

REQUEST FOR STATEMENTS OF QUALIFICATIONS FOR MOSQUITO AND BLACK FLY ABATEMENT SERVICES

1.0 INTRODUCTION:

1.1 Lander County continually has needs for services from a licensed Pest Control Firm in order to conduct the Mosquito and Black Fly Abatement Program with an emphasis on controlling vector populations and preventing infestations in the northern section of Lander County near the Humboldt River. It is essential to conduct larvae and adult vector control procedures in many stagnant bodies of water, including gravel pits. The purpose of this request is to establish a ranked list of companies interested in conducting the Mosquito and Black Fly abatement program which will serve all of Lander County. All firms will be ranked for each service category listed below. The list will be utilized for a 24 month period, or longer after the firm has been chosen. The Agreement that will result from this "Request for Statements of Qualifications" will include what is indicated in Section 4 of this SOQ.

1.2 A County Review and Selection Committee will evaluate the SOQ's submitted.

1.3 During evaluation, the County Review and Selection Committee reserves the right, where it may serve the County's best interest, to request additional information or clarification from the various Firms, or to allow corrections of errors or omissions. Oral interviews may be conducted by the County Review and Selection Committee for the Firm who submit a SOQ and were short listed.

1.4 Submission of a SOQ indicates acceptance by the Firm of the conditions contained in this Request for Statements of Qualifications, unless clearly and specifically noted in the SOQ submitted and confirmed in the resultant contract between Lander County and the selected Firm.

1.5 The use of the term "firm" refers to the Company with certified personnel, doing business in the United States and duly registered in the State of Nevada with a valid and active State of Nevada business license after selection of the firm.

1.6 There is no expressed or implied intent or obligation for Lander County to reimburse responding firms for any expenses incurred in preparing proposals, as well as, travel expenses during interviews in response to this Request for Statements of Qualifications.

1.7 Lander County shall reserve the right to terminate any resultant agreement from this solicitation and subsequent action for cause but not limited to inadequacy of performance.

2.0 LANDER COUNTY CONTACT PERSON:

2.1 Until the receipt and opening of SOQ's, the firm's principal contact with Lander County will be listed below. All questions are to be submitted in writing via email or facsimile. Questions will only be received through 12:00 p.m. on the 24th day of March, 2014.

James Olson, Lander County Executive Director
825 N. Second Street
Battle Mountain, Nevada 89820
Email: jolson@landercountynv.org
Phone: 775-635-2885
Fax: 775-635-5332

2.2 All contacts regarding the SOQ should be with the above-named only. Firms contacting other County staff, County officials, members of the Lander County Board of Commissioners, will be subject to disqualification.

3.0 BACKGROUND INFORMATION:

3.1 Lander County has utilized various firms over the years and now requires a firm that has a minimum of 5 years of demonstrated successful experience and competence in mosquito and black fly control. The ideal firm will have a minimum of one (1) employee that possess a Bachelor's of Science, or higher, degree from an accredited university in Biology or entomology and possess a current license as a Pest Control Operator and have knowledge on and familiarity with the Nevada Department of Environmental Protection permitting program for pesticide distribution in order to be in compliance with the National Pollutant Discharge Elimination System.

4.0 PURPOSE:

4.1 The purpose of this request is to establish a ranked list of Firms interested in providing Mosquito and Black Fly Abatement Services for Lander County. All firms will be reviewed for each service category listed below. The list will be utilized for twenty four (24) month period after award.

5.0 SOQ REQUIREMENTS:

5.1 Submission of SOQ:

5.1.1 Three (3) copies of the SOQ shall be submitted. All pages shall be 8.5" x 11" and a minimum font size of 10. The Proposal must be received on or before the date and time set for receipt of SOQ. The fee schedule shall be attached and include proposed per-unit and component cost for time, personnel, travel and materials and proposed not-to exceed contract cost for each year of a two year period. The Intent is for each firm to submit 3 copies of one binder.

5.1.2 SOQ's shall contain the following information:

5.1.2.1 Firm Data Form (1 page)

5.1.2.2 Firm Introduction (3 pages maximum)

5.1.2.3 Brief resumes of the pertinent in-house staff members and experience. (5 pages maximum)

5.1.2.4 Please provide the following information for evaluation purposes;

- a. List of personnel anticipated to participate in this category of work;
- b. Office location where a majority of work will be performed;
- c. List of relevant specialized equipment owned by the firm (if applicable);
- d. List of sub-consultants to be used (if applicable); and
- e. Examples of previous locations where this firm has performed similar services. Each reference should include the general project description, associated costs, the owner's representative name and phone number, key project personnel employed by your firm. Be sure to clearly define the role your firm had in the project.

5.1.2.5 Service Categories

Lander County will use the submitted SOQ's to generate a short list of qualified Firms for each of the following categories:

Mosquito and Black Fly Abatement Services.

5.1.2.6 Firms shall send their completed SOQ's to the following person at the address indicated below. Further, they should indicate the Firm Name on the outside of the sealed Proposal Package to:

James Olson, Lander County Executive Director
825 North Second Street
Battle Mountain, Nevada 89820

6.0 EVALUATION OF PROPOSALS:

6.1 SOQ's submitted will be evaluated by the Lander County Review & Selection Committee.

6.2 The Committee may call for oral interviews. The County reserves the right to retain all SOQ's submitted and use any idea in a SOQ regardless of whether or not said SOQ is selected.

6.3 The following categories will be evaluated in the selection process:

- Qualifications of Firm to provide service.

- Professional qualifications and certifications of individuals to be assigned to this task.
- Demonstrated experience in such task as identified.
- Quality of services proposed and comprehensiveness of such services.
- Ability to provide services within the identified reasonable time frames.
- Proposed approach.
- Meaningful utilization of technical experts.

7.0 RIGHT TO REJECT SOQ'S:

7.1 Submission of SOQ's indicates acceptance by the Firm of the conditions contained in this SOQ unless clearly and specifically noted in the SOQ submitted and confirmed in the subsequent contract between Lander County and the Firm selected.

7.2 Lander County reserves the right to reject any and/or all proposals and to award the contract to the firm the County deems most qualified and whose award of the contract will accrue to the best interests of the County.

7.3 Late SOQ's will not be accepted. Prospective firms are held responsible that their proposals are delivered to the Lander County on or before the designated time and date.

8.0 WITHDRAWAL OF SOQ'S:

8.1 Requests to withdraw SOQ's received after the time and date set for opening and acknowledging SOQ's, will not be considered.

9.0 CONTRACT TERMINATION:

9.1 Lander County reserves the right to terminate the agreement if the Firm does not perform as required by the terms of the agreement. Reasons for termination may include, but not are not limited, to the following:

9.1.1 Failure to provide sufficient personnel as identified in the SOQ.

9.1.2 Failure to provide sufficient information to the County within acceptable time frames.

9.1.3 Substitution of identified personnel without prior approval of Lander County.

10.0 ATTACHMENTS:

Consultant Data Form

REQUEST FOR STATEMENTS OF QUALIFICATIONS FOR
LANDER COUNTY, NEVADA

FIRM DATA FORM

FIRM NAME: _____

PHONE: _____

PRIMARY CONTACT: _____

EMAIL _____

ADDRESS: _____

ADDRESS: _____

CITY: _____

STATE/ZIP/CODE: _____

- **Mosquito and Black Fly Abatement Services**