



Request for Proposals

West Town Special Service Area #29 Street Maintenance

The West Town Chamber of Commerce (WTCC) seeks a full-service maintenance company to maintain the cleanliness and appearance of sidewalks within the West Town SSA. Services will be provided during a 12-month contract beginning January 1, 2022 and ending December 31, 2022.

Service Area

West Town SSA 29 (refer to Exhibit A: SSA #29 Boundary Map) has approximately 7.5 miles of sidewalk:

- Chicago Avenue from Halsted Street to Western Avenue
- Damen Avenue from Chicago Avenue to Huron Street
- Ashland Avenue from Chicago Avenue to Division Street
- Milwaukee Ave. from Erie St. to Augusta Ave. on both sides of the street, and Milwaukee Ave. from Augusta Ave. to Division St. on the East side of the street,
- Ogden Avenue from Fry Street to the Kennedy Expressway.
- Division Street from Milwaukee Avenue to the Kennedy Expressway on the south side of the street

Streets listed include sidewalks from building to curb line on both sides of street unless otherwise noted. The contract area includes all intersecting side streets up to the first alley. In the case where there is no alley, the side street would need to be cleaned 50' in from the main street.

Scope of Services Requested

- Clean service area sidewalks by removing all litter (including cigarette butts, animal waste, and broken glass) to the curb and eighteen inches into the street from the curb and gutters, two feet in on vacant lots, and the alley on each cross street. Provide pricing for cleaning 3x per week.
- Remove trash from SSA cans and clear debris that collects under garbage can liners within the metal receptacles. 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.). Provide pricing for 5x per week.
- Remove all litter from all vacant lots, including cleaning as requested by WTCC.
- Remove and dispose of miscellaneous signage (political, commercial, etc.) on telephone poles, road signs, etc.
- 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, residents, and all pedestrians in a friendly, professional manner.
- Any other reasonable requests as contemplated by the scope of the agreement.

Application Checklist

Completed proposals will include:

- Full scope of service
- Pricing and all related fees
- Timelines
- 3 references

Questions should be directed to ssa29@westtownchamber.org or 312-850-9390.

Timeline

Please email all proposals to ssa29@westtownchamber.org or mail to:

SSA Program Director
1819 W Chicago Avenue
Chicago, IL 60622

All proposals should be submitted and received by **5 p.m. on November 30, 2021**. No incomplete or late proposals will be considered. Applicants will be notified of their selection within one week of submission deadline.

Exhibit A: West Town Special Service Area Boundaries

