

Integrated Pest Management

for Iowa Schools



Sample Pest Control Contract

1. GENERAL

- a. Description of IPM program: This specification is part of a comprehensive integrated pest management (IPM) program for the school district listed herein. IPM is a process for achieving long-term, environmentally sound pest suppression through the use of a variety of management practices. These practices include structural and procedural modifications that reduce pest access, food, moisture and harborage within the school environment. Chemical methods are applied only on an "as needed" basis. Need is determined by pest population monitoring and previous unsuccessful attempts to solve the pest problem with non-chemical strategies. Control products are placed where they are inaccessible to children, faculty and staff.
- b. Contractor Service Requirements: The Contractor shall furnish all supervision, labor, materials and equipment necessary to accomplish the monitoring, trapping, chemical control methods and pest removal components of the IPM program. The Contractor shall also provide site-specific recommendations for structural and procedural modifications to aid in pest prevention.

2. PESTS INCLUDED IN CONTRACT

- a. The Contractor shall adequately suppress the following pests:
 - 1) Indoor populations of rats, mice, cockroaches, ants, flies, spiders and other arthropod pests not specifically excluded from the contract
 - 2) Populations of the above pests outside the buildings but within the school property
 - 3) Incidental invaders of concern (stinging or biting insects)
 - 4) Excluded pests (listed below) emerging indoors
- b. The following pests are excluded from this contract:
 - 1) Birds, bats, snakes, and all other vertebrates other than commensal rodents
 - 2) Subterranean termites and other wood destroying organisms
 - 3) Mosquitoes
 - 4) Plant-feeding pests

3. INITIAL BUILDING INSPECTIONS

The Contractor shall make a thorough initial inspection of each building at least 5 days before the start date of the contract to evaluate pest control needs of the premises. The Contractor shall identify problem areas and any equipment, structural features or practices that are contributing to pest infestations. Access to building space shall be obtained through the IPM Coordinator. The IPM Coordinator will inform the Contractor of any restricted areas requiring special scheduling.

4. PEST CONTROL PLAN OF WORK

The Contractor shall submit to the District Facilities Manager a Pest Control Plan of Work at least 5 days prior to the start of the contract. The Facilities Manager and the Contractor will review and negotiate the Plan of Work before any pest management services begin.

The Pest Control Plan of Work will include:

- a. Description of structural or operational changes that would facilitate the pest control effort: Using a building floor plan as a permanent record, the Contractor shall describe site specific solutions for eliminating pest access, food, water and harborage.
- b. Proposed methods for monitoring: The Contractor should describe the products and procedures used for identification of pest presence, access and harborage locations (i.e., monitoring for cockroaches on a quarterly schedule using Victor roach sticky traps).
- c. List of proposed materials and equipment: The Contractor shall provide current labels and Material Safety Data Sheets (MSDS) for all pesticide products to be used. In addition, brand names shall be provided for all application equipment, rodent bait boxes, monitoring and trapping devices, and any other control equipment that may be used to provide service.
- d. Service Schedule: The Contractor shall provide service schedules that include the monthly or quarterly frequency of Contractor visits. The IPM Coordinator at each facility will record the date and duration of each visit and log all services received.
- e. Commercial pesticide applicator certificates or licenses: The Contractor shall provide photocopies of the company pest control license and dated pesticide applicator certificates for every employee who will be performing on-site services under this contract.

5. RECORD KEEPING

The Contractor shall be responsible for maintaining a pest control logbook for each site specified in this contract. These records shall be kept on site by the IPM Coordinator and maintained on each visit by the Contractor. The logbook shall contain the following items:

- a. Pest Control Plan of Work: A copy of the Pest Control Plan of Work, including all labels and MSDS, as well as the service schedule.
- b. Work request and inspection forms: Work request and inspection forms will be used to advise the Contractor of routine service requests and to document the performance of all work, including emergency work. All work shall be documented in the logbook, then signed and dated by the Contractor.
- c. Floor-plan service report: The Contractor will submit a floor plan of the area serviced to the IPM Coordinator documenting all chemical control methods used (brand name and formulation) and the location of the application.

6. EMERGENCY SERVICE

On occasion the Contractor may be requested to perform corrective or emergency service(s) that are beyond the routine requests. The Contractor shall respond to these exceptional circumstances and begin the necessary work within ONE (1) working day after receipt of the request.

7. USE OF CHEMICAL CONTROL METHODS

The Contractor shall be responsible for application of pesticides according to the label. All pesticides used by the Contractor must be registered with the United States Environmental Protection Agency and the state of Iowa. It may also need to comply with local jurisdiction. The Contractor shall adhere to the following rules for chemical control products in schools:

- a. Approved products: The Contractor shall not apply any pesticide product that is not included in the Pest Control Plan of Work approved by the District Facilities Manager.
- b. Application by need: Pesticide application shall be according to need and not by schedule. Such chemical control methods shall not be applied unless visual inspections or monitoring devices indicate the presence of pests in a specific area AND non-chemical control methods (as available) have been tried to solve the pest problem. Preventive chemical control treatments in areas where there is a potential for insects and rodents will be evaluated on a case-by-case basis with the IPM Coordinator.
- c. Minimum risk: When the application of chemical control products is necessary, the Contractor shall employ the least hazardous materials, most precise application techniques and the minimum quantity of pesticide necessary to achieve control.

8. INSECT CONTROL

- a. Emphasis on non-chemical methods: The Contractor shall use non-pesticide methods of control whenever possible to solve a pest problem. This includes, but is not limited to, use of a portable vacuum for initial cockroach, winged ants winged termites, and spider population suppression, and use of trapping devices for indoor fly control.
- b. Monitoring: Sticky traps shall be used to monitor indoor insect populations and be used to evaluate the effectiveness of efforts wherever necessary.
- c. Insecticide bait formulations: Bait formulations shall be used for cockroach and ant control where appropriate.

9. RODENT CONTROL

- a. Indoor trapping: Rodent control inside occupied buildings shall be accomplished with trapping devices only. All such devices shall be concealed and in protected areas so as not to be disturbed by school operations. Trapping devices shall be checked every 24 hours during population suppression and at reasonable intervals during maintenance activities. The Contractor is responsible for disposing of all trapped rodents or rodent carcasses in an appropriate manner.
- b. Outdoor use of bait boxes: All bait boxes shall be placed out of general view where they will not be disturbed by school operations. The lids of the boxes shall be securely locked or fastened shut. All bait boxes shall be attached or anchored to the ground, building wall or other immovable surface so that the box cannot be picked up or moved. All bait boxes shall be labeled on the inside with the Contractor's business name and address. The Contractor's employee shall date the outside of the box at the time of installation and after each service.

10. STRUCTURAL MODIFICATIONS AND RECOMMENDATIONS

Throughout the term of this contract, the Contractor shall be responsible for advising the IPM Coordinator about any structural, sanitary or procedural modifications that will reduce pest access, food, water and harborage. 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 efforts.

11. PROGRAM EVALUATION

The IPM Coordinator 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.