



REQUEST FOR PROPOSAL FOR SNOW REMOVAL  
SSA #26

**North Section**

A. Purpose

The Edgewater Chamber of Commerce, the sole service provider for Special Service Area #26 (SSA #26), seeks a qualified provider of snow removal services for the 2019-2020 season.

B. Scope of Services

This proposal will provide for public way snow removal for the North section of SSA #26, which is defined as follows:

Broadway Avenue from Devon to Thorndale, Devon Avenue between Glenwood and Broadway, Granville Avenue between Broadway and Kenmore, Thorndale Avenue between Broadway and Winthrop **totaling approximately 12,356 linear feet of sidewalk.**

Snow removal includes all public facing sides of parcels within the area; therefore, certain corner parcels will require snow removal on cross streets. A map of SSA #26 and the North section, [can be found here](#).

Guidelines:

- 24/7 availability during the snow season, including holidays and weekends.
- Remove all snow from sidewalk and apply environmental and pet friendly de-icing agent after accumulation.
- Clear all sidewalks, crosswalks, paths to pay boxes and bus shelters of snow and ice.
- Tractors or plows will provide a clear path of 5 feet on sidewalks including sidewalk ramps.
- In all areas deemed too small or hard to reach by using tractors or plows, the contractor will utilize a combination of snow blowers, shovels or snow brooms.
- Crews will be mobilized and on site within 1 hour of reaching snow accumulation of 2 inches.
- If the snow fall reaches a 2-inch accumulation between 10 am and 2 pm snow must be cleared no later than 5 PM on the day of the snowfall. If the 2-inch accumulation is reached from 2 pm and 4 am, snow must be cleared by 7 am.
- Measurement tools for snow accumulation will be agreed upon prior to the contract execution
- Zero tolerance snow removal and de-icing services for all sidewalks, crosswalks and bus shelters within the designated area for any and all occurrences of snow or ice accumulation that equals or exceed 2 inches, or when otherwise specifically



requested by the SSA Program Manager or other authorized representative of the SSA or Edgewater Chamber of Commerce acting as the Sole Service Provider of SSA #26.

- Should melting snow flood intersections, crosswalks or bus shelters, the contractor will remove accumulated snow from storm drains to allow for drainage.
- Contractor will remove snow and ice covering traffic or street signs with appropriate equipment.
- Crews will greet business owners, residents and all pedestrians in a professional manner at all times.
- Contractor will provide a written report of services provided after each occurrence.

#### C. Timeline

RFP responses will be submitted digitally (PDF) to [katrina@edgewater.org](mailto:katrina@edgewater.org). Responses are due by 5 PM on Wednesday, September 4, 2019.

SSA #26 reserves the right to request additional information after receipt of responses.

Each response must include the following:

- Address and contact information for principal respondent.
- List of qualifications including but not limited to years of service in providing snow removal services.
- Description of respondent's business, including number of employees and locations.
- Proof of insurance. The SSA #26 Commission, City of Chicago, and the Edgewater Chamber of Commerce are to be named as additional insured on a primary, non-contributory basis for any liability arising directly or indirectly for work/services.
- Three references pertaining to related projects including dates of services provided, contact information and description of services provided.
- Include a description of staffing and schedule that will serve to implement this project.
- Pricing and preferred billing schedule.

#### D. Compliance with Applicable Laws

Subcontractor must comply with all applicable federal and state laws and city ordinances related to performing these services as a subcontractor to the City of Chicago for a Special Service Area. Many relevant City of Chicago requirements for subcontractors can be found in the Chamber's Service Provider Agreement with the City of Chicago, especially as relates to Personnel (Section 3.03), Nondiscrimination (Section 3.04), Warranties and Representations (Section 6.01), Conflict of Interest (Section 6.03), Chicago "Living Wage" Ordinance (Section 6.07), Prohibition on Certain Contributions (Section 8.13), Insurance Requirements (Exhibit 3), and Prevailing Wages (Exhibit 5); this Agreement may be downloaded at:

<https://chicago.legistar.com/View.ashx?M=F&ID=4070400&GUID=B270A549-E39C-4DFA->



**SSA 26 BROADWAY**

85C9-0D51CBAEBC92 (PDF) Subcontractor 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.