



Pulaski Elston Business Association

Request for Proposals Landscaping Services Deadline December 1 at 5pm.

Organization Overview

The Pulaski Elston Business Association (PEBA) is a 501(c)6 community non-profit organization on Chicago's Northwest side focusing on economic development and neighborhood revitalization. Our geographic area includes the neighborhoods of Mayfair, West Walker and Old Irving Park and boasts 300+ businesses including independent merchants, national chains, and large Korean business community. Customer attraction, marketing, and promotion of the business community are essential to our mission. PEBA is also the sole service provider for Special Service Area, SSA 79. As the sole provider, PEBA subcontracts firms to provide the SSA services such as landscaping, sidewalk cleaning, snow plowing, and graffiti removal.

Overview

- PEBA seeks written proposals from qualified contractors to provide landscaping services within the SSA boundaries. Prune flowers as needed.
- Prepare planters for the winter in late fall as appropriate and weather permitting.
- Report if any additional maintenance is needed.

SSA 79 Boundaries - **See Map**

Lawrence Avenue (both sides) from Knox east to Pulaski

Pulaski (both sides) from Lawrence south to Wilson Ave. Then only the West side of Pulaski to Cullom Ave continuing South

Montrose (both sides) between Harding and Keeler Aves

Elston Avenue between Lawrence Ave and Harding Ave

1. Work Scope

- Maintain 13 stand-alone non-irrigated planters, including but not limited to:
 - Spring preparation of stand alone planters for the growth of plantings to ensure a year of healthy and attractive plants, including by not limited to:
 - Provide seasonal planting rotations in spring, summer, fall, and winter:
 - Winter plantings should be festive and reflect the holiday season.
 - Water plants as much as needed to assure a healthy season and avoid any dead plants. Dead plants as a result of insufficient watering by contractor to shall be replaced by contractor at no cost to association.
 - Fertilize plants as needed.



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- Check for and remove weeds and debris on a bi-weekly basis to maintain a neat and clean appearance.

2. Company Requirements: Contractor must:

- a. Carry all the necessary public liability and property damage insurance.
- b. Effectively execute the work scope.
- c. Provide a report of the completed work scope.
- d. Effectively communicate additional maintenance needs.
- e. Be able to provide additional services if needed.

3. Budget: PEBA will consider proposals around \$30,000 for seasonal plantings, maintenance and water

An additional \$20,000 will be considered to either fabricate or purchase and install new stand alone planters in the SSA area.

4. Proposal Deadline: December 1 2023, at 5pm

- a. Please include in the proposal the cost of service including payment structure and schedule.
- b. Please describe skills and qualifications of staff to perform duties including available equipment and supplies provided by contractor.
- c. Include option for renewal and pricing schedule for up to three consecutive years.
- d. Please include a brief description of your company and (3) references.
- e. Contractor must be licensed to do business and be in good standing in Illinois and shall be responsible for acquiring any licenses and permits necessary to perform the contracted services.

Send proposals to info@pebachamber.org no later than December 1, 2023