

COUNTY OF ROCKLAND  
Department of General Services  
**Purchasing Division**

# Contract Award Notification

**Title:** **PEST CONTROL SERVICES INSECT & RODENT CONTROL**

**Contract Period:** January 6, 2022, through January 5, 2023 w/ 2 1-year options  
Extended through 1/5/24 w/ 1-year option  
Extended through 1/5/25, **Extended through 4/5/25**

**Original Date of Issue:** January 6, 2022

**Date of Revision:** 1/8/25

**BID No:** **RFB-RC-2021-099**

**PCR #:** **2021901035 (Article 9 – no certified payroll)**

**Catalog:** **Facilities**

**Authorized Users:** Authorized Departments, All Political Subdivisions

**Address Inquiries To:**

Name: Claudia Moodie  
Title: Purchaser II  
Phone: 845-364-3821  
Fax: 845-364-3809  
E-mail: moodiec@co.rockland.ny.us

**Description**

This contract is to provide insect and rodent control services.

Contract #	Vendor Number	Contractor & Address	Telephone No.
BID 21-099	0000027163	Sure Shot Termite & Pest Control, Inc. 158-21 Horace Harding Expwy Flushing, NY 11365 Contact: Mohammad A. Mahmood <a href="mailto:sales@sureshot.us">sales@sureshot.us</a> <a href="mailto:assad@sureshot.us">assad@sureshot.us</a>	718-359-7114     Fax: 718-961-2891

COUNTY OF ROCKLAND  
DGS – PURCHASING DEPARTMENT  
BLDG. A, 6TH FLOOR, 50 SANATORIUM ROAD  
POMONA, NY 10970  
TELEPHONE NO.: 845-364-3820  
FAX NO.: 845-364-3809

**VENDOR: SURE SHOT**

LINE NO.	DESCRIPTION	ITEM NUMBER	PRICE/MONTH	PRICE/YEAR
<b>DR. R.L. YEAGER HEALTH CENTER BLDG A, POMONA, NY</b>				
1	<b>Insect and Rodent Control for the Dr. R.L. Yeager Health Center, <u>Bldg A</u>, Pomona, NY</b> as per § 2.1 of the specifications	91059000016	\$1,273.00	\$15,276.00
<b>DR. R.L. YEAGER HEALTH CENTER EXCEPT BLDG A, POMONA, NY</b>				
2	<b>Insect and Rodent Control for the Dr. R.L. Yeager Health Center, <u>except Bldg A</u>, Pomona, NY</b> as per § 2.1 of the specifications	91059000017	\$1,372.00	\$16,464.00
	Building B		\$98.00	
	Building C		\$98.00	
	Building D		\$98.00	
	Building E		\$98.00	
	Building F		\$98.00	
	Building G		\$98.00	
	Building H		\$98.00	
	Building J		\$98.00	
	Building K		\$98.00	
	Building L		\$98.00	
	Building P		\$98.00	
	Building R		\$98.00	
	Building S		\$98.00	
	Building T		\$98.00	

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**VENDOR: SURE SHOT**

LINE NO.	DESCRIPTION	ITEM NUMBER	PRICE/MONTH	PRICE/YEAR
<b>ROCKLAND COUNTY FIRE TRAINING CENTER POMONA, NY</b>				
3	<b>Insect and Rodent Control for the Fire Training Center, Pomona, NY</b> as per § 2.2 of the specifications	91059000002	\$447.00	\$5,364.00
	Administration Building		\$149.00	
	Public Safety Building		\$149.00	
	Household Hazardous Waste Building		\$149.00	
<b>ROCKLAND COUNTY SEWER PLANT ORANGEBURG, NY</b>				
4	<b>Insect and Rodent Control for the R.C. Sewer Plant, Orangeburg, NY</b> as per § 2.3 of the specifications	91059000003	\$160.00	\$1,920.00
	Administration Building		\$40.00	
	Maintenance Facility Building		\$40.00	
	Plant Operations Center		\$40.00	
	Operating and Processing Buildings		\$40.00	
<b>ROCKLAND COUNTY GOVERNMENT CENTER NEW CITY, NY</b>				
5	<b>Insect and Rodent Control for the R.C. Government Center, New City, NY</b> as per § 2.4 of the specifications	91059000004	\$360.00	\$4,320.00
	County Office Building		\$90.00	
	RC Courthouse		\$90.00	
	Highway Dept.		\$90.00	
	Sheriff Building		\$90.00	
	Sain Building as per § 2.4.6.1. of the specifications	91059000020	On Request Price \$75.00	
	Back-up Radio Building as per § 2.4.7.1. of the specifications	91059000021	On Request Price \$75.00	

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**VENDOR: SURE SHOT**

LINE NO.	DESCRIPTION	ITEM NUMBER	PRICE/MONTH	PRICE/YEAR
<b>ROCKLAND COUNTY CORRECTIONAL CENTER NEW CITY, NY</b>				
6	<b>Insect and Rodent Control for the R.C. Correctional Center, New City, NY</b> as per § 2.4 of the specifications	91059000005	\$400.00	\$4,800.00
<b>ROCKLAND COUNTY HEALTH DEPT HAVERSTRAW, NY</b>				
7	<b>Insect and Rodent Control for the R.C. Health Department at the Haverstraw, NY</b> as per § 2.5 of the specifications	91059000018	\$85.00	\$1,020.00
<b>ROCKLAND COUNTY SHERIFFS MOUNTED UNIT SUFFERN, NY</b>				
8	<b>Insect and Rodent Control for the R.C. Sheriff Department Mounted Unit at the Suffern, NY location</b> as per § 2.6 of the specifications	91059000019	\$85.00	\$1,020.00
<b>MISCELLANEOUS</b>				
9	<b>Insect &amp; Rodent Control- Cost per hour to remove nuisance wild life, include labor &amp; material</b> <u>Estimate 1 Hr/Month (Total 12 Hours/Year)</u>	91059000015	\$175.00	\$2,100.00
<b>ROCKLAND COUNTY HIGHWAY DEPT. CHESTNUT RIDGE, NY</b>				
10	<b>Insect &amp; Rodent Control for the R.C. Highway Department at Chestnut Ridge, NY - Cost per month.</b> Any wildlife service is a separate charge.	91059000022	\$425.00	\$5,100.00
11	<b>Total price per year Items 1-10</b>			<b>\$57,384.00</b>

**DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION**

Dr. Robert L. Yeager Health Center  
50 Sanatorium Rd, Building A  
Pomona, New York 10970  
Phone: (845) 364-3820 Fax: (845) 364-3809  
Email: purchasing@co.rockland.ny.us

**Paul Brennan, FNIGP, NIGP-CPP, CPPO**  
*Director of Purchasing*

## **ADDENDUM # 3**

### **RFB #: RFB-RC-2021-099 PEST CONTROL SERVICES**

The information in this addendum supersedes any contradictory information set forth in the contract documents. Acknowledge receipt of this addendum in the space provided on the signature page of the bid proposal. Failure to do so, may subject the bidder to disqualification. This addendum forms a part of the contract documents.

#### **The following questions were submitted regarding qualifications.**

**Question 1:** For the required licenses; if a vendor does not hold one of the two categories but will have it at the start date of the contract, will a bid be accepted?

**Answer 1:** Under Section 5. QUALIFICATIONS it states.

"Please note that contractor shall be a NYS Certified Applicator in the categories of 7A Structural and Rodent and 7F Food Processing at time of bidding. Contractor shall possess a valid NYS nuisance wildlife control license number." A bid cannot be accepted with required qualifications that are pending.

**Question 2:** If a vendor does not hold a category required to do work in a location, can that location be subcontracted or serviced by employee with one that holds the certification in that category.

**Answer 2:** Please re-read Sections 5 & 7. There is no provision to subcontract this work. An employee of your company must be certified to do the task assigned.

**SIGNED:**

*Paul J. Brennan*

**PAUL J. BRENNAN, FNIGP, NIGP-CPP, CPPO  
DIRECTOR OF PURCHASING**

ADDENDUM

12/7/21

**DEPARTMENT OF GENERAL SERVICES, PURCHASING DIVISION**

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50 Sanatorium Rd, Building A  
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**Paul Brennan, FNIGP, NIGP-CPP, CPPO**  
*Director of Purchasing*

## **ADDENDUM # 2**

### **RFB #: RFB-RC-2021-099 PEST CONTROL SERVICES**

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**The following changes are being made to the Treatment Schedules Section 22.**

**Page 14: Building A 2<sup>nd</sup> Floor Main Kitchen, Cafeteria and Dining Room shall now read “Storage Spaces”**

**Page 14: Building B - Frequency shall change from once/month to “2 times/month**

**Page 15: Building D 2<sup>nd</sup> Floor Kitchen and Kitchenette shall now read “Vacant Space”**

**SIGNED:**

*Paul J. Brennan*

**PAUL J. BRENNAN, FNIGP, NIGP-CPP, CPPO  
DIRECTOR OF PURCHASING**

ADDENDUM

12/7/21

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**BID NUMBER:  
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## **SPECIFICATIONS**

### **1. SCOPE OF WORK**

- 1.1. Contractor shall provide all labor and materials as specified herein to perform insect and rodent control for various locations of Rockland County government buildings as described in §2 below. It is the intent of this contract to provide a comprehensive Integrated Pest Management (IPM) program for the premises listed herein. To be eligible to respond to this bid, the bidder shall demonstrate that they or the principals assigned to this bid have successfully completed services, similar to those specified. Bidders shall be normally and routinely engaged in performing these services. Bidder shall also be licensed to perform such work.
- 1.2. The contractor shall furnish all labor, materials, and equipment to implement the surveillance, trapping, and pesticide application aspects of the IPM program. The contractor shall make detailed, site-specific recommendations for structural and procedural modifications to achieve pest suppression. The contractor shall provide evidence in his/her proposal of sufficient expertise (§5) in pest biology and behavior, and IPM principles and practices to effectively carry out these responsibilities.
- 1.3. All premises indicated shall be controlled and maintained to be essentially free of insects and rodents to a degree acceptable to the County of Rockland's Director of Facilities Management, and the New York State Department of Health. "Essentially free" shall be defined as having no significant evidence of insects or rodents in previously treated areas.
- 1.4. Contractors shall remove nuisance wildlife as directed by the authorized County of Rockland representative.
- 1.5. Rockland County has historically purchased approximately \$90,000.00 annually on this contract.

### **2. AREAS COVERED**

- 2.1. Dr. Robert L. Yeager Health Center, Pomona – Contact Robert H. Gruffi, P.E., Director, Facilities Management at 845-364-2958. **Please take notice that the frequency of treatment has changed in some areas from previous contracts.**

2.1.1.	Building/Area Designation	A
2.1.2.	Building/Area Designation	B
2.1.3.	Building/Area Designation	C
2.1.4.	Building/Area Designation	D
2.1.5.	Building/Area Designation	E
2.1.6.	Building/Area Designation	F
2.1.7.	Building/Area Designation	G
2.1.8.	Building/Area Designation	H
2.1.9.	Building/Area Designation	J
2.1.10.	Building/Area Designation	K
2.1.11.	Building/Area Designation	L
2.1.12.	Building/Area Designation	P
2.1.13.	Building/Area Designation	R
2.1.14.	Building/Area Designation	S
2.1.15.	Building/Area Designation	T
- 2.2. Fire Training Center, Pomona – Contact Robert H. Gruffi, P.E., Director, Facilities Management at 845-364-2958.
  - 2.2.1. Administration Building
  - 2.2.2. Public Safety Building
  - 2.2.3. Household Hazardous Waste Building.
- 2.3. Rockland County Sewer Plant, Orangeburg – Contact Gene Yetter at 845-365-6111.
  - 2.3.1. Administration Building
  - 2.3.2. Maintenance Facility Building
  - 2.3.3. Plant Operations Center
  - 2.3.4. Operating and Processing Buildings

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2.4. Rockland County Government Center, New City – Robert H. Gruffi, P.E., Director, Facilities Management at 845-364-2958.

- 2.4.1. Sheriff's Department
- 2.4.2. Highway Department
- 2.4.3. County Office Building
- 2.4.4. Courthouse
- 2.4.5. Correctional Center
- 2.4.6. Sain Building

2.4.6.1. The County of Rockland has vacated the Sain Building 18 New Hempstead Road, New City, NY 10956. Services for this location will be by request only on an as needed basis.

2.4.7. County Back-up Radio Building

2.4.7.1. The County of Rockland Back-up Radio Building, 49 New Hempstead Road, New City NY 10956 Services for this location will be by request only on an as needed basis.

2.5. Health Department Clinics.

2.5.1. Haverstraw WIC Clinic, 26 New Main Street, Contact Laura Duer-Leach at 845-364-2507.

2.6. Sheriffs Mounted Unit.

2.6.1. Suffern Stables, 1183 Haverstraw Rd. Contact Lieutenant Brovanski at 845-638-5400.

**3. SITE VISIT / PRE-INSPECTION**

3.1. **A PRE-BID MEETING HAS BEEN SCHEDULED FOR TUESDAY DECEMBER 7, 2021, AT 10:00 AM @ THE FACILITIES MAINTENANCE DEPT. 50 SANATORIUM RD, BLDG A, 2ND FLOOR, POMONA, NY 10970.**

3.2. All prospective contractors are encouraged to visit the job sites to familiarize themselves with the job before submitting their bid. Vendors are required to complete the work as specified without any adjustments to bid pricing whether or not they choose to visit the site.

**4. AMOUNT OF SERVICE**

4.1. Contractor shall provide the following minimum of service per week to perform the work specified herein. If it is found during the contract period that amount of time is insufficient to properly maintain a level of service as specified in §1, Contractor shall provide additional manpower within twenty-four hours as required to meet this level of service. This additional manpower shall be provided at no additional cost to the County or change in the contract price.

**LOCATION**

**MINIMUM SERVICE / WEEK**

4.1.1. Dr. Robert L. Yeager Health Center	25 man hours
4.1.2. Sewer Plant, Orangeburg	2 man hours
4.1.3. Government Center, New City	3 man hours
4.1.4. Correctional Center, New City	4 man hours
4.1.5. Health Department Clinic	1 man hour
4.1.6. Fire Training Center, Pomona	1 man hour
4.1.7. Sheriffs Mounted Unit	1 man hour

**5. QUALIFICATIONS**

5.1. All contractors shall be presently registered and maintain a current Pesticide Business Registration License with the N.Y.S. Dept. of Environmental Conservation. A copy of the business license shall be submitted with the bid. Additionally, copies of each certified applicator's pesticide license shall be included with this bid. All technicians shall possess current certification in the appropriate pest/rodent control application categories. All technicians shall have possessed such certification for at least one year of recent full-time paid experience while performing professional / commercial pest



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control treatments. Technicians' certifications must also be included with bid. Please note that contractor shall be a NYS Certified Applicator in the categories of 7A Structural and Rodent and 7F Food Processing at time of bidding. Contractor shall possess a valid NYS nuisance wildlife control license number.

- 5.2. At all time's there must be at least two technicians and one supervisor who are familiar with the methods used and areas to be treated under this specification. No new workers shall be allowed to service a location without prior instruction and orientation from successful contractor's supervisor.
- 5.3. Pest control technicians assigned to County of Rockland facilities by the contractor must possess the following minimum qualifications and experience:
  - 5.3.1. Good knowledge of problem pests and methods of reducing or eliminating food and harborage of same, and the proper and safe use of least toxic pesticides.
  - 5.3.2. Possess NYS certification in the Industrial, Institutional and Structural categories 7A, 7C, 7F; 8-Public Health.
  - 5.3.3. The technician that is applying an application **must** have the certification required for the particular application they are performing.
- 5.4. The contractor shall provide, under this contract, only qualified pest management personnel with adequate experience in the conduct of IPM programs. All on-site personnel must understand current practices in this field and be able to make judgments regarding IPM techniques.
- 5.5. Any substitutions, additions, or replacement of personnel from those cited in the contractor's original proposal must be submitted to the facility management or authorized representative.
- 5.6. Successful contractor shall have the services of a licensed entomologist available to them to answer questions, which may arise.
- 5.7. Successful contractor's main office shall have a branch office located within the New York metropolitan area.
6. **CONTRACT PERIOD**
  - 6.1. The contract period shall be for one year with an option to renew for two (2) additional one (1) year terms.
7. **PERSONNEL**
  - 7.1. An on-site supervisor and an alternate must be identified in the bid. The supervisor shall be the contractor's authority to act on matters pertaining to the performance of services required under the contract. This individual shall assure safety and carry out coordination and continuity of the program routine. The supervisor and alternate shall both have a working knowledge of this contract and the detailed Pest Management Plan and schedule for each building. The supervisor and alternate must both meet the qualifications identified below under "Pest Management Technicians".
  - 7.2. The contractor shall provide, in the proposal, the names of all pest management personnel / technicians assigned to this contract, and pertinent information regarding their qualifications, experience and training. Throughout the life of this contract all personnel providing on-site pest management services must be certified in appropriate jurisdictions as commercial pesticide applicators in the category of industrial, institutional, structural, and health related pest control. No uncertified personnel shall be permitted to work on site under this contract.
  - 7.3. The contractor and pest control personnel shall maintain the highest standards of conduct and integrity while on facility premises.
  - 7.4. Pest control technicians shall wear a distinct uniform with the company's name displayed and present a clean, neat and professional appearance. Technicians shall also have an identification photo.
  - 7.5. The contractor's personnel shall wear proper company identification when servicing the facilities.
  - 7.6. The contractor shall supply and ensure that each service technician assigned to these facilities maintains the necessary and required equipment for the safe use and application of pesticides if same are required by conditions.
8. **CHEMICALS TO BE USED**
  - 8.1. All chemicals and methods of applications used, shall meet the requirements of the New York State Dept. of Environmental Conservation and other authorities having jurisdiction for health care use.
  - 8.2. Contractor shall use Whitmire chemical products or an approved equal to perform his work. A list of all chemicals to be used during the contract period, including copies of the MSDS for each chemical shall be submitted for approval to the

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Director of Facilities Management before use. A complete catalog of Material Safety Data Sheets, product literature and labels shall be provided by the contractor to the contact person at each location upon award of contract and maintain current during term of contract.

- 8.3. Boric acid paste, as manufactured by Blue Diamond Co., or equal, shall be used where applicable.
- 8.4. Bait, glue boards and other approved methods shall be used for rodent control.
- 8.5. Any other type of insect (except termites) rodent or pest (except birds) common to the structures or areas being served are automatically included in this specification.
- 8.6. Sticky traps shall be used as required in all buildings to monitor degree of infestation and treatment effectiveness.
- 8.7. The contractor shall not apply any pesticide, which has not been specifically approved by the user agency.

**9. PESTICIDE PRODUCTS AND USE**

- 9.1. The contractor shall be responsible for the safe use of pesticides. All pesticides used by the contractor must be registered with the EPA and appropriate State and/or local jurisdiction. Transport, handling, and use of all pesticides shall be in strict accordance with the manufacturer's label instructions and all applicable Federal, State, and local laws and regulations. The environment and the public shall be protected at all times.

**10. CHEMICAL CONTROLS**

- 10.1. Since this is an IPM contract, chemical controls shall be used primarily as a last resort and only after approval by the user agency representative on a case-by-case basis. When chemical controls are utilized, the following conditions shall be applicable.
  - 10.1.1. The user agency shall receive from the contractor or its technicians such samples of chemicals and materials for laboratory analysis as it may require.
  - 10.1.2. Success in pest control is largely determined by the skill of the pest control technician and the cooperation received from all concerned and involved in a particular pest problem. In cases where it has been determined that a particular chemical in use at these facilities has, indeed, lost its effectiveness due (i.e., to a resultant increase in resistance in the target pest population) the contractor shall replace such ineffective chemicals with more effective ones.
  - 10.1.3. Upon award of this contract, the contractor shall provide to the user agency representative, his safety officer or other designate, the following safety and technical data for chemicals to be used in these facilities:
    - 10.1.3.1. A list of chemicals including trade name and name of active and inert (including carriers and propellants) ingredients chemicals and their respective chemical classifications (i.e., organophosphate, chlorinated hydrocarbons, etc.). Note: Chemicals, where necessary, shall be restricted to non-persistent chemicals that are least harmful to people and the environment.
      - 10.1.3.1.1. Material Safety Data Sheets for each chemical.
      - 10.1.3.1.2. Copies or sample labels for each chemical.
      - 10.1.3.1.3. Antidote data where applicable, including a copy of a standard quick reference chart.
      - 10.1.3.1.4. A list of poison control centers and respective telephone numbers as they may apply to the geographic areas in which these facilities described herein are located.
      - 10.1.3.1.5. All chemical controls shall be applied at night or on weekends, and the contractor shall cooperate with the user agency representative to properly ventilate, where necessary, the premises before tenants occupy the building.
      - 10.1.3.1.6. Contractor shall cooperate with the user agency representative to place proper public notices or otherwise inform building occupants when chemical controls will be applied, what controls will be applied, etc.

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# **11. TREATMENT APPLICATION**

11.1. The attached list titled "Treatment Schedules" indicates the major areas to be treated, and the minimum frequency of their treatment.

# **12. WORK SHEET**

12.1. At the time of each schedule service, contractor shall receive a list of problem areas as reported by building occupants for his use. The list will be maintained at a location designated by the contract person for each location.

# **13. WORK SCHEDULING**

13.1. Dr. Robert L. Yeager Health Center - Prior to bidding, contractor shall meet with the contact person to review the fixed schedule of weekly treatment. Treatment shall be provided on Monday through Friday from 10:00 am to 3:00 pm.

13.2. The Bldg. C 3<sup>rd</sup> Floor resident rooms shall be treated once per month, as scheduled, or as required. The degree and type of treatment required shall be based on and coordinated with the monthly inspection as detailed under Section 22.

13.3. Kitchens and kitchenettes in general shall be treated as scheduled, or as required by the Director of Facilities Management.

13.4. Contractor shall meet with the contact person for each contract location to determine the fixed schedule of weekly treatment for the minimum amount of man hours required. Treatment schedules can be modified to meet the needs of the County.

# **14. CLEANOUT TREATMENTS**

14.1. All areas covered under this contract may at times require a complete fogging cleanout treatment during the term of the contract, as indicated by field inspection. Any of these cleanout treatments required shall be performed as necessary and at no additional charge to the contract price. Cleanout treatments shall be by injection fogging, not spray space fogging.

14.2. When required, kitchen cleanouts at all locations shall include, but not be limited to, the following:

14.2.1. Flushing and treating all kitchen equipment and electrical panels.

14.2.2. Applying residual insecticide to baseboards and ceiling perimeter.

14.2.3. Injection fogging.

14.2.4. Follow up with sticky traps to determine effectiveness of treatment.

14.3. When required, any office space cleanout at the Dr. Robert L. Yeager Health Center shall include, but not be limited to, the following:

14.3.1. Application of Boric acid paste where necessary.

14.3.2. Residual and crack and crevice treatment of baseboards, bedside table, dressers, wardrobes, sinks and fan coil unit.

14.3.3. Dusting with boric acid powder, where indicated.

14.3.4. Use of Injection fogging.

14.4. Cleanouts shall be performed in addition to the normally scheduled weekly treatments, at no additional contract cost.

# **15. CALL IN**

15.1. In the event that an emergency treatment is needed, contractor's technicians shall respond during normal working hours, within twenty-four (24) hours after request is made. This shall be at no additional charge to contract price.

# **16. RECORD KEEPING**

16.1. The contractor shall be responsible for maintaining a complete and accurate Pest Management log. Each building that is serviced under this contract shall have its own logbook, which will be kept in the user agency designated office and maintained on each visit by the contractor. The log shall contain the following items:

16.1.1. A copy of the Pest Management Plan and service schedule for the building.

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- 16.1.2. A copy of the current label and EPA registration number for each pesticide used in the building, including the Material Safety Data Sheet. Pesticide labels are normally interpreted as including in-depth safety and use documentation.
- 16.1.3. Pest surveillance data sheets which record, in a systematic fashion, the number of pests or other indicators of pest population levels revealed by the contractor's monitoring program for the building. For example, number and location of cockroaches trapped by zone monitors, number and location of rodents trapped or carcasses removed, number and location of new rat burrows observed, degree of feeding in rodent bait stations, etc. The contractor shall provide with their bid, a sample of the format for their report form and an explanation of all information to be recorded on the form. Any alternative form provided by the contractor must be approved by the user agency.
- 16.1.4. The location of all traps, trapping devices, and bait stations in or around the premises. This information can be in either tabular, list, or map format.
- 16.1.5. The user agency's work order or other requests to service log form. These forms will be supplied to the contractor by the user agency and will be used to advise the contractor of routine service requests and to document the performance of all work. Upon completion of a service visit to the building, the contractor's representative performing the service shall complete, sign and date the log, and return it to the user agency's office on the same or succeeding day of the performance of the service.
- 16.1.6. The contractor's Service Report form, documenting arrival and departure time of the contractor's representative performing the service, and all information on pesticide application required by statute. These report forms may incorporate some or all of the past surveillance data required in item 16.1.3 above.

## **17. INSPECTION**

- 17.1. Throughout the duration of this contract, the premises covered will be inspected periodically by User agency staff to determine the effectiveness of the program and contractor compliance with the contract. Inspection results will be documented in writing. The contractor shall promptly initiate actions to correct all deficiencies found.
- 17.2. It shall be the contractor's responsibility to furnish an adequate supply of materials necessary for User Agency personnel to inspect the interior of all rodent bait stations. These materials may include Allen wrenches to loosen and retighten fasteners, keys to open locks, or replacement self-locking plastic ties. Implements to cut plastic ties or seals are not included under this provision.

## **18. INSURANCE**

- 18.1. **Review the requirements as our required coverage and limits have been revised from the previous contract.**

## **19. CANCELLATION**

- 19.1. Contract may be canceled by either party with thirty (30) days written notice. However, the contract may be terminated by the County of Rockland immediately for cause.

## **20. CONTRACT PRICE ADJUSTMENTS UPON RENEWAL**

- 20.1. The proposed rates shall remain firm through the first contract period with no wage adjustments allowed. If the County exercises any of the option years of the contract, Contractor may submit a request for adjustment on the yearly anniversary date of the contract. Any request for price adjustment(s) shall be submitted thirty (30) days in advance in writing to the Director of Purchasing. Any and all price adjustments will be limited to the percentage increase in the CPI Index – All Urban Consumers for the preceding 12 months. The County reserves the right to reject any request for price increase deemed excessive.

## **21. AWARD**

- 21.1. It is the intent of this bid to award a contract to one service provider. Bidders must bid on all items. In addition to monthly and yearly pricing per location on the Proposal Pages, bidders shall enter a monthly breakdown price per building where applicable.
- 21.2. Bid shall be awarded to the lowest responsive/responsible bidder submitting the lowest annual cost and meeting the stated requirements.

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 TELEPHONE: 845-364-3820 / TELEFAX: 845-364-3809

**TITLE: PEST CONTROL SERVICES  
 INSECT AND RODENT CONTROL**

**BID NUMBER:  
 RFB-RC-2021-099**

**22. TREATMENT SCHEDULES (MINIMUM)**

DESCRIPTION	FREQUENCY
<b>DR. ROBERT L. YEAGER HEALTH CENTER</b>	
<b>Building A – 1<sup>st</sup> Floor</b>	
<ul style="list-style-type: none"> <li>Entire Floor Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>Two Kitchenettes Inspect and Treat</li> </ul>	Once / month
<b>Building A – 2<sup>nd</sup> Floor</b>	
<ul style="list-style-type: none"> <li>Main Kitchen, Cafeteria, and Dining Room Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>Offices and Clinics Inspect and Treat</li> </ul>	Weekly
<b>Building A – 3<sup>rd</sup> through 10<sup>th</sup> Floors</b>	
<ul style="list-style-type: none"> <li>Entire Floors Inspect and Treat</li> </ul>	2 times / month
<b>Building B</b>	
<ul style="list-style-type: none"> <li>Including Offices, Storerooms and Garage Inspect and Treat</li> </ul>	Once / month
<b>Building C</b>	
<ul style="list-style-type: none"> <li>Basement Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>Office, Storerooms, etc. Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li><b>1<sup>st</sup> Floor</b> – Kitchenettes, Lunchrooms, etc. Inspect and Treat</li> </ul>	Weekly
<ul style="list-style-type: none"> <li>Offices Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li><b>2<sup>nd</sup> Floor</b> – 1 Kitchenette. Inspect and Treat</li> </ul>	Weekly
<ul style="list-style-type: none"> <li>Offices Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li><b>3<sup>rd</sup> Floor</b> – Kitchen and Kitchenettes Inspect and Treat</li> </ul>	Weekly

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DESCRIPTION	FREQUENCY
<ul style="list-style-type: none"> <li>All other rooms including Apts. Inspect and Treat</li> </ul>	Once / month
<b>Building D</b>	
<ul style="list-style-type: none"> <li><b>1<sup>st</sup> Floor – Health Dept.</b> Combination Lunchroom – Kitchenette Inspect and Treat</li> </ul>	Weekly
<ul style="list-style-type: none"> <li>All remaining Offices and Rooms Inspect and Treat</li> </ul>	Once / month
<ul style="list-style-type: none"> <li><b>2<sup>nd</sup> Floor – Kitchen and Kitchenettes</b> Entire Floor Space Inspect and Treat</li> </ul>	Once / month
<b>Building E</b>	
<ul style="list-style-type: none"> <li>Maintenance, Automotive, Utility Plant and Laundry Inspect and Treat</li> </ul>	Once / month
<b>Building F</b>	
<ul style="list-style-type: none"> <li><b>1<sup>st</sup> Floor</b> Kitchen, 1 Kitchenette, 1 conference room and 4 other offices used as coffee, prep areas Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>All other offices and spaces Inspect and Treat</li> </ul>	Once / month
<ul style="list-style-type: none"> <li><b>2<sup>nd</sup> Floor</b> 1 Staff Lounge and 2 alcoves used for coffee prep Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>All other offices and spaces Inspect and Treat</li> </ul>	Once / month
<b>Building G and H</b>	
<ul style="list-style-type: none"> <li>Entire Floor Inspect and Treat</li> </ul>	2 times / month
<b>Building J</b>	
<ul style="list-style-type: none"> <li>1 Kitchen and Lounge Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>All other offices, classrooms and spaces Inspect and Treat</li> </ul>	2 times / month

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DESCRIPTION	FREQUENCY
<b>Building K</b>	
<ul style="list-style-type: none"> <li>1 Kitchen and Lounge Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>All other offices, classrooms, and spaces Inspect and Treat</li> </ul>	2 times / month
<b>Building L</b>	
<ul style="list-style-type: none"> <li>Lunchroom and Kitchenettes Inspect and Treat</li> </ul>	Weekly
<ul style="list-style-type: none"> <li>All other rooms, closets and offices Inspect and Treat</li> </ul>	2 times / month
<b>Building P</b>	
<ul style="list-style-type: none"> <li>Office Space Inspect and Treat</li> </ul>	Once / month
<b>Building R</b>	
<ul style="list-style-type: none"> <li>Kitchen Inspect and Treat</li> </ul>	Weekly
<ul style="list-style-type: none"> <li>All other spaces Inspect and Treat</li> </ul>	2 times / month
<b>Building S</b>	
<ul style="list-style-type: none"> <li>Lunchroom and Kitchenettes Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>All other spaces Inspect and Treat</li> </ul>	Once / month
<b>Building T</b>	
<ul style="list-style-type: none"> <li>Lunchroom and Kitchenettes Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>All other spaces Inspect and Treat</li> </ul>	Once / month

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<b>ROCKLAND COUNTY SEWER DIST. #1, ORANGEBURG</b>	
<ul style="list-style-type: none"> <li>Administrative Building Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>Plant Facility Building Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>Plant Operations Center Inspect and Treat</li> </ul>	2 times / month
<b>DESCRIPTION</b>	<b>FREQUENCY</b>
<ul style="list-style-type: none"> <li>Operating and Processing Buildings Inspect and Treat</li> </ul>	2 times / month
<b>ROCKLAND COUNTY GOVERNMENT CENTER, NEW CITY</b>	
<ul style="list-style-type: none"> <li>County Office Building, Courthouse, Highway Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>Sheriff Building Inspect and Treat</li> </ul>	2 times / month
<ul style="list-style-type: none"> <li>Rockland County Correctional Facility Inspect and Treat</li> </ul>	Weekly
<ul style="list-style-type: none"> <li>Backup Radio Building Inspect and Treat</li> </ul>	On Request
<ul style="list-style-type: none"> <li>Sain Building Inspect and Treat</li> </ul>	On Request
<b>ROCKLAND COUNTY HEALTH DEPARTMENT CLINIC</b>	
<ul style="list-style-type: none"> <li>Haverstraw WIC Clinic Inspect and Treat</li> </ul>	Once / month
<b>ROCKLAND COUNTY SHERIFFS MOUNTED UNIT</b>	
<ul style="list-style-type: none"> <li>Suffern Stables, 1183 Haverstraw Rd. Inspect and Treat</li> </ul>	2 times / month
<b>ROCKLAND COUNTY FIRE TRAINING CENTER, POMONA</b>	
<ul style="list-style-type: none"> <li>Administration Building, Public Safety Building, Household Hazardous Waste Building Inspect and Treat</li> </ul>	Weekly