

REQUEST FOR QUOTES
Rodent and General Pest Control Services for the
Department of Transportation Harbors Division
Oahu District

SPECIFICATIONS

1. SCOPE

The furnishing of all labor for installation, maintenance and inspection, materials and supplies (which includes bait boxes and traps) and any and all other items necessary to satisfactorily perform all operations to provide rodent and other general pest control services on a monthly maintenance and on-call basis for the Department of Transportation Harbors Division (hereinafter "DOT-H") offices located at various location on the island of Oahu. Services shall be in accordance with these specifications herein and attached Chapter 103D, H.R.S. General Conditions, incorporated by reference and also available online at:
http://www4.hawaii.gov/bidapps/general_terms.cfm.

2. GENERAL CONDITIONS:

- A. All work shall be performed in accordance with all applicable Federal, State and County laws, rules and regulations.
- B. Contractor shall be in possession of all licenses, permits and certifications required for full performance of this contract.
- C. Contractor shall be responsible for providing written, site-specific recommendations to the State's Contract Administrator relating to mitigation of any existing conditions that may contribute to harboring of rodents and other pests.
- D. Contractor shall not subcontract any of the work to be provided under this Contract.
- E. Contractor shall ensure strict compliance with Occupational Safety and Health Act (OSHA) and Hawaii Occupational Safety and Health (HIOSH) laws, rules and regulations).
- F. Any damage to buildings, structures, vehicles, plants and vegetation, or other personal property or items located on the premises and adjoining properties shall be promptly repaired, restored, and/or replaced by the Contractor at Contractor's own expense and to the satisfaction of: (1) the State Contract Administrator or his designated representative; and (2) any injured party.
- G. Contractor shall coordinate its work schedule with DOT-H and provide adequate advance notice whenever work is to be performed.
- H. All Contractor's employees, their representatives, suppliers, manufacturers, and authorized personnel shall wear clothing clearly displaying Contractor's visible company logo at all times.
- I. Contractor's vehicles and vehicles owned/leased/operated by Contractor's representatives, suppliers, manufacturers and other Contractor-authorized personnel shall be identified by a visible company logo.

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- J. Regular inspections will be conducted by the State Contract Administrator or his designated representative to assess the quality, progress, effectiveness and acceptability of the Contractor's work.
- K. Contractor's staff assigned to this contract shall obtain a Transportation Worker Identification Credential (TWIC) and Maritime Security Awareness Training in accordance with 33 CFR 105.215.

3. LICENSE, EXPERIENCE AND INSURANCE

Contractors shall provide documentation verifying compliance with the required licensing, experience, insurance and other requirements established and in accordance with Chapter 460J, Hawaii Revised Statutes, "Pest Control Operators" and Chapter 94 of the Hawaii Administrative Rules.

4. EXTERIOR AND INTERIOR RODENT AND GENERAL PESTS CONTROL

- A. Rodent control occurring in exterior areas of occupied buildings shall be limited to the use of bait boxes exclusively.
- B. Rodent control occurring in internal areas of buildings shall consist of traps that are approved by the Contract Administrator
- C. Contractor shall notify the State's Contract Administrator or his designated representative of the location of the baited boxes and provide the State's Contract Administrator or his designated representative with an inspection/monitoring schedule.
- D. Contractor shall be responsible for properly, safely, and promptly handling and disposing of all rodent and pest carcasses in accordance with all applicable local, state and federal laws, regulations and other requirements.

5. BAIT BOXES

Bait boxes shall be Protecta LP bait stations or a DOT-H approved, industry approved or equivalent. All bait boxes and trapping devices shall be securely attached or anchored to the floor, ground, wall or other immovable surface.

6. FISHING VILLAGE EXTERIOR RODENT CONTROL

Vendor shall be required to conduct a site assessment to determine the best method for vector control. Vendor shall also be responsible for the removal and disposal of any rodents whether the method of control be live trap or instant kill. At no time shall the vendor use any bait or poisoning method for this location. Vendor shall provide detailed information and quantities of the product that will be used at the Fishing Village location. Vendor shall also provide manufacturer and/or industry standards in order for the State to determine if the proposed method will suffice.

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7. WRITTEN REPORTS

Contractor shall submit written reports to the State's designated Contract Administrator written reports following Contractor's completion of each inspection of baited or trapping devices. These reports shall include, but shall not be limited to: a summary of Contractor's activities, results of Contractor's inspections, descriptive listing of Contractor's installation/placement of all baited devices and trapping devices, Contractor's recommendations for follow-up, and any other information necessary to achieve and maintain an effective rodent control program.

8. PRE-BID CONFERENCE AND SITE INSPECTION

While not mandatory, attendance at the pre-bid site inspection is strongly recommended in order to allow the Contractor the opportunity to become familiarized with the property. A pre-bid conference and site inspection is scheduled and listed on the HiePro Solicitation page.

9. ADDITIONAL WORK

For any work not covered by the Contract, Contractor shall submit a separate written proposal to the State's Contract Administrator describing the scope of additional work and the cost to perform the additional work. If the proposal is deemed acceptable by the State's Contract Administrator, and without further solicitation of other bidders, the Contract Administrator may issue (without further solicitation of other bidders), a separate Purchase Order to authorize the work.

10. ADDITIONAL SERVICE REQUIREMENTS

- A. Contractor may be required to furnish additional bait boxes (for exterior of the building), and spring traps, cage traps, and glue traps (exterior and/or interior of the building). The Contractor shall submit a proposal to the State listing the quantities and costs for the installation of bait boxes for exterior of buildings, spring traps, cage traps and glue traps for interior of buildings and any additional monthly cost for maintenance and monitoring.
- B. The State reserves the right to increase or decrease any exterior and interior maintenance and monitoring services and the amount of bait boxes, spring traps, cage traps and glue traps.

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11. STATE CONTRACT ADMINISTRATOR

For purposes of this agreement, the designated State Contract Administrator shall be DOT-H Oahu District Manager's appointed representative:

David L. Lee
700 Fort Street
Honolulu, Hawaii 96813
Telephone: (808) 587-2057
Email: David.L.Lee@hawaii.gov