

## SECTION 4

### Sub-Contracted Services and Purchasing Agreements

#### 4.1 Tree Removal

A Purchasing Agreement (#564694) is in place to facilitate some large-scale tree removal services. The current agreement is with DeMar Tree Service. Contractor Orientation attendance and Hazard Assessment must be part of any service performed. This service is provided when the technical scope of the job is beyond the Roads and Grounds Department's capabilities or when workloads prevent Roads and Grounds from performing the tree removal activity.

#### 4.2 Pest Control

A Purchasing agreement (#543602) is in place to handle all interior and structural pest control requests. Contractor Orientation is verified and a standing Hazard Assessment is reviewed with the sub-contractor. The current holder of this agreement is Anderson Pest Control. The sub-contractor's personnel must be Illinois Department of Agriculture licensed for structural pesticide application. A log book is kept at site 37 and requests from around site are entered during the week. Anderson Pest Control comes on Mondays to address all requests. An additional day of service is possible each week if needed. Typical problems are generally related to mice, ants, wasps etc.

#### 4.3 Equipment Repair Services

Large scale equipment repairs to the department's non-licensed equipment is purchased off-site at a variety of different repair facilities and in most cases, these repairs are paid for by corporate credit card. The Roads and Grounds Department's mechanic coordinates these repairs.

#### 4.4 Veterinary Services

A Purchasing Agreement (#543539) is in place for Veterinary services required for the Fermilab bison herd. The Kaneville Veterinary Clinic currently provides this service. The most frequent veterinary need is for worming, inoculating and vaccinating annually. This is done prior to the sealed bid sale each October.

#### 4.5 Asphalt Materials

A Purchasing Agreement (#568780) is in place for hot and cold asphalt. The current supplier is Geneva Construction. The Roads and Grounds Department hauls all purchased materials from the vendor's site.

#### 4.6 Rock and Limestone Materials

A Purchasing Agreement (#562524) is in place for purchase and delivery of stone products. These products are typically CA-6 gravel, sand and CA-1 stone. The current agreement is with Viking Brothers Trucking.

#### 4.7 Asphalt Service

A Purchasing Agreement (#557453) is in place for asphalt service. Typical services provided would be for grinding, overlays, patching work, sealing and striping. Sub-contractor Orientation is verified and a Hazard Assessment is developed with the sub-contractor for each call-out. The current service provider is Geneva Construction Company.

#### 4.8 Time and Material Excavation and General Construction

The Roads and Grounds Department uses the T&M general construction and excavation sub-contractors for miscellaneous activities when needed, examples are; farm site clean-up and rubble hauling and for building improvements and modifications.

#### 4.9 Field Tile Systems Repair

A T&M contract is also in place for agricultural drainage systems repairs. This is a substantial contract that services sub-drainage systems in more than 2000 acres of agricultural fields and in other areas of the site when needed.

#### 4.10 Miscellaneous Building Maintenance Related Service

The Roads and Grounds Department facilities are maintained and repaired in a number of different ways. For significant repair or improvements to these facilities, sub-contracted services are purchased through purchase orders. Typical repairs could include siding installation and repairs, roofing installation and repairs, plumbing modifications, painting, tuck-pointing and overhead door

repairs. Sub-contractor Orientation is verified and a Hazard Assessment is developed with the sub-contractor prior to the start of work. If structural or water system changes are proposed a review by the FESS Engineering group is required.

#### 4.11 Supplemental Snow Removal Services

The Janitorial Service Subcontract provides for supplemental snow removal service when needed. Four employees are available to supplement the Roads and Grounds snow crew. Another contract is currently in place to provide an additional articulating loader and operator.