



**COUNTY OF ERIE  
DIVISION OF PURCHASE  
MEMORANDUM**

To: All Using Departments

From: Jamie Kucewicz, Buyer

Date: January 24, 2024

Subject: PEST MANAGEMENT PROGRAM – ROACHES, INSECTS & RODENTS

Bid No.: 240274-002

Effective Dates: September 1, 2024 through August 31, 2026

Vendor #: 108666

Vendor: ASHLAND PEST CONTROL, INC.  
406 Connecticut Street  
Buffalo, NY 14213

Telephone: 716-884-7431

Pricing: per attached document



# County of Erie

DIVISION OF PURCHASE

## STANDARD AGREEMENT

This AGREEMENT, made as of the 6<sup>th</sup> DAY OF SEPTEMBER, 2024

by and between ASHLAND PEST CONTROL INC.

of 406 CONNECTICUT STREET, BUFFALO, NY 14213

herein after referred to as the Contractor, and the County of Erie, a municipal corporation of the State of New York hereinafter referred to as the County

WHEREAS, in accordance with public open competitive bidding, sealed proposals were received and publicly opened by the County of Erie, Division of Purchase

on AUGUST 14, 2024 at 11:00AM

for PEST MANAGEMENT PROGRAM - ROACHES, INSECTS & RODENTS

WHEREAS, the bid of the Contractor submitted in accordance therewith, the sum of \$25,152.00, was the lowest responsible bid submitted, and

WHEREAS, a contract is hereby awarded to the Contractor by the County, in accordance with the provisions therein contained, and

WHEREAS, the Notice to Bidders and Specifications make provisions for entering into a proper and suitable contract in connection therewith

NOW, therefore, the Contractor does hereby for its heirs, executors, administrators and successors agree with the County of Erie that, the Contractor shall for the consideration mentioned, and in the manner set forth in Accepted Invitation to Bid No. 240274-002, Specifications and Provisions of Law annexed hereto and forming a part of this contract, furnish the equipment and materials and perform the work and services described in the Accepted Bid for the above sum

X Paid monthly upon presentation of invoices

Upon delivery, completion and approval of the work, as per specifications

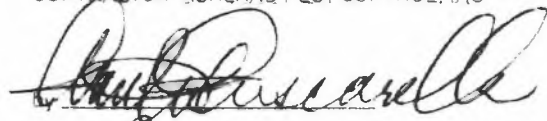
Please refer to the invitation to Bid (Page 1) and the Instructions to Bidders which are part of this agreement

IN WITNESS THEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written

COUNTY OF ERIE

CONTRACTOR ASHLAND PEST CONTROL, INC

By \_\_\_\_\_  
Director of Purchase



Date \_\_\_\_\_

Title President

Date 9/23/2024

APPROVED AS TO FORM

\_\_\_\_\_  
Assistant County Attorney  
County of Erie, New York

Date \_\_\_\_\_



# COUNTY OF ERIE

## DIVISION OF PURCHASE

### INVITATION TO BID

Bids, as stated below, will be received and publicly opened by the Division of Purchase in accordance with the attached specifications. **FAX bids are unacceptable. Bids must be submitted in a sealed envelope to:**

County of Erie  
Division of Purchase  
Attention: JAMES D. KUCEWICZ, BUYER 716-858-6336  
95 Franklin Street, Room 1254  
Buffalo, New York 14202-3967

**NOTE: Lower left-hand corner of envelope MUST indicate the following:**

BID NUMBER: 240274-002

OPENING DATE: AUGUST 14, 2024 TIME: 11:00 AM

FOR: PEST MANAGEMENT PROGRAM – ROACHES, INSECTS & RODENTS

NAME OF BIDDER: Ashland Pest Control Inc.

If you are submitting other Invitations to Bid, each bid must be enclosed in a separate envelope.

Following EXHIBITS are attached to and made a part of the bid specifications, and part of any agreement entered into pursuant to this Invitation to Bid:

- EXHIBIT "A" - Assignment of Public Contracts
- EXHIBIT "B" - Purchases by Other Local Governments or Special Districts
- EXHIBIT "C" - Construction/Reconstruction Contracts
- EXHIBIT "D" - Bid Bond (Formal Bid)
- EXHIBIT "E" - Bid Bond (Informal Bid)
- EXHIBIT "EP" - Equal Pay Certification
- EXHIBIT "F" - Standard Agreement
- EXHIBIT "G" - Non-Collusive Bidding Certification
- EXHIBIT "H" - MBE/ WBE Commitment
- EXHIBIT "IC" - Insurance CLASSIFICATION "A"
- EXHIBIT "P" & EXHIBIT "PBI" - Performance Bond
- EXHIBIT "Q" - Confined Space Program Certification
- EXHIBIT "PW" - NYS Prevailing Wage
- EXHIBIT "V" - Vendor Federal Compliance Certification

(Rev. 1/00)

**County of Erie**  
DIVISION OF PURCHASE  
**NON-COLLUSIVE BIDDING CERTIFICATION**

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief:

(1) the prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or any competitor;

(2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

(3) no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

**NOTICE**

(Penal Law, Section 210.45)

IT IS A CRIME, PUNISHABLE AS A CLASS A MISDEMEANOR UNDER THE LAWS OF THE STATE OF NEW YORK, FOR A PERSON, IN AND BY A WRITTEN INSTRUMENT, TO KNOWINGLY MAKE A FALSE STATEMENT, OR TO MAKE A FALSE STATEMENT, OR TO MAKE A STATEMENT WHICH SUCH PERSON DOES NOT BELIEVE TO BE TRUE.

**BID NOT ACCEPTABLE WITHOUT FOLLOWING CERTIFICATION:**

Affirmed under penalty of perjury this 8th day of August, 2024

TERMS Net 30 DELIVERY DATE AT DESTINATION \_\_\_\_\_

FIRM NAME Ashland Pest Control Inc.

ADDRESS 406 Connecticut Street

Buffalo, NY ZIP 14213

AUTHORIZED SIGNATURE 

TYPED NAME OF AUTHORIZED SIGNATURE \_\_\_\_\_

TITLE President TELEPHONE NO. 716-884-7431



## Specifications

Erie County Department of Public Works, Division of Buildings and Grounds, requires a vendor to provide monthly inspection and pest extermination services at various County facilities as listed in the enclosed specifications.

This will be a two-year contract for the period September 1, 2024 through August 31, 2026.

### **ARTICLE I - GENERAL**

**1001** - The inspection and pest management services to be performed by the contractor under this specification shall consist of furnishing all material, parts, labor, tools, and equipment necessary to provide complete control of pests as described herein.

**1002** - Bidder is requested to quote price based on monthly inspections of all sites listed. Prior arrangements for inspections are to be scheduled at the mutual agreement of Department of Buildings and Grounds representative and the vendor.

**1003** - As part of this contract, vendor is to provide at no additional cost to the County: baits, traps glue boards, roach monitors, roach stations, and all necessary EPA / DEC listed and approved chemicals and pesticides.

**1004** - Contractor will provide all MSDS sheets to the Dept. of Buildings and Grounds for any chemicals or pesticides used in the elimination and control of pests in county buildings.

**1005** - The County reserves the right, upon (30) thirty days written notice, to terminate or suspend all or any part of the monthly services described herein when conditions or needs change, operation of a County facility is reduced or discontinued, or other similar circumstances take place. In the event of such termination or suspension, payments for monthly services shall be suspended without penalty. As such, if site conditions warrant, monthly service may be reinstated at the agreed upon monthly contract rate upon written notice from the Div. of Buildings and Grounds. Payments will be made only for that portion of monthly service rendered.

### **ARTICLE II - COMPETENCY OF BIDDER**

**2001** - The bidder shall have had a qualified service organization in active operation for a minimum of five (5) years and be registered with the NY State DEC. The bidder shall have established a history of competent service experience in pest management as described in these specifications, and must have on its payroll sufficient qualified, and certified personnel to guarantee satisfactory performance of this contract. Vendor will provide technicians that are NY State DEC Certified in Category 7A and 7F and follow Part 325 (latest revision) Rules and Regulations relating to application of pesticides. Bidder must be New York State OGS approved IPM vendor and New York State IPM certified. Must comply with all applicable IPM requirements and NYDEC regulations.

**2002** - The bidder shall submit a statement that includes at least three (3) specific locations that have been serviced by the bidder and the dates during which similar pest control service has been performed. Consideration will not be given to bids submitted by an individual, firm, or corporation who has established on former projects, either government or commercial, an unsatisfactory record of performance in connection with inspection, or extermination of pests as herein described. The County reserves the right to determine the competency of contractors being considered for the award of this contract. The County will take into consideration all factors, which are deemed pertinent to the satisfactory execution of this contract.

**2003** - The successful bidder will be required to provide proof of insurance as per requirements of Erie County standard insurance classification "A".

### **ARTICLE III - PAYMENTS**

**3001** - Payments in the amounts stipulated in the contract shall be made monthly in arrears, upon completion of service and submission of specified written reports and detailed invoices.

### **ARTICLE IV - FAILURE TO COMPLY**

**4001** - In the event that the contractor fails to perform in accordance with these specifications, or violates any of the provisions hereof, the County of Erie may, upon ten (10) days' notice in writing to the contractor, terminate this contract and engage the services of others to perform all work necessary. The cost of this work shall be at the contractor's expense.

## **ARTICLE V – SCOPE OF WORK**

**5001 – ASSESSMENTS:** The work to be performed by the contractor under this specification shall consist of integrated pest management (IPM) and inspection services for commercial buildings as herein described. Vendor will take a pro-active approach for pest elimination on both interior and exterior areas in a low-profile mode that does not draw undue attention to the service technicians. For the first six months of this agreement the vendor will inspect, monitor, provide appropriate pest extermination service and assess all listed locations and provide a written report to the Deputy Commissioner of Buildings and Grounds suggesting a continuing program of pest control for each site. The initial assessment survey will be done at each location noting structural deficiencies, potential problem sites and approximate locations of monitor stations. The survey will be conducted by a registered sanitarian with American Institute of Baking credentials to ensure that the IPM program conforms to sanitation requirements and good pest management practices. The consulting sanitarian, after assessing the site, will discuss the particulars of the location with the certified pest management professional (CPMP). The CPMP will be responsible for monitoring activity, inspecting all sites, and providing the appropriate treatment. After the initial six-month assessment period, the Division of Buildings and Grounds will make determination for continued monthly service on a site-by-site basis. The vendor will provide a written assessment report every (6) six months thereafter for each location outlining progress made, current status of infestation and recommendations.

**5002 – WORKING HOURS:** Preventive maintenance and inspection work under these specifications shall be performed after normal working hours established for the County of Erie, when the building is unoccupied, during evenings, and on weekends unless otherwise approved and arranged beforehand.

**5003 – MONTHLY INSPECTIONS:** Building areas should be visually inspected a minimum of (1) one time per month with attention to **interior** areas such as food service and vending areas, restrooms, maintenance closets, basements, shops, and trash collection and dock areas. No chemical controls should be used for interior rodent control. Visual inspection of **exterior** structure including potential problem areas and known problem areas for signs of insect and rodent activity. Insect and rodent activity, nests, and conditions favorable to insect and rodent growth should be documented, as strong perimeter controls are important to an effective IPM program. Inspect for structural deficiency and note on the written monthly report for each site to be submitted with invoice. Assess the insect and rodent problem and prescribe the initial non-chemical treatment.

**5004 – EXCLUSION:** Vendor will report to County, areas that need attention to limit the entrance of insects and rodents, such as: caulk, weather-stripping, hardware cloth, concrete, valley tin. Report ground maintenance needed to prevent rodent harborages close to structures to reduce potential movement into structure.

**5005 – MONITORING:** Glue boards and roach monitors will be used to identify species, monitor activity and degree of infestation, if present. They are to be used in areas where they cannot be readily touched. Roach pheromone traps are only a monitoring device and are not to be used for elimination, per the manufacturer.

**5006 – MECHANICAL DEVICES:** Mechanical traps are to be used in areas with minimal personnel activity to prevent personal injury and theft. Other mechanical devices for insect and rodent control may be utilized in non-food areas for control of insects and rodents.

*Note: for safety reasons, all monitoring and mechanical devices will be used minimally in work areas. These devices can potentially cause physical harm if handled improperly, and can be broken or stolen, increasing costs and liability.*

**5007 – NON-PESTICIDE APPLICATIONS:** Growth regulators / inhibitors may be utilized in highly sensitive areas to interrupt growth cycles if they are low toxicity (LD50) factor. It is understood that they are not as effective on new infestations introduced into a structure, and can take as long as one year, according to manufacturer, to achieve effective reduction. Tamper-resistant bait packages hidden in insect and rodent harborages are to be placed according to label directions.

**5008 – NON-RESIDUAL APPLICATIONS:** To be used where and when absolutely necessary to preserve the structural sanitation, health and well-being of the working environment. Such materials used for target pest with the lowest LD50 factor and lowest vapor pressure, applied strictly according to label directions to minimize potential undesired exposure. All materials used are to be NY State DEC registered, EPA approved, and applied by a NYSDEC Certified technician only. (Pyrethrums, pyrethroids and synthetics are known allergens and can trigger allergic reactions in sensitive individuals. Their use should be limited).

*Note: Any and all materials or service is to be performed when there are no personnel in the structure; or within the confines of the problem area – provided it can be sealed and secured for the appointed time of 24-48 hours; or as specified on the label (WHICHEVER IS GREATER, where and if possible; otherwise, an initial non-chemical approach; then only if deemed necessary by the NYSDEC certified technician, the least toxic approach.)*

**5009 – RESIDUALS:** To be used when and where necessary as determined by the licensed NYSDEC certified technician to maintain sanitary and healthy conditions in the work environment and to be applied only according to label directions, specifications and limitations. Once the target pest has been identified, make a proper application with the proper dilution of a residual being the lowest toxicity (LD50) factor, lowest vapor pressure, and specifically labeled for the target insect or rodent. Applications made using crack and crevice treatments will use wetttable powder, pressurized aerosol, or emulsifiable concentrate. **NO ORGANOPHOSPHATES, AND NO XYLENE BASED PRODUCTS ARE TO BE USED. Dust** (Boric Acid/Drione) with limited usage to minimize potential inhalation exposure from drift; treat only in wall voids, or other hidden areas to eliminate exposure potential from ingestion or inhalation. Any applications are to be made only when there are no personnel in the structure for at least 24-48 hours. Chemically sensitive or allergy prone individuals may need to remain out for a longer period of time, depending on sensitivity and what materials are used.



**5010 – ROACH, INSECT AND RODENT CONTROL:** Vendor to provide an initial inspection and investigation to determine structural entrance points, and exterior harborage areas. Inspection sheets and reports will note deficiencies and recommendations for exclusion. Initial immediate control to begin with mechanical traps, baiting, and exclusion. **All baits** are to be EPA approved, DEC registered, and used in accordance to label instructions, directions, precautions and limitations. Each station should be identified with a service card listing the material enclosed, service dates, and an exterior identification for location on a site map. Each station is to be inspected monthly at minimum, with increased frequency if activity is noted. Exterior conditions and recommendations should be reported. All materials used are to be EPA and NYSDEC registered for use in New York State and applied according to label instructions, and applied by a NYSDEC Certified technician only. All materials, tools, baits, pesticides, commonly used in the implementation of this pest control program are to be included in the cost of this contract.

**5011 – DOCUMENTATION:** An IPM logbook with copies of labels, material safety data sheets (MSDS), location site maps, journal entry sheets, and maintenance log sheets shall be kept with the building engineer at each location. The logbook shall be provided and maintained by the vendor. Logbook shall contain all qualifying documents to meet Federal EPA, NY State DEC and local requirements as well as copies of certificates of insurance, applicators licenses, and pest management reports documenting all work accomplished and quantity and type of products used. **It is the vendors responsibility to maintain records and file annual reports as mandated by the Federal EPA and NY State DEC.**

**5012 – EMERGENCY SERVICE:** The contractor shall provide emergency service outside of normal established working hours for the trade on any day of the week, day or night, holidays included for problem infestations. The contractor shall provide a continuous telephone service where he can be reached twenty-four hours a day, seven days a week, holidays included, in the event emergency service is required. Such emergency service is outside of the normal maintenance and inspection service specified in this contract and is to be billed separately at the appropriate established overtime rate with prior approval of the site Chief Engineer.

**5013 – ADDITIONAL WORK** – Any work required outside of the normal inspection and service specified herein, that was identified as being needed at time of inspection, may be completed with the **prior approval** of the site Chief Engineer. Such work to be billed separately with detail of labor hours.

\*Please quote labor rate per hour to be charged for such service. Labor rate quoted to remain firm for the award period. (*see Article VII, 7002*)

## **ARTICLE VI – SPECIAL NOTICE, BUILDING RENOVATIONS**

**6001** – The vendor is hereby notified that the Department of Public Works has ongoing building renovations and modernizations in progress. Bidders are advised that certain buildings undergoing renovation may be removed from the monthly IPM service requirement per Article I, Section 1005 and the monthly service charge will be suspended without penalty. At the conclusion of the renovation project, the vendor will upon written notice from the Division of Buildings and Grounds, resume monthly services per the terms of this specification, and the service charge reinstated.

**ARTICLE VII – LOCATIONS, FREQUENCY, PRICING & PAYMENT**

**7001** - Price to inspect and service all listed sites per requirements of these bid specifications. Such work to be performed monthly (unless noted otherwise) during the award period. Bidders are advised to make arrangements for site visits prior to bidding, to become familiar with each facility.

Location	Performed	Chief Engineer	Telephone	Monthly	Yearly
1. Rath Bldg. - 95 Franklin	Monthly	<b>Mike Campanella</b>	858-7793	145.50	1746.00
2. Old County Hall – 92 Franklin	Monthly	<b>Joe Toth</b>	858-8024	71.25	855.00
3. New County Hall – 25 Delaware	Monthly	<b>Joe Toth</b>	858-8024	95.00	1140.00
4. 120-134 W. Eagle	Monthly	<b>Paul Overfield</b>	858-6368	95.00	1140.00
5. Holding Ctr. – 10-40 Delaware	Monthly	<b>Paul Overfield</b>	858-6368	47.50	570.00
6. 77 West Eagle	Monthly	<b>Joe Toth</b>	858-8024	47.50	570.00
7. Youth Detention – 766 E. Ferry	Monthly	<b>Sandor Toth</b>	858-4707	71.25	855.00
8. Fire Training Acad. 3359 Broadway	Monthly	<b>Jim Banas</b>	681-7111	47.50	570.00
9. New Family Court, 1 Niagara Plaza	Monthly	<b>Mike Campanella</b>	858-7793	95.00	1140.00
10. HVAC Bldg Harlem Rd	Monthly	<b>Mike Feldman</b>	823-4782	47.50	570.00
11. Central Police Services 45 Elm St	Monthly	<b>Sandor Toth</b>	858-4707	95.00	1140.00
12. Health Center 608 William St	Monthly	<b>Mary Beth Pascall</b>	858-8026	47.50	570.00
13. Ticor Bldg W Eagle & Franklin	Monthly	<b>Joe Toth</b>	858-8024	47.50	570.00
14. Board of Elections 120-134 W Eagle	Monthly	<b>Joe Toth</b>	858-8024	47.50	570.00
15. Erie County Health Mall 1500 Broadway	Monthly	<b>Tracy Cichocki</b>	716-348-0533	47.50	570.00

**Total Monthly Cost:** \$ 1048.00 / mo. \$ 12,576 /yr

**7002** - Charge for any routine additional work, outside the normal inspection and service specified, that has been identified as being needed as a result of inspection (reference paragraph 5013). Such work to be done during normal working hours.

Labor rate per hour: 95.00

**7003** – Charge for Emergency Service (reference paragraph 5012) outside normal working hours. Quote hourly labor rate to be changed for such service outside normal working hours including Saturday, Sunday, and Holiday.

Labor rate per hour outside normal working hours: 225.00  
(Normal hours considered as Monday – Friday 9AM – 5PM)

List rates for Weekends & Holidays:

Weekends: 225.00 Holidays: 325.00

**All rates quoted to remain firm for the entire period of 9/1/24 through 8/31/26.**

NAME OF  
BIDDER: Ashland Pest Control Inc.