



Date: July 14, 2022  
Current Meeting: July 21, 2022  
Board Meeting: July 28, 2022

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President/CEO Inez P. Evans  
**FROM:** Senior Director of Facilities and Preventative Maintenance Paul Williams  
**SUBJECT:** Consideration and approval of EQ 22-03-438 Pest Control

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**ACTION ITEM A – 3**

**RECOMMENDATION:**

In a manner consistent with IPTC contract award standards, we ask the Board to authorize the President/CEO to enter into a contract with Environmental Pest Control, Inc. for three years with two option years for an amount not to exceed \$300,000.

**BACKGROUND:**

The pest control scope consists of the following:

- All IPTC buildings general pest control inspection, baiting, and treatments bi-monthly
- Building termite inspection is done quarterly
- Rodent traps placed and checked bi-monthly
- IPTC’s bus fleet Inspection, treatment, and baiting are done weekly/monthly
- On-call service 24/7

The selected vendor will be required to supply treatment materials that are odorless and non-toxic for humans.

**DISCUSSION:**

IPTC procurement department released a solicitation for pest control services on April 18, 2022. The solicitation was advertised to reach potential suppliers with emails sent from contract specialists to pest control vendors. IPTC held a pre-bid meeting via Microsoft Teams and a questions and answers session open to all prospective bidders.

IPTC procurement department received one bid from Environmental Pest Control, Inc. The Evaluation Committee reflects that Environmental Pest Control, Inc., they are the current vendor, within cost estimate, and met all requirements.

**ALTERNATIVES:**

Pest control is required for IPTC to provide a professional-looking, clean, and safe operation. Unfortunately, IPTC cannot perform these services due to the specialized equipment and certifications required.

**FISCAL IMPACT:**

The funding for this project utilizes federal funds.

**DBE/XBE DECLARATION:**

As of March 21, 2022, there is only one certified DBE firm in the Indiana directory that provides pest control services. That firm is located in Boston, MA. As this project is federally funded, and because of the limited firms located in Indiana to perform the necessary services for this contract DBE goal established is 0%.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service Committee on July 21, 2022.