

Yonge + St. Clair BIA Request for Proposals: Streetscape Cleanliness – 2019/2020 January 15, 2020

Introduction

The Yonge + St. Clair BIA is inviting proposals from qualified contractors for service delivery of a broad streetscape cleanliness effort for all sidewalks and associated sidewalk street elements within the BIA area. The scope of services include garbage removal, weeding, and graffiti and poster removal.

Proponents must submit all necessary information outlined below to info@yongestclair.ca

Deadline

Proposals are due no later than **5:00pm EST on February 28, 2020**.

Submission Requirements

Proponents must include the following in their proposals:

1. **One-page covering letter** that includes:
 - a. Company name;
 - b. Previous work history;
 - c. A summary of the proposal;
 - d. The total proposed cost;
2. **The proposed service delivery program**, including a description of how the company intends to undertake the service delivery, a proposed reporting structure, total number of staff for the project, and anticipated hours worked;
3. **A cost breakdown** together with payment schedules; and,
4. **At least three (3) references** of previous clients of similar projects including name, company, telephone, and email address.

Budget / Compensation

The selected maintenance contractor shall be provided with total compensation for service delivery over the term of this contract to a maximum upset limit of \$25,000.00 CAN (including HST).

Payment to the selected contractor shall occur through monthly or quarterly invoice.

Respondents shall submit a breakdown of proposed costs and payment terms as part of their response to this RFP

Contract dates

Awarding of the contract: March 24, 2020
Contract Start: May 1, 2020
Contract Completion: April 30, 2021

Project Details

The Yonge + St. Clair BIA is seeking a qualified contractor who can provide for a broad range of street cleanliness services to maintain the BIA area's sidewalks and associated sidewalk infrastructure to a high standard of quality. The selected contractor will be responsible for providing a scope of services that include:

- Weeding of sidewalks and other areas in the public realm including around hydro poles, benches, and in planters;
- Removal of garbage from the sidewalks and other areas of the public realm;
- Graffiti removal from hydro poles and other street furniture and elements such as hydro boxes, benches, signs, etc;
- Poster removal from hydro poles and other street furniture as above); and,
- Occasional sweeping of the sidewalk when necessary to maintain the sidewalk to a high standard of quality (ie after a snow melt, when an accumulation of dirt has built up.

The contract area for these services will include all public sidewalks on Map A attached to this document. A detailed description of the Scope of Services is provided below.

Scope of Work

The maintenance contractor shall undertake the following Scope of Services on an ongoing basis in order to maintain all assets in a clean and high-quality condition, and to maintain general cleanliness in the public pedestrian BIA area:

Streetscape Asset	Owner	Season	Scope of Services
Tree planters	City of Toronto	All	Removal of all garbage
		Spring/Summer/Fall	Weeding of interior, exterior, and around the planters
Sidewalks	City of Toronto, Private, future BIA pavers	Spring/Summer/Fall	Garbage removal, weeding, occasional sweeping
Hydro poles	Toronto Hydro, TTC	All	Graffiti removal, poster removal
Other street furniture	Various	All	Graffiti removal, poster removal

Hours

The selected maintenance contractor shall provide for sufficient staff and associated monthly hours as they deem necessary in order to maintain upkeep of the assets, the full execution of the scope outlined above, and to maintain general cleanliness of the public pedestrian areas of the BIA.

Respondents shall submit a breakdown of anticipated monthly hours as part of their response to this RFP.

Regardless of anticipated monthly hours through their submission, the selected maintenance contractor shall duly and fully execute the entirety of the scope of services at total rate agreed to upon contract signing. No further compensation will be provided above and beyond this agreed upon total rate, regardless of hours worked, unless such extraordinary factors, as agreed to upon contract signing, take place and require extraordinary service delivery in conditions above and beyond typical conditions for service delivery.

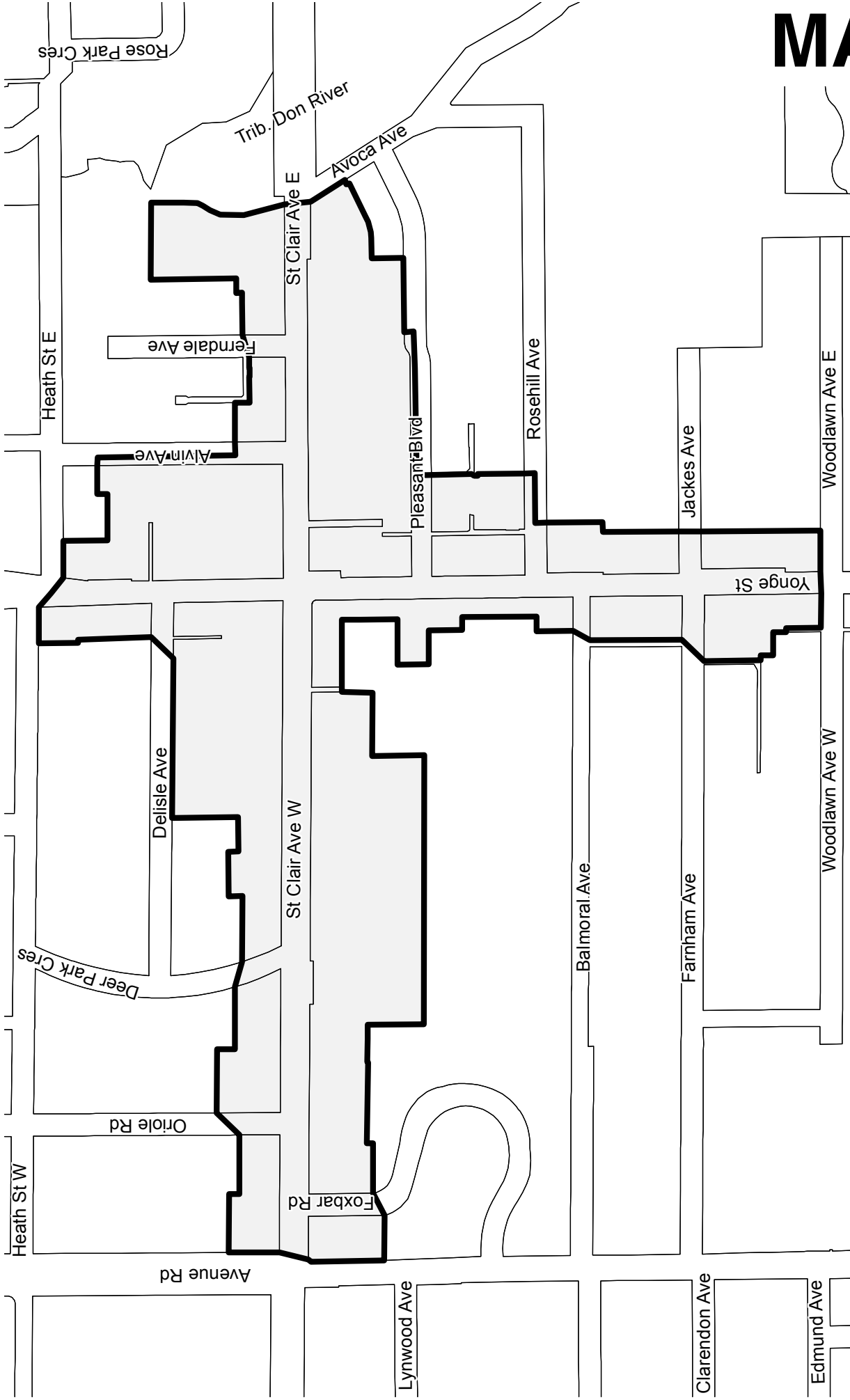


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Reporting

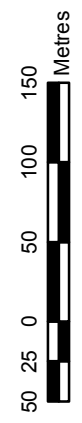
The selected maintenance contractor will be responsible for providing for sufficient reporting of the delivery of the scope of services. This should include a combination of weekly and monthly written reporting combined with photographs.

Respondents shall submit a proposed reporting structure as part of their response to this RFP.



MAP A

TORONTO
Geospatial Compet
Information & Technology
18 Dyas Rd, 3rd Floor
Toronto, ON M3B 1V5
Email: gcc@toronto.ca
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Map File: webYongeStClair.mxd
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