



CITY OF MENIFEE

SUBJECT: Agreement with Integrated Pest Control Management

MEETING DATE: March 1, 2023

TO: Mayor and City Council

PREPARED BY: Nancy Rodriguez, Management Analyst

REVIEWED BY: Jonathan Nicks, Deputy City Manager

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Approve and authorize the City Manager to execute a Professional Services Agreement with Integrated Pest Control Management, Inc. for facility pest control services in the amount of \$6,528 for the remainder of Fiscal Year 2022/2023; and
2. Authorize four automatic one-year renewals to the Professional Services Agreement, at a cost of \$17,584 per year, at the City's discretion, and contingent on availability of the corresponding budget.

DISCUSSION

The City of Meniffee's Community Services Department, Facilities Division, oversees the maintenance of all City owned and leased facilities. Pest Control Services are required at the nine separate sites listed in Table 1.

Table 1 – City Facilities

Location	Address
City Hall	29886 Haun Road
City Hall – IT Offices (Suite 307)	29826 Haun Road
Community Services Headquarters – West Annex	29995 Evans Road
Kay Cenicerros Senior Center and North Annex	29995 Evans Road
Lazy Creek Recreation Center, Buildings A & B	26480 Lazy Creek Road
Public Works Maintenance and Operations Center	27860 Bradley Road
Meniffee Police Headquarters	29714 Haun Road
Meniffee Police Substation	28115 Bradley Road
Audie Murphy Ranch Skate Park	29844 Haun Road

On November 1, 2022, staff issued a Request for Proposal (RFP) No. 2023-6 for Facility Pest Control Services. The services would include, at minimum, monthly services for the control of common ants, all variety of spiders, roaches, rats, mice, and crawling and flying insects that may infest the City facilities. The selected contractor will provide services for the clean-up of debris caused by the infestations as well as emergency services.

The City received seven proposals from the following firms:

- Activated Pest Solutions
- Advanced IPM
- Dewey Services
- Integrated Pest Control Management
- New Systems Exterminating
- Pestmaster Services LP
- Rentokil dba Western Exterminator CO.

A committee consisting of City staff evaluated the proposals. The firms were evaluated based on the criteria set forth in RFP 2023-6 which included the experience/qualifications of the firm, references, project/services experience, cost proposal, and quality of responsiveness of the proposal.

Following the evaluation process, interviews of the top three firms and reference checks, City staff determined that Integrated Pest Control Management, Inc. was the most qualified to conduct the requested services.

Finalist results from the evaluations are listed in Table 2 below:

Table 2 – RFP Finalist Evaluation Summary

Firm Name	Evaluation Score	Interview Score	Cost Proposal (\$)
Integrated Pest Control Management	82.00	83.67	\$13,584
Pestmaster Services LP	80.00	58.67	\$18,237
Rentokil dba Western Exterminator	79.33	78.33	\$24,330

Based on the committee's evaluation, Integrated Pest Control Management, Inc. is recommended as the most qualified business to provide pest control services to the City. Estimated costs are within the annual estimated budget.

STRATEGIC PLAN OBJECTIVE

Safe and Attractive Community

FISCAL IMPACT

The current fiscal impact for this item is \$6,528 for the remainder of FY 2022/2023. Funding is available within the current fiscal year's budget as summarized in Table 3 below.

Table 3 – Fiscal Year 2022/2023 Funding Availability

Fund / Department	Account Number	Available Balance	Amount Requested
Facilities / Non-Departmental	116-4221-52050	\$824	\$824
Facilities / Community Services	116-4660-52050	\$2,552	\$2,552
Facilities / Public Works	116-4550-52050	\$360	\$360
Facilities / Police Department	116-4911-52050	\$792	\$792
General / Parks	100-4663-52050	\$2,000	\$2,000
TOTALS		\$6,528	\$6,528

Future fiscal years will be funded in the corresponding fiscal year's budget. It is anticipated the total expenses per year for this service will not exceed \$17,584. If each of the four renewals is exercised, the total contract amount is not-to-exceed \$76,864.

ATTACHMENTS

1. Integrated Pest Control Management Agreement