

# REQUEST FOR PROPOSALS SIDEWALK SNOW REMOVAL



Rogers Park Business Alliance (RPBA), on behalf of Special Service Areas (SSA) #19, #24, #43 and #54, is seeking a full-service snow removal company to clear sidewalks and crosswalks of snow and ice along the following SSA #19, #24, #43 and #54 boundaries in Chicago (refer to Exhibit A for boundary maps). Service will supply personnel and related equipment for snow removal from all public pedestrian areas in the above-described area from November 15, 2018 to April 15, 2019 with the possibility of no more than a 2 year extension.

## **SSA #19 Contract**

Approximately 2.9 miles

Streets listed include sidewalks on both sides of the street unless otherwise noted.

- Howard Street, on the south from Sheridan to Ridge
- Howard Street, on the north from Sheridan to Paulina
- Paulina Street, from Rogers to Jonquil
- Rogers Avenue, from Howard to Clark

## **SSA #24 Contract**

Approximately 4.6 miles

Streets listed include sidewalks on both sides of the street unless otherwise noted.

- Clark Street, from Albion to Birchwood
- Morse Avenue, from Sheridan to Clark
- Glenwood Avenue (northbound and southbound), from Farwell to Greenleaf
- Lunt Avenue, from Clark to Ravenswood
- Greenleaf Street, from Clark to Ravenswood
- Estes Avenue, from Clark to Ravenswood
- Ravenswood Avenue, from Lunt to Estes

## **SSA #43 Contract**

Approximately 3.1 miles

Streets listed include sidewalks on both sides of the street unless otherwise noted.

- Devon Avenue, from Damen to Kedzie
- Western Avenue, from Granville to Arthur

## **SSA #54 Contract**

Approximately 1.2 miles

Streets listed include sidewalks on both sides of the street unless otherwise noted.

- Sheridan Road, from Devon to Farwell

## **SCOPE OF SERVICES**

Supply personnel and related equipment for snow removal and salt application from all public pedestrian areas in the above-described areas from November 15, 2018 to April 15, 2019. The vendor will remove snow by plowing, shoveling and salting sidewalks. Sidewalks must be cleared when **1" or more (SSA #19 and #54) and 2" or more (SSA #24 and #43)** accumulation have occurred in the previous 24 hours. This may require the vendor remove snow in the night and/or early morning hours.

**In addition:**

- If precipitation occurs after 4:00 p.m., the sidewalks are to be cleared within 3 hours.
- If precipitation occurs overnight, snow must be 100% cleared from the sidewalks by 7:00 a.m.
- Snow and/or ice must be properly removed from building front to curb line on all SSA streets in the contract area, including intersecting side streets up to 50 feet from the main road (If needed, removing snow from the service area will be as requested by Maintenance Director or other person as designated.)
- A mixture of rock salt and magnesium or calcium chloride shall be applied when any of the following conditions occur (materials with blue dye preferable):

- Slippery and/or icy conditions
- Occurrence of an ice storm
- Request from RPBA's Maintenance Director or it's designee
- Machinery with automatic spreader is required.
- Remove snow with shovels or with smaller machines in areas that are too small for regular machinery.
- Snow removal at times other than listed above may be required at RPBA's request.
- Provide photos as proof of snowfall measurements for every incident by using a ruler/tape measurer.
- Provide photos of completed work per incident.
- Invoices shall include a detailed list of dates and times of services rendered, work performed and locations of such work.
- Work will be performed under the general direction of RPBA's Maintenance Director.
- Snow removal evaluations and check lists may be administered by RPBA's Maintenance Director.
- Payment is by invoice only.
- Rogers Park Business Alliance reserves the right to pay invoices based upon satisfactory inspection of work completed. Inspection of work will take place within 24 hours of completion. If work is not deemed satisfactory, contractor will address issues identified before receiving payment.

## **INSURANCE**

Liability insurance with limits of at least one million dollars, along with Workers Compensation Insurance, shall be required. A Certificate of Insurance shall be provided naming Rogers Park Business Alliance and the City of Chicago as additional insured.

Proof of proper insurance certificate and additional insured must be submitted before any contract will be fully executed.

## **DAMAGES**

Any damage to vehicles, store fronts, windows, planters or other personal or public property shall be reported to the Rogers Park Business Alliance Maintenance Director immediately. Failure to report damage or accidents within 24 hours will be considered a breach of contractual duty.

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

## **PERFORMANCE STANDARDS**

The contractor's performance will be evaluated during the contractual period of one season by certain criteria, including, but not limited to, the following:

- Response time;
- Speed of work accomplishment;
- Cleanliness of plowed/shoveled areas;
- Damage; and
- Attitude and conduct of workers.

## **COMPENSATION FOR CONTRACTED SERVICES**

Please include the following in your proposal:

- Statement of qualifications and interest
- Years in business
- Number of personnel on job for each contract area
- Number of full-time, part-time or contractual personnel
- Total number of workers available should there be unusually heavy accumulation, snow event that lasts several days, etc.

- List of equipment, number and types of machinery used, including blade widths for each contract area.
- Labor and material cost estimate per occurrence, include additional pricing in increments of 2" up to 12" of snowfall including seasonal cap.
- Whether contract fee includes salting in the event of a deep freeze that is preceded by rain or thawing snow.
- Three references from clients of a similar size/scope.

All contracts are made with Rogers Park Business Alliance. Please quote each contract separately. All invoices and inquiries shall be directed to Rogers Park Business Alliance.

Proposals are to be submitted via email by Monday, October 1, 2018 to [cjuarez@rpba.org](mailto:cjuarez@rpba.org). Additionally, proposals may be mailed with a postmark by Monday, October 1, 2018. Preference will be given to Rogers Park Business Alliance members. Membership information is available on our website [www.rpba.org](http://www.rpba.org).

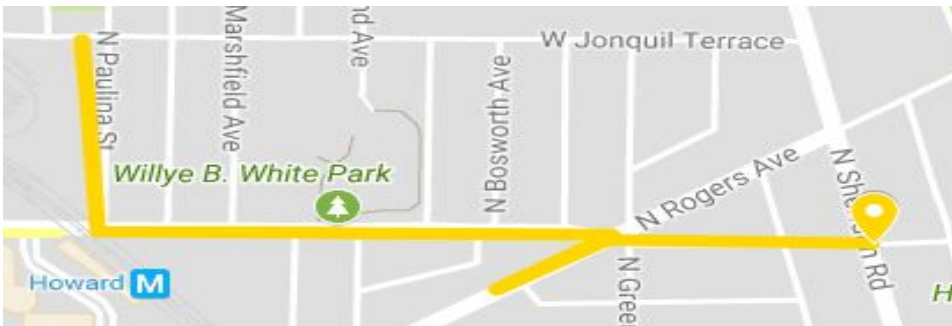
Direct all inquiries to:  
Carolina Juarez  
Special Service Area Manager  
Rogers Park Business Alliance  
1448 W. Morse Avenue  
Chicago, IL 60626  
773-508-5885  
[cjuarez@rpba.org](mailto:cjuarez@rpba.org)

# Exhibit A – SSA Boundary Maps (12)

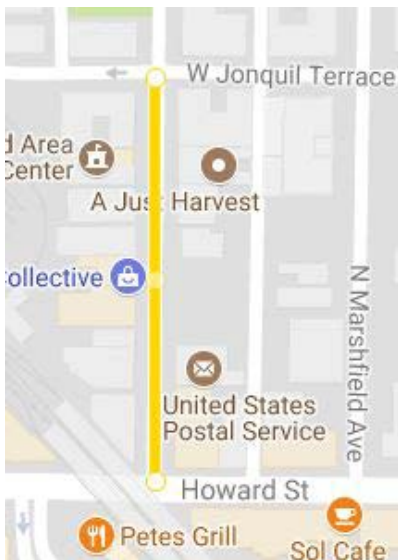
## SSA #19 (5)



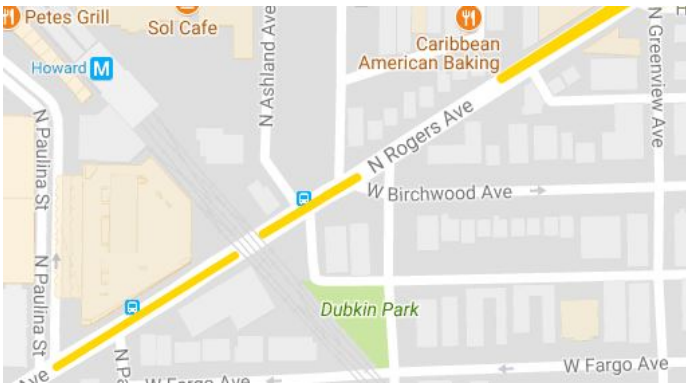
Howard on the south side of the street from Paulina to Ridge.



Howard, on the both sides of the street, from Sheridan to Paulina.

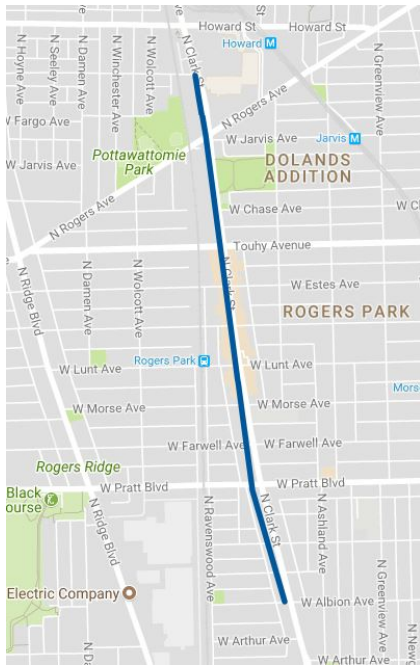


Paulina, from Rogers to Jonquil.

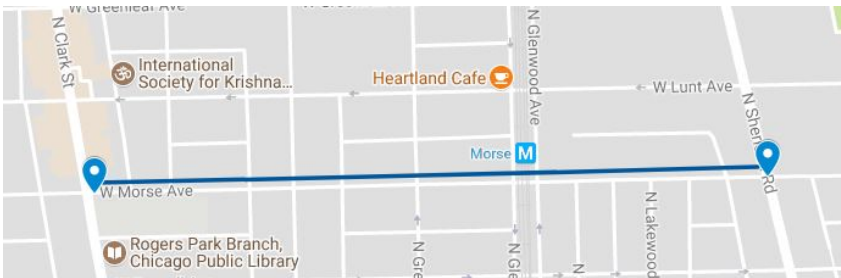


Rogers, from Greenview to Paulina.

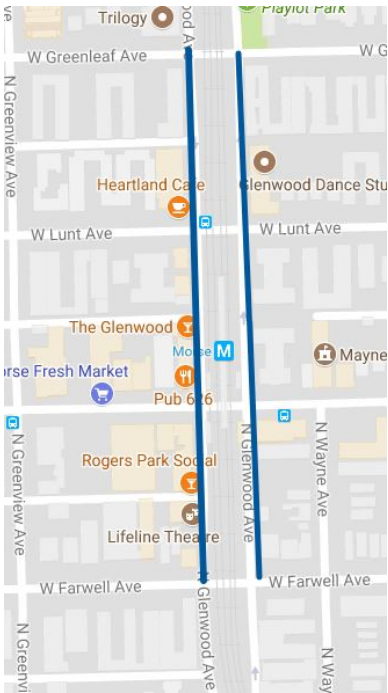
**SSA #24 (5)**



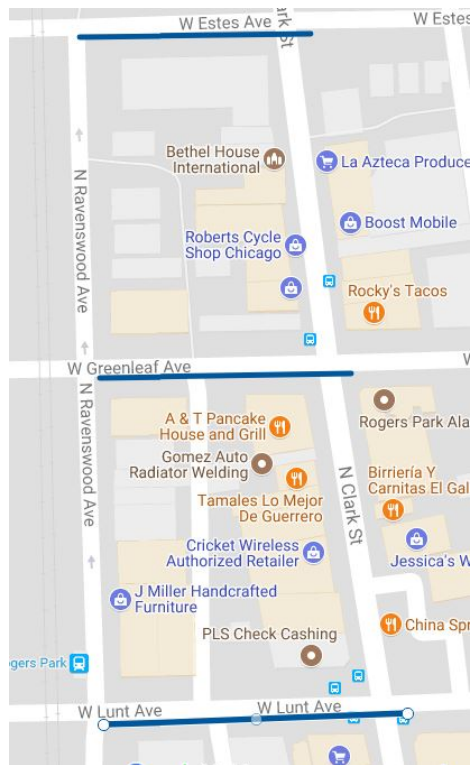
Clark, from Albion to Birchwood.



Morse, from Sheridan to Clark.



Glenwood, from Pratt to Greenleaf.

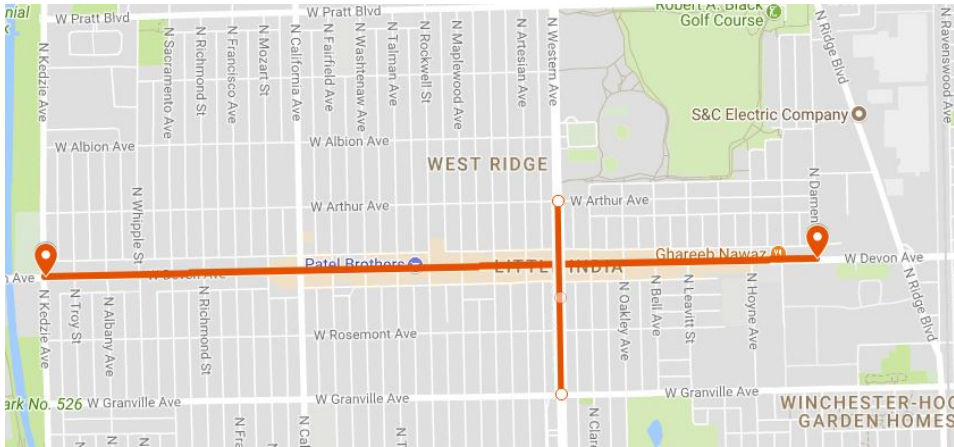


Lunt, Greenleaf and Estes from Clark to Ravenswood.

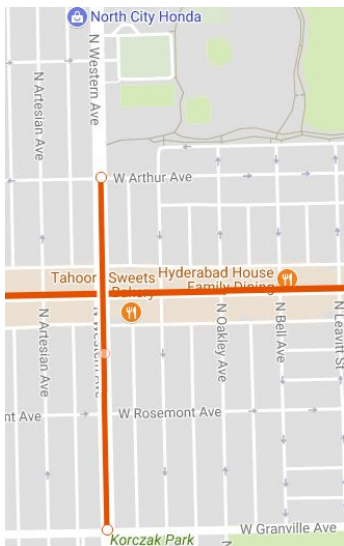


Ravenswood, from Lunt to Estes.

**SSA #43 (2)**

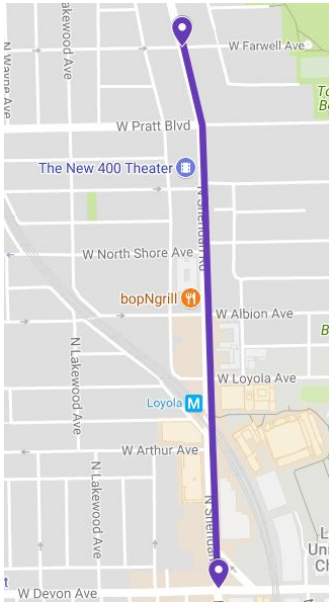


Devon, from Kedzie to Damen



Western, from Arthur to Granville.

SSA #54 (1)



Sheridan, from Farwell to Devon.