

## Selecting IPM Services in Schools and Child Care Facilities

The first decision for a school or child care facility is whether to use in-house staff or a contracted service for the IPM program. Both approaches have advantages and disadvantages that should be considered thoroughly before deciding how to proceed. In most North Carolina public schools, landscape pest management (primarily turf) is more often handled in-house by facilities staff, maintenance staff, or athletic staff at the school. As stated previously, the same notification requirements for pesticide use inside buildings also apply to landscape pest management.

### PEST CONTROL BY IN-HOUSE PERSONNEL

#### Advantages

- Compared to contracted pest control services, school pest management personnel may find it easier to communicate with students, teachers, and other employees and to develop a rapport with them. For the program to succeed, all individuals in the facility need to cooperate.
- When a school or child care facility employee performs pest control services, the organization may find it efficient to incorporate some pest control activities with other maintenance activities performed by in-house employees.
- Because in-house personnel are around the facility more frequently, they are more likely to identify pest problems before they become serious.
- When in-house personnel perform pest control, there is no need to develop a bid invitation. This eliminates the potential difficulty of choosing a pest control firm based on capability rather than simply selecting the company with the lowest bid.
- Maintenance supervisors or buildings and grounds supervisors have greater control over personnel selection and

performance and thus greater influence over the quality of pest control services performed by these employees.

#### Disadvantages

- Adequate and safe facilities and service vehicles for storing and transporting pesticides and pest control equipment must be found and maintained.
- The potential liability of the school with regard to pesticide use is probably higher with an in-house program.
- Because some pesticides must be applied when the facility is closed (after school hours, weekends, or holidays), employee work schedules may be complicated, particularly if the employee performs other jobs besides pest control.
- Certifying an employee to apply pesticides on school or child care facility property will require time and expense for the certification exams and cards. In addition, all pesticide applicators must attend recertification training in order to maintain their status as certified applicators.

### CONTRACTED PEST CONTROL SERVICES

#### Advantages

- Professional pest control personnel usually have a broader range of experience, ongoing training, and greater familiarity with the full range of treatment techniques and potentially expensive equipment available to control pests safely and effectively. By contracting with an outside pest control company, the school district or child care facility eliminates or reduces the need to train and maintain pesticide applicator certification for employees, although facilities are encouraged to have state-certified applicators who can better evaluate the quality of the work performed by the contractor.

- Using contracted services can reduce potential liability of the school system or child care facility with regard to the use and storage of pesticides. The need for locating a special storage site for pesticides and equipment is eliminated.
- There are times when pest control activities must be performed after hours or on weekends to meet reentry interval requirements set by the state or county. By hiring a contractor, the facility avoids the need for overtime expenses.
- Contracted pest control services can provide school administrators the flexibility of using specialized and professional labor as needed, as opposed to investing in the development of in-house capabilities that may not be used on a regular or continuous basis.

## Disadvantages

- Communication between contracted individuals and employees may not be as easily developed as with an in-house program.
- School districts and child care facilities must develop a bid invitation for contracted services and then have employees who can evaluate the bids and choose a pest control firm based on capability rather than simply on the lowest bid.

## HOW TO HIRE AN IPM CONTRACTOR

A good pest management professional (experienced with IPM) will become your partner in pest control. He or she will provide effective pest management and will recommend sanitation, exclusion, and habitat modifications that help prevent pest problems.

Before hiring a contractor, take these steps:

1. Call several companies. Introduce yourself and explain your interest in safer, more effective pest control through integrated pest management. Ask if they offer IPM services. If they do not offer IPM, call other companies.
2. Ask about the components of their IPM services. Services should include inspection, monitoring, recommendations for preventing pest problems, treating problems with traps and the least toxic pesticides, and providing service reports. Their technicians must understand that application of pesticides other than baits and other exempt pesticides requires your explicit permission (and advance notice to parents and school personnel).
3. Ask how the technician begins a routine service. Initial inspection is an important part of IPM. Be careful of a technician without a flashlight or those who say they provide IPM but don't thoroughly inspect the facility. They need to be aware of how the environment—inside and out—contributes to pest problems.

4. Ask the company to describe how it would handle a situation such as a cockroach problem in food service versus in a classroom. There are many potential responses to this question. Ideal candidates will express their plans to identify the cockroach species and look into sanitation and water issues. They would also determine where roaches are living and how they may have gotten there. The technician should make recommendations for removing food, water, and shelter. Finally, they would preferably use a bait (gel or bait stations) to solve the problem.
5. Ask if you will receive service reports and written recommendations that you can implement to prevent pest problems. Service reports and IPM recommendations will help you prevent pest problems by removing pests' access to food, water, and shelter.
6. Ask the company for references from other IPM customers, and contact those accounts.
7. Use an IPM contract that meets the needs of *all* of your facilities.

## THE IMPORTANCE OF PEST MANAGEMENT BID SPECIFICATIONS

Thorough, well-written bid specifications will help reduce confusion and the problem of unrealistically low bids by firms that are unable or unwilling to provide the quality of work your school district or child care facility needs and should expect. Administrators can inquire with the local Better Business Bureau and the North Carolina Department of Agriculture and Consumer Services (NCDA&CS), Structural Pest Control & Pesticide Division, concerning any complaints or violations concerning a prospective bidder. **The selection of a pest control company should not be based solely or primarily on the lowest bid. The quality of the expected service is extremely important.** Whenever possible, multiyear contracts should be awarded to allow the company to determine effective control methods for your site and develop a rapport with school staff. Renewable contracts established for several years may encourage contractors' productivity because they will know that they are not going to lose the job next year simply to a lower bidder.

Some suggestions for IPM bid specifications:

- Include a list of all facilities and properties covered by the contract as well as a map showing their locations across the school district. This is important for the bidder to estimate travel and response times for routine and emergency services.
- Require all bidders to include photocopies of:
  - a valid NCDA&CS-issued structural pest control license under which the company operates (if you require the contractor to be able to treat athletic fields, they will need a category L [Ornamental & Turf Pest Control] license);

- a current insurance policy covering pest control activities;
- the certification card of any pest control supervisors (if different from the license holder).
- On-site inspections: Before submitting their bids, prospective bidders should conduct a walk-through of every site to be included in the contract. Potential bidders should view the facilities and pest problems firsthand so they can make a realistic estimate of the services needed and the time required to provide them.
- Minimum service times: The minimum amount of time that a pest control technician should take per scheduled visit can be defined by the school district or child care facility in the bid. Bidders should understand that minimum service times are an expectation of the contract, and failure to meet this requirement should be grounds for cancellation of the contract by the school district or child care facility.
- The contractor should use appropriate inspection and monitoring tools and procedures regularly to find pest infestations and determine the need for corrective action.

The bidder should provide current copies of labels and MSDS documents for all products to be used on the property. The school reserves the right to approve or disapprove any pesticide or device and may request additional pesticides or devices. Products may be added as needed and agreed upon by both parties (for advice on products listed by the bidder or suggestions on other possible products, contact your county’s Cooperative Extension Center.) The use of pesticides will follow these guidelines:

- Pesticide use should be targeted and on an as-needed basis only. The practice of random baseboard sprays or other generalized spraying is prohibited.
- Least toxic materials: The use of the least toxic materials necessary to provide satisfactory pest control, as identified by the school district or child care facility, should be understood and agreed to by the bidder.
- Reduced-risk formulations and methods: Baits, bait stations, and crack-and-crevice or void treatments are preferred over aerosol, broadcast, spot, and baseboard treatments. The school should not allow the use of aerosol or machine-generated fogs, mists, or space sprays except in extraordinary situations and only with written permission in advance from the IPM coordinator.

The above provisions and others are specified in the following set of model bid specifications. **These specifications are not requirements, but they are strongly recommended as a model for schools attempting to implement an IPM program.** You may want to incorporate elements of the model contract into your existing bid specifications, or you may

want to adopt the requirements in total, with additions and modifications suggested by your IPM coordinator, purchasing officer, or other business personnel. **Many standard clauses are omitted from the following contract to save space.** If there is a conflict between the model bid specifications and the school or child care facility’s usual bid process, the facility should defer to its usual bidding process.

## INTEGRATED PEST MANAGEMENT PROGRAM CONTRACT SPECIFICATIONS GUIDE

*(Note: This information is excerpted and modified from Texas Agricultural Extension Service publication B-6015.)*

### 1. GENERAL

*Description of program:* This specification is part of a comprehensive Integrated Pest Management (IPM) program for the premises listed herein. **IPM is a process for achieving long-term, environmentally sound pest suppression and prevention through the use of a wide variety of technological and management practices.** Control strategies in an IPM program include:

- Facility inspections to identify pest harborages and presence of conditions favorable to pests
- Proper identification of pests and an understanding of pest biology and behavior
- Structural and procedural changes to reduce the availability of food, water, and shelter to pests
- A preference for nonpesticide technologies, such as trapping and monitoring devices
- Use of reduced-risk pesticide compounds and formulations (those with “CAUTION” or no signal word required) and selection of application methods that present a reduced potential hazard to humans and the environment
- Coordination among all facilities management programs that have a bearing on the pest control effort

*Contractor service requirements:* The Contractor shall furnish all supervision, labor, materials, and equipment (excluding insect light traps, air curtains, and other major expense items unless requested by the contract administrator) necessary to accomplish the inspection, monitoring, trapping, pest management (including pesticide application if needed, excluding sanitation and building maintenance), and pest removal components of the IPM program. The Contractor shall also provide detailed, site-specific recommendations for structural and procedural modifications to aid in pest prevention/exclusion.

## 2. PESTS INCLUDED AND EXCLUDED

### PESTS INCLUDED

The Contractor shall adequately suppress the following pests:

- A. Indoor populations of commensal rodents, insects, arachnids, and other arthropods. For the purposes of this contract, commensal rodents include Norway rat, roof rat, and house mouse. There may be an additional charge for the control of certain species because of increased material and/or labor expenses, such as Argentine, fire, odorous house, and pharaoh ants, millipedes, yellowjackets, fleas, flies, boxelder bugs, ticks, mites, and other pests not specified in the contract.
- B. Outdoor populations of potentially indoor-infesting species that are within the property boundaries within \_\_\_\_\_ yards of the specified buildings.
- C. Nests of stinging insects within the property boundaries of the specified buildings.
- D. Individuals of all excluded pest populations that are incidental invaders inside the specified buildings.
- E. Populations (or individual animals) of vertebrates (other than commensal rodents), including birds and bats. For vertebrate pests, Contractor should have a qualified person on staff to control them or recommend a qualified wildlife damage control agent.

### PESTS EXCLUDED

The following pests are excluded from this contract:

- A. Termites and other wood-destroying organisms.
- B. Mosquitoes.
- C. Pests that feed on outdoor vegetation. *[Note: If you require this service, it should be handled as a separate contract so that lawn care companies are eligible to bid.]*

## 3. INITIAL BUILDING INSPECTIONS

The Contractor shall complete a thorough initial inspection of each building or site at least \_\_\_\_ working days prior to the starting date of the contract. The purpose of the initial inspections is for the Contractor to evaluate the pest control needs of all locations and to identify problem areas and any equipment, structural features, and other conditions or management practices that are conducive or contributing to pest infestations. Access to building space shall be coordinated with \_\_\_\_\_.

\* Contact information for each facility (with address and phone number) is attached.

## 4. THE INTEGRATED PEST MANAGEMENT PLAN

The Contractor shall submit to \_\_\_\_\_ an Integrated Pest Management (IPM) Plan at least \_\_\_\_ working days prior to the starting date of the contract. Upon receipt of the IPM Plan, \_\_\_\_\_ will render a decision regarding its acceptability within \_\_\_\_ working days. If aspects of the IPM Plan are incomplete or disapproved, the Contractor shall have \_\_\_\_ working days to submit revisions. The Contractor shall be on site to perform the initial service visit for each building within the first \_\_\_\_\_ working days of the contract.

The IPM Plan shall consist of five (5) parts as follows:

- (1) *Proposed methods for pest identification, monitoring, and detection:* The Contractor shall describe methods and procedures to be used to identify pests, determine pest population levels and sites of pest harborage and access, and determine the need to implement specific control measures throughout the term of the contract.
- (2) *Inspection schedule for each building or site:* The Contractor shall provide complete inspection schedules for scheduled Contractor visits.
- (3) *Description of site-specific pest management methods:* The Contractor shall describe physical, structural, operational, and least-hazardous methods that will be used to respond to pest populations. The Contractor shall use nonchemical methods wherever possible. The Contractor shall provide the IPM Coordinator with written recommendations for any maintenance or sanitation measures to prevent future pest infestations.
- (4) *Proposed materials and equipment for service:* The Contractor shall provide the following information:
  - (a) A list of all pesticide products to be used. This list shall include each product's brand name(s), common name of the active ingredient, and the signal word ("CAUTION," "WARNING," or "DANGER"), as appropriate and as defined under 40CFR 156.10(i).
  - (b) A list of the brand names of pesticide application equipment, rodent bait boxes, insect and rodent trapping devices, pest monitoring devices, pest detection equipment, and any other pest control devices or equipment that may be used to provide service.
  - (c) The current label (the information printed on or attached to the pesticide container), labeling (which includes the label and all other product information received from the manufacturer when the product is purchased), and MSDS for each pesticide product referenced in item 1 above.

- (5) *Commercial pesticide applicator documentation:* The Contractor shall provide the following documents:
- The phone number for the currently designated state poison control center.
  - The names and phone numbers of at least two individuals who are designated as the primary and secondary 24-hour contacts for information concerning any aspects of the pest control service being provided.
  - A photocopy of the valid North Carolina Commercial Pesticide Applicator License(s) under which all pest control is to be performed.
  - A photocopy of the Contractor's valid Certificate of Insurance.
  - A list of all Contractor employees who will be performing on-site service under this contract. This list shall include the employee's name and a statement of whether the employee is a licensee, certified applicator, or registered technician, as described in the regulations of the North Carolina Department of Agriculture and Consumer Services (NCDA&CS).

The Contractor shall be responsible for carrying out work according to the approved Pest Control Plan. The Contractor shall receive the concurrence of the \_\_\_\_\_ prior to implementing any subsequent changes to the approved Pest Control Plan, including changes in on-site service personnel and any additional or replacement pesticides.

## 5. RECORD KEEPING

The Contractor shall be responsible for providing and maintaining a pest management logbook for each building or site specified in this contract. These logbooks shall be kept on site and accessible to all site staff and the IPM Coordinator. The Contractor shall maintain or update the contents of these logbooks on each visit. Each logbook shall contain at least the following items:

- Integrated Pest Management Plan:* A complete copy of the Contractor's approved IPM Plan.
- Pest-sighting log:* A form that permits school personnel to record the location of any pest sightings. The IPM Coordinator will review and approve the design of this form prior to its distribution and use at the facilities. The IPM Coordinator will be responsible for informing and educating all site staff about methods for reporting pest observations in the log.
- Contractor's service report:* The Contractor shall document site-specific pest findings and subsequent control measures performed during the service visit. A sepa-

rate form is not required if the Pest-Sighting Form is designed to incorporate this information.

## 6. THE MANNER AND TIME TO CONDUCT PEST MANAGEMENT ACTIVITIES

- Time frame of service visits:* The Contractor shall conduct routine pest management activities after school/child care facility hours (except for nonserving areas of the cafeteria) to avoid class disruption. All contractor employees shall adhere to all policies for notifying local personnel that the employee is on site and working in the building. When it is necessary to perform work outside of the regularly scheduled service time set forth in the IPM Plan, the Contractor shall notify the \_\_\_\_\_ at least \_\_\_\_\_ days in advance, except when the \_\_\_\_\_ requests emergency service as described in Section 7 of this contract. The \_\_\_\_\_ shall approve such changes before any work is done.
- Safety and health:* The Contractor shall observe all applicable safety precautions throughout the performance of this contract. All work shall be in strict accordance with all applicable federal, state, and local safety and health requirements, as well as specific pest control product label instructions. Where there is a conflict between applicable regulations, the most restrictive shall apply.
- Compliance:* The Contractor shall assume full responsibility and liability for compliance with all applicable regulations pertaining to the health and safety of personnel during the execution of work. The contractor's liability insurance must be in force throughout the term of this contract.
- Special entrance:* Certain areas within some buildings may require special instructions for persons entering them. Any restrictions associated with these special areas will be explained by the \_\_\_\_\_. The Contractor shall adhere to these restrictions and incorporate them into the IPM Plan.
- Uniforms and protective clothing:* All Contractor personnel working in or around buildings specified in this contract shall wear distinctive uniform clothing and a photo ID badge. The Contractor shall determine the need for, and shall provide, any personal protective items required for the safe performance of work. Protective clothing, equipment, and devices shall, at a minimum, conform to U.S. Occupational Safety and Health Administration (OSHA) standards and to any specific label requirements for the products being used.
- Vehicles:* Vehicles used by the Contractor shall be identified in accordance with state (NCDA&CS and North Carolina Department of Transportation) and local regulations. While on site, all service vehicles shall be

secured to prevent unauthorized access to chemicals and equipment. Service vehicles shall be equipped with appropriate pesticide spill control equipment in accordance with NCDA&CS regulations. All pesticides in Contractor vehicles shall remain locked or remain inaccessible while vehicles are unattended.

## 7. SPECIAL REQUESTS AND EMERGENCY SERVICE

On occasion, the \_\_\_\_\_ may request that the Contractor perform corrective, special, or emergency services that are beyond routine service requests. The Contractor shall, if possible, respond to these exceptional circumstances and complete the necessary work within a time frame approved by the \_\_\_\_\_, to minimize disruption of the daily activities of the building.

## 8. CONTRACTOR PERSONNEL

Throughout the term of this contract, all Contractor personnel providing on-site pest control service must be currently registered technicians or certified applicators as described in the regulations of the NCDA&CS Structural Pest Control & Pesticide Division. They must also have specific IPM training. In addition, the contractor shall run criminal background checks and not allow any individual with a felony conviction within the last 5 years to service the property.

## 9. INSECT CONTROL

The priority for insect control will be the use of nonpesticide methods. The Contractor shall use nonpesticide methods of control wherever possible. For example:

- Portable vacuum cleaners rather than pesticide sprays shall be the standard method for initial cleanouts of cockroach infestations and the control of spiders and other miscellaneous pests.
- Trapping devices, such as light traps, shall be the standard method for indoor fly control. The Contractor will make recommendations to the \_\_\_\_\_ regarding the purchase and installation of such traps.

Where pesticides are used, the Contractor shall use reduced-risk materials and methods of application.

- Monitoring:* Monitoring devices (sticky traps, light traps, etc.) shall be used to guide decisions on appropriate pest control measures and subsequently to evaluate the effectiveness of these measures.
- Insecticide bait formulations:* Nonvolatile bait formulations, such as gel baits and containerized bait stations, shall be the first choice for cockroach and ant control. If possible, baits shall be applied or placed in areas that cannot be accessed by children or building occupants.
- Application of insecticides to cracks and crevices:* As a general rule, the Contractor shall apply liquid/dry in-

secticide formulations as “crack and crevice” treatments only, defined in this contract as treatments in which the formulated insecticide is applied to hidden or protected areas that are used as harborage sites by pests.

- Application of insecticides to exposed surfaces:* Application of insecticides to exposed surfaces shall be restricted to exceptional circumstances where no alternative effective measures are practical. The Contractor shall obtain approval of \_\_\_\_\_ prior to any application of insecticide to an exposed surface or use of any space spray treatment. The IPM Coordinator is responsible for complying with any parent/staff notification requirements and shall inform the contractor of compliance prior to the application. No surface application or space spray shall be made while the treatment site is occupied. The Contractor shall take all necessary precautions to ensure occupant and employee safety and all necessary steps to ensure the containment of the pesticide to the site of application. The contract and IPM Coordinator will determine who is responsible for any posttreatment cleanup (such as cleaning of surfaces, equipment, and other items).
- Space sprays:* Application of pesticides as space sprays (“fogging”) must follow the same restrictions outlined for surface sprays. Space sprays must be timed to allow the specific treatment site to remain unoccupied for a minimum of 24 hours. The Contractor shall be responsible for ventilating the treatment site in accordance with instructions on the product label before school/child care facility personnel reenter the site. The \_\_\_\_\_ will help the Contractor secure the treatment site to prevent any unauthorized reentry to the area prior to ventilation or before any reentry period specified on the product label and will arrange for appropriate cleaning of exposed surfaces by \_\_\_\_\_ employees before the site is free for general use.

## 10. RODENT CONTROL

- Indoor trapping:* As a general rule, rodent control inside buildings shall be accomplished using live or lethal trapping devices only. All such devices shall be placed so as to conceal them from general view, make them inaccessible to building occupants, and protect them from any adverse effects of routine cleaning and other operations.
- Trapping devices shall be checked on a schedule approved by the \_\_\_\_\_.* Except under special circumstances, the Contractor shall be responsible for disposing of all trapped rodents or their carcasses in an appropriate manner.
- Use of rodenticides:* In exceptional circumstances, when rodenticides are deemed essential for adequate rodent control inside buildings, the Contractor shall

obtain approval of the \_\_\_\_\_ prior to making any interior rodenticide treatment. ONLY block (paraffin-based or other types) rodenticides shall be used. Pellet/pack bait formulations and packaging shall not be used in/around school/child care facility buildings. All bait must be placed in tamper-resistant bait boxes that are approved by the U.S. Environmental Protection Agency (EPA) and that can be secured to a surface.

D. *Use of bait stations:* All bait stations shall be maintained in accordance with EPA and NCDA&CS regulations, with an emphasis on the safety of nontarget organisms. The Contractor shall adhere to the following five (5) procedural points:

1. All bait stations shall be placed out of general view, in locations where they will not be disturbed by routine operations.
2. The lids of all bait stations shall be securely locked or fastened shut.
3. All bait boxes shall be securely attached or anchored to the floor, ground, wall, or other immovable surface, so that the station cannot be picked up or moved by unauthorized personnel.
4. Bait shall always be secured within the feeding chamber of the station and shall never be placed in the runway or entryway of the station where it could be removed or dislodged.
5. All bait stations shall be labeled with the Contractor's business name, address, and phone number, and the active ingredient of the bait. All bait stations shall be dated by the Contractor's technician at the time of installation and each servicing.

E. *The locations of all trapping devices and baiting stations will be recorded in the site's logbook.* The Contractor shall record all changes/additions to this information before leaving the site during that service visit. The Contractor will provide the \_\_\_\_\_ with a key and instructions for opening bait stations in the event of an emergency.

## 11. USE OF PESTICIDES

Any required notification of parents and facility staff concerning application of pesticides is the responsibility of \_\_\_\_\_. The Contractor shall be responsible for application of pesticides according to the label and all additional labeling. All pesticides used by the Contractor must be registered with the EPA or be EPA-exempt and be registered with the NCDA&CS. Transport, handling, and use of all pesticides shall be in strict accordance with the manufacturer's label instructions and all applicable federal, state, and local laws and regulations. The Contractor shall adhere to the following rules for pesticide use:

A. *Minimization of risk:* Where pesticide use is necessary, the Contractor shall adhere to a policy of "reduced risk," i.e., the Contractor shall employ materials, quantities, and application methods that minimize the risk or hazard of exposure to the applicator, building occupants, and environment in general. The Contractor shall not give any pesticides to any site personnel for application to the site without written approval from \_\_\_\_\_.

B. *Selection of pesticide products (active ingredient and formulation):* Pesticide products will be selected based on the following priority:

1. Exempt from notification (baits, crack-and-crevice treatments)
2. Signal word "CAUTION" (or no signal word needed)
3. Signal word "WARNING"
4. Signal word "DANGER"

Products with either "WARNING" or "DANGER" signal words shall be used only when there are no effective alternatives.

## 12. QUALITY CONTROL PROGRAM

The Contractor shall establish a complete quality control program to ensure that the requirements of the contract are provided as specified. Within \_\_\_\_\_ working days prior to the starting date of the contract, the Contractor shall submit a copy of the program to the Contracting Officer.

The Quality Control Program shall include at least the following items:

- A. *Inspection system:* The Contractor's quality control inspection system shall cover all the services stated in this contract. The purpose of the system is to detect and correct deficiencies in the quality of services before the level of performance becomes unacceptable and/or the \_\_\_\_\_ identifies the deficiencies. For the duration of this contract, the contractor shall carry out such inspections on a quarterly basis.
- B. *Checklist:* A quality control checklist shall be used in evaluating contract performance during regularly scheduled and unscheduled inspections. Every task shall be included on the checklist for every building or site serviced by the Contractor.
- C. *File:* A quality control file shall contain a record of all inspections conducted by the Contractor and any corrective actions taken. The file shall be maintained throughout the term of the contract, and a copy shall be provided to the \_\_\_\_\_.
- D. *Inspector(s):* The Contractor shall state the name(s) of the individual(s) responsible for performing the quality control inspections.

- E. *(OPTIONAL)*. The contractor may use an electronic system of bar codes and scanning systems to record such information. Such systems can facilitate the tracking of time “in and out” of technicians and the sanitation condition of the facility. These records can allow the contractor to track the process and ensure performance at the facility.
- F. *(OPTIONAL)*. The Contractor will meet with \_\_\_\_\_ at an agreed-upon interval to review the current program and address any problems.

**13. \_\_\_\_\_ COUNTY SCHOOLS/  
CHILD CARE FACILITY MAINTENANCE  
CONTACTS AND ADDRESSES**

For questions concerning specifications or to preview facilities, contact \_\_\_\_\_ at the above numbers. The \_\_\_\_\_ County Board of Education reserves the right to reject any or all bids for any or no reason and to waive informalities.