

INVITATION TO BID

State of Ohio
Department of Administrative Services
General Services Division
Office of Procurement Services

The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.		BIDDER NAME	
BID NUMBER <u>OT902712</u>	OPENING DATE (1:00 p.m.) <u>SEPTEMBER 23, 2011</u>	STREET ADDRESS <input type="checkbox"/> Check if remit address is different and list on separate sheet	
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395 Attn: Bid Desk		CITY STATE ZIP	
		COUNTY	MBE/EDGE CERTIFICATE NUMBER
		TELEPHONE NO. ()	TOLL FREE NO. 1 - ()
		CONTACT PERSON	FAX NO. ()
REQ./INDEX NO. GDC031	BID NOTICE DATE SEPTEMBER 19, 2011	CONTRACTOR'S E-MAIL ADDRESS	
SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD) <input type="checkbox"/> E-Mail <input type="checkbox"/> Fax			
In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%,10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days". ____%, ____Days, Net 30 Days			
PARTICIPATING AGENCY(IES): Corrections Training Academy, Pickaway Correctional Institution and Ohio Penal Industries at Pickaway Correctional Institution, 11781 St. Rt. 762, Orient, OH 43146			
ADDENDUM FOR CHANGE ADDENDUM NO.: 1 REVISION DATE: 09/19/11			
THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES IS SOLICITING BIDS FOR: PEST CONTROL SERVICES			
Attached are pages 10,11,12,13,15, 19 to this Invitation to Bid. Remove the corresponding pages from the existing bid and replace with the attached.			
As indicated herein this addendum is issued to make changes to specifications and Pricing Schedule.			

CORRECTIONS TRAINING ACADEMY

In addition to the requirements listed in Section I (Pages 6 through 9) the following will apply to the Corrections Training Academy.

I. SCOPE OF SERVICE

Pest Control – *Control of common species of pests including but not limited to: roaches, rats, mice, bats, wasp, bees, yellow jackets, spiders, fleas, flies, water bugs, silverfish, raccoons, skunks, bats, birds, mosquitoes and ants (inside and outside buildings). Pest control to be included for the servicing, trapping and the disposal of birds, rodents, skunks, raccoons and bed bugs. Services for trapping and disposal of rodent and small animals will be provided on an "as requested" basis and billed separately.

II. CONTRACTOR RESPONSIBILITIES

The Contractor and/or his designated serviceman will service all buildings located throughout the Corrections Training Academy as listed. This service will include but not limited to all offices, restrooms, food service halls service closets, panel closets, crawl spaces, pen houses and other areas that the Corrections Training Academy deems necessary.

Areas and Service Frequency.

A. Areas to be serviced once a month:

	Large Offices/Dorm Rooms	Small Office/Storage	Bathrooms
1. AT Building	13	24	6
2. Oakwood Building	18	10	4
3. Briarwood Building	18	10	4
4. Beechwood Building	18	10	4
5. Pinewood Building	18	10	4
6. Parkview Building	10 (9-Foodservice Rms. and 1- Large Classroom)	N/A	2
7. Dogwood Modular Building ⁴		3	2

B. Areas to be serviced once a week:

1. Parkview Building – Foodservice

C. Areas to be service upon request:

1. Lock shop
2. Armory
3. Range
4. Foodservice Fogging – *Service twice a month as needed on Fridays after 12:30 p.m.

Exterior Treatment shall be administered twice yearly or as needed to the exterior of all buildings.

Service will be performed on Fridays.

Any necessary call backs for problem area between service call will be provided at no extra charge.

Place bait appropriately as needed in all area of the institution. Tracking powder, mechanical traps and stick boards may be needed for rodent control. These products shall be provided by the Contractor in addition to the regular service at no extra charge.

After each visit the Contractor must furnish the Business Office with a receipt signed by the Academy's escorting employee, which shows date of application, area of application and application used. Material Safety Data Sheet is required for all chemicals used.

*Indicates changes.

PICKAWAY CORRECTIONAL INSTITUTION and OHIO PENAL INDUSTRIES (OPI) at PICKAWAY CORRECTIONAL INSTITUTION

In addition to the requirements listed in Section I (Pages 6 through 9) the following will apply to the Pickaway Correctional Institution and Ohio Penal Industries (OPI) at the Pickaway Correctional Institution unless otherwise stated.

I. SCOPE OF SERVICE

To control roaches of all varieties and all other pest, to include but not be limited, rats, mice, bats, wasps, bees, yellow jackets, fleas, lice, bedbugs, ants, raccoons and other rodents and insects inside and outside. This work is to be done in the safest manner possible meeting all USDA, OSHA, and EPA requirements.

II. SERVICE SCHEDULE

- A. The Contractor must schedule the work to be performed to conform to the production schedules for the Beverage Processing Plant, Meat Processing Plant Center and food service preparation which may require night and/or weekend work after 7 p.m.
- B. The Contractor is to submit a proposed service schedule to the Deputy Superintendent for approval.
- C. Special treatment dates and times may be requested by the institution for particular pest control problem areas identified by the construction Contractors or institutional staff. A thorough treatment of each building may be requested by the institution prior to and after the opening of these buildings.

III. CONTRACTOR RESPONSIBILITIES

The Contractor will provide tracking powder, mechanical traps, stick boards and glue traps. These products must be provided by the Contractor in addition to the regular service at no extra charge.

Contractor will apply a non-residual insecticide ULV, labeled safe for living and food service areas.

Areas and Service Frequency

NOTE: The Contractor is to provide a minimum amount of time to service all areas, time in other individual areas may vary.

*Areas to be serviced Monthly:

- A. Health Center (Medical Bldg.)*
- B. Segregation*

Areas to be fogged.

- A. Central Food Service in Multi-Purpose Bldg after 7 p.m. (weekly).
- B. ODR - Officers Dining Room (as needed).
- C. Food Warehouse (weekly)
- D. BOSCO (monthly as needed)
- E. Sallyport (monthly as needed)

IV. CONTRACTORS RESPONSIBILITY

OPI Meat Processing Plant Center

Additional visits may include twice per month, once per week or on an as needed basis as determined by the facility's need to meet The Department of Agriculture's regulatory compliance.

*Indicates changes.

PICKAWAY CORRECTIONAL INSTITUTION and OHIO PENAL INDUSTRIES (OPI) at PICKAWAY CORRECTIONAL INSTITUTION (Cont'd)

The products and additional equipment to be distributed include but are not limited to: Fly bait, rodent traps, glue boards, rodent bait boxes, rodent 'catch-alls', residual bait, rodent bait and like equipment or supplies".

Rodent and Pest equipment, currently on-site of the Meat Processing Career Center, is owned by the State of Ohio, Ohio Penal Industries, Meat Processing Career Center, Pickaway Correctional Institute, Orient, Ohio."

Areas to be monitored and serviced for the Meat Processing Plant at OPI.

- A. Monitoring and servicing of 20 bait traps on the inside and 20 outside bait traps of facility. Please see attached.
- B. Monitoring and servicing of insect light traps.

V. OPTIONAL SERVICES

The Contractor must have the capability of providing the following services to Pickaway Correctional Institution and Ohio Penal Industries (OPI) at the Pickaway Correctional Institution unless otherwise stated. These services may or may not be needed and is to be available upon request of the institution. Pricing must be provided in this Invitation To Bid and institution will be billed separately. For evaluation purposes, an estimate of three (3) times per year will be used for each unless otherwise noted under Price Schedule.

A. Pigeon Control

- 1. The Contractor shall provide all necessary labor, equipment, and pesticides to destroy pigeons.
- 1. The Contractor shall collect and dispose of all dead birds, and the work shall be performed in such a manner that interference with the normal household routine is minimal. The areas shall be left neat and clean.

B. Special Residences – Services to be performed (Per Request)*

- 1. Superintendent's Residence – Old two-story home
- 2. Apartments 2 and 3 – employee residences
- 3. Apartments 4 and 5 – employee residences
- 4. Farm House residence

C. Other Areas

- 1. Tunnels – Both deep and shallow tunnels connect all main buildings, steam lines, and telephone cable.
- 2. Barns – Several outbuildings used for hay storage and animal (pigs and cows) housing.
- 3. Sewers – Both sanitary and storm sewers and all manholes.

*Indicates changes.

PICKAWAY CORRECTIONAL INSTITUTION

BUILDING	AREAS	REPORT TO	ESCORT	MAJOR PEST PROBLEMS	FREQUENCY OF SERVICE	TIME OF SERVICE	SPECIAL REQUIREMENTS
B Bldg.	<u>Psychology</u> <u>Administrative Offices</u> <u>Vault</u> <u>All Offices</u> <u>All Halls</u> <u>All Bathrooms</u>	Captains	Officer Assigned	Roaches Ants Water Bugs	Weekly If needed	8:30 a.m.-4:30 p.m.	Vault has food products; USDA approved chemicals must be used in living areas and areas where food products are kept.
A, B, C, D Units	<u>All Living Areas</u> <u>All Offices</u> <u>All Bath & Shower Areas</u> <u>All Storage & Side Rooms</u> <u>All Hallways</u>	Security Office	Officer Assigned	Roaches Ants Water Bugs	Weekly If needed	8:30 a.m.-4:30 p.m.	Food stored throughout living areas in inmate lockers; Chemical used approved for populated living areas and food items; As requested by unit manager.
Multi Purpose Bldg. Central Food Service	<u>*1 Dining Rooms</u> <u>2 Dishwashing Rooms</u> <u>Kitchen</u> <u>Vegetable Prep Room</u> <u>*3 Storage Rooms</u> <u>Butcher Shop</u> <u>4 Offices</u> <u>4 Bathrooms</u> <u>Pulping Room</u> <u>All Hallways</u>	Shirley Hix, Loretta Blankenship or Everett Sheets	Loretta Blankenship Everett Sheets or Designee	Roaches, Mice, and Flies	Weekly	4:30 p.m.-7:30 p.m.	Chemical must be USDA approved for food preparation and food service areas.
	Food Service Truck	Manager	Assigned	Roaches	Monthly If needed	8:30 a.m.-4:30 p.m.	None

*Indicates changes.

PICKAWAY CORRECTIONAL INSTITUTION (Cont'd)

BUILDING	AREAS	REPORT TO	ESCORT	MAJOR PEST PROBLEMS	FREQUENCY OF SERVICE	TIME OF SERVICE	SPECIAL REQUIREMENTS
Laundry	<u>Laundry Truck</u> <u>Laundry Area</u> <u>Offices</u> <u>Storage Area</u> <u>Basement</u>	Laundry Manager	Assigned	Roaches	Weekly If needed	7:30 a.m.-4:00 p.m.	None
Maintenance Office	<u>All Storage Areas</u> <u>All Offices</u> <u>All Bathrooms</u> <u>Halls and Entry Ways</u>	Maintenance Supervisor		Roaches Ants	Weekly If needed	8:00 a.m.-3:30 p.m.	None
Welding HVAC	<u>All Bays</u> <u>All Storage Areas</u> <u>Office</u> <u>Bathroom</u>	Maintenance Supervisor		Roaches Ants	Monthly If needed	8:00 a.m.-3:00 p.m.	None
Telecommunications & Paint Bldg.	<u>Server and Phone Room</u> <u>Paint Storage</u>	Maintenance Supervisor	Assigned Staff	Roaches Water Bugs Ants	Monthly If needed	8:00 a.m.-3:30 p.m.	None
Programs Bldg.	<u>All Offices</u> <u>All Classrooms</u> <u>All Meeting Rooms</u> <u>All Bathrooms</u> <u>Hall & Entry Ways</u>	Captains Office	Assigned Staff	Roaches Ants	*Weekly If needed	*8:00 a.m.-3:30 p.m.	*None
Commissary	<u>All Storage Areas</u> <u>All Offices</u> <u>All Bathrooms</u> <u>All Hall & Entry Ways</u>	Commissary Manager		Roaches Ants Mice	Weekly (as needed)	8:00 a.m. - 3:00 p.m.	None
Carpenter Shop	<u>All storage Areas</u> <u>All Offices</u> <u>Kitchen Area</u>	Maintenance Supervisor		Roaches Ants Mice	*Monthly If needed	8:00 a.m. - 3:00 p.m.	None

*Indicate changes.

PRICE SCHEDULE

YOUR BID:

General Pest Control as per specifications stated herein for the following locations: Bidders shall not insert a unit cost more than 3 digits after the decimal point. Digit(s) beyond 3, after the decimal point, shall be dropped by State Purchasing and not used in the evaluation and any subsequent award.

NOTE: It is the responsibility of the Bidder(s) to inspect the institution(s) they Bid upon. Therefore the price quoted in this Bid cannot be revised in the event the quoted dollar amount does not cover all building locations and or areas for that institution.

Item No.	DESCRIPTION	COST		
		10/01/11 – 08/31/12	09/01/12 – 08/31/13	09/01/13 – 08/31/14
8681	Corrections Training Academy	\$ _____ Per month	\$ _____ Per month	\$ _____ Per month
	*Corrections Training Academy Special Residences	Est. Usage is 3 (three) Occ. Cost Per Occurrence	Est. Usage is 3 (three) Occ. Cost Per Occurrence	Est. Usage is 3 (three) Occ. Cost Per Occurrence
	BED BUGS	\$ _____ Per Occ.	\$ _____ Per Occ.	\$ _____ Per Occ.
	*Corrections Training Academy VERTEBRATE ANIMAL CONTROL (i.e. Raccoons, Ground Hogs, Skunks etc.)	\$ _____ Per app.	\$ _____ Per app.	\$ _____ Per app.
4278	Pickaway Correctional Institution	\$ _____ Per month	\$ _____ Per month	\$ _____ Per month
	*Pickaway Correctional Institution Special Residences	Est. Usage is 3 (three) Occ. Cost Per Occurrence	Est. Usage is 3 (three) Occ. Cost Per Occurrence	Est. Usage is 3 (three) Occ. Cost Per Occurrence
	BED BUGS	\$ _____ Per Occ.	\$ _____ Per Occ.	\$ _____ Per Occ.
4604	Pickaway Correctional Institution Special Residences as per specifications stated herein under Section IV A. PIGEON	\$ _____ Cost Per Hr.	\$ _____ Cost Per Hr.	\$ _____ Cost Per Hr.
	Pickaway Correctional Institution Special Residences as per specifications stated herein under Section IV B.	Est. Usage is 3 (three) app. Cost Per Applications	Est. Usage is 3 (three) app. Cost Per Applications	Est. Usage is 3 (three) app. Cost Per Applications
4605	ROACHES	\$ _____ Per app.	\$ _____ Per app.	\$ _____ Per app.
	Pickaway Correctional Institution Special Residences as per specifications stated herein and Section IV B.	Est. Usage is 3 (three) app. Cost Per Applications	Est. Usage is 3 (three) app. Cost Per Applications	Est. Usage is 3 (three) app. Cost Per Applications
8584	FLEAS	\$ _____ Per app.	\$ _____ Per app.	\$ _____ Per app.
11911	Pickaway Correctional Institution Tunnels, Barns and Sewers as per specifications stated herein and Section IV C.	\$ _____ Per app.	\$ _____ Per app.	\$ _____ Per app.
4602	OPI at Pickaway Correctional Institution WAREHOUSE	\$ _____ Per month	\$ _____ Per month	\$ _____ Per month
8582	OPI at Pickaway Correctional Institution BEVERAGE PROCESSING PLANT	\$ _____ Per month	\$ _____ Per month	\$ _____ Per month
4603	OPI at Pickaway Correctional Institution MEAT PROCESSING PLANT CENTER	\$ _____ Per month	\$ _____ Per month	\$ _____ Per month
8583	OPI at Pickaway Correctional Institution MEAT PROCESSING PLANT CENTER Section IV ADDITIONAL VISITS ONLY.	\$ _____ Cost Per Hr.	\$ _____ Cost Per Hr.	\$ _____ Cost Per Hr.

*Indicates changes.