

GREEN CITY COALITION
REQUEST FOR PROPOSALS: PROPERTY MAINTENANCE

**GREEN CITY COALITION
REQUEST FOR PROPOSALS**

FOR	Property Maintenance
ISSUED	Thursday, January 27, 2022
PROPOSALS DUE	Tuesday, February 22, 2022
ATTACHMENTS	A. Service Periods Schedule B. Site Maps & Property Lists C. Proposal Submission Form

1. INFORMATION FOR RESPONDENTS

This Request for Proposal (RFP) for Property Maintenance is issued on behalf of the Land Reutilization Authority of the City of St. Louis (LRA) as a project of Green City Coalition.

The purpose of this RFP is to solicit Proposals for the purpose of hiring a qualified company(s) to provide grass cutting, trimming, brush trimming, and trash and debris removal on select properties within the City of St. Louis. Services will be provided throughout the growing season of 2022 (March through November).

2. SCOPE OF SERVICES

Property maintenance services will be provided between March 14, 2022 and November 18, 2022. Work shall not commence until 7:00 A.M. and only Monday through Saturday. Grass cutting shall be performed with equipment such as lawn mowers and string trimmers. The services will consist of a minimum of twenty-three (23) visits to the properties (see Attachment A for service period schedule).

Services will include mowing and weed trimming within areas identified in Attachment B. For indicated sites, Contractor will be responsible for buffer mowing: maintaining a mowed barrier between native plantings and sidewalk/street pavement. Contractor is responsible for removing grass clippings from the sidewalk and street pavement produced from the service mowing. Contractor is responsible for reducing vegetation along fence lines and property boundaries to keep the subject property clear, without impact to the subject property or adjacent occupied properties.

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All tree branches, bush trimmings and debris, etc. are to be removed from the property and deposited in alley dumpsters or at an appropriate facility. Debris is defined as any garbage, trash, waste, rubbish, ashes, cans, bottles, wire, oil, paper, cartons, boxes, scrap pieces of wood, concrete pipe, pieces of brick or concrete blocks, pieces of drywall, construction debris of any type, parts of automobiles or trucks, furniture, glass or anything else of an unsightly or unsanitary nature. For debris large enough to require removal with heavy equipment, the Contractor shall submit photographs and location to the GCC Program Manager to arrange for removal.

Contractor must be professional in conduct, attire and work performed; all workers must wear safety vests. Contractor is to provide all supervision, materials, labor, equipment, service, operation and expertise required to perform grass mowing and property maintenance.

3. RFP TIMELINE

3.1 Timeline

January 27, 2022	RFP Released
February 11, 2022	Questions Due
February 15, 2022	Answers Posted
February 22, 2022	Proposals Due
February 28, 2022	Selected Contractor(s) Notified
March 14, 2022	Service Period Begins

3.2 Question and Answer Period

Any questions about this proposal must be emailed by 5:00 PM on Friday, February 11, 2022 to:
Trenton Ellis, GCC Program Manager
ellistr@stlouis-mo.gov

Answers to all questions will be posted Tuesday, February 15, 2022 to:
www.greencitycoalition.org/news

4. PROPOSAL SELECTION

Proposals will be reviewed using the following criteria:

- 1) The qualifications and experience of the company to perform the requested services;
- 2) Completed Proposal Submission Form (Attachment C);
- 3) The company's proximity to the properties outlined in this RFP.
- 4) The company's level of Minority and Women's Business Enterprise (MBE/WBE) participation.
- 5) Bid price per square foot.

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5. INDEMNITY AND INSURANCE

5.1 Insurance

The Contractor, at its own expense, shall carry insurance for the life of the contract. The City of St. Louis and the Land Reutilization Authority of the City of St. Louis shall be named as additional insureds. The Contractor shall carry at least the following minimal coverage:

- A. Workers Compensation Insurance in the statutory amount as required by the State of Missouri;
- B. General Liability Insurance:
 - (1) Bodily injury, with limits of not less than \$425,000 each occurrence;
 - (2) Property damage with limits of not less than \$425,000 each occurrence;

The Contractor shall provide certificates of insurance evidencing the above-mentioned insurance coverage prior to its accessing the Property pursuant to the terms of this agreement. Furthermore, the Contractor shall provide written notice of any change in insurance coverage or insurers.

5.2 Indemnification

The Contractor shall release, indemnify, and hold the City and its various employees, representative and agents harmless from and against all claims and demands of any and all loss, cost, damage, or liability of whatever nature, which may be assessed against or imposed against the City as a result of issuing this RFP, making any revisions thereto, conducting this selection process and subsequent negotiations, and making a final recommendation and/or entering into a contract.

6. Proposal Submission Checklist

- Completed Proposal Submission Form (Attachment C)
- Copy of Business License, City of St. Louis
- Copy of Insurance Certificate

Proposals must be submitted via email and those received after the deadline will not be accepted.

Date: TUESDAY, FEB 22, 2022
Time: 5:00 P.M.
Submit to: Trenton Ellis, GCC Program Manager
ellistr@stlouis-mo.gov

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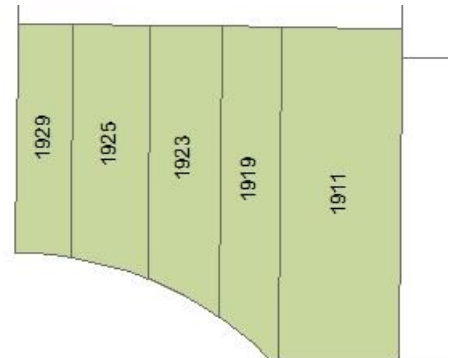
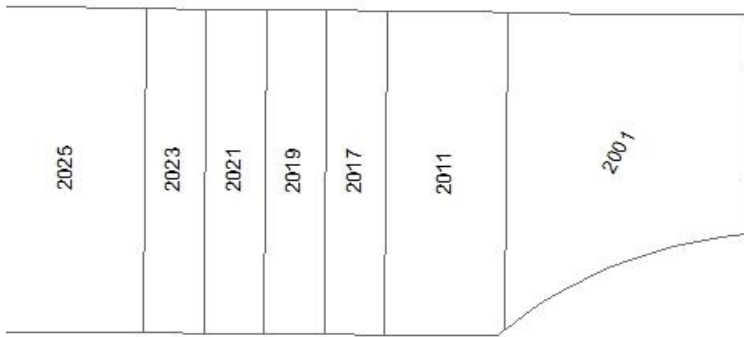
ATTACHMENT A
Service Periods Schedule

Minimum one cut per 10-day service period for a total of 23 service periods.

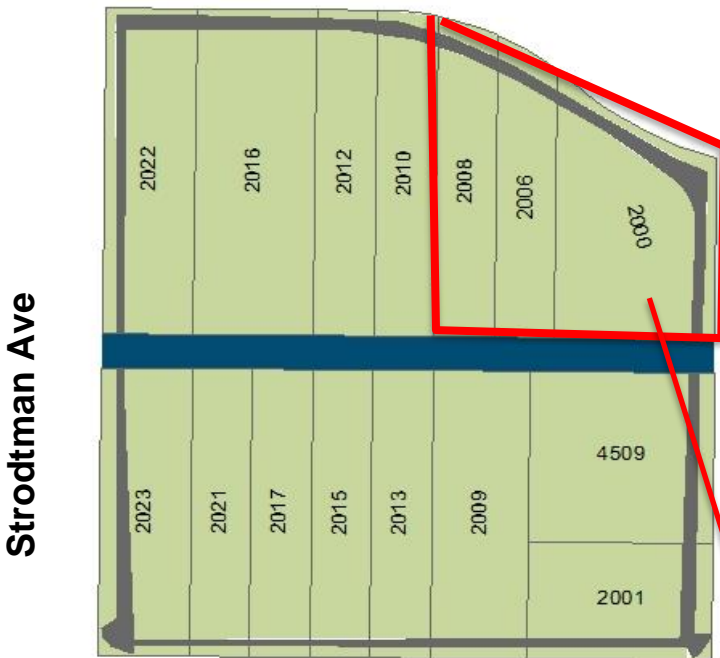
Service Period	Dates
1	March 14 - March 23
2	March 24 - April 3
3	April 4 - April 13
4	April 14 - April 24
5	April 25 - May 4
6	May 5 - May 15
7	May 16 - May 25
8	May 26 - June 5
9	June 6 - June 15
10	June 16 - June 26
11	June 27 - July 6
12	July 7 - July 17
13	July 18 - July 27
14	July 28 - August 7
15	August 8 - August 17
16	August 18 - August 28
17	August 29 - September 7
18	September 8 - September 18
19	September 19 - September 28
20	September 29 - October 9
21	October 10 - October 19
22	October 20 - October 30
23	October 31 - November 18

ATTACHMENT B
Site Maps & Property Lists

LOCATION: Peace Park
NEIGHBORHOOD: College Hill

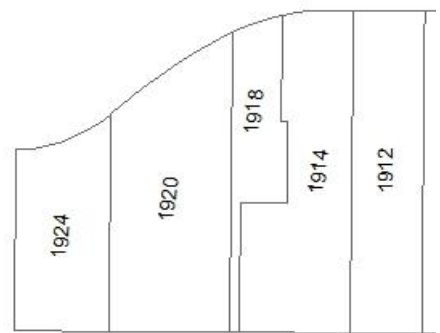


Grand Ave



Strodtman Ave

N 20th Ave



Bissell Ave

 **Mowing Required**

Privately-owned properties – will only require services as needed (generally maintained by owner)

Site Name: Peace Park

Maintenance Area: 89,116 sq ft / 2 acres

Neighborhood: College Hill; Ward: 3

List of Properties (20)

Address	Street		Square Feet
4502	20TH	ST	11,531
4508	20TH	ST	3,229
4509	20TH	ST	5,646
4512	20TH	ST	3,240
2001	BISSELL	ST	3,888
2009	BISSELL	ST	5,066
2013	BISSELL	ST	3,125
2015	BISSELL	ST	3,125
2017	BISSELL	ST	3,125
2021	BISSELL	ST	3,125
2023	BISSELL	ST	4,709
1911	GRAND	BLVD	7,236
1919	GRAND	BLVD	3,410
1923	GRAND	BLVD	3,526
1925	GRAND	BLVD	3,366
1929	GRAND	BLVD	2,302
2010	GRAND	BLVD	3,517
2012	GRAND	BLVD	3,538
2016	GRAND	BLVD	7,074
2022	GRAND	BLVD	5,340
			89,116

LOCATION: Prairie Square
NEIGHBORHOOD: College Hill



- Mowing Required
- Native Plantings – Mow Buffer Only

Site Name: Prairie Square

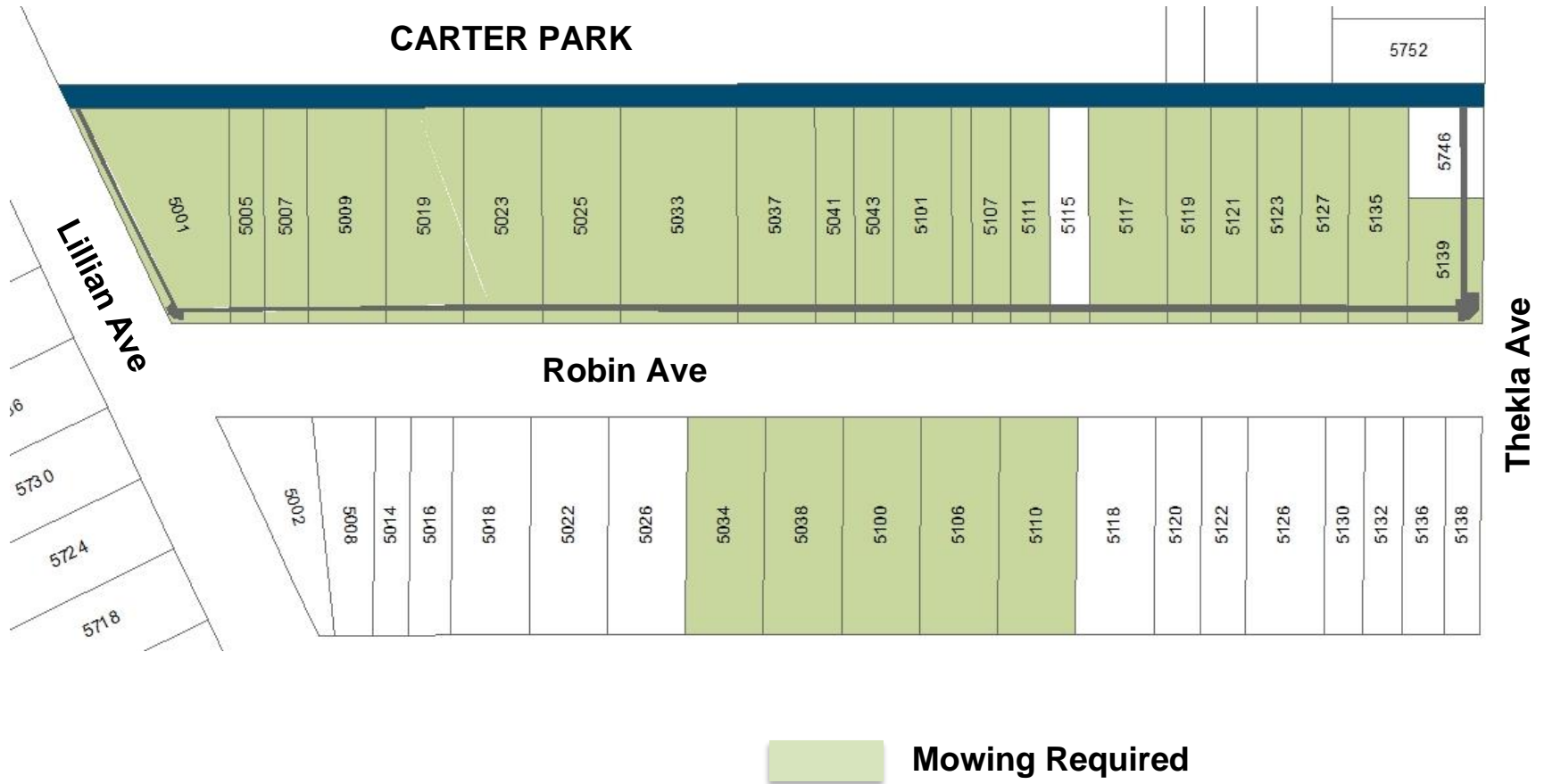
Maintenance Area: 27,083 sq ft / 0.6 acres

Neighborhood: College Hill; Ward: 2

List of Properties (34)

Address	Street		Square Feet	Service Type	Maintenance Square Feet
5010	BLAIR	AV	5,313	Buffer Mowing	600
831	COWAN	ST	12,969	Buffer Mowing	0
845	COWAN	ST	10,523	Buffer Mowing	0
847	COWAN	ST	9,978	Buffer Mowing	0
857	COWAN	ST	5,001	Buffer Mowing	0
859	COWAN	ST	4,925	Buffer Mowing	0
865	COWAN	ST	10,075	Buffer Mowing	0
830	DESOTO	AV	4,922	Buffer Mowing	565
834	DESOTO	AV	4,441	Buffer Mowing	565
844	DESOTO	AV	4,400	Buffer Mowing	450
848	DESOTO	AV	4,445	Buffer Mowing	475
1400	DESOTO	AV	6,053	Buffer Mowing	672
1404	DESOTO	AV	4,663	Buffer Mowing	540
1408	DESOTO	AV	5,233	Buffer Mowing	1,995
1416	DESOTO	AV	5,196	Buffer Mowing	1,995
1420	DESOTO	AV	4,969	Buffer Mowing	555
1424	DESOTO	AV	4,896	Buffer Mowing	555
1428	DESOTO	AV	4,444	Buffer Mowing	1,995
1452	DESOTO	AV	6,123	Buffer Mowing	1,915
1456	DESOTO	AV	5,661	Buffer Mowing	510
1420	HUTCHINSON	ST	40,122	Buffer Mowing	3,085
825	PRAIRIE	AV	11,000	Buffer Mowing	975
841	PRAIRIE	AV	2,830	Buffer Mowing	335
853	PRAIRIE	AV	7,013	Buffer Mowing	820
855	PRAIRIE	AV	4,271	Buffer Mowing	520
861	PRAIRIE	AV	12,615	Buffer Mowing	2,000
1411	PRAIRIE	AV	4,765	Buffer Mowing	1,411
1419	PRAIRIE	AV	5,145	Buffer Mowing	585
1421	PRAIRIE	AV	5,602	Buffer Mowing	630
1425	PRAIRIE	AV	6,178	Buffer Mowing	685
1429	PRAIRIE	AV	3,076	Buffer Mowing	340
1431	PRAIRIE	AV	2,903	Buffer Mowing	340
1433	PRAIRIE	AV	3,090	Buffer Mowing	340
1437	PRAIRIE	AV	5,288	Buffer Mowing	1,630
					27,083

LOCATION: Carter Park Extension
NEIGHBORHOOD: Walnut Park East



Site Name: Carter Park Extension

Maintenance Area: 149,194 sq ft / 3.43 acres

Neighborhood: Walnut Park East; Ward: 27

List of Properties (27)

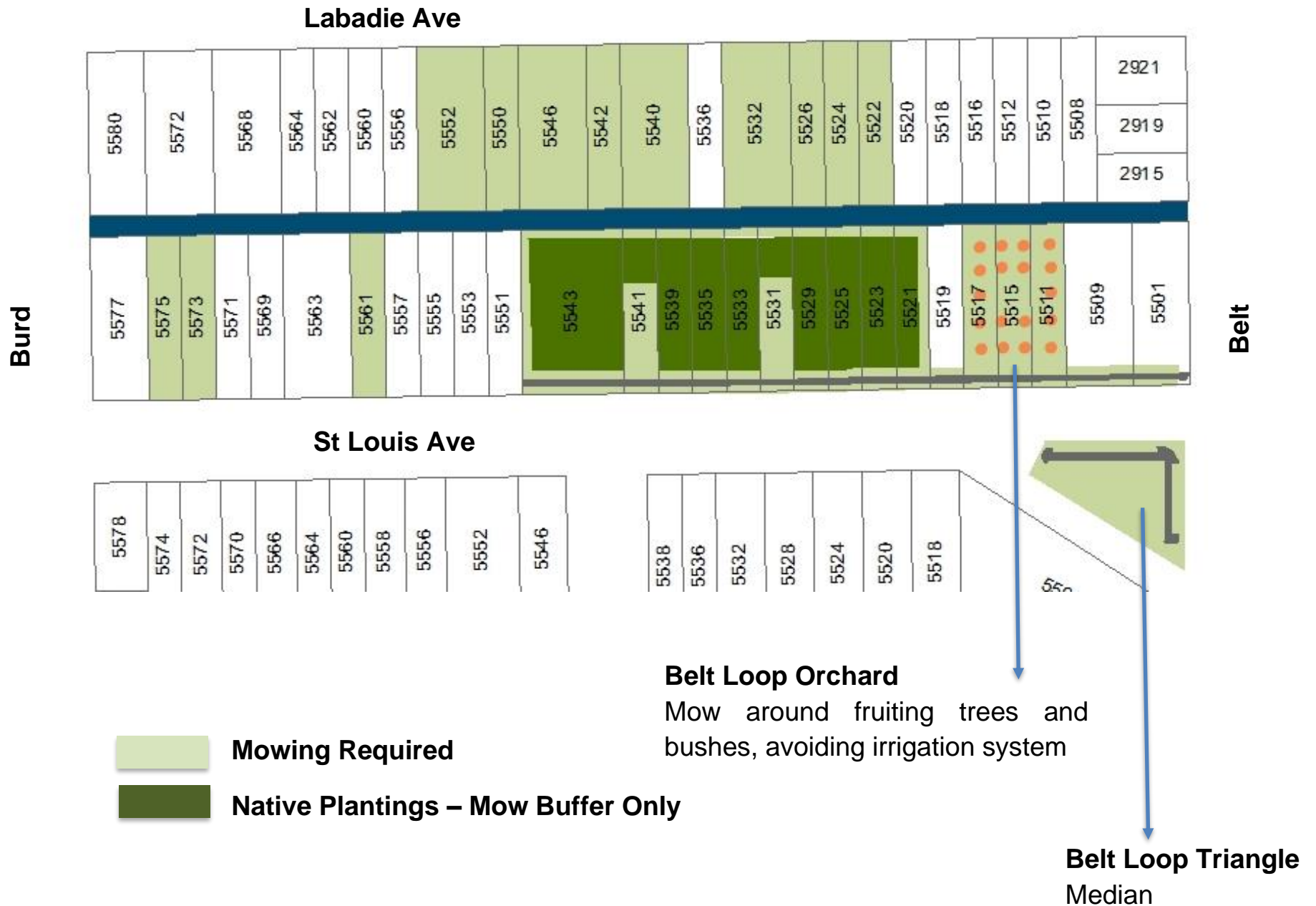
Address	Street		Square Feet
5001	ROBIN	AV	9,682
5005	ROBIN	AV	3,033
5007	ROBIN	AV	3,860
5009	ROBIN	AV	6,904
5019	ROBIN	AV	6,908
5023	ROBIN	AV	6,901
5025	ROBIN	AV	6,910
5033	ROBIN	AV	10,364
5034	ROBIN	AV	6,962
5037	ROBIN	AV	6,911
5038	ROBIN	AV	6,959
5041	ROBIN	AV	3,462
5043	ROBIN	AV	3,455
5100	ROBIN	AV	6,956
5101	ROBIN	AV	5,190
5105	ROBIN	AV	1,730
5106	ROBIN	AV	6,953
5107	ROBIN	AV	3,458
5110	ROBIN	AV	6,950
5111	ROBIN	AV	3,462
5117	ROBIN	AV	6,930
5119	ROBIN	AV	3,881
5121	ROBIN	AV	4,089
5123	ROBIN	AV	3,994
5127	ROBIN	AV	4,161
5135	ROBIN	AV	5,265
5139	ROBIN	AV	3,864
			149,194

LOCATION: Wells Goodfellow Green Space
NEIGHBORHOOD: Wells Goodfellow



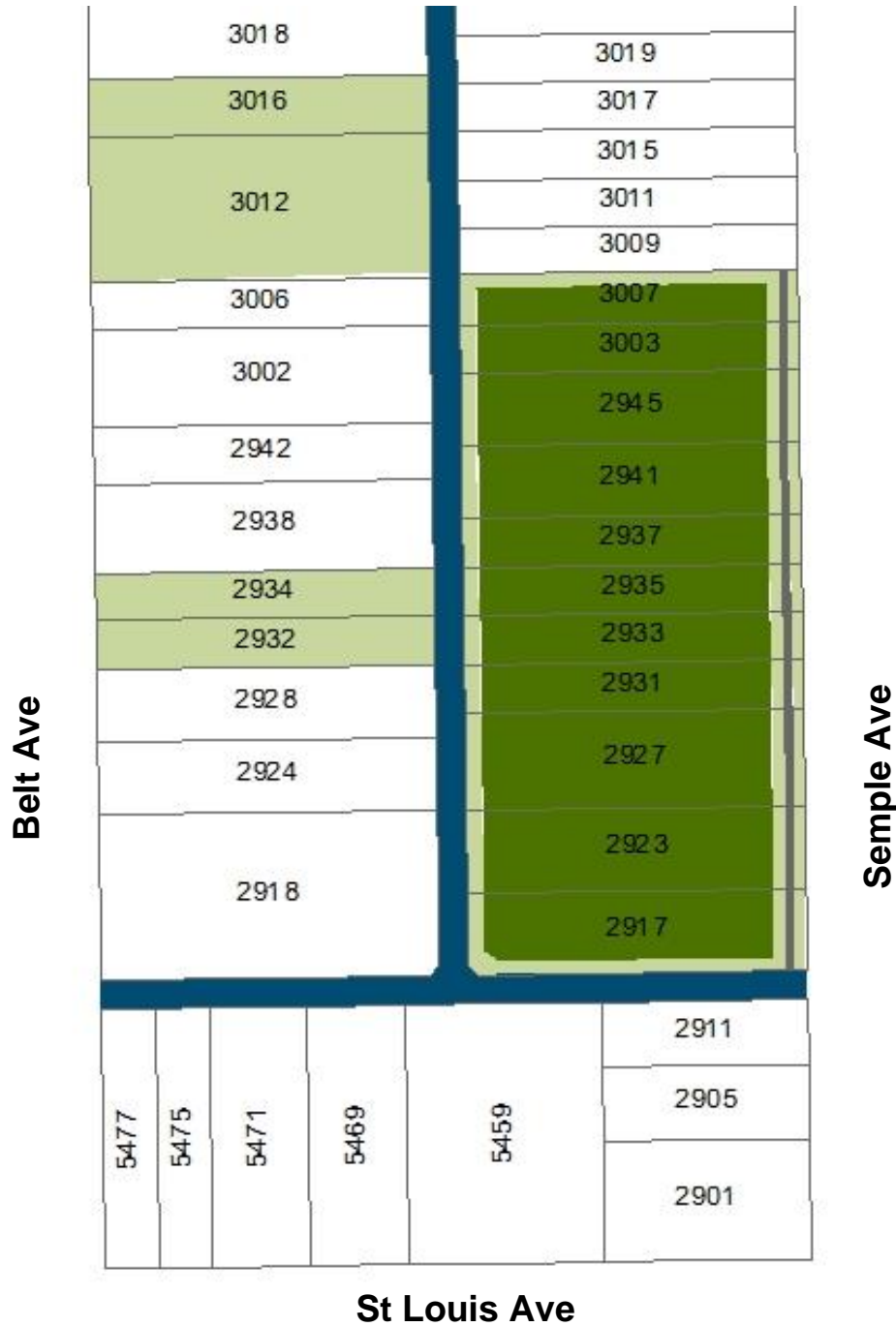
LOCATION: Wells Goodfellow Green Space

NEIGHBORHOOD: Wells Goodfellow



LOCATION: Wells Goodfellow Green Space

NEIGHBORHOOD: Wells Goodfellow



Site Name: Wells Goodfellow Green Space

Maintenance Area: 215,991 sq ft / 5 acres

Neighborhood: Wells Goodfellow; Ward: 22

List of Properties (79)

Address	Street		Square Feet	Service Type	Maintenance Square Feet
2932	BELT	AV	4,410	Full Mow	4,410
2934	BELT	AV	4,225	Full Mow	4,225
3012	BELT	AV	13,044	Full Mow	13,044
3016	BELT	AV	5,088	Full Mow	5,088
2900	GOODFELLOW	BLVD	18,195	Buffer	3,500
5522	LABADIE	AV	3,036	Full Mow	3,036
5524	LABADIE	AV	3,035	Full Mow	3,035
5526	LABADIE	AV	3,034	Full Mow	3,034
5532	LABADIE	AV	6,066	Full Mow	6,066
5540	LABADIE	AV	6,061	Full Mow	6,061
5542	LABADIE	AV	3,030	Full Mow	3,030
5546	LABADIE	AV	6,057	Full Mow	6,057
5550	LABADIE	AV	3,027	Full Mow	3,027
5552	LABADIE	AV	6,052	Full Mow	6,052
5616	LABADIE	AV	3,046	Full Mow	3,046
5618	LABADIE	AV	5,538	Full Mow	5,538
5622	LABADIE	AV	3,868	Full Mow	3,868
5624	LABADIE	AV	7,079	Full Mow	7,079
5632	LABADIE	AV	4,871	Full Mow	4,871
5636	LABADIE	AV	5,041	Full Mow	5,041
5640	LABADIE	AV	4,789	Full Mow	4,789
5644	LABADIE	AV	5,118	Full Mow	5,118
5648	LABADIE	AV	4,729	Full Mow	4,729
5654	LABADIE	AV	3,369	Full Mow	3,369
5656	LABADIE	AV	5,785	Buffer	800
5660	LABADIE	AV	4,638	Buffer	480
5664	LABADIE	AV	3,968	Buffer	795
5700	LABADIE	AV	3,884	Buffer	1,555
5706	LABADIE	AV	4,480	Full Mow	4,480
5712	LABADIE	AV	4,361	Full Mow	4,361
5714	LABADIE	AV	4,239	Full Mow	4,239
5722	LABADIE	AV	3,256	Full Mow	3,256
5726	LABADIE	AV	3,166	Full Mow	3,166
5732	LABADIE	AV	3,093	Full Mow	3,093
5734	LABADIE	AV	8,985	Buffer	1,200
5742	LABADIE	AV	4,097	Buffer	480
5746	LABADIE	AV	4,465	Buffer	480
5750	LABADIE	AV	3,982	Buffer	1,200
2917	SEMPLE	AV	7,312	Buffer	1,825

Site Name: Wells Goodfellow Green Space

2923	SEMPLE	AV	7,356	Buffer	800
2927	SEMPLE	AV	8,699	Buffer	965
2931	SEMPLE	AV	4,318	Buffer	420
2933	SEMPLE	AV	4,318	Buffer	420
2935	SEMPLE	AV	4,318	Buffer	420
2937	SEMPLE	AV	4,318	Buffer	420
2941	SEMPLE	AV	6,476	Buffer	710
2945	SEMPLE	AV	6,476	Buffer	710
3003	SEMPLE	AV	4,317	Buffer	420
3007	SEMPLE	AV	4,650	Buffer	1,615
5511	ST LOUIS	AV	3,009	Full Mow	3,009
5515	ST LOUIS	AV	3,010	Full Mow	3,010
5517	ST LOUIS	AV	3,010	Full Mow	3,010
5521	ST LOUIS	AV	3,012	Buffer	1,210
5523	ST LOUIS	AV	3,012	Buffer	410
5525	ST LOUIS	AV	3,013	Buffer	410
5529	ST LOUIS	AV	3,014	Buffer	410
5531	ST LOUIS	AV	3,015	Full Mow	3,015
5533	ST LOUIS	AV	3,015	Buffer	410
5535	ST LOUIS	AV	3,016	Buffer	410
5539	ST LOUIS	AV	3,017	Buffer	410
5541	ST LOUIS	AV	3,017	Full Mow	3,017
5543	ST LOUIS	AV	9,056	Buffer	1,775
5561	ST LOUIS	AV	3,023	Full Mow	3,023
5573	ST LOUIS	AV	3,025	Full Mow	3,025
5575	ST LOUIS	AV	3,025	Full Mow	3,025
5623	ST LOUIS	AV	4,908	Buffer	1,325
5627	ST LOUIS	AV	3,243	Buffer	495
5629	ST LOUIS	AV	5,069	Buffer	775
5635	ST LOUIS	AV	4,298	Buffer	610
5639	ST LOUIS	AV	4,488	Buffer	610
5643	ST LOUIS	AV	4,452	Buffer	610
5645	ST LOUIS	AV	6,592	Buffer	1,005
5653	ST LOUIS	AV	4,350	Buffer	610
5657	ST LOUIS	AV	4,465	Buffer	1,200
5701	ST LOUIS	AV	4,328	Full Mow	4,328
5705	ST LOUIS	AV	4,316	Full Mow	4,316
5713	ST LOUIS	AV	4,204	Full Mow	4,204
5717	ST LOUIS	AV	4,273	Full Mow	4,273
5757	ST LOUIS	AV	3,098	Full Mow	3,098
					215,991