



## City of Tacoma

### REQUEST FOR BIDS

CT24-0219N

### Ariba Discovery Post# 22554607 – Pest Control Services

**Solicitation Documents:** Registered users can view solicitation documents by clicking “Respond to Posting” on Ariba Discovery’s solicitation post here: <https://discovery.ariba.com/rfx/22554607>

#### **Required Registration:**

Suppliers must be registered with Ariba in order to view City of Tacoma solicitation documents. Documents are only viewable by fully registered and approved suppliers, prior to the above deadline.

#### **First Time Ariba Users**

1. Complete the City of Tacoma’s Supplier Profile Questionnaire through this link: <http://cityoftacoma.supplier.ariba.com/register>
2. City’s Supplier Enablement Lead must provide “Organization Approval” notice before solicitation access can be granted.

**Submittal Delivery:** Submittals will be received and time stamped using the City’s E-Procurement system SAP Ariba.

**Pre-Proposal Meeting:** A pre-proposal meeting will not be held.

**Project Scope:** On-call pest control services at City of Tacoma facilities both within the Tacoma Public Utility service area and at remote locations.

**Project Estimate:** \$300,000

**Submittal Deadline:** 11:00 a.m., Pacific Time, Wednesday, April 2, 2025

**Paid Sick Leave:** The City of Tacoma requires all employers to provide paid sick leave as set forth in Title 18 of the Tacoma Municipal Code. For more information, visit [our Minimum Employment Standards Paid Sick Leave webpage](#).

**Americans with Disabilities Act (ADA Information):** The City of Tacoma, in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. Specification materials can be made available in an alternate format by emailing Gail Himes at [ghimes@cityoftacoma.org](mailto:ghimes@cityoftacoma.org), or by calling her collect at 1 (253) 591-5785.

**Title VI Information:** “The City of Tacoma” in accordance with provisions of Title VI of the Civil Rights Act of 1964, (78 Stat. 252, 42 U.S.C. sections 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin in consideration of award.

**Additional Information:** Requests for information regarding the specifications may be obtained by contacting Ryan Foster, Senior Buyer by email to [rFoster1@cityoftacoma.org](mailto:rFoster1@cityoftacoma.org).

**Protest Policy:** City of Tacoma protest policy, located at [www.tacomapurchasing.org](http://www.tacomapurchasing.org), specifies procedures for protests submitted prior to and after submittal deadline.



Meeting sites are accessible to persons with disabilities. Reasonable accommodations for persons with disabilities can be arranged with 48 hours advance notice by calling 253-502-8468.