

# Request for Proposals

## **Integrated Mosquito Management Program** City of Ridgeland, Mississippi

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**Public Works Department**  
**Alan Hart, Director**

**Due Date: Tuesday, January 30, 2024**  
**Due Time: 10:00 AM CST**  
**Location: Public Works Department**  
**100 West School Street**  
**Ridgeland, MS 39157**

**REQUEST FOR PROPOSALS**  
**INTEGRATED MOSQUITO MANAGEMENT PROGRAM**  
**FOR THE CITY OF RIDGELAND**

Sealed Proposals are invited and will be received by the City of Ridgeland, Mississippi, (herein after known as "City"), in the Office of Public Works, located at City Hall 100 West School Street, Ridgeland, Mississippi 39157.

To be considered, the Request for Proposals Response must respond to all requirements listed within the RFP Guidelines and Specifications, and be submitted via Central Bidding or in a sealed envelope marked on the outside as: *RFP Response to Integrated Mosquito Management Program, City of Ridgeland*. Interested parties or persons are encouraged to contact Alan Hart, Director of Public Works via email at [alan.hart@RidgelandMS.org](mailto:alan.hart@RidgelandMS.org) for a copy of the Complete RFP. Proposals shall be made on the Proposal Forms included in the RFP. The terms and form of those proposals and documents apply to all proposers. Proposals shall be delivered to, and be on file with, the City on or before 10:00 a.m. on Tuesday, January 30, 2024.

Proposals will be publicly opened and read at 10:00 a.m. on Tuesday, January 30, 2024, in the Public Works Conference Room, 100 West School Street, Ridgeland, MS. The selected Contractor will be awarded in the discretion of the Mayor and Board of Aldermen. The contract is pursuant to state and federal law.

The proposal shall include a bid security in the form of a certified check or bid bond in the amount of 5% of the total proposal. The bid bond shall be issued by a surety company licensed to do business in the State of Mississippi.

The City reserves the right to reject any or all Proposals, to waive irregularities and/or informalities in any Proposal, and to make an award in any manner, consistent with law, deemed in the best interest of the City. By submitting a proposal, a proposer waives any right to seek damages or other relief against or from the City concerning a rejection or decision or act by the Mayor and Board of Aldermen to not accept that bid. The City shall not be liable for any costs incurred by any Respondent prior to the Notice to Proceed effective date. The City of Ridgeland is an equal opportunity employer.

BY ORDER OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF RIDGELAND,

MISSISSIPPI, ON THIS THE 2<sup>nd</sup> DAY OF JANUARY 2024.

**CITY OF RIDGELAND, MISSISSIPPI**

**BY: \_\_\_\_\_ (s) Paula Tierce**

**Paula Tierce, CITY CLERK**

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**Publish Thursday January 4<sup>th</sup> and Thursday January 11<sup>th</sup> IN THE MADISON COUNTY JOURNAL.**

**Furnish proof of publication to:** Paula Tierce, City Clerk, City of Ridgeland; P.O. Box 217; Ridgeland, MS 39158-0217

**Send invoice to:** Paula Tierce, City Clerk, City of Ridgeland; P.O. Box 217; Ridgeland, MS 39158.

**CITY OF RIDGELAND, MISSISSIPPI**

BY: /s/Paula Tierce

Paula Tierce, City Clerk

## **SECTION 1 - INTRODUCTION**

### **1.1 PURPOSE**

The City of Ridgeland (hereafter referred to as "City") intends to contract for Integrated Mosquito Management Services. This Request for Proposals (RFP) will seek responses from proposers who have a proven record of providing Integrated Mosquito Management Services and who have provided this service successfully for other municipalities. Proposers must comply with the State of Mississippi Department of Environmental Quality Pesticide General Permit (PGP) for Point Source Discharges to State Waters of Mississippi from the Application of Pesticides.

### **1.2 BACKGROUND**

The City of Ridgeland is 28.04 square miles and is home to approximately 24,000 residents. The desired services consist of integrated mosquito management services for a seven (7) month period (April through October) to ensure the health and welfare of citizens and visitors of the City. These activities should include, but are not limited to, surveillance and trapping, larvicide treatment, adulticide treatment, disease testing, public education, and emergency response. The selected servicer shall be required to establish a treatment plan and routes for applying adulticide and larvicide. The Servicer shall provide contact information and resources for citizen's service requests and requests from the Mississippi Department of Health.

Proposals are being sought from proposers who are in possession of and will maintain licenses and certificates required by the State of Mississippi Department of Environmental Quality and can demonstrate their knowledge and experience in planning and carrying out an effective Integrated Mosquito Management Services program.

### **1.3 REQUIRED EXPERIENCE AND QUALIFICATIONS**

#### **A. QUALIFICATIONS OF PROPOSER**

Proposals must contain a statement of qualification. The proposer should have a minimum of five (5) years of experience in providing the services as outlined in this RFP.

### **1.4 LOCAL PARTICIPATION**

The City's preference is to maximize the engagement of qualified and experienced locally-based companies. The successful proposer will present a teaming strategy that demonstrates engagement of qualified and experienced businesses with the requisite experience and capacity to provide the required scope of services.

## Proposal Form for Integrated Mosquito Management Services for the City of Ridgeland

Proposal prepared by: \_\_\_\_\_

(Company Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Point of Contact)

\_\_\_\_\_  
(Email Address)

\_\_\_\_\_  
(Phone Number)

In accordance with the published RFP Notice, the undersigned does hereby agree to furnish the commodities, supplies, equipment, materials, and services for the City of Ridgeland Integrated Mosquito Management Program for the prices included in this Proposal Form. All prices and scope of work submitted shall be good and valid from April 1, 2024 through October 31, 2025. Up to (2) two seasonal renewals may be considered by the City of Ridgeland, and the Servicer shall be eligible for a 3% increase for each renewal.

Monthly rate for Integrated Mosquito Management Services

\$ \_\_\_\_\_

Additional City-wide Application of Adulticide

\$ \_\_\_\_\_

Additional Hourly Rate for Application of Adulticide

\$ \_\_\_\_\_

Signed this the \_\_\_\_\_ day of \_\_\_\_\_, 2024

By: \_\_\_\_\_

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

## SECTION 2 - INSTRUCTIONS

### 2.1 GENERAL

**One (1) bound original and five (5) bound copies of the proposal, labeled accordingly shall be submitted in a sealed envelope or box marked "RFP Response to Integrated Mosquito Management Program, City of Ridgeland".**

All proposals must be received in the Office of Public Works, 100 West School Street, Ridgeland, MS 39157 OR input into Central Bidding no later than **10:00 a.m. Central Standard Time, on Tuesday, January 30, 2024**, to the Office of Public Works. All documents should be to the attention of:

City of Ridgeland  
Attn: Alan Hart, Director of Public Works  
100 West School Street  
Ridgeland, MS 39157

### 2.2 PROPOSAL CONTENTS

- **Transmittal Letter.** Transmittal letter must clearly designate the primary proposer's point of contact, the primary proposer's authorized representative, location of primary proposer's place of business, and the name and location of all sub-consultants/sub-contractors. The transmittal letter must be followed by acknowledgement of any published addenda.
- **Tab 1: Statement of the Scope.** A brief narrative stating the proposer's understanding of the scope of services for the City's Integrated Mosquito Management Services requirements.
- **Tab 2: Proposer History.** Include a narrative history of the overall knowledge and capabilities of the proposing service providers including accomplishments of the company, its experience in providing similar services, and the depth of resources to provide the services solicited by this Request for Proposals.
- **Tab 3: Qualifications and Experience.** The qualifications and experience of proposed service providers as it relates to the required scope of services; recent service experience (minimum of five (5) years) to include project scope, location, services performed, costs, outcomes achieved, client contacts and references (minimum of three (3)).
- **Tab 4: Proposed Work Plan.** Describe in detail the proposer's proposed approach for project management as well as a work plan for providing the professional services solicited by this Request for Proposal, including information that will indicate your

team's ability to meet critical milestones, to respond quickly to tasks, to handle multiple tasks concurrently, and to complete tasks on accelerated schedules. Describe experience and approach to accomplishing the required scope of services. Tab 4 should address all aspects of the Integrated Mosquito Management Program including:

- **Surveillance/Trapping** – Proposal should include information regarding the proposed number of traps and proposers approach for use of trap data. The proposer should explain how and when the traps will be checked and how the information will be used to guide the program.
- **Larvicide Treatment** – The Proposal should include information about the proposers approach to treating areas with larvicide.
- **Adulticide Treatment** – The Proposal should include information about the proposers approach to treating areas with adulticide including a draft proposed zone map and monthly schedule.
- **Chemical and Disease Testing** – The Proposal should include information about how the proposer intends to have mosquitos collected from the traps tested for disease and chemical efficacy.
- **Public Education** – The Proposal should include information about how the proposer will conduct public education. Proposal must also include information about how the proposer will offer a website component that will be managed by the successful vendor.
- **Emergency Response** – The Proposal should include information about how the proposer has worked with MSDH in the past on Emergency Responses Plans. It shall be understood that Emergency Response efforts will be billed as additional services.

## **2.3 RESERVATION OF CITY RIGHTS**

- A. The City reserves the right to request clarification of information submitted and to request additional information of one (1) or more proposers.
- B. The City reserves the right to negotiate the agreement or contract for the project with the next most qualified finalist if the successful finalist does not agree to the terms of an agreement or contract within fifteen (15) days after submission of an agreement to such proposer. The City reserves the right to negotiate all elements of work that comprise the selected RFP.
- C. The City reserves the right, after opening the proposals, or at any other point during the selection process, to reject any or all proposals, modify or postpone the proposed project, evaluate any alternatives offered, or accept the proposal that, in the City's sole judgment, is in its best interest.
- D. The City reserves the right to terminate the agreement or contract if the

Consultant/Contractor fails to begin to perform the work described herein within ten (10) days after the City gives the Consultant/Contractor a written notice to proceed.

- E. The City may make such investigation as it deems necessary to determine the ability of the proposer to perform the work, and the proposer shall furnish to the City all such information and data for this purpose as the City may request.
- F. The City reserves the right to reject any proposal if the evidence submitted by or investigation of such proposer fails to satisfy the City that such proposer is properly qualified to carry out the obligations of the Contract and to complete the work contemplated therein.

## **2.4 ADDITIONAL REQUESTS FOR INFORMATION**

All questions concerning this RFP should be submitted in writing to **Alan Hart, Public Works Director, at [Alan.Hart@ridgelandms.org](mailto:Alan.Hart@ridgelandms.org) 100 West School Street, Ridgeland, MS 39157** by the due date listed. Failure to adhere to this submittal process will not be accepted. Any questions related to this solicitation are to be submitted in writing by **10:00AM CST on January 23, 2024**, to receive a response. Responses to all questions received will be issued in the form of an Addendum to this RFP.

## **2.5 ADDENDA**

From time to time, an addendum may be issued that provide clarifications or supplemental information about the RFP. Proposers are responsible for reviewing all addenda and acknowledging the receipt of all addenda as part of the proposal submittal. Failure to acknowledge receipt of addenda may result in rejection of the proposal.

## **2.6 TERMS AND CONDITIONS**

The contract term will be for two (2) years with an option to renew for two (2) additional one (1) year terms, subject to approval by the City's governing authorities, not to exceed a total contract time of four (4) years. In order for the contract to be continued past June 30, 2025, the governing Mayor and Board of Aldermen must reaffirm the contract at their first meeting in July 2025.

## **SECTION 3 - REQUIRED SCOPE OF SERVICES**

### **3.1 GENERAL INFORMATION**

Proposers shall inform themselves and comply with all pertinent City regulations and ordinances, State and Federal laws, licenses and tax liabilities which may in any manner affect their proposals and the performance of the work.

### **3.2 REQUIRED SCOPE OF SERVICES**

The successful proposer will demonstrate expertise and experience in the required scope of services which may include but is not limited to:

#### **A. Adulticide Spraying**

The base contract will be for seven (7) months (April 1 through October 31). The proposer will be responsible for establishing routes for covering the section of the City limits for which they propose as the City limits may exist during the period of the contract. Adulticide spraying shall be performed by truck-mounted ULV sprayers. The ULV sprayer must have calibration equipment installed and connected to the vehicle to apply a consistent amount of adulticide per acre. An adulticide spraying application will be required for each entire route twice per month. The proposer will be responsible for monthly reports to the City Public Works Director or the designee on areas proposed to be covered and area actually covered. Spraying vehicles must be tracked using GPS technology and reports shall reflect that actual areas covered with sprayer on. The proposer will be responsible for supplying all chemicals meeting all local, state and federal regulations. The proposer will be responsible for following all requirements set forth by all local, state and federal laws concerning application and storage of chemicals being used.

#### **B. Larvicide Treatments**

The proposer will be responsible for larvicide treatments during the spraying season to ditches, drainage channels, and areas of standing water. The proposer will be responsible for monthly reporting proposed areas to be treated and areas actually treated. The proposer will be responsible for supplying chemicals necessary for the treatments, which meet all local, state and federal guidelines. The proposer will be responsible for following all requirements set forth by all local, state and federal laws concerning application and storage of chemicals being used.

#### **C. Customer Service Requests**

The proposer will be required to operate a "Customer Service Request" telephone line for residents to report mosquito activity and concerns. The proposer must also host a website that includes a Customer Service link to be able to make requests via the website or via email. The proposer will be required to respond to requests within a 24 hour period. All requests and responses to request must be reported to the City on a weekly basis.



#### **D. Additional Monthly Adulticide Spraying and Larvicide Treatment**

Additional months may be added to the spraying season if designated by the Director of Public Works. All requirements of the adulticide and larvicide spraying season must be met within the additional months.

#### **E. Additional Hourly Adulticide Spraying**

Additional hourly adulticide spraying may be authorized to be added to the spraying season or additional monthly spraying if designated by the Director of Public Works. Additional hourly adulticide spraying will be paid on a per-hour per spraying unit basis. Adulticide spraying shall be performed by truck-mounted ULV sprayers for additional street spraying or ATV-mounted ULV sprayers for off-road spraying. All requirements of the adulticide spraying season must be met within the additional hourly adulticide spraying.

#### **F. Mosquito Surveillance and Trapping**

Proposals must provide surveillance using mosquito traps to document and verify mosquito populations and species for the section of the City for which they are proposing. Testing shall be by a qualified lab that can produce timely and accurate results. Data produced from surveillance should be used to target mosquito control activities for a custom control program. Data is to be provided to the City on a monthly basis.

#### **G. Chemical and Disease Testing**

Data shall be used by Proposer to monitor species, check efficacy of chemical treatment, and identify certain disease-prone species. City of Ridgeland should be notified immediately of any circumstances that will create a change in treatment.

#### **H. Public Education Program**

Provide public education concerning mosquito control which may include, but is not limited to, pamphlets, community meetings, public service announcements, etc.

## SECTION 4 - MATERIALS AND EQUIPMENT

Whenever materials or equipment are specified or described in the Contract Documents by using the name of a manufacturer, fabricator, supplier, or distributor, the naming of the item in this manner is intended to establish the type, function and quality required. Materials or equipment of other manufacturers, fabricators, suppliers, or distributors may be accepted by the City if sufficient information is submitted by the proposer to allow the City to determine that the material or equipment proposed is equivalent to that named in the Contract Documents.

## SECTION 5 - EVALUATION

### 5.1 EVALUATION COMMITTEE

The City's Evaluation Committee will evaluate the proposals received. The selected proposers will be notified.

### 5.2 EVALUATION SCHEDULE

The targeted schedule for this solicitation is as follows:

<b>RFP Released for 1<sup>st</sup> Advertisement</b>	Thursday, January 4, 2024
<b>Written questions/requests for information must be received by 10:00AM CST</b>	Tuesday, January 23, 2024
<b>Proposals Due by 10:00 AM CST</b>	Tuesday, January 30, 2024

### 5.3 SELECTION CRITERIA

PROPOSAL EVALUATION CRITERIA - (listed in relative order of importance)  
Selections will be based on an evaluation of the following criteria:

<b>Criteria</b>	<b>Available Points</b>
A. Experience and Qualifications	20
B. Experience Providing Similar Services	20
C. Available Resources to Complete the Project	25
D. Price Proposal	35
<b>TOTAL</b>	<b>100</b>

## **REQUIREMENTS SPECIFIC TO EVALUATION CRITERIA:**

The narrative portion and the materials presented in response to this Request for Proposal shall be submitted in the same order as requested and must contain, at a minimum, the following:

### **A. EXPERIENCE AND QUALIFICATIONS - 20 POINTS**

- Provide experience and qualifications of key individual(s) including any licenses, registrations, or certifications applicable to the proposed work.
- Provide name and City/State location of local representative(s).
- Identify the internal policies and procedures that will be used to assure professional completion of the required services.

### **B. EXPERIENCE PROVIDING SIMILAR SERVICES - 20 POINTS**

- Provide applicable experience with providing similar services in similar sized communities.
- Identify scope and location of similar services.
- List specific references that may be contacted and evaluated.
- Show how this past experience relates to the scope outlined herein.

### **C. AVAILABLE RESOURCES TO COMPLETE SERVICES - 25 POINTS**

- Describe in detail your approach to providing these services in Ridgeland, MS.
- Describe the analytical tools, resources or methodologies you will use. Indicate the availability of the resources.
- Describe internal measures that will be used to ensure professional completion.
- Describe how you will track and report on the adulticide and larvicide routes, volume of pesticide used and the speed at which the pesticide is applied (vehicle speed).
- Describe where you will send trapped mosquitos to be analyzed and how you will use data to guide the integrated mosquito management program.
- Describe how you will offer Public Education.
- Describe how you will handle a Customer Service and a Website to advise and educate Ridgeland citizens about Mosquitos, your spray schedule, etc.

### **D. PRICE PROPOSAL - 35 POINTS**

- The Price Proposal shall be submitted in a single copy and shall contain the proposed price for performing the work specified in the solicitation.
- Numbers shall be stated both in writing and in figures.
- The Price Proposal shall be without interlineations, alterations, or erasures.
- The prices are to include the furnishing of all materials, equipment, supplies, and all other facilities, and the performance of all labor and services necessary or proper for the completion of the services.
- In case of a discrepancy between written words and figures in the Price Proposal, the amount stated in written words shall govern. All of the above factors will be considered as elements of a responsible bid at the sole discretion of the City. The City's decision shall be final and not subject to recourse by any person, company, or corporation.

## **5.4 SELECTION OF FINALIST(S)**

After review of the proposals by the City's Evaluation Committee, the City may, at its sole option, elect to reject all proposals or elect to pursue the services further. In the event the City decides to pursue the services further, the City will select the highest ranked proposer for each section of the City with whom to negotiate an Agreement or Contract. In the event, the City is unable to reach an agreement with the selected proposer(s), the City reserves the right, in its sole judgment, to negotiate with proposers as ranked from highest to lowest, and to proceed so forth, in its sole judgment, until it reaches an agreement that is in the best interest of the City. Once the City has reached an impasse with a proposer with whom it is negotiating and ends negotiations with that proposer, the City will no longer negotiate with that proposer under this RFP.

## **SECTION SIX – INSURANCE & BONDS**

### **A. Insurance Required:**

1. **Workmen's Compensation:** The Contractor shall be protected against claims for injury, disease, or death of employees which, for any reason, may not fall within the provisions of a Workmen's Compensation Law. The liability limits shall not be less than the required statutory limits for Workmen's Compensation and Employer's liability in the amount of \$100,000.00 for each person. This policy shall include an "all states" endorsement.
2. **Contractor's Comprehensive Public Liability and Property Damage Insurance,** covering operations in connection with the performance of this Contract in amounts not less than the following:
  - a. Bodily injury liability in the amount of \$500,000.00 for each person and \$500,000.00 for each accident.
  - b. Personal injury in the amount of \$500,000.00 for each person and \$500,000.00 for each accident.
  - c. Property damage liability in the amount of \$100,000.00 for all damages arising out of the injury or destruction of property each occurrence and \$100,000.00 annual aggregate.
3. **Contractor's Contingent or Protective Liability and Property Damage:** The Contractor shall secure contingent or protective liability and property damage insurance to protect him from any and all claims arising from the operation of his subcontractors in the execution of Work included in the Contract.
4. **Public liability coverage** to a total of one million dollars (\$1,000,000.00) minimum coverage. The City will be named as additional insured on this policy. Awarded Contractor shall provide the City with written proof that it has obtained the insurance required under the terms of this Agreement.

5. Automotive Public Liability and Property Damage: The Contractor shall maintain automobile public liability insurance in the amount of not less than \$250,000.00 for injury to one person and \$500,000.00 for one accident, and automobile property damage in the amount of \$100,000.00 for each occurrence and \$500,000.00 combined single unit from any and all claims arising from the use of the following, all of which may be used on and off the site of the project:
  - a. Contractor's own automobiles and trucks.
  - b. Hired automobiles and trucks.
  - c. Automobiles and trucks owned by subcontractors.
6. Security for Faithful Performance: The Contractor shall furnish Contract Performance and Payment Bonds in the full amount of the Contract for the payment of persons performing labor on this Contract and for furnishing materials in connection with this Contract. The surety on such Bond or Bonds shall be a duly authorized Surety Company doing business in the State of Mississippi.
7. Copies of acceptable Performance and Payment bond forms follow this section.

**PAYMENT BOND**

**BOND#** \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS:

That \_\_\_\_\_  
(Name of Contractor)

\_\_\_\_\_  
(Address of Contractor)

A \_\_\_\_\_ hereinafter called "Principal", and  
(Corporation, Partnership or Individual)

\_\_\_\_\_ hereinafter called "Surety", are held and  
(Name of Surety)

firmly bound unto the **CITY OF RIDGELAND, MISSISSIPPI**, hereinafter called "Owner" in  
the penal sum of \_\_\_\_\_

Dollars (\$ \_\_\_\_\_) in lawful money of the United States, for the payment of  
which sum well and truly to be made, we bind ourselves, successors, and assigns, jointly and  
severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that whereas, the Principal entered into a  
certain Contract with the OWNER, dated the \_\_\_\_\_ day of \_\_\_\_\_, 2024, a  
copy of which is hereto attached and made a part hereof for the:

**INTEGRATED MOSQUITO MANAGEMENT PROGRAM**

NOW, THEREFORE, if the Principal shall promptly make payment to all persons, firms,  
SUBCONTRACTORS, and corporations furnishing materials for or performing labor in the  
prosecution of the WORK provided for in such Contract, and any authorized extension or  
modification thereof, including all amounts due for materials lubricants, oil gasoline, coal and  
coke, repairs on machinery, equipment and tools, consumed or used in connection with the  
construction of such WORK, and all insurance premiums on said WORK, and for all labor,  
performed in such WORK whether by SUBCONTRACTOR or otherwise, then this obligation  
shall be void; otherwise to remain in full force and effect.

PROVIDED, FURTHER, that the said Surety for value received hereby stipulates and sees that  
no change, extension of time, alteration or addition to the terms of the Contract or to the WORK  
to be performed hereunder or the SPECIFICATIONS accompanying the same shall in any wise

affect its obligation on this BOND, and it does hereby waive notice of any such change, extension of time, alteration or addition to the loans of this Contract or to the WORK or to the SPECIFICATIONS.

PROVIDED, FURTHER, that no final settlement between the OWNER and the CONTRACTOR shall abridge the right of any beneficiary hereunder, whose claim may not yet be satisfied.

WITNESS WHEREOF, this instrument is executed in three (3) counterparts, each of which shall be deemed an original, this the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**ATTEST:**

\_\_\_\_\_  
(Principal) Secretary  
(SEAL)

\_\_\_\_\_  
(Principal Business Name)

By \_\_\_\_\_  
(Signature)

Witness as to Principal:

\_\_\_\_\_  
(Printed Name and Title)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

**ATTEST**

(SEAL)

\_\_\_\_\_  
(Surety Company Name)

By \_\_\_\_\_  
(Signature)

Witness as to Surety:

\_\_\_\_\_  
(Printed Name and Title)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Phone Number)

NOTE: Date of BOND must not be prior to date of CONTRACT. If CONTRACTOR is Partnership, all partners should execute BOND.

**PERFORMANCE BOND**

**BOND#** \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS:

That \_\_\_\_\_  
(Name of Contractor)

\_\_\_\_\_  
(Address of Contractor)

A \_\_\_\_\_ hereinafter called "Principal", and  
(Corporation, Partnership or Individual)

\_\_\_\_\_ hereinafter called "Surety", are held and  
(Name of Surety)

firmly bound unto the **CITY OF RIDGELAND, MISSISSIPPI**, hereinafter called "Owner" in the penal sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) in lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that whereas, the Principal entered into a certain Contract with the OWNER, dated the \_\_\_\_\_ day of \_\_\_\_\_, 2024, a copy of which is hereto attached and made a part hereof for the:

**INTEGRATED MOSQUITO MANAGEMENT PROGRAM**

NOW, THEREFORE, if the Principal shall well, truly and faithfully perform its duties, all the undertakings, covenants, terms, conditions, and agreements of said Contract during the Original term thereof, and any extensions thereof which may be granted by the OWNER, with or without notice to the Surety and if he shall satisfy all claims and demands incurred under such Contract, and shall fully indemnify and save harmless the OWNER from all costs and damages which it may suffer by reason of failure to do so, and shall reimburse and repay the OWNER of all or outlay and expense which the OWNER may incur in making good and default, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, FURTHER, that the said Surety for value received hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract or to the WORK to be performed hereunder or the SPECIFICATIONS accompanying the same shall in any wise affect its obligation on this BOND, and it does hereby waive notice of any such change,



extension of time, alteration or addition to the terms of this Contract or to the WORK or to the SPECIFICATIONS.

PROVIDED, FURTHER, that no final settlement between the OWNER and the CONTRACTOR shall abridge the right of any beneficiary hereunder, whose claim may not yet be satisfied.

WITNESS WHEREOF, this instrument is executed in three (3) counterparts, each of which shall be deemed an original, this the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**ATTEST:**

\_\_\_\_\_  
(Principal) Secretary  
(SEAL)

\_\_\_\_\_  
(Principal Business Name)

By \_\_\_\_\_  
(Signature)

Witness as to Principal:

\_\_\_\_\_  
(Printed Name and Title)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

**ATTEST**

(SEAL)

\_\_\_\_\_  
(Surety Company Name)

By \_\_\_\_\_  
(Signature)

Witness as to Surety:

\_\_\_\_\_  
(Printed Name and Title)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Phone Number)

NOTE: Date of BOND must not be prior to date of CONTRACT. If CONTRACTOR is Partnership, all partners should execute BOND.

## INTEGRATED MOSQUITO MANAGEMENT PROGRAM SERVICES AGREEMENT

**THIS AGREEMENT** for Integrated Mosquito Management Services is entered into between City of Ridgeland, Mississippi (City/Owner) and

\_\_\_\_\_ (Contractor) for the health and safety of its residents, the City desires to provide a professionally designed and integrated program for the control of the mosquito population in the City. Contractor has agreed to provide these services subject to the terms and conditions of this Agreement and in accordance with the commitments of the Contractor's Proposal.

**NOW, THEREFORE**, in consideration of the mutual covenants, agreements, and considerations contained herein, the City and Contractor enter into a contract as follows:

1. **Term of the Agreement.** The primary term of this Agreement shall be for a period of SEVEN MONTHS beginning April 1, 2024 and ending October 31st, 2025. The City of Ridgeland at its option may renew the contract for two (2) additional one-year terms. In order for the contract to be continued past June 30, 2025, the governing Mayor and Board of Aldermen must reaffirm the contract at their first meeting in July 2025.
2. **Services to be Provided.** During the term of this Agreement Contractor shall provide the services listed in the "Required Scope of Services" of the complete RFP, Specifications, and the Response to the RFP during the mosquito breeding season including, all of which are included as an Exhibit to this Agreement.
3. **Payment.** For services to be provided by Awarded Contractor during the term hereof the City shall pay to Awarded Contractor the sum of \_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_.00) in Seven (7) equal monthly installments of \$ \_\_\_\_\_ each, payable each month after invoice submitted, beginning April, 2024 and ending October 2025. Should the City of Ridgeland desire to exercise the option to renew, the Contractor shall be entitled to a maximum 3% contract increase for the 2026 season and an additional maximum 3% increase for the 2027 season.
4. **Insurance and Bonds** Awarded Contractor shall at its own expense procure and maintain from a company or companies authorized to do business in the State of

Mississippi the following coverages at rate in accordance with the requirements of the Request for Proposals:

- a. Workers compensation;
- b. Contractor's Comprehensive Public Liability and Property Damage Insurance, covering operations in connection with the performance of this Contract
- c. Contractor's Contingent or Protective Liability and Property Damage
- d. Public liability coverage to a total of one million dollars (\$1,000,000.00) minimum coverage. The City will be named as additional insured on this policy. Awarded Contractor shall provide the City with written proof that it has obtained the insurance required under the terms of this Agreement.
- e. Automotive Public Liability and Property Damage
- f. Security for Faithful Performance (Performance and Payment Bonds)

5. **Non-Liability of the City, Its Officials and Employees** No employee or elected official of the City shall be personally responsible for any damage resulting from the negligence or intentional acts of Contractor in the performance of services required under the terms of this Agreement.

6. **Indemnity** Contractor shall indemnify and hold harmless the City, its elected officials, agents, and employees from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, and attorneys' fees as a result of any work done by Contractor in the performance of this Agreement, including full and complete compliance with all State and Federal laws, rules, and regulations.

7. **Defaults** A material breach of any of the terms and conditions of this Agreement on the part of Contractor shall be grounds for the termination of this Agreement at the option of the City. The City, upon termination, shall be at liberty to re-let the work to other parties, or to perform the work without contract, and in either case, Contractor shall be liable for any excess costs in performing such work over the cost to the City if Contractor had continued to perform in accordance with this Agreement.

8. **Termination** This contract shall become effective on the 1st day of April, 2024, and shall remain in full force until October 31st, 2025 (the "Termination Date") or at the

City's option be renewed for up to two (2) additional one-year terms. During the Initial Term, either party hereto may terminate this contract by giving the other party a sixty (60) day written notice of its intent to terminate said agreement. The City of Ridgeland reserves the right to terminate the Agreement at 11:59:59 on June 30, 2025 without further Notice. In order for the contract to be continued past June 30, 2025, the governing Mayor and Board of Aldermen must reaffirm the contract at their first meeting in July 2025.

9. **Complete Proposal:** The attached Request for Proposals (RFP), Specifications, and Awarded Contractor's Response to the RFP are considered a part of this Agreement.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the \_\_\_\_ day of \_\_\_\_\_, 2024.

(Contractor)

By:

(address)

CITY OF RIDGELAND  
100 West School Street  
Ridgeland, MS 39157

By: Gene F. McGee, Mayor

ATTEST:

By: Paula Tierce, City Clerk