



MEETING OF: August 13, 2013

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TITLE: Award of Request for Proposals (RFP) No. 14-17-18 Pest Control Services

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ITEM #: 18

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Information:

Study:

Action: X

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PURPOSE:

It is the intention of the Tucson Unified School District to procure Pest Control Service for District departments and school locations. All information contained in the proposal should remain CONFIDENTIAL until Governing Board Award. This is in compliance with Arizona Administrative Code Rule R7-2-1045-B

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DESCRIPTION AND JUSTIFICATION:

It is the intention of the Tucson Unified School District to procure Pest Control Service for District departments and school locations.

Award recommendation was made by the Evaluation Committee using a weighted instrument for the specific evaluation criteria identified in the RFP. This is a multi-term award to a single vendor beginning upon award with annual renewal options through June 30, 2018. The recommended offeror was determined to have submitted a proposal most advantageous to the District and the rates offered were deemed fair and reasonable. Annual expenditures under this contract are estimated at \$65,000 with the five year total estimated at \$325,000.

An Executive Summary and the department's award recommendation will be sent separately to the Governing Board for review as information within the proposal is confidential until award. The notice of Request for Proposal was sent to sixty-eight (68) vendors as well as being advertised on the District's web site during the solicitation period. Six (6) vendors responded with offers and fourteen (14) No-Bids were received.

James Burns, Operations Business Office Coordinator, will be present to answer question regarding Pest Control. Kevin Startt, Director of Purchasing will be present to answer questions regarding the procurement process.

The previous Superintendent's Goal of Customer Service are supported by these services.

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BOARD POLICY CONSIDERATIONS:

Governing Board Policy DJ - Purchasing Procedures

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LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

\_\_\_\_\_  
Legal Advisor Signature (if applicable)

BUDGET CONSIDERATIONS:

X \_\_\_\_\_ District Budget  
\_\_\_\_\_ State/Federal Funds  
\_\_\_\_\_ Other

\_\_\_\_\_  
Budget Cost      Budget Code  
\$65,000/yr -  
\$325,000 total over  
five years

Budget Certification (for use by Office of  
Financial Services only):

Date

I certify that funds for this expenditure in the amount of \$ are  
available and may be:

Authorized from current year budget

Authorized with School Board approval

Code:    Fund:

INITIATOR(S):

Kevin Startt, Director of Purchasing

8/1/13

Name

Title

Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:

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 [Confidentiality Statement](#)

TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM  
CONTINUATION SHEET