks:** Spray treatment with Insect growth regulators (IGRs),
- **Spider:** Spray Insect growth regulators (IGRs), Glue Traps,
- **Cockroach:** Spray Insect growth regulators (IGRs), & Glue Traps, Bait,
- **Rodents:** Glue Traps, Traps, Baiting

All pest control shall be performed in a safe manner in accordance with the most modern and effective scientific pest control procedures. The contractor will cooperate to ensure effective results. When conditions conducive to breeding and harboring pest covered in this contract are reported, the contractor shall take the necessary steps to correct the conditions. Service shall be provided on a quarterly basis when needed. All areas requiring attention shall be treated for effective pest control. Additional calls and treatments shall be made when deemed necessary based on a written request/referral received by the S.R.H.A. Units to be sprayed will be billed per-unit basis, and proposers shall submit a **flat proposed unit rate** to provide pest control service that meets all requirements. Proposer must submit an Invoice showing the Per-Unit Cost. Upon receiving a referral, all services, regular and special, shall be scheduled by the service provider.

Specifications: The S.R.H.A. will evaluate each proposer's compliance with the specifications and other requirements and shall make determinations of "or equal" alternates before calculation of proposers.

Evaluation Criteria

Experience/Capabilities	20
Price	15
Sustainability/Safety	25
Quality Control	15
Response time	10
Indian Preference	15

Bidders must submit an invoice for payment for services rendered.

The Standing Rock Housing Authority reserves the right to refuse any proposals according to the best interest of the S.R.H.A.

For more information or questions regarding this request for proposals, please contact S.R.H.A. Roberto Hernandez, Procurement Office, at (701) 854-3891 or email RHernandez@StandingRockHousing.org.