

**TOWN OF LAKE PARK, FLORIDA**  
**REQUEST FOR QUOTES (RFQ) 135-2025**  
**PEST CONTROL SERVICES FOR TOWN FACILITIES**

**I. Introduction**

The Town of Lake Park is soliciting sealed quotes from qualified Contractors to provide pest control services for town facilities.

- **Contract Period** - The anticipated contract term resulting from this RFQ is for three (3) years, with the option to renew for two (2) additional one-year terms. The initial agreement will take effect on December 17, 2025, and will remain in effect until December 17, 2028.
- **Payment** - Invoices for payment will be submitted every month for the duration of the contract.

**II. Scope of Services**

Vendor shall provide the following goods and services for the following Town Facilities:

Location Name	Address	Approx. Sq. Ft.
Town Hall	535 Park Avenue	15,372
Library	529 Park Avenue	9,685
Public Works	640 Old Dixie Hwy	4,200
PBSO District 10	700 6 <sup>th</sup> Street	5,350
Recreation Building	800 Park Avenue	2,156
Evergreen House	601 Federal Hwy	1,169
Kelsey Park West (Restroom and utility)	601 Federal Hwy	1,200
Kelsey Park East (Pro-Shop)	700 Lake Shore Drive	735
Kelsey Park East (Pavilion)	700 Lake Shore Drive	1,740
Kelsey Park East (Restroom)	700 Lake Shore Drive	675
Lake Park Harbor Marina	105 Lake Shore Drive	6,734

The Contractor shall furnish all professional/special pest control services, including supervision, labor, materials, pesticides, tools, equipment, insurance, permits, and fees necessary to accomplish pest control tasks. These tasks include surveillance, trapping, pesticide application, and pest removal, which assist in controlling vermin and pests, including carpenter ants, crawling insects, and nuisance rodents.

Pests are defined as, but not limited to, the following: American brown banded cockroaches, ants, silverfish, pantry pests, rats, mice, spiders, and other vermin. Rodents are defined as, but not limited to, the following: rats, mice, squirrels, and other small animals that may infiltrate building spaces.

**Required Service - Monthly Insect and Rodent Control.** This service level shall be provided on a monthly treatment basis.

- a. The Contractor shall adequately control the following pests:
  - All indoor populations of ants, cockroaches, rodents (including mice and rats), spiders, fleas, and millipedes, as well as outdoor populations of the same pests within 5 feet of any building, including individual excluded pests that occasionally invade buildings.
- b. The Contractor shall use non-pesticide methods of control wherever possible.
  - These methods include the use of portable vacuums for initial clean-outs of cockroach infestations, swarming insects, and spiders in webs, as well as low-visibility trapping devices for indoor fly control and other methods that preclude the use of chemical pesticides. (Low visibility precludes the use of fly strips hung in public areas.)
- c. As a general rule, the Contractor shall apply insecticides as "crack and crevice" treatment only (using an appropriate application tool or nozzle). Bait formulations should be used for cockroach and ant control wherever appropriate. Sticky traps should be used to guide and evaluate indoor insect control efforts.
- d. The contractor shall provide rodent control inside and outside occupied buildings. The contractor shall primarily accomplish control using traps (including bait boxes for each location. All such devices must be concealed in a protected area to prevent them from being affected by routine cleaning and other operations.
- e. In exceptional circumstances, when rodent poisons are deemed essential for adequate rodent control inside occupied buildings, the Contractor shall obtain approval from the Town's Public Works department before using those poisons. All rodent poisons shall be placed in inaccessible locations and in EPA-approved tamper-resistant bait boxes. Frequency of bait box servicing depends on the level of rodent infestation. Bait boxes shall be maintained in accordance with EPA regulations, with an emphasis on protecting non-target organisms.
- f. All bait boxes shall be placed out of general view and in locations that will not be disturbed by routine operations. The lids of all bait boxes shall be securely locked or fastened. All bait boxes shall be securely attached or anchored to the floor, ground, wall, or other immovable surface. Place bait in the baffle-protected feeding chamber and never in the runway of the box.

### **III. Quote Submission Requirements**

Each quote must be submitted electronically via email: [townclerk@lakeparkflorida.gov](mailto:townclerk@lakeparkflorida.gov), or in person/by mail:

Town Clerk  
Town of Lake Park

535 Park Avenue  
Lake Park, FL 33403

Please clearly label all submissions:

**RFQ 135-2025 - Pest Control Services for Town Facilities**

**Required quote details:**

- Annual Cost (per year for the first three (3) year term)
- Annual price adjustment percentage
- Confirmation of insurance and compliance with Florida codes
- W-9 form (Required for vendors not registered with the Town)

**IV. RFQ Questions**

Vendors are encouraged to contact Public Works to schedule site visits before submitting their quotes. Site visits must be scheduled with Public Works by **Monday, November 17, 2025**.

All questions must be submitted in writing to:

**townclerk@lakeparkflorida.gov** by **Tuesday, November 18, 2025, at 3:00 pm EST**.

**V. Evaluation Criteria**

Quotes will be evaluated based on:

- Total cost
- Qualifications and experience
- Compliance with scope and specifications
- Service availability and responsiveness

**VI. Terms and Conditions**

- The Town reserves the right to reject any or all submissions.
- Late quotes will not be accepted.
- All quoted prices must remain valid for 90 calendar days.
- No unauthorized use of the Town seal is permitted.
- All work must comply with current Florida Building and Environmental Codes.

**VII. Price Adjustments**

In recognition of market fluctuations, annual unit price adjustments may be considered on the anniversary of the contract. Adjustments, if any, shall be based on the Consumer Price Index (CPI) and subject to approval by the Town.

## VIII. Deadline for Submission

All quotes must be submitted by:

**Friday, November 21, 2025, at 2:00 PM (EST)**

## IX. Contact Information

For RFQ questions:

**Vivian Mendez, Town Clerk** – [townclerk@lakeparkflorida.gov](mailto:townclerk@lakeparkflorida.gov)

Laura  
Weidgans

Digitally signed by Laura Weidgans  
DN: cn=Laura Weidgans, o=Town  
of Lake Park, ou=Deputy Town  
Clerk,  
email=lweidgans@lakeparkflorida.  
gov, c=US  
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