



**City of Raleigh**

**Request for Proposals #: 274-2024RCPAC-25R**

**Title: RCPAC Pest Control Services**

**Proposal Due Date and Time: September 25, 2024 not later than 4:00PM ET**

**\*LATE PROPOSALS WILL NOT BE ACCEPTED\***

**ADDENDUM NO. 1**

Issue Date: September 13, 2024

**Issuing Department: Raleigh Convention and Performing Arts Complex**

**Direct all inquiries concerning this RFP to:**

Olivia Holbrook

Capital Projects Manager

Email: [Olivia.Holbrook@raleighnc.gov](mailto:Olivia.Holbrook@raleighnc.gov)

**Issue Date: September 13, 2024**

To: All Proposers

This Addendum, containing the following additions, clarifications, and/or changes, is issued prior to receipt of proposal packages and does hereby become part of the original RFP documents and supersedes the original RFP documents in case of conflict.

Receipt of this addendum must be acknowledged by signing in the area indicated below. Please make the follow additions, clarifications, and/or changes to the RFP as listed below and **sign and return this addendum with your proposal package.**

The following is included within this addendum: 1) Written questions received per the 1.3 Request for Proposal (RFP) Timeline.

1. Written Questions received with Response provided:
  - Please see questions with respective responses, listed in red text, attached to this Addendum No. 1 outlined in Appendix I attached hereto.

**1.3 Request for Proposal (RFP) Timeline**

Provided below is a list of the anticipated schedule of events related to this solicitation. The City of Raleigh reserves the right to modify and/or adjust the following schedule to meet the needs of the service. All times shown are Eastern Time (EST):

RFP Process	Date and Time
RFP Advertisement Date	August 30, 2024
<b>Optional</b> Pre-Proposal Conference	September 09, 2024 at 3:00PM Raleigh Convention Center
Deadline for Written Questions	September 11, 2024 <b>12:00PM</b>
City Response to Questions (anticipated)	September 20, 2024
<b>Proposal Due Date and Time</b>	<b>September 25, 2024 no later than 4:00 PM</b>
Evaluation Meeting (anticipated)	September 30, 2024
Selection Announced (tentative)	Week of October 14, 2024

Olivia Holbrook  
Capital Projects Manager

**Sign below and return this addendum with your proposal.**

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**Proposer Name & Company:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

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## APPENDIX I

### Questions for RFP #274-2024RCPAC-25R (RCPAC Pest Control Services) Written Questions Received with Responses Provided

1. Is it okay to be below \$30,000 on said proposal?  
**Yes, that's fine.**
2. Can we submit more than one proposal?
  - a. **Looking for one proposal that encompasses all Complex spaces, but priced/cost breakdown per venue.**
    - i. **One vendor will be selected to service all venues.**
3. How much did you pay in the last 12 months for PC services?  
**Please submit a public records request for this information.**
4. How many bed bug treatments did you require individually between RCC, Martin Marietta, and Red Hat in the past 12 months?
  - a. **0**
5. Can you provide an appendix for ancillary services such as fire ant, scent services, snake treatment, and Termidor treatments.
  - a. **Please provide your hourly labor cost as indicated in the RFP. If there are additional cost for specialty treatments, please provide those as well.**
6. Can you provide detailed maps for our Orkin Pros?
  - a. **The winning bidder will be provided a walkthrough of all the venues. RCPAC will provide any additional maps or resources deemed necessary by RCPAC management to successfully execute the work.**
7. Will you accept proposals with frequency of service at twice a month?
  - a. **Please refer to the RFP for frequency – Section 1.1 and Section 4**
8. What is current expectation/timeline on emergency services?
  - a. **Please refer to the RFP for frequency – Section 1.1 and Section 4**
9. How many keys can you provide our Orkin Pros?
  - a. **Access will be coordinated by RCPAC management.**
10. What are your biggest pain points with your current pest control provider?
  - a. **N/A**
11. Can you provide a guide in the event of your regular Orkin Pro being absent? (Service management takes over in situations like this)
  - a. **All subcontractors are required to check-in with RCPAC management prior to arrival and coordinate for their visits.**
12. Do you have a work order system in place to keep track of your service order requests?
  - a. **No.**
13. Can you provide exact linear measurements of the expected treatable area for termite correction on RCC, Martin Marietta, and Red Hat?
  - a. **An exact linear measurement is not available.**
14. Who is the current pest control company vendor? How much is their contract from the previous year? How much do they charge for their hourly emergency rate?
  - a. **Please submit a public records request for this information.**
15. Will you be requiring the new contractor to purchase bait stations or use the existing ones on the property?
  - b. **Winning bidder responsible for all equipment.**
16. Are there any existing fly lights, if so how many? Will the contractor install any more fly lights, if so how many?
  - c. **None existing. Winning bidder will be responsible for all equipment.**
17. What's the average time a technician is at each facility per month?
  - d. **Varies by technician.**
18. Are there any current pest issues that are difficult to resolve?
  - e. **No.**
19. How many after hour emergency calls did you receive last year?
  - f. **None**

20. What was the previous pricing for the contract?
  - a. Please submit a public records request for this information.
21. Is the contract the same this time as it was before?
  - a. Please submit bids in accordance with this RFP.
22. How many call back services were there last year?
  - a. Approximately 10.
23. How many termite and bedbug occurrences were there last year?
  - a. 0