



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

**BOARD MEETING DATE:** October 9, 2018

**DATE:** Thursday, October 04, 2018

**TO:** Board of County Commissioners

**FROM:** Jennifer Pierce, Fiscal Compliance Officer, Washoe County Health District, 775-328-2418, [jpierce@washoecounty.us](mailto:jpierce@washoecounty.us)

**THROUGH:** Chad Westom, EHS Division Director, Washoe County Health District, 775-328-2644, [cwestom@washoecounty.us](mailto:cwestom@washoecounty.us)

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Pamela Mann, CTCM, CTPM Purchasing and Contracts Manager, Comptroller's Department, 775-328-2281, [pmann@washoecounty.us](mailto:pmann@washoecounty.us)

**SUBJECT:** Recommendation to award Washoe County Bid #3049-18 and approve the Mosquito Abatement Products for the Environmental Health Services Division of the Washoe County Health District. On a multiple award basis, (Adapco Inc., Clarke Mosquito Control Products, Valent Biosciences and Rentokil North America), all four (4) responsive, responsible bidders were awarded various bid items based on lowest cost pricing and/or rebates offered. Where prices from bidders were equal, Adapco Inc. was awarded the bid on the basis that they were the only supplier to offer a rebate in their bid documentation. This award recommendation is made on a requirements basis with an adopted annual base budget of \$231,500. The term of the award shall be from the date of bid approval through December 31, 2021 with the County retaining the option for a one (1) year extension. (All Commission Districts)

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### **SUMMARY**

Award of Invitation to Bid #3049-18 for Mosquito Abatement Products for the Environmental Health Services Division of the Washoe County Health District on a multiple award basis, to the lowest, responsive, responsible bidders. All four (4) responsive, responsible bidders were awarded various bid items based on the lowest cost pricing and/or rebates offered as follows: (Adapco Inc. Bid items #1, #2, #5, #7, #10, #13, #14, #15, #17, #18, #19, #20 and #21); (Clarke Mosquito Control Products items #8 and #9); (Valent Biosciences item #12); (Rentokil North America items #3, #6 and #16). Where supplier prices were equal, Adapco Inc. was awarded the bid on the basis that they were the only supplier to offer a rebate in their bid documentation. This award recommendation is made on a requirements basis with an adopted annual base budget of \$231,500. The term of the award shall begin the date of BCC approval through December 31, 2021 with the County retaining the option for a one (1) year extension.

**AGENDA ITEM # \_\_\_\_\_**

**Washoe County Strategic Objective supported by this item:** Safe, secure and healthy communities.

### **PREVIOUS ACTION**

On February 23, 2016, the Board of County Commissioners (Board) awarded Invitation to Bid #2955-16 to the lowest responsive, responsible bidder, Adapco Inc. in the amount of \$231,500 for Mosquito Abatement Products for use by the Environmental Health Services Division of the Washoe County Health District.

### **BACKGROUND**

On March 7, 2018 the Washoe County Purchasing Office released Invitation to Bid #3049-18 for Mosquito Abatement Products to select a vendor or vendors to provide mosquito abatement products. Washoe County received responses from four (4) prospective bidders; Adapco Inc., Clarke Mosquito Control, Valent Biosciences and Rentokil North America. All four (4) responsive, responsible bidders were awarded various bid items based on the lowest cost pricing and/or rebates offered. Where supplier prices from bidders were equal, Adapco Inc. was awarded the bid on the basis that they were the only supplier to offer a rebate in their bid documentation.

Mosquito Abatement Products shall be procured on a requirements basis during the term of the agreement. The term of the award shall begin the date of BCC approval through December 31, 2021 with the County retaining the option for a one (1) year extension.

### **FISCAL IMPACT**

Sufficient budget authority exists in the FY19 adopted budget in the Health Fund (202)-C172100 (Vector Borne Disease Program).

### **RECOMMENDATION**

Recommendation to award Washoe County Bid #3049-18 and approve the Mosquito Abatement Products for the Environmental Health Services Division of the Washoe County Health District. On a multiple award basis, (Adapco Inc., Clarke Mosquito Control Products, Valent Biosciences and Rentokil North America) all four (4) responsive, responsible bidders were awarded various bid items based on lowest cost pricing and/or rebates offered. Where prices from bidders were equal, Adapco Inc. was awarded the bid on the basis that they were the only supplier to offer a rebate in their bid documentation. This award recommendation is made on a requirements basis with an adopted annual base budget of \$231,500. The term of the award shall be from the date of bid approval through December 31, 2021 with the County retaining the option for a one (1) year extension.

### **POSSIBLE MOTION**

Move to award Washoe County Bid #3049-18 for Mosquito Abatement Products for the Environmental Health Services Division of the Washoe County Health District. On a multiple award basis, (Adapco Inc., Clarke Mosquito Control Products, Valent Biosciences and Rentokil North America) all four (4) responsive, responsible bidders were awarded various bid items based on lowest cost pricing and/or rebates offered. Where prices from bidders were equal, Adapco Inc. was awarded the bid on the basis that they were the only supplier to offer a rebate in their bid documentation. The term of the award shall begin the date of BCC approval through December 31, 2021 with the County retaining the option for a one (1) year extension.