



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 17, 2025

Originating Department: Public Works

Agenda Title: Resolution No. 100-12-2025 - Annual Pest Control Service - Town Facilities - Northwest Exterminating Co., LLC - \$23,580 (3-Year Agreement)

Agenda Category (i.e., Consent, New Business, etc.): Consent

Approved by Town Manager: _____ **Date:** _____

Cost of Item: \$7,860.00 per year **Funding Source:** General Fund/Marina Fund

Account Number: 001-597-408-34000 (\$7,284)
401-579-800-34000 (\$576) **Finance Signature:** Barbara A. Gould

Advertised:

Date: N/A **Newspaper:** _____

Attachments: Resolution No. 100-12-2025

Agreement for Pest Control Services for Town Facilities – Northwest Exterminating Co., LLC

RFQ 1305-2025 Request for Quotes

Northwest Exterminating Proposal

Please initial one:

_____ Yes I have notified everyone

_____ Not applicable in this case

Summary Explanation/Background:

The Public Works Department has identified the need to obtain a qualified contractor to provide monthly pest control services for the following Town facilities:

- Town Hall
- Town Library

- Public Works
- PBSO District 10 Building
- Recreation Building
- Evergreen House
- Kelsey Park West (Restroom and Utility)
- Kelsey Park East (Pro Shop)
- Kelsey Park East (Pavilion) Kelsey Park East (Restroom)
- Lake Park Harbor Marina

As a result, the Town issued a Request for Quotation (RFQ) for pest control services for town facilities (RFQ #135-2025 – November 13, 2025) in accordance with the Town's Procurement Policy. The intent of this RFQ was to select a qualified contractor to provide pest control services for town facilities for three (3) years, with the option to renew for two (2) additional one-year terms.

The Public Works Department is recommending that the Town enter into a three (3) year agreement with Northwest Exterminating Co., LLC, for the annual cost of \$7,860 (or \$23,580 over the 3-Year term of the proposed Agreement).

The proposed purchase would follow the Town of Lake Park's Procurement Policy - Sec. 2-246. Thresholds for the procurement of goods and services.

1. For goods and services with a value greater than \$10,000, but less than \$35,000, the town manager or designee shall electronically post on the town's website a description of the goods and services being sought for at least seven (7) consecutive business days. The posted information shall include the scope of work, specifications for goods and the response forms to be used by Offerors in response to the request for quotation (RFQ).

Note: Various documents related to this RFQ process are either attached and/or available for review by contacting the Town Clerk's Office, including RFQ 135-2025 and published addendums, as required.

If approved, the Town Commission would accept Northwest Exterminating Co., LLC's approved pricing, including all terms, conditions, and pricing therein. The Town will not expend more than the amount within the approved budget, as it may be adopted/amended each year for these goods and services over the term of this contract.

Funding to support this project is available within the FY 2026 Budget – Various Funds.

If approved, the initial agreement will commence on December 17, 2025 and will run until December 17, 2028 with the option to renew for two (2) additional one-year terms.

The proposed Agreement was prepared by the Town's Public Works Director and reviewed by the proposed vendor, Northwest Exterminating Co., LLC, the Finance Director and the Town Attorney.

The Town has previously contracted with Northwest Exterminating Co., LLC and they are an established firm with a strong record of performance in the pest control industry.

Recommended Motion:

I move to approve Resolution 100-12-2025 and authorize a Pest Control Services Agreement with Northwest Exterminating Co., LLC., in the amount of \$23,580, with; and authorize the Mayor to execute the proposed Agreement with Northwest Exterminating Co., LLC.