

**HIDALGO COUNTY SHERIFF DEPARTMENT
"PEST CONTROL"
BID NO. 06-263-09-13-VGG**

SPECIFICATIONS

Scope of Services:

Under this contract, pest control is the use of properly registered pesticides and/or the use of approved devices at scheduled times and at pre-planned intervals to provide adequate and acceptable levels of insect and rodent population suppression at the County premises covered by this contract. It is intended that the pest control service will be within the Hidalgo County Sheriff Department and shall be awarded to a "primary" and "secondary" vendor. After the bid is awarded and the awarded bidder(s) default(s) in meeting the general instructions to bidders and/or comply with contract agreement, HIDALGO COUNTY reserves the right to seek goods/services from the secondary vendor, state awarded vendors or any other cooperative purchasing programs at no additional cost to the County. In such event, Hidalgo County will charge the successful bidder the difference for any additional cost incurred by Hidalgo County for such item. Exhibit "A" lists the Hidalgo County Sheriff Department sites to be serviced **with an option to add or delete sites**. Walk through's may be scheduled upon Contractors request. Contract term is for an initial period to begin upon termination of the current contract through December 31, 2007. Hidalgo County reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract term for unforeseen delay in award of new bid for next contract term.

Requirements:

The Contractor shall furnish all labor, tools, materials and equipment necessary to accomplish the full treatment of pest control services for all areas and buildings specified herein including all rooms, closets, toilets, kitchens, hallways, stairwells, attics, elevators, plus any other building portion or part not specifically described herein.

Full treatment pest control services will include inspection and treatment for rats, mice, roaches, moths, ticks, silverfish, ants, earwigs, fleas, scorpions, spiders, wasps, crickets, flies, centipedes, millipedes and yellow jackets plus any other pests not specifically excluded from the contract both inside and outside. Rat and mouse infestations located in burrows in the ground adjacent to buildings are included. If any pests are discovered by County personnel, the Contractor will respond within 24 hours after notification to correct the situation.

When necessary to install rodent bait boxes, the Contractor will supply a written report to the County which indicates the box location, date of installation, and removal.

Services will be performed by the Contractor during regular hours of operation in the various buildings, except when special conditions require servicing to be done when a building or area is vacated after regular working hours or on weekends. There will be no additional charge for this service.

Contractor Responsibilities:

Contractor must also inspect site for possible usage of habitat for nocturnal flying mammals, (Bats), without incurring any additional cost.

The Contractor is to coordinate all work with the Hidalgo County Sheriff Department for the area being treated and with an inspection and service schedule at the start of the treatment program. A County representative must sign a service ticket to authenticate that service was performed at each building.

A copy of this signed statement must be included with each monthly invoice.

The Contractor is responsible for the implementation of the pest control programs required by this contract. The Contractor is responsible for providing pesticide applicators who have been trained and certified by a properly designated State lead agency as competent to handle and apply the classes of pesticide products necessary to implement the pest control programs required by this contract.

The Contractor is further responsible for the pest control programs required under this contract fully complying with the applicable Federal, State, and local pesticide laws and regulations within the legal jurisdiction that the premises covered by this contract are located.

The Contractor shall report to Hidalgo County any evidence or conditions conducive to pest infestation, which is not covered in the contract, at the time such condition is first noticed.

The Contractor shall provide one call-back service per month at no additional charge to Hidalgo County Sheriff Department. Call-back service will be in request by Hidalgo County Sheriff Department when previous treatment fails to control the pests specified herein.

Vendor Qualifications:

Contractor must have been in the commercial structural pest control business for a minimum of three years and maintain a current business license from the Texas Structural Pest Control Board.

Provide documentation of applicable licenses, certification, and/or commercial experience for vendor, Certified Commercial Applicator, and Licensed Commercial Technician when requested by Hidalgo County when requested by the Hidalgo County Sheriff Department. Hidalgo County reserves the right to request documentation at any time during the service period.

Service Schedule:

At mutually agreeable dates, the vendor shall meet with the Sheriff's Department to review and approve scheduling prior to beginning of work. Vendor shall be prepared to provide tentative dates and a schedule to accomplish the specified work. Upon completion of all meetings, vendor shall prepare Hidalgo County Purchasing an approved service schedule for all departments in a spreadsheet type format outlining the dates and times service will be performed. Revisions may be made in the event a building is added or deleted from the services.

The schedule shall cover a one-year period from the start date of the contract.

Work Hours:

All scheduled service shall be performed during the hours of 8:00 A.M. to 5:00 P.M., Monday through Friday.

Special Service Due To Re-Infestation:

Special service to address re-infestation shall be provided during or after hours, as requested by Hidalgo County Sheriff Department. Vendor shall respond to request for special service within 24 hours of notification and shall be provided at no additional cost to Hidalgo County until the infestation is under control or eliminated.

Emergency Service Due To Re-Infestation:

Emergency services due to re-infestation, defined as only those services which Hidalgo County considers to be hazardous or detrimental to employee health or negatively affect Hidalgo County Sheriff Department operations, shall be provided under the regular monthly service at no additional cost to Hidalgo County. Vendor shall respond to the request for emergency service and be on-site within four hours of notification by Hidalgo County when request is made between the hours of 8:00 AM and 5:00 PM. Emergency service will

only be requested when the above definition is met, otherwise the re-infestation will be requested as a special service.

Inside and outside treatment shall include the placement of rat or rodent control bait in and around the building as required. Technician shall place bait in areas or devices that will prevent ingestion by other pets and not accessible to the public. Vendor shall provide on an as-needed basis a minimum amount of two rodent trapping devices per building at no charge to Hidalgo County.

Vendor shall determine the type and quantity of chemicals and compounds and ensure that they are used in strict conformance with the manufacturer's instructions and specifically approved for areas in which they are to be used.

Prior to beginning work, vendor shall furnish Material Safety Data Sheets for all chemicals used in performance of the service.

Vendor shall leave the work area clean and free of materials, debris, and vendor equipment to the satisfaction of the authorized Hidalgo County Representative. Vendor shall remove from the premises and dispose of all chemical containers and packaging used in performance of the service and properly dispose of dead rodents and pest in strict accordance with all applicable federal, state and local laws and regulations.

Contract Price:

An individual Bid Price must be submitted for each building listed. Prices must be firm for the entire contract period and each consecutive contract period. Prices shall include travel cost.

Building Restrictions:

Parking:

Vendor shall make arrangements with the authorized Hidalgo County Sheriff Department Representative prior to offloading equipment at the job site. Vendor shall park only in parking spaces designated by the authorized Hidalgo County Sheriff Department Representative.

Restrooms:

Restrooms shall not be used for washing of tools and equipment or the mixing and preparation of chemicals. Vendor shall coordinate the mixing and preparation of chemicals with the representative.

Access:

Vendor shall make prior arrangements with the authorized representative for access to the building(s) for performance of the service.

ADDITIONAL INFORMATION:

Hidalgo County is requesting that any and all questions, inquiries and clarifications regarding quotes, bids, proposals, or statements of qualifications be addressed to Martha L. Salazar, CPPB, Purchasing Agent, at 100 E. Cano Street, 4th Floor, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

ALL WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE NO LATER THAN, Wednesday, September 06, 2006 at 5:00 p.m. at (956) 318-2629. Responses to said inquiries will be sent to all applicants via facsimile by no later than 5:00 P.M. Friday, September 08, 2006.

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SPECIFICATIONS- EXHIBIT "A"

Sheriff Department
(Entire surrounding building)
El Cibolo Road
Edinburg, Texas 78539

Service should include, but not limited to:

Jail (Approximately 300,000 sq. ft.)

- 9 Inmate Dormitory Living Areas
- 2 Public Lobby
- 3 Visitation Areas
- Employee Training Rooms
- Staff Dining
- Kitchen Area
- Inmate Processing Area
- Infirmary
- Administration Staff Offices

Billing Address:

701 El Cibolo Road
Edinburg, Texas 78539
Contact Person: Captain Joe Jackson
(956) 381-7800

Law Enforcement Center (Approximately 30,000 sq. ft.)

- Administration

Billing Address:

711 El Cibolo Road
Edinburg, Texas 78539
Contact Person: A. Martinez
(956) 383-8114

Motorpool (Approximately 10,000 sq. ft.)

- Administration

Billing Address:

713 El Cibolo Road
Edinburg, Texas 78539
Contact Person: A. Martinez
(956) 383-8114

Sheriff Training Academy (Approximately 14,400 sq. ft.)

- Administration

Billing Address:

715 El Cibolo Road
Edinburg, Texas 78539
Contact Person: A. Martinez
(956) 383-8114

Shooting Range Office

- Administration

Billing Address:

711 El Cibolo Road
Edinburg, Texas 78539
Contact Person: A. Martinez
(956) 383-8114

Tower Control

- Booth

Billing Address:

711 El Cibolo Road
Edinburg, Texas 78539
Contact Person: A. Martinez
(956) 383-8114

Sheriff Annex Building

- Administration

Billing Address:

413 E. Loeb
Edinburg, Texas 78539
Contact Person: A. Martinez
(956) 383-8114