

**TOWN OF RYE, NEW HAMPSHIRE**  
**REQUESTS FOR PROPOSALS**  
**MOSQUITO CONTROL SERVICES**

The Town of Rye invites sealed proposals from qualified firms to perform mosquito & tick control services for the year of 2024 as specified in the guidelines found within the Request for Proposal (RFP) document. Copies of this RFP may be obtained by contacting the Office of Selectmen, Town Hall, 10 Central Road, Rye, NH 03870; phone 603-964-5523 or email [jireland2@ryenh.us](mailto:jireland2@ryenh.us). Proposals, in quadruplicate, must be addressed to the Rye Mosquito Control Commission at the Office of Selectmen in a sealed envelope clearly marked on the outside “Mosquito Control Services Proposal”.

**Proposals must be received no later than Monday, December 4, 2023 at 4:00PM.**

It is the responsibility of the contractor to adhere to and comply with all Federal, State and local laws, regulations and codes as well as to all standards and practices relating to the work being performed or services delivered. In addition, it is the contractor’s responsibility to procure and keep in effect any and all licenses, permits, notifications or other regulatory requirements relating to the work to be performed or the services delivered.

A proposer must hold the certifications and licenses necessary from the State of New Hampshire to perform the services outlined in this agreement. Each proposal must include a list of at least three current references for whom comparable work has been performed. This list shall include company name, person to contact, address and telephone number. Preferred references include other local government agencies.

Insurance: The proposer shall submit to the Town of Rye insurance certificates showing the type, amount, class of operations covered, effective dated and expiration of policies for the coverage provided. The insurance required under this proposal shall provide adequate protection for the successful bidder against damage claims which may arise from work under the awarded contract. In accepting the awarded contract, the successful bidder agrees to hold harmless and indemnify the Town of Rye and its officers, agents and employees from any liability arising from the performance of the service or provision of goods throughout contract duration. Proof of this insurance shall be delivered to the Town of Rye prior to the start of work. Each insurance policy shall contain a provision that the certificates of insurance shall not be altered or cancelled except on ten (10) days written notice to the Town of Rye Select Board.

The Town of Rye reserves the right to select a contractor on the basis of cost, services proposed and established track record in Rye and other New Hampshire towns, to reject any or all proposals, to waive technical or legal deficiencies, and to accept the proposal it deems in the best interest of the Town. The decision of the Commission/Select Board shall be final.

The Town of Rye retains the right under this contract to terminate work and dismiss the successful bidder for nonperformance with five (5) working days notice. The Town of Rye also reserves the right under this contract to negotiate a contract with another bidder for completion of work under this bid. All disputes shall be decided under the laws of the State of New Hampshire.

## **GUIDELINES FOR REQUESTS FOR PROPOSAL FOR MOSQUITO CONTROL SERVICES**

The proposal shall include the following services to be performed by the successful contractor for the calendar year of 2024.

1. Prepare and submit 2024 Special Permit Application to the New Hampshire Division of Pesticide Control (DPC) and respond to any inquiries resulting from such a submittal or from the performance of this Agreement.
2. Conduct all control operations in accordance with all State and Federal regulations and consistent with the Special permit Application referred to in item 1.
3. Compose, distribute and record State mandated notices.
4. Provide and supervise mosquito control personnel.
5. Provide all necessary vehicles to conduct the work herein delineated.
6. Provide all necessary insecticides and spraying equipment to carry out the provisions of this Agreement.
7. Analyze environmental conditions and scientific data to determine appropriate, effective and efficient control measures.
8. Apply larvicides to a variety of mosquito habitat, including, but not limited to, salt marshes, red maple swamps, storm drains and catch basins, to control mosquito larvae and pupae.
9. Conduct surveillance and trapping of adult mosquitoes with weekly traps set and collected from June into October 2024. Sort, pack and ship mosquitoes to the State lab for disease testing every week from early June to October 2024.
10. Maintain an updated No-Spray list for residents that request no street spraying of adulticide by their property.
11. Maintain and place existing greenhead fly traps owned by the Town of Rye on salt marshes by June 15<sup>th</sup> and remove all traps by September 30<sup>th</sup>. Store traps at the Goss Farm. Monitor and maintain the traps through the season as needed. All new traps will be painted blue.
12. Build new traps as budgeted for 2024.
13. Apply adulticide along roadways on a limited emergency basis if necessary when EEE or WNV carrying mosquitoes are found within the Town, when a State emergency is declared or at other times as mutually agreed by the Rye Mosquito Control Commission, the Rye Select Board and the contractor.

14. Conduct emergency adulticiding at schools, recreation areas and Parsons Field upon concurrence of Rye Mosquito Control Commission, Rye Health Officer, Rye Select Board and school administration officials. Pre-treatment notification, typically 24 hours, is required for all locations prior to every treatment.
15. Proposed spring and fall treatments of the town trails from Awcomin Marsh to Parsons Field to control mosquitoes and ticks.
16. Perform public outreach as needed in response to resident complaints and health advisories.
17. Compose all paperwork including the year-end State report and the monthly progress report. The monthly progress report shall include, but not limited to, date, site number, location, habitat, survey average/dip count, type of treatment if any, number of catch basins treated, total pounds of pesticide used, name of pesticide, name of active ingredient (A.I.) and % of A.I.; and all surveillance data. At season's end the contractor shall provide to the Rye Mosquito Control Commission a report of the amount and type of control agents used by the contractor and for what purpose.
18. Assist the Town in collecting data that may be used in Marsh management strategies to control mosquito populations, increase species diversity and reduce dependency on pesticide applications. Monthly activity reports will be required to be submitted prior to payment on monthly invoices. Monthly activity reports will include, but are not limited to, larval surveys, larval treatments, post-treatment mortality surveys, larval surveys (light trapping), catch basin surveys/treatment and labor report.
19. Provide data required by the State for any reimbursement program being offered to towns.
20. The Rye Mosquito Control Commission has a communication protocol that requires advance notice being given to the Southeast Land Trust and Rye Conservation Commission regarding all Rye Mosquito Control Commission activities planned for properties under their joint or individual control.

## 2024 RYE MOSQUITO CONTROL BUDGET

01-4414-39-462	Monthly activity reports	\$ _____
01-4414-39-649	Arbovirus surveillance	\$ _____
01-4414-39-650	Emergency adulticiding	\$ _____
01-4414-39-651	Larviciding	\$ _____
01-4414-39-652	Pre-treatment larval surveys	\$ _____
01-4414-39-653	Post-treatment larval mortality surveys	\$ _____
01-4414-39-654	Green head trap repairs	\$ _____
01-4414-39-658	Green Head Trap Construction (16 Traps)	\$ _____
01-4414-39-655	Green head trap placement & retrieval	\$ _____
01-4414-39-657	ULV Street spraying	\$ _____
01-4414-39-659	Tick Treatment	\$ _____
<b>Total Contract Amount Proposed</b>		<b>\$ _____</b>