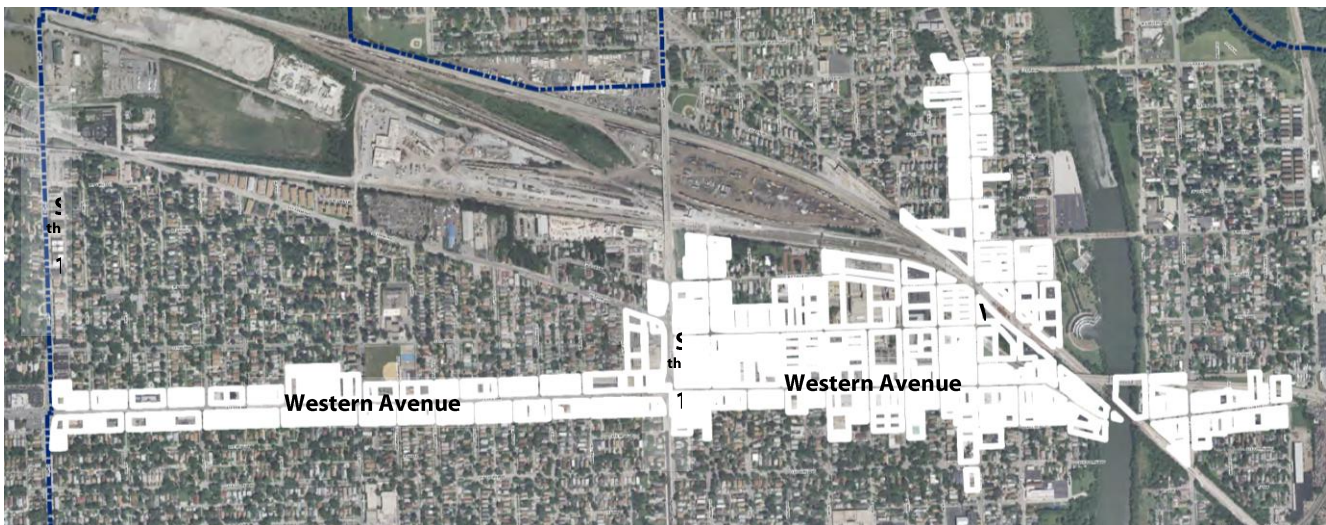

REQUEST FOR PROPOSALS – WESTERN AVENUE BUSINESS DEVELOPMENT DISTRICT LANDSCAPING AND MAINTENANCE

The City of Blue Island is seeking a landscape maintenance firm for the seasonal maintenance of the Western Avenue Business Development District (BDD). The BDD primarily fronts the Western Avenue commercial corridor beginning at 119th Street to 135th Street (including Olde Western Avenue) and Vermont Street from Division Street to Greenwood Avenue. Blue Island is accepting proposals for a comprehensive maintenance agreement that will help improve the visual appearance of the BDD and promote small businesses within Blue Island. This program is funded through a local Business District tax collected from sales within the BDD. The City of Blue Island manages the funds to pay for services and improvements limited to the boundaries of the BDD.



Western Avenue BDD Map

Scope of Services

For the scope of this RFP the selected firm would be tasked with managing public improvements, including landscaping, weeding and plowing City and select Metra lots, Veterans Triangle, Olde Western Avenue Historic District entrance, alleys, parkways and sidewalks within the boundaries of the BDD for a six month period from November 2015 to April 2016. Specific requirements include:

- Landscape maintenance, weed control and loose trash cleanup of Blue Island and Metra Station parking lots, Veterans Triangle at the intersection of Western, Grove and Gregory, Olde Western Avenue Historic District entrance, southwest corner of 127th Street and Gregory Street, and all other public ROW, including parkways, sidewalks and alleyways as necessary
- One time trimming service for trees planted in Blue Island and Metra parking lots, Olde Western Avenue Historic District, and parkways, including Vermont Street Metra Station, as needed

In addition to the preparing the costs for cleanup, landscaping and plowing, provide the cost for weekly street sweeping service, if your firm has the capacity.

This RFP is electronically available to all potential responders via the City of Blue Island's website at <http://www.blueisland.org/business/bdd>. All referenced attachments and additional information can be found at this page.

Requested Information

The submission materials should convey the experience and capacity of the Responder's firm. Submissions should include, in a line item format, proposed maintenance activities, their frequency and all costs. Include details where relevant, such as type and amount of mulch. Each submission shall include:

- Cover Letter, with an original signed by an authorized representative
- Project Activities and Schedule
- Certificate of Insurance
- Commitment to MBE/WBE/VBE inclusion, local hiring and job creation
- References or Letters of Support

Responders may submit partial proposals if they only wish to be considered for specific elements of this landscaping and maintenance program. Please indicate on your cover letter if you submit a partial proposal.

Hand or mail delivered submissions shall include one signed original copy and one electronic copy on disk or flash drive in PDF format.

RFP Schedule

Issue RFP	October 21, 2015
Proposal due	November 4, 2015
Evaluation and interviews	November 2015
Agreement and Selection	November 2015

Blue Island may revise or supplement this schedule and reserves the right to amend any dates.

Evaluation Process

The City of Blue Island will establish an internal evaluation committee to review all submissions. Submissions will be evaluated on the responsiveness to the RFP objectives, development goals and submission requirements above. Upon evaluation of the submissions, the City may conduct interviews or request additional information or clarification.

All questions and correspondence regarding this RFP must be directed by email to Sean Terry, Community Development Project Manager at sterry@cityofblueisland.org.

Date and Delivery of Submissions

Submissions are due no later than 4:00 pm on Monday, November 4, 2015. Submissions may be delivered by email to sterry@cityofblueisland.org or by hand, mail or other courier service to:

City of Blue Island
13051 Greenwood Avenue
Blue Island, IL 60406
Attn: Sean Terry

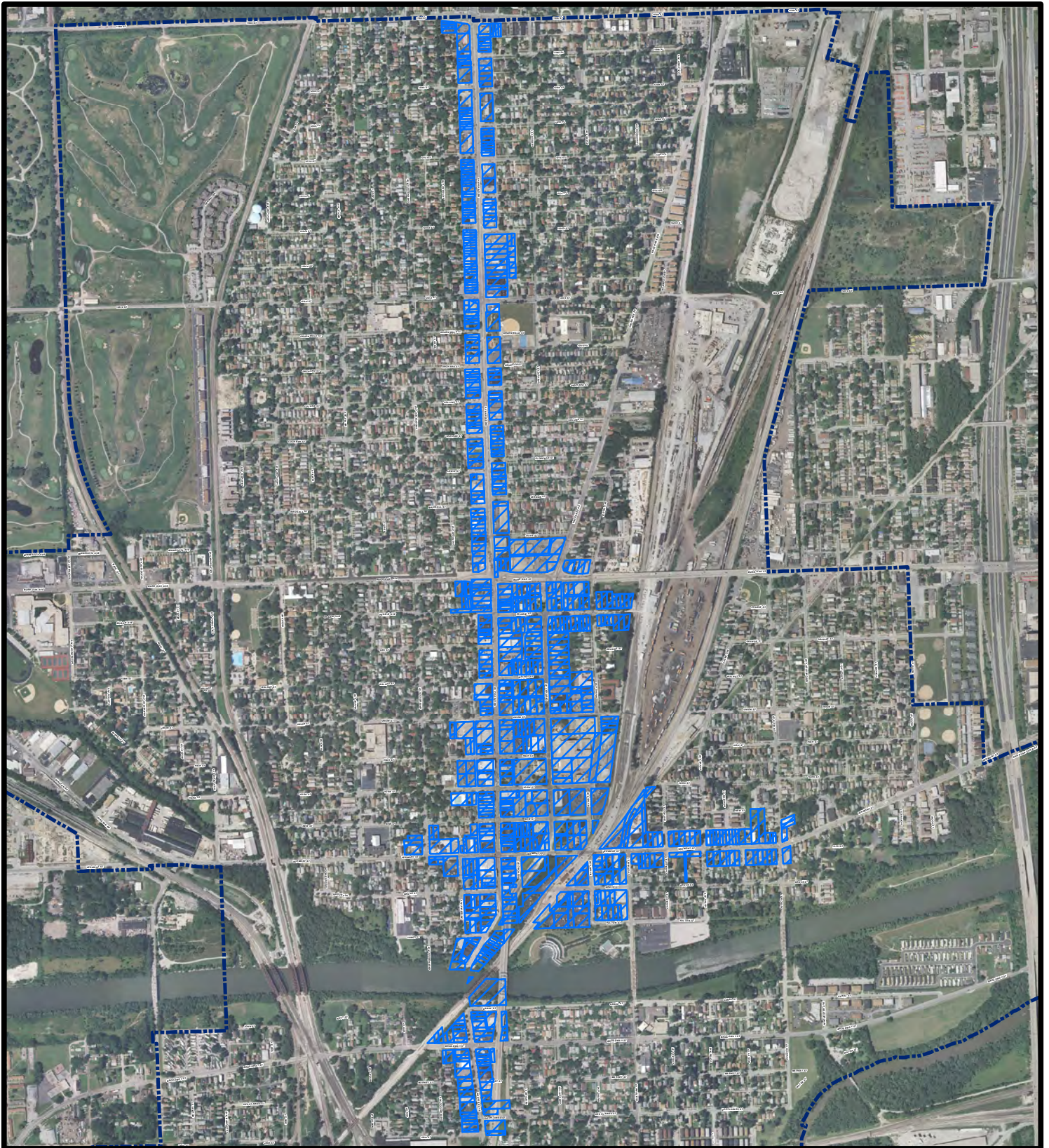
Each Responder is responsible for ensuring that their submission is received at the time, date, place and location specified. Blue Island assumes no responsibility for any submission not so received, regardless of the delay. Submissions received after the time specified will not be considered and will be returned.

Date: October 21, 2015

Attachments

Download attachments and additional documentation at <http://www.blueisland.org/business/bdd>

- 1) Western Avenue Business Development District overview and detail map



Business Development District

Western Avenue: 119th Street south to 135th Street

Gregory Street: 127th Street south to Grove Street

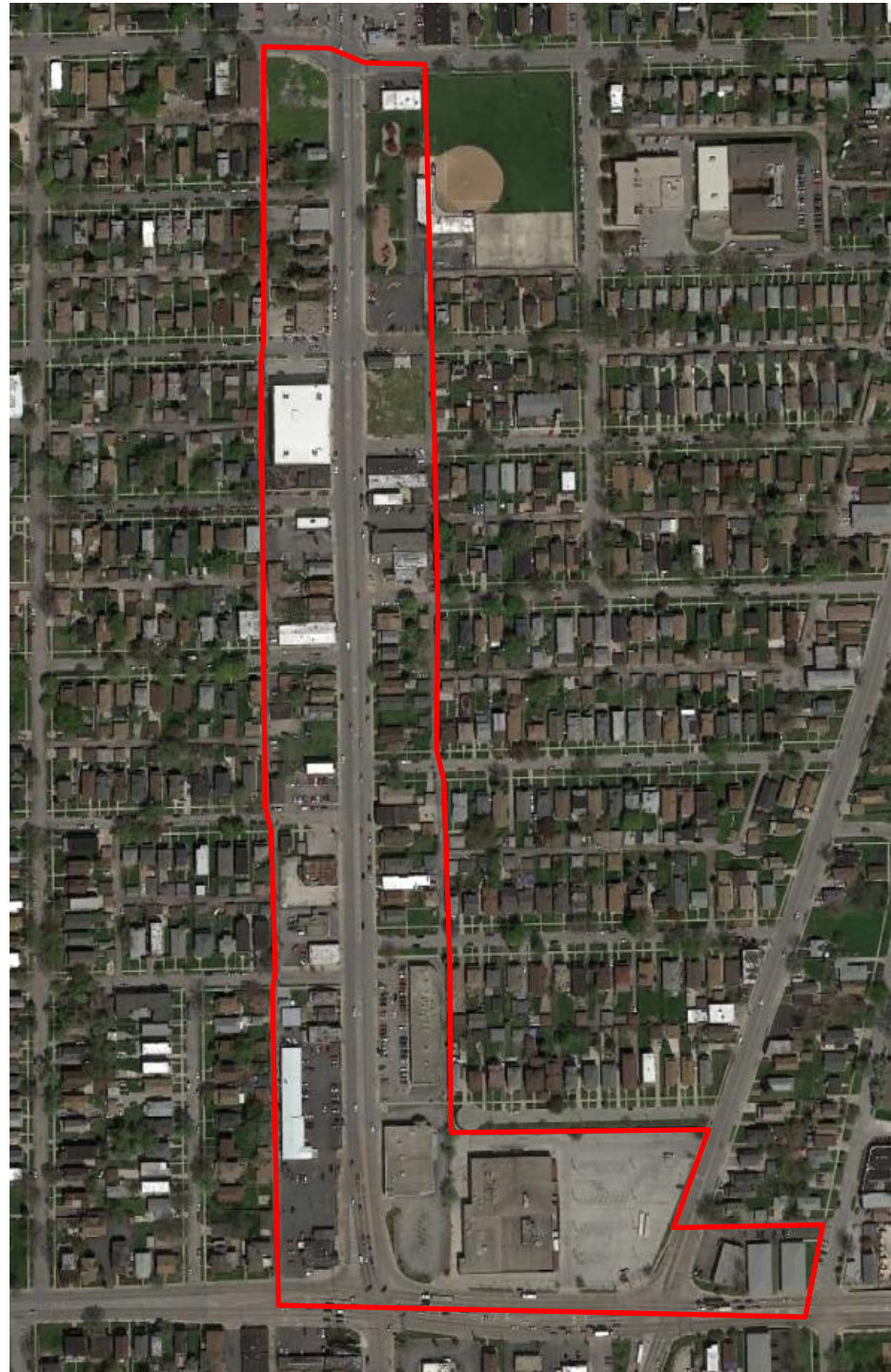
Vermont Street: Greenwood east to Division Street

COBI: 12/22/2014

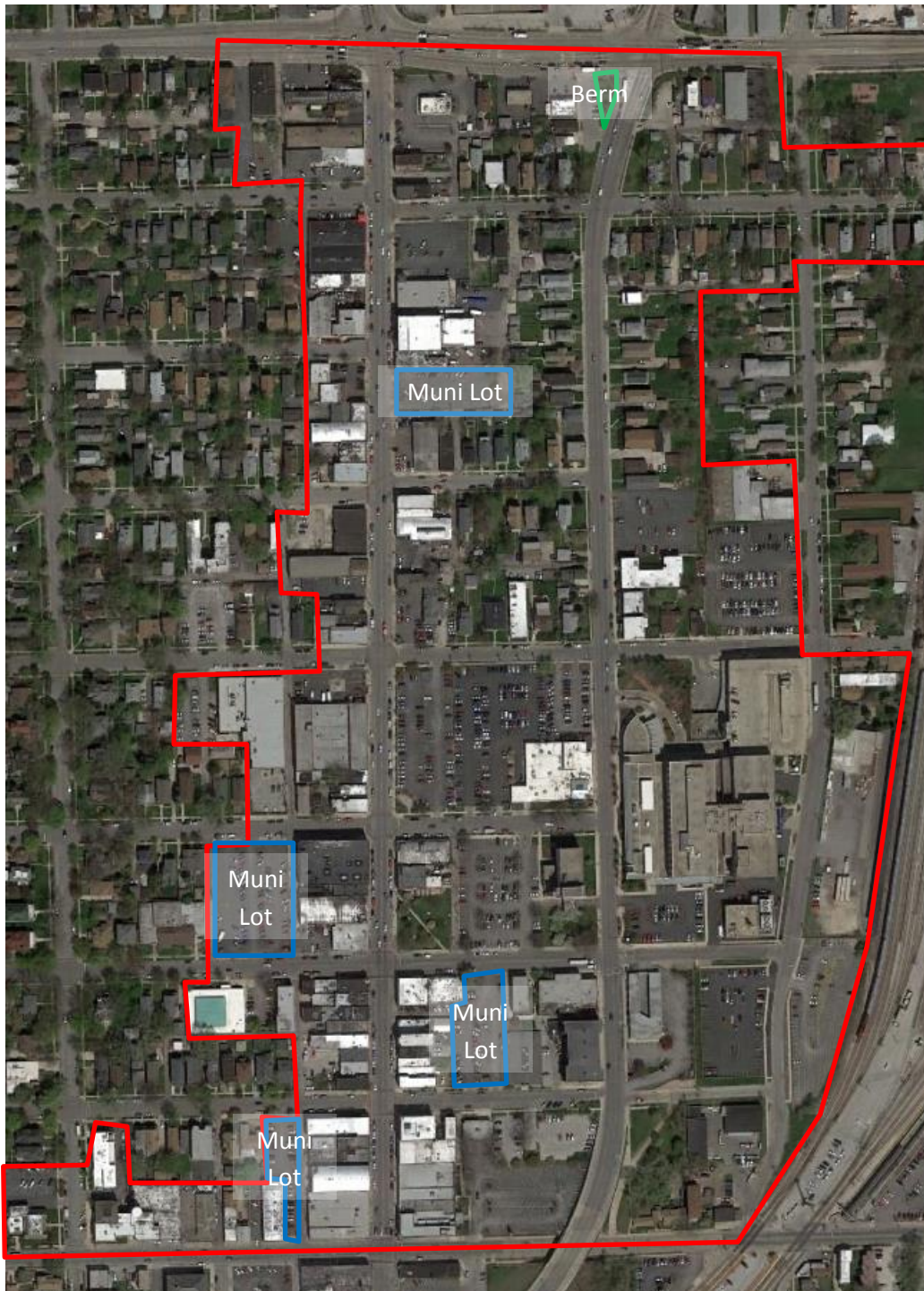




Blue Island
Western
Avenue BDD:
119th Street
to
123rd Street
boundaries



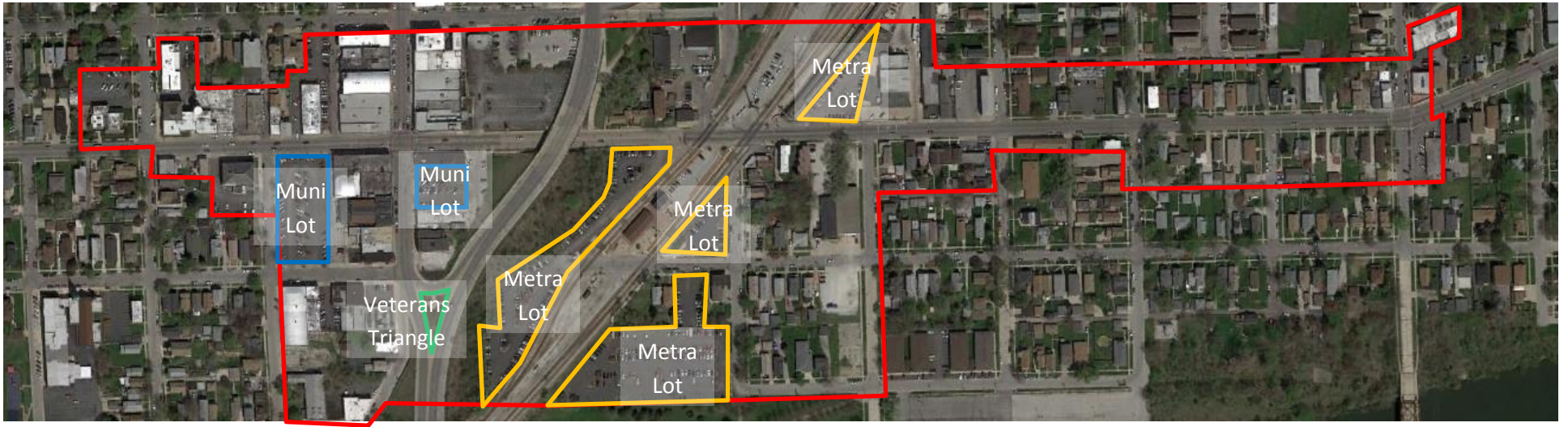
Blue Island
Western
Avenue BDD:
123rd Street
to
127th Street
boundaries



Blue Island
Western
Avenue BDD:
127th Street
to
Vermont St.
boundaries



Blue Island
Western
Avenue BDD:
Vermont St.
to
Olde Western
Avenue /
135th St.
boundaries



Blue Island Western Avenue BDD: Vermont St from Greenwood Ave. to Division St. boundaries