



**DEPARTMENT OF HUMAN RESOURCES**  
**SMALL PROCUREMENT SOLICITATION NOTICE**



BIDS ARE BEING ACCEPTED FOR THE FOLLOWING:

**Division of Administrative Operations**  
**STATE ADMINISTRATION**

**DHR SOLICITATION NUMBER:** DAO/OLO/16-001-S

**DESCRIPTION:** Extermination Service

**SUMMARY STATEMENT:** The Department of Human Resources' Office of Lease Operations intends to acquire Bed Bug extermination services for the purpose of preventing and eliminating the infestation of bed bugs at sixteen (16) Baltimore City Department of Social Services (BCDSS) facilities. The Contract will be for a one year period beginning July 1, 2015 through June 30, 2016. Only one award will be made as a result of this solicitation.

**REQUIREMENTS:** The vendor will make recommendations for treatment and treat all areas identified or suspected of bed bug activity, presence or infestation at sixteen (16) BCDSS facilities. The vendor shall also be available to analyze specimens upon request to determine if the specimen is a bed bug. The vendor must comply with all local, State and federal laws, rules and regulations applicable to pest control application.

**ADDITIONAL INFORMATION:** Bidders shall have a minimum of 2 years experience with extermination services as described in this solicitation. Bidders shall also provide with their Bid a copy of their certification from the Maryland Department of Agriculture for extermination services.

**USER AGENCY:** Office of Lease Operation

**BIDS DUE:** 3:00 PM; Friday, June 12, 2015

**BASIS FOR AWARD:** A single Contract will be awarded to the responsible Bidder whose Bid meets the specifications set forth in this Solicitation, and provides the Most Favorable Bid Price.

VENDORS INTERESTED IN SUBMITTING A PROPOSAL ON THE ABOVE LISTED PROJECT SHOULD DIRECT INQUIRES TO:

**Cora Traynham, Procurement Officer**  
**Maryland Department of Human Resources**  
**Procurement Division**  
**311 West Saratoga Street; Room 940**  
**Baltimore, MD 21201**  
**Office Phone Number: (410) 767-7637**  
**Office Fax Number: (410) 333-0258**  
**E-mail: [Cora.Traynham@Maryland.gov](mailto:Cora.Traynham@Maryland.gov)**

Solicitation documents are available on eMaryland Marketplace at <https://emaryland.buyspeed.com/bsol> under Solicitation # MDN0031021122.

**Minority Business Enterprises and Small Business Reserves are strongly encouraged to respond to this solicitation.**