



# Health Resources in Action

*Advancing Public Health and Medical Research*

## **Request for Qualifications to School Districts** **Keeping the Pests Out:** **The Economics of Integrated Pest Management in Schools**

**A project of Health Resources in Action, funded by the Environmental Protection Agency**

**Tuesday, April 5<sup>th</sup>, 2016**

### **Overview**

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**BACKGROUND:** Health Resources in Action (HRiA) is seeking applications from school districts across the country to participate in an economic assessment of the implementation of integrated pest management (IPM) programs. We will select three school districts that are diverse in terms of size, setting and location; our plan is to include one rural, suburban and urban district. “Keeping the Pests Out” is funded by the Environmental Protection Agency (EPA) and will inform school pest management policy nationwide. In order to be eligible, school districts need to have transitioned from a “traditional exterminator model” (pre-IPM) to a rigorous IPM program. Applicants will be required to share cost related records from at least two consecutive years of a traditional exterminator model and two years of a rigorous IPM program.

### **WHY APPLY - BENEFITS OF PARTICIPATION:**

- **The economic assessment is provided free to the selected school districts.**
- **Each of the selected three school districts will be compensated \$6000** for their participation over the project period.
- **Districts will receive a detailed cost analysis** for their selected schools on pre-post IPM implementation. HRiA will conduct the analysis on two-four schools per district.
- **Districts will receive national visibility** (if they so choose). Case studies will inform school pest management policy nationwide. Districts may request that their case study be anonymous, or may choose to be identified for their participation in this EPA-funded project. We anticipate that project results will be broadly disseminated. This will potentially include publication in peer reviewed journals, webinars and case studies posted on numerous websites.
- **The evaluation may help to identify best practices for IPM implementation, enhancements/improvements and/or cost savings measures.** This may benefit selected districts when updating or improving bid specifications for IPM contractors.

**PROJECT PURPOSE:** The ultimate goal of *Keeping the Pests Out: The Economics of IPM in Schools* (hereinafter the Project) is to encourage the adoption of IPM in school districts across the country through informed expectations and decision making about its economic impact and outcomes. HRiA’s analysis will focus on the economics of three selected school districts (two to four schools per district) transitioning from a traditional exterminator model to a rigorous IPM program. The approach will provide a systematic and objective framework for understanding the economic impacts of IPM implementation, including increases and decreases in quantifiable direct and indirect costs. Each of the school districts will be compared to themselves.

**HRIA WILL HOLD AN INFORMATIONAL WEBINAR: April 20th at 2pm EST**  
**APPLICATION DEADLINE: May 6, 2016 submitted on-line or by e-mail.**

**PROCESS:**

- Applications will be reviewed by a national committee.
- Selected semi-finalists will be requested to provide further written information with more details about their schools district.
- Semi-finalists will be asked to participate in a phone interview/discussion.

**Questions:** please send any questions regarding the RFQ to Annie Rushman – [arushman@hria.org](mailto:arushman@hria.org) or 617-279-2265. Questions need to be submitted by end of day Friday, April 22<sup>nd</sup> and frequently asked questions (FAQ's) will be answered and posted April 27<sup>th</sup> on [www.asthmaregionalcouncil.org/our-work/keeping-the-pests-out](http://www.asthmaregionalcouncil.org/our-work/keeping-the-pests-out).

## Request for Qualifications (RFQ)

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### Eligibility

Any school district in the United States that has adopted and implemented an IPM program, with an external IPM contractor, and can provide required records is eligible to apply.

### Timeframe

The project will take place from June 2016 - March, 2018.

### Criteria for School Districts

A panel of reviewers will evaluate school districts' responses based on the following criteria:

- Letters of Commitment from Superintendent and Director of Facilities.
- Evidence of an existing district and/or school level IPM Coordinator(s) who will serve as a primary point of contact, and have the capacity to provide the necessary data.
- Contract with a licensed IPM company – copy of contract submitted.
- Evidence that the district's IPM program is in compliance with the respective state/tribal pesticide and IPM regulations.
- Adopted and implemented IPM.
- Availability of records for at least 24 consecutive months of a traditional exterminator model, and at least 24 consecutive months of IPM model. Required records for both pre-post is at the school level and will include, at a minimum: pest management contractor invoices, work orders, IPM logs (pest sightings), IPM work plan, IPM contract reports, IPM materials (if purchased by the district), custodian annual cost per square foot, training cost for staff training on IPM, custodian overtime (for addressing pests if they are doing additional IPM work), energy cost, Average Daily Attendance/Average Daily Membership and annual Occupational Safety and Health Act reports. We may also collect stories from school personnel regarding changes in pest problems in the schools. Since some of these records may be held by the pest contractor, we assume that each school with request the specific data elements directly.
- Preference will be given to districts that have a system for recording absences and urgent visits due to asthma to the school nurse, school based health center, or other school personnel responsible for addressing children's health needs in the absence of a nurse.

Timeline

**Deadline for Applications**

May 6, 2016

Selected semi-finalists will be requested to submit additional written information and will be interviewed by phone. The interview will be conducted with at least the district IPM Coordinator or the Facilities Management department.

**Awardees Notified**

June 2016

HRiA will travel to the district up to two times during the project period for in-person meetings and school site visits. Participation and cooperation in planning these visits is required. These visits will likely be two to three days each.

[Application](http://www.asthmaregionalcouncil.org/ipm-apply) (note: This application is for your reference only. Applications should be completed online at [www.asthmaregionalcouncil.org/ipm-apply](http://www.asthmaregionalcouncil.org/ipm-apply).)

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Applicant Information	
School District:	
Contact Name:	
Contact Title/Position:	
Contact Address:	
Contact Phone:	
Contact E-mail:	
IPM District Coordinator (if not the contact):	
IPM District Coordinator Phone:	
IPM District Coordinator E-mail:	

School District Characteristics	
Number of schools:	
Elementary:	
Middle:	
High:	
Number of students in the district:	
Number of students with asthma (if known):	
Number/Percentage of students eligible for free/reduced lunch:	
Race/Ethnicity of student body:	
Percent Hispanic or Latino:	



Is your IPM program in compliance with state/tribal pesticide and IPM regulations?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you routinely applying pesticides at the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Describe typical pest problems in the past 24 months and currently? Be as specific as possible, noting pest type, severity, etc.	

Integrated Pest Management Contract(s)	
Information on current IPM contract (if more than one, please list all current IPM contractors. If more than one contractor is utilized, please explain how the district-wide responsibilities are divided across the contractors- e.g., Four schools assigned to Contractor #1.)	
Name of IPM Contractor (#1):	
Date contract began:	
Date contract ends:	
Name of IPM Contractor (#2):	
Date contract began:	
Date contract ends:	
Name of IPM Contractor (#3):	
Date contract began:	
Date contract ends:	
Who is the contact person at the district and individual schools with the IPM vendor?	
Have you had previous IPM contractor(s)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes,	
Name of Previous IPM Contractor:	
Date contract began:	
Date contract ended:	

Why did you switch contractors?	
What services are covered by the IPM contract? (e.g. development of an IPM plan for each school, monthly or quarterly inspections, etc.)	

<b>Other Questions About Your School District</b>	
Does your district track the cause of absences at the school level? Would we be able to track absences due to asthma?	
Does your district track nurse visits at the school level? Would we be able to track (urgent) nurse visits due to asthma?	
How long does the district retain records at the school level? (Required records for both pre-post is at the school level and will include, at a minimum: pest management contractor invoices, work orders, IPM logs (pest sightings), IPM work plan, IPM contract reports, IPM materials (if purchased by the district), custodian annual cost per square foot, training cost for staff training on IPM, custodian overtime (for addressing pests if they are doing additional IPM work), energy cost, Average Daily Attendance/Average Daily Membership and annual Occupational Safety and Health Act reports. We may also collect stories from school personnel regarding changes in pest problems in the schools.)	
Do you track energy costs at the school level?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Required Attachments Checklist	
<input type="checkbox"/>	Letters of Commitment from Superintendent and Director of Facilities
<input type="checkbox"/>	Copy of district contract(s) with IPM vendor(s)
<input type="checkbox"/>	Copy of IPM plan(s) for district and/or school level
<input type="checkbox"/>	Sample copy of IPM Log
<input type="checkbox"/>	Sample copy of IPM work order

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