



Administered by  
**UNIVERSITY OF MAINE SYSTEM**  
Office of Strategic Procurement

**REQUEST FOR BIDS**

**PEST CONTROL SERVICES**  
University of Maine

**RFB # 12-08**  
**With Addendum #1**

ISSUE DATE:  
December 17, 2007

BIDS MUST BE RECEIVED BY:  
January 24, 2008, 2:00 pm

DELIVER BIDS TO:

University of Maine System  
Office of Strategic Procurement  
Attn: Hal Wells  
16 Central Street  
Bangor, ME 04401

## SECTION ONE

### 1.0 GENERAL INFORMATION:

- 1.1 Purpose: The University of Maine System, acting through the University of Maine is seeking bids for integrated pest management and exterminations services as described below.
- 1.2 The University of Maine System will hereinafter be referred to as the "University." Respondents to the RFB shall be referred to as "Bidders." The Bidder to whom the contract is awarded shall be referred to as the "Contractor."
- 1.3 Scope of Work: The University is seeking bids for Integrated Pest Management (IPM) and extermination services. The Contractor shall furnish all supervision, labor, materials and equipment necessary to accomplish the monitoring, management and pest removal components of the pest program. The Contractor shall perform **monthly** inspections and provide proper identification, management and treatment of pests consistent with IPM principles in order to maintain control and to prevent infestations.

The Contractor shall comply with IPM principles by minimizing exposure and human risk to the maximum extent practicable using currently available technology and by including, at a minimum, the following considerations:

- Use low-risk products whenever possible (based on efficacy, volatility, the potential for exposure, the signal word on the pesticide label, the material safety data sheet and any label language imposing a ventilation requirement.)
- Use baits, gels, pastes or granular materials and crack and crevice treatments whenever residents, children, sensitive individuals or non-consenting employees are in the same room.
- Provide a written evaluation of conditions conducive to the development of pest problems and specific recommendations for practical non-pesticide control measures.

If at any time an infestation appears, the Contractor shall furnish immediate extermination services upon request from designated University personnel. Extermination services in response to infestations of insects or rodents not specifically listed in Section 3.10 will be considered an exception and will be billed on an hourly basis.

- 1.4 Evaluation Criteria: Award will be made to the low bidder provided that IPM principles and experience can be documented and the bidder's references are satisfactory however consideration may be given for IPM certification if that is in the best interest of the University.
- 1.5 Award: It is the intent of the University to award this bid all to one bidder. The University reserves the right to conduct any tests it may deem advisable and to make all evaluations. The University reserves the right to reject any or all bids, in whole or in part and is not necessarily bound to accept the lowest bid if that bid is contrary to the best interests of the University. The University reserves the right to waive minor irregularities. Scholarships, donations, or gifts to the University will not be considered in the evaluation of bids. A bid may be rejected if it is in any way incomplete or irregular. When there are tie bids, there shall be a preference for "in-state bidders". When tie bids are both in-state or both out-of-state, the award will be made to the bid that arrives **first** at the Office of Strategic Procurement.
- 1.6 Award Protest: Bidders may appeal the award decision by submitting a written protest to the University of Maine System's Director of Strategic Procurement within five (5) business days

of the date of the award notice, with a copy of the protest to the successful bidder. The protest must contain a statement of the basis for the challenge.

- 1.7 Communication with the University: It is the responsibility of the bidder to inquire about any requirement of this RFB that is not understood. Responses to inquiries, if they change or clarify the RFB in a substantial manner, will be forwarded by addenda to all parties that have received a copy of the RFB. Addenda will also be posted on our web site, [www.maine.edu/strategic/upcoming\\_bids.php](http://www.maine.edu/strategic/upcoming_bids.php). The University will not be bound by oral responses to inquiries or written responses other than addenda.

Inquiries must be made to: Hal Wells  
Office of Strategic Procurement  
University of Maine System  
16 Central Street  
Bangor, Maine 04401  
(207) 973-3302

- 1.8 Submission: A **SIGNED** original and four (4) copies of the bid must be received at the Office of Strategic Procurement, University of Maine System, 16 Central Street, Bangor, Maine 04401, in a sealed envelope no later than **2:00 P.M. local time, Thursday, January 24, 2008**, for a public opening. The bid must be date/time stamped by the Office of Strategic Procurement in order to be considered. Bidders are strongly encouraged to submit bids in advance of the due date/time to avoid the possibility of missing the 2:00 P.M. deadline due to unforeseen circumstances. Bidders assume the risk of the methods of dispatch chosen. The University assumes no responsibility for delays caused by any package or mail delivery service. A postmark on or before the due date WILL NOT substitute for receipt of bid. In the event of suspended University operations, the bid opening will be rescheduled for the next business day at the same time and location. Bidders may wish to call (207) 973-3298 to determine if University operations have been suspended. Bids received after the due date and time will be returned unopened. Additional time will not be granted to any single bidder, however, additional time may be granted to all bidders when the University determines that circumstances require it. **FAXED OR E-MAIL BIDS WILL NOT BE ACCEPTED.**

- 1.9 Bid Envelope: The signed bid should be returned in an envelope or package, sealed and identified as follows:

From \_\_\_\_\_  
Name Due Date Time Bid No.

- 1.10 Bid Understanding: By submitting a bid, the bidder agrees and assures that the specifications are adequate, and the bidder accepts the terms and conditions herein. Any exceptions should be noted in your response.
- 1.11 Costs of Preparation: Bidder assumes all costs of preparation of the bid and any presentations necessary to the bidding process.
- 1.12 Debarment: Submission of a signed bid in response to this solicitation is certification that your firm (or any subcontractor) is not currently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any State or Federal department or agency. Submission is also agreement that the University will be notified of any change in this status.
- 1.13 Bid Validity: Unless specified otherwise, all bids shall be valid for ninety (90) days from the due date of the bid.

## SECTION TWO

### 2.0 GENERAL TERMS AND CONDITIONS:

- 2.1 **Contract Administration:** The University of Maine's Purchasing Department or its designee shall be the University's authorized representative in all matters pertaining to the administration of this Contract.
- 2.2 **Contract Documents:** If a separate contract is not written, the Contract entered into by the parties shall consist of the RFB, the signed bid submitted by the Contractor, the specifications including all modifications thereof, and a purchase order, all of which shall be referred to collectively as the Contract Documents.
- 2.3 **Contract Term:** The Contract term shall be for a period of one (1) year commencing upon award of the Contract. With mutual written agreement of the parties this Contract may be extended for four (4) additional one-year periods.
- 2.4 **Contract Modification and Amendment:** The parties may adjust the specific terms of this Contract (except for pricing) where circumstances beyond the control of either party require modification or amendment. Any modification or amendment proposed by the Contractor must be in writing to the Contract Administrator. Any agreed upon modification or amendment must be in writing and signed by both parties.
- 2.5 **Cancellation/Termination:** If the Contractor defaults in its agreement to provide personnel or equipment to the University's satisfaction, places University students or employees at significant risk of harm, or in any other way fails to provide service in accordance with the contract terms, the University shall promptly notify the Contractor of such default and if adequate correction is not made within forty-eight (48) hours the University may take whatever action it deems necessary to provide alternate services and may, at its option, immediately cancel this Contract with written notice. Except for such cancellation for cause by the University, either the University or the Contractor may terminate this Contract by giving sixty (60) days advance written notice to the other party. Cancellation does not release the Contractor from its obligation to provide goods or services per the terms of the Contract during the notification period.
- 2.6 **Contract Validity:** In the event one or more clauses of the Contract are declared invalid, void, unenforceable or illegal, that shall not affect the validity of the remaining portions of the Contract.
- 2.7 **Clarification of Responsibilities:** If the Contractor needs clarification of or deviation from the terms of the Contract, it is the Contractor's responsibility to obtain written clarification or approval from Contract Administrator.
- 2.8 **Litigation:** This Contract and the rights and obligations of the parties hereunder shall be governed by and construed in accordance with the laws of the State of Maine without reference to its conflicts of laws principles. The Contractor agrees that any litigation, action or proceeding arising out of this Contract, shall be instituted in a state court located in the State of Maine.
- 2.9 **Indemnification:** The Contractor agrees to be responsible for, and to protect, save harmless, and indemnify the University and its employees from and against all loss, damage, cost and expense (including attorney's fees) suffered or sustained by the University or for which the University may be held or become liable by reason of injury (including death) to persons or property or other causes whatsoever, in connection with the operations of the Contractor or

any subcontractor under this agreement.

- 2.10 Assignment: Neither party of the Contract shall assign the Contract without the prior written consent of the other, nor shall the Contractor assign any money due or to become due without the prior written consent of the University.
- 2.11 Equal Opportunity: In the execution of the Contract, the Contractor and all subcontractors agree, consistent with University of Maine System policy, not to discriminate on the grounds of race, color, religion, sex, sexual orientation, transgender status or gender expression, national origin or citizenship status, age, disability or veteran's status and to provide reasonable accommodations to qualified individuals with disabilities upon request.
- 2.12 Sexual Harassment: The University is committed to providing a positive environment for all students and staff. Sexual harassment, whether intentional or not, undermines the quality of this educational and working climate. The University thus has a legal and ethical responsibility to ensure that all students and employees can learn and work in an environment free of sexual harassment. Consistent with the state and federal law, this right to freedom from sexual harassment was defined as University policy by the Board of Trustees.

Failure to comply with this policy could result in termination of this Contract without advance notice. Further information regarding this policy is available from:

The University of Maine  
Director of Equal Opportunity  
North Stevens Hall  
Orono, ME 04469  
(207) 581-1226

- 2.13 Contractor's Liability Insurance: During the term of this agreement, the Contractor shall maintain the following insurance:

<u>Insurance Type</u>	<u>Coverage Limit</u>
1. Commercial General Liability (Written on an Occurrence-based form)	\$1,000,000 per occurrence or more (Bodily Injury and Property Damage)
2. Automobile Liability (Including Hired & Non-Owned)	\$1,000,000 per occurrence or more (Bodily Injury and Property Damage)
3. Workers Compensation	Required for all personnel (In Compliance with Applicable State Law)

The University of Maine System shall be named as Additional Insured on the Commercial General Liability insurance.

Certificates of Insurance for all of the above insurance shall be filed with:

Office of Strategic Procurement  
University of Maine System  
16 Central Street  
Bangor, Maine 04401

Certificates shall be filed prior to the date of performance under this Agreement. Said certificates, in addition to proof of coverage, shall contain the standard Acord statement pertaining to written notification in the event of cancellation, with a thirty (30) day notification period.

As additional insured and certificate holder, the University should be included as follows:  
University of Maine System  
16 Central Street  
Bangor, Maine 04401

- 2.14 Smoking Policy: The University of Maine System must comply with the "Workplace Smoking Act of 1985" and M.R.S.A. title 22, §1541 et seq, "Smoking Prohibited in Public Places." In compliance with this law, the University of Maine System has prohibited smoking in all University System buildings except in designated smoking areas. This rule must also apply to all contractors and workers in existing University System buildings. The Contractor shall be responsible for the implementation and enforcement of this requirement within existing buildings.
- 2.15 Payments: Payment will be upon final acceptance of product and submittal of an invoice to the Contract Administrator by the Contractor on a Net 30 basis unless discount terms are offered. Invoices **must** include a purchase order number.
- 2.16 Independent Contractor: Whether the Contractor is a corporation, partnership, other legal entity, or an individual, the Contractor is an independent contractor. If the Contractor is an individual, the Contractor's duties will be performed with the understanding that the Contractor is a self-employed person, has special expertise as to the services which the Contractor is to perform and is customarily engaged in the independent performance of the same or similar services for others. The manner in which the services are performed shall be controlled by the Contractor; however, the nature of the services and the results to be achieved shall be specified by the University. The Contractor is not to be deemed an employee or agent of the University and has no authority to make any binding commitments or obligations on behalf of the University except as expressly provided herein. The University has prepared specific guidelines to be used for contractual agreements with individuals (not corporations or partnerships) who are not considered employees of the University.
- 2.17 Parking Regulations and Use of Walkways: The Contractor's vehicles and those of their employees working on campus must be registered with the Department of Public Safety. Unregistered vehicles on the University campus are subject to a parking violation ticket and/or towing off campus. Contractors are advised that parking regulations are strictly enforced by campus police. Towing will be at the Contractor's expense. A copy of regulations can be obtained by calling the University Parking Office at 581-1226.

## SECTION THREE

### 3.0 PERFORMANCE TERMS AND CONDITIONS:

#### 3.1 University Project Coordinators:

##### Residential Buildings and Dining Halls:

Gordon Nelson,  
Director of Property Management  
Auxiliary Services  
158 Estabrooke Hall  
(207) 581-4799

Other Buildings: David Fowler  
Executive Custodian  
Facilities Management  
Service Building  
(207) 581-2652

#### 3.2 Building Access: The following people will serve as contacts for building access:

##### Residential Buildings:

Jodie Dowling  
Auxiliary Services, Custodial Services  
158 Estabrooke Hall  
(207) 581-4850

Lyn Cassidy  
Assistant Director of Property Management  
Auxiliary Services  
158 Estabrooke Hall  
(207) 581-4808

Dining Halls: Kathy Kittridge  
Associate Director of Dining Services  
103 Hilltop Dining  
(207) 581-4619

Other Buildings: Sue Bodyke  
Facilities Management, Work Control  
Service Building  
(207) 581-2650

#### 3.3 Asbestos: The Contractor is responsible for ensuring that asbestos-containing building materials are not disturbed in the course of performing duties under this Contract. Project coordinator will provide any available information regarding known locations of asbestos-containing materials to the Contractor. The Contractor is responsible for performing basic visual assessments of all projects and maintenance work sites for suspected hazardous materials (materials not labeled or identified) prior to commencing work. Where such materials are located or suspected, the Contractor shall stop work and communicate the need for material identification to the University Project Coordinator. The University Project Coordinator will then contact the Asbestos and Lead Coordinator at Facilities Management who facilitates testing and identification of the material, completes Abatement Notifications, where applicable, and reports results of tests and/or abatement schedules to the University Project Coordinator who will then direct the Contractor.

- 3.4 Condition and Care of Property and Protection of the Work: The Contractor shall continuously maintain adequate protection of all work covered by the Contract from damage or loss and shall protect the property from injury or loss arising in connection with this Contract, and shall make good any such damage, injury or loss. The Contractor shall adequately protect adjacent property as provided by law and the Contract.
- 3.5 Employees: The Contractor shall employ only competent and satisfactory personnel and shall provide a sufficient number of employees to perform the required services efficiently and in a manner satisfactory to the University. If the Contract Administrator notifies the Contractor in writing that any person employed on this Contract is incompetent, disorderly, or otherwise unsatisfactory, such person shall not again be employed in the execution of this Contract without the written consent of the Contract Administrator.
- 3.6 Certification: The Contractor's firm and all Contractor employees who may provide services under this Contract must be licensed and certified by the Maine Department of Agriculture-Board of Pesticide Control to apply pesticides.
- 3.7 Job Site Safety: The Contractor shall adhere to the Occupational Safety and Health Administration's (OSHA's) most recently published Safety and Health Regulations for Construction (29 CFR 1926) and general Occupational Safety and Health Standards (29 CFR 1910), where applicable for the duration of this Contract. Prior to the commencement of any phase of work under this Contract, the Contractor will submit the names of all persons who shall be responsible for job site safety under this Contract and who are familiar with the above-referenced OSHA regulations to the University's Department of Safety and Environmental Management and each of the project coordinators.

Where any of the Contractor's operations occur in, on, or within 50 feet of any door, window, air intake in a building occupied by University employees or students, the Contractor shall, prior to the start of any operation, provide directly to the University's Project Coordinator copies of the Material Safety Data Sheets for all materials to be used in the operation that may be classified as hazardous under the OSHA Hazard Communication Standard, regulated by Maine's Pesticide Control Board, or registered with the US EPA as a pesticide.

- 3.8 Chemical Application: Application of extermination agents shall be performed in accordance with Maine's pesticide regulations and Federal and Local laws. The Contractor shall submit proof of pesticide applicators license to the University's Department of Safety and Environmental Management (SEM). Occupational Health and Safety Administration (OSHA) Material Safety Data Sheets (MSDS) for products used must be provided to the SEM prior to application of any chemical. The contact person for SEM is:

James Patrick  
Associate Director of Safety and Environmental Management  
5784 York Village, Building 7  
Orono ME 04469-5784  
(207) 581-4055

Material Safety Data Sheets shall also be provided to the Project Coordinator and kept in the logbook for the location where product is being used.

- 3.9 Extermination Activities: The Contractor shall coordinate extermination activities with the University's Project Coordinators.
- 3.10 Coverage: The following insects and rodents will be evaluated on a routine basis and treated as necessary:



Roaches	Springtails	Mice & Rats	Spiders	Silverfish
Earwigs	Fleas	Wasps	Hornets	Ticks
Clovermites	Ants (including carpenter & pavement)			

3.11 Exceptions: The University will provide all carpentry, preparatory or finish work when required in the execution of this Contract. In all instances insects or rodents not listed in this Contract shall be dealt with only after consultation between the Contractor and designated University Project Coordinator. The following pest controls and others not specified herein will be considered exceptions and will be billed on an hourly basis:

- Carpenter Ants: Although treated routinely, hourly billing shall apply when an inaccessible infestation occurs.
- Nest of hornets or wasps outside the building requiring the use of a ladder more than six feet high
- Honey bees, squirrels, bats and insects not specified herein
- Flies: An optional house fly program may be included in the food handling areas during certain times of the year. Include information and pricing with your bid.

3.12 Response, Call-backs, and Emergencies: Monthly inspections are required for all Dining Halls. **Monthly** inspections are required for all Residential Buildings, except as noted. **Monthly inspections are required for Hannibal Hamlin Hall, Crossland Alumni Center, Jenness Hall and the Steam Plant.** All other buildings will be serviced on-call as needed. The University will notify Contractor when call-backs are necessary.

The Contractor shall respond to non-emergency call-backs within one week. Emergency calls shall be responded to within 24 hours.

In an extreme emergency, response will be requested within the University's timeframe. If the Contractor cannot meet this response time the University reserves the right to secure emergency service from another provider. All calls will be coordinated during normal work hours (8:00 a.m. – 4:30 p.m., Monday – Friday) at no additional charge. In the event emergency service must be performed during non-normal work hours the Contractor may charge the University at the contracted hourly rate for such work.

3.13 Pesticides: The University requires an IPM approach to pest control and environmentally friendly pest control methods which are not toxic to humans. The use of Micro Encapsulated Pesticides is allowed when necessary. Wettable Powder Pesticides may be used only in cases when immediate results must be met.

3.14 Reporting and Communication: A logbook will be maintained for and at each Dining Service location. One logbook will be maintained to include all Residential locations and will reside with Gordon Nelson, Director of Property Management. **One logbook shall be maintained at each of the following four campus locations: Hannibal Hamlin Hall, Crossland Alumni Center, Jenness Hall and the Steam Plant.** One logbook will be maintained to include all other (E&G) buildings and shall remain with David Fowler, Executive Custodian. Logbooks will include a detailed account of reporting and monitoring activities. Inspection and service reports will be provided at each visit and shall include the following information at a minimum: areas inspected and treated, pests and quantity of pest found, materials used, MSDS, and any recommended suggestions for future prevention. Logbooks shall remain with a staff person designated by the Project Coordinator at each location at all times. If there is a charge for logbooks please indicate the cost on your equipment list.

All equipment shall be mapped and numbered as to placement and kept in the logbook. Equipment must be dated each time it is checked.

- 3.15 Signage: Signage will be placed above all areas where equipment is placed for the treatment/control of pests and rodents so it is easily identified as a Pest Control Device and to deter persons from tampering with it.
- 3.16 Posting/Distribution of Written Notices: The Contractor shall be responsible for posting and distributing board-approved written notices in a prominent location 7 days to 24 hours prior to indoor liquid or aerosol pesticide applications in non-residential areas.

For pesticide applications in residential areas or in child care facilities, the Contractor shall deliver the written notice to the University's Project Coordinators in person. Prior to any pesticide application in these areas, the Contractor shall confirm that written notices have been sent to all residents of affected units and to parents of children enrolled in the child care facilities.

All board-approved notice forms must contain the name of the building and the date of pesticide application.

- 3.17 Buildings Requiring Service: All buildings listed shall be treated at ground level as needed to discourage insects from entering the building. Areas to be inspected, monitored and treated include but are not limited to: Kitchen, Dining Room, Food Courts, Storage Areas, Recycle Rooms, Shipping/Receiving, Mechanical/Electrical Rooms, Restrooms, Basements, and Offices. The Contractor shall perform monthly inspections and treatments of Dining Locations and **monthly** inspections of Residential Buildings **and four other campus locations**, in order to maintain control and to prevent infestations.
- 3.18 Equipment: Mouse Traps are currently placed in each of the Dining Halls. Fly lights are located at Memorial Union Marketplace (see section "DINING HALLS" for details). This equipment is owned by the University and it's our desire that the Contractor maintain it without incurring additional cost for the purchase of new equipment. When necessary, additional equipment shall be placed on an as needed basis throughout the term of the Contract and billed separately. All chargeable equipment must be pre-approved by the University Project Coordinator prior to placement.

Please include, with your bid, a complete list of equipment with University cost. Cost for equipment shall remain firm throughout the contract period.

- 3.19 Residential Buildings Logbook: One logbook will be maintained for all residential buildings with **monthly** inspections.

Androscoggin Hall  
Aroostook Hall  
Balentine Hall  
Colvin Hall  
Cumberland Hall  
Estabrooke Hall  
Doris Twitchell Allen Village (4 person residential units & community center)  
Gannett Hall  
Hart Hall  
Hancock Hall (including laundry facility)  
Kennebec Hall  
Knox Hall

Oak Hall (**may be included in Residential Logbook**)  
 Oxford Hall  
 Patch Hall (4 person residential units)  
 Penobscot Hall  
 Somerset Hall  
 Stodder Hall  
 York Hall

University Park (24 multi-unit apartment buildings & maintenance shop) – To be serviced monthly. Pre-scheduling required.

**Monthly inspections shall be provided and logbooks maintained for the following buildings:**

**Hannibal Hamlin Hall  
 Crossland Alumni Center  
 Jenness Hall  
 Steam Plant**

3.20 Dining Halls Logbook: One logbook will be maintained at each Dining Hall. (Monthly Inspections)

Dining Hall	Equipment
Memorial Union Food Court (Market Place & Union Central)	6 Mouse Master 1 Logbook 2 Vecta Classic Fly Lights
Wells Dining	Opening Spring 2008 Equipment to be installed
Stodder Dining (includes Southside Market)	5 Mouse Master 1 Logbook
York Dining	4 Mouse Master 1 Logbook
Hilltop Dining	6 Mouse Master 1 Logbook
Fogler Library Snackbar on 1st floor University Club on 2nd floor	2 Mouse Master 1 Logbook
Concession Booths 2 Alford Arena 1 Football field	2 Mouse Master 1 Logbook

3.21 Logbook for Other Buildings (E&G): One logbook will be maintained for all E&G buildings.

All other University owned buildings that may require services shall be coordinated on an as needed basis at the contracted hourly rate.

3.22 Additional Buildings: Additional buildings may be added to the regular **monthly** list of buildings throughout the term of the Contract. The cost for additional buildings will be negotiated on an as needed basis and agreed upon by the University and Contractor prior to services being performed.

## SECTION FOUR

### 4.0 SUBMISSION REQUIREMENTS:

Bidders shall ensure that all information required herein is submitted with the bid. All information provided should be verifiable by documentation requested by the University. Failure to provide all information, inaccuracy or misstatement may be sufficient cause for rejection of the bid or rescission of an award. Bidders are encouraged to provide any additional information describing operational abilities. Responses to each requirement below should be in order and clearly marked with the section number to which they respond.

4.1 Business Profile: **No financial statements are required to be submitted with your bid,** however, prior to an award the University may request financial statements from your company, credit reports and letters from your bank and suppliers.

4.2 Residential Buildings: Provide a **monthly** cost per building for pest control services as specified:

	<u>MONTHLY COST</u>
Androscoggin Hall	\$ _____
Aroostook Hall	\$ _____
Balentine Hall	\$ _____
Colvin Hall	\$ _____
Cumberland Hall	\$ _____
Estabrooke Hall	\$ _____
Doris Twitchell Allen Village (including community center)	\$ _____
Gannett Hall	\$ _____
Hart Hall	\$ _____
Hancock Hall (including laundry facility)	\$ _____
Kennebec Hall	\$ _____
Knox Hall	\$ _____
Oxford Hall	\$ _____
Patch Hall	\$ _____
Penobscot Hall	\$ _____
Somerset Hall	\$ _____

Stodder Hall \$ \_\_\_\_\_

York Hall \$ \_\_\_\_\_

**TOTAL RESIDENTIAL BUILDING MONTHLY:** \$ \_\_\_\_\_

University Park (including maintenance shop) monthly \$ \_\_\_\_\_

Oak Hall – Monthly \$ \_\_\_\_\_

**Hannibal Hamlin Hall - Monthly** \$ \_\_\_\_\_

**Crossland Alumni Center - Monthly** \$ \_\_\_\_\_

**Jenness Hall - Monthly** \$ \_\_\_\_\_

**Steam Plant - Monthly** \$ \_\_\_\_\_

4.3 Dining Halls: Provide a monthly cost per dining hall for pest control services as specified:

**MONTHLY COST**

Memorial Union Food Courts  
(Market Place & Union Central) \$ \_\_\_\_\_

Wells Dining (opening Spring 2008) \$ \_\_\_\_\_

Stodder Dining  
(Includes Southside Market) \$ \_\_\_\_\_

York Dining \$ \_\_\_\_\_

Hilltop Dining \$ \_\_\_\_\_

Fogler Library  
(snackbar on 1<sup>st</sup> floor and University Club on 2<sup>nd</sup> floor) \$ \_\_\_\_\_

Concession Booths  
(2 at Alford Arena & 1 at the Football Field) \$ \_\_\_\_\_

**TOTAL DINING HALLS MONTHLY:** \$ \_\_\_\_\_

4.4 Other University Buildings: Provide an hourly rate for extermination services for all other University Buildings and for pests/rodents not covered under this Contract (section 3.8) for all buildings. Contractor shall not bill for travel time to and from campus.

Cost/Hour (during normal work hours) \$ \_\_\_\_\_

Cost/Hour (during non-normal work hours) \$ \_\_\_\_\_

4.5 Provide an hourly rate for extermination services for covered buildings (residential and dining) if required to service during non-normal work hours:

Cost/Hour (during non-normal work hours) \$ \_\_\_\_\_

4.6 Optional Fly Control Program for Food Handling Areas: Provide an optional monthly cost for a fly control program using the Vecta Classic System or acceptable alternative system. Include energy usage of the equipment (KW/24 hour). If used, would be limited to certain months during the year.

Cost for Optional House-Fly Equipment: \$ \_\_\_\_\_/per unit

Cost for servicing Units: \$ \_\_\_\_\_/month

4.7 Are there any pests or rodents that your company does not handle? If so, please list them.

4.8 Provide proof of license/certification to apply pesticides for your company and for all employees who may provide services under this Contract.

4.9 Provide information regarding your company's approach to pest control using Integrated Pest Management (IPM). Include detailed information which will assist the University in understanding how you would apply IPM in the execution of this Contract. Provide examples of how and where you have been successful in implementing IPM at other institutions similar to the University. Is your firm IPM certified?

4.10 Equipment

Are you able to maintain the Mouse Masters which are currently in place?

\_\_\_\_\_ Yes \_\_\_\_\_ No

Are you able to maintain the Vecta Fly Lights which are currently in place?

\_\_\_\_\_ Yes \_\_\_\_\_ No

4.11 Please indicate the unit cost for logbooks and for all other equipment which the University may purchase throughout the term of the contract.

<u>Item</u>	<u>Unit Cost</u>
<u>Logbook</u>	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

4.12 References: A list of three references is required to be submitted with your bid. These references should be agencies your firm has done business with in the past year **on projects with a similar scope to this one**. Provide company names with contact person and telephone number.

**SIGNATURE PAGE**

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Email Address)

\_\_\_\_\_  
(Date)