



TOWN OF HUDSON

FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051



Emergency 911
Business 603-886-6021
Fax 603-594-1164

Scott J. Tice
Chief of Department

Town of Hudson, New Hampshire 2025 Mosquito-Borne Disease Surveillance and Control Program Request for Proposal

Bid Information:

Specifications can be obtained via the Town of Hudson, NH website at www.hudsonnh.gov. Any questions regarding this proposal shall be directed to Fire Marshal David Hebert by calling (603) 886-6005 or via email at dhebert@hudsonnh.gov.

Bid Submission:

All Requests for Proposals (RFP) shall be submitted to the following no later than 10:00 AM on Friday, May 30, 2025:

***Hudson Town Clerk's Office
12 School Street
Hudson, NH 03051***

***Envelope containing the Request for Proposal response must be clearly marked
"2025 Mosquito Control Program"***

Bid Opening:

Bid opening shall take place at 11:15AM on Friday, May 30, 2025 at the following location:

**Town of Hudson Town Hall
Buxton Meeting Room
12 School Street
Hudson, NH 03051**

Proposals will not be accepted at the bid opening, they shall be submitted to the Town Clerk as required.

Acceptance/Rejection of Bid:

No right shall accrue to any person submitting a bid until such bids have been accepted and contract awarded in writing by the duly authorized representative of the Hudson Board of Selectman. The Hudson Board of Selectman reserves the right to reject any and all bids and to accept the lowest responsible bidder, and to waive any informalities, omissions, excess verbiage, or technical defects in the Bidding, if, in the opinion of the Board of Selectman, it would be in their best interest to do so.

**2025 PROPOSAL FOR
Mosquito-Borne Disease
Surveillance and Control Program
FOR
THE TOWN OF HUDSON, NH**

The undersigned has read, understands, and agrees to comply with the requirements contained in the Request for Proposal for **“Mosquito-Borne Disease Surveillance and Control Program”**. The undersigned submits this proposal in good faith and without collusion with any other person, individual or firm.

The proposal consists of this cover page and the following attachments:

Name and Address of Firm:

Name, Title and Contact Information of Authorized Representative:

REPRESENTED BY:

(Name & Title)

TELEPHONE #: _____ - _____ - _____

FAX #: _____ - _____ - _____

EMAIL: _____

Signature of Authorized Representative:

**2025 PROPOSAL FOR
Mosquito-Borne Disease
Surveillance and Control Program
FOR
THE TOWN OF HUDSON, NH**

1. The contract will provide services for the surveillance and control of disease bearing mosquitos in Hudson, NH for the 2025 season.

- A. State permit and mapping – permit application, generate GIS treatment maps, full disclosure of all proposed pesticides, and submission to the State. Provide completed permit to the Town of Hudson.
- B. Larval surveillance – surveillance in common wet areas of breeding.
- C. Larval mosquito treatment – early and effective treatment measures in mosquito breeding sites.
- D. Adult mosquito surveillance and treatment – surveillance through trapping for dominant disease carrying species and treatment in those areas where those species have been identified.
- E. Arboviral monitoring – identification of mosquito species and submit to the NH Public Health Lab for virus testing and identification for Eastern Equine Encephalitis (EEE) and West Nile Virus (WNV). Test for Jamestown Canyon Virus (JCV) when the test becomes available.
- F. Provide written reports of surveillance data and treatment control activities and locations.
- G. Make recommendations for control measures.

Total Cost \$ _____

Name and Address of Firm:

Authorized Representative:

_____ Title: _____

PHONE #: _____ - _____ - _____

FAX #: _____ - _____ - _____

EMAIL: _____

(Name & Title)

Signature of Authorized Representative

2025 PROPOSAL FOR
Mosquito-Borne Disease
Surveillance and Control Program
FOR

THE TOWN OF HUDSON, NH

NON-COLLUSIVE AFFIDAVIT OF PROPOSER

The undersigned proposer, having fully informed themselves regarding the accuracy of the statements made herein certifies that;

(1) The proposer developed the bid independently and submitted it without collusion with, and without any agreement, understanding, or planned common course of action with any other entity designed to limit independent bidding or competition;

(2) The proposer, its employees and agents have not communicated the contents of the bid to any person not an employee or agent of the proposer and will not communicate the proposal to any such person prior to the official opening of the proposal;

(3) Acknowledges that the Town of Hudson, NH's Code of Ethics has been reviewed and understood. The undersigned proposer further certifies that this statement is executed for the purpose of inducing the Town of Hudson, NH to consider the proposal and make an award in accordance therewith.

Legal Name of Proposer

Firm Business Address

Signature and Title

Date

Printed Name

Subscribed and Sworn to me this ____ day of _____ 2021

Notary Public

My Commission Expires _____

I. GENERAL INFORMATION

1.1 Issuing Office: This Request for Proposals (RFP) is issued by the Town of Hudson, NH 12 School Street Hudson, NH 03051.

1.2 Purpose: The purpose of the RFP is to provide prospective firms with essential information to enable them to prepare and submit proposals regarding a Mosquito-Borne Disease Surveillance and Control Program

1.3 Proposals: All proposals received by the Town in response to this RFP will be retained. Submissions must:

A. Constitute a complete response to this RFP, using the Proposal Form provided in this document.

B. Include an original and three (3) copies.

C. Must be received on or before 10:00 AM on Friday, May 30, 2025. Envelopes must be clearly marked:

“2025 Mosquito Control Program”

Firms mailing proposals should allow for normal delivery time to ensure timely receipt of their proposals.

Proposals should be mailed directly to:

Hudson Town Clerk

“2025 Mosquito Control Program”

12 School Street

Hudson, NH 03051

D. Must be signed by an official authorized to bind the firm to its provisions.

E. Must include a statement that the proposal remains valid through September 30, 2025 and it is understood this project and any associated payment(s) cannot occur prior to July 1, 2025.

LATE PROPOSALS WILL NOT BE CONSIDERED

1.4 Rejection of Proposals: The Town reserves the right to reject any and all proposals received as a result of this RFP.

1.5 Communications Concerning RFP: All questions relevant to the development of a proposal are to be directed at least seven (7) days prior to the submission date to:

David Hebert, Fire Marshal
Inspectional Services Division
12 School Street
Hudson, NH 03051
dhebert@hudsonnh.gov

Questions determined to be of interest to all prospective firms will be answered in writing and provided to all firms either by mail or by e-mail.

1.6 Term: Based upon the outcome of this process, the Town of Hudson, NH will award a contract at the sole discretion of the Town of Hudson, NH.

1.7 Additional Information:

A. Revisions or addenda to the RFP: In the event it becomes necessary to revise or supplement any part of the RFP, the revision or supplement will be provided to all prospective firms either by U.S. mail or by email.

B. Incurring Costs: The Town will not be liable for any costs incurred by a firm in the preparation or submission of a proposal.

C. Acceptance of Proposal Content: The contents of the successful proposal may, at the Town's option, become part of the contract entered into by the successful firm and the Town.

GENERAL SPECIFICATIONS OF 2025 Mosquito Control Program

Bid Prices: Bid price is to be a net LUMP sum fee, inclusive all parts, labor, travel, delivery, supervision, training, etc., necessary to immediately initiate the services upon delivery.

Basis of Award: This contract will be awarded to the qualified bidder meeting specifications: DEFINED AS: ability and capability of the bidder to perform the work as described with the conditions set forth within. Consideration will be given to previous work performed by the Bidder for the Town of Hudson, NH as well as financial resources of the bidder, compliance by the bidder with all applicable federal, state, and local laws, licensing requirements and delivery or completion time.

Bid Award: Once the qualified bidder has been identified and the award of the bid is authorized, the Fire Department shall prepare or cause to be prepared a purchase order to confirm the bid award. The Fire Department will bring the recommendation forward to the Board of Selectman for approval as required by the Town of Hudson, State Statutes, and this policy.

Invoicing: Invoice shall be payable upon satisfactory service and timely reporting.

The Town of Hudson, NH is seeking qualified contractors, or their representatives, to submit proposals through the RFP Process for the 2025 Mosquito Control Program.

The selection process used will be based on a review of qualifications and proposed services followed by a detailed review of costs and finances. The final decision will be made by the Town of Hudson, NH.

A decision will be made based on all information obtained through the RFP process including written proposals and on site interviews. Among factors to be considered will be the infrastructure compatibilities, operational governance and quality control.

The Town of Hudson, NH reserves the right to accept or reject any or all options, proposals, and responses; to waive any technicality in a statement or part thereof submitted, and to pursue the option(s) deemed to be in the best interest of the town. All materials submitted shall become the property of the town. The receipt of any response to this request shall in no way be construed to create or imply a contract or obligation between the parties.

Responses shall be addressed to **Town of Hudson, NH 12 School Street Hudson, NH 03051 no later than 10:00 A.M. on Friday, May 30, 2025.** Responses shall be submitted in a sealed envelope clearly marked, **“2025 Mosquito Control Program”**.

The RFPs are available at the Town of Hudson NH Website: www.hudsonnh.gov

Specifications:

Must check either "Compliant" or "Exception" for each line item.

If an exception is taken provide a detailed description / explanation for the exception.

Standards:

All requirements of the State of New Hampshire shall be met.

COMPLIANT: _____ EXCEPTION: _____

Pricing and payment:

The vendor shall provide a guaranteed price on the services valid through September 30, 2025 and it is understood this project and any associated payment(s) cannot occur prior to July 1, 2025.

COMPLIANT: _____ EXCEPTION: _____