

OFFERQRS NAME: _____

Request For Proposals No.2014-03
Pest Control Services
Issue Date: February 28, 2014
Pre-Proposal Conference: March 12,2014; 2:00 PM
Closing Date and Time: March 28, 2014; 2:00 PM

O This communication serves to apprise you and your firm of the above mentioned Request For Proposals (RFP) for Pest Control Services. We invite you and your firm to respond to this RFP. Please review carefully all sections, paying particular attention to the closing date and time listed above and within the body of the documents.

NOTES:

The optional Pre-Proposal Conference will be conducted at the. Please bring a copy of the solicitation with you. Attendance at the pre-proposal conference is not a prerequisite for submitting a proposal.

SEALED PROPOSALS MUST BE MAILED OR HAND DELIVERED TO THE APPLICABLE ADDRESS SHOWN ON PAGE 2 OF THE SOLICITATION. EMAILED OR FAXED PROPOSALS WILL NOT BE CONSIDERED.

I. **PURPOSE:** The intent and purpose of this Request For Proposals is to establish contracts, through competitive negotiation, with one (1) contractor for each lot to provide pest control services for _____ Redevelopment and Housing Authority (_____) properties located in the _____ metropolitan area.

II. **BACKGROUND:**

A. **OVERVIEW:** _____ was created in 1940 by the _____ pursuant to the Housing Authorities Law (Title 36 of the Code of Virginia). A seven member Board of Commissioners appointed by the City Council governs _____. _____ serves more than 10,000 residents in approximately 4,200 public housing units and more than 2,900 individuals residing in other forms of subsidized housing. Please visit _____ for more information regarding our vision, mission, and values.

B. **ANTICIPATED CASES:**

1. Lot 1 - Bed bug Control:

a. Over the last fiscal year _____ treated approximately 1,600 units. This number seems to be rising. There is no way to anticipate number of units to be treated within the next year.

b. _____ currently uses human detection and canine detection. _____ A anticipates that it will continue to utilize both methods to inspect for bedbugs. However, it prefers to use the services of specially trained bedbug dogs as the preferred method as they are able to sniff hidden locations where bedbugs hide (behind walls, under cove base, trapped in furniture legs, etc.) and determine if a unit requires treatment without damage to walls, floors, and/or furniture.

2. Lot 2 - General Extermination Services: Over the last fiscal year, _____ has completed approximately 2,300 work order tickets. This number seems to be rising. There is no way to anticipate the number of units to be treated within the next year.

3. Lot 3 - Termite Treatment Services: Over the last fiscal year, _____ has completed approximately 630 work order tickets. This number seems to be rising. There is no way to anticipate the number of units to be treated within the next year.

4. Lot 5 - Other Pest and Wildlife Control Services: Over the last fiscal year, _____ has completed approximately 70 work order tickets.

III. **STATEMENT OF NEEDS:** The Contractor shall provide all labor, materials, insurance, bonds, transportation, etc. to provide pest control services including, but not limited to the following.

- (14) All areas where piping enters wall
- (15) Areas behind and under sink
- (16) Areas above, behind and beneath kitchen cabinets
- (17) All molding areas around windows and wherever else molding exists
- (18) Other areas where nests are seen or encountered

- c. "Common Areas" shall include, but are not limited to: basements, cellars, crawl spaces, hallways, stairways, laundry rooms, all types of office, trash rooms, boiler rooms, other mechanical areas or other areas as requested by the Property Manager.
- d. Insect control is defined as: "Those measures which are necessary to suppress crawling or flying insect populations within the facilities. Control measures may include the proper use of registered and labeled pesticide products, and/or approved pest management devices."

B. SPECIFIC REQUIREMENTS:

- 1. Lot 1 – Bed bugs: The Contractor shall furnish all labor, tools, materials, and equipment necessary to accomplish the full treatment and control of bed bugs for all areas and buildings specified herein: rooms, closets, toilets, kitchens, hallways, stairwells, attics or any other building portion or part not specifically described.
 - a. A full treatment shall consist of an inspection, inspection report, unit preparation instructions, treatment of the unit as described below, placement of diatomaceous earth (DE) around the exterior perimeter of the unit (under baseboards, in wall voids, in drop ceilings, behind faceplates etc. using a power duster; post treatment inspection and evidence verifying bed bug control, and/or recommendation for additional treatment. (See Section M.Q. Warranty)
 - b. Inspections: The Contractor shall complete a comprehensive inspection of specified unit(s) or common areas within 48 hours of receiving a call from s designated representative.
 - (1) Inspections shall be one of the following types as specified by 's designated representative.
 - (a) Visual Inspection
 - (b) Inspection Using Bed Bug Detection Canine: Canines must be certified by the National Entomology Scent Detection Canine Association (NESDECA) to detect live bed bugs and viable eggs.

OFFERORS NAME: _____
(Offerors must submit a copy of each canine's certification with their proposal.)

C

- (c) Inspection Report: The Contractor shall provide an inspection report of the unit(s) and common areas. At a minimum the report shall include the unit address, identification {i.e. bed bug, cockroach, flea or other) of the infestation, including the areas of population foci and relative severity. The report should also include the size of the unit, level of clutter, the number of pieces of furniture, and treatment recommendation including any unit-specific conditions which may hinder treatment.

- c. Treatment: The Contractor shall utilize whole unit heat treatments (electrical or propane) for bed bug control. Acceptable heat systems will only include those which offer remote monitoring of the unit temperatures using electronic sensors (minimum 5 per unit, placed inside the most difficult to heat locations); AND overhead sprinkler protection that is compliant with the Virginia state fire safety regulations). These systems include but are not limited to Temp Air System, Green Tech Heating System or equal (See Attachment L for Temp Air System and Green Tech Heating System Catalog Cut Sheets). Heat treatment of a unit will include set up, application of heat until all sensors indicate temperatures of 122° F with an additional half hour holding time, aeration, and take down.

- d. Post Treatment Activities : At a minimum, the Contractor shall provide the following:
 - (1) Inspection for live bed bugs
 - (2) Post treatment monitoring device installation of bed moats and/or interceptors)
 - (3) Vacuum of bed bugs and proper cleanup and disposal of all material to assist with getting allergens out of the environment.
 - (4) Present a printed copy of the wireless monitoring report to the management office after heat treatment (Sample report appears as Attachment M)
 - (5) Placement of diatomaceous earth (DE) around the interior perimeter of the unit (under baseboards, in wall voids, in drop ceilings, behind faceplates and other locations as necessary, using a power duster.

- e. Follow-up Plan: The Contractor shall provide a follow-up plan for each treated unit including the following:
 - (1) Any future treatment recommendations (pesticide applications, steaming, vacuuming etc.)

Q

O

OFFERORS NAME: _____

- (2) Additional inspection and prevention plan including a minimum of one (1) visual or canine inspection and follow-up treatment (if necessary).
- (3) Ongoing inspection and monitoring program including moats/interceptors for post-treatment surveillance.

f. Training and Education:

(1) Pre-treatment Instructions: The Contractor shall provide pre-treatment instructions for issuance to each impacted unit or area that will assist with preparation activities. Offerors must submit a sample of their pre-treatment instructions with their proposal. Examples of pre-treatment for bed bugs instructions include, but are not limited to, the following:

- (a) Cleaning and organization of the living and sleeping areas
- (b) Reducing clutter in the home
- (c) Drying of clothing and bedding on HOT setting
- (d) Failure of the resident to follow all pretreatment instructions will not eliminate the unit from treatment. Management must be contacted immediately and an alternative plan of action initiated.

(2) The Contractor shall develop and deliver an annual community-wide education program for the each development including the following training information:

- (a) Basic bed bug identification, biology, and behavior
- (b) Feeding habits
- (c) How they are transported into the home
- (d) How residents can protect themselves from bed bugs, including what NOT to do.

(3) The Contractor must provide informational packets for residents including techniques for bed bug prevention and unit access (approximately 200 to agency annually).

2. Lot 2 – Integrated Pest Management Service The Contractor shall furnish all labor, tools, materials, and equipment necessary to accomplish pest control services for all areas and buildings specified herein including all rooms, closets, toilets, kitchens, hallways, stairwells, attics or any other building portion or part not specifically described.

- a. Treatment must include all existing and potential harborage sites through the use of diversified techniques, tools and materials to increase the

O

O

O