The Basics

- What’s the difference
  - Contracts
  - Bid Specifications
  - Request for Proposals
Contracts

- **Legally binding** exchange of promises or agreement between parties that the law will enforce.

- **Two types**
  - Binding
    - Requires commitment between two parties
  - Non-binding
    - Agreement to agree
    - Not enforceable
Binding

- Enforceable
  - Can take legal action
- Clear lines of direction
  - Who is responsible for what
- Existence of “open” terms
  - Pricing can vary based on treatment type
- Dates of contract
  - How long is the contract good for (1yr, 3, 5, etc)
- Out-clause
  - What allows the PCO or you to terminate the contract
Bid Specifications

- Written by purchasing
  - Cookie cutter
- Directions to vendors
  - In some cases gives vendors an idea of what you are looking for
- Very generic
  - Generally refers to specific areas like kitchens, lounges and not much else
How to get IPM in Specs

- Must change from generic version
  - Inspections
  - Monitoring
  - Prior list of products to use
  - Obtain guidelines from company on how they will react to specific pests
    - Tie this into your IPM policy statement
  - Copies of application use records
  - Reporting of conducive conditions
  - Let’s look at examples
See handouts
How to get IPM

- Set up meeting with purchasing dept or Administrators
  - Explain why IPM is so important
  - Explain why current contract is not working
  - Show examples of other contracts
  - Explain what changes YOU would like to see
  - Remember IPM isn’t just pest control
Request for Proposals (RFPs)

- Not generic
  - Allows you to ask for specific coverage
- Allows for specific directions
  - How often for fire ant control
  - Inspections and monitoring
  - Non-chemical control
- Ability to set pre-award meetings
  - Most important – meet face-to-face with each potential PCO
RFPs

- Let’s look at an example
Once you have a contract
Now what?

- Set up initial face-to-face meeting
  - Important so there are no misunderstandings later
- Review contract
  - What do you expect
  - What do they expect
IPM objectives

- Monthly Monitoring
  - What is your definition and what is theirs
- Fire ant Control
  - How important is this
- Monthly service reports
  - Invoicing vs. service tickets (application use records)
  - Justification for use forms
What does Monitoring Mean

- State says – must monitor
- Inspections, sticky traps, sample counts
  - Before they “spray” what do they “see”
Develop a protocol

- Where will monitors be located
- What will they report
- What triggers an application
  - One roach doesn’t mean we spray
  - What about non-chemical controls
  - Will the contractor supply IPM plans
  - Will the contractor use your IPM plans
Keeping on top of Contractor

- Set up routine meetings
  - Don’t wait for them to call you – you call them
- Talk with staff
  - Food service, custodial, maintenance
- Take a walk
  - Search for monitoring devices
- Remember the 4 principles of IPM
  - Evaluation is step 4
What to do when it all goes wrong

- Review contract
  - Understand what contractor is responsible for
  - Periodically check to see if items are being followed
- Know who to call
  - Who is responsible in the district
  - Who did you talk to – salesperson, owner, etc.
When to become concerned

- Tech time is reduced, complaints are up
  - From 1 hour to 15 minutes
- Don’t see evidence of monitoring
  - Where are all the sticky traps?
- Don’t see notes on service tickets
  - No comments on exclusion controls, sanitation, etc.
- Solution to all pest problems – Yellow
  - Constantly receiving justification forms
Concerns Cont

- Not supplying you with MSDS and Labels
- See excessive use of chemicals
  - Service ticket states “inspected for pest – then you see chemical controls” – no evidence of monitoring
  - At every service visit a chemical is used
Justification forms

- Submitted prior to treatment – best
- Submitted within 48 hours after treatment – acceptable
- Submitted within 1 week – passing
- Submitted later than 2 weeks after treatment – or never – UNACCEPTABLE
Exceptional Contractors

- Provides you with a list of pesticide products, plus labels and MSD sheets
  - In advance – understands IPM principles
- Works with YOU to develop a list of structural and landscape improvements
  - Offers campus inspections
- Helps You identify problem areas
- Solutions to pest problems are not chemically driven