

YONGE + ST. CLAIR

Yonge + St. Clair Business Improvement Area [BIA]

Request for Quotation [RFQ] | Additional Street Maintenance Services 2025

Issued: January 9th, 2025

Submission Date: Friday, January 24th, 2025

Contract Commences: Saturday, February 1st, 2025

1. Project Description

The Yonge + St Clair BIA prides itself on maintaining a clean, safe, and inviting neighbourhood. In order to do so, we expect a thorough step-by-step maintenance and cleaning program. The project consists of all labour, equipment, and materials necessary to provide maintenance services for the Yonge + St. Clair Business Improvement Area (BIA). The services are expected to commence on February 1, 2025 beginning with a 4 week trial period whereby either party has the opportunity to void the agreement within reason. The length of the contract shall run until December 31, 2025 upon which a review will be conducted to determine if contract renewal is appropriate.

2. Scope of Services

Scope of Services, will include the following services five (5) times a week.

i. Daily clean-ups/general maintenance is as follows:

General inspection of areas, litter pick-up, and all other daily activities will be done a minimum of once a day, five times a week at any time as long as it has the minimum impact on vehicle and foot traffic. A preference will be given to the company who can conduct site visits most frequently within budget.

1) Litter pick up and disposal on public property sites within the Yonge + St. Clair BIA boundaries, and any additional sites identified and mutually agreed upon.

2) Graffiti, sticker, unauthorized flyer (etc.) removal including but not limited to:

- Road Signage
- Curbs and Gutter
- Sidewalks
- Public Furnishings
 - Bike Posts
 - Newspaper Boxes
 - Mailboxes
 - Fire Hydrants
 - Manhole Surfaces
 - Electrical Boxes
 - Public Seating + Benches
 - Trees
- Within planter boxes / grates
- Around public litter bins

3) Hazardous waste pick up.

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ii. Daily Tracking / Logging Work - Usage of Street Graffiti Solutions Application:

- 1) Using the **Street Graffiti Solutions Application** to document area coverage during each visit to the area and confirm where the work has been left off in preparation for the next shift.
- 2) Provide a thorough summary of the work completed during each shift.
- 3) Monthly photo documentation of litter pick up and disposal and graffiti, sticker, poster (etc.) removal, demonstrating “before and after” cleanup services.
- 4) Reporting relevant items to 311 or notifying the Yonge + St. Clair BIA.
- 5) Reporting any suspicious activity.

The service of spot washing is seen as an asset for the potential candidate. If available, should the Yonge + St. Clair BIA request spot power washing, the candidate will spot clean instead of original services for that day. *(There will be no additional charges as spot power washing services will be done in lieu of original services.)* Spot washing would be done before the morning rush hour - before 7 AM - if necessary.

3. Quotation Submission Requirements

For the above scope of services, we propose the following fixed fees: \$2,900/Monthly. Please respond with a breakdown of your proposed fees, description of your services, examples of past work, and a clear workback schedule to be discussed further.

4. Submission Instructions

Please submit your detailed quote, description of services, examples of work, and schedule to our Streetscape + Design Coordinator, Jason Glionna at: jason@yongestclair.ca. Please also contact this email with any questions.

Submission Deadline: Friday, January 24th, 2025

Yours truly,

Yonge + St. Clair BIA

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Yonge + St. Clair BIA Boundary

