



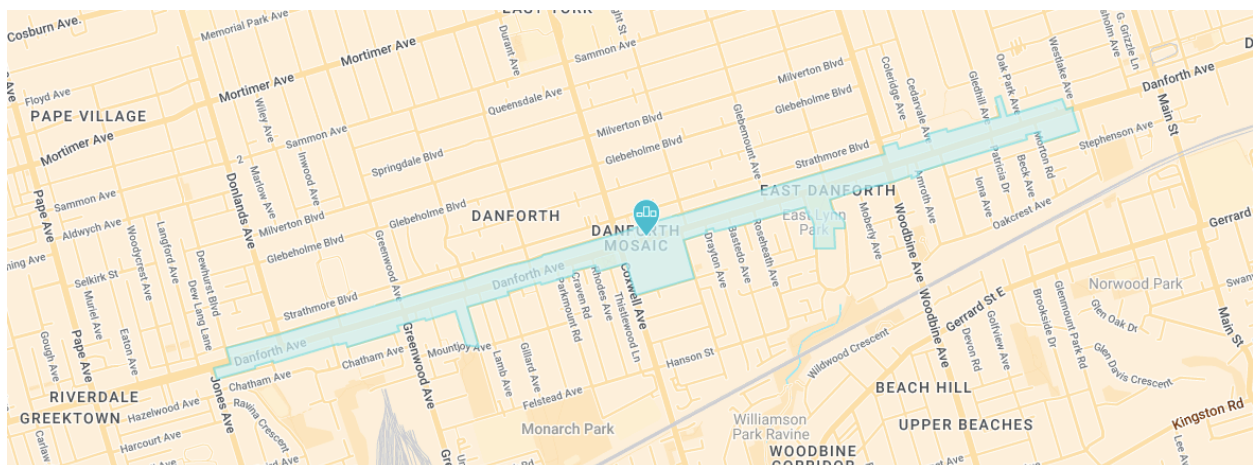
**Danforth Mosaic Business Improvement Area**  
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## REQUEST FOR PROPOSALS (RFP): 2024 FLOWERS AND MAINTENANCE

The Danforth Mosaic Business Improvement Area (BIA) is currently accepting proposals from horticultural/landscaping companies for the Summer 2024 Planter Arrangements Contract.

The Danforth Mosaic Business Improvement Area (DMBIA) is based in Toronto, dedicated to supporting the vibrant commercial district along Danforth Avenue from Jones Avenue to Westlake Avenue.

The DMBIA invites proposals from qualified contractors experienced in urban landscaping, gardening, and related maintenance and services for a contracted program during spring/summer 2024. The selected contractor will be responsible for the design, installation, end-of-season removal, and ongoing care of the plantings in the designated area.



*Danforth Mosaic BIA Boundaries: Jones to Westlake*

## PROJECT OVERVIEW

- The 3-kilometer stretch from Jones Ave to Westlake Ave has an estimated **261 trees**, which are either planted in above-ground concrete city planters (1.2m x 1.2m) or in-ground trenches (3m x 1.6m).
- Currently the BIA has no planters in its inventory. Flowers are unable to be planted in existing planter soil and instead will have to be planted and secured in their own planters on top.

## REQUEST FOR PROPOSAL

Please provide a quote for the Summer 2024 Planter Arrangements Contract to include the following:

1. An **accurate count of trees and planters** within the Danforth Mosaic BIA boundaries (Jones Ave to Westlake Ave)
2. Recommendation on **plant selection and design**, along with rationale (why is this good for the summer months? How well will arrangements handle a busy major street?)
3. Specifics on plant **materials and sizing**
4. Specifics on **maintenance schedule (watering, fertilizing, litter removal, weeding, etc.)**
5. **Installation of new planters and flower**
6. **Secure wire fastening** of planters to each other and around trees to prevent theft
7. Proposal for **in ground planters** (pictured below)

Please provide **detailed price breakdown for all components** of proposed project, including materials, labour, maintenance and watering.

Also, feel free to provide any additional information that can strengthen your candidacy: photographs of past projects, references and endorsements, a list of any BIAs you currently work with.

The Board of Management will make a final decision based on pricing, experience and overall cost-effectiveness. Pricing shall be held firm for the full duration of the contract.



*Above ground concrete planters make up the majority of the BIA's streetscape.*



*The BIA also has an estimated 46 steel tree guard planters.*

## **PLANTER DESIGN CONCEPTS**

- All proposals should include a list of plants expected to be included in the planter boxes.
- A rough diagram of how the plants will be installed and their expected growth is helpful.
- Experience working with BIAs in the past will be considered an asset.
- Contractors are encouraged to provide more than one option for planter design/contents.
- Creativity in flower selection is encouraged while prioritizing resilient and easy-to-maintain flowers.
- Please include photos and references of other work done with BIAs.

## **ADDITIONAL REQUIREMENTS**

- Maintenance of planter boxes over five months (May – September), including watering every other day or as needed, removal of garbage/debris two to three times weekly as needed, and replacement of dead/damaged flowers weekly as needed.
- Bi-weekly reports on project status and concerns to be sent to the BIA Manager.
- Removal and cleaning of flower planters at the end of the season (September).

## **STIPULATIONS**

1. Contractor will be responsible for any road occupancy; traffic control or construction activity permits as required to complete installation. All associated costs to be carried by the Contractor.
2. Contractor must comply with all City of Toronto safety regulations and requirements pertaining to this particular type of installation and in particular with working on the sidewalk.
3. The successful bidder shall restore all property temporarily removed, damaged or destroyed during the supply, delivery, installation of plant containers and plant material, to the satisfaction of the BIA and at no cost to the BIA. For greater certainty, the successful bidder shall, before final payment, remove all surplus materials and any debris of every nature resulting from its operation and leave the site(s) in a neat and orderly condition.
4. The successful bidder shall furnish all labour, materials, water, services, supplies, tools, equipment, apparatus, transportation, facilities and incidentals required and perform all operations necessary to accomplish the complete supply, delivery, installation, maintenance and removal of any debris of plants or any material.

## **TIMELINE**

- Proposals accepted between August 2023 and September 15<sup>th</sup> 2023
- Selection of firm to be announced in October 2023
- Planter Installation: May 2024
- Maintenance: May 2024 – September 2024
- Removal and Cleaning: September 30, 2024 (weather permitting)

## **EVALUATION CRITERIA**

The Board of Management of the DMBIA will review qualified proposals and use the following criteria to select the successful company:

- Examples of past work
- References for past and/or current work
- Explanation of expertise/technical ability
- Cost of services

## **CONTACT AND SUBMISSION**

All completed submissions should be emailed in a PDF file to the attention of Duncan Ladner at [danforthmosaicbia@gmail.com](mailto:danforthmosaicbia@gmail.com) with the subject line "2024 Flower and Maintenance RFP" by September 15th, 2023