

**CITY OF HOBOKEN**  
**ADDENDUM TO RFP DOCUMENTS**

**RFP – 26 – 03**

**Competitive Contracting-Integrated Pest Management Services**

**This Addendum # 1 dated February 11, 2026**, is issued to modify the above-mentioned RFP, and is hereby made part of the RFP documents. Please attach this Addendum #1 to the original documents in your possession and ensure same is included in your proposal. This addendum includes:

**Q1. We are an out of state (NYC) company bidding on this project. Page 24 states that the proposal submission requires public works contractor registration certificate, on page 13 line item #16 states that the public works contractor registration act is (not applicable) can you please clarify this?**

**A1. A Public Works Contractor Registration Certificate is required.**

**Q2. Pg 24 - "Respondents are required to specify all proposed costs and charges for integrated pest management services for each year of service in their own format on company letterhead. Proposal fees should give the unit price in figures and the total price for the work, both in words and in figures, and must be signed and acknowledged by the Vendor, in accordance with the directions in the proposal. The fees shall be broken down as by location, monthly inspection costs, treatment equipment and supplies for all properties, hourly rate for follow-up treatments and service calls if needed, and any other fee applicable to the services required in scope of work. All prices and amounts must be written in ink or preferably machine-printed. Proposals containing any conditions, omissions, unexplained erasures or alterations, items not called for in the proposal form, attachment of additive information not required by the specifications, or irregularities of any kind, may be rejected by the City. Any changes, whiteouts, strikeouts, etc. in the proposal must be initialed in ink by the person signing the proposal."**

**Just want to confirm - Pricing should be broken down by service/per location, Monthly and Annual Estimated Total, and with year 2 pricing also listed as an option? If it is not formatted by location/monthly/annually, will the proposal be rejected?**

**A2. No, however, it may score lower than those submitted in the requested format. The city prefers all proposals to be on company letterhead broken down by location with line items for monthly inspection costs, treatment equipment and supplies, hourly rate for follow-up treatments, service calls if needed, and any other fee**

applicable to the services required in scope of work. Please provide pricing for each contract year.

Q3. Equipment pricing - should we list pricing the cost per device or have an all inclusive not to exceed rate for the contract year?

A3. Cost per device is welcome. All proposals should be on company letterheads, broken down by location with line items for monthly inspection costs, treatment equipment and supplies, hourly rate for follow-up treatments, service calls if needed, and any other fee applicable to the services required in scope of work. Please provide pricing for each contract year.

Q4. Pg 18 "Specific rodent control services shall be performed in the following locations: Note\*: Sewer inlets should be treated after the completion of monthly assessments.

Treatments

should be as needed in areas that show pest activity and/or are known as hotspots.

Note\*\*: Fire Engine 3 will be temporarily closed for a period of 6 months starting March 2026 and ending July 2026.

Will Fire Engine 3 not need to be serviced during this 6 month period? Or set up as only on an "as needed" basis?

A4. \*\*ATTENTION\*\* the Fire Engine project has been delayed. Closure is expected to begin August 2026 through November 2026. During the new closure time period, all services would stop and would resume upon reopening the Fire house.

Q5. : The Sewer Inlets only need to be serviced once annually? Then, maintained and treated as needed throughout the remainder of the contract year?

A5. No, sewer inlets should be treated after the completion of monthly assessments. Treatments should be as needed in areas that show pest activity and/or are known as hotspots

This addendum is posted on the City of Hoboken website to ensure compliance. The City will not accept any further RFI/questions at this time.

There are no other changes to the RFP documents as part of this addendum.

ATTEST:  
Jennifer Mastropietro, QPA  
Purchasing Agent

Date: February 11, 2026

CITY OF HOBOKEN

**ACKNOWLEDGMENT OF RECEIPT OF ADDENDA**

RFP – 26 – 03

## Competitive Contracting-Integrated Pest Management Services

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Date	Acknowledge Receipt(Initial)
<b>Addendum # 1</b>	<b>February 11, 2026</b>	_____
_____	_____	_____
_____	_____	_____

**No addenda were received:**

Acknowledged for: \_\_\_\_\_  
(Name of Bidder)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of Authorized Representative)

Name: \_\_\_\_\_ Title/Position:

\_\_\_\_\_ (Print or Type)