SSA #25 Commission Meeting
Tuesday, February 16, 2021
VIA ZOOM
https://us02web.zoom.us/j/82720258874?pwd=KysvOkl3MDVCTkRGQTFmTlBzNmJZdz09
Meeting ID: 827 2025 8874
Passcode: 768886
Dial In #: 312.626.6799
6:00PM
AGENDA

6:00PM
- Welcome and Call Meeting to Order
  The meeting of the SSA #25 Commission is called to order.
  Pursuant to the applicable law and my determination that attendance by remote means is necessary because an in-person meeting is not practical or prudent due to the declared public health disaster cause by COVID-19, this meeting is conducted by videoconference.
- Introduce New LVCC/LVCF Executive Director, Ivette Trevino
- SSA #25 Commissioner Roll Call
- Approval of Agenda
- Approval of SSA #25 January 19, 2021 Meeting Minutes
- Approval of SSA #25 January 2020 Financial Reports
  - P&L, Balance Sheet
  - Expense Tracking Budget

NEW BUSINESS:
- SSA #25 Meeting Minutes Recordings
- SSA #25 2021 Sidewalk Litter Abatement Services Proposal
  - Cleanslate
- SSA #25 2021 Landscaping Services Proposals
  - Brightview
  - Corisco
- SSA #25 2020 Audit Engagement Letter
  - Vidal and Associates, LTD.

OLD BUSINESS
- SSA #25 Commissioner Renewal Updates

- Public Input
SSA #25 Commission Meeting Minutes
Tuesday, January 19, 2021
VIA ZOOM
https://us02web.zoom.us/j/87327074804?pwd=UjV0NzhwWno0SnkvSDNKaEltQk9DQT09
Meeting ID: 87327074804
Passcode: 443810
Dial In #: 312.626.6799
11:00AM
AGENDA

11:00AM
- Welcome and Call Meeting to Order
  The meeting of the SSA #25 Commission is called to order.
  Pursuant to the applicable law and my determination that attendance by remote means is
  necessary because an in-person meeting is not practical or prudent due to the declared public
  health disaster cause by COVID-19, this meeting is conducted by videoconference.
  a. Meeting called to order at 11:05AM
- SSA #25 Commissioner Roll Call
  a. Commissioners present: Ric Porrez, Pascual Villarreal, Mike Moreno Jr., Richard Juares Sr.,
     and Jose Hernandez
  b. Commissioners absent: Francisco Menchaca and Claudia Rodriguez
  c. Staff present: Blanca Soto and Marisa Alcantar
- Approval of Agenda
  a. Commissioner Villarreal motioned to approves the SSA #25 Agenda as presented,
     Commissioner Hernandez seconds; all approve
- Approval of SSA #25 December 15, 2020 Meeting Minutes
  a. Commissioner Hernandez motions to approve the SSA #25 Commission meeting minutes as
     presented from 12/15/20, Commissioner Juarez Sr. seconds; all approve
- Approval of SSA #25 December 2020 Financial Reports
  ➢ P&L, Balance Sheet
  ➢ Cash Flow & Expense Tracking Budget
    a. Blanca Soto informs the SSA #25 Commission that as of 12/31/20 $286,232.73 has been
       expensed out from the 2020 budget of $369,454.00.
    b. Line Item 2.05 Streetscape Elements had an available balance of $31,299.00 as of 12/31/20.
       This line item was to be used for some LV Arch maintenance, but the pandemic put a hold to
       this lineitem. Hoping to receive it as a carry over amount for 2021.
    c. Commissioner Juarez Sr. motions to approve the SSA #25 December 2020 Financials as
       presented, Commissioner Villarreal seconds; all approve.
NEW BUSINESS:
- SSA #25 Commissioner Elena Duran Reinstatement
  a. Blanca Soto placed a call to Jennifer Magallanes at the City of Chicago to confirm the proper procedures needed to have Commissioner Elena Duran reinstated as a SSA #25 Commissioner.
  b. Commissioner Hernandez motions to approve Elena Duran’s reinstatement with the proper procedures and guidelines followed, Commissioner Juares Sr. seconds: all approve.
- SSA #25 2020 QTR 4 WorkPlan Report
  a. Commissioner Juarez Sr. Approved the SSA #25 QTR 4 WorkPlan Report as presented, Commissioner Hernandez Seconds: all approve.

OLD BUSINESS
- SSA #25 2021 Commission Meeting Schedule
  a. July 20, 2021 Commission meeting to be rescheduled to July 13, 2021, per city guidelines the July Commission meeting needs to take place between July 8-14th.
  b. Commissioner Juarez Sr. motions to approve, Commissioner Villarreal seconds: all approve.
- SSA #25 Commissioner Renewal
  ➢ Mike Moreno Jr.
  ➢ Richard Juarez Sr.
  ➢ Pascual Villarreal
  a. Blanca Soto reminded all SSA #25 Commissioner that they need to submit their SSA Commissioner Renewal Application in by 1/31/21.
  b. Commissioner Villarreal is out of town in Mexico and will stop by the LVCC office upon his return and pick up/fill out the application.
  c. Commissioner Juarez to submit his application in as soon as possible.
  d. Chairman, Mike Moreno Jr. to stop by the LVCC office on Tuesday, 1/20/21 with his renewal application.

- Public Input
  a. No Public Input

Meeting Adjourned at 11:26AM, Commissioner Hernandez motions to adjourn the meeting, Commissioner Villarreal seconds: all approve.
<table>
<thead>
<tr>
<th>Ordinary Income/Expense</th>
<th>Jan 21</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
</tr>
<tr>
<td>Property Tax Revenue</td>
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<tr>
<td>2019 Property Tax Revenue</td>
<td>0.05</td>
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<tr>
<td>Interest Income</td>
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<td><strong>Total Property Tax Revenue</strong></td>
<td>16.06</td>
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<tr>
<td><strong>Total Income</strong></td>
<td>16.06</td>
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<tr>
<td><strong>Gross Profit</strong></td>
<td>16.06</td>
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<tr>
<td><strong>Expense</strong></td>
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</tr>
<tr>
<td>1.00 Advertising &amp; Promotion</td>
<td></td>
</tr>
<tr>
<td>1.05 Decorative Banners *</td>
<td>2,585.00</td>
</tr>
<tr>
<td><strong>Total 1.00 Advertising &amp; Promotion</strong></td>
<td>2,585.00</td>
</tr>
<tr>
<td>3.00 Public Way Aesthetics</td>
<td></td>
</tr>
<tr>
<td>3.01 Garbage/Recycling *</td>
<td>439.76</td>
</tr>
<tr>
<td><strong>Total 3.00 Public Way Aesthetics</strong></td>
<td>439.76</td>
</tr>
<tr>
<td>6.00 SSA Management</td>
<td></td>
</tr>
<tr>
<td>6.03 Bookkeeping *</td>
<td>63.33</td>
</tr>
<tr>
<td>6.05 Utilities *</td>
<td>62.50</td>
</tr>
<tr>
<td>6.06 Office Supplies *</td>
<td>62.50</td>
</tr>
<tr>
<td>6.07 Office Equipment Lease *</td>
<td>62.50</td>
</tr>
<tr>
<td>6.08 Office Printing *</td>
<td>62.50</td>
</tr>
<tr>
<td>6.09 Postage *</td>
<td>62.50</td>
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<tr>
<td><strong>Total 6.00 SSA Management</strong></td>
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<tr>
<td>7.00 Personnel</td>
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<tr>
<td>7.01 Executive Director *</td>
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<tr>
<td>7.02 Program Director *</td>
<td>2,016.67</td>
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<td><strong>Total 7.00 Personnel</strong></td>
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<tr>
<td><strong>Total Expense</strong></td>
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<tr>
<td><strong>Net Ordinary Income</strong></td>
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<tr>
<td></td>
<td>-8,671.20</td>
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<tr>
<td><strong>Net Income</strong></td>
<td>-8,671.20</td>
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**Balance Sheet**
**As of January 31, 2021**

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>Jan 31, 21</th>
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<tbody>
<tr>
<td>Current Assets</td>
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<td>Checking/Savings</td>
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<tr>
<td>Second Federal Savings</td>
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<tr>
<td>Total Checking/Savings</td>
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</tr>
<tr>
<td>Accounts Receivable</td>
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<tr>
<td>Property Tax Receivable</td>
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<tr>
<td>Total Accounts Receivable</td>
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<tr>
<td>Other Current Assets</td>
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<tr>
<td>1115 · Allowance for Doubtful Accounts</td>
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<tr>
<td>Total Other Current Assets</td>
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<tr>
<td>Total Current Assets</td>
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<tr>
<td><strong>TOTAL ASSETS</strong></td>
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</table>

<table>
<thead>
<tr>
<th>LIABILITIES &amp; EQUITY</th>
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</thead>
<tbody>
<tr>
<td>Liabilities</td>
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</tr>
<tr>
<td>Current Liabilities</td>
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<tr>
<td>Other Current Liabilities</td>
<td></td>
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<tr>
<td>2310 · Deferred Property Tax Revenue</td>
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<tr>
<td>Total Other Current Liabilities</td>
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<td>Total Current Liabilities</td>
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<tr>
<td>Total Liabilities</td>
<td></td>
</tr>
<tr>
<td>Equity</td>
<td></td>
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<tr>
<td>3010 · Unrestrict (retained earnings)</td>
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<tr>
<td>Net Income</td>
<td></td>
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<tr>
<td>Total Equity</td>
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<tr>
<td><strong>TOTAL LIABILITIES &amp; EQUITY</strong></td>
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## SCHEDULE B: 2021 SSA #25 BUDGET WORKSHEET

Chicago Department of Housing and Economic Development

### SSA #25 2021 BUDGET

<table>
<thead>
<tr>
<th>1.00 Customer/Attraction</th>
<th>2021 Levy</th>
<th>2021 Budget</th>
<th>2021 Actual Expense As of 1/31/21</th>
<th>COMMENTS</th>
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<tbody>
<tr>
<td>1.01 Website</td>
<td>$3,000.00</td>
<td>$3,000.00</td>
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<tr>
<td>1.02 Special Events</td>
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<td>$10,000.00</td>
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<tr>
<td>1.03 Free Wi-Fi Program</td>
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<td>$12,240.00</td>
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<tr>
<td>1.04 Social Media Outreach</td>
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<td>$3,000.00</td>
<td>$22,272.00 $2,595.00</td>
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<td>1.05 Decorative Banners</td>
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<td>$10,000.00</td>
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<tr>
<td>1.06 Holiday Decorations</td>
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<td>$22,140.00</td>
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<td>1.07 Print Materials</td>
<td>$5,000.00</td>
<td>$5,000.00</td>
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<tr>
<td>1.08 Display Advertising</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.09 PR/Marketing Relations</td>
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<td>$0.00</td>
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<td><strong>SUBTOTAL</strong></td>
<td>$75,280.00</td>
<td>$32,728.00</td>
<td>$22,108.00 $2,595.00</td>
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### 2.00 Public Way/Aesthetics

<table>
<thead>
<tr>
<th>2.01 Acid Etching Removal and/or Prevention</th>
<th>2021 Levy</th>
<th>2021 Budget</th>
<th>2021 Actual Expense As of 1/31/21</th>
<th>COMMENTS</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td>2.02 Landscaping</td>
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<tr>
<td>2.03 Facade Enhancement Program Rebate</td>
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<td>$10,000.00</td>
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<tr>
<td>2.04 Way Finding/Signage</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td>2.05 Streetscape Elements (includes capital, installation, maintenance, repair)</td>
<td>$15,000.00</td>
<td>$15,000.00</td>
<td></td>
<td></td>
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<tr>
<td>2.06 Public Art</td>
<td>$6,000.00</td>
<td>$6,000.00</td>
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<tr>
<td>2.07 Sidewalk Maintenance (Materials/Supplies)</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td>2.08 Sidewalk Maintenance</td>
<td>$60,000.00</td>
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<tr>
<td>2.09 Maintenance-on Staff Personnel</td>
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<td>$0.00</td>
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<tr>
<td>2.10 City Permits</td>
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<td>$1,000.00</td>
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<tr>
<td>2.11 Power Washing Of Sidewalks</td>
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<td>$0.00</td>
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<tr>
<td><strong>SUBTOTAL</strong></td>
<td>$152,000.00</td>
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### 3.00 Public Way Aesthetics

<table>
<thead>
<tr>
<th>3.01 Garbage/Recycling Material Program</th>
<th>2021 Levy</th>
<th>2021 Budget</th>
<th>2021 Actual Expense As of 1/31/21</th>
<th>COMMENTS</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>$4,500.00</td>
<td>$4,500.00</td>
<td>$439.76 $4,060.24 Available</td>
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<tr>
<td>3.02 Small Business Energy Efficiency</td>
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<tr>
<td>3.03 Public Transit Enhancements</td>
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<td>$0.00</td>
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</tr>
<tr>
<td>3.04 Bicycle Transit Enhancement</td>
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<td>$0.00</td>
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<tr>
<td>3.05 Bicycle Valet</td>
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<tr>
<td><strong>SUBTOTAL</strong></td>
<td>$4,500.00</td>
<td>$0.00</td>
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### 4.00 Economic/Institution Development

<table>
<thead>
<tr>
<th>4.01 Site Marketing (Materials, Services, etc.)</th>
<th>2021 Levy</th>
<th>2021 Budget</th>
<th>2021 Actual Expense As of 1/31/21</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.02 Group Purchasing Program</td>
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<tr>
<td>4.03 Supplemental Transit</td>
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<td>$0.00</td>
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<tr>
<td>4.04 Shuttle Services</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td>4.05 Wi-Fi District Infrastructure/Maintenance</td>
<td>$0.00</td>
<td>$0.00</td>
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</table>
### Schedule B: 2021 SSA #25 Budget Worksheet

**Chicago Department of Housing and Economic Development**

<table>
<thead>
<tr>
<th>4.00</th>
<th>Strategic Planning</th>
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<tbody>
<tr>
<td>4.09</td>
<td>SSA Designation (2017 New SSA Application)</td>
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<td></td>
<td>= $0.00</td>
<td>$0.00</td>
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<tr>
<td>SUBTOTAL</td>
<td></td>
<td>$5,000.00</td>
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<td></td>
<td>= $5,000.00</td>
<td>$0.00</td>
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</table>

<table>
<thead>
<tr>
<th>5.00</th>
<th>Safety Programs</th>
<th>2021 Levy</th>
<th>Loss Collection + Carry Over</th>
<th>Late Collections and Interest Income</th>
<th>2021 Budget</th>
<th>2021 Actual Expense As of 1/31/21</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.01</td>
<td>Public Way Surveillance</td>
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<td>$0.00</td>
<td>$10,000.00</td>
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<td>5.02</td>
<td>Safety Improvement</td>
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<td>5.03</td>
<td>Security Patrol Services</td>
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<td>SUBTOTAL</td>
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<th>SSA Management</th>
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<th>Loss Collection + Carry Over</th>
<th>Late Collections and Interest Income</th>
<th>2021 Budget</th>
<th>2021 Actual Expense As of 1/31/21</th>
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<tbody>
<tr>
<td>6.01</td>
<td>SSA Annual Report</td>
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<td>6.02</td>
<td>SSA Audit</td>
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<td>Bookkeeping</td>
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<td>6.04</td>
<td>Office Rent</td>
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<td>6.05</td>
<td>Office Utilities</td>
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<td>Office Supplies</td>
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<td>Office Equipment Lease/Maintenance</td>
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<td>Office Printing</td>
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<td>Postage</td>
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<td>Meeting Expenses</td>
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<tr>
<td>6.11</td>
<td>Subscriptions/Doors</td>
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<tr>
<td>6.12</td>
<td>Banking Fees</td>
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<tr>
<td>6.13</td>
<td>Monitoring/Compliance</td>
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<td>6.14</td>
<td>Equipment Purchase/Maintenance</td>
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<td>Storage Fees</td>
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<td>6.17</td>
<td>Liability/Property Insurance</td>
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<td>6.18</td>
<td>Training</td>
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<th>Late Collections and Interest Income</th>
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<th>Late Collections and Interest Income</th>
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<td>$337,058.00</td>
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</tr>
</tbody>
</table>
CLEANSLATE CHICAGO, LLC.
1540 South Ashland Avenue, Suite 105
Chicago, Illinois 60608
Main phone: (312) 226-6361
Website: www.cleanslatechicago.org

Response to RFP for Litter Abatement Services
presented to the
Little Village Chamber of Commerce/SSA #25

Presented by Cleanslate Chicago, LLC.
Sites to be serviced

Cleanslate proposes to provide litter abatement services to the areas in the SSA #25, as noted:

- 26th Street from Kostner to California
- 31st Street from Karlov to Springfield
- 25th Street from Lawndale to Troy
- Pulaski from Cermak to 31st Street
- Kedzie from 24th Street to 31st Street

Service timeframe

Sidewalk Litter Abatement services will be provided from April 1, 2021 – December 31, 2021, with the option to extend contract on a weekly basis.

Service Schedule and Frequency

- Service can be scheduled for two options:
  - 2 day services (Monday & Thursday)
  - 3 day services (Monday, Wednesday & Saturday)
- In the event of severe weather conditions, Clean slate cannot be held to any specific timetable. Every attempt will be made to provide continuous service; however, possible lags in service can result due to traffic conditions, crew exhaustion, etc. Whenever such conditions arise, Clean slate management will contact and notify the appropriate client contact.
- Service will not be provided on the following holidays:

<table>
<thead>
<tr>
<th>Date</th>
<th>Holiday</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/4/2021</td>
<td>Easter</td>
</tr>
<tr>
<td>5/31/2021</td>
<td>Memorial Day</td>
</tr>
<tr>
<td>6/19/2021</td>
<td>Juneteenth</td>
</tr>
<tr>
<td>7/4/2021</td>
<td>Independence Day</td>
</tr>
<tr>
<td>9/6/2021</td>
<td>Labor Day</td>
</tr>
<tr>
<td>10/11/2021</td>
<td>Staff Development</td>
</tr>
<tr>
<td>11/25/2021</td>
<td>Thanksgiving</td>
</tr>
<tr>
<td>11/26/2021</td>
<td>Thanksgiving (day after)</td>
</tr>
<tr>
<td>12/24/2021</td>
<td>Christmas Eve</td>
</tr>
<tr>
<td>12/25/2021</td>
<td>Christmas</td>
</tr>
</tbody>
</table>
Scope of Work

Cleanslate proposes the following services and deliverables for litter abatement:

- Clean all sidewalks, removing all litter, including cigarette butts, leaves, and broken glass from the building to the curb, as well as to the alley (or five car lengths) on every cross street (three car lengths), or to the nearest alley.
- Pick-up and remove litter and trash from parking lots located at: Francisco, Sacramento, Troy, Sawyer, Spaulding, Christiana, Homan, Trumball, St. Louis, Drake, Millard, Ridgeway, Hamlin, Springfield, Harding, Komensky, Karlov, Kedvale, and Kildare.
- Remove litter and trash around LV Arch (26th and Albany) and Manuel Perez Jr. Memorial Plaza (26th and Kotlin Ave.)
- Empty all public trash receptacles along the route. Waste is to be emptied into trash bins in public alley.
- Pick up the filled bags of garbage and recyclables throughout the day of scheduled service and drop all such bags off at a mutually agreed upon location. According to customer, waste is to be emptied into trash bins in public alley.
- Remove litter from planters.
- Remove and dispose of signage from light posts, newspaper boxes, unoccupied storefront walls and doors. This does not include fully adhesive signs that are entirely affixed to poles, newspaper boxes, etc.
- Remove all animal waste from pedestrian walkways.
- Separate recyclable (glass, aluminum, and paper) and non-recyclable materials upon pick-up and store recyclable and non-recyclable materials in two separate garbage bins.
- If desired by Client, Cleanslate will clear crosswalks and bus stops of snow when there are accumulations of 2” or more. This would be in lieu of regularly scheduled litter abatement, and would take place during the regularly scheduled litter abatement hours and days.
- All crew members will wear identifiable professional Cleanslate uniforms and greet business owners, local residents and all pedestrians in a friendly, professional manner, as part of our organization’s mission to provide exceptional customer service.

Weeding Control Application

- 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), perform follow up visit after each weed spraying to trim dead or remaining weeds/bushes and/or small trees (two times annually).
- Crew will apply herbicide via backpack sprayers to weeds and grass on the public walkways.
- All spraying will be provided by Certified Pesticide Applicators and/or Operators as required by Illinois State Law and the Illinois Department of Agriculture.
- Crew will utilize a post-emergent, non-selective, systemic herbicide, glyphosate.
- It is rain fast within one hour of application, and effective against most broadleaf weeds, annual and perennial grasses, and brush.
- It is non-toxic to birds, fish, and mammals when used according to label directions.
- It has no residual soil activity, so it won't be taken up by the roots of non-target plants.
- It has a very low toxicity if swallowed, and no adverse effects if inhaled.
- Wilting and yellowing will be noticeable as soon as 2-4 days and usually within 1-2 weeks.
- Dead weeds will be trim down where necessary.
- Application will be focused on the space between each square of the sidewalk and the area where the sidewalk meets building front or curb.

Trash Receptacle Replacement

- If and when a trash receptacle is damaged or missing, Cleanslate will inform SSA #25.
• Clean slate will remove old/damaged trash receptacle (if present) and install replacement and anchor into the concrete city sidewalk, upon SSA #25 request.
• Receptacle specification: SC-26332 black, to match existing (model and finish).
• Separate pricing is provided provide and install (1) new trash receptacle. Pricing listed is all inclusive of labor, material and equipment for removal and installation.

Equipment

The equipment that Clean slate utilizes include:

• Black and blue plastic bags for trash and recycling
• Grey and blue heavy-duty trash and recycling barrels
• Wheeled carts for barrels
• Brooms
• Dustpans
• Shovel and Rakes, as necessary
• F150 pickup truck
• Backpack sprayers
• Line trimmers
• Vehicles to transport interns and litter collected.

Contact Information and Availability

Clean slate’s regular hours of operation are 6:30 am – 3:00 pm, 7 days/week, excluding most major holidays.

• Primary contact is Lisa Kidd, Business District Manager. Phone: (773) 425-1287, email: lkidd@cleanslatechicago.org.
• Ron Holakovsky, Manager of Operations, is also available to address concerns or answer questions. Phone: (312) 890-0571, email: rholakovsky@cleanslatechicago.org.
Pricing and Service Fee Schedule

Pricing includes all labor, materials, tools, equipment and supervision.

<table>
<thead>
<tr>
<th>Service Type</th>
<th>2 days of service Monday &amp; Thursday</th>
<th>3 days of service Mon, Wed, Sat</th>
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<tbody>
<tr>
<td>Litter Abatement</td>
<td>$54,306.00</td>
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</table>

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Frequency</th>
<th>Pricing</th>
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</thead>
<tbody>
<tr>
<td>Weed Spraying</td>
<td>Two applications and two follow-up visits</td>
<td>$5,431.50</td>
</tr>
<tr>
<td>Receptacle Replacement</td>
<td>As needed</td>
<td>$995 per receptacle</td>
</tr>
</tbody>
</table>
Why choose Clean slate?

- Beyond transforming communities, Clean slate's greater mission is to move individuals affected by poverty and homelessness toward economic self-sufficiency. Therefore, we pay our interns and staff a competitive combination wages and benefits to improve their standard of living, strengthen their families and create the foundation for lasting success. We provide our employees with the opportunity to meet their personal, financial, and professional development goals by ensuring a quality job experience, a high bar of expectations, and fair compensation for their work. We regret that not all firms in this line of work follow these same practices and hope you take this into consideration in your competitive bidding process.

- **We're experienced** – and have never lost a contract due to poor performance.
  Since our inception in 2005, Clean slate has successfully partnered with SSAs, private businesses and special event planners to provide litter abatement, snow removal and neighborhood beautification services.

- We provide intense, hands-on daily supervision of our crews. Our experienced supervisors are in constant contact with the crews and relay status of project to customers. Any inconsistencies or less than satisfactory work will be addressed and corrected immediately.

- We're committed to diversity. 98% of our transitional crew members are minorities.
References

Customers are drawn to Cleanslate because it excels at the things most business owners strive to see in its vendors: quality, consistency, and execution. Please feel free to contact our references.

LATINOS PROGRESANDO
Andrew Sparks, Community Programs Director
Phone: (773) 542-7077 ext. 29
Email: a.sparks@latinospro.org

WICKER PARK/BUCKTOWN CHAMBER OF COMMERCE SSA #33
Alice Howe, SSA #33 Program Specialist
1414 N. Ashland Avenue
Chicago, Illinois 60622
Phone: (773) 384 2672
Email: alice@wickerparkbucktown.org

QUAD COMMUNITIES DEVELOPMENT CORPORATION, SSA #47 & SSA #56
Rhonda McFarland, Executive Director
4210 S Berkeley Ave,
Chicago, Illinois, 60653
Phone: (773) 268-7232
Email: rmcfarland@qcdc.org
Scope of Landscape Services

<table>
<thead>
<tr>
<th>Landscape Site Name:*</th>
<th>Landscape Site Location:</th>
<th>Little Village SSA #25</th>
<th>Little Village</th>
</tr>
</thead>
<tbody>
<tr>
<td>Client Business Name:</td>
<td>Client Contact Name:</td>
<td>Little Village SSA #25</td>
<td>Blanca Soto</td>
</tr>
<tr>
<td>Client Contact Telephone:</td>
<td>Client Contact Email:</td>
<td>773.521.5337</td>
<td><a href="mailto:blanca@littlevillagechamber.org">blanca@littlevillagechamber.org</a></td>
</tr>
</tbody>
</table>

Description of Services at this Landscape Site (attach diagrams if necessary):

The proposal shall provide maintenance and care for the exterior landscaped areas including all freestanding containers, LV Arch Containers and Garden Bed in the Manuel Perez Jr. Memorial Plaza located at 26th Street and Kolin Avenue.

Periods of Coverage:
April 1st — November 30th

*Operations Include:

Containers (2) Seasonal Rotations to **180 Freestanding Planters** Located Throughout the SSA Boundary
- Containers soil will be replenished and amended in spring for high quality growing.
- In March/April winter decor to be removed from containers
- All pots and beds shall be planted to present a full display for each of the (2) rotations —Summer and Winter
- Approx. June 1 summer display to be installed Approx. 4 plants per s.f.
- Summer flowers shall be removed approx. end of October or when flowers decline from cold weather and no longer add value to containers
- In November Mixed Greens, White Birch and various Cones, Novelty Branching to be installed and **shall last** through winter months.

Plantings to be installed in accordance with addendum agree to in 2020****

Garden at Manuel Perez Jr. Memorial
- New Mulch to be installed in Spring to approx. 110' x 5'4"

Care and Ongoing Maintenance
- Flower pots shall be watered as necessary April through October and grass in bed location at Manuel Perez Jr. Plaza a minimum of 2x per week as weather conditions dictate.
- Flower pots shall be fertilized 10 times and faded blossoms removed weekly.
- Weekly maintenance of flower containers consisting of weeding area located within the container along with the immediate surrounding areas of container base on sidewalk and garden bed located in the Manuel Perez, Jr. Memorial Plaza
• Removal of waste and debris from all flower containers and garden bed located in the Manuel Perez, Jr. Memorial Plaza and removed from the site at the end of each day property is serviced.
• Flowers shall be removed after first frost and bough branching to be removed in February.
• All boughs and branching to be removed in February of the following year.
Little Village SSA #25 Summer Rotation

Summer Palette
- Scarlet Canna w bronze leaf
- Yellow and White Zinnia
- Inferno Coleus
- Pink and Plum Wave Petunia
- Sweet Potato Vine
Winter Palette
Mixed Evergreen Boughs
Redtwig Dogwood Branching
Green Painted Birch Branching
White Berry Sprays
### Billing Information and Schedule

<table>
<thead>
<tr>
<th>Landscape Site Name:</th>
<th>Little Village SSA #25</th>
<th>Landscape Site Location:</th>
<th>Little Village</th>
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<td>Little Village SSA #25</td>
<td>Client Contact Name:</td>
<td>Blanca Soto</td>
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<tr>
<td>Client Contact Telephone:</td>
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<td>Blanca Soto</td>
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<td>Billing Contact Telephone:</td>
<td>773.521.5387</td>
<td>Billing Contact Address:</td>
<td>3610 W 26th, 2nd floor Chicago, IL 60623</td>
</tr>
<tr>
<td>BrightView Contact Name:</td>
<td>Steven Egger</td>
<td>BrightView Contact Telephone:</td>
<td>773.842.1833</td>
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Note: If this Agreement applies to multiple sites, then check here □ and attach a list of the sites with this information and pricing.

### Billing Schedule:

<table>
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<td>March 1st</td>
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<td>May 1st</td>
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<td>June 1st</td>
<td>$ 7,500.00</td>
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<tr>
<td>July 1st</td>
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<td>August 1st</td>
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<td>September 1st</td>
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<td>October 1st</td>
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<td>November 1st</td>
<td>$ 7,500.00</td>
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<tr>
<td>December 1st</td>
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**Total Service Fee**  $ 60,000.00
LANDSCAPE SERVICES AGREEMENT
Terms and Conditions

THIS LANDSCAPE SERVICES AGREEMENT (this "Agreement") is entered into as of January 12, 2021 between Brightview Landscapes, LLC ("BrightView"), and Little Village SSA #25 ("Client"). If Client is other than the record owner of each property where goods or services will be delivered under this Agreement, then Client is executing and entering into this Agreement on its own behalf and as duly authorized agent for the record owner(s) of those properties.

NOW, THEREFORE, Client and BrightView mutually agree to the following terms and conditions:

1. Services.
   (a) For purposes of this Agreement, (i) the "Services" consist of the landscape maintenance, construction, irrigation, and other general landscape services described in the "Scope of Landscape Services" attached hereto, together with delivery or installation of any associated goods and materials, and (ii) the "Landscape Site(s)" consist of the exterior landscaped areas for each of the site(s) identified in the attached Scope of Landscape Services, where Services will be furnished by BrightView in accordance with the Scope of Landscape Services. More than one Scope of Landscape Services may be attached hereto, in the event of multiple Landscape Sites.
   (b) During the Term (defined below), BrightView shall furnish the Services or arrange for the Services to be furnished in accordance with applicable professional horticulture standards and any local requirements or regulations in effect, using appropriately trained, uniformed, and supervised personnel, and properly maintained equipment.
   (c) All tools, equipment, surplus materials, landscape waste materials and rubbish will be removed from each Landscape Site after Services are completed.
   (d) Any regulated substances required to be applied as part of the Services shall be applied in accordance with applicable laws and regulations by properly licensed personnel. Other materials shall be applied in accordance with the manufacturer's directions.

2. Term. The "Initial Term" of this Agreement shall start on April 1, 2021 and end on November 30, 2021. Thereafter, this Agreement shall renew automatically for successive one-year periods (each, a "Renewal Term") on each anniversary of the start date of the Initial Term (each, an "Anniversary Date"), unless either party gives written notice to the other party of its intent not to renew at least 90 days prior to the next Anniversary Date. The Initial Term, together with any Renewal Term, comprises the "Term."

3. Work Orders. If Client requests services from BrightView that are not set forth on the Scope of Landscape Services or at a worksite for which there is no attached Scope of Landscape Services, then BrightView may elect in its sole discretion to furnish such additional services and any related goods and materials pursuant to a written work authorization signed by Client (each, a "Work Order"). For services, goods, or materials furnished pursuant to a Work Order, payment shall be due from Client to BrightView as specified by such Work Order or, if unspecified in such Work Order, then upon delivery of the services, goods, and materials identified in the Work Order (the "Work Order Charges").

4. Insurance. During the Term, BrightView will maintain general liability insurance, automobile liability insurance, and workers' compensation insurance covering its activities in connection with the Services and any Work Order. Such insurance shall be in commercially reasonable amounts. Evidence of such insurance will be provided to Client upon request.

5. Cooperation.
   (a) Client will cooperate with BrightView to facilitate the Services, and will permit or schedule adequate access to the Landscape Site(s) as required to perform the Services safely, efficiently, and within any specified timeframes. Client will notify BrightView in writing of any limitation on access to Landscape Site(s) as soon as possible, and in any event at least 48 hours to any scheduled delivery of services, goods, or materials.
   (b) If required, Client will provide water with adequate spigots or hydrants or such other items as identified on the Scope of Landscape Services.
   (c) Client shall provide written notice to BrightView of any proposed change in the ownership or management of the Landscape Site(s) at least 30 days prior to the effective date of any such change. A change in the ownership or management of the Landscape Site(s) shall not relieve Client of its obligations hereunder, including but not limited to the payment of the Service Fee and any amounts due to BrightView with respect to any Work Order, unless Client shall have given proper notice of termination pursuant to this Agreement.

6. Service Fee.
   (a) For Services performed pursuant to this Agreement, Client shall pay BrightView an annual service fee of $60,000.00 (the "Service Fee"), subject to annual adjustments as described below.
   (b) Client shall pay the Service Fee to BrightView in advance through monthly payments according to the attached Billing Information and Schedule. If no Billing Information and Schedule is attached to this Agreement or if the attached Billing Information and Schedule does not specify the months and amounts due, then the Service Fee shall be payable in advance in __ equal monthly installments, beginning in the month of April. Monthly payments are due not later than the 10th calendar day of each month. Overdue Service Fees or Work Order Charges shall be subject to an administrative charge equal to the lower of: (i) 1.5% per month (18% per year) and (ii) the highest rate permitted by law, in either case multiplied by the unpaid balance. In addition to this administrative charge, Client shall reimburse BrightView for all costs and expenses (including but not limited to..."
(a) BrightView will at all times perform the Services and any Work Order in accordance with all applicable workplace safety requirements and standards promulgated by federal and local authorities. BrightView will not at any time provide safety evaluation, inspection, or consulting services under this Agreement or any Work Order for the benefit of Client or any third party and, consequently, Client shall not rely on BrightView to provide such safety-related services at any time. Further, BrightView does not and will not at any time provide representations, warranties, or assurances as to the safety (or lack of safety) of any Landscape Site(s) or Work Order site with respect to periods before, during, or after Services are performed or Work Order services are performed and, consequently, Client shall not rely on BrightView to provide any such assurances at any time. If Client desires safety evaluation, inspection, or consulting services, or safety representations, warranties, or assurances, then BrightView and Client may execute and enter into a separate written agreement whereby BrightView will assist Client for an additional fee only in identifying (without recommending) third-party service providers that Client may then, in Client’s sole discretion, elect to engage independently to obtain safety services and/or assurances.

(b) This Agreement shall be governed by the law of the state where the Services will be furnished. If the Services will be furnished in more than one state, then the law of the State of Maryland will govern this Agreement, except with regard to its conflicts of laws doctrines. Both parties expressly agree that any and all legal proceedings arising under this Agreement will be brought exclusively in the state and federal courts located in Rockville, Maryland.

(c) Neither party may assign this Agreement without the prior written consent of the other party; provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with BrightView or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization. This Agreement is binding on, and inures to the benefit of, the parties hereto (including the record owner of the Landscape Site(s) if other than Client) and their respective heirs, legal representatives, successors and assigns.

(d) This Agreement, together with any attached Billing Information and Schedule, attached Scope of Landscaping Services, Work Order hereunder, and any other schedules and exhibits attached hereto, constitute the entire agreement of the parties with respect to the Services and Work Orders and supersedes all prior contracts or agreements with respect to the Services or Work Orders, whether oral or written.

(e) Except as otherwise provided herein, this Agreement may be amended or modified from time to time only by a written instrument executed and agreed to by both Client and BrightView.

(f) The waiver by Client or BrightView of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any other or subsequent breach by Client or BrightView of such provision or any other provision.

(g) BrightView's total liability for any losses, damages, and expenses of any type whatsoever incurred by Client or
any of its affiliates, guests, tenants, invitees, and lessees ("Losses"), which are caused directly or indirectly by acts or omissions of BrightView in connection with, or related to, the Services or any Work Order hereunder, including but not limited to any breach of BrightView's obligations hereunder, shall be limited solely to direct and actual damages in an aggregate amount not to exceed the amounts actually paid to BrightView hereunder. In no event will BrightView be liable for special, indirect, incidental or consequential damages, irrespective of the form or cause of action, in contract, tort or otherwise, whether or not the possibility of such damages has been disclosed to BrightView in advance or could have been reasonably foreseen by BrightView. Further, BrightView shall not be liable for any Losses resulting from the provision of Services or performance of any Work Order hereunder, if such Losses are due to causes or conditions beyond its reasonable control, including but not limited to Losses in any way related to or associated with state or local water regulations or mandates or BrightView's compliance or good faith efforts to comply with state or local water regulations or mandates.

(h) BrightView's performance will be excused to the extent BrightView is unable to perform as a result of strikes, accidents, acts of God, extreme weather conditions, inability to secure labor and/or products, fire, earthquake and rules, regulations or restrictions imposed by any government or governmental agency, or other delays or failure of performance beyond the commercially reasonable control of BrightView. For purposes of this Agreement, the parties agree specifically that water conservation regulations or guidelines are specifically included within the above referenced regulations or restrictions, and that BrightView shall not be liable for any failure to perform as a direct or indirect result of BrightView's compliance with or good faith efforts to comply with state or local water regulations or mandates.

BrightView and Client hereby agree to the foregoing terms and conditions as of the date first set forth above.

By signing this Agreement in the space provided below, the undersigned Client signatory hereby represents and confirms that it has full power and authority to enter into this Agreement on its own behalf and on behalf of the record owner of each Landscape Site, and that this Agreement is a legally binding obligation of the undersigned and the record owner of each Landscape Site.

Brightview Landscapes, LLC

By: ____________________________________________

Name: _____

Title: _____

Date: Click here to enter a date.

CLIENT

By: ____________________________________________

Name: _____

Title: _____

Date: Click here to enter a date.
PROPOSAL

Little Village SSA 25
Blanca Soto - Director
3610 W 26th St.
Chicago, IL 60623

Job Number: 20-976
Job Location: LV SSA #25
Chicago, IL 60623

4 - Display 2021 Landscaping Maintenance

Corisco Construction Corp. proposes to furnish the labor, materials, and equipment necessary to complete the following scope of work.

2020 – Landscaping plants & Maintenance: Corisco will provide and install plants, maintenance, care, and housekeeping of all exterior free standing concrete containers a total of 170 along SSA #25 areas, LV Arch containers and a garden bed measuring 110' X 5' 4" in the Manuel Perez, Jr. Memorial Plaza located at 26th St and Kolin Ave from April 1st to November 30th of 2021 containers to be planted with 4 seasonal displays as follows:

4 Displays

1. Spring – April 1st to May 30th:
   A. Prepare existing soil as needed and install new planting soil as needed for better ground for new plants.
   B. Install new plants - Spring display:
      A: 1 - 6" Pansy – White/Black
      B: 2 – 6" Pot Pansy - White
      C: 2 – 6" Pansy – Blue
      D: 2 – 6" Pansy – Yellow
      2’’ of hardwood brown mulch to protect plants root and maintain moisture.

2. Summer – June 1st to September 1st:
   A. Prepare existing soil as needed and install new plant soil as needed for better ground for new plants.
   B. Install new summer display as follows:
      • Remove all Pansy plants
      • Install one Green Cannas or Red Cannas
      • Install 5 – 6" Red Begonias
      • Install 1 – 4" Petunia – Yellow
      • Install 1 – 4" Petunia – White
      • Install 1 – 4" Petunia – Pink
      • Install 2” of hardwood brown mulch to protect plants roots and maintain moisture.

2738 W 47th St Chicago, IL 60632  P-773-843-3434  F-773-843-3939
3. Fall – September 1st to November 15th:
   A. Prepare existing soil as needed and install new planting soil as needed for better ground for new plants.

   Fall Display: Install new plants as follows:
   A: Remove existing Petunia plants
   B: Remove Existing Red Begonia plants
   C: 1 – Existing Green or Red Cannas to remain
   D: 1 – 6” pot yellow mum
   E: 1 – 6” pot White mum
   F: 1 – 6” pot Orange mum
   G: 3 – 6” pot Purple Kale
   2” of hardwood brown mulch to protect plants root and maintain moisture.

4. Winter Display – November 16th to January 3rd week:
   A. Remove existing fall plants and dispose properly.

   Winter Display: Install new winter display as follows:
   A: 1 – Blue Spruce – 36” tall
   B: Mix Green Boughs
   C: 6 – Red Dogwood Twigs
   D: 6 – White Twigs
   E: Christmas Ornaments
   2” of hardwood brown mulch to protect plants root and maintain moisture.

1. Care & maintenance:
   Landscaping care & maintenance consisting of 170 planters along SSA#25 and Manuel Perez Jr. Plaza Garden bed from April to October 30, 2021 includes as follow:

   A. Watering as needed, a minimum of 3 times per week.
   B. 10 times growd & flower fertilizing.
   C. Pruning as needed, minimum 2 times seasonal.
   D. Debris cleaning 2 times per week.
   E. Fadded blossoms and minor trim weekly.
   F. Weekly field report on work performed, plant, and planters condition of missing, damaged or vandalized.
   G. Maintenance crew composed of a 3 to 5 man crew as needed for maintenance, with one or two more crews for seasonal installations. 90% of employees from the Little Village community.

2. Pre-Cast concrete planter – TF4100 R360D – Planters replacement including as follow:
   Planter, delivery, installation, drainage system, 3 – chains, planting soil, 1 – plant display to match existing at the time of installation.

*Permits Not included.
1 - Planter $1,175.00
5 - Planters $1,125.00 per planter
10 - Planters and up $1,050.00 per planters
3. Display pricing summary:

**Spring:**

<table>
<thead>
<tr>
<th>Display 1</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - 6” Pansy – White/Black</td>
<td>$22.00</td>
</tr>
<tr>
<td>2 - 6” Pansy – White</td>
<td>$22.00</td>
</tr>
<tr>
<td>2 - 6” Pansy – Blue</td>
<td>$22.00</td>
</tr>
<tr>
<td>2 - 6” Pansy – Yellow</td>
<td>$22.00</td>
</tr>
</tbody>
</table>

Full Display $112.00

**Summer:**

<table>
<thead>
<tr>
<th>Display 2</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1 - Green or Red Cannas</td>
<td>$75.00</td>
</tr>
<tr>
<td>3 - 6”Existing Red Begonia</td>
<td>$54.00</td>
</tr>
<tr>
<td>1 - 4” Petunia Yellow</td>
<td>$18.00</td>
</tr>
<tr>
<td>1 - 4” Petunia White</td>
<td>$18.00</td>
</tr>
<tr>
<td>1 - 4” Petunia Pink</td>
<td>$18.00</td>
</tr>
</tbody>
</table>

Full Display $183.00

**Fall:**

<table>
<thead>
<tr>
<th>Display 3</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Remove existing petunias</td>
<td></td>
</tr>
<tr>
<td>Remove existing Red Begonias</td>
<td></td>
</tr>
<tr>
<td>1 - Existing Red Cannas</td>
<td>$75.00</td>
</tr>
<tr>
<td>1 - 6” Pot Chrysanthemum – Yellow</td>
<td>$18.00</td>
</tr>
<tr>
<td>1 - 6” Pot Chrysanthemum – Purple</td>
<td>$18.00</td>
</tr>
<tr>
<td>1 - 6” Pot Chrysanthemum – Orange</td>
<td>$18.00</td>
</tr>
<tr>
<td>3 - 6” Purple Kale</td>
<td>$66.00</td>
</tr>
</tbody>
</table>

Full Display $195.00

**Winter:**

<table>
<thead>
<tr>
<th>Display 4</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A: Blue Spruce</td>
<td>$65.00</td>
</tr>
<tr>
<td>B: Mix Green Boughs</td>
<td>$45.00</td>
</tr>
<tr>
<td>C: 6 – Red Dogwood Twigs</td>
<td>$17.00</td>
</tr>
<tr>
<td>D: Red Christmas ornaments</td>
<td>$12.00</td>
</tr>
<tr>
<td>E: White Twigs</td>
<td>$16.00</td>
</tr>
</tbody>
</table>

Full Display $155.00

*Note: Corisco Construction Corporation is not responsible for any vandalism, stolen or missing plant & decorative material*

Payment Plan: To Be Discussed

Total Labor Sum of - $86,840.00

Proposed by Corisco Construction Corp.  
Nicolas Lopez

Accepted by Blanca Soto - Executive Director - SSA DISTRICT #25  
Date:

2738 W 47th St Chicago, IL 60632  P-773-843-3434  F-773-843-3939
Spring Display

Pansy – Yellow
Pansy – White
Pansy – Blue
Pansy – White/Black

A  B  C  D
Summer Display

Green Leaf Cannas  Red Cannas  Petunia – Yellow  Petunia – White  Petunia – Pink  Begonia – Red

A  B  C  D  E
Fall Display

- Green Leaf Cannas
- Red- Cannas
- Mum – Yellow
- Mum – White
- Mum – Orange
- Purple Kale

Diagram:

A
B
C
D
E

A
B
C
D
E

Diagram with flowers arranged in a circular pattern, labeled A to E.
Winter Display

A. Blue Spruce
B. Mix Green Boughs
C. Red Dogwood Twigs
D. White Twigs
E. Christmas Ornaments
Arch Display
Spring Display

Summer Display
Fall Display

A
B
C
D
E

Winter Display

C
D
E
B
A

CORISCO
CONSTRUCTION & LANDSCAPING SERVICES

20-976: 4 - Maintenance Displays
3 - Display 2020 Landscaping Maintenance

Corisco Construction Corp. proposes to furnish the labor, materials, and equipment necessary to complete the following scope of work.

2021 – Landscaping plants & Maintenance: Corisco will provide and install plants, maintenance, care, and housekeeping of all exterior free standing concrete containers a total of 170 along SSA#25 areas, LV Arch containers and a garden bed measuring 110' X 5',4" in the Manuel Perez, Jr. Memorial Plaza located at 26th St and Kolin Ave from April 15th to November 30th of 2021 containers to be planted with 3 seasonal displays as follows:

3 Seasonal Displays

1. Spring & Summer

April 15th to September 30th:

A. Prepare existing soil as needed and install new planting soil as needed for better ground for new plants.

B. Install new plants – Spring & Summer display:
   A: 36" Thuja Green Giant – To remain all 4 seasons
   B: 1 – 4" Pot Giant Hanging Petunias - Pink
   C: 1 – 4" Pot Giant Hanging Petunias – White
   D: 1 – 4" Pot Giant Hanging Petunias – Yellow
   E: 3 – 4" Pot Begonia – Red
   F: Install 2" of hardwood brown mulch to protect plants roots and maintain moisture.
2. **Fall**

   September 30th to November 15th:

   A. Prepare existing soil as needed and install new planting soil as needed for better ground for new plants.

   **Fall Display:** Install new plants as follows:
   
   - A: 36" Thuja Green Giant – To Remain
   - B: 1 – 9" pot yellow mum
   - C: 1 – 9" pot white mum
   - D: 1 - 9" pot orange mum
   - E: 3 – 6" Purple Kale
   - F: 2” of hardwood brown mulch to protect plants root and maintain moisture.

3. **Winter – November 16th to January 15th:**

   A. Remove existing fall plants and dispose properly.

   **Winter Display:** Install Christmas Decorations as follows:
   
   - A: Thuja Green Giant – To Remain
   - B: Mix Green Boughs
   - C: 6 – Red Dogwood Twigs
   - D: Red Christmas ornaments
   - E: White Twigs

1. **Care & maintenance:**

   Landscaping care & maintenance consisting of 170 planters along SSA#25 and Manuel Perez Jr. Plaza Garden bed from April to October 30, 2020 includes as follow:

   A. Watering as needed, a minimum of 3 times per week.
   B. 10 times grow & flower fertilizing.
   C. Pruning as needed, minimum 2 times seasonal.
   D. Debris cleaning 2 times per week.
   E. Faded blossoms and minor trim weekly.
   F. Weekly field report on work performed, plant, and planters condition of missing, damaged or vandalized.
   G. Maintenance crew composed of a 3 to 5 man crew as needed for maintenance, with one or two more crews for seasonal installations. 90% of employees from the Little Village community.

2. **Pre-Cast concrete planter – TF4100 R360D – Planters replacement including as follow:**

   Planter, delivery, installation, drainage system, 3 – chains, planting soil, 1 – plant display to match existing at the time of installation.

   *Permits Not included:
   
   - 1 – Planter $1,175.00
   - 5 – Planters $1,125.00 per planter
   - 10 – Planters and up $1,050.00 per planters
3. Display pricing summary:

**Spring & Summer:**

**Display 1**

A: 36” Thuja Green Giant – To remain all 4 seasons $105.00
B: 1 – 4” Pot Giant Hanging Petunias – Pink $18.00
C: 1 – 4” Pot Giant Hanging Petunias – White $18.00
D: 1 – 4” Pot Giant Hanging Petunias – Yellow $18.00
E: 3 – 4” Pot Begonia – Red $48.00

Full Display $207.00

**Fall:**

A: 36” Thuja Green Giant $105.00
B: 1 – 9” pot yellow mum $26.00
C: 1 – 9” pot white mum $26.00
D: 1 - 9” pot orange mum $26.00
E: 3 – 6” Purple Kale $66.00

Full Display $249.00

**Winter:**

A: Thuja Green Giant $105.00
B: Mix Green Boughs $55.00
C: 6 – Red Dogwood Twigs $17.00
D: Red Christmas ornaments $12.00
E: White Twigs $16.00

Full Display $205.00

**Note:** Corisco Construction Corporation is not responsible for any vandalism, stolen or missing plant & decorative material

Payment Plan: To Be Discussed

Total Labor Sum of – $63,855.00

Proposed by Corisco Construction Corp.
Nicolas Lopez

Date

Accepted by Blanca Soto – Director
SSA DISTRICT #25

Date

2738 W 47th St Chicago, IL 60632  P-773-843-3434  F-773-843-3939
Spring & Summer Display

April 15th to September 30th

A  Thuja Green Giant
B  Pink H. Petunia
C  White H. Petunia
D  Yellow H. Petunia
E  Begonia - Red
Fall Display
September 30th to November 15th

Thuja Green Giant  Yellow Mum  White Mum  Orange Mum  Purple Kale
A         B         C         D         E
Winter Display
November 16th to January 15th

A. Thuja Green Giant
B. Mix Green Boughs
C. Red Dogwood Twigs
D. Christmas Ornaments
E. White Twigs
Arch Display

Spring & Summer Display

A  B  C  D  E

C  A  D  A  E  
D  E  B  C  B
Fall Display

Thuja Green Giant  Yellow Mum  White Mum  Orange Mum  Purple Kale

A  B  C  D  E
Winter Display
January 28, 2021

To the Board of Directors and Ms. Blanca R. Soto
Executive Director
Little Village 26th Street Area Chamber of Commerce
Special Service Area Number 25 (Contractor)
3610 W. 26th Street, 2nd floor
Chicago, IL 60623

We are pleased to confirm our understanding of the services we are to provide for Little Village 26th Street Area Chamber of Commerce (Contractor) for the years ended December 31, 2020 and 2019.

We will audit the financial statements of Little Village 26th Street Area Chamber of Commerce (Contractor), which comprise the Statements of Net Position and Governmental Funds Balance Sheet (Modified Governmental Model) of Special Service Area 25 as of December 31, 2020 and 2019 and the related Statements of Activities and Governmental Funds, Revenues, Expenditures and Changes in Fund Balance, and Statements of Revenues and Expenditures – Budget and Actual and the accompanying footnotes for the year then ended.

Audit Objective

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our audit of Little Village 26th Street Area Chamber of Commerce Special Service Area Number 25’s (Contractor) financial statements. Our report will be addressed to the board of directors of Little Village 26th Street Area Chamber of Commerce Special Service Area Number 25 (Contractor). We cannot provide assurance that an unmodified opinion will be expressed.

Circumstances may arise in which it is necessary for us to modify our opinion or add an emphasis-of-matter or other-matter paragraph. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or withdraw from this engagement.

Audit Procedures

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from the Organization’s attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

(continued)

Member Illinois CPA Society • American Institute of Certified Public Accountants
Audit Procedures, continued

We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Organization or to acts by management or employees acting on behalf of the Organization.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our audit will include obtaining an understanding of the Organization and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under professional standards.

Management Responsibilities

You are responsible for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles. You are also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information.

You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the organization from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

(continued)
Management Responsibilities, continued

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Organization involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Organization received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring the Organization complies with applicable laws and regulations.

You agree to assume all management responsibilities for the financial statement preparation services, and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

Gustavo F. Vidal is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit on approximately February 15, 2021 and to complete your information returns and issue our report no later than March 31, 2021.

We estimate that our fees for the audit and other services other than the preparation of the information returns will not exceed $5,000. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter, and our fees will be adjusted accordingly. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Vidal & Associates, Ltd.

RESPONSE:

This letter correctly sets forth the understanding of Little Village 26th Street Area Chamber of Commerce Special Service Area Number 25 (Contractor).

Management signature: ________________________________

Title: _____________________________________________

Date: ______________________________________________

Governance signature: ______________________________

Title: _____________________________________________

Date: ______________________________________________
Report on the Firm’s System of Quality Control

To the Owner of Vidal & Associates, Ltd. and the Peer Review Alliance Report Acceptance Committee

We have reviewed the system of quality control for the accounting and auditing practice of Vidal & Associates, Ltd. (the firm) in effect for the year ended May 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm’s Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer’s Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm’s compliance therewith based on our review.

Required Considerations

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Vidal & Associates, Ltd. in effect for the year ended May 31, 2019 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Vidal & Associates, Ltd. has received a peer review rating of pass.

KerberRose SC
January 17, 2020