



Invitation to Bid: Pest and Wildlife Control Services in Horry, Georgetown, & Williamsburg Counties

Bid#: 2026-01

Date Issued: 2/13/2026

Contact: Janice Wideman, Finance Director

Phone: (843) 234-4100 ext. 227

Email: [janice.wideman@weoc.org](mailto:janice.wideman@weoc.org)

**INVITATION TO BID:** Waccamaw EOC, Inc. is accepting bids for pest and wildlife control services for Agency sites located in Horry, Georgetown, and Williamsburg Counties.

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**SUBMIT OFFER/RESPONSES BY:** Wednesday, March 4, 2026 by 2:00pm

**QUESTIONS:** Questions concerning the Request for Bids will be accepted until five (5) days prior to the specified time/date for receipt of bids, which is Feb. 25, 2026.

**SUBMIT ALL QUESTIONS IN WRITING TO:** [steve.rosetto@weoc.org](mailto:steve.rosetto@weoc.org).

**Bid packets must be submitted in a sealed package.  
Offeror's name, bid item name, bid number must appear on exterior of the package.**

**SUBMIT YOUR SEALED BIDS TO EITHER OF THE FOLLOWING ADDRESSES:**

MAILING ADDRESS:

Waccamaw EOC, Inc.  
Post Office Box 1467  
Conway, South Carolina 29528-1467  
Attention: Janice Wideman

PHYSICAL ADDRESS:

Waccamaw EOC, Inc.  
1261 Highway 501, East, Suite B  
Conway, South Carolina 29526  
Attention: Janice Wideman

## **IMPORTANT OFFEROR NOTES**

1. The Bid Number and Title of the bid must be shown on the outside of the package.
2. Federal Express and UPS do **not** guarantee delivery to Waccamaw Economic Opportunity Council, Inc. before 2:00 PM Eastern Time on Next day Service.
3. If this bid was downloaded from our website, you must register a contact name, company name, fax number and/or e-mail with the Finance Director to ensure that your name will be added to the contact list for future amendments and addenda.

This solicitation does not commit Waccamaw Economic Opportunity Council, Inc. to award a contract, to pay any cost incurred in the preparation of a bid/proposal, or to procure or contract for goods or services. It is the responsibility of each bidder to see that Waccamaw Economic Opportunity Council, Inc. receives bids on, or before, date and time specified for the receipt of bids. No bid will be accepted thereafter, Waccamaw Economic Opportunity Council, Inc. assumes no responsibility for delivery of bids that are mailed. Waccamaw Economic Opportunity Council, Inc. reserves the right to accept or reject any or all bids and to waive any informalities and technicalities in the bid/proposal process.

No plea of not being aware of conditions that exists or may hereafter exist regarding this bid/proposal as a result of failure to make necessary investigations and examinations, will be accepted as an excuse for any failure or omission on the part of the Contractor to fulfill in every detail all the requirements of the contract documents and to complete the work for the consideration set forth therein, or as any basis for any claim whatsoever.

## **INSTRUCTIONS FOR BIDDERS**

Written sealed bids to provide Pest and Wildlife Control Services for our Head Start Centers located in Horry, Georgetown and Williamsburg Counties in South Carolina will be received in the Waccamaw Economic Opportunity Council, Inc. Administrative Building, 1261 Highway 501 East, Suite B, Conway, South Carolina until the deadline for receipt. Bids that are not in the Finance Director's possession prior to time/date of receipt of bids will be considered **non responsive** and will remain unopened. An official authorized to bind the offer must sign all proposals submitted.

Three (3) photocopies and one (1) ORIGINAL of bids must be submitted in a sealed envelope and clearly marked as follows:

**OFFEROR'S NAME**  
**BID ITEM NAME**  
**BID NUMBER**  
**ATTN: JANICE WIDEMAN**

No bidder may submit more than one bid. Multiple bids for different entities but represented by the same firm will not be accepted. Bids offered directly from entities shall indicate if a local dealer/representative will be involved.

### **WITHDRAWAL OF BID**

No bidder/proposer may withdraw a proposal/bid after the date and hour set for the receipt of bid.

Faxed or E-mailed bids will **NOT** be accepted by Waccamaw Economic Opportunity Council, Inc.

Any deviations from the specifications or modification of this bid and any extra or incidental work or reductions in work shall be set forth in writing and signed by both parties prior to making such change. Any increase or decrease in the bid price resulting from such change shall be included in writing.

The bidder shall list on a separate sheet of paper any variations from, or exceptions to, the conditions and, the conditions and specifications of this bid. The sheet shall be labeled “Exception(s)” to Bid Conditions and Specifications” and shall be attached to the bid.

Waccamaw Economic Opportunity Council, Inc. reserves the right to reject any or all bids, waive any informality in bids and accept in whole or in part such bid or bids as may be deemed in its best interest. Waccamaw Economic Opportunity Council, Inc. reserves the right to reject any bid submitted, at sole option that the vendor may not meet the service requirements of the bid.

### **AFFIRMATIVE ACTION**

The contractor will take affirmative action in complying with all Federal and State requirements concerning fair employment of the disabled, and concerning the treatment of all employees, without regard or discrimination by reason of race, color, religion, sex, national origin or disability.

Nothing herein is intended to exclude any responsible vendor, his product or service, in any way restrain, or restrict competition. On the contrary, all responsible vendors are encouraged to bid and their bids are solicited.

### **GENERAL CONDITIONS**

Each bidder is required to submit three (3) references, which include name, address, telephone number,

Bids will not be reviewed if they are late or not responsive, i.e., containing all requested specifications, costs and other information, and submitted in the manner prescribed.

Bids will be reviewed solely on the material they contain. No modifications, additions, or substitutions to any bid will be accepted from bidders after the closing date and time.

Questions concerning the Request for Bids will be accepted until five (5) days prior to the specified time/date for receipt of bids, which is Feb. 25, 2026. All questions shall be in writing and submitted to Steve Rosetto at [steve.rosetto@weoc.org](mailto:steve.rosetto@weoc.org) or faxed to (843) 234-4111.

In preparation for the bid, Contractors may visit sites to examine the property. The contractor must give proper notification to each site before they are allowed on-site visit.

Small, minority, and women owned businesses are encouraged to submit bids with due consideration given to all bidders.

Oral explanation and/or instructions given before the award of the contract shall not be binding.

Each bid should include an anticipated date of delivery of goods and services, as well as all applicable taxes, quantity or other discounts, insurance costs, shipping and handling costs and other costs associated with the goods or services to be procured.

The offer, solicitation, or acceptance of gratuities or compensation intended to influence the bidder selection process is expressly prohibited. Waccamaw Economic Opportunity Council, Inc. reserves the right to disqualify, (with reason), a vendor from the qualified bidders list.

### **ADJUSTMENT OF SERVICES**

Waccamaw Economic Opportunity Council, Inc. reserves the right to adjust the frequency of delivery of services or the number of locations as deemed necessary during the term of the contract.

Contractor warrants to Waccamaw Economic Opportunity Council, Inc. that all work performed because of this contract will be performed in a professional manner consistent with industry standards.

Services provided shall be subject to inspection by Waccamaw Economic Opportunity Council, Inc. The contractor shall correct all work not in accordance with the Contract within twenty-four (24) hours after notification of the deficiency.

Written consent from the Executive Director of Waccamaw Economic Opportunity Council, Inc. shall be submitted should any changes be made after the purchase order/contract has been awarded; otherwise, the responsibility for such changes shall be with the bidder. **VERBAL INFORMATION OBTAINED OTHERWISE WILL NOT BE CONSIDERED IN AWARDING OF BIDS.**

**ADDENDUM TO BID:** If it becomes necessary to revise any part of this bid, an addendum will be provided in writing to all bidders. All addendums issued by Waccamaw Economic Opportunity Council, Inc. must be acknowledged in writing by the bidder. All addendums will be posted on the Agency's website at [www.weoc.org](http://www.weoc.org).

**DEVIATIONS:** Any deviations from the scope of work indicated herein must be submitted in writing and clearly noted and explained in detail on a separate form and attached and submitted to bids. Otherwise, it will be considered that items offered are in strict compliance with these specifications and successful bidder shall be held responsible thereto.

### **ASSIGNMENT OF CONTRACT**

This contract may not be assigned in whole or part without the written consent of the Executive Director.

### **Applicable Laws**

This agreement shall be governed by, and construed in accordance with the State of South Carolina as well as local and federal laws.

**WACCAMAW ECONOMIC OPPORTUNITY COUNCIL, INC. RESERVES THE RIGHT TO REJECT ALL BIDS OR ANY PART OF ANY BID, WAIVE INFORMALITIES AND AWARD THE CONTRACT TO THE MOST RESPONSIVE AND RESPONSIBLE BIDDER TO BEST SERVE THE AGENCY.**

### **Award of Bid**

In determining the most responsive and responsible bidder, in addition to price, the following will be considered:

- (a) The ability, capacity, and skill of the contractor to perform the contract.
- (b) Whether the contractor can perform the contract within the time specified, without delay of interference.
- (c) The character, integrity, reputation, judgment, experience and efficiency of the contractor.
- (d) The quality of performance on previous contracts.
- (e) The previous and existing compliance by the contractor with laws and ordinances relating to the contract.
- (f) Delivery time.

## **Contract Provisions**

**Equal Employment Opportunity** – All contracts shall contain a provision requiring compliance with E.O. 11246, “Equal Employment Opportunity”, as amended by E.O. 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and as supplemented by regulations at 41 CFR Part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, and Department of Labor.”

**Copeland “Anti-Kickback” Act (18 U.S.C. 874 and 40 U.S.C. 276c)** – All Contracts and subgrants in excess of \$2000 for construction or repair awarded by recipients and sub recipients shall include a provision for compliance with the Copeland “Anti-Kickback Act (18 U.S.C. 874) as supplemented by Department of Labor regulations (29 CFR part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”. The Act provides that each contractor or sub recipient shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The recipient shall report all suspected or reported violations to the Federal awarding agency.

**Davis-Bacon Act, as amended (40 U.S.C. 276a to a-7)** When required by Federal program legislation, all constructions contracts awarded by the recipients and sub recipients of more than \$2000 shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 276a to a-7) and as supplemented by Department of Labor regulations (29 CFR part 5, “Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction”) Under this Act, contractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. The recipient shall place a copy of the prevailing wage determination issued by the Department of Labor in each solicitation and the award of a Contract shall be conditioned upon the acceptance of the wage determination. The recipient shall report all suspected or reported violations to the Federal awarding agency.

**Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333)** – Where applicable, all contracts awarded by recipients in excess of \$2000 for construction contracts and in excess of \$2500 for other contracts that involve the employment of mechanics or labors shall include a provision for compliance with Sections 102 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), as supplemented by Department of Labor Regulations (29 CFR part 5). Under Section 102 of the Act, each contractor shall be required to compute the wages of every mechanic and laborer on the basis of a standard workweek of 40 hours. Work in excess of the standard workweek is permissible if the worker is compensated at a rate of not less than one ½ times the basic rate of pay for all hours worked in excess of 40 hours in the workweek. Section 107 of the Act is applicable to construction work and provides that no laborer or

mechanic shall be required to work in surroundings or under working conditions, which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market or contracts for transportation or transmission of intelligence.

**Rights to Inventions Made Under a Contract or Agreement** – Contracts or agreements for the performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements, “, and any implementing regulations issued by the awarding agency.

**Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.), as amended** – Contracts and sub grants in excess of \$100,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et. seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et. seq.) Violations shall be reported to the Federal Awarding Agency and the Regional Office of the Environmental Protection Agency (EPA).

## **SCOPE OF SERVICES**

It is the intent of Waccamaw Economic Opportunity Council, Inc. to provide a Pest and Wildlife Control Services Program that will keep our Head Start Centers free of all pests and wildlife that may cause harm to the children we serve and our staff. The sites are located in Horry, Georgetown, and Williamsburg Counties. The contractor shall have and provide documentation of the following;

- Integrated Pest Management (IPM) Program Plan
- Licensed issued from State of South Carolina Dept. of Pesticide Regulation (DPR) to apply pesticides
- Commercial Applicator License
- Structural Pest Control Business License

The Contractor agrees to provide comprehensive pest control services, including prevention, treatment, and on-call response, at the following Head Start Centers:

1. **White House Administration Building** – 408 S. Kaminski St., Georgetown, SC 29440
2. **Longs Head Start** – 131 Freemont Rd., Longs, SC 29568
3. **Green Sea Head Start** – 1131 Green Sea Rd., Green Sea, SC 29545
4. **Georgetown Head Start** – 410 S. Kaminski St., Georgetown, SC 29440
5. **Choppee Head Start** – 8055 Choppee Rd., Georgetown, SC 29440

6. **Chavis Early Head Start** – 2811 S. State Hwy. 41-51, Hemingway, SC 29554  
(Center wing of building, Kitchen and Playground area only)
7. **Lane Head Start** – 175 Edwin Rd., Lane, SC 29564

Please reference *Attachment A – Building Layouts* for additional information on these buildings.

<https://weoc.org/agency/bids/building-layouts.pdf>

## Indoor Pest Control Services

The Contractor shall provide the following services for all indoor areas:

- **Monthly Inspections and Treatments:** Conduct inspections and apply treatments monthly to deter and control mice, rats, ants, bed bugs, bees, wasps, biting midges, cockroaches, flies, lice, millipedes, mosquitoes, rodents, termites, and ticks.
- **On-Call Response:** Respond promptly to requests from Waccamaw EOC Head Start staff for immediate treatment and eradication if any of the aforementioned pests are found inside the buildings between scheduled visits.

## Outdoor Pest Control Services

The Contractor shall provide the following services for all outdoor areas:

- **Perimeter and Playground Treatment (Twice Yearly):** Apply spray or granules twice annually to control fire ants and all rodents around the perimeter of all buildings and within the entire fenced playground areas.
- **Termite Control (Annually):** Install and maintain termite bait stations spaced around the perimeter of each building. Should active termites be detected, the Contractor shall immediately treat the entire affected areas of the building.
- **On-Call Spot Treatment:** Respond as needed to spot treat active fire ants, ant hills, or any other critters physically seen on, or active within, the playground areas.
- **Monthly Snake Deterrent (Playground Perimeter):** Apply a monthly snake deterrent around the entire playground perimeter. The Contractor must ensure no snake traps or harmful substances are placed inside the perimeter fencing or within reach of children playing on the playground.
- **Monthly Snake Deterrent (Building Exterior):** Apply snake deterrent around the outside perimeter of the building, excluding the areas near the building that are already within the playground's fenced perimeter.

- **On-Call Snake Removal:** Respond to calls for immediate removal of any snakes observed on or near playgrounds, or inside/outside any building within 8 hours max.

All invoices MUST BE signed by the Center Supervisor or Office Manager for approval of the work performed. All invoices shall indicate work performed at each location detailing the work that has been completed.

## **Insurance Coverage**

The Contractor must carry insurances and supply a copy of the certificates of insurances.

### **Insurance Certificates**

Comprehensive General Liability

\$1,000,000,-General Aggregate Limit

\$1,000,000,-Products-Completed Operations Aggregate Limit

\$1,000,000-Personal and Advertising Injury Limit

\$1,000,000 -Each Occurrence Limit

\$50,000 -Fire Damage Limit

\$5,000-Medical Expense Limit (Any one person)

Commercial Catastrophe (Umbrella) Liability- Shall be written for the following limits:

\$500,000 – Each occurrence for bodily injury and property damage

\$500,000 – Annual Aggregate

Comprehensive Automobile Liability – Shall be written for all owned vehicles, non-ownership liability and hired vehicles and shall be written for the following limits:

\$1,000,000 – Each occurrence for bodily injury and property damage.

It is understood that the specified amounts of insurance in no way limit the liability of the contractor, and that contractor shall carry insurance in such amounts to indemnify and hold harmless the Waccamaw Economic Opportunity Council, Inc.

The contractor shall secure and maintain during the term of this contract, Workman's Compensation for all their employees connected with the work on this bid. Such insurance shall comply with the South Carolina Workmen's Compensation Law.

Proof of this coverage must be submitted with the bid packet.

A minimum of thirty (30) days' notice prior to cancellation of insurance shall be given to Waccamaw Economic Opportunity Council, Inc. in writing.

## **BID DOCUMENT CHECK-OFF**

This bid document check-off list is to ensure that all documents required are enclosed with your bid packet.

**Complete Bidder's Information Sheet and References, Page 12**

**Complete Bid Price Schedule, Page 13**

**Complete Exceptions Sheet, Page 14**

**Complete Acknowledgement of Addenda, Page 16**

**Complete Non-Collusion Affidavit, Page 17**

**Complete Indemnification Form, Page 18**

**Complete W-9 Form**

**Copy of Required Insurances**

**Copy of Business Licenses**

This check-off list is for your guidance in completing the bid packet and is not a required form to be included in the submittal of your packet.

**Bidder's Information**  
**Bid: 2026-01**  
**Waccamaw EOC, Inc.**  
**Pest and Wildlife Control Services Bid**

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Company Name

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Address

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Phone/Fax

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Email Address

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Authorized Signature

Printed Name

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Authorized Person Title

References supplied by Contractor

1.) \_\_\_\_\_  
Company Name/Address/ Phone/Contact Person

2.) \_\_\_\_\_  
Company Name/Address/ Phone/Contact Person

3.) \_\_\_\_\_  
Company Name/Address/ Phone/Contact Person



Invitation to Bid: Pest and Wildlife Control Services for Head Start Centers  
 Bid#: 2026-01  
 Date Issued: 02/13/2026  
 Contact: Janice Wideman, Finance Director  
 Phone: (843) 234-4100 ext. 227  
 Email: janice.wideman@weoc.org

### Pricing Schedule

Head Start Center	Monthly Pest Control	Monthly Wildlife Control	2x Yearly Fire Ant Control on Playgrounds	Yearly Termite Control
Green Sea Head Start 1131 Green Sea Rd. N. Green Sea, SC 29545				
Longs Head Start 131 Freemont Rd. Longs, SC 29568				
White House Admin. 408 S. Kaminski St. Georgetown, SC 29440				
Georgetown Head Start 410 S. Kaminski St. Georgetown, SC 29440				
Choppee Head Start 8055 Choppee Rd. Georgetown, SC 29440				
Chavis Early Head Start 2811 S. State Hwy, 41-51 Hemingway, SC 29554 <b>Center Wing of Building, Kitchen Area and Playground Area Only</b>				
Lane Head Start 175 Edwin Rd. Lane, SC 29564				

**Comments** \_\_\_\_\_

## **EXCEPTIONS PAGE**

### **MANDATORY BID SUBMISSION FORM**

Please state any areas where you cannot or will not comply with the specifications or terms contained within the proposal document.

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**STATEMENT OF NO BID**

**Date** \_\_\_\_\_

James L. Pasley, Jr.  
Executive Director  
Waccamaw EOC, Inc.  
PO Box 1467  
Conway SC 29528-1467

Dear Mr. Pasley:

We, the undersigned, have declined to submit a bid on Bid No. \_\_\_\_\_

\_\_\_\_\_ for the following reason(s):

\_\_\_\_\_ We do not offer these services.

\_\_\_\_\_ Our schedule would not permit us to perform.

\_\_\_\_\_ Unable to meet specifications (please note below).

\_\_\_\_\_ Delete our firm from your vendor's list as we are unable to comply.

We understand that if a letter is executed and returned, our name will be retained on the list of qualified bidders, unless otherwise specified (as stated above).

Company Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Phone/Fax #: \_\_\_\_\_

Unable to meet specifications because: \_\_\_\_\_

\_\_\_\_\_

Acknowledgement of Addenda  
BID# 2026-01

Proposer hereby acknowledges receipt of all Addendas through and Addendum

No. \_\_\_\_\_, dated \_\_\_\_\_

No. \_\_\_\_\_, dated \_\_\_\_\_

No. \_\_\_\_\_, dated \_\_\_\_\_

No. \_\_\_\_\_, dated \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

**Required Form**

**FORM OF NONCOLLUSION AFFIDAVIT  
(This Affidavit is Part of the Bid Proposal)  
Bid #2026-01**

**STATE OF** \_\_\_\_\_ )

**COUNTY OF** \_\_\_\_\_ )

\_\_\_\_\_  
**Being first duly sworn, deposes and says that he/she is**

\_\_\_\_\_  
**(Sole owner, a partner, president, secretary, etc.)**

**of** \_\_\_\_\_

the party making the foregoing Bid Proposal that such Bid Proposal is genuine and not collusive or sham; that said Bidder has not colluded, conspired, connived, or agreed directly or indirectly, with any Bidder or person to put in a sham Bid Proposal, or that such other person shall refrain from offering and has not in any manner, directly or indirectly sought by agreement or collusion, or communication of conference, with any person, to fix the bid proposal price of affiant or any other Bidder, or to fix any overhead, profit or cost element of said bid proposal price, or that of any other Bidder to secure any advantage against OWNER any person interested in the proposed Contract; and that all statements in said Bid Proposal are true; and further, that such Bidder has not, directly or indirectly submitted this bid proposal, or the contents thereof, or divulged information or data relative there to any association or to any member or agent thereof.

\_\_\_\_\_  
(Bidder)

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_ State \_\_\_\_\_ County \_\_\_\_\_

Notary Public in and for

My commission expires \_\_\_\_\_, 20\_\_.

## INDEMNIFICATION

The CONTRACTOR will indemnify and hold harmless the OWNER and the Waccamaw Economic Opportunity Council, Inc. and their agents and employees from and against all claims, damages, losses, and expenses, including attorney's fees, arising out of or resulting from the performance of the WORK provided that any such claims, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, injury to or destruction of tangible property, including the loss of use resulting there from, and is caused by any negligent or willful act or omission of the CONTRACTOR, and anyone directly or indirectly employed by him or anyone for whose acts any of them may be liable.

In any and all claims against the OWNER or Waccamaw Economic Opportunity Council, Inc. or any of their agents or employees by an employee of the CONTRACTOR, and anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way to the amount or type of damages, compensation or benefits payable by or for the CONTRACTOR under the workman's compensation acts, disability benefit acts, or other employee benefit acts.

The obligation of the CONTRACTOR under this paragraph shall not extend to the liability of Waccamaw Economic Opportunity Council, Inc. or its agents or employees arising out of the reports, survey, CHANGE ORDERS, designs, or SPECIFICATIONS.

CONTRACTOR \_\_\_\_\_

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_