



CITY SCHOOL DISTRICT OF NEW ROCHELLE
515 NORTH AVENUE
NEW ROCHELLE, NEW YORK 10801-3416

DR. BRIAN OSBORNE
SUPERINTENDENT OF SCHOOLS

MEILISA ARLT
PURCHASING AGENT

JEFFREY T. WHITE
ASSISTANT SUPERINTENDENT
BUSINESS AND ADMINISTRATION

PURCHASING
TEL: (914) 576-4250
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Mr. Bryon C. Bean, President
Alternative Pest Control
PO Box 0781
Plattekill, NY 12568

Ref: P.N 4443-17 **Pest Extermination Services**
Currently Expires: **May 31, 2018**

The Terms and conditions for this public notice bid contract allow for the yearly extension of contract provided both The City School District and the Contractor agree to the extension.

If you wish to extend this contract until **May 31, 2019** at the same contract terms, conditions and rates, please sign and date form below and return to:

Meilisa Arlt, Purchasing Agent
Purchasing Department, 515 North Avenue
New Rochelle, NY 10801

FIRM NAME: **Alternative Pest Control**

ADDRESS: **PO Box 0781 Plattekill, NY 12568**

SIGNATURE:  TITLE: PRESIDENT

PRINT NAME: BRYON C. BEAN DATE: 8/27/18

TERM EXTENDED TO: **May 31, 2019**

Awarded Contractor must provide Certificates of Insurance as specified in this bid specification. The City School District is to be listed as an "Additionally Insured" by using endorsement CG20 10 11 85 or broader. Contractor is to provide the district with certificate of insurance evidencing this requirement prior to the commencement of work under this contract. Please note that no purchase orders will be processed for payment without all insurances being up-to-date.



CITY SCHOOL DISTRICT OF NEW ROCHELLE
515 NORTH AVENUE
NEW ROCHELLE, NEW YORK 10801-3416

NOTICE OF CONTRACT AWARD for: PN 4443-17

FOR: PEST EXTERMINATION SERVICES

**TO: ALTERNATIVE PEST CONTROL
PO BOX 0781
PLATTEKILL, NY 12568**

**Phone: 845-566-1212
Emergency Phone:
845-541-2007
Contact: Bryon Bean**

Certificates of insurance as specified naming the City School District as an “Additionally Insured” are required to be on file with the district prior to the start of any service under this contract. Please be sure to include this information on your requisition.

CERTIFIED PAYROLL RECORDS ARE REQUIRED

CONTRACT TERM: June 1, 2017 THROUGH May 31, 2018

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PEST EXTERMINATION SERVICES

SPECIAL REQUIREMENTS

TERM: The term of this contract shall be: JUNE 1, 2017 THROUGH MAY 31, 2018

SCOPE: It is the intent of this bid to secure annual full Integrated Pest Management (IPM) service, a process, or planned program for long-term pest suppression for the City School District of New Rochelle, New York. The process is based on surveillance and the interpretation of data to estimate the pest population in a given area. This monitoring allows accurate decisions to be made on when control measures are needed, the type of control measure(s) to be selected, and the method of application. Control practices in an IPM program must extend beyond the application of pesticides to predominantly include structural and procedural modifications, which establish physical barriers to pests and reduce the food, water, and harborage available to them. IPM will be implemented at the following locations:

<u>LOCATION/BUILDING</u>	<u>ADDRESS</u>	<u>SQ. FOOTAGE</u>
NEW ROCHELLE HIGH SCHOOL	265 Clove Road	520,000
ALBERT LEONARD MIDDLE SCHOOL	25 Gerada Lane	153,071
ISAAC E. YOUNG MIDDLE SCHOOL	270 Centre Avenue	186,959
BARNARD MAGNET SCHOOL	129 Barnard Road	62,590
COLUMBUS MAGNET SCHOOL	275 Washington Avenue	94,325
DAVIS ELEMENTARY SCHOOL	80 Iselin Drive	77,053
JEFFERSON ELEMENTARY SCHOOL	131 Weyman Avenue	77,858
TRINITY ELEMENTARY SCHOOL	180 Pelham Road	123,555
WARD ELEMENTARY SCHOOL	311 Broadfield Road	107,605
WEBSTER ELEMENTARY SCHOOL	95 Glenmore Drive	70,561
CAMPUS SCHOOL	50 Washington Avenue	12,800
GROUND'S SHOP	51 Cliff Street	8,400
MECHANICS SHOP	88-90 Grove Street	13,110
CITY HALL	515 North Avenue	2 nd & 3 rd Floors Only

PREVAILING WAGE: Contractor agrees to comply with the Westchester County Prevailing Wage Rate Schedule for personnel providing service under this contract. The wages paid under this contract shall not be less than the prevailing wages plus the supplements (fringe benefits) as set forth by law in accordance with the practices in Westchester County. The contractor is required to keep informed of all changes during the full term of this contract. Contractor is solely liable for and must pay such required prevailing wage adjustments during the contract term as required by law. Changes may often occur in July. - Copies of Westchester County Prevailing Wages are enclosed.

The applicable Prevailing Wage Rate Schedule for this contract is **PRC #2017900137**

NYS Home page: <http://www.labor.ny.gov/workerprotection/publicwork/PWContents.shtm>

PRC Search page: <http://wpp.labor.state.ny.us/wpp/showFindProject.do?method=showIt>

IMPORTANT NOTE: Copies of contractor's **CERTIFIED PAYROLL** for periods in which district work has been performed are required to be submitted with all invoicing.

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1. GENERAL REQUIREMENTS:

This is a full service contract. For the purposes of this contract, full service shall mean that the Contractor's bid price shall include all labor, all material and supplies, all emergency work. Complete preventive IPM, all administrative, reporting or other requirements, all overhead costs and profit. It shall also include all travel costs, parking fees and any other ancillary fees and costs including permits, licenses insurance, etc. Service shall include but is not limited to the specification in this Bid document.

2. SPECIFIC REQUIREMENTS:

Contractor must be a full service pest control company able to perform all structural pest control services without subcontracting work.

Contractor must provide a detailed, written technical summary of Integrated Pest Management with its philosophy, strategies, and follow-up procedures for ongoing pest problems. Contractor must provide in writing details of its IPM approach and procedures to solving pest problems such as cockroaches, ants, rodents, fleas, spiders, termites, head lice, silverfish, bed bugs, stinging insects and any other infestation.

***Occasional invaders such as ground beetles, millipedes, sow bugs, etc. must be included.

Contractor must provide guaranteed coverage and treatment for the following pests; all species of cockroaches, ants, fleas, spiders, mice, rats, squirrels, silverfish, millipedes, centipedes, ground beetles, clover mites, crickets, stinging insects' nests, bed bugs, termites and any other infestation.

All pesticides used must be registered by the Environmental Protection Agency and must be applied in strict adherence with label directions. Company must follow all Federal, State, and Local Laws regarding use, posting, notification, storage (off site) and disposal.

Contractor must provide a detailed inspection of all facilities by trained personnel before the presentation of a recommendation.

Contractor must have full time management/supervisory personnel who are trained in all aspects of pest control procedures.

Contractor must have a degreed entomologist who is employed by the IPM company and who has at least two year's experience in the structural pest control field.

Contractor must maintain a current pesticide business registration License from the New York State Department of Environmental Conservation. Contractor must provide a copy of this registration w/bid. Contractor and pertinent personnel must be certified to perform the work specified herein in accordance with the administration by the New York State Department of Environmental Conservation (NYSDEC) of the Core Certification Program of the United States Environmental Protection Agency, as outlined in the most recent revision of Circular 865: Part 325 – Rules and Regulations relating to the Application of Pesticides (NYSDEC) in the following categories:

- Structural and Rodent Control
- Food Processing, where service is to be provided to any food handling, processing, holding or preparation area
- Any other category, which may apply to any work in the facilities indicated herein.

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Contractor must submit a list of employees with copies of license and certification documents and a schedule of their annual training program with their bid proposal.

All Contractor's service personnel must be in uniform with company identification permanently displayed on uniform. Personal picture ID cards must be worn attached to the pocket of uniform. The City School

District of New Rochelle's representative reserves the right to reject and bar from our facilities any employee hired by the Contractor.

Service vehicles must be clearly identified with company name and applicable state license numbers clearly display on vehicle(s).

Contractor must have an in-service training program to educate school staff, students, interested parents, and the invited public about the program and the principles of IPM and other pertinent topics.

Contractor must have an established safety program to include on-site/in-service training for school district employees on "Right to Know".

Contractor must have a written *Emergency Response Manual* with specific instructions regarding spills, accidents, etc.

Contractor shall perform service two (2) times per month.

Contractor must set specific days and times in writing each month for all scheduled service visits.

Contractor must provide a 24-hour emergency response program at no additional fee. Should a pest problem covered in the service agreement become a problem, company must be capable of responding within 24 hours of District's request for service.

Contractor must provide a documented service report at the completion of each service.

Awarded Contractor must provide Certificates of Insurance as specified in this bid specification. The City School District is to be listed as an "Additionally Insured". Absolutely no work is to be performed under this contract prior to the submission of appropriate insurance to district.

The City School District of the City of New Rochelle will not be liable for any expense incurred by the Contractor as a consequence of any traffic infraction or parking violation attributable to employees of the Contractor.

The quality of service shall be subject to inspection at any time by the City School District. Should the quality of services being performed be found to be not satisfactory, and the requirements of the specifications are not being met, the City School District may terminate this contract and employ another Contractor to fulfill the requirements of the contract. The existing Contractor shall be liable to the City School District for added costs incurred.

The Contractor must provide minimum of three references where Contractor is currently performing an IPM program. References must be for locations where service is performed at a school district or commercial building, (not homeowners). References must include current contact person, address, phone & fax numbers, and e-mail address if available. Failure to provide listing may result in rejection of bid.

Awarded Contractor shall report to the custodian of each building under service agreement before and after performing extermination services as required, and shall obtain a signed receipt, in duplicate, for services rendered. One copy is to be left with the custodian.

Detailed reports must be provided stating the TIME-IN / TIME-OUT, material used, amount used, and where service was performed.

Vendor Firm Name Alternative

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PEST EXTERMINATION SERVICES

PROPOSAL SHEET

TERM: June 1, 2017 through May 31, 2018

	<u>LOCATION</u>	<u>Price/Month (2 calls per location)</u>		<u>Price/Year</u>
1.	NEW ROCHELLE HIGH SCHOOL	<u>\$ 140</u>	x 12 months =	<u>\$ 1680</u>
2.	ALBERT LEONARD MIDDLE SCHOOL	<u>\$ 120</u>	x 12 months =	<u>\$ 1440</u>
3.	ISAAC E. YOUNG MIDDLE SCHOOL	<u>\$ 140</u>	x 12 months =	<u>\$ 1680</u>
4.	BARNARD MAGNET SCHOOL	<u>\$ 100</u>	x 12 months =	<u>\$ 1200</u>
5.	COLUMBUS MAGNET SCHOOL	<u>\$ 120</u>	x 12 months =	<u>\$ 1440</u>
6.	DAVIS ELEMENTARY SCHOOL	<u>\$ 100</u>	x 12 months =	<u>\$ 1200</u>
7.	JEFFERSON ELEMENTARY SCHOOL	<u>\$ 120</u>	x 12 months =	<u>\$ 1440</u>
8.	TRINITY ELEMENTARY SCHOOL	<u>\$ 120</u>	x 12 months =	<u>\$ 1440</u>
9.	WARD ELEMENTARY SCHOOL	<u>\$ 140</u>	x 12 months =	<u>\$ 1680</u>
10.	WEBSTER ELEMENTARY SCHOOL	<u>\$ 100</u>	x 12 months =	<u>\$ 1200</u>
11.	CAMPUS SCHOOL	<u>\$ 100</u>	x 12 months =	<u>\$ 1200</u>
12.	GROUNDS SHOP	<u>\$ 100</u>	x 12 months =	<u>\$ 1200</u>
13.	MECHANICS SHOP	<u>\$ 100</u>	x 12 months =	<u>\$ 1200</u>
14.	CITY HALL-2 nd & 3 rd floors only	<u>\$ 100</u>	x 12 months =	<u>\$ 1200</u>

ITEM No. 1 All Schools – Grand total for annual cost

TOTAL \$19,200

Award of this contract will be based on the annual bid total

Award of this contract will be based on the low bid for Item No. 1

However, in order for your bid to be considered, the hourly wages paid under this contract shall not be less than the prevailing wages plus the supplements for all of the items as set forth by law for the full term of this contract. (Changes may often occur in July. See current prevailing wage sheet enclosed.)

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PROPOSAL SHEET (cont.)

Hourly rates for repair personnel must not be less than the prevailing wage category for Exterminator/Fumigator PLUS supplemental benefits. Vendor must pay any wage adjustments as they occur during the full term of contract, June 1, 2017 through May 31, 2018. (Changes may often occur in July.)

ITEM 2. HOURLY RATE for Service Calls \$ 48.- hour

ITEM 3. Discount or mark-up from mfg. price lists (+) or (-) *+ or (-)% 0
(Be sure to list plus or minus or 0 if applicable)

Please note: no surcharges, i.e., additional fuel charge or travel time will be permitted.

*Please quote your percent discount (or mark-up) from manufacturer's retail price lists, suggested price lists, wholesale price lists, or any other appropriate price lists that may be utilized for repair parts and materials. Please specify which vehicle your % mark is on. If there are varying discount ranges based on types of items, please list various commodities with the appropriate discount for each one. Indicate your exact pricing structure proposed in this bid in as much detail as possible to aid in the analysis of the bid.

If necessary, vendors may add sheets to this bid document as an addendum for clarification.

Bidder is to include answers to the following questions with this bid proposal.

My firm has been actively engaged in the exterminating business for: 23 years

Is there an addendum attached? _____ Yes No

Were site visits made? _____ Yes No

Written IMP Summary is attached..... _____ Yes No

Copy of NYS pesticide business licenses attached..... _____ Yes No

Employee list w/licenses is attached..... _____ Yes No

Does vendor have an Emergency Response Manual..... Yes _____ No

Are current references attached (3) for commercial or schools? _____ Yes No

CURRENTLY DOING SERVICE

