

RFP FOR 2024 SIDEWALK CLEANING SERVICES FOR LITTLE VILLAGE SPECIAL SERVICE AREA #25 (SSA #25)

A. PURPOSE

The Little Village Chamber of Commerce is seeking proposals for sidewalk cleaning services for the Special Service Area #25. (See attached map for location) The contract begins April 1st, 2024 through December 31st, 2024 with option to extend contract on a weekly basis.

B. SCOPE OF WORK

The following services are to be provided:

1. Maintenance cost estimate.
 - 2-day services (Monday & Thursday)
 - 3-day services (Monday, Wednesday & Saturday)
2. Pick-up and remove litter and trash from the sidewalk/curb/gutters on streets indicated and three car lengths into the cross streets.
3. Pick-up and remove litter and trash from mouth of the alleys and 10 feet into the alleys.
4. Pick-up and remove litter and trash from parking lots located at: Francisco, Sacramento, Troy and Sawyer
5. Remove litter and trash around LV Arch (26th and Albany) and Manuel Perez Jr. Memorial Plaza (26th and Kolin Ave.)
6. Remove litter from planters.
7. Remove flyers from posts, newspaper boxes, unoccupied storefront walls, and doors.
8. Empty all public trash receptacles along the route. Waste is to be emptied into trash bins in public alley (26th & Sacramento, 26th & Kedzie, LVCC Office – 3610 W 26th St. and 26th & Pulaski..
9. Apply weed spraying to all weeds, grass on sidewalks and tree pits within 50 feet on every cross street where weeds are present (two times annually), then a follow up visit after each weed spraying to trim dead or remaining weeds/bushes and/or small trees (two times annually).

(Optional) If and when a trash receptacle is damaged or missing, we will need to replace.

Provide a separate bid to provide and install (1) new trash receptacle.

Receptacle specification: SC-26332 black, to match existing (model and finish).

Anchor into the concrete city sidewalk.

Pricing is to be all inclusive of labor, material and equipment for removal and installation.

C. GENERAL

1. The contractor is to provide the necessary supplies and equipment.
2. All work shall be performed by properly supervised personnel.
3. All final dollar amounts must not exceed the specified amounts indicated on signed contract.
4. All payments are contingent on SSA #25 Commission approval accompanied by typed monthly invoice and may require a maximum of 60 days before completion of payment.
5. Payments will be made monthly.
6. Submit monthly operation reports to the SSA #25.

D. INSURANCE

Liability insurance and Workers Compensation Insurance are required. Certificate of Insurance shall be provided naming Little Village Chamber of Commerce and SSA #25 as additional insured.

E. DAMAGES

The contractor shall be solely responsible for the cost of any damage caused by the contractor's personnel or equipment.

F. PROPOSAL

Please include the following in your proposal:

1. Statement of qualification
2. Years in business
3. Three references from clients
4. Number of personnel and schedule
5. Field reports as needed identifying problem areas, vandalism, including the condition of trash receptacles.
6. Include optional bid for trash receptacle replacement and installation.

Proposals are to be submitted by **5:00PM Monday, January 22, 2024**

Please direct all correspondence to:

SSA#25/Little Village Chamber of Commerce
3610 W. 26th Street, Second Floor
Chicago, IL 60623
773.521.5387

Or by email to: blanca@littlevillagechamber.org