

**TITLE**

**PEST CONTROL**



**VEHICLE ENGINEERING**

**SOUTHEASTERN PENNSYLVANIA  
TRANSPORTATION AUTHORITY**



ISSUE DATE January 19, 1996

LATEST REVISION DATE December 2, 2013

SEPTA  
TECHNICAL SPECIFICATION

**1.0 SPECIFICATION TITLE**

**Treatment and Pest Management of SEPTA Buses and Buildings**

**2.0 REVISED BY**

R. Luque' \_\_\_\_\_

**SIGNATURE & DATE**

R. Luque 1/30/14 \_\_\_\_\_

**3.0 REVIEW**

**NAME**

**SIGNATURE & DATE**

D. Szymanski \_\_\_\_\_

12/20/13 \_\_\_\_\_

E. Thornhill \_\_\_\_\_

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B. Vetter \_\_\_\_\_

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**4.0 APPROVAL FOR RELEASE**

Signature and Date R. Luque - 1/ 30/13 \_\_\_\_\_

**5.0 SPECIFICATION RELEASE DATE**

1/30/14 \_\_\_\_\_

## 6.0 GENERAL REQUIREMENTS

- 6.1 The Contractor shall provide pest control services, including, but not limited to, management, supervision, service technicians labor, pesticides, rodenticides, traps, secured multitask bait stations, mechanical catch traps paste or gel baits, pest monitors, sticky traps, vehicles, materials and equipment necessary to lawfully treat (chemically and/or mechanically) and control and/or prevent infestation or re-infestation of pests at employee facilities, office locations and buses at Southeastern Pennsylvania Transportation Authority (SEPTA). If SEPTA, in its judgment, feels that the contractor is not executing such work in the manner prescribed, SEPTA may terminate the contract for non-performance. SEPTA has developed the following work requirements.
- 6.2 Monthly and/or at the discretion of the project manager, the contractor shall meet with the project manager and discuss pest control written reports, generated by the contractor and any other pertinent information in reference to pest control. Specifically, the contractor shall detail what steps shall be taken on their behalf to correct a pest situation and other steps required to make the pest control program successful.
- 6.3 The contractor shall have an on-site certified supervisor, in accordance with Pennsylvania State requirements, at each work site, during all times when extermination is taking place, to act on matters pertaining to services required under this contract.
- 6.4 All employees and representatives of the contractor performing the pest control work or any of their supervisors on SEPTA property shall be dressed in a proper company uniform, with a visible identification badge displaying their name and company.
- 6.5 All pest control employees shall be registered with the SEPTA project manager prior to contract award. The contractor shall submit a list of employees who will perform work under this contract as well as all pertinent State of Pennsylvania and City of Philadelphia licenses. New employees shall not be allowed to perform work under this contract without prior written approved by SEPTA's contract administrator.
- 6.6 Upon arrival at any SEPTA location, the contractor's employees shall sign the visitors logbook kept in the maintenance office and notify the foreperson or dispatcher of his/her presence. Thereafter, upon completion of all work as specified in the contract, the contractor's employees shall sign out on the visitor's logbook. All contractors' employees shall sign the book, print their name and post their arrival and departure times.
- 6.7 The contractor must submit MSDS and have prior written approval by the Authority's Office of System Safety for any chemicals to be used in exterminating insects and vermin on SEPTA property and buses.

## 7.0 TARGETED PESTS

- 7.1 Targeted pests include, but are not limited to ants, bats, bedbugs, bees, hornets, wasps crickets earwigs, fleas, flies, gnats, lice, mice, clover mites, mosquitoes, rats, roaches of all kinds, shrews, silverfish, slugs, snails, American cockroaches and any other occasional invaders.  
**Treatments shall be for all pests including any blood meal pests as outlined above – 7.1.**

## 8.0 USE OF PEST CONTROL CHEMICALS

- 8.1 All rodenticides and/or gels, when placed, shall be in tamperproof bait containers and anchored to floors or ground unless placed directly into burrows and adequately covered per label directions. The contractor shall submit diagrams for each location treated for rodents. If instructed by the project manager, the contractor shall be responsible for picking up and disposal of all rodent carcasses within 24 hours of notification.
- 8.2 Prior to the award, the contractor shall submit to the contract manager for approval, a detailed plan which shall include all methods and work practices along with all MSDS and product labels to be used as set forth in the contract.

- 8.3 The contractor shall remove all pesticide containers and applicators from SEPTA locations prior to leaving a location. Containers and applicators shall not be deposited in SEPTA trash receptacles.
- 8.4 In the event the project manager deems necessary, the contractor shall engage the services of a Board Certified Entomologist (BCE) at no charge to SEPTA to assist and make recommendations for corrective actions. The name of the Entomologist and proof of BCE shall be submitted prior to beginning work. A report of all findings and recommendations by the BCE shall be submitted to the project manager within five (5) days of completion. Corrective action shall be initiated within five (5) days of the project manager's approval.
- 8.5 The contractor shall have in place a detailed planned pest control program for emergencies. **Response shall be within 24 hours of notification.** Emergencies may be inclusive of but not limited to:
- Sudden live insect infestation
  - Live rat(s) in a bus or depot office
  - Live mice in a bus, depot office or storage area
  - Smell of a dead rodent in a bus or depot office
- 8.6 The contractor shall be responsible for adhering to all intended/prescribed precautions as detailed by the pesticide/chemical labeling and Federal, State and Local regulations.

## 9.0 REPORTS

- 9.1 A copy of all pest control work done at each location shall be provided to the location maintenance director or their designee. **The contractor shall submit a weekly schedule listing the day each district will be serviced.** The contractor shall design and prepare separate reports for building and bus applications. The contractor shall present the proposed report to the project manager for approval, prior to starting the work. The report shall include the following:
- Bus number
  - Pesticide used
  - SEPTA location name
  - Area treated
  - Time and date applied
  - Name of person applying pesticide
  - Target pest applied for

## 10.0 SAFETY TRAINING

- 10.1 The pest control contractor shall submit to the project manager, a written annual report prior to the start of this program explaining the safety-training program that each employee working under this contract undergoes. The contractor shall update the report on an annual basis. Failure to provide the report shall be deemed to be a breach of contract. The report shall list all topics and numbers of hours covered, as well as, include safety prevention and training given with all the pesticides to be used under this contract.

## 11.0 PEST CONTROL FOR BUSES

- 11.1 The distribution of buses varies among depots, back shops and repair facilities. It is understood that the number of buses on an average day are approximate only and are not to be taken as final and shall form no basis for any claim in case they do not correspond with the actual number of buses at this depot.
- 11.2 The contractor shall provide exterminating services for all buses added or returned to the bus fleet. These buses shall include, but not be limited to:
- Buses currently being rehabilitated
  - New buses

- 11.3 The project manager shall notify the contractor of these additional buses, which require exterminating services. The project manager will establish a schedule with the contractor for treatment of these additional buses.

## 12.0 TREATMENT OF BUSES

- 12.1 The contractor shall treat each bus (**fleet size approx. 1400 buses**) a minimum of four (4) times a year, based on the schedule determined by the project manager. Each treatment shall consist of a minimum of eight (8) bait placements per bus as detailed in Fig. 1. The first three (3) months of the contract shall be considered the preliminary service interval. During this time, observation of bait and trap activity shall determine the frequency of service. If necessary, the contractor shall suggest adjustments regarding bait placements and/or treatment intervals based on their experience and observations during the application process.

- 12.1.1 Treatments shall be performed Mondays thru Sundays between the hours of 9:00 pm and 4:00 am.

**Note: The Berridge shop and building shall be serviced Monday thru Friday between the hours of 6:00 am to 2:00 pm.**

- 12.1.2 Two (2) weeks (minimum) prior to the start of treatments the contractor shall provide a treatment schedule to the contract manager at each location.

- 12.2 The contractor shall not apply any pesticides into the air conditioning and heating ducts, on the passenger and driver's seats or on areas that can be touched by passengers or operators. All exterior surfaces shall be wiped clean of all excess pesticide.

- 12.3 The contractor shall apply fixed barcodes on all predetermined treatment locations within the vehicle. The barcode/scanner system will ensure service accountability and facilitate verification that all vehicles have been inspected and treated in entirety. Electronic data generated through the use of the barcode/scanner system shall be included within the contractor's service reports. Additionally, at SEPTA's discretion, the contractor may be required to supply and apply a time and date sticker, initialed by the technician performing the service; at a designated area (typically @ bottom right of curbside windshield) on the bus each time a service is performed. NOTE: the sticker, supplied by the contractor, shall be - 2" x 3" 8 Mil clear static cling vinyl.

- 12.5 The contractor shall lift the rear seats prior to application of the pesticides. The contractor, upon completion of the application, **shall return the rear seat to the original closed position.**

- 12.5 Bait pucks or gel treatments shall be provided by the contractor and placed on each bus using a minimum of eight (8) as detailed in Fig. 1. The bait pucks shall be dated as to when they were installed and replaced every six (6) months. If it is found that the bait was eaten prior to this time, new bait pucks shall be installed. All old bait stations shall be disposed of in a manner consistent with label and government regulations. All material shall be disposed of off the SEPTA grounds.

## 13.0 MONITORING WITH STICKY TRAPS

- 13.1 Within each bus the contractor shall install a minimum of two (2) sticky traps behind or under the back seats and two (2) in the driver's section. Traps shall be checked monthly and changed as needed. The date must be recorded as to when initially installed and date checked.

- 13.2 The contractor shall report to the contract manager, the number of insects caught per trap. The contractor shall indicate in the report the type of pests, the number of pests, where the traps were placed as well as the dates reviewed. The results are to be charted and reviewed monthly. The analysis shall be presented to the contract manager monthly.

## 14.0 TREATMENT OF BUILDINGS AND OTHER PROPERTY

14.1 The contractor shall treat, but not be limited to all locations on Attachment A, each building and other SEPTA property listed in the technical specifications to control rodents and insects (including but not limited to roaches, ants, bees, wasps, beetles, flies and spiders) up to eight (8) feet from floor level as directed by the contract manager. The contractor shall apply fixed barcodes on all predetermined treatment locations within the buildings and on all SEPTA property. The barcode/scanner system will ensure service accountability and facilitate verification that all locations have been inspected and treated in entirety. Electronic data generated through the use of the barcode/scanner system shall be included within the contractor's service reports.

### 14.2 Building areas must be serviced during the day work tour Monday thru Friday – 6am to 3pm.

14.2.1 The contractor's personnel shall check in with depot maintenance supervision prior to start of any work and also to provide access, as necessary, to the facility for the required treatment.

14.2.2 Building areas to be treated include:

- Offices, locker rooms, lunchrooms, cafeterias, janitorial closets, lavatories
- Garage storage areas (interior and/or exterior)
- Bus lift and maintenance area
- Battery room, boiler room, and elevator area
- Bus wash area
- Parking lots, guard stations and other areas within and around the structure where insects and rodents may harbor.

14.3 The contractor shall comply with all Federal, State and Local regulations regarding (advance) notification of pesticide application in building, dwelling, or structure.

14.4 The contractor, when treating common areas (i.e. lunch rooms, rest rooms, locker rooms, etc.), shall perform the necessary services in compliance with product label instructions and all Local, State and Federal laws & regulations. During the course of this contract, if new State or Federal laws and/or regulations are initiated, the contractor shall notify the Authority's System Safety Director of said changes and shall take the necessary actions to remain in compliance.

14.4.1 If pesticide label directions mandate, prior to treatment, the contractor will confirm with the depot supervision that fans, air conditioners and ventilation systems have been turned off by Authority personnel in all areas to prevent ventilation into occupied areas. **In addition, the contractor shall not utilize any fogging devices.**

14.5 The contractor shall use, but not be limited to, a long lasting residual rodenticide (such as solid crystalline weather block) for treatment of rodents. The application of such rodenticides shall include the inspection and detection of possible nesting and feeding areas and providing the depot maintenance office and the contract manager with a diagram noting the location of all bait placements.

## 15.0 MONITORING WITH STICKY TRAPS

15.1 Install sticky traps in all such areas by appropriate water sources. Check monthly and change as needed. Date must be recorded when initially installed.

15.2 The contractor shall record and report to the contract manager, the number of insects caught per trap. The contractor shall indicate the type of pests, the number of pests, where the traps were placed as well as the dates reviewed. The results are to be charted and reviewed monthly. The analysis shall be presented to the contract manager monthly.

## **16.0 BAIT PUCKS or GELS**

- 16.1** The Bait pucks or gel application shall be dated as to when they were installed/applied and replaced as necessary, but not more than every six months. If it is found that the bait was eaten prior to this time, new bait pucks shall be dated and installed. All old bait stations shall be disposed of in a manner consistent with label and government regulations. All material shall be disposed of off the SEPTA grounds.

## **17.0 TRASH COMPACTORS**

- 17.1** Install two "Ketch-alls" and one tamper resistant rodent bait stations. The contractor shall change the rodent bait and stations at least monthly or more often if needed.

## **18.0 BILLING**

- 18.1** All services are to be invoiced on a monthly basis to the contract manager for processing. A separate invoice is to be submitted for the number of buses serviced at each visit and for the service of the building.

## **Attachment A**

### **Property to be treated under this contract:**

1. Allegheny Bus District - 26th and Allegheny Ave., Phila. PA 19129
2. Callowhill Bus District Maintenance Garage, LRV Maintenance Garage and Transportation Building - 59<sup>th</sup> St. and Callowhill Ave., Phila. PA 19139
3. Comly Bus District - Penn and Comly Streets, Phila. PA 19149
4. Frankford Bus District - Penn and Pratt Streets, Phila. PA 19124
5. Frontier Bus District - 1525 Alan Wood Rd., Phila. PA 19428
6. Germantown Maintenance/Brake Shop and Transportation Building - 6725 Germantown Ave., Phila. PA 19119
7. Midvale Bus District Maintenance Garage and Transportation Building - 4301Wissahickon Ave., Phila. PA 19144
8. Victory Bus District - 110 Victory Ave., Upper Darby 19082
9. Southern Bus District Maintenance Garage and Transportation Building - 20th and Johnston St., Phila. PA 19145
10. Berridge Shop - 2nd and Wyoming Ave., Phila. PA 19140
11. Utility Shop - 3rd and Courtland Ave., Phila. PA 19140
12. Elmwood ( **Vehicles and Trailers Only**) – 73<sup>rd</sup> and Elmwood Ave, Phila. PA 19142

A treatment plan for each property shall be prepared by the contractor and agreed to by the contract manager. The plan will include buildings and structures occupied by both the bus maintenance and transportation divisions.