

PALATKA HOUSING AUTHORITY

PEST CONTROL SPECIFICATIONS

SCOPE: For the controlling of pests at Palatka Housing Authority Offices, Community Rooms, Community Centers (Dr. James A. Long and Rosa K. Ragsdale warehouse & garage area, and apartments; **Pest control treatment in these facilities shall be in accordance with all state and federal laws).** The Contractor shall adequately control pests in the manner listed below. A list of building and locations will be provided along with this attachment. The Contractor will not deviate from this manner of pest control without written permission from the Palatka Housing Authority maintenance department.

The Contractor shall perform pest control quarterly and semi-annually (with spray/powder) and shall re-treat any infestation problem that may occur without any further charge to the Palatka Housing Authority during the treatment period.

1. The Contractor shall adequately suppress the following pests:
 - Indoor populations of rats, mice, cockroaches, ants, spiders, and any other arthropod pests not specifically excluded from the contract.
 - Winged termite swarms emerging indoors.
 - Individuals of all excluded pest populations that are incidental invaders inside buildings.

2. Populations of the following pests are excluded from this contract:
 - Birds, bats, snakes, and all other vertebrates.
 - Termites and other wood-destroying organisms.
 - Mosquitoes.
 - Pests that primarily feed on outdoor vegetation.

NOTE: Some of the excluded populations may be optional pest control.

RODENT CONTROL

1. **Indoor Trapping:** As a general rule, rodent control inside occupied buildings shall be accomplished with trapping devices only. 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 maintenance department. The Contractor shall be responsible for disposing of all trapped rodents and all rodent carcasses in an appropriate manner.

2. **Use of Rodenticide:** In exceptional circumstances when rodenticides are deemed essential for adequate rodent control inside occupied buildings, with the exception of attic preventive treatment, the Contractor shall obtain the approval from the Maintenance Department Supervisor prior to making any interior rodenticide

treatment. All rodenticide regardless of packaging, shall be placed either in locations not accessible 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 burrows whenever feasible:

- The Contractor shall apply once annually at beginning of contract one 16-oz. block of rodent bait in the attic of each apartment building next to attic access where the bait can readily be observed. This will be applied as preventive maintenance. PHA will randomly inspect for placement of rodent bait.
- The Contractor will place 4 - 16 oz. blocks of rodent bait in each warehouse and under covered storage areas, at locations not readily accessible by staff. Exterior locations shall be protected from weather.
- The Contractor will treat or retreat any apartment found infested while applying quarterly treatments or if found by Palatka Housing Authority staff between quarterly treatments. This treatment will be on an as needed basis. The Contractor will provide this additional service if necessary at no additional charge to the Palatka Housing Authority.

3. **USE OF BAIT BOXES:** 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 points:

- All baits 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 immovable 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 on the inside with the Contractor's business name and address, and dated by the Contractor's employee at the time of installation and each servicing.

TREATMENT STANDARDS FOR GERMAN COCKROACH CONTROL

1. All cracks and crevices capable of harboring German cockroaches will be treated with a residual insecticide as a liquid, or dust formulation. A crack or crevice is any junction between two elements of construction or equipment that is capable of harboring German cockroaches. Examples of such cracks or crevices are between the kitchen cabinet and the wall between the stove and the kitchen cabinet, between the baseboard and the wall, between shelves and the cabinet, between the refrigerator and the cabinet or wall, between construction members of cabinets, hinges of cabinet doors, electrical switch plates, between the wall cabinet and the wall, between plumbing and elements of construction and other similar situations.
2. The Contractor shall apply boric acid powder by dust applicator at the rate of one to two puffs behind refrigerator, stove, furniture, top of cabinets' edge next to wall, shelf corners of pantry, and corners of shelving of utility room. Boric acid powder must have dye added for verification of installation purposes. Dust must not be readily accessible to children. (semi-annual application)
3. The Contractor shall apply 12 self-adhesive bait stations in each apartment. These bait stations shall be color coded and dated, for site verification/inspection of installation by the maintenance department. The Contractor shall apply the bait stations in locations as specified by the Palatka Housing Authority making quarterly application and removing old applications.
4. The Contractor will submit his recommendation and plan for the treatment of Palatka Housing Authority offices, warehouses and community rooms. The Contractor's plan shall be in place and approved by maintenance department before commencement of contract.

STRUCTURAL MODIFICATIONS AND RECOMMENDATIONS

Throughout the term of this contract, the Contractor shall be responsible for advising the maintenance department about any structural, sanitary, or procedural modifications that would reduce pest food, water, harborage, or access. The Contractor shall be responsible for adequately suppressing all pests included in this contract regardless of whether or not the suggested modifications are implemented. The Contractor will not be held responsible for carrying out structural modifications as part of the pest control effort. However, minor applications of caulk and other sealing materials by the Contractor to eliminate pest harborage or access may be approved by the maintenance department on a case by case basis. The Contractor shall obtain the approval of the maintenance department prior to any application of sealing material or other structural modification.

QUALITY CONTROL PROGRAM

The maintenance department supervisor and its designee 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. The program shall include at least the following items:

- **CHECKLIST**: The maintenance department shall establish a checklist with the Contractor. The checklist shall include every building and site serviced by the Contractor.
- **CONTRACTOR**: The Contractor shall maintain a log of date and time of each service performed. The Contractor shall make available this log of daily activity to the maintenance department with 24 hours of service. The Contractor shall maintain this log throughout the term of contract.
- **CONTRACTOR**: The Contractor shall provide a schedule of estimated time to perform each task to the maintenance department prior to contract commencement.

OPTIONAL PEST CONTROL

1. The Contractor shall provide service for special treatments of vacant units consisting of a high quality instant kill contact spray for roaches with residual effect. The Contractor shall provide service on day of notification. The Palatka Housing Authority will notify the Contractor in early morning. The Palatka Housing Authority expects service before closing time of 06:30 p.m. in afternoon. The Contractor will provide this service at an additional cost per unit. The Contractor will place in his bid this additional cost per unit and guarantee this price throughout the life of contract.
2. The Contractor shall provide upon request termite inspection and treatment at an additional cost per unit and guarantee this price throughout the life of contract.
3. The Contractor shall provide upon request service for the control of Rodent Block, ants or other insect that may be on grounds of buildings. This service shall be at an additional charge. The Contractor shall price this service on a per unit bases and grant this price throughout the life of contract.
4. The Contractor shall provide upon request Bed Bug inspection and treatment at an additional cost per unit and guarantee this price throughout the life of contract.
3. The Contractor shall provide upon request Annual Bait treatment at an additional cost per unit and guarantee this price throughout the life of contract.

BAIT STATION GEL AND DUST LOCATIONS

- **PANTRY**: No. of Bait stations to be installed:
 - 1 Bait station in corner of lowest shelf.
 - 1 Bait station in corner of second shelf.

- **BATH ROOM**: No. of Bait stations to be installed:
 - 1 Bait station installed in first or only bath room below lavatory drain.

- **REFRIGERATOR**: No. of Bait stations to be installed:
 - 1 Bait station installed under refrigerator.

- **RANGE**: No. of Bait stations to be installed:
 - 1 Bait station installed under or around range.

- **KITCHEN SINK**: No. of Bait stations to be installed:
 - 1 Bait station installed above kitchen sink drain.
 - 1 Bait station installed in right hand corner of kitchen sink cabinet on back wall of cabinet.
 - 1 Bait station installed in left-hand corner of kitchen sink cabinet on back wall of cabinet.

- **KITCHEN WALL**: No. of Bait stations to be installed:
 - 2 Bait stations shall be installed on wall in corner under overhead cabinets.

- **KITCHEN DRAWERS**: No. of Bait stations to be installed:
 - 1 Bait station installed under the closest drawer to kitchen sink.
 - 1 Bait station installed to the next closest drawer to kitchen sink.

NOTE: The Contractor shall submit plan for the control of roaches in offices, warehouses and community rooms.

GEL OR AEROSOL LOCATIONS

Gel or aerosol treatments should be used to treat other areas in the kitchen, living/dining room, bathroom and hallways. Areas to include for cracks and crevices treatment are as follows:

- Harborage behind cabinets next to refrigerator
 - Next to stove
 - Under kitchen sink
 - Lavatory sink
- * Cracks behind wall cabinets
* Circuit breaker boxes
* Fire extinguisher mounting
* Any other areas deemed necessary

DUST LOCATIONS

Dust treatments of boric powder should be used to treat areas in bedroom closets and utility rooms in the following locations:

- Corners of closet shelves
- Corners of base boards in closet
- Any other area deemed necessary

INTEGRATED PEST MANAGEMENT PROGRAM

The Contractor shall follow the following alternate use of bait combinations starting with combination No. 1 and combination No. 2 every 6 months.

1. Bait combination No. 1
 - Maxforce bait trays or equal
 - Maxforce Gel or equal
 - Avert bait trays or equal
 - Avert Gel or equal
 - Borrid dust w/ blue dye
2. Bait combination No. 2
 - Boric dust w/blue dye

SCATTERED SITE LOCATIONS

The following projects listed below contain the number of units, various bedroom sizes and number of buildings:

AREA	SIZE OF UNITS	NO. UNITS	NO. BUILDINGS
<u>57-16 ANNIE M SPELLS:</u>	1 Bedroom	36	
			9
<u>57-1A WESTOVER MANOR:</u>	Efficiency	06	
	1 Bedroom	22	
	2 Bedroom	<u>02</u>	
	Total Units	30	
	1 Laundry Room	01	11
<u>57-1B LEMON HEIGHTS:</u>	1 Bedroom	02	
	2 Bedroom	06	
	3 Bedroom	10	
	4 Bedroom	<u>02</u>	
	Total Units	20	16
<u>57-1C MADISON COURT:</u>	Efficiency	04	
	1 Bedroom	26	
	2 Bedroom	<u>04</u>	
	Total Units	34	
	1 Resident Council Office	01	11
<u>57-1D NORTH SIDE HMS.:</u>	2 Bedroom	36	
	3 Bedroom	44	
	4 Bedroom	30	
	5 Bedroom	<u>06</u>	
	Total Units	116	73

SCATTERED SITE LOCATIONS

AREA	SIZE OF UNITS	NO. UNITS	NO. BUILDINGS
<u>57-4 JAMES A. LONG:</u>	1 Bedroom	06	
	2 Bedroom	19	
	3 Bedroom	45	
	4 Bedroom	<u>14</u>	
	Total Units	84	
	1 Comm. Center	01	49
<u>57-5A JAMES A. LONG: CTs</u>	4 Bedroom	10	
	5 Bedroom	<u>06</u>	
	Total Units	16	16
<u>57-5B ROSA K. RAGSDALE:</u>	2 Bedroom	42	
	3 Bedroom	<u>42</u>	
	Total Units	84	
	1 Comm. Center	01	43
WESTOVER AL'S	1 Bedroom	25	
	Total units	25	

Maintenance & Management offices garage and warehouse