

**Cape May Housing Authority  
639 Lafayette Street  
CAPE MAY, NJ 08204  
Phone # (609)884-8703**

**PEST CONTROL SERVICES**

**Return Proposal to: Cape May Housing Authority**

**Return Proposal by: December 11, 2015  
Time: 1:00PM**

# **Pest Control Services**

## **Proposal for Pest Control Services**

### **Calendar Year 2016**

#### **AGENCY STATEMENT:**

The Housing Authority of the City of Cape May is seeking a service provider qualified to provide pest control services for its three (3) complexes. The three (3) sites are known as:

“Osborne Court”  
“Lafayette Court”  
“Broad Street Court”

The Authority refers the proposing entity to the “Scope of Services” for services expected to be rendered to the Authority, by the service provider.

Payment for acceptable services rendered will be made monthly following receipt of vouchers and invoice.

Services are expected to cover the period of January 1, 2016 through December 31, 2016.

The service provider who is awarded the contract will need to provide the Housing Authority with a copy of his/her Certificate of Insurance showing proper and adequate insurance coverage and State of New Jersey Business Registration Certificate.

To attain a copy of the scope of services and/or for questions regarding this request for proposal, please contact: Cape May Housing Authority at 609-884-8703 (M-F between 8:00AM-3:30PM). The date/time the proposals will be opened and read publicly is Friday, December 11, 2015 at 1:00PM.

Thank you for your interest.

# **SCOPE OF SERVICES**

The Service provider will be licensed in the State of New Jersey and be able to present proof of the licensing. The Service Provider will provide all necessary equipment, chemicals, and supplies to provide all required services. Services provided include but are not limited to:

1. **Rodent control, crawling insect control, flying insect control, migratory pest control, bird control and mite control.**
2. **Specialized pest management applications for standard insecticides, rodenticides, termiticides, thermal foggings, cold foggings, avicides, herbicides and fumigants.**
  - **Service technicians must be certified in the categories for the service being rendered.**
  - **The Service Provider will have a degreed Entomologist.**
  - **Explain internal quality control monitoring of service work provided.**
  - **In addition to service application logs, specialized documentation will be required for certain services provided. Specific information relative to this additional documentation will be included under various services. All documentation will need to be maintained by the service provider.**
  - **Respond to request within 2 hours of notification.**
  - **No pesticides and/or equipment will be stored on The Owner property.**
  - **The service provider will have a schedule and log that tracks activity and replacements.**
  - **All traps will be clearly identified with a self-adhesive sign placed at 4ft.**
3. **Rodent Control – As Needed**
  - **Treatment shall include but not be limited to treatment for rats/mice. The treatment shall also provide prevention of re-infestations for a long period of time. Treatment shall also include removal of rodents.**
  - **Rodent bait feeding stations will be deployed throughout the outside areas of the complexes. All rodent feeding stations will be “secured” in a manner acceptable to the pest control industry.**
  - **A fresh supply of E.P.A. registered rodenticides will be maintained in the rodent feeding stations.**
  - **All multiple catch traps will be placed according to the manufacturer’s recommendations.**

- All devices will be boldly numbered and their placement depicted on a map of the facility. This map is to be a part of the customized Rodent Control Report which is to be submitted after each service. The report will document device by device, the activity found.
- All devices will be serviced a minimum of 1 time per month.
- Each control device will be checked, emptied as needed, cleaned, rewound and/or rebated during each service. Attached to each device will be a service date sticker which the technician will fill in at the time of each service. In the event of activity in any of the devices, the technician will determine whether or not to supplement the existing controls with nap traps and/or glue boards. The technician will inspect the areas near the site of any rodent activity to determine any surrounding infestation and any possible ways of entry.

#### **4. Crawling Insect Control**

- The technician will use various methods of materials to probe and flush the various insects from their hiding and/or harborage areas. The results obtained from this probing and flushing, along with an inspection of the surrounding area, will dictate any secondary treatment procedures including application of appropriate pesticides, placement of baits, drilling of voids, placement of monitoring devices, etc.
- A customized Pesticide Application Report will be required over and above the normal service ticket. This report must include all areas that are treated, the pesticides used and any findings within the areas relative to pest activity and/or sanitation. This report must be submitted at the conclusion of each month's service for the permanent records.
- All areas will be treated on a once per month frequency unless otherwise directed.

#### **5. Migratory Pest Control**

- Appropriate pesticides will be applied around the outside perimeters of all complexes. The number of these applications may vary with a minimum of three (3) per year. The pesticides will be applied in sufficient quantities to not only affect a kill of existing pests, but also establish a barrier against additional invaders. This service shall also include bees/carpenter bees.

**6. Insect Control**

- **Services to be administered using either mechanical and/or chemical controls on an as-needed basis and at no additional cost.**
- **The service provider shall provide glue trapping and/or surface sprays for flies, gnats, etc.**
- **Service provider shall also provide services for the treatment and prevention of bed bug infestations. This shall include an annual inspection of the units.**

**7. Bird Control**

- **Services to be provided on an as needed basis.**

**8. Frequency of Services**

**The routine services shall be once a month, unless additional service is needed for a particular rodent, insect or bed bug problem. Broad Street Court will be serviced every month. Lafayette and Osborne Courts will be serviced every other month. Callbacks for all serviced units will be at no charge. The office complex will be included at no charge.**

**9. Log Book**

**The service provider will keep a log book at the Lafayette Court Offices of “sightings”. Between visits, this will enable a better tracking of incidents and concerns. The technician will document any service issues and implement and follow-up visits.**