



## Building Maintenance Division

### Request for Proposal – Extermination Service Contact

June 1, 2026

The City of Gastonia is requesting written price quotes on City buildings (see attached). Price quotes will be accepted until 3:00 PM, June 18, 2026. All inquiries should be directed to:

City of Gastonia  
Justin Gaff- Building Maintenance Manager  
Building Maintenance Division  
PO Box 1748  
Gastonia, NC 28053-1748  
(704) 866-6017  
justin.gaff@gastonianc.gov

**Special Note:** Please quote for a three (3) year service. Include the proposed annual rate increased based on the consumer price index or a similar method, as needed.

Price quotes should be based on a monthly fee for areas serviced monthly and a quarterly fee for areas serviced quarterly. Invoices are to be submitted for payment on a monthly basis. Price quotes for this agreement shall be for 36 months starting July 1, 2026, and running through June 30, 2029. If the conditions of this agreement are not met, the City of Gastonia shall have the right to terminate same after providing a 30-day written notice of failure to meet the conditions as set forth herein. The City shall also have the right to terminate this service in any year in which a budget for said service is not approved. Before the submission of price quotes, a tour of all buildings listed for service can be provided to contractors upon request. Please contact Justin Gaff concerning a review/tour of City Buildings or for any questions. A list of buildings and locations are attached for your review, see **Exhibit A and Exhibit B**.

#### SCOPE OF WORK:

- A. The control of pests such as rodents, roaches, ants, rats, mice, and other household pests. This does not include termites.
- B. The treatment of rats and mouse burrows located around the building is included.
- C. Thorough and complete inspection and treatment will be made immediately to all buildings listed to establish control.

#### SCHEDULE:

- A. Control measures for insects and rodents will be performed on monthly and quarterly intervals, as shown on **Exhibit A and Exhibit B**.
- B. Additional treatments, which are deemed necessary by Contractor or requested by authorized City personnel, will be made promptly (within 48 hours) and without additional charge.
- C. All services, regular and additional, will be at times so as not to interfere with the use and occupancy of the premises by the City.
- D. City is to be notified prior to the beginning of treatment for each month's service day(s). Contractor shall also provide a report indicating date of service, premises served, person or persons rendering service, and their signature, and the signature of the City representative present while the work was performed. Work to begin on the day as agreed upon between the contractor and the City. Work will proceed on consecutive dates until work on all City buildings is complete.

#### MATERIALS:

- A. The materials, methods and equipment used will conform to EPA and FDA and all other federal, state, and local ordinances and laws.
- B. Contractor at his expense shall furnish and pay for all materials, labor, supplies, tools, and other items necessary to achieve the required insect and rodent control.
- C. Contractor will supply two sets of MSDS sheets for all materials used at the beginning of the contract and will update as needed. Contractor will carry on his truck one set of MSDS sheets at all times during treatment.

#### WARRANTY:

- A. All work shall be performed in a safe manner and in accordance with the most modern scientific pest control procedures. All materials shall be used in strict accordance with the instructions for their use.
- B. In view of the inherently dangerous character of rodenticides and insecticides, the contractor shall make certain that the methods and materials used in the control work shall not constitute a fire hazard nor violate any applicable federal, state, or local laws.
- C. Contractor shall use only insecticides and rodenticides recommended or suggested by the US Public Health Service and/or the US Food and Drug Administration for building(s) of a similar nature to those as set forth herein.
- D. Insecticides and rodenticides shall be used only in full conformity with the recommendations of said agencies, and the precautions recommended will be strictly observed and adhered to.
- E. Special care shall be exercised in the use of liquid insecticides in areas having asphaltic or linoleum surfaces.

- F. Rodenticides and insecticides shall be used with all due precaution to obviate the possibility of accidents to humans, domestic animals, pets, and property arising from the utilization thereof.
- G. Contractor further warrants that he shall adequately protect the public from any damage or injury due to his act or neglect. Contractor shall provide written documentation that he is licensed to provide pest control in the State of North Carolina.

INSURANCE:

The contractor shall meet the following insurance requirements:

See **Exhibit C**

Prior to the execution of this Agreement, the Contractor shall furnish the City with certificates of insurance to be approved by the City Attorney prior to the commencement of this Agreement, and the certificates of insurance shall contain the provision that the City be given thirty (30) days written notice of any intent to amend or terminate such policies by either the Contractor or the insuring company.

INDEMNITY:

The contractor will indemnify, reimburse, keep and hold the City, its agents and employees, free and harmless from and against any and all liability, loss, cost, damages and expense on account of injury or damage to persons, firms or corporations or property pertaining to or arising from or in any way connected with the performance of the duties by the contractor covered by this Agreement. In the event that any suit or proceeding is brought against the City at law or in equity, either independently or jointly with the contractor, or either of them, on account thereof, the contractor will defend the City in any such suit or proceeding at the cost of the contractor, including reasonable attorney's fees. In the event of a final judgment or decree being obtained against the City, either independently or jointly with the contractor, or either of them, the contractor will pay such judgment or comply with such decree with all costs and expenses of whatsoever nature, including interest and fines, and hold the City harmless therefrom. Notwithstanding anything to the contrary above, in no event shall the contractor be liable for any claim, suit, damages, award, judgment or expense which arises out of or result from the negligence or willful misconduct of the City, its employees, or its agents, nor shall the contractor be liable for the failure to serve a service location when the City has instructed the contractor in writing not to service the particular service location.

COOPERATION BY CITY:

City shall extend all necessary cooperation to ensure effective pest control results. Whenever conditions conducive to the breeding and harboring of pests caused by this agreement are reported in writing, the City will promptly correct the defects so cited.

If you have any questions concerning this request, please do not hesitate to contact me at (704) 866-6017.

Sincerely,

Justin Gaff  
Building Maintenance Division Manager

I understand and agree to the conditions and provisions contained in this invitation to submit a written price quote.

\_\_\_\_\_  
Date

Name Of Contractor: \_\_\_\_\_

By: \_\_\_\_\_ (SEAL)  
(Authorized Signature)

Title: \_\_\_\_\_

*THE CITY RESERVES THE RIGHT TO REJECT ALL BIDS.  
BOND IS REQUIRED FOR PROJECTS IN EXCESS OF \$100,000.*



## Pest Control Services: Monthly Service Locations

<b>Building Description</b>	<b>Location</b>	<b>Escort Required</b>
Adult Recreation Center	107 S Broad St	
Airport Terminal Building	1126 Gaston Day School Rd.	
Bradley Bus Transfer Station	121 N. Oakland St.	
Bradley Recreation Center	1200 N. Modena St.	
Catawba Creek WWTP Office & Lab	3175 & 3181 Duke St.	
City Hall	181 S. South St.	
Clinic and Offices	151 Snyder Pl.	
Conference Center	145 Dr. MLK Jr. Way	
Crowders Creek WWTP Office & Lab	5642 S. York Hwy.	
Eagle WWTP Office and Lab	661 & 671 Eagle Rd	TRU
Erwin Center	913 Pryor St.	
Ferguson Park Concession Bldg	1401 Golf Course Dr.	
Fire Station #1	260 N. Myrtle School Rd.	
Fire Station #2	510 New Way Dr.	
Fire Station #3	717 Wellons Dr.	
Fire Station #4	900 Armstrong Park Rd.	
Fire Station #5	900 W. Hudson Blvd.	
Fire Station #6	1335 E. Ozark Ave.	
Fire Station #7	3811 Gaston Day School Rd.	
Fire Station #8	613 Carson Rd.	
Garage / Equipment Services	800 N. Broad St.	
Garland Business Center	150 S. York St.	
Golf Course Clubhouse	530 Niblick Dr.	
Hollywood Cemetery Office	540 N. Broad St.	Building Maintenance
Long Creek WWTP Office & Lab	3000 Old Spencer Mtn Rd.	
Martha Rivers Concession Bldg.	1525 Neal Hawkins Rd.	
Memorial Hall	109 W. Second Ave.	
Municipal Operations	1300 N. Broad St.	Building Maintenance
Municipal Operations - Ready Rooms	1300-1 N. Broad St.	Building Maintenance
Municipal Operations - Warehouse	1380 N. Broad St.	Building Maintenance
Phillips Center	2031 Echo Ln.	
Police Department Main Bldg.	200 E. Long Ave.	Police Escort
Radio Shop / Communications Bldg.	117 W. Second Ave.	
Rankin Lake Boathouse	1715 Ranklin Lake Rd.	
Rankin Lake Clubhouse	1750 Rankin Lake Rd.	Building Maintenance
Rifle and Pistol Range	2620 Bob and Pat Boyd Dr.	Police Escort
Sanitation	700 N. Broad St.	
Schiele Museum (main bldg, exhibit shop, trailer)	1500 E. Garrison Blvd.	



**Pest Control Services: Monthly Service Locations**

Skeet Range	2580 Bob and Pat Boyd Dr	
T. Jeffers Center	121 Hartman St.	
Technology Services	115 W. Second Ave.	
Walker E Reid III Park Concessions Bldg.	1001 S. Marietta	Building Maintenance
Water Treatment Plant Office & Lab	250 W. Long Ave.	



### Pest Control Services Quarterly Service Locations

Building Description	Location	Escort Required
Airport Training Classroom	1126 Gaston Day School Rd.	
Armstrong Ford Lift Station	1398 Armstrong Ford Rd	Building Maintenance
Car Wash & Storage Bay	750 N. Broad St.	
Catawba Creek WWTP (Shops, Digesters, 3 Misc. Bldg)	3175 & 3181 Duke St.	
Crowders Creek WWTP (Shops, Digesters, Misc. Bldgs)	5642 S. York Hwy.	
Duke Street Recycle Center Office	3100 Duke St.	
Eagle WWTP (Shops, Digesters, Misc. Bldgs)	661 & 671 Eagle Rd	TRU
Erwin C. Pool, Outdoor Restrooms, and Bathhouse	640 Pryor St	
Farmer's Market	410 E. Long Ave.	Building Maintenance
Farmer's Market - Recycle Center Office	410 E. Long Ave.	
Ferguson Park Maintenance Bldg	1401 Golf Course Dr.	
Former Adult Recreation Center	519 W. Franklin Blvd.	
Golf Course - Cart Shed & Equip Storage	530 Niblick Dr.	
Golf Course - Pump House	530 Niblick Dr.	
Hollywood Cemetary (2 Equipment Storage Bldgs)	540 N. Broad St.	Building Maintenance
Lineberger Park (Pool House, Rest Rooms)	632 E. Garrison Blvd.	Building Maintenance
Linwood Springs - Restrooms	2970 Linwood Rd	
Long Creek WWTP (Shops, Digesters, 3 Misc. Bldgs)	3000 Old Spencer Mtn Rd.	
Martha Rivers Maintenance Bldg. & Rest Rooms	1525 Neal Hawkins Rd.	
Mt. Island Pump Station ( <b>with Fogging</b> )	400 Mt. Island Rd - Mt. Holly	Building Maintenance
Police Dept - Communications Bldg	200-B E. Long Ave.	Police Escort
Police Dept - Evidence Bldg	200-C E. Long Ave.	Police Escort
Rankin Lake Pump Station ( <b>with Fogging</b> )	1800 Rankin Lake	Building Maintenance
Resource Recovery Farm (Office and misc Bldgs)	208 Goldmine Rd	TRU
Schiele Museum - Maint Bldg & Log Cabin	1500 E. Garrison Blvd.	
Sims Legion Park	1001 Dr. MLK Jr Way	Building Maintenance
South East Center (Armory) - Gym, Rest Rooms	2100 Robinwood Rd.	
South East Pump Station	1246 Union New Hope Rd	Building Maintenance
T. Jeffers Center Pickleball Restrooms	121 Hartman St.	
Technology Services - Communication Tower	115 W. Second Ave.	
Walker E Reid III Park Maintenance Bldg.	1001 S. Marietta	
Water Treatment Plant - Processing Areas	250 W. Long Ave.	

## Insurance Requirements

## Exhibit C

A) PROJECTS UP TO \$1,000,000- Contractors with projects up to \$1,000,000 are included in this category. The insurance certificate for this group must include:

- i. Projects requiring the contractor to provide consulting services from architects, engineers, or other technical areas of expertise will require professional liability insurance of at least \$1,000,000 for each claim.
- ii. The certificate must also include commercial general liability insurance covering bodily injury and property damage with limits of not less than \$1,000,000 per occurrence, and at least \$1,000,000 aggregate; or the equivalents utilizing excess or umbrella coverage.
- iii. If the contractor has (3) or more employees, including the owner, the certificate must also include employers liability insurance (workers compensation) in accordance with statutory requirements with limits of not less than \$100,000 for each accident.
- iv. In addition, projects requiring the contractor to drive onto City property, or transport City employees or clients, or to use the contractor's vehicles on City property will require auto liability insurance, which must cover bodily injury and property damage liability on all owned, non-owned, and hired vehicles for a limit of at least \$1,000,000 per occurrence, or the equivalent utilizing excess or umbrella coverage.
- v. Also the contractor must furnish a performance bond and builder's risk policy in an amount at least equal to the contract price as security for the faithful performance and payment of all contractors' obligations under the contract.
- vi. When the contractor and/or his employees have access to monies or properties of the City, the contractor will provide a fidelity bond at a limit of not less than \$50,000 (depending on where the contractor will be working).
- vii. The City must be named as additionally insured on the insurance certificate for all coverage, except professional liability.
- viii. In addition, the contractor must indemnify and save harmless the City of Gastonia, its officers, agents, and employees from any claims arising out of any work performed for the City or on City property.