



Request for Proposal **2024 Holiday Decorating** **Services for** **Wells St. Corridor**

The proposal may be for the scope of work 1, 2, 3, or any mix of the three scopes. SSA #48 plans to implement scope 1. Scopes 2 and 3 are decorations we would like to add on and will consider for the 2024 season, depending on cost & feasibility.

Period of Coverage: Holiday season 2024. Target date for decoration set-up: November 16th

Required Scope of Work:

- Festive decorations are along the public way of SSA #48 (the bullets below outline the area). Decorations could include wreaths, garland, iridescent (warm) strands of bulbs with about three strands per pole, and globe-style ornaments (see exhibit B for an example).
- The north side of North Avenue from North Park Avenue to Clark Street and the south side of North Avenue from Orleans Street to Clark Street.
- From the North property line of Piper's Alley and Walgreens on Wells Street south to the north end of Hill Street on both sides of the Street.
- The north side of Division Street from the driveway of 1212 N Wells to LaSalle Street and the south side of Division Street from the western edge of the Old Town Park development to LaSalle Street. (See attached map for full-service area outline).
- Note that decorations for Burton Place Park from Wells St west to the alleyway on the east end of the park are included in a separate RFP.

Scope of Work 2:

- Decorative lighting for street trees along Wells Street (see exhibit A for an example).

Scope of Work 3:

- Impressive holiday displays on Old Town Archways at North Avenue and Division that act as gateways to the shopping district.

Bids to Include:

1. Cost.
2. Description of items to be provided, including the number of each item, whether the item(s) will be rented or owned by SSA #48 beyond the holiday season and the atmosphere the vendor is looking to create.
3. Demonstration of creativity.
4. Holiday decoration design and installation schedule for 2024.
5. One-Year Renewal Price Option.

Bids Due: Bids Due: October 4, 2024 by

5:00pm

NOTE: Creativity of holiday designs will be weighed heavily in the decision-making process.

Please Submit Bid to:

Colleen Sweeney
SSA #48 Program Manager
Old Town Merchants & Residents Association
1551 N. Mohawk
Chicago, IL. 60610
csweeney@oldtownchicago.org

SSA 48 Map

SSA 48 Old Town District Area

(shaded properties are part of the SSA area)

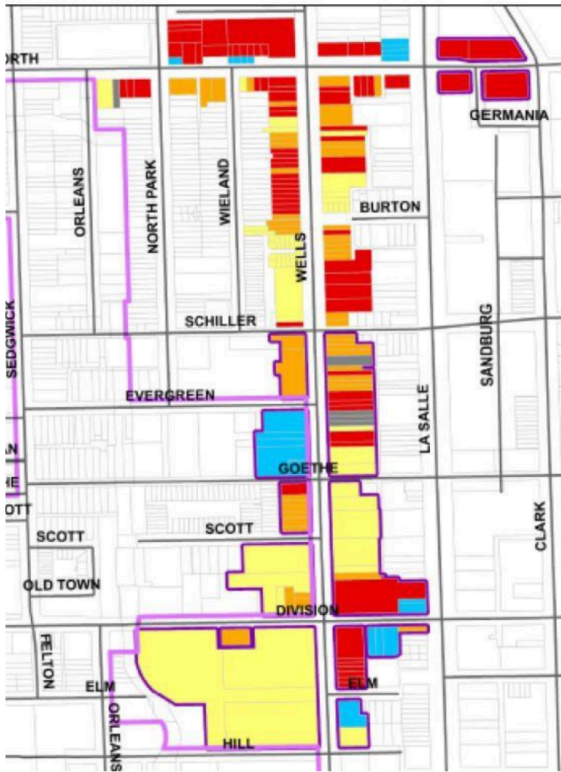


Exhibit A.



Exhibit B.

