



Andersonville SSA #22
Landscaping RFP
www.andersonville.org

Commissioners:

Rolando Esparza
Property owner, 5643 N. Clark

Farah Essa
Lake Shore Schools and property
owner, 5611 N. Clark

Andy Peters
TrueNorth, 5507 N. Clark

Mike Sullivan
The Sofo Tap, 5052 N. Clark

Nadeen Kieren
Property Owner, 5357 N. Ashland

Pete Valavanis
Property Owner, 5225 N. Clark

Frank Uhler
Business Owner, 5147 N Clark

Staff:

Laura Austin
Associate Director

Joelle Scillia
Director of Marketing and
Communications

David Oakes
Director of Business Services

Heather Saenger
Program Manager

*****Do to the effects of Covid-19 we anticipate that all SSA Budgets will be greatly impacted going into 2021. We appreciate working with our vendors during this time to come up with innovative solutions to what normally is a straight forward process.*** The Andersonville Chamber of Commerce (ACC), sole service provider for Special Service Area #22, is requesting proposals for Landscaping and Weeding services within the [SSA 22 district boundary](#). The contract will be awarded to a company that can provide all labor and materials for the cleaning of our SSA through landscaping, weed control, and general maintenance of the green spaces in SSA 22.

We are seeking one-year bids with the possibility for preferred vendor renewal for up to three years of service. Vendor must submit Liability Insurance before any work has begun.

Proposals from vendors must include the following:

Seasonal plantings in 50 planters (size: 5 feet diameter)

Each 5'-diameter planter is two-thirds full with perennials. Twice each year (beginning of summer and fall), we'd like to see these perennials supplemented with colorful annuals. Based on the location of each planter, 29 of the planters have "full sun" plants and 21 have "partial sun" plants.

We are seeking suggestions of additional plants that would fit appropriately with what is already planted. After this year, the planters will also need to be mulched and have soil added, etc.

Watering and General Maintenance

1. Watering 2-3 times in May and June and 3-4 times per week in July and August. We would like to see the planters drenched to accommodate the shrubs and trees in the center of the planters.
2. Weeding of planters as needed during watering schedule
3. Removing trash and loose debris
4. Provide monthly report

Frequency of service

Plantings could be rotated out up to 4 times a year including prepping them for the holiday/winter season. Watering will be dependent on weather and should be tailored to support our planters. In case of drought or heavy rain fall, adjustments will be made to make sure the planters are kept up.

If there is a federal holiday, we ask to make arrangements for the following day as to not miss our scheduled number of days per week.

Tree Grate Maintenance

Please give us an estimate if you have the capacity to level and stabilize tree grates. Andersonville has 160 grates within our SSA district. We would work with you to identify hazardous grates to be leveled.

Weeding the District

Please give us an estimate of what it would cost to weed the district (to include but not limited to Sidewalks, designated tree grates all cracks and crevasses that weeds appear within Andersonville business district.

Reporting

Provide monthly reports of services rendered.

Payment

Payments will be made to the selected vendor on a monthly basis after an invoice has been submitted.

Service Area

Within the boundaries of SSA #22, including Clark St. between Ainslie and Victoria and the adjoining side streets up to the alleys, plus the south sides of Foster and Balmoral from the alleys west of Clark to Ashland.

Due to the confusing cut off points of some side streets, we will provide staff with a detailed map of our district

Proposals are due by Monday, August 24th at 5:00pm. Please submit by email to David Oakes, Business Services Manager, at doakes@andersonville.org. Please let us know if you have any additional questions or require more information such as detailed map, photos, etc.

We will follow up with contracts after voting on proposals at our August 27th SSA 22 meeting. Thank you for your patients.