

STATE OF NEW HAMPSHIRE  
Department of Administrative Services  
Division of Procurement and Support Services  
Bureau of Purchase and Property  
State House Annex  
Concord, New Hampshire 03301

Date: March 5, 2019

**NOTICE OF CONTRACT**

**COMMODITY:** TRAUMA SCENE /BIO-HAZARD CLEANUP SERVICES

**CONTRACT NO.:** 8002482

**NIGP:** 948-9300

**VENDOR:** New England Trauma Services **VENDOR # :** 296674  
391 Oakland Street  
Mansfield, MA 02048

**CONTACT PERSON(S):** Mike Wiseman  
**Tel. No.:** 888-648-7262  
**Cell #.:** 508-400-1869  
**E-Mail:** [mikewise@traumaservices.com](mailto:mikewise@traumaservices.com)

**EFFECTIVE FROM:** March 1, 2019 **Through:** February 28, 2022

**PAYMENT & TERMS:** Payments shall be made via Procurement Card (P-Card –Visa Credit Card).  
Orders charged upon delivery/shipment.

The resulting contract has mandatory Procurement Card usage for agencies enrolled in the State P-Card Program.

**INVOICING & PAYMENTS:** Invoices shall be submitted after completion of work to the requesting agency. Payment shall be paid in full within thirty (30) days after receipt of invoice and acceptance of the work to the State’s satisfaction.

**F.O.B.:** F.O.B. Destination to any location within the State of New Hampshire

**ORDERING:** State agencies will place their orders by electronic order entry, by e-mail, by FAX, or they may establish a standard delivery order. Eligible participants will utilize their own individually established ordering procedures.

**PRODUCTS & PRICING:**

	March 1, 2019- February 28, 2020	March 1, 2020- February 28, 2021	March 1, 2021- February 28, 2022
Cost per hour fee	\$60.00	\$60.00	\$60.00
Emergency/Weekends/Holidays per hour fee	\$60.00	\$60.00	\$60.00
Biohazard waste disposal (per pound)	\$1.00	\$1.00	\$1.00
Solid waste disposal (per pound)	\$0.25	\$0.25	\$0.25

Bio-Hazard and Trauma Scene Decontamination involves the cleaning up of dangerous materials. Such materials could include biological or chemical hazards to the site. Bio-hazard and trauma scene decontamination services include the cleanup, removal and lawful disposal of hazardous waste that would prevent the owner/tenant from taking possession of the property. This service **does not** include restoration services. All cleanup services shall be available twenty-four hours (24) a day, including holidays.

The Contractor shall take pictures (still or video, these shall remain confidential) that detail the crime scene before work commences and after the cleanup has been completed.

The Contractor will provide a quote to the requesting agency prior to commencing the work.

### Types of Cleanup

Crime scene cleanup is a term applied to any situation involving biological cleaning and/or health concern issues. The list below is in no way a complete comprehensive list, but is provided for representative purposes:

- **Accident / Violent death (vehicle/industrial/homicide/suicide/accidental)**
- Arson
- Automobile clean up (suicide / homicide/ urine/ feces / vomit)
- Biological terrorism
- Bird / Rodent droppings (hantavirus) clean up and decontamination
- Blood clean up
- Clandestine methamphetamine laboratory contamination
- Crime scene clean up
- **Decomp** (odor decomposing body)
- Disease outbreaks
- Distressed property clean up
- Distressed property remediation (unfit for habitation)
- Facility/Grounds clean up and decontamination
- Flood and sewage backups
- High Pressure/ Steam cleaning for blood stained roadways and walkways
- Hoarding cleanup Jail cell clean up and decontamination
- Medical waste transport, treatment and disposal
- **Methamphetamine labs** (both Bulk and Residual decontamination)
- Homicide clean up
- Odor / Decomposition clean up
- Police chemicals usage (tear gas, fingerprint dusting, etc.)
- Sharps / Hypodermic needle recovery and disposal

### Personal Protective Devices

The following list is an overview of the types of equipment/supplies that may be required for crime scene cleanup; it is in no way a complete comprehensive list, but is provided for representative purposes: **Personal**

**protective gear** - a non-porous, one-time-use suit, gloves, filtered respirators and chemical-spill boots

- **Biohazard waste containers** - heavy duty bags and sealed, hard-plastic containers
- **Black lights / Microscopes**
- **Traditional cleaning supplies** - Mops, buckets, spray bottles, sponges, brushes, etc.
- **Industry specific cleaning supplies** - Can include:
  - Ozone machine (to remove odors)
  - Foggers (to thicken a cleaning chemical so it can get all the way into tight places like air ducts, usually for odor removal)
  - Hospital-grade disinfectants (bleach, hydrogen peroxide)
  - Industrial-strength deodorizers
  - Enzyme solvent (to kill bacteria and viruses and liquefy dried blood)
  - No-touch cleaning system (to clean blood-coated surfaces from a safe distance -- includes heavy-duty sprayer, long scrubbing brush, wet vacuum)
  - Truck-mounted steam-injection machine
  - Chemical treatment tank (to disinfect and store matter sucked up by vacuum systems)
- **Carpentry** - sledgehammers, saws, etc.
- **Ladders**
- **Camera/Video Cam** (to take before-and-after shots for insurance purposes)
- **Van or truck** for transporting all of this aforementioned items; and disposal of waste.
- **24 Hour immediate response**

### Cost Per Hour fee:

The cost per hour includes but is not limited to the following:

- Cleaning bodily fluids and tissue such as bone or organ fragments from all surfaces
- Removal of walls and floors soaked with fluids

- Removal of contaminated materials including furniture scrub, soap, disinfect and deodorize every inch of the area, making sure that corners, under the carpets, behind toilet tanks, under sinks and anywhere else that contaminants could have feasibly lodged are cleaned
- Use of equipment required to perform the cleanup
- Cleaning and disinfection of all surfaces including air ducts
- Disposal of mattresses, sofas and other soft furniture items that are not cleanable (if the case is homicide and a Victim/Witness Advocate has been assigned. Approval must be seek from the Advocate before any property is disposed of)
- Odor removal and air filtration
- Provision of a "Letter of Certification" that the cleanup site is safe for habilitation. The Certification Letter shall also document the amount of hazardous waste removed and the name of the disposal facility.

### **Licenses/Permits/Training**

The successful Contractor shall assume full responsibility and liability for compliance with all applicable Federal, State, and local regulations pertaining to work practices, hauling, disposal, and protection of workers, visitors to the site, and persons occupying areas adjacent to the site. The successful Contractor is responsible for providing medical examinations and maintaining medical records of personnel as required by the applicable Federal, State, and local regulations.

The successful Contractor shall hold the State of New Hampshire harmless for failure to comply with any applicable work, hauling, disposal, safety, health or other regulation on the part of himself, his employees, or his subcontractors.

All services performed under this Contract(s) shall be performed between the hours of 8:00 A.M. and 4:00 P.M. unless other arrangements are made in advance with the State. Any deviation in work hours shall be pre-approved by the Contracting Officer. The State requires ten-day advance knowledge of said work schedules to provide security and access to respective work areas. No premium charges will be paid for any off-hour work.

The Contractor shall not commence work until a conference is held with each agency, at which representatives of the Contractor and the State are present. The conference will be arranged by the requesting agency (State).

The State shall require correction of defective work or damages to any part of a building or its appurtenances when caused by the Contractor's employees, equipment or supplies. The Contractor shall replace in satisfactory condition all defective work and damages rendered thereby or any other damages incurred. Upon failure of the Contractor to proceed promptly with the necessary corrections, the State may withhold any amount necessary to correct all defective work or damages from payments to the Contractor.

The work staff shall consist of qualified persons completely familiar with the products and equipment they shall use. The Contracting Officer may require the Contractor to dismiss from the work such employees as deems incompetent, careless, insubordinate, or otherwise objectionable, or whose continued employment on the work is deemed to be contrary to the public interest or inconsistent with the best interest of security and the State.

The Contractor or their personnel shall not represent themselves as employees or agents of the State.

While on State property, employees shall be subject to the control of the State, but under no circumstances shall such persons be deemed to be employees of the State.

All personnel shall observe all regulations or special restrictions in effect at the State Agency.

The Contractor's personnel shall be allowed only in areas where services are being performed. The use of State telephones is prohibited.

If **sub-contractors** are to be utilized, Contractor shall provide information regarding the proposed sub-contractors including the name of the company, their address, contact person and three references for clients they are currently servicing. Approval by the State must be received prior to a sub-contractor starting any work.

### **QUESTIONS:**

Direct any questions to Jeff Haley, 603-271-2202 or [Jeffrey.Haley@DAS.NH.Gov](mailto:Jeffrey.Haley@DAS.NH.Gov)