

**SWC# 136 Pest Control Services**  
**Contract Information and Usage Instructions**

**Contract Period:** This is a three-year contract term running from December 1, 2022 to November 30, 2025 with 2 one-year renewal options. If both renewals are exercised, this contract will expire on November 30, 2027. This contract was solicited as ITB Event #32110-12552.

**Summary/Background Information:** The purpose of this Invitation to Bid (“ITB”) is to provide pest control services to include all labor, equipment and materials per specifications outlined below. Pest control is defined as the control and elimination of specific incidents of all nesting and breeding pests and the control treatment of all potential nesting and breeding areas to prevent infestation.

**State Contact Information:**

**Contract Administrator**

Evan Sudduth  
Category Specialist  
Central Procurement Office  
(615) 507-6291  
[Evan.Sudduth@tn.gov](mailto:Evan.Sudduth@tn.gov)

**Supplier Contact Information:**

**Middle Tennessee Exterminating**

Connie Stanfill  
242 W Main St. Ste 210  
Hendersonville, TN 37075  
(615) 824-0439  
(615) 405-9485  
[middletnexterminators@gmail.com](mailto:middletnexterminators@gmail.com)

**Contract #NV77045**

### **Contract Documentation Links:**

[SWC 136 Added Locations & Per Request Services Pricing](#)

Tab 1: TDOT Region Map

Tab 2: Added Locations Pricing per Region

Tab 3: Per Request Services Pricing

### **Monthly Pest Control Services:**

Recurring monthly pest control services cover mice, rats, and all types of insects to include, but not be limited to: cockroaches, ants (excluding fire ants, crazy ants, and carpenter ants), flies, fleas (inside), crickets, silverfish, ground beetles, spider mites, bees (except carpenter bees), wasps, hornets, yellow jackets, millipedes, centipedes, spider (excluding poisonous spiders) and other stored product type pests.

To set up Monthly Recurring Services, please follow the instructions below as applicable.

### **Locations & Counties with identified Line Items on the awarded contract.**

1. Contact the supplier to request services.
  - a. Provide them with "SWC 136 Contract #77045."
  - b. Provide information regarding scheduling and onsite protocol.
  - c. Ensure monthly price is equal or lower than the established Line Item rate.

### **Locations & Counties without identified Line Items on the awarded contract.**

1. Determine the Agency county location and associated TDOT Region. Tab 1 of the "[SWC 136 Added Locations & Per Request Services Pricing](#)" includes a TDOT Region Map and list of Counties per Region.
2. Determine the square footage and number of food areas the facility has.
3. Utilizing the chart on Tab 2 of the "[SWC 136 Added Locations & Per Request Services Pricing](#)" for your location's TDOT Region, find the "Not to Exceed" rate that would apply to your facility.
4. Contact the supplier to request services.
  - a. Provide them with "SWC 136 Contract #77045."
  - b. Provide the information regarding facility square footage, schedule of service, and on site protocol. The supplier may then schedule an onsite visit.
  - c. Ensure monthly price is equal or lower than the established "Not to Exceed" rate.

**\*\*\*Locations & Counties that do not have line item identification numbers on the awarded contract and will be "Open Item Reference" when creating a PO.**

### **Premium Per Request Services:**

Premium per request services cover termites, poisonous spiders, bed bugs, and fire ants. To request Premium Per Request Services, please follow the instructions below.

1. Using the charts on Tab 3 of the "[SWC 136 Added Locations & Per Request Services Pricing](#)", determine the "Not to Exceed" rate applicable to your facility.
2. Contact the supplier to request services.
  - a. Provide them with "SWC 136 Contract #77045."
  - b. Provide the information regarding facility square footage, schedule of service, and on site protocol. The supplier may then schedule an onsite visit.
  - c. Provide the information regarding the number of beds for bed bugs or if this is for preventative treatment or an active infestation as applicable.
  - d. Ensure monthly price is equal or lower than the established "Not to Exceed" rate.

**Requisition and Purchase Order Generation:**

For additional resources please visit TeamTN where you can find helpful Job Aids and Webinars by visiting the following links below:

<https://www.teamtn.gov/cpo/learning-development/cpo-job-aids.html>

**Billing and Payment Instructions:**

The billing period is Net 45 payment terms. Middle Tennessee Exterminating does accept the P-Card payment option.