



Cover Memorandum/Staff Report

File #: 25-1260

Agenda Date: 10/14/2025

Item #: 6.P.3.

TO: Mayor and Commissioners
FROM: Missie Barletto, Public Works Director
THROUGH: Terrence R. Moore, ICMA-CM
DATE: October 14, 2025

APPROVAL OF RESOLUTION NO. 204-25 TO AWARD AN AGREEMENT TO NORTHWEST EXTERMINATING CO., LLC. FOR PEST AND RODENT CONTROL SERVICES PURSUANT TO INVITATION TO BID NO. 2025-048 IN THE AMOUNT OF \$750,000.00

Recommended Action:

Motion to approve Resolution No. 204-25 to award an Agreement to Northwest Exterminating Co., LLC. for Pest Control Services pursuant to Invitation to Bid (ITB) No. 2024-007 in the amount of \$750,000.

Background:

The Building Maintenance Division of the Public Works Department is responsible for facilitating routine and preventive pest control services for approximately 121 city-owned facilities. Routine and preventive pest control services are provided for via ITB No. 2024-007 however the scope of this agreement did not include termite mitigation and additional rodent control and prevention methods. Both ITBs will be utilized to ensure full pest and rodent prevention and control services are in place.

On August 6, 2025, the City of Delray Beach (City) issued Invitation To Bid (ITB) No. 2025-048 to select a contractor to provide pest and rodent control services.

On August 27, 2025, the City originally received four (4) submittals pursuant to ITB No. 2025-048 however Southwest Services Solutions subsequently withdrew their bid. The bid submitted by Northwest Exterminating Co., LLC. was deemed responsive and responsible per the bid requirements:

Rank	Bidder	Total Bid Price
1	Northwest Exterminating Co., LLC	\$15,026.47
2	Beach Environmental	\$15,076.15
3	Tower Pest Control	\$15,086.30

The services of ITB No. 2025-048 will be utilized on an as-needed basis. As such, the maximum estimated annual expenditure is \$150,000/year. The agreement is effective for an initial term of three (3) years and may be renewed for two (2) additional one (1) year periods unless terminated earlier in accordance with the terms set for in the ITB.

Should the City exercise the renewal options provided in the contract, the cumulative agreement value is provided below:

Initial Term	Upon execution - October 13, 2028	\$450,000.00
Renewal Term #1	October 14, 2028 - October 13, 2029	\$150,000.00
Renewal Term #2	October 14, 2029 - October 13, 2030	\$150,000.00
TOTAL		\$750,000.00

The City, at its sole discretion, reserves the right to terminate any contract entered into pursuant to this ITB with or without cause immediately upon providing written notice to the awarded Bidder. Upon receipt of such notice, the awarded Bidder shall not incur any additional costs under the contract. The City shall be liable only for reasonable costs incurred by the awarded Bidder prior to the date of the notice of termination. The City shall be the sole judge of "reasonable costs."

This motion is in accordance with Code of Ordinances Section 36.02, Commission Approval Required.

Attachments:

1. Resolution No. 204-25
2. Agreement ITB No. 2025-048
3. Legal Review Checklist
4. Price Analysis ITB No. 2025-048
5. Final Solicitation ITB No. 2025-048

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

Funding is available from Building Maintenance through GL account 001-41-350-519.34-16 and Parks and Recreation (for current pending projects) through GL accounts 001-75-770-575.46-40 and 001-72-734-572.46-40.

Timing of Request:

Timely approval is requested to initiate pending projects.