

B.3 PERFORMANCE WORK STATEMENT

Pest Control Services for Providence VAMC and Central Western Massachusetts VAMC Locations

BACKGROUND/ADMINISTRATIVE: The Contractor shall furnish all labor, supervision, transportation, tools, materials and supplies necessary to perform pest control services in accordance with this Performance Work Statement (PWS) at the locations stated in Section 6 at the Providence VAMC and Central Western Massachusetts (CWM) VAMC locations.

The government reserves the right to issue one award to one vendor for performance at both facilities or multiple awards, i.e. one award per facility to different awardees or any scenario that provides the best value and is in the best interest of the government. Please note that each facility will be evaluated separately to ensure the best value for the government. Please use the attached Price Schedule in order to price your quotes accordingly.

The contractor shall conform to all federal, state, and local regulations governing examining and licensing of pest control operators, performance of pest control, use of approved pest control chemicals and equipment, and proper disposal methods for all products/containers, which may be in effect for the area where the work under the contract will be performed.

The contractor is to provide on-site pest control services for all Service Locations identified in Section 6. Contractor shall respond to all routine calls within twenty-four (24) hours and emergency calls and situations within four (4) hours of notification by the Contracting Officer's Representative (COR) to provide service. These services shall be performed by certified, trained and licensed pest control operators in any or all categories as required by the State of Rhode Island and the State of Massachusetts. The period of performance will be one year (1) from date of Government signed award for twelve (12) consecutive months with four (4) option years, exercised at the discretion of the Government not to exceed twelve (12) consecutive months for each option year.

The contractor will submit an Integrated Pest Management (IPM) plan as part of the response to quote for the interior and exterior of the VA Medical Center in Providence, located at 830 Chalkstone Avenue, Providence RI 02908, leased space at 589 & 623 Atwells Avenue, Providence, RI 02909, as well as the Community Based Outpatient Clinic (CBOC) located at 175 Elm Street, New Bedford, MA 02740 and the CWM HCS located at 421 North Main St., Leeds, MA 01053 and 8 Cherry St., Northampton, MA, to ensure the health and general well-being of patients, staff, and visitors. All infestations will be addressed until complete elimination of pests. The IPM plan will include all aspects of the PWS.

The government reserves the right to add additional CWM and Providence VAMC locations and pest control services within the scope of the original contract via a dually signed modification.

Place of Performances: Please see Section 6 of the PWS for all Providence VAMC and Central Western Massachusetts Locations.

Period of Performance: This contract will be for a base + 4 option years. The following estimated period of performance is tentative and may change depending on the date of award. The estimated period of performance is as follows:

Base Year: 04/01/2016-03/31/2017

Option Year 1: 04/01/2017-03/31/2018

Option Year 2: 04/01/2018-03/31/2019

Option Year 3: 04/01/2019-03/31/2020

Option Year 4: 04/01/2020-03/31/2021

Site Visit: Perspective contractors are encouraged to attend the following site visits. All offerors shall email Christopher.Humphrey@va.gov to RSVP if you are planning on attending. The site visits will be held at the following locations and dates:

Site Visit 1: **Wednesday 03/09/2016 at 11:00 AM EST** at the CWM HCS located at 421 North Main St., Leeds, MA 01053. Please find parking wherever possible meet in the basement of Building #25 by 11:00 AM for the start of the site visit. There is a sign that says Sanitation on the road next to the building. The Central Western Mass VAMC facility map is attached to this solicitation.

Site Visit 2: **Thursday 03/10/2016 at 11:00 AM EST** at the VA Medical Center in Providence, located at 830 Chalkstone Avenue, Providence RI 02908. Please find parking wherever possible meet at trailer T-38 by 11:00 AM for the start of the site visit. The Providence VAMC facility map is attached to this solicitation.

SCOPE OF WORK:

1. SERVICE/MAINTENANCE/INSPECTION

The Contractor shall perform service, maintenance and inspection to ensure the following tasks are accomplished.

- a. Inspections of areas to determine which pest management measures are appropriate and required.
- b. Provide recommendation of environmental sanitation practices that restrict or eliminate food, water or harborage for pests and recommend engineering practices that limit entry of pests.
- c. Selection and utilization of non-chemical control methods that will eliminate, exclude or repel pests (including, but not limited to insect electrocution devices, traps, caulking, air screens).
- d. Selection and use of the most environmentally sound pesticide(s) to affect control when chemical control methods are necessary.
- e. Collection and disposal of all pests.
- f. Control (eliminate or prevent the flourishing or spread) of general arthropod pests (including, but not limited to cockroaches, ants, carpet beetles, spiders, carpenter ants, carpenter bees, centipedes, millipedes, etc.).
- h. Control of predatory pests/disease vectors (including, but not limited to lice, bedbugs, fleas, mites, ticks, bees, wasps, mosquitoes, scorpions).
- i. Control of stored product pests (including, but not limited to sawtooth grain beetles, red/confused flour beetles, trogoderma beetles, grain moths).
- k. Control pest birds (including, but not limited to pigeons, sparrows, blackbirds, etc.).
- l. Control other vertebrate pests (including, but not limited to dogs, cats, bats, squirrels, gophers, moles, skunks, snakes, rabbits, raccoons).
- m. Control wood destroying organisms (including, but not limited to subterranean termites, dry wood termites, fungi, wood boring beetles).
- n. Control (treat and eliminate) of bed bugs (*cimex lectularias*) in the environment.
- o. Fumigation treatments may require separate scheduling as approved by the COR for the convenience of the facility.

2. SPECIAL PESTICIDE APPLICATION PROVISIONS:

The following provisions shall be adhered to by the Contractor in performing pesticide applications of the areas specified below:

- a. Food Handling Areas: Treatment is limited to times when food is not being held, processed, prepared, or served; and while not occupied by facility employees. The Contractor (in the possession of pesticides or application equipment) shall at no time enter facility elevators which are occupied by food service equipment.

- b. Patient Occupied Areas: The Contractor shall utilize low volatility, odor free pesticides that do not expose patients or staff above permissible exposure levels (PEL), in accordance with the established guidelines.
- c. Critical Areas: The Contractor shall submit a list of pesticides for intended use in areas listed below for approval by the COR, prior to any application. When space treatment is required in these areas, the Ultra-Low Volume (ULV) method of pesticide application shall be utilized with approved equipment capable of delivering a particle size range of 0.5 to 15 microns. The planned use of pesticides in these areas requires recognition of the attendant hazards to occupants, supplies, equipment and surfaces. No substitution shall be made at any time without approval in advance from the COR. Critical Areas: Pharmacy, Research Facilities, Operating Room, Intensive Care Units, Respiratory Care Areas and Sterile Processing Service (SPS).

3. STORAGE OF PEST CONTROL MATERIALS:

No pest control materials or equipment shall be stored or kept at the Medical Center when the contractor is not working on site unless authorized in writing first by the COR.

4. DISPOSAL OF HAZARDOUS MATERIAL AND UNUSED PESTICIDES:

The Contractor shall not dispose of any excess pesticide containers or any other materials contaminated by pesticides at any location on the Medical Center premises.

5. CONTRACTOR PERSONNEL QUALIFICATIONS AND REQUIREMENTS:

NOTE: Certification shall mean a current Certificate of Competency in pest management in any and all categories as identified by the State of Rhode Island and the State of Massachusetts.

- a. The Contractor shall provide a detailed list (at time of submission of quote) of all certified professional staff to be utilized in the performance of this contract, including copies of state certifications and categories of training.
- b. Non-certified employees may assist the supervisor in performance of the work as long as they are in immediate contact with and visible to the supervisor. The supervisor will assume all responsibility for their work.
- c. The Contractor shall comply with applicable federal, state and local regulations and guidelines and licensing of pest control operators, performance of pest control and use of approved pest control chemicals and equipment set forth by the EPA and National Pest Control Association. It is the contractor's responsibility to keep abreast and comply with changes in these regulations and codes applicable to the contract so that compliance with all current regulations and codes is maintained.

- d. All of the contractor's personnel assigned to performance of this contract shall be clearly distinguishable from VA employees and must have visible on their uniforms, the name of the company and employee's name so they are easily recognizable at all times. While on VA premises, all contractor personnel shall comply with the rules, regulations, and procedures governing the conduct of personnel and the operation of the facility.
- e. An access badge will be given to the contractor's employee upon entrance into VA buildings. The contractor employee must safeguard the access badge and immediately report any lost, stolen, or destroyed badges to the COR. All contract personnel must properly display their access badges. Access badges must be worn at or above the waist (facing forward.). The contractor's employees must return the access badge(s) to the COR or designee at the end of each visit. Contractor personnel shall inform the COR of the need to gain access to secured areas. If access is required to secure areas, prearranged scheduling will be made with the COR.
- f. The contractor shall be required to comply with all security policies/requirements of Providence and CWM VAMCs. All security policies/requirements must be met and employees cleared prior to the contractor performing work under this contract. Employees that cannot meet the security and clearance requirements shall not be allowed to perform work under this contract.
- g. It is the responsibility of the contractor's personnel to park in the appropriate designated parking areas. Parking information shall be coordinated with each facility COR. The Providence and CWM VAMCs do not validate or make reimbursement for parking violations of the contractor's personnel.

6. SERVICE LOCATIONS:

The government reserves the right to add additional locations and/or pest control services at either the Providence VAMC or CWM VAMC should there be a need. The additional work will added to the contract via a dually signed modification by the government and contractor.

1. Providence VA Medical Center – Approximately 450,000 Square Feet. Providence VA Medical Center 830 Chalkstone Avenue, Providence, RI 02908.
 - Building No. 1 - Main Hospital - To include monthly spray for roaches once a month within the canteen area of the basement and nutrition service located on the 4th floor.
 - Sub-basements - Main Hospital (including Clinical Addition)

- Building No. 2
- Building No. 3
- Building No. 4
- Building No. 5
- Building No. 6
- Building No. 7
- Building No. 8
- Building No. 9
- Building No. 10
- Building No. 14
- Building No. 22/23
- Building No. 32
- Building No. 35
- Trailer No. 7/8
- Trailer No. 18
- Trailer No. 32
- Trailer No. 33
- Trailer No. 34
- Trailer No. 35
- Trailer No. 36
- Trailer No. 37
- Trailer No. 38
- Trailer No. 39
- Eagle Square 1 (Human Resources) & 4 (HIMS)
 The Crawford Building – 1st & 2nd Floors
 589 Atwells Avenue
 Providence, RI 02909
- Eagle Square 2, 3, & 5 (Eye Clinic, Contracting, & Audiology and Comp & Pen)
 The Uncas Building – 1st & 3rd Floors
 623 Atwells Avenue
 Providence, RI 02909
- New Bedford Outpatient Clinic
 175 Elm Street
 New Bedford, MA 02740

2. Central Western Massachusetts VA Medical Center - Approximately 607,000 Square Feet. CWM VA Medical Center 421 N. Main St. Leeds, MA 01053.

- Building No. 1 - Main Hospital
- Building No. C1 – Cooler/Chiller Building
- Building No. 2 – Administrative Offices
- Building No. 3 - Administrative Offices
- Building No. 4 – Psych Ward
- Building No. 5 – Kitchen/Engineering/CWT
- ~~Building No. 6 – Soldier On Shelter~~
- Building No. 7 – Engineering/Mental Health/Primary Care offices
- Building No. 8 – PTSD Ward
- Building No. 9 – Grounds
- Building No. 9A – Mental Health
- Building No. 11 – Recreational Therapy
- Building No. 12 – Administrative Offices
- Building No. 13 – Motor Pool
- Building No. 14 – Laundry/Logistics
- Building No. 15 – Boiler Plant
- Building No. 16 – Warehouse
- Building No. 17-19 – Quarters
- Building No. 20 – Vacant
- Building No. 21-23 – Quarters
- Building No. 25 – Sanitation/Education/Police offices
- ~~Building No. 26 – Soldier on Shelter~~
- Building No. 60 – Chapel
- Cherry St Buildings – 8 Cherry St. Northampton, MA

7. SCHEDULE/HOURS OF OPERATION:

- a. Pest management tasks shall be pre-scheduled and performed on scheduled days. The Contractor shall not work outside regular agreed upon working hours without prior approval of the COR.
- b. Providence - Routine Services include a minimum of one (1) service day per week at the Main Campus (830 Chalkstone Avenue, and one (1) service day per every two (2) weeks at both Eagle Square locations (589 & 623 Atwells Avenue and New Bedford Outpatient Clinic (175 Elm Street).
Central Western Massachusetts - Routine Services include a minimum of one (1) service day is required at the Leeds Main Campus (421 North Main Street including 8 Cherry St as needed. All documented pest issues in the Pest Log Book will be treated on these two treatment days, which include all buildings listed under Service Location.
- c. Emergency Services will be requested by the COR during normal business hours.

- d. In the event climate or weather conditions become unsuitable for work or may induce an environmental hazard, then the entire work shall be re-scheduled to a date and time satisfactory to the Contractor and the COR. Postponement will not reflect any penalties assessed to the Contractor, nor would there be any additional cost to the Government.
- e. Normal business hours are 7:00 a.m. to 3:30 p.m. for the Providence VAMC locations and 6:00 a.m. to 2:30 p.m. for CWM VAMC locations, Monday through Friday, excluding federal holidays. A list of Federal holidays may be found at www.opm.gov.
- f. Some contract tasks may require work to be performed after normal business hours. This would be with advanced notice from the COR and no additional charge to the government.
- g. The Contractor shall allow VA personnel to interrupt the pest control application process at any time due to events that interfere with normal functioning of the facility and require immediate attention including utility services, fire protection systems, and transporting patients, personnel, equipment and carts. In the event of an emergency, contractor services may be stopped and rescheduled at no additional cost to the government.

8. SERVICE CALLS:

- a. Routine: The Contractor shall, within 24 hours after receipt of notification by the COR, and at no additional charge to the Government, re-treat areas where contract specifications of contract specifications of performance have not been met.
- b. Emergency: The Contractor shall respond within 4 hours after receipt of notification by the COR, at no additional charge to the Government to provide integrated pest management services to correct emergency deficiencies.

9. COMPLIANCE/REGULATIONS/SAFETY:

- a. Contractor must obey all Environmental Protection Agency (EPA) regulations. Every pesticide bought, sold, or used in the United States must, by law, be registered by the U.S. EPA and in each of the states. EPA approves not only the product itself, but also each separate use for which it is intended, as delineated on the product label. Contractor is responsible for applying only those pesticides that are registered.
- b. Contractor must obey all Department of Transportation (DOT) regulations. Shipment of pesticides and other dangerous substances across state lines is regulated by DOT.
- c. Contractor must obey all Occupational Safety and Health Administration (OSHA) regulations.
- d. All rodenticides or traps shall be placed only at times and in the areas approved by the COR. Rodenticides, and/or traps shall be replaced as necessary and per manufacturer recommendations. No pest control material or trap shall be placed where it may be

recovered by patients, nor shall such material be allowed to contact food or cooking utensils.

10. REQUIRED CONTRACTOR REPORTING:

a. All logs and reports shall be catalogued by the Contractor. The Contractor shall sign in at the beginning of their scheduled work shift and out at the end of their work shift. This will be done at the COR's office at each facility which will be designated once the contract has been awarded.

b. The Contractor shall complete and submit to the Contracting Officer and COR of the medical facility the provided Integrated Pest Management Maintenance Record. All Integrated Pest Management Maintenance Services performed during the work shift will be documented after each treatment visit prior to the Contractor leaving the facility and reviewed by the COR.

To include, but not limited to;

- The name and address of the individual who applied the pesticide.
- The location, by building and room number where each pesticide was applied.
- The pest or pests against which the pesticide was applied.
- The date and time of application.
- The brand name of the pesticide applied.
- The name of the pesticide manufacturer, or the federal environmental protection agency registration number of the pesticide.
- The rate of application or amount of the pesticide applied, and the total area treated.

c. The Contractor shall be responsible for supplying, completing and submitting all reports required or requested by Federal, State or local ordinances which pertain to any duties contained in the contract.

d. The Contractor shall be required to furnish the VA, prior to initial application of pesticides, a list of the trade names and the chemicals used; labels showing the contents, the use strength of the chemical as applied, the antidote, and Material Safety Data Sheets. This information is required for emergency treatment in the event of ingestion of and/or contact with the materials. The Contractor shall furnish the same information each time he changes chemicals or products used in the performance of this contract.

e. The Contractor shall furnish an annual report to the COR containing the amount of pesticides used during the fiscal year to include the amounts of fungicides, insecticides, herbicides, and rodenticides as well as the total amount of funds spent on the contract during the fiscal year. This report is due within 1 month of the end of the fiscal year.