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**Invitation for Bids (IFB)**

Jackson State University

**PEST CONTROL**

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14. GENEARL DESCRIPTION OF JACKSON STATE UNIVERSITY PEST CONTROL MANAGEMENT (PCM) PROGRAM
15. This specification is part of a comprehensive pest management program for the institution of higher learning listed herein. PCM is a process for achieving long-term, environmentally sound pest suppression through the use of a variety of management practices. These practices include structural and procedural modifications that reduce pest access, food, moisture and harborage within the University environment. Chemical methods are applied only on a “as needed” basis. Need is determined by pest population monitoring and precious strategies. Control products ae placed where they are inaccessible to students, faculty and staff.
16. Contractor Service Requirements: The contractor shall furnish all supervision, labor, materials and equipment necessary to accomplish the monitoring, trapping, chemical control methods and pest removal components of the PCM program. The contractor shall also provide site-specific recommendations for structural and procedural modifications aid in pest prevention.
17. PEST INCLUDED IN CONTRACT
18. The contractor shall adequately suppress the following pest:
19. Indoor populations of rats, mice, cockroaches, ants flied, spiders and other arthropod pests not specifically excluded from the contact.
20. Populations of the above pests outside the buildings but within the University property.
21. Incidental invaders of concern (stinging or biting insects, snakes, lizards, bats, etc.)
22. Stray animals and disease carrying animals.
23. INITIAL BUILDING INSPECTIONS

The contractor shall make a thorough inspection of each building at least 5 days before the start date of the contract to evaluate pest control needs of the premises. The contractor shall identify problem areas and any equipment, structural features or practices that are contributing to pest infestations. Access to building space shall be

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obtained through the JSU Division of Facilities and Construction Management (FCM) Director of Safety (DOS). The DOS and/or FCM designee will inform the contractor of any restricted areas requiring special scheduling.

1. PEST CONTROL PLAN OF WORK

The contractor shall submit to the DOS and/or FCM designee a pest control plan of work at least 5 days prior to the start of the contract. The DOS and/or FCM designee will review and negotiate the plan of work before any pest management services begin.

 The pest control plan of work will include:

1. Description of structural or operational changes that would facilitate the pest control effort: Using a building floor plan as a permanent record, the contractor shall describe site specific solutions for eliminating pest access, food, water and harborage.
2. Proposed methods for monitoring: The contractor should describe the products and procedures used for identification of pest presence, access and harborage locations (i.e., monitoring for cockroaches on a quarterly schedule using roach traps).
3. List of proposed materials and equipment: The contractor shall provide current labels and material safety data sheets (MSDA) for all pesticide products to be used. In addition. Brand names and trapping devices, and any other control equipment that may be used to provide service.
4. Service Schedule: The contractor shall provide service schedules that include the monthly or quarterly frequency of contractor visits. The DOS and/or FCM designee and the facility manager for each facility will record the date and duration of each visit and log all services received.
5. Commercial pesticide applicator certificates or licenses; The contractor shall provide photocopies of the company pest control license and dated pesticide applicator certificates for every employee who will be performing on-site services under this contract.
6. RECORD KEEPING

The contractor shall be responsible for maintaining a pest control logbook for each site specified in this contract. These records shall be kept on site by the DOS and/or FCM designee and maintained on each visit by the contractor. The logbook shall contain the following items:

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* 1. Pest control plan of work: A copy of the pest control plan of work, including all labels and MSDS, as well as the service schedule.
	2. Work request and inspection forms: Work order and inspection forms will be used to advise the contractor of routine service requests to document performance of all work including emergency work. All work shall be documented in the logbook, then signed and dated by the contractor.
	3. Floor-plan service report: The contractor will submit a floor plan of the area serviced to FCM documenting all chemical control methods used (brand name and formulation) and the location of the application.
1. EMERGENCY CALL-BACK SERVICE

On occasion the contractor may be requested to perform corrective or emergency call-back service(s) that are beyond the routine requests. The contractor shall respond to these exceptional circumstances and begin the necessary work within ONE (1) working day after receipt of the request. Billing for all Call-Back service shall be submitted within 24 hours of service.

1. USE OF CHEMICAL CONTROL METHODS

The contractor shall be responsible for application of pesticides according to the label. All pesticides used by the contractor must be registered with the United States Environmental Protection Agency (EPA) and the State of Mississippi. It may also need to comply with local jurisdiction as well as Jackson State University policies and procedures. The contractor shall adhere to the following rules for chemical control products on University property:

* 1. Approved products: The contractor shall not apply any pesticide product that is not included in the pest control plan of wok approved by the DOS and/or FCM designee.
	2. Application by need: Pesticide application shall be according to need and not by schedule. Such chemical control methods shall not be applied unless visual inspections or monitoring devise indicate the presence of pest in a specific area AND non-chemical control methods (as available) have been tried to solve the pest problem. Preventive chemical control treatments in areas where there is a potential for insects and rodents will be evaluated on a case-by-case basis with the Division of Facilities and Construction Management.
	3. Minimum Risk: When the application of chemical control products is necessary, the contractor shall employ the least hazardous materials, most precise application techniques and the minimum q quantity of pesticide necessary to achieve control.
1. INSECT CONTROL
	1. Emphasis on non-chemical methods: The contractor shall use on-pesticide methods of control whenever possible to solve a pest problem. This includes, but

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it not limited to, use of a portable vacuum for initial cockroach, winged ants, winged termites, and spider population suppression, and use of trapping devices for indoor fly control.

* 1. Monitoring: Sticky traps shall be used to monito indoor insect populations and be used to evaluate the effectiveness of efforts wherever necessary.
	2. Insecticide bait formulations: Bait formulations shall be sued for cockroach and ant control where appropriate.
1. RODENT CONTROL
	1. Indoor trapping: Rodent control inside occupied buildings shall be accomplished with trapping devices only. All such devices shall be concealed and in protected areas so as not be disturbed by University operations. Trapping devices shall be checked every 24 hours during population suppression and at reasonable intervals during maintenance activities. The contractor is responsible for disposing for all trapped rodents or rodent carcasses in an appropriate manner.
	2. Outdoor use of bait boxes: All bait boxes shall be placed out of general view where they will not be disturbed by University operations. The lids of the boxes shall be securely locked and fastened shut. All bait boxes shall be attached or anchored to the ground, building wall or other immovable surfaces so that the box cannot be picked up or moved. All bait boxes shall be labeled on the inside with the contractor’s business name and address. The contractor’s employee shall date the outside of the box at the time of installation and after each service.
2. REPTILES, POISONOUS AND DISEASE-CARRYING PESTS
	1. Reptiles: The contractor shall be responsible for the entrapment and removal of ALL reptilian pest (i.e. poisonous and on-poisonous snakes and lizards). Disposal of ALL reptilian pests will be conducted on an emergency call-back basis (see section 6). In occupied buildings, disposals should be conducted using non-chemical techniques when possible. Chemical deterrents and pesticides should be used only after non-chemical techniques have been exhausted. Trapped pest and carcasses shall be disposed of by the contractor.
	2. Stray and disease-carrying pest: The contractor shall be responsible for the entrapment and removal of ALL stray animals and disease carrying wildlife (i.e. stray dogs, cats, raccoons, opossums, bats, etc.). Disposal of ALL stray and disease-carrying wildlife will be conducted on an emergency call-back basis (see section 6). Trapped animals and carcasses shall be disposed of by the contractor in the most humane manner and in accordance with applicable Federal, State, local and University regulations, policies and procedures.

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1. STRUCTURAL MODIFICATIONS AND RECOMMENDATIONS

Throughout the term of the contract, the contractor shall be responsible for advising the DOS and/or FCM designee about any structural, sanitary, or procedural modifications that will reduce pest access, food, water and harborage. The contractor shall be responsible for adequately suppressing all pests included in this contract regardless of whether or not the suggested modifications are implemented. The contractor will not be held responsible for carrying out structural modifications as part of the pest control efforts.

1. PROGRAM EVALUATION

The DOS and/or FCM designee will continually evaluate the progress of this contract in terms of effectiveness and safety, and will require such changes as are necessary. The contractor shall take prompt action to correct all identified deficiencies.

1. TERM OF CONTRACT

This is a 1 year contract with the possibility of renewal ship.

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