



March 20th, 2019

Dear Service Provider,

Thank you for your interest in bidding on a weed removal contract with SSA #38 in Northcenter. This is a Request For Proposal for a one-year seasonal contract. Dates for the contract are June 1 – November 15, 2019. Please format proposals as a full fixed seasonal cost, not per occurrence. Attached to this email is an SSA map and an ethics disclosure statement you will be required to sign if you are awarded the contract.

1. Early Summer– June through early July

- Whack and remove weeds on the sidewalks, planters and tree grates in the SSA.
- Spray an environment safe herbicide on all weed roots.

2. Late Summer – July 15 through August 30

- Whack and remove weeds on the sidewalks, planters and tree grates in the SSA.
- Spray an environment safe herbicide on all weed roots.

3. Late Fall – October 15 through November 30

- Whack and remove weeds on the sidewalks, planters and tree grates in the SSA.

**4. Please provide a cost per occurrence for additional herbicide applications and weed removal maintenance.** We ask that the vendor monitors the area for weed growth that occurs outside of the scheduled timeline. SSA 38 will approve additional applications if necessary.

Various factors will affect each project's preventative maintenance timeline and must be reviewed individually.

A map of the service area is attached to this letter. All streets covering the SSA need to be services on the main arterial streets and the ventricular street up to the first alley. Please give a brief description of your company and include the following information when you submit your bid:

- How long has your company been in business?
- Where have you worked in the past?
- Please list three references.
- Please outline how your company will complete the services requested.
- **Please specify exactly which chemicals and substances you plan to use to remove weeds, including brand names. Please note that SSA 38 prefers prospective vendors not use Glyphosate products, such as Round-Up.**

The deadline for proposal submissions is 5:00 p.m., Friday, April 19th, 2019. Please email complete proposals to [info@northcenterchamber.com](mailto:info@northcenterchamber.com). If you have questions or concerns, please contact me at



the Northcenter Chamber of Commerce at (773) 525-3609. We look forward to receiving your responses.

**Map of Special Service Area #38 – includes portions of Lincoln Ave, Damen Ave, Irving Park Rd, and Western Ave.**

