



Request for Proposal (RFP)

Business District Cleanliness and Maintenance Services

Issued by: Southtown Corridor Improvement Authority (CIA)

RFP Title: Business District Cleanliness and Maintenance Services – FY 2026/27

Issue Date: March 11, 2026

Submission Deadline: March 23, 2026

Contact Email: econdevshrd@grand-rapids.mi.us

1. Introduction

The Southtown Corridor Improvement Authority (CIA) is seeking proposals from qualified service providers to deliver high-quality cleaning and maintenance services across six business districts in the city of Grand Rapids. The goal is to enhance public spaces, promote economic vibrancy, and support equitable community development through consistent upkeep and beautification.

2. Scope of Services

The selected provider will be responsible for the following services in **six business districts**:

1. Alger Heights
2. Boston Square
3. Eastern & MLK (Franklin)
4. Madison Square
5. Seymour Square
6. South Division

Minimum Services Required:

Service Type	Description
Seasonal Cleanup	<ul style="list-style-type: none"> • Each service includes the removal of debris from curbs, gutters, planters, sidewalks, and landscape beds to maintain a clean and orderly appearance. • Spring (March): Before mulch is installed, perennials will be cut back, and all organic debris will be collected and recycled off-site. • Fall (September & November): Leaves and other seasonal organic materials will be removed and responsibly recycled off-site.
Routine Maintenance	<p>Bi-weekly trash pickup and general upkeep</p> <ul style="list-style-type: none"> • Removal of large weeds from designated landscape beds • Trash pick-up throughout the common areas of the assigned corridors • General clean-up to maintain a neat and presentable environment
Fall Cleanup	Targeted seasonal debris removal
Weed Control & Bed Maintenance	Monthly chemical applications and landscape weeding
Mulching	<p>Seasonal mulch application to planter boxes, landscape beds, and trees</p> <ul style="list-style-type: none"> • Refresh mulch throughout the common areas of the corridor. • Include all associated cleanup associated clean-up as part of this service to ensure a neat and professional finish.
Seasonal Enhancements	<ul style="list-style-type: none"> • Design and install annual flowers • Watering truck to maintain landscaping

Vendors may propose value-added services that exceed the baseline scope.

3. Proposal Requirements

Each proposal must include:

1. **Company Overview**

- Years in business
- Relevant experience with corridor or district-level maintenance
- List of clients with similar scopes

2. **Detailed Work Plan**

- Approach to executing services listed above
- Staffing plan and equipment usage
- Communication plan with CIA

3. **Budget and Cost Proposal**

- Line-item cost estimates for each district and service
- Optional enhancements to be billed separately

4. **References**

- Minimum of 2 references from similar service contracts

5. **Proof of Insurance**

- Liability and workers' compensation coverage

4. **Evaluation Criteria**

Proposals will be evaluated based on the following:

- Experience and Qualifications **(30%)**
- Work Plan and Approach **(25%)**
- Cost Competitiveness **(25%)**
- References and Past Performance **(10%)**
- Commitment to Local Hiring or DEI Principles **(10%)**

5. **Contract Period**

The selected vendor will enter into a service agreement for the remainder of fiscal year 2026 (from April 1, 2026, to June 30, 2026) and the following fiscal year.

6. **Submission Instructions**

Email proposals in PDF format to: econdevshrd@grand-rapids.mi.us

Subject Line: *Business District Cleanliness RFP Response*

Deadline: **March 27TH , 2026, at 11:59 PM EST**

7. Questions

The Southtown CIA will hold an informational meeting on March 20, 2026, at 1:30 pm to answer questions on this RFP. Interested parties should reach out to econdevshrd@grand-rapids.mi.us

All inquiries must be directed to econdevshrd@grand-rapids.mi.us by March 19, 2026. Responses will be shared with all prospective vendors at the informational meeting and business district tour.

8. Disclaimer

The Southtown CIA reserves the right to reject any or all proposals, to waive informalities, and to accept the proposal deemed most advantageous to the district's goals.