

IRVING INDEPENDENT SCHOOL DISTRICT
PURCHASING DEPARTMENT
2621 West Airport Freeway IRVING, TX 75062
PHONE: (972) 215-5440 FAX: (972) 215-5442

COMPETITIVE SEALED BID
CSP #09-10 INTEGRATED PEST MANAGEMENT

Please RESPOND on the following not later than 2:00 P.M. December 3, 2008.

SUBMIT ONE ORIGINAL PROPOSAL AND ONE COPY.

Mark sealed envelope "CSP# 09-10 Integrated Pest Management", proposal will open at **2:00 PM on December 3, 2008**. Deliver envelope to the Purchasing Office address at the top of this form or mail to:

MAIL TO:
Rick Powell, Director of Purchasing
Irving ISD
P.O. Box 152637
Irving, TX 75015-2637

OR DELIVER TO:
2621 West Airport Freeway
Irving, TX 75062

Any submissions of information or documents to Irving ISD (District) pursuant to this bid or proposal is deemed public information by the District unless the Director of Purchasing of the District is otherwise noticed in writing and responds to vendor in writing receiving said notice.

In determining the award of contracts, the District shall consider factors in accordance with Section 44 Texas Education Code.

The right is reserved to accept or reject quotations on each item separately or as a whole.

IRVING INDEPENDENT SCHOOL DISTRICT

By: 
Richard Powell, Director of Purchasing
rpowell@irvingisd.net

Company Name: _____

Signature of authorized representative _____ Date _____

Printed name _____ Email _____

Phone () _____ Fax () _____

Vendor(s) shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin. Bidder certifies that the company complies with

Executive Order 11246, entitled "Equal Employment Opportunity", as amended by Executive Order 11375 and as supplemented in Department of Labor Regulations.

NON-COLLUSIVE BIDDING CERTIFICATE

By submission of this bid or proposal, the Bidder certifies that:

- a) This bid or proposal has been independently arrived at without collusion with any other Bidder or with any Competitor;
- b) This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids, or proposals for this project, to any other Bidder, Competitor or potential Competitor;
- c) No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
- d) The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the penalties being applicable to the Bidder as well as to the person signing in its behalf.

Texas Education Code Section 44.034.
Notification of Criminal History of Contractor

a) A person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.

Vendor response (initial): negative _____ or see attached information _____

b) A school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.

c) This section does not apply to a publicly held corporation. Initial if (c) applies _____

Is the vendor licensed to do business in the state of Texas? yes _____ no _____

If awarded under this CSP # 09-10, vendor agrees to comply, in all relevant respects, with all Federal, State, and Local laws and regulations related to the performance of services for Irving ISD. yes _____ no _____

Signature below certifies accuracy of answers to all sections on this page.

Signature _____

Printed Name _____

Company Name _____

Telephone Number () _____ Date _____

CONFLICT OF INTEREST

Effective May 25, 2007, Section 176.006, Local Government Code requires that persons or agents who enter or seek to enter into a contract with a local government entity shall file a completed conflict of interest questionnaire (Form CIQ), if they have an employment or other business relationship with an officer or family member of an officer of the entity or have given the officer or family member gifts in excess of \$250 aggregated over a twelve-month period. Failure to disclose this information is a Class C misdemeanor. This requirement will be addressed in all request for bids or proposals but vendors doing business with the district by purchase orders must also complete this form. Negative responses are not required.

VISITOR REGISTRY SYSTEM

Pursuant to Section 38.022 of the Texas Education code, vendors must present a valid state or government-issued photo ID before access into the school is granted. This ID will be scanned into a registered sex offender database; any vendor found to be an offender will be denied access into the school. Local law enforcement will be contacted should this occur.

EPCNT

Approximately 53 school districts in the area have formed, through an inter-local agreement, the Educational Purchasing Cooperative of North Texas (EPCNT). You may learn about EPCNT at <http://www.epcnt.com/>. Should any of these entities decide to participate in this bid, would you (the vendor) agree to extend your offer to all member school districts? Terms and conditions and pricing must be the same as for Irving ISD.

_____NO, _____YES

If vendor checks yes, the following will apply:

Terms and conditions and pricing will be the same as Irving ISD. Members and participants of the EPCNT will be eligible, but not obligated, to purchase materials/services under the contract awarded as a result of this solicitation. All purchases by members and participants other than the Irving ISD will be billed directly to that entity and paid by that entity. Irving ISD will not be responsible for another entity's debts. Each governmental entity will order its own materials/services as needed.

Signature below certifies authorizes EPCNT participation for this offer by the responding vendor.

Signature _____

Printed Name _____

Company Name _____ Date _____

**IRVING INDEPENDENT SCHOOL DISTRICT
IRVING, TEXAS
INVITATION FOR COMPETITIVE SEALED PROPOSALS (CSP 09-10)
INTEGRATED PEST MANAGEMENT (Indoor)**

INTRODUCTION:

The basis of the Irving school district IPM services is the regular monitoring for the presence of pest(s) in the school buildings and the surrounding grounds of the building and, when necessary, to implement appropriate control measures. The goal of the IPM program is to provide effective, long-term pest control, while minimizing the use of pesticides. The contractor must be aware of the fact that the school environment cannot be compromised through deliberate or inadvertent contamination by pesticides. There is to be no scheduled or routine pesticide treatments in any area of the school campus. Pesticides are to be applied only when non-chemical methods have proven ineffective or impractical, then only applied in the areas of known infestation and with the approval of the IPM coordinator. It is essential to the success of the IPM program that the Contractor provides proactive services that identify plant maintenance practices and plant choices that contribute to pest problems. All IPM services and activities shall be planned and performed with the needs of the school children and staff as the foremost priority and with the approval of the IPM Coordinator.

Contractors shall read the entire set of specifications carefully, as these will form the basis of the contractual agreement with the District. Failure to comply with the specification may provide grounds for termination of the contract agreement. Proposals should not only reflect the expected costs from the contractor for providing basic pest control services, but also the costs of providing supplementary services such as reporting, emergency treatments, and quality control activities.

The contractor shall furnish all supervision, labor, materials and equipment necessary for the development and implementation of a comprehensive IPM program in designated schools and facilities. The contractor shall have an understanding of the concept of the IPM method of pest control and that the control practices are not based on the routine application of pesticides, but on monitoring and inspecting for pests and modifying landscape and plant maintenance and practices that can contribute to pest problems. Pest control is achieved in an IPM program by making accurate decisions as to when control measures are needed and the type of control measures to be used.

This IPM contract will be effective from award of contract through December 31, 2009, with an option to be extended for two (2) additional calendar years, in one (1) year increments if all parties agree.

At a minimum, the IPM program shall consist of the development and implementation of regularly scheduled pest management services; routine and special meetings among pest management personnel and school staff; routine and specially scheduled training;

and written reports describing program status and recommendations for the corrective actions that need to be implemented by the school, the contractor, or the school board.

The contractor shall respond to a request for emergency services on the day of the request.

The contractor shall meet with the IPM coordinator so that he may participate in all decisions that may directly affect pest management. They may:

- Discuss the specific problem
- Identify maintenance practices that might contribute to pest infestations
- Discuss effectiveness of previous control efforts
- Discuss any new pest management requirements or precautions

PRICING: Prices are maximum, and the District shall be protected against any increase in price during each year of the contract. If there is a reduction in the price during the term of the contract, the price to the District shall be reduced in the same amount and manner as the greatest reduction in price granted to any political subdivision or segment of the trade.

OPTION CLAUSE: It is agreed that the District shall have the option to extend the contract for two (2) additional years subject to one-year intervals. Notice shall be served approximately 90 days prior to contract termination, at which time the successful contractor shall agree or disagree to the extension, in writing, within 30 days thereafter.

ESCALATION CLAUSE: Should market conditions prevail which dictate an increase, the successful contractor may submit documentation requesting permission to increase pricing no later than 30 days before such extension becomes effective. Escalation may only occur at the time of renewal and only upon securing the approval of the Purchasing Department in writing.

Contractors shall be expected to show, on this CSP, the anticipated percent of escalation if/when the option to extend is exercised. The percent quoted will be a maximum. In addition, the percentage bid will be a factor in determining the best value for the district. It is the average price over the possible three-year period of the contract that will be the price factor considered in the evaluation of this proposal. Please forecast this percentage as accurately as possible. Proposals in which negative or no escalation is shown will be considered as 0% escalation.

PRICE INCREASES UPON EXTENSION: Irving ISD cannot exercise the Option to Extend with any price increases unless the vendor completes the section of the proposal requesting anticipated percentage of annual escalation. The percent quoted will be a maximum percentage calculated against the prior year's pricing. For example, if the successful vendor requests an increase for any renewal period that is higher than the percentage proposed, a new competitive sealed proposal will be necessary. If the request for increase is equal to or less than the percentage bid, final approval of the

increase will be based on successful contractor's documentation to support this request at the time of renewal. Omission of this information shall be interpreted as zero percent (0%) escalation by Irving ISD Purchasing and shall prohibit approval of a request for escalation for the extension period, if any.

CANCELLATION: Irving ISD reserves the right to cancel this contract upon 30 days written notice to the contractor. The contractor must request and secure in writing the approval of the Purchasing Department to be released from this contract or any portion thereof should conditions unforeseeable occur.

The District does not guarantee to purchase any minimum or maximum quantity but does contemplate purchasing exclusively during the term of the contract from the successful contractor(s), reserving the right to buy various other services considered different in nature elsewhere.

PURCHASE ORDER: The Irving ISD Facilities Office shall generate a purchase order(s) to the successful contractor.

PAYMENTS: Successful vendor shall be responsible for referencing the purchase order number(s) resulting from this CSP on any packing list(s), invoice(s), correspondence, etc. Invoicing must coincide with prices quoted, either on a unit, hourly, weekly, monthly, quarterly, annual, lot, etc., basis. Invoicing for all scheduled services shall be at the end of each quarter of the contract. Any services requested by the District beyond the basic services, outlined in this CSP, shall be invoiced monthly. Authorized District personnel must approve all invoices.

NON-ASSIGNABLE CONTRACT: This contract shall be between the Irving ISD and the selected contractor. The service provided in this agreement shall not be further assigned to another agency, except by express permission from Irving ISD.

This contract shall be, in all things, performable and enforceable in Irving, Dallas County, Texas. In the event of any breach of this agreement by the contractor, Irving ISD shall be entitled to recover from the vendor all damages together with reasonable attorney's fee and court costs.

PROPERTY CHANGES: All facilities within the Irving ISD shall be provided with pest control services in accordance with these specifications. During the period of the contract derived from this bid, if additional buildings or facilities are built or acquired, the District may request pest control services for these buildings/facilities. The contract price may be increased in proportion to the original contract after mutual agreement between the vendor and the Purchasing Department. The same procedure shall be followed for decreasing the contract price if these services need to be discontinued for certain buildings or facilities. New construction and reconstruction are ongoing in the District. Vendors should consider providing services at these sites from the time of occupancy.

INSURANCE: The contractor shall procure, pay for, and maintain during the contract period, resultant from this bid, the insurance set forth below with insurance carriers.

- A. Worker's compensation, Statutory as required by law

- B. Comprehensive General Liability Insurance, fully insuring Contractor's liability for injury to, or death of, owner's employees and third parties, with the following limits for each occurrence:
 - Bodily injury or death \$1,000,000 each occurrence
 - Property damage \$1,000,000 each occurrence

\$3,000,000 aggregate

- C. Comprehensive Automobile and Truck Liability Insurance, covering owned, hired, and non-owned vehicles
 - Bodily injury \$300,000 each person
 - \$500,000 each occurrence
 - Property damage \$300,000 each occurrence

- D. Certificates indicating coverage to be enforced shall be submitted with the bid. The successful vendor will also be required to submit current certificates indicating required coverage at the time of any extension/renewal. Approval, disapproval, or failure to act by Irving ISD regarding any insurance supplied by the vendor shall not relieve the vendor of full responsibility for damages and accidents as set forth herein. Neither shall bankruptcy, insolvency, or denial of liability by the insurance company exonerate the vendor from liability.

CONTRACTOR INTERACTION WITH IRVING ISD:

- 1. IN-SERVICE TRAINING – Contractor shall conduct an annual in-service meeting/training session, at the District's request, for personnel designated by the Irving ISD. The contractor's service manager and primary technician shall be present to meet with District personnel to explain the service and to answer questions.

- 2. ON-CALL SERVICE - The contractor shall provide on-call service to respond to complaint calls. On-call services shall be classified as regular and emergency service. Emergency service shall be requested for health-threatening situations or problems that render all or part of a building unusable (i.e., presence of venomous insects, massive cricket infestations, etc.). Emergency calls shall be responded to within eight (8) hours. Regular service may be requested when insects become a nuisance between regular services. Regular service requests shall be responded to within 24 hours. Regular and emergency on-call service will

be considered part of the service, as detailed in the itemized bid, and will be provided at no extra charge.

3. TELEPHONE SERVICE - The contractor must provide an active and answered direct telephone number and an after-hours number.
4. ORIENTATION OF PERSONNEL - Irving ISD will assist in the initial orientation of the successful contractor's personnel being assigned to perform this service. After such orientation, the successful contractor shall become responsible to fully brief any new personnel assigned to furnish this service as to location of building, District procedures, and any other performance requirements under this contract.

SUBMITTALS TO BE FURNISHED WITH PROPOSAL: Contractors shall provide a copy of the following, all of which are specified elsewhere, with their bid. **Failure to provide this information will result in rejection of the proposal.**

1. Certificate of Insurance
2. Statement of experience and qualifications
3. References
4. Site Inspection Verification forms for all facilities

EVALUATION OF PROPOSALS: Bids and Proposals are evaluated on a scale of 1 to 10, using the criteria specified in Subchapter B, Section 44.03(b), Texas Education Code specifically:

1. The purchase price;
2. The reputation of the vendor and of the vendor's goods or services;
3. The quality of the vendor's goods or services;
4. The extent to which the goods or services meet the district's needs;
5. The vendor's past relationship with the district;
6. The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses;
7. The total long-term cost to the district to acquire the vendor's goods or services; and
8. Any other relevant factor specifically listed in the request for bids or proposals.

Proposal Submittal Requirements

Site Visits

Contractor is required to inspect all premises to be covered in the contract and render a Competitive Sealed Proposal detailing specific charges for each of the listed sites/facilities. Contractors may examine the facilities Monday through Friday between the hours of 9:00 a.m. and 3:00 p.m. by calling Andy Garza, Regulatory Compliance Coordinator, at 972/261-5120. Contractors should submit completed Site Inspection Verification forms (contractors may copy forms, as needed). Proposals will not be accepted from prospective contractors who have not conducted site visits prior to submitting their Competitive Sealed Proposals.

Qualification of Contractors

1. Proposals shall be considered only from contractors who, in the judgment of the District, are regularly established in business, financially responsible, able to show evidence of satisfactory past performance, and ready, willing, and able to render prompt and satisfactory services.
2. Each contractor shall furnish, with their proposal, documentation specifically stating: (1) that his/her company has been in business for at least three (3) years or worked for a service company, in a management capacity, for at least ten (10) years; and (2) that he/she has available, under his direct employment and supervision, the necessary personnel organization and facilities to properly fulfill all the service and conditions required under these specifications.
3. Each contractor shall complete the references section of this bid, and list customers who have contracts for service similar to that specified.
4. The District may request other information sufficient to determine contractor's ability to meet the minimum standards listed above. Request for information contained in this section also may occur at any other time during the effective period of this contract or any extension/renewal thereof.

References

The reference section must be filled out completely (form attached). Failure to do so, or references giving unsatisfactory recommendations, may be reason for non-selection of the proposal. If the references given are not, in the opinion of the District, applicable to a contract of this magnitude, the District may contact other firms with whom the Vendor has or is currently providing services as a means of validating compliance or proving noncompliance with the references requirement.

Board Certified Entomologist

The successful contractor must have a Board Certified Entomologist on staff or access to one as a consultant. Include information on the attached form.

Questions

If there are any questions regarding this proposal, or should a conflict of terminology on this proposal arise, please contact Doug Hobbs, Assistant Director, Building and Grounds at 972/261-5110 for clarification or issuance of an official addendum to resolve any conflicts. Specifications not listed in this bid or not included in official addenda are not applicable to this bid.

Scope of Work

Description of Services

The Contractor shall provide a comprehensive IPM plan for all buildings at each site, and surrounding outside area (including dumpsters and the area between kitchen door and dumpsters). This plan shall be in accordance with the District's IPM Policy. IPM is a process for achieving long-term, environmentally sound pest suppression through the use of a variety of technological and management practices. Control strategies in an IPM Plan should extend beyond the application of pesticides to include structural and procedural modifications that reduce the food, water, harborage, and access used by pests.

The contractor shall furnish all supervision, labor, materials, and equipment necessary to perform the surveillance, trapping, and pesticide application components of the IPM Plan. The contractor shall also provide detailed, site-specified recommendations for structural and procedural modifications necessary to achieve pest prevention.

PESTS INCLUDED AND EXCLUDED

The contractor shall adequately suppress the following pests:

- Indoor populations of commensal rodents (i.e., Norway and roof rats, house mice), cockroaches, ants (including, but not limited to, fire ants and pharaoh ants), flies, spiders, and any other arthropod pests not specifically excluded from the contract.
- Populations of the above pests that are located outside of the specified buildings, but within areas two (2) feet of the exterior of the building.
- Winged termite swarms emerging indoors.
- Nests of stinging insects within areas two (2) feet of the exterior of the building.
- Spot treatments for both termites and pests.

Populations of the following pests are excluded from this contract:

- Termites, carpenter ants, and other wood-destroying organisms
- Mosquitoes
- Birds, bats, snakes, and all other vertebrates other than commensal rodents
- Pests that primarily feed on outdoor vegetation

GENERAL CONTRACTOR RESPONSIBILITIES

Initial Inspections of Facilities

The contractor shall conduct a thorough initial inspection of each building or site within ten (10) days of the initiation date of the contract. The purpose of the initial inspections is for the contractor to evaluate the pest control needs of all premises and to identify problem areas and any equipment, structural features or management practices that are contributing to pest infestation. Access to building space shall be coordinated with the IPM Coordinator. The IPM Coordinator will inform the Vendor of any restrictions or areas requiring special scheduling.

Pest Control Plan

Before rendering service, within ten (10) days after the initial inspections, the contractor shall submit to the IPM Coordinator a Pest Control Plan for each building or site. Within five (5) working days of receiving the Pest Control Plan, the IPM Coordinator will decide if the plan is acceptable. If aspects of the Pest Control Plan are incomplete or disapproved, the contractor shall have two (2) working days to submit revisions. The contractor should be on-site to initiate service within five (5) working days following notice of approval.

The Pest Control Plan shall consist of five parts as follows:

1. **Proposed Methods and Equipment for Service:** The Contractor shall provide a summary of proposed control methods including current labels, and MSDS of all pesticides to be used, brand names of pesticide application equipment, rodent bait boxes, insect and rodent trapping devices, pest monitoring devices, pest surveillance and detection equipment, and any other pest control devices or equipment that may be used to provide service.
2. **Proposed Methods 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 assessments of pest population levels throughout the term of the contract. In addition, the Contractor will work with the IPM Coordinator to establish population levels that constitute unacceptable levels of pest presence in school facilities.
3. **Service Schedule for each Building or Site:** The Contractor shall provide complete service schedules that include planned frequency of Contractor visits, specific day(s) of the week for contractor visits and approximate duration of each visit.

4. Description of any structural or operational change that would facilitate the pest control effort: The Contractor shall describe site-specific solutions for observed sources of pest food, water, harborage, and access.
5. Commercial Applicator or Technician Licenses: The Contractor shall provide a current list of names along with photocopies of the commercial applicator or technician's licenses for every Contractor employee who will be performing on-site services under the contract.

Record Keeping

The Contractor shall be responsible for maintaining a pest control logbook or file for each building or site specified in this contract. These records shall be kept on school district property and maintained on each visit by the Contractor. Each logbook shall contain the following items:

1. Pest Control Plan: A copy of the contractor's approved Pest Control Plan for that facility, including labels and MSDS sheets for all pesticides used in the building, brand names of all pest control devices and equipment used in the building, and the contractor's service schedule for the building.
2. Service and Complaint Logs: A logbook for recording service visit activities, complaints from staff concerning pest sightings or pesticide application. Forms should show times in and out and should be signed by the Contractor at each visit.
3. Service Report Forms: Customer copies of the Contractor's Service Report Form, documenting all information on pesticide applications, pest sightings, sanitation/environmental status, and building maintenance needs.

In addition, each of the above shall be maintained in the IPM coordinator's office file.

Posting Notices

The Contractor shall fulfill all obligations with regard to posting, as required by the Texas Structural Pest Control Board. The District will be responsible to post, in a prominent location, pest control signs provided by the Contractor in fulfillment of obligations under Texas laws and regulations. In the event of emergency applications, the District will display the pest control sign in a prominent location at the time of treatment.

Times of Service

The Contractor shall perform routine pest control services only during times when students are not expected to be present for normal academic activities for at least 12

hours after the application (as defined under Article 135B-6, section 4J (e) of the Structural Pest Control Act and Title 22, Texas Administrative Code, section 595.11). In the event of a possible need for an emergency treatment, (as defined by Title 22, Texas Administrative Code, section 595.8 (d) and section 595.11), the Contractor shall work with the IPM Coordinator to determine whether an emergency situation exists before applying any product. In such cases, pesticides may be applied only to the local area of infestation if students are present or if less than 12 hours will elapse before students are expected to be present. In the event of such an emergency treatment, the Contractor will maintain records of the reasons for such treatments for the period prescribed by law.

Safety and Health

The Contractor shall observe all safety precautions throughout the performance of this contract and shall assume full responsibility and liability for compliance with all applicable regulations pertaining to the health and safety of personnel during the execution of work and shall hold the District harmless for any action on the contractor's part or that of its employees that results in illness, injury, or death.

Uniforms and Protective Clothing

All Contractor personnel working in or around buildings designated under this contract shall wear distinctive uniform clothing. The Contractor shall determine and provide additional personal protective equipment required for the safe performance of work. Protective clothing, equipment, and devices shall, as a minimum, conform to Occupational Safety and Health Administration (OSHA) standards for the products being used.

Vehicles

Vehicles used by the Contractor shall be identified in accordance with state and local regulations and shall be operated in a safe manner on District property. Vehicles must meet Texas Department of Transportation requirements.

Licensing

Throughout the term of this contract, the Contractor shall maintain a current business license issued by the Structural Pest Control Board. In addition, all Contractor personnel providing on-site pest control service must maintain licensing (in categories appropriate to the work being performed) as commercial applicators or licensed technicians. Unlicensed applicators will not be permitted to provide service to the District under this contract.

Complaints

Should at any time the District become dissatisfied with pest control service, the successful Contractor shall be notified in writing by the IPM Coordinator regarding problems that occurred. The notice will detail the problems and site(s), which are experiencing the problems. The Contractor will be required to contact the IPM Coordinator to discuss possible solutions and the Contractor will be given a date by which a written response with the proposed solutions must be submitted.

PEST CONTROL RESPONSIBILITIES

Structural Modifications and Recommendations

The Contractor shall be responsible for advising the IPM Coordinator about any structural, sanitary, or procedural modifications that would reduce pest food, water, harborage, or access. The District will not hold the Contractor responsible for carrying out structural modifications as part of the pest control effort. However, the District may approve minor applications of caulk and on a case-by-case basis other sealing materials by the contractor to eliminate pest harborage or access. The Contractor shall obtain the approval of the IPM coordinator prior to any application of sealing material or other structural modification.

Use of Pesticides

The Contractor shall be responsible for application of pesticides according to the label. All pesticides used by the contractor must be registered with the U.S. Environmental Protection Agency (EPA) and by the State of Texas. 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 Contractor shall adhere to the following rules for pesticide selection and use:

1. **Non-Pesticide Products and Their Use:** The Contractor shall use non-pesticide methods of control wherever possible. For example:

Portable vacuums rather than pesticide sprays shall be used for initial clean-outs of cockroach infestations, for swarming (winged) ants and termites, and for control of spiders in webs wherever appropriate.

Trapping devices rather than pesticide sprays shall be used for indoor fly control wherever appropriate.
2. **Application by Need:** Pesticide application shall be according to need and not by schedule. As a general rule, application of pesticides in any inside or outside area shall not occur unless visual inspections of monitoring devices indicate the presence of pests in that specific area. Preventive

pesticide treatment of areas where surveillance indicates a potential insect or rodent infestation is acceptable on a case-by-case basis, as approved the IPM Coordinator.

3. Pesticide Products and Their Use: When it is determined that a pesticide must be used in order to obtain adequate control, the Contractor shall employ the least hazardous material, most precise application techniques, and minimum quantity of pesticide necessary to achieve control.

When selecting pesticide products, highest priority shall be given to use of products on the Green and Yellow Lists, in that order, according to the criteria established in the most recent Structural Pest Control Board definitions of these products (Title 22, Texas Administrative Code, Section 595/12f).

Containerized and other types of crack and crevice-applied bait formulations, rather than sprays, shall be used for cockroach and ant control wherever appropriate. As a general rule, liquid aerosol or dust formulations shall be applied only as crack and crevice treatments with application devices specifically designed or modified for this purpose. "Crack and crevice treatment" is defined in this contract as an application of small amounts of insecticides into cracks and crevices in which insects hide or through which they may enter a building.

Application of pesticide liquid, aerosol, or dust to exposed surfaces and pesticide space sprays (including fogs, mists, and ultra-low volume applications), shall be restricted to unique situations where no alternative measures are practical.

The Contractor shall obtain the approval of the IPM Coordinator prior to any application of pesticide liquid, aerosol, or dust to exposed surfaces or any space spray treatment. The Contractor shall take all necessary precautions to ensure student and staff safety and all necessary steps to ensure the containment of the pesticide to the site of application.

4. Pesticide Storage/Disposal: The Contractor shall not store or dispose of any pesticide product on District property.
5. Pesticide Sales and Distribution: The Contractor shall not sell, share, or make available any pesticide products to any non-licensed District employee.

Rodent Control

As a general rule, rodent control inside occupied buildings shall be accomplished with trapping devices. All such devices shall be concealed out of the general view and in protected areas so as not to be affected by routine cleaning and other operations.

Trapping devices shall be checked on a schedule approved by the IPM coordinator. Trapping shall not be performed during periods when maintenance will be delayed by holidays, weekends, etc. The Contractor shall be responsible for disposing of all trapped rodents and all rodent carcasses in an appropriate and timely manner.

In circumstances when rodenticides are deemed essential for adequate rodent control inside occupied buildings, the Contractor shall obtain the approval of the IPM Coordinator prior to making any interior rodenticide treatment. All rodenticides, regardless of packaging, shall be placed wither in locations inaccessible to children, pets, wildlife, and domestic animals, or in EPA-approved, tamper-resistant bait boxes. As a general rule, rodenticide application outside buildings shall emphasize the direct treatment of rodent burrow, wherever feasible.

Frequency of bait box servicing shall depend upon the level of rodent infestation. All bait boxes shall be maintained in accordance with EPA regulations, with an emphasis on the safety of non-target organisms. The contractor shall adhere to the following rules:

- All bait boxes shall be placed out of the general view, in locations where they will not be disturbed by routine operations.
- The lids of all bait boxes shall be securely locked or fastened shut.
- All bait boxes shall be securely attached or anchored to the floor, ground, wall, or other surface, so that the box cannot be picked up or moved.
- Bait shall always be placed in the baffle-protected feeding chamber of the box and never in the runway of the box.
- All bait boxes shall be labeled with the Contractor's business name and address and dated by the Contractor's technician at the time of installation and at each servicing.

Program Evaluation

The District 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.

Quality Control Program

The Contractor shall establish a complete quality control program to assure the requirements of the contract are provided as specified. Within five (5) working days prior to the starting date of the contract, the Contractor shall submit a copy of his program to the District. The program shall include the following items:

1. Inspection System: The contractor shall develop a system for monitoring the effectiveness of the services provided to the District. The purpose of this system is to detect and correct deficiencies in the quality of services before the level of performance becomes unacceptable and/or District or health department inspectors identify the deficiencies.
2. Quality Control Checklist: A quality control checklist shall be used in evaluating contract performance during regularly scheduled and unscheduled inspections. The checklist shall include all buildings or sites serviced by the Contractor as well as every task required to be performed.
3. Quality Control File: A quality control file shall contain a record of all inspections conducted by the contractor and any corrective actions taken. The file shall be maintained throughout the term of the contract and made available to the District upon request.
4. Inspectors: The Contractor shall state the name(s) of the individual(s) responsible for performing the quality control inspections.

**IRVING INDEPENDENT SCHOOL DISTRICT
LIST OF SITES/FACILITIES TO BE TREATED**

	EST. MIN. SERV. TIME (HOURS)	AMOUNT PER QUARTER	AMOUNT ANNUALLY
SENIOR HIGH SCHOOLS:			
IRVING _____	_____	_____	_____
MacARTHUR _____	_____	_____	_____
NIMITZ _____	_____	_____	_____
ACADEMY _____	_____	_____	_____
MIDDLE SCHOOLS:			
AUSTIN _____	_____	_____	_____
BOWIE _____	_____	_____	_____
CROCKETT _____	_____	_____	_____
de ZAVALA _____	_____	_____	_____
HOUSTON _____	_____	_____	_____
LAMAR _____	_____	_____	_____
TRAVIS _____	_____	_____	_____
ELEMENTARY SCHOOLS:			
BARTON _____	_____	_____	_____
BRANDENBURG _____	_____	_____	_____
BRITAIN _____	_____	_____	_____
BROWN _____	_____	_____	_____
DAVIS _____	_____	_____	_____
ELLIOTT _____	_____	_____	_____
FARINE _____	_____	_____	_____
GILBERT, F.M. _____	_____	_____	_____
GOOD _____	_____	_____	_____
HALEY, JOHN _____	_____	_____	_____
HALEY, TOM _____	_____	_____	_____
HANES _____	_____	_____	_____
JOHNSTON _____	_____	_____	_____
KEYES _____	_____	_____	_____
LEE _____	_____	_____	_____
LIVELY _____	_____	_____	_____
SCHULZE _____	_____	_____	_____
STIPES (under construction) _____	_____	_____	_____
TOWNLEY _____	_____	_____	_____
TOWNSELL _____	_____	_____	_____
EARLY CHILDHOOD SCHOOL:			
CLIFTON _____	_____	_____	_____
PIERCE _____	_____	_____	_____
KINKEADE _____	_____	_____	_____
OTHER SITES/FACILITIES:			
ADMINISTRATION BUILDING _____	_____	_____	_____
ADMINISTRATIVE ANNEX _____	_____	_____	_____
RATTEREE CDC _____	_____	_____	_____
SEC REASSIGNMENT CENTER _____	_____	_____	_____
SCHOOL MEAL CENTER _____	_____	_____	_____
FACILITIES SERVICE CENTER _____	_____	_____	_____
STADIUM COMPLEX _____	_____	_____	_____

UNION BOWER WEST (800 O'Connor)	_____	_____	_____
TRANSPORTATION (3211 W Pioneer)	_____	_____	_____
UNION BOWER LEARNING CENTER	_____	_____	_____
WHEELER TRANS & DEV CENTER	_____	_____	_____
TOTAL		_____	_____

The sum of items in each column must equal the total cost indicated for that column. If sums are incorrect, unit pricing (quarterly amount per site) will prevail. ANTICIPATED PERCENTAGE OF ANNUAL ESCALATION, IF ANY: _____%

REFERENCES

Please list three (3) references of comparable size to the Irving Independent School District who have used your pest control services on a regular basis within the past year (preferable educational institutions).

1. Company Name _____
 Person to Contact _____
 Company Address _____
 City, State, Zip _____
 Telephone _____

2. Company Name _____
 Person to Contact _____
 Company Address _____
 City, State, Zip _____
 Telephone _____

3. Company Name _____
 Person to Contact _____
 Company Address _____
 City, State, Zip _____
 Telephone _____

BOARD CERTIFIED ENTOMOLOGIST

Does your company have a Board Certified Entomologist on staff? _____

If you answer NO, please provide the name and address of the consulting entomologist that your company uses:

Name _____
 Address _____
 City, State, Zip _____
 Telephone _____