



## RIDGE AVENUE COMMERCIAL CORRIDOR 2023 LANDSCAPING & MAINTENANCE | REQUEST FOR PROPOSALS

### Scope of Work

The Roxborough Development Corporation (RDC) is seeking proposals for landscaping and landscape maintenance services for the Ridge Avenue commercial corridor. The scope of work includes the following parts:

Part 1: Sidewalk Planters – Seasonal Planting

Part 2: Sidewalk Planters – Watering and Maintenance

Part 3: Public Landscapes – Maintenance

Part 4: Roxborough Pocket Park – Maintenance

### Submitting a Proposal

Interested contractors may respond to all or individual parts of the RFP. Pricing should with a separate line item for each task to be performed. Provide information on materials, methods, and schedules. The RDC encourages interested contractors to schedule a meeting with Linda Dottor, Operations Manager, [linda@roxboroughpa.com](mailto:linda@roxboroughpa.com) to learn more about the Ridge Avenue commercial corridor and the project scope.

**Proposals must be submitted to the RDC by 5:00 pm on Monday, February 13, 2023.** Proposals can be submitted electronically to [linda@roxboroughpa.com](mailto:linda@roxboroughpa.com) or delivered in person to the RDC offices at 6120 Ridge Avenue, Philadelphia, PA 19128. Contractors will be notified of selection by Wednesday, March 15, 2023. All questions should be directed to Linda Dottor, Operations Manager, [linda@roxboroughpa.com](mailto:linda@roxboroughpa.com).

## Part 1: Sidewalk Planters – Seasonal Planting

The RDC maintains the sidewalk planters on the Ridge Avenue commercial corridor. From May through October, the sidewalk planters are planted with flowers and foliage plants. From December through January, a subset of the planters is decorated with evergreen boughs and other materials.

There are two types of sidewalk planters on Ridge Avenue: square, 24" by 24" aluminum planters (typically located at the curb in groupings of twos and threes) and round, 24" diameter, composite planters (typically located in front of businesses on Ridge Avenue).

- **Spring/Summer Planting**

Approximately 80 sidewalk planters at 50 locations will be planted with flowers and foliage plants. Most of the sidewalk planters are located on Ridge Avenue between Leverington Avenue and Roxborough Avenue. *See a list of the planters to be included in the Spring/Summer Planting scope in the Appendix.*

  - **Sidewalk Planters Preparation – April 2023**

Prepare sidewalk planters for spring/summer planting. Preparation will include removing old plant materials, weeds, and debris and amending the soil to retain moisture and provide nutrients to the new plants. Interested contractors should outline their soil preparation measures.
  - **Plant Materials Installation – April/May 2023**

Install plant materials. Interested contractors should propose planting scheme options that will work for an urban commercial corridor, prepare a list of plant materials and quantities, and a cost estimate. The proposal can include additional services for maintaining the health and appearance of the plants during the growing season. The contractor will be responsible for the replacement of plants if they do not establish due to nonperformance of the contract.
  - **Plant Material Removal – October 2023**

Remove plant materials from planters and apply mulch.
- **Holiday Installation**

Approximately 30 planters will be decorated with evergreen boughs and other decorative materials for the holidays. These planters are located on Ridge Avenue between Leverington Avenue and Lyceum Avenue. *See a list of the planters to be included in the Holiday Installation scope in the Appendix.*

- **Holiday Decorations Installation – December 2023**  
Install plant materials in the first week of December. Interested contractors should propose a holiday planting scheme that will work for an urban commercial corridor, prepare a list of plant materials (evergreen boughs, berry branches, etc.) and quantities, and a cost estimate. Plant materials may include a mix of natural and artificial materials.
- **Holiday Decorations Removal – January 2024**  
Remove holiday plant materials in the second or third week of January.

## **Part 2: Sidewalk Planters – Watering and Maintenance**

Approximately 80 sidewalk planters at 50 locations on the Ridge Avenue commercial corridor will receive regular watering, light maintenance, and monitoring throughout the growing season. Most of the sidewalk planters to be watered and maintained are located on Ridge Avenue between Leverington Avenue and Roxborough Avenue. *See a list of the planters included in the scope– by type and location – in the Appendix.*

- **Watering & Maintenance – May through September**  
Remove any spent or broken plant materials, debris, and weeds and report any substantial damage to the sidewalk planters or plant materials to the RDC. Interested contractors should submit recommendations on the frequency of watering and the amount of water (in gallons) that each container will receive per watering. Include a description for how you will confirm that waterings have been performed in your proposal with the RDC. The contractor will be responsible for the replacement of plants if they do not survive due to nonperformance of the contract.

## **Part 3: Public Landscapes – Maintenance**

The RDC maintains the landscaping of public parking lots, a traffic island, and tree pits on the Ridge Avenue commercial corridor. *See plans of the parking lots and a photo of the traffic island in the Appendix.*

- **Dupont Street and Leverington Avenue Parking Lots**  
The RDC manages two public parking lots. The contractor will perform spring and fall clean-ups and provide monthly maintenance during the summer. The Dupont Street Parking Lot, 514 Dupont Street, contains four planting beds with

a total area of 300 square feet. The Leverington Avenue Parking Lot, 465 Leverington Avenue, contains four traffic islands with a total area of 1,000 square feet, a raised planting bed at the Mitchell Street entrance with an area of 600 square feet, and a median on the south edge of the lot with an area of 500 square feet.

- **Dupont Street Parking Lot, Spring and Fall Clean-ups – March and October 2023**  
Clear debris, weeds, and dead vegetation; prune damaged branches and dead wood from shrubs; trim perennials; and apply 2” of combination mulch/compost as per owner selection.
- **Leverington Avenue Parking Lot, Spring and Fall Clean-up – March and October 2023**  
Clear debris, weeds, and dead vegetation; prune damaged branches and dead wood from shrubs; trim perennials; gently remove existing mulch away from the six existing trees in the traffic islands to the dripline of each tree to expose the tree roots to air; loosen compacted soil; and spread existing mulch evenly beyond the dripline.
- **Dupont Street and Leverington Avenue Parking Lots, Monthly Maintenance – June, July, August, and September 2023**  
Remove debris and weeds from the planting beds and traffic islands in both parking lots.
- **Leverington Avenue Parking Lot, Mowing - July and September 2023**  
Mow vegetation from the raised planting bed at the Mitchell Street entrance.
- **Rochelle Street Traffic Island**  
The RDC manages a traffic Island at the intersection of Ridge Avenue, Rochelle Street, and Osborn Street with an area of 460 square feet.
  - **Spring and Fall Clean-Ups – March and October 2023**  
Clear debris, weeds, and dead vegetation; prune damaged branches and dead wood from shrubs; trim perennials; and apply 2” of combination mulch/compost as per owner selection.
  - **Monthly Maintenance – June, July, August, and September 2023**  
Remove debris and weeds.

- **Ridge Avenue Tree Pits**

The RDC maintains approximately 100 tree pits on the Ridge Avenue commercial corridor. Tree pits are typically 3 feet by 3 feet. Most of the tree pits are located on Ridge Avenue, but approximately 20 tree pits are located along the side elevations of commercial properties on Leverington Avenue, Dupont Street, Krams Street, Green Lane, and Lyceum Avenue). Approximately 5 empty tree pits are also included in the scope.

- **Spring and Fall Mulching – March and September 2023**

- Remove debris and weeds, loosen compacted soil, and apply 2" of combination mulch/compost as per owner selection. Apply mulch in the empty tree pits level with the sidewalk.

#### **Part 4: Roxborough Pocket Park – Maintenance**

The RDC owns and maintains the Roxborough Pocket Park at 6170-72 Ridge Avenue. The Pocket Park contains three planting beds and a rain garden with a total area of 1,500 square feet. The Pocket Park also contains 5,000 square feet of pervious paving. The beds are primarily planted with native trees, shrubs, and flowers. The park also has an irrigation system that requires regular maintenance service.

- **Spring and Fall Clean-up – March and October 2023**

- Clear debris, weeds, and dead vegetation; prune damaged branches and dead wood from trees and shrubs; and trim perennials. Apply 2" of combination mulch/compost, as needed, as per owner selection. Turn on and test the irrigation system in the spring. Turn off the irrigation system in the fall.

- **Monthly Maintenance – May, June, July, August, September**

- Prune damaged branches and dead wood from trees and shrubs and trim perennials. Remove weeds and provide weed control. Check and adjust the irrigation based on weather and plant performance.



## Appendix

1. About the Roxborough Development Corporation
2. Sidewalk Planters – 2023 Planting and Watering Scope
3. Sidewalk Planters – 2023 Holiday Installation Scope
4. Parking Lot Plans with Maintenance Scope
5. Rochelle Street Traffic Island Photo

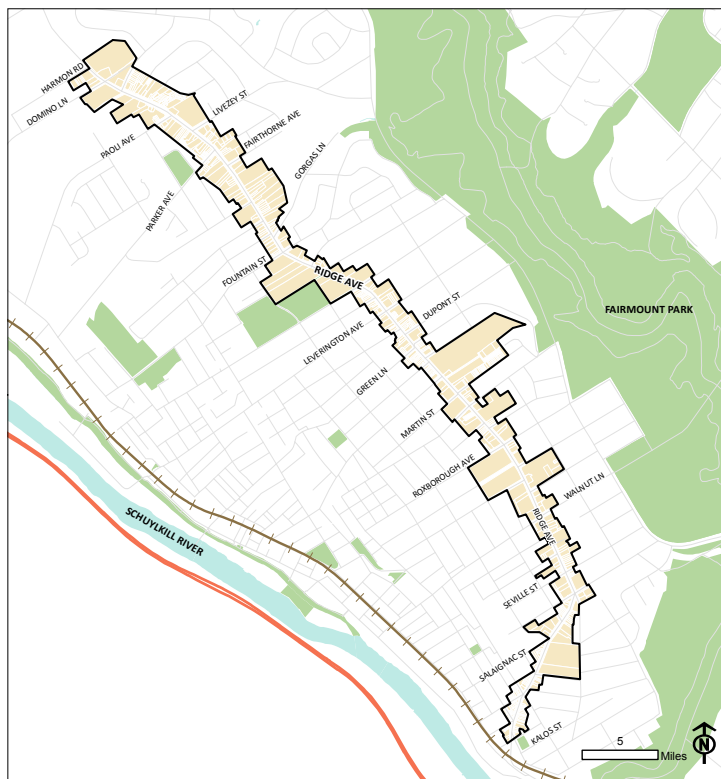


# SUMMARY

## The organization at a glance.

Ridge Avenue is the neighborhood commercial corridor for the Roxborough community. The Roxborough Development Corporation (RDC) board, volunteers, and staff have been working hard since 1992 to enhance Ridge Avenue by promoting special events, beautifying and cleaning, helping existing businesses to expand while recruiting new ones, and marketing the corridor throughout the year.

The Roxborough Business Improvement District (Roxborough BID) is one of thirteen business improvement districts in the City of Philadelphia. Since 2003, the RDC has collected a yearly assessment from property owners in the Roxborough BID to pay for and leverage additional services that benefit every BID member.



## ROXBOROUGH BID

Date Established: 2003

Type of BID: Neighborhood Improvement District

Properties: 319

Total Assessment: \$341,949

Governance: 9 Directors

Management Association: RDC

RDC Fiscal Year: July 1 to June 30

The mission of the Roxborough Development Corporation (RDC) is to provide Roxborough residents with high quality shopping, dining, and entertainment experiences.

Learn more about the RDC and the Roxborough BID at [www.roxboroughpa.com](http://www.roxboroughpa.com).

Roxborough Development Corporation							
2023 Landscaping & Maintenance							
Sidewalk Planters included in Spring/Summer Planting Scope and Watering & Maintenance Scope							
						Planter Type	
Location	Nearest Intersection	Nearest Business	Type Container	Total Containers	Total Locations	Square	Round
6216 Ridge	Ridge and Ripka	former Allstate	Square	2	1	2	
6212 Ridge	Ridge and Leverington	Ecigs International (Vape Shop)	Round	1	1		1
6200 Ridge	Ridge and Leverington	Smoke Shop, Kuts & Kolors	Square	3	1	3	
6191 Ridge, on Leverington	Ridge and Leverington	Dunkin'	Square	2	1	2	
6191 Ridge	Ridge and Leverington	Dunkin'	Square	2	1	2	
6188 Ridge	Ridge and Leverington	Michael's Water Ice	Square	3	1	3	
6177 Ridge	Ridge and Leverington	HairCO	Round	1	1		1
6162 Ridge	Ridge and Krams	Dental Solutions	Square	2	1	2	
6160 Ridge	Ridge and Krams	D'Luxe Nails	Square	2	1	2	
483 Krams	Ridge and Krams	Jack Wheeler's Hair Company	Round	1	1		1
483 Krams	Ridge and Krams	Jack Wheeler's Hair Company	Round	1	1		1
6156 Ridge	Ridge and Krams	Philadelphia Folksong Society	Round	1	1		1
6151 Ridge	Ridge and Dupont	Minas Pizza	Round	1	1		1
6147 Ridge	Ridge and Dupont	Cafe Roma Bakery	Round	1	1		1
6147 Ridge	Ridge and Dupont	Cafe Roma Bakery	Round	1	1		1
6144 Ridge	Ridge and Green	Taylor's Café	Round	1	1		1
6139 Ridge	Ridge and Dupont	Roxy Hall	Square	2	1	2	
6129 Ridge	Ridge and Green	Roma's Pizza	Round	1	1		1
6129 Ridge	Ridge and Green	Roma's Pizza	Round	1	1		1
6128 Ridge	Ridge and Green	The Vault	Square	3	1	3	
6125 Ridge	Ridge and Green	Boost Mobile	Square	2	1	2	
6122 Ridge	Ridge and Green	Greenridge Counseling	Square	3	1	3	
6121 Ridge	Ridge and Green	Nail Art Bar	Square	2	1	2	
6116 Ridge	Ridge and Green	White Yak	Round	1	1		1
6114 Ridge	Ridge and Green	Stanton Cleaners	Round	1	1		1
6100 Ridge	Ridge and Connaroe	Vacant storefront	Square	2	1	2	
6080 Ridge	Ridge and Connaroe	Tavern on Ridge (former)	Square	2	1	2	



Sidewalk Planters included in Spring/Summer Planting Scope and Watering & Maintenance Scope							
Location	Nearest Intersection	Nearest Business	Type Container	Total Containers	Total Locations	Planter Type	
						Square	Round
6075 Ridge	Ridge and Connaroe	Leverington Cemetery/7-Eleven	Square	2	1	2	
6074 Ridge	Ridge and Connaroe	Advent	Round	1	1		1
6072 Ridge	Ridge and Connaroe	K. Louise	Round	1	1		1
6068 Ridge	Ridge and Lyceum	Beauty Lab	Round	1	1		1
6060 Ridge	Ridge and Lyceum	Vybe Urgent Care	Square	3	1	3	
6053 Ridge	Ridge and Lyceum	Bob's Diner	Square	3	1	3	
6052 Ridge, on Lyceum	Ridge and Lyceum	Citizen's Bank	Square	2	1	2	
6052 Ridge	Ridge and Lyceum	Citizen's Bank	Square	3	1	3	
6051 Ridge	Ridge and Martin	Epic Church	Square	2	1	2	
6024 Ridge	Ridge and Martin	Starbucks	Square	2	1	2	
6012 Ridge	Ridge and Martin	Interact	Square	2	1	2	
6012 Ridge	Ridge and Monastery	Interact	Square	2	1	2	
6011 Ridge	Ridge and Martin	Gezellig Salon	Square	2	2	2	
6000 Ridge	Ridge and Monastery	AMY NW Middle School	Square	2	2	2	
6000 Ridge	Ridge and Gerhard	AMY NW Middle School	Square	2	2	2	
5925 Ridge	Ridge and Gerhard	Sweet Dreams Collection	Square	2	2	2	
5901 Ridge	Ridge and Roxborough	Wendy's	Square	2	1	2	
5900 Ridge	Ridge and Roxborough	Ruggiero Plante	Square	2	1	2	
5800 Ridge	Ridge and Rector	Roxborough Memorial Hospital	Square	1	1	1	
5800 Ridge, on Rector	Ridge and Rector	Roxborough Memorial Hospital	Square	1	1	1	
5800 Ridge - AKA 5735 Ridge	Ridge and Rector	Roxborough Memorial Hospital	Round	1	1		1
		<b>TOTAL</b>		<b>84</b>	<b>52</b>	<b>67</b>	<b>17</b>
				<b>Total Containers</b>	<b>Total Locations</b>	<b>Square</b>	<b>Round</b>

<b>Roxborough Development Corporation</b>					
<b>2023 Landscaping &amp; Maintenance</b>					
<b>Sidewalk Planters included in Holiday Installation Scope</b>					
<b>Location</b>	<b>Nearest Intersection</b>	<b>Nearest Business</b>	<b>Type Container</b>	<b>Total Containers</b>	<b>Total Locations</b>
6191 Ridge	Ridge and Leverington	Dunkin'	Square	2	1
6188 Ridge	Ridge and Leverington	Michael's Water Ice	Square	3	1
6162 Ridge	Ridge and Krams	Dental Solutions	Square	2	1
6160 Ridge	Ridge and Krams	D'Luxe Nails	Square	2	1
6139 Ridge	Ridge and Dupont	Roxy Hall	Square	2	1
6128 Ridge	Ridge and Green	The Vault	Square	3	1
6125 Ridge	Ridge and Green	Boost Mobile	Square	2	1
6122 Ridge	Ridge and Green	Greenridge Counseling	Square	3	1
6121 Ridge	Ridge and Green	Nail Art Bar	Square	2	1
6060 Ridge	Ridge and Lyceum	Vybe Urgent Care	Square	3	1
6053 Ridge	Ridge and Lyceum	Bob's Diner	Square	3	1
6052 Ridge	Ridge and Lyceum	Citizen's Bank	Square	3	1
5800 Ridge - AKA 5735 Ridge	Ridge and Rector	Roxborough Memorial Hospital	Round	1	1
		<b>TOTAL</b>		<b>31</b>	<b>13</b>

RIDGE AVENUE  
 LEGALLY OPEN / ON CITY PLAN  
 60' WIDE - 12'-00" W  
 NS59'0419'W



Dupont Street Parking Lot | 514 Dupont Street  
 Maintenance Scope



 **LOU BARLETTA**  
★ GOVERNOR ★  
TEXT LOU TO 81230

 **LOU BARLETTA**  
★ GOVERNOR ★  
TEXT LOU TO 81230

WISSAHICKON

