Request for Proposal
Sidewalk Snow Removal Services
2026-2027

The Special Service Area of SSA 48 Old Town is currently seeking bids for snow removal on sidewalks for the Old Town SSA boundaries for both zero tolerance and 2-inch tolerance options.

The contractor may offer rock salt, calcium chloride, or other proposed pre-treating substance options in their response.

The intention of Old Town SSA #48 snow removal is to provide supplemental snow removal services that contribute to keeping the sidewalks, curbs, and public spaces usable in the winter months for businesses and residents, thus promoting the vibrancy of the Old Town area.

2026-2027 Sidewalk Snow Removal Services Scope

Period of Coverage: First snowfall - Last snowfall

Services Requested:

1. **Two options are being requested. The Contractor is encouraged to bid on both options but can also choose to bid on one.**

    A. Zero-tolerance option - Contractor should pre-treat sidewalks in advance of all snow events and ensure clearance throughout and after a snow occurrence.
    B. 2-inch tolerance option – Contractor should propose pre-treating services and guidelines.

The contract must cover the removal of a total accumulation of 56” for the season as measured at an agreed-upon location.

The contractor may propose snow removal pricing and guidelines beyond 56”, should this limit be exceeded. Once the 56” threshold has been reached, SSA 48 / service provider Old Town Merchants & Residents Association will evaluate need for additional snow removal.

2. Any total accumulations for the season that fall under the total seasonal average measured will result in rebates. Please provide proposed rebates for zero and 2 in tolerance proposals.

Snow Fall Rebate Categories

75% of the cap

50% of the cap

25% of the cap

3. Clear snow from the curb to the building on all SSA sidewalks in the contract area, including intersecting side streets up to the first alley or to the property line of the included parcel.
4. Machinery for sidewalks must be less than 5’ wide; larger vehicles will cause foot-traffic issues and may have trouble navigating the streetscape elements.
5. Apply a mixture of rock salt and magnesium, calcium chloride, or other proposed pre-treating substances to the sidewalks, ensuring it is evenly distributed and applied appropriately. An automatic spreader is preferred. The vendor should specify the method of application and explain why they recommend it.
6. Remove snow with shovels or smaller machines in areas too small for regular machinery.
7. Give special attention to Burton Place Park – keep the sidewalk between Wells and the planters clear and salted; remove snow completely from both side paths and the central area.
8. Follow up 24 hours after the initial snowfall to clear sidewalks of any snow that has been blown, shoveled, or fallen from awnings, etc. Note that the amount of snow removed during follow-ups is not included in the 56” accumulation for the season.
9. Create curb-cuts from the sidewalk to the street throughout the detailed area (every **25-50** feet, so people can walk from the sidewalk to access parked vehicles).
10. Ensure snow is cleared around parking meter pay stations, public art, utility boxes and fire hydrants.

Bids to Include:

1. Cost of contracts for removal of 56", **including de-icing**
    a. Cost for additional services beyond 56"
    b. Cost of per-plowing contract
    c. Cost for spreading of non-sodium de-icer per occurrence
2. Methods of snow removal
    a. Number of workers on the job for the area (Minimum & Maximum)
    b. Number of workers available should there be an unusually heavy accumulation or snowfall that lasts for several days
    c. Types and dimensions of snow removal equipment
    d. Detail how snow will be removed and hauled off-site
    e. Details on where the equipment will be stored
3. The width of the sidewalk plowed
4. Location and data source where snow totals will be collected to track the cap
5. Response time for services
6. Method of communication with the client for each plowing
7. Three References
8. One-Year Renewal Price Option

Scope of Work: Snow will be removed on the sidewalks within the Old Town SSA District. This includes:

- The north side of North Avenue from North Park Avenue to Clark Street.
- The south side of North Avenue from Orleans Street to Clark Street.
- The west side of Wells Street from the northern property line of Piper's Alley to Hill Street, **wrapping around all corners to the alleys**.
- The east side of Wells Street from the northern property line of Walgreens to Hill Street, **wrapping around all corners to the alleys.**
- All of Burton Place Park from the east end of Wells Street **wrapping around all corners to the alleys.**
- The north side of Division Street from the driveway of 1212 N Wells to LaSalle Street.
- 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.

Snow removal includes at least a 5' path on all sidewalks, complete snow removal from all bus stops, crosswalks, corners, around all fire hydrants, public art (sculptures), and around all parking meter pay boxes. In order to offer access from the street to the sidewalks for pedestrians not crossing at designated sidewalks, curb cuts will also be made in the snow every 25 feet. Sidewalk snow removal must comply with current City of Chicago sidewalk snow removal ordinances. Communication before and after each snow plow deployment and completion is required. Snow plow team is required to wear SSA-branded vests when performing services.

Bids Due: Sept 18, 2026 by 5:00pm

Potential Vendor Interviews: week of September 28

Please Submit Bid to:

Colleen Sweeney - SSA #48 Program Manager
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SSA 48 Old Town Area

SSA 48 Old Town Boundaries

