



City of Neosho

203 E. Main St.
Neosho, MO 64850
(417) 451-8050 phone
(417) 451-8065 fax
www.neoshomo.org

June 11, 2021

RE: INVITATION TO BID

To Whom It May Concern:

Enclosed you will find an invitation to bid on services or equipment for the City of Neosho. The invitation to bid is self-explanatory.

The bid packet is for pesticide services described as follows.

Pesticide spraying (monthly pest control).

The City of Neosho retains the right to refuse any or bids for this work.

Anyone working within the City of Neosho, should be licensed with the City of Neosho.

If you have any questions, feel free to contact our office.

Thank you,

Rachel Holcomb
Development Services Director

INSTRUCTIONS TO BIDDERS

The City of Neosho, Missouri will accept sealed bids until Wednesday, **June 30, 2021 at 1:00 pm** at the Receptionist Desk of City Hall, 203 East Main Street, Neosho, MO 64850. The bid will be for the following item(s):

Pesticide Spraying (Monthly Pest Control)

All bids shall be F.O.B., Neosho, MO. All bids shall be exclusive of federal, state, and city taxes. Bids on this (these) unit(s) shall be made on forms furnished with these specifications. Additional information, specifications, deviations, and manufacturer's literature should be attached to bid forms.

Specifications and bid forms are available at the office of the Development Services Director.

Please label the envelope: Bid Opening, Attn: City Clerk, Cheyenne Wright, Pesticide Spraying (Monthly Pest Control)

In section 605.040 of the City of Neosho code, it states that if a contractor performs work for the City a performance bond is required.

Section 605.040 **Certain Insurance Policies, Etc., Required Before Issuance of Licenses for Plumbers, Electricians, Contractors and Subcontractors.**

[CC 1979 §15-19; Ord. No. 87-13, 6-16-1987; Ord. No. 511-2012 §1, 8-7-2012]

A. In addition to payment of the license fees required of plumbers, electricians and general and special contractors and subcontractors in Section **605.010**, before a plumber's, electrician's or general or special subcontractor's license may be issued to any applicant, each applicant shall produce for the inspection and approval of the City Collector the following policies of insurance together with receipts showing the premiums fully paid for the period for which the license is sought:

1. Bodily injury insurance liability coverage of twenty-five thousand dollars (\$25,000.00) per incident.
2. Property damage, twenty-five thousand dollars (\$25,000.00).
3. *Bonding requirements.*
 - a. If a contractor performs work within the City limits of Neosho, a license and permit bond, ten thousand dollars (\$10,000.00).
 - b. Unless otherwise provided, if a contractor performs work for the City of Neosho, a performance bond running to the City, ten thousand dollars (\$10,000.00).

Questions concerning the specifications and bid procedure should be directed to Rachel Holcomb, Development Services Director, at the follow address/phone: 203 E. Main St. Neosho, MO 64850/ (417)451-8050

Missouri Prevailing Wage Rate Applies	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
A copy of the Missouri Prevailing Wage Rate is attached	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Performance Bond Required	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
*City of Neosho Business License required	Yes	<input type="checkbox"/>		
*W-9 Required	Yes	<input type="checkbox"/>		
* Proof of Workers Compensation Coverage Provided w/ Bid	Yes	<input type="checkbox"/>		

The City reserves the right to reject any or all bids and to accept the lowest or best bid. The City reserves the right to split bids, if in the best interest of the City.

Thank you,

Rachel Holcomb
Development Services Director

Bid Specifications:

Summary:

Monthly Pest Control

Scope of Work:

City Facilities as Follows:

- Neosho City Hall
- City Police Station
- Fire Station #1
- Fire Station #2
- The Civic – 2 times/monthly
- Airport Terminal
- Golf Course Clubhouse
- Lampo Center – 2 times/monthly
- Senior Citizens Center – 2 times/monthly
- Neosho Pool House
- Public Works Buildings
- Water Treatment Plant
- Wastewater Treatment Plant
- Cemetery Buildings upon request – Possibly 2 times/year

Bidder should outline in their proposal the following:

- Copies of Bonding, Certifications, and Licenses
- Monthly fee to be charged for Pest Control for all facilities noted above.
- Hourly fee for emergencies during:
 - Normal business hours
 - After Hours
 - Holiday Hours

In the past, whomever was awarded this bid was awarded a one (1) year contract. The City of Neosho is considering changing this to a three (3) year contract moving forward.

BID FORM

Description: (To be completed by bidding party)

Price(s) for unit(s) meeting enclosed specifications:

F.O.B. Neosho, MO

Projected Shipping Date: _____

After delivery - payment made on third Tuesday of month delivered

I certify that this bid on stated piece(s) of equipment meets or exceeds the bid specifications (unless otherwise noted).

COMPANY: _____

BY: _____

**CITY OF NEOSHO
VENDOR AND BID LIST INFORMATION**

DATE: _____

COMPANY NAME: _____

ADDRESS (1): _____ ADDRESS (2): _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE NUMBER: _____

CONTACT PERSON: _____

IF CHECKS ARE TO BE SENT TO ANOTHER MAILING ADDRESS, PLEASE SPECIFY BELOW:

IS YOUR COMPANY A CORPORATION? YES _____ NO _____

IF NO, LIST SOCIAL SECURITY NUMBER FOR END OF YEAR REPORTING: _____

YEARS IN BUSINESS: _____

AUTHORIZED SIGNATURES TO SIGN BIDS: _____

TYPE OF GOODS AND SERVICES FOR WHICH COMPANY WOULD LIKE TO BID:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

AFFIDAVIT of COMPLIANCE
Section 285.530.2

State of Missouri) ss

County of _____)

Now this ___ day of _____, 20___, the undersigned, being first duly sworn,
deposes and says:

1. I am more than 18 years of age.

2. I make this affidavit from my personal knowledge of the facts stated herein or upon
information and facts available to me as a duly authorized owner, partner, corporate or
LLC officer or Human Relations Director of

_____ (name of Corporation, LLC, sole
proprietorship or partnership)

3. I am authorized to make this affidavit on behalf of

_____. (name of business entity, same as above)

4. I state and affirm that _____ is enrolled and is (name of
business entity, same as above) currently participating in E-Verify, a federal work
authorization program or another equivalent electronic verification of work

authorization program operated by the United States Department of Homeland Security
under the Immigration Reform and Control Act of 1986.

5. Further, _____ does not knowingly employ any person
(name of business entity, same as above)
who is an unauthorized alien.

6. Further, _____ has performed an electronic
(name of business entity, same as above)
verification check as described above on all workers hired since January 1, 2009 or
obtained documents required for completion of a federal I-9 form before it began
participating in E-Verify.

7. Attached to this affidavit is a true and accurate copy of this company's Memorandum
of Understanding with the United States concerning the use of E-Verify.

**I certify under penalty of perjury that the statements above are complete, true and
accurate to the best of my knowledge and belief.**

Authorized Agent, Partner, Owner or Officer

***If business has a Human Relations Director or equivalent that person must sign as an
affiant as well.***

**I certify under penalty of perjury that the statements above are complete, true and
accurate to the best of my knowledge and belief.**

Human Relations Director

*This form is promulgated pursuant to 15CSR 60-15-.020. Use of this form is not required but the Attorney General has
deemed this affidavit sufficient in form to satisfy the requirements of section 285.540, RSMo., Supp. 2008*

FURTHER THE AFFIANT SAYETH NOT

(Signature)

On this ____ day of _____ in the year 20____, before me, _____
a Notary Public in and for said State, personally appeared _____, known to me
to be the person who executed the within affidavit, and acknowledged to me that he/she executed the
same for the purposes therein stated.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal in the county and
State aforesaid, the day and year first above written.

Notary Public

My Commission Expires