

February 27, 2017

REQUEST FOR QUOTES
PROFESSIONAL SERVICES
INTEGRATED PEST MANAGEMENT PROGRAM

The Parma Public Housing Agency (PPHA) is requesting quotes for consideration in the selection for professional services to perform an Integrated Pest Management (IPM) program on its Public Housing property (Chevybrook Estates) located in Parma, Ohio.

Interested contractors may visit the property located at 5617 Chevrolet Blvd., Parma, Ohio 44130 on **Wednesday, March 8, 2017 between 10:00am and 12:00 noon.**

Project Description

It is the intent of the PPHA to enter into a contract for IPM services for the location stated above.

Parma Public Housing Agency manages a 60 unit property comprised of 10 residential buildings and 1 maintenance building. Each residential building is comprised of 6 units (4-2 bedroom units and 2- 3 bedroom units). The property sits on 4 acres.

The agency is seeking an IPM program for its Chevybrook Estates property.

The contractor shall suppress populations of specified pests (e.g., rats, mice, cockroaches, ants silverfish, beetles, moths, crickets, carpenter ants (and other wood destroying organisms), centipedes, fleas, bees, wasps, yellow jackets and flies) within the property listed.

The quote shall also address termites, bed bugs, birds and other vertebrates (e.g., raccoons).

The contractor shall submit with their quote a written IPM plan in compliance with county, state, local, federal, OSHA and EPA policies, procedures, laws, codes, standards and regulations.

Scope of Work

The contractor shall furnish all labor, material, equipment and supervision to perform an IPM program. The contractor shall provide to Management site specific recommendations for maintenance and prevention to maximize the pest control program for the property where work is to be performed.

PPHA will provide access to the unit(s) as required.

The contractor shall perform the following tasks for the property:

ROUTINE INTEGRATED PEST MANAGEMENT SERVICES – regularly scheduled services included in the contractor's Integrated Pest Management plan. PPHA expects the contractor to utilize every known method to rid properties of unwanted Pest including spraying, baiting and vacuuming as a normal course of action.

BED BUG INTEGRATED PEST MANAGEMENT SERVICES – the contractor will provide bed bug treatment/eradication when notified by the agency of an infestation.

SPECIAL INTEGRATED PEST MANAGEMENT SERVICES – services for structural extermination of termite and other wood-boring insects, birds, animal trapping, etc.

Initial Inspection

A thorough initial inspection shall be conducted during the first month of the contract by the contractor and PPHA. The initial inspection is for the contractor to evaluate the needs of the premises and to present findings to PPHA. The following specific points should be addressed:

- a) Identification of problem areas in and around the building(s).
- b) Discussions of effectiveness of previous efforts.
- c) Contractor access and coordination to all necessary areas.

Integrated Pest Management Plan (IPM)

The contractor shall submit with its quote the IPM Plan. If aspects of the IPM Plan are incomplete or unacceptable, the contractor will have five (5) days to submit a revision after notification. At a minimum, the IPM Plan shall consist of the following:

- a) Materials and Equipment: The contractor shall provide current labels and Material Safety Data Sheets (MSDS) of pesticides to be used, and brand names of pesticides application equipment, rodent bait boxes, insect and rodent trapping devices, pest monitoring devices, pest surveillance and detection equipment, and any other pest IPM devices or equipment necessary to perform each task.
- b) Method for Monitoring and Surveillance: The contractor shall describe methods and procedures to be used for identifying sites of pest harborage and access, and for making objective assessment of pest population levels throughout the term of the contract.
- c) Service Schedules: PPHA is requiring the following schedule:
 - a. Routine Services: 2 buildings to be sprayed per month.
 - b. Bed Bug Services: “As Needed” basis
 - c. Special Services: “As Needed” basis

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Cost and Submission

Please include an itemized quote to address the 3 categories of IPM services that PPHA is requiring. Please make sure to include in your quote the cost of routine spraying per building (6 units), cost for bed bug treatment for a 2 and 3 bedroom unit, and the cost for special services as listed under the scope of work. Quotes are due by **March 17, 2017 by 4:30pm**. The agency will not accept quotes verbally or by telephone. Quotes can be emailed to roman@parmahousing.org, or faxed to the attention of Roman Fedkiw, Public Housing Asset Manager @ 216-661-2021.

Prior to award (but not as a part of the quote submission) the successful quoter will be required to provide:

1. Commercial General Liability Insurance with bodily injury, personal injury, and property damage limits of \$1,000,000 per occurrence and \$2,000,000 aggregate.
2. Automobile Liability Insurance in an amount not less than \$1,000,000 Combined Single Limit per accident.
3. Workers' Compensation Insurance which meets statutory requirements and Employer's Liability Insurance in the amount of \$500,000 each accident and \$500,000 each disease.
4. Pesticide/herbicide coverage including fumigating liability and pollution liability for pesticide application with limits of \$1 million per occurrence/\$2 million aggregate.
5. Products/completed operations limits of \$1 million per occurrence/\$2 million aggregate.