

TENNESSEE STATE PARKS

PEST CONTROL SPECIFICATIONS

Scope of Work:

To provide pest control services to include all labor, equipment, and materials per specifications. Pest control is defined as the control and elimination of specific incidents of all nesting and breeding pest (excluding fire ants and wood destroying insects) and the control treatment of all potential nesting and breeding areas to prevent re-infestation.

SERVICES:

- The contract is to cover pest control treatments of specific buildings as requested by park personnel. The vendor shall be required to make unlimited return visits, at no additional cost, to achieve and maintain satisfactory results.
- Bid amount- Each service:
 - Each Service: the bid amount shall be “Per Each” and is to include costs for materials, supplies, equipment (I.E. pest control forms, insecticides, pesticides, glue boards, bait traps, fly traps, etc.), labor and travel for onsite pest control service with unlimited return visits. NOTE: The vendor will not be reimbursed for lodging.

TYPES OF BUILDINGS FOR PEST CONTROL SERVICES (WILL VARY BY PARK)

- Group Cabin & Conference Center
- Laundry area
- Kitchen and Dining Area
- Cabins (check with Park Manager or their designee before spraying cabins as some cabins may be occupied and unavailable for service.)
- Pool House/Snack Bar
- Nature Center
- Museum
- Marina Office and Store
- Park Residences
- Park Office / Visitor Center
- Park Maintenance Building
- Public Restrooms
- Campground Check-in
- Bath Houses
- Pump House
- Golf Pro Shop
- Equestrian Center
- Linen Shed
- Playground Pavilion
- Water Treatment Center
- Boat / Kayak House

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GENERAL PERFORMANCE:

Once an established schedule is developed with the vendor and park manager for each facility, the contract vendor shall perform pest control over the entire interior area. Control methods will also be performed on the exterior of facility to deny entry to insects/pests. The exterior perimeter for outside coverage shall be 10 feet from the building/structure with consideration given for ornamentals, mulch landscaping and around dumpsters.

EXEMPT PESTS: The contract vendor will notify the facility administrator upon finding evidence of bedbugs, fire ants or wood destroying insects. The agency shall procure treatment using proper purchasing procedures.

INSECT CONTROL:

Recurring pest control services cover mice, rats, and all types of insects to include but not be limited to: cockroaches, ants (excluding fire ants, crazy ants, and carpenter ants), flies, fleas (Inside), crickets, silverfish, ground beetles, spider mites, bees (except carpenter bees), wasps, hornets, yellow jackets, millipedes, centipedes, spiders (excluding poisonous spiders) and other stored product type pests.

Fly strips and glue boards shall be replaced at regular intervals, (I.E., when fly strips and glue boards are full or upon the direction of the Dept. of Health or Dept. of Agriculture).

Park personnel may request to have extra fly strips and glue boards left on site for use prior to the next scheduled inspection or vendor shall replace supplies on an as requested basis on a non-emergency service call. Vendor shall provide fly strips and glue boards to the agency at the discretion of the contract vendor.

NOTE: Agency shall retain used glue boards in sealed container for vendor's records and log keeping to be given to vendor upon the next onsite service visit.

Methods of Treatment:

Integrated Pest Management Program (**IPMP**)

Crack and Crevice Spray Program (**CCSP**)

IPMP will consist of bi-monthly treatments using the following products or better:

- MAXFORCE Professional Insect Roach Killer Gel Bait
- Alvin Roach or Ant Gel
- Advance Roach Gel
- Avert
- Gentrol Point Source - Insect Growth Regulator

All chemical applications will be within strict accordance with the manufacturers Recommendations for all areas according to its size and use.

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CCSP will consist of bi-monthly, alternating spraying of all areas using the following products or better:

- Demon E.C/W.P
- Cykick CS
- Phantom Aerosol
- Transport Mikron
- Termidor SC, or equal
- * Talstar P
- * Taurus SC
- * Delta Dust
- * Niban
- * Wasp Freeze II
- * ExciteR 55
- * Contrac with Lumitrak
- * Doxem Precise
- * DeltaGard
- * Temprid Ready Spray
- * Alpine Flea
- * Optigard Ant Gel

Treatment Areas

Areas receiving IPMP treatment will include:

- Dwellings
- Stoves
- Refrigerators
- Water heaters
- Washers
- Sinks
- Cabinets
- Pantries
- Non-dwelling kitchens
- Public restrooms
- Employee break areas
- Common areas

Areas receiving CCSP treatment include:

- Public spaces
- Hallways
- Offices
- Storage
- Shop areas
- Common areas

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Scope of Service for Facility

Roaches:

- Identification of Roaches
- Vacuum all visible live roaches, droppings, and eggs sacks
- Apply gel bait - alternating treatment between the following or better:
- MAXFORCE Professional Insect Roach Killer Gel Bait
- Alvin Roach or Ant Gel
- Advance Roach Gel
- Avert
- Gentrol Point Source - Insect Growth Regulator
- Monitor activity with glue boards

Spiders/other insects:

- Identification of Spider or other insect
- Vacuum all visible live Spiders and other insects, webs, droppings
- Apply CCSP, if necessary, alternating between the following or better:
- Demon E.C/W.P
- Cykick CS
- Phantom Aerosol
- Transport Mikron
- Termidor SC, or equal*
- Monitor activity with glue boards
- Exterior treatment will be performed to deny entry to insects/pests. The exterior perimeter for outside coverage shall be 10 feet from the building/structure with consideration given for ornamentals, mulch landscaping and around dumpsters.

BROWN RECLUSE AND BLACK WIDOW SPIDERS:

- The vendor shall provide treatment to eradicate/eliminate brown recluse and black widow spiders on a per request basis. Contractor shall coordinate with the authorized personnel and receive approval for the amount of square footage to be treated.
 - The facility administrator or other personnel designated to oversee the facility pest control shall authorize each treatment and the square footage to be treated upon determination that there is an infestation. An infestation is considered to be a large number of brown recluse and/or black widow spiders that the agency considers unpleasant or unsafe.
 - TREATMENT: the vendor shall determine the best method of treatment to eliminate brown recluse and black widow spiders. Vendor shall treat all areas where brown recluse and /or black widow spiders had been seen, found on glue boards or where there have been reports of brown recluse or black widow spider bites; their harborage areas and areas of pest entry to building/structure.

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- Vendor shall use only low odor type chemicals approved by the E.P.A. and state department of agriculture.
- Vendor shall warrant each treatment for thirty days. Vendor shall conduct inspection with the facility administrator or other personnel designated to oversee the facility pest control of all glue boards placed in treated areas two weeks after treatment. If it is determined by the facility administrator or other personnel designated to oversee the facility pest control that an active infestation still exists, the vendor shall be required to retreat areas previously treated at no additional cost to the state.
- Vendor shall furnish and place an ample amount of glue boards to monitor any active infestation after each treatment.
- Vendor must **itemize** invoice bid price based on price bid for square footage treated for the following ranges. 500 to 1000 square feet, 1001 to 2500 square feet, 2501 and over square. If the square footage treated is less than 500 then the vendor shall bill a price for the quadrated minimum treated line item.
- The facility administrator or other personnel designated to oversee the facility pest control will verify the amount of square footage treated and sign off on the service report form which will have the square footage treated amount listed. A copy of the service report form will be left on-site.
- Square footage shall include all areas treated to included, but not be limited to walls, floors and ceilings.

RODENT:

- Identification of Rodent

Interior:

- Vacuum all visible droppings and known nesting material
- Install tamper-resistant bait stations for use with State Park approved Rodenticide
- Monitor activity with glue boards and snap traps/multi-catch devices
- Rodent bait shall be replaced at regular intervals, not to exceed 90 days and baits showing evidence of rodent ingestions shall be replaced when 2/3 of the bait has been depleted.
- Locations of rodent traps and bait stations will be identified with a site map provided to The State Park.

Exterior:

- Identify rodent runways and burrows
- Install tamper-resistant rodent bait stations for use with State Park approved rodenticide around dumpster/garbage areas
- Rodent bait shall be replaced at regular intervals, not to exceed 90 days and baits showing evidence of rodent ingestions shall be replaced when 2/3 of the bait has been depleted.

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- Locations of rodent traps and bait stations will be identified with a site map provided to The State Park.

- Rodent control shall include the effective control of mice and rats necessary to maintain complete sanitary standards in and around habitable buildings. When rodenticides are employed, all label restrictions pertaining to their application shall be strictly enforced. The materials used in accessible areas shall be confined to EPA approved tamper resistant bait stations which conform to all existing guidelines for construction and installation.
- Rodent bait shall be replaced at regular intervals, not to exceed 90 days and baits showing evidence of rodent ingestions shall be replaced when 2/3 of the bait has been depleted.
- Rodent holes inside and outside, will be treated deep enough to be out of reach of the public. When a rodent hold is determined to be active, vendor shall advise agency of recommended repairs/maintenance of structure to deny rodent access.
- Vendor must keep on hand and make available, if requested, a map detailing the locations of all rodent control devices. The devices shall have a date sticker to indicate inspection/service dates and be numbered to correspond with map. The bait stations shall remain the property of the contract vendor.
- Vendor shall be responsible for complying with any special construction and installation of tamper resistant rodent bait traps to ensure that people and pets cannot come into contact with the bait or be injured by the traps.
 - ❖ If the state of Tennessee, Dept. of Health or the Dept. of Agriculture, inspects a facility and finds a pest infestation, a service to the facility must be completed within twenty-four hours and as many times thereafter and as often as necessary to correct the problem to the satisfaction of the Department at no additional cost to the state.
 - ❖ Vendor shall establish treatment schedules for all buildings and areas to be treated and strictly adhere to those schedules. In the event a schedule cannot be met, the vendor shall give a minimum notice of eight hours advance notice to the facility administrator or other personnel designated to oversee the facility pest control. Vendor shall coordinate with the facility administrator or other personnel designated to oversee the facility pest control to re-schedule a new date and time for the monthly inspection at a mutually agreeable time and date.
 - ❖ In addition to any normal treatment for an infestation, additional low volume fogging may be used, only in crawl spaces and above ceilings, as long as it does not contain asbestos. Low volume fogging will only be performed when the facility will be closed for an extended period (I.E. weekends, holidays, and when the areas are unoccupied) at no additional cost to the state.

CHEMICAL PREVENTATIVE METHODS:

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- Vendor will give notice to the facility administrator or other personnel designated to oversee the facility pest control of the need to provide chemical treatment where label permits. The vendor will indicate what product(s) will be used, when and where.
- Vendor shall provide the agency, the chemical label and material safety data sheets (MSDS) for all approved chemicals used.
- The least toxic chemical registered with the Department of Agriculture shall be initially used; other registered chemicals shall be used when the least toxic proves ineffective.
- When fogging methods are to be used, the vendor shall confirm with the facility administrator or other personnel designated to oversee the facility pest control that the area(s) will be unoccupied and remain so for a period of time per label requirements.
- Only environmental protection agency (EPA) approved, non-flammable, non-injurious products may be used. Any materials used must also be in compliance with federal and Tennessee state regulation and specifically approved for areas in which us. The preferred methods or normal treatment is Gel/Paste baits, crack and crevice injection system, and fogging for above ceilings and in crawl spaces.
- Vendor shall conform to all fire prevention regulations and shall exercise every precaution when material storage is necessary under this specification. Vendor shall procure permission from the facility administrator or other personnel designated to oversee the facility pest control prior to storing any material at the facility.

REPORTING PROCEDURES:

- All calls for pest services, will be made to the vendor by the facility administrator or other personnel designated to oversee the facility pest control. The contract vendor will provide telephone and emergency and non-emergency service calls. An outside answering service and/or voice mail system (I.E> answering machine/recorder) is not acceptable to the state as a contact for non-emergency and/or emergency situations.
- Requested service: all services shall be performed during normal working hours, unless special treatments are required. Should any area require special treatment or evacuation for treatment, a schedule will be mutually coordinated with the facility administrator or other personnel designated to oversee the facility pest control. There will be no additional charges to the state for work conducted after normal working hours.
- Contractor must sign-in, **make note of which buildings were treated** and sign-out on a Job Log at each facility.
- Materials used in performance of work are to be carried in and out and never left on premises where individuals may come in contact with portions of it.
- Item ID#'s will be provided on the Contract and will specify the sq.ft. and rate for each Park. **INVOICES MUST match the sign-in sheet(s) and be itemized to include the contract line item ID#'s.**
- **EMERGENCY AND NON-EMERGENCY SERVICES:**

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- Emergency: Services will require a four (4) hour on-site response time.
- Non-Emergency: Services will be required on-site within two (2) business day.

The facility administrator or other personnel designated to oversee the facility pest control shall determine if the situation is and emergency or non-emergency.

Note: Normal working hours for the majority of the state facilities are from 8:00 AM to 4:30 PM, Monday through Friday, excluding state holidays. However, it is the responsibility of the contract vendor to verify what the “normal” working hours for the facilities to coordinate with the facility administrator or other personnel designated to oversee the facility pest control as to the date/times that he/she needs to have the services conducted.

Weekends and holidays proclaimed by the Commissioner of the Department of Personnel will be considered after normal working hours.

Any building(s) under these specifications that experience damage caused by the contract vendor or his/her employees shall be restored to original condition by the contractor at no additional cost to the state of Tennessee. The vendor is responsible for the security and safety of property belonging to the state of Tennessee. The vendor shall be responsible for reimbursing the state for lost or damaged building contents caused by the vendor or their employees.

Contract vendor shall be required to obtain parks log sheet at the park office and have park staff to initial each treated facility. Vendor shall also be required to present photo ID and shall sign-in and sign-out with the facility administrator or other personnel designated to oversee the facility pest control.

After each site visit monthly service, emergency, non-emergency, brown recluse/black widow spider treatment, contract vendor shall provide the facility administrator or other personnel designated to oversee the facility pest control with a written list of buildings serviced, written service report forms for each building, the written service report forms shall include but not be limited to: types of infestations found and location, entry pints, harborage areas, and other pertinent information such as treatment remedies and recommendations for methods that the agency may take to deny access or habitat to pests. The contractor shall leave a copy of written service report signed by the facility administrator or other personnel designated to oversee the facility pest control after each visit indicating time in and time out.

Agency shall provide water and electricity should the contract vendor require them in performance of their duties. Whenever conditions conducive to the breeding and harborage of pests or insects are found to exist, their existence shall be reported on the written service report form and submitted to the facility administrator or other personnel designated to oversee the facility pest control that will cooperate in all reasonable manners to correct the adverse condition.

Payments will be made upon receipt and verification that the buildings which comprise the facility (Line Item) have been serviced. Contract vendor shall invoice locations serviced at prices bid per line item on contract.

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VENDOR TRAINING AND QUALIFICATIONS:

- The vendor and all technicians shall be trained and knowledgeable of preventive methods.
- The vendor shall have a current Tennessee pest control charter and servicing technicians shall have a Tennessee chemicals control certification to use chemicals to control/eliminate pests with all appropriate training in the use of chemicals and meet all requirements in accordance with the laws and regulations governing pest control operators and applicators of restricted use pesticides.
- The contract vendor shall maintain their pest control charter for the duration of the contract.
- The contract vendor's servicing technicians shall maintain their Tennessee chemicals control certifications as required by the department of agriculture for the duration of the contract.

BID SUBMITTALS:

- ❖ The vendor is to submit the following with the bid package:
 - A copy vendor's Tennessee pest control charter.
 - List of pest control servicing technicians and a copy of their Tennessee chemicals pest control certifications.
 - NOTE: Please enter Tennessee pest control charter in term and conditions titled "licenses (Listings)", attach a copy of vendors' charter and a list of their pest control technicians and the technician's certifications to the bid document.
 - The contract vendor shall be required to provide certifications of pest control certifications to purchasing division for personnel changes or upon receipt of pest control certification. Vendor shall be required to provide a copy of pest control charter and their pest control technician's chemical control certifications to user agencies upon request.

QUALITY SERVICE:

If at any time during the contract period, services are not provided in accordance with the terms and conditions and specifications, a reasonable effort to resolve the problem should be made by the user agency. If the problem still exists, a vendor complaint shall be filed with the purchasing division. The vendor is required to respond to the vendor complaint within 14 working days. Failure to respond to the vendor complaint with the required timeframe and/or failure to correct the problem for which the complaint was lodged may result in the cancellation of all or part of the awarded contract and removal from purchasing division's active bid list.

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General Conditions:

The contractor is requested / advised to visit job site prior to bidding and verify scope of work, dimensions, and circumstances which may exist. No allowance will be made by the state for any errors in bid quotation or under-estimating of materials needed due to bidder not visiting job site prior to submitting their bid. A letter stating that the site has been visited by the contractor prior to the bid submittal should accompany the bid information. All workmanship, materials, and methods are to conform to trade standards and practices.

The contractor shall have the state of Tennessee required General Liability and Workers Compensation Insurance sufficient to protect himself / herself from all claims which result from the contractor's operations or operation of his/her sub-contractors. A current, up to date, Certificate of Insurance should accompany the bid submittal information. The contractor shall return to original conditions, any property damaged or lost as a result of his acts or actions of his/her sub-contractors.

The contractor shall hold the state of TENNESSEE, and STATE PARK employees harmless from damage of loss of property or injury of personnel resulting from actions of the contractor or his/her sub-contractors.