

**NOTICE INVITING BIDS
RODENT CONTROL SERVICES**

BIDS MUST BE RECEIVED BY: WEDNESDAY, JULY 8, 2026 @ 2:30 PM

PLACE OF BID RECEIPT: **Community Services
1616 Monte Vista Avenue
Claremont, CA 91711
(909) 399-5431**

BY MAIL, COURIER, OR IN PERSON:

The BID shall be enclosed in a sealed envelope, plainly marked in the upper left-hand corner with the name, address and telephone number of the CONTRACTOR. The CONTRACTOR shall submit a complete BID original and any related information to: CITY OF CLAREMONT, Community Services Department, 1616 Monte Vista Avenue, Claremont, California 91711. The envelope shall clearly state: **“BID Submittal for Rodent Abatement Services.”**

IN ELECTRONIC FORM:

The BID shall be sent in electronic format to Cari Dillman, Community Services Manager. Electronic copies shall be addressed to Cari Dillman, cdillman@claremontca.gov, and Shelley Desautels, sdesautels@claremontca.gov. **The subject line shall clearly state “BID Submittal for Rodent Abatement Services.”**

PROJECT IDENTIFICATION NAME: RODENT CONTROL SERVICES

The City of Claremont welcomes your participation in the bid process for rodent abatement in the City of Claremont, County of Los Angeles. The City will receive sealed bids for the award of contract for work described in the Scope of Work up to, but no later than, the time set forth above.

Scope of Work – The City of Claremont is seeking qualified pest control management services to address ongoing rodent issues at several parks and the Oak Park Cemetery. Bids shall include the costs for all labor, materials, tools, and equipment to perform rodent abatement, either ground squirrel or gophers, at identified City locations.

All bids shall include a cost for an initial service and a cost per service. Initial services shall include an inspection and service plan development and, at a minimum, 4-6 hours of service. Costs per service should include service frequency and a number of hours per service.

Work will include:

- Initial and on-going rodent abatement at:
 1. Oak Park Cemetery: 410 Sycamore Avenue
 2. La Puerta Park: 2430 N Indian Hill Boulevard
 3. Padua Avenue Park: 4200 Padua Avenue
- Acceptable Methods of Control:
 1. Carbon Monoxide Fumigation

2. Baiting

- Safety:
 1. All methods of control shall be performed by trained/certified technicians, as appropriate.
 2. Environmentally friendly products are required
- Schedule of Service/Communication
 1. A schedule of service shall be provided to the City within 10-days of entering into an agreement.
 2. Ensure all methods of application appear professional, discreet, and respectful
 3. Work shall be scheduled without conflict of park or cemetery usage
- A monthly summary of service activity shall be submitted with the monthly statement for services rendered. Reports shall include:
 1. Location
 2. Method of removal
 3. Any chemical use
 4. Date of service
 5. Name of service contractor
 6. Photographic evidence
- Contractor will provide a contact person(s) and numbers who will be accessible 24 hours per day, seven days per week, including holidays.

Regular Working hours - Normal working hours under this agreement shall be considered Monday through Friday from 6:30 a.m. to 4:30 p.m.

Pre-Site Inspection - Interested bidders are encouraged to inspect each site to fully understand the scope or work. Pre-site inspections can be made without prior staff approval.

Additional Information - Although not required, bidders are encourage to submit additional back-up information and/or a proposal relative the scope of work.

Insurance – The successful Bidder must provide the City with evidence of the following insurance coverage:

1. *Comprehensive Commercial General Liability:* Occurrence based with limits of \$1,000,000 bodily injury per person, \$500,000 bodily injury per occurrence and \$1,000,000 property damage per occurrence. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this Project or the general aggregate limit shall be twice the required occurrence limit.

2. *Comprehensive Automobile Liability:* Coverage for “any auto” with limits of \$1,000,000 bodily injury per person, \$500,000 bodily injury per occurrence, and \$1,100,000 property damage per occurrence.

3. *Workers’ Compensation and Employers’ Liability:* Workers’ Compensation insurance as required by the State of California and Employer’s Liability Insurance with limits of \$1,000,000 per accident for bodily injury or disease.

Umbrella liability coverage may be used to meet required limits of liability.

Prevailing Wage - The Contractor is aware of the requirements of Labor Code Sections 1720 et seq. and 1770 et seq., as well as California Code of Regulations, Title 8, Section 16000 et seq. (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on certain “public works” and “maintenance” projects. Since this Project involves an applicable “public works” or “maintenance” project, as defined by the Prevailing Wage Laws, and since the total compensation is \$1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. The Contractor shall obtain a copy of the prevailing rates of per diem wages at the commencement of this Agreement from the website of the Division of Labor Statistics and Research of the Department of Industrial Relations located at www.dir.ca.gov/dlsr/. In the alternative, the Contractor may view a copy of the prevailing rates of per diem wages at City. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to perform work on the Project available to interested parties upon request, and shall post copies at the Contractor’s principal place of business and at the Project site. Contractor shall defend, indemnify and hold City, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or allege failure to comply with the Prevailing Wage Laws.

License Requirements – The successful bidder must obtain a City of Claremont Business License and show proof that they possess all licenses required by the State of California Public Contract Code.

Term – The City intends this to be a two (2) year agreement that can be extended for three (3) additional 12-month periods for a total of five (5), 12-month periods. The proposed agreement can be cancelled by either party with a 30-day written notice.

For additional information, please contact Community Services by email at cdillman@claremontca.gov. We look forward to working with you.

Sincerely,

Cari Dillman

Community Services Manager



RODENT ABATEMENT SERVICES

Bid Sheet

COST PER LOCATION
(INCLUDING ALL LABOR, EQUIPMENT, AND MATERIALS)

Location	Method of Service	Initial Service	Cost Per Service	Frequency of Service
Oak Park Cemetery 410 Sycamore Ave				
La Puerta Park 2430 Indian Hill Blvd				
Padua Ave Park 4200 Padua Ave				
Total Initial Service				
Total Monthly Service				

Bid Submitted By:

Name: _____ Date: _____

Company Name: _____

Address: _____

Phone: _____ Email: _____

Signature: _____

**To be considered, BIDS must be received pursuant to the above-mentioned
submittal instructions no later than Wednesday, July 8, 2026, BY 2:30 P.M.**