



RFP for Sidewalk Cleaning Services for Wicker Park Bucktown SSA #33

The Wicker Park Bucktown Chamber of Commerce is seeking a full-service sidewalk cleaning company to maintain the cleanliness and appearance of sidewalks and pedestrian ways in WPB SSA #33, the Special Service Area (SSA) for the Wicker Park and Bucktown neighborhoods. The boundaries and core values of WPB SSA #33 are shown and described in the attached maps and reference information. Services will be provided during a **24-month contract to**

begin January 1, 2020 and terminate December 31, 2021 with an option to renew for two additional 12 months terms (1/1/21 – 12/31/21 and 1/1/22- 12/31/22). The services are intended to be comprehensive and are described below:

Service Schedule:

Timing to be determined through coordination with WPB staff, selected contractor and the Department of Streets and Sanitation. Contractor must be flexible and able to accommodate schedule changes before and after holidays. All changes would be coordinated and approved in advance.

- Litter Abatement:
 - **4 days** per week, November 15- March 14
 - **6 days** per week, March 15- November 14
 - **Please provide pricing for an option to add additional days per week**
- Garbage Receptacle Emptying
 - Empty **ALL** receptacles in the district **3 times per week**
 - Empty **34 “worst offending”** receptacles **1 extra time per week**

Services Requested:

- Clean all sidewalks (removing all litter, including cigarette butts and broken glass) to the curb and eighteen inches into the street from the curb and gutters, two feet in on vacant lots, as well as 50 feet in on every cross street.
- Remove all litter from all vacant lots, including cleaning as requested by WPB.
- Remove all animal waste from pedestrian walkways.
- Remove and dispose of miscellaneous signage (political, advertising, flyers on telephone poles, etc.)
- Remove litter that has been placed on building ledges or window sills.
- Clean any debris on or around catch basins located on streets.
- Weed 3 times per season, early summer, midsummer and late summer. Weeds will be pulled by hand (or using small weeding tools) and will not be sprayed. Weeding will be done during regular work times and will be scheduled with as little impact upon regular cleaning as possible. Weeding will focus on the space between each square of sidewalk and the area where sidewalk meets building front or curb.
- Clear debris that collects under garbage can liners, but within the metal receptacles, as necessary and when feasible.
- Remove debris from tree pits and planters each day, on each route. Once a month, special attention will be given to tree pits and planters to remove cigarette butts and other small debris.

- Sweep paved surfaces, clean out tree pits and empty garbage cans at Jan Metzger/Mautene Court, 1256/1258 N. Milwaukee Avenue.
- Remove overflow trash from garbage bins. Separate recyclable and non-recyclable materials and place in a blue bag having a thickness of at least 1.5 millimeters as required by the City Department of Streets and Sanitation for inclusion in the City's recycling program and place non-recyclable materials in a black garbage bag. Store recyclable and non-recyclable materials in two separate garbage bins.
- Empty ALL garbage receptacles three times a week. (Timing to be determined through coordination with WPB staff, selected contractor and the Department of Streets and Sanitation.) PLEASE ITEMIZE THIS IN THE PROPOSAL.
- Empty 34 "worst offending" garbage receptacles an additional time per week (i.e. the 34 worst offending garbage receptacles will be emptied twice a week by the contractor, all others once a week by the contractor).
- Pick up the filled and tied bags of garbage and recyclable materials throughout the day and drop all such bags off at a mutually agreed upon location (to be determined in coordination with the appropriate representatives from the City Department of Streets and Sanitation) for a final pick up by the City Department of Streets and Sanitation.
- Report all graffiti details (e.g., exact address if known, type of surface) to the appropriate representative in the City Department of Street Operations.
- Greet business owners, local residents and all pedestrians in a friendly, professional manner.

Please submit a proposal by **Friday, August 7th, 2019 at 5pm**. Proposals should include a scope of services and timelines as well as all related fees. Please include at least 3 references. If you have questions, please call us at 773.384.2672 X217 or email per the address below.

Proposals should be sent to:

Ssa33@wickerparkbucktown.org
(email is preferred)

Wicker Park Bucktown Chamber of Commerce
Attn: SSA #33
1414 N Ashland Ave
Chicago, IL 60622