

CHICAGO ZOOLOGICAL SOCIETY

REQUEST FOR PROPOSAL (RFP) FOR

The Chicago Zoological Society is soliciting proposals to provide weekly delivery and pick of floor mats at 48 locations within the zoo.

This document outlines the Society's guidelines for your responses. The Proposal must be submitted no later than January 29, 2018. All questions and responses to the RFP must be addressed to:

Tim Chromzack
Custodial Manager/Interim Grounds Manager
Chicago Zoological Society
3300 S. Golf Road
Brookfield, Illinois 60513
708-688-8542
tim.chromzack@czs.org

Organizational Overview

The Chicago Zoological Society (CZS) is a private nonprofit organization that operates Brookfield Zoo on land owned by the Forest Preserve District of Cook County. Opened to the public in 1934, Brookfield Zoo has been a Chicago-area treasure and family destination for more than 75 years. Brookfield Zoo is the largest suburban attraction in Cook County, both in size and visitation. The 216-acre Zoo annually serves over two million visitors from the diverse Chicago metropolitan area. The zoo is open 365 days a year. On an average day, more than 11,000 people visit during the Zoo's peak attendance season in the summer months.

The Chicago Zoological Society's mission is to inspire conservation leadership by connecting people with wildlife and nature. We strive to provide people of all ages and backgrounds with opportunities to learn about and care for the natural world. When it first opened, Brookfield Zoo was considered "cutting edge" for its bar-less enclosures. One of the first zoos to employ nutritionists, pathologists, veterinarians, geneticists, endocrinologists, and behavioral specialists, we continue in a tradition of innovation.

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Project or Product Description

Floor Mat Size	Quantity of Floor Mats	Weekly unit cost of providing the mat, weekly cleaning of the mats and pickup and delivery service	Total Weekly cost
3x5	38		
4x6	74		
3x10	7		
4x12	8		
Logo mats (Four Zoo – Owned Mats)			
4x8	4		
Total mats	131		

Out of the 131 mats listed above the following will need to be a heavy duty traffic quality mat totaling 17.

- 3 - 3x5
- 12 - 4x6
- 2 - 3x10

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Specifications & Requirements/Deliverables

Contractor will pick up 131 soiled mats at 48 locations within the park and deliver clean replacement mats on a mutually agreed upon day of the week. A medium grade mat is to be provided. Contractor is to tag the mats that are delivered to the Zoo so that the Zoo can keep track of quality and condition of the mats being dropped off. The contractor will need to provide an additional 24 mats for seasonal usage (i.e. winter conditions), as directed by the Zoo. However, the weekly charge is based on the 131 mats that are deployed at the zoo. The zoo owns 4 Logo mats 4'x8' that will be included in the pickup, cleaning and delivery as part of this service.

Schematics, timeline (If applicable)

Time line will be a 5 year contract with a target start date of March 1, 2018 ending on March 1, 2023.

Delivery or set up (If applicable)

One time per week mat delivery is to be at 5:00am and the delivery truck will need to be out of the park no later than 9:00am. Delivery day of the week will be determined.

Vendor/Consultant Information

Please provide the size of your organization, the number of years you have been in the mat business and a list of references.

Required Proposal Response Format

Proposals are to be sent electronically via PDF format to Tim Chromzack at tim.chromzack@czs.org.

Deadline to Respond

January 29, 2018

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Basis for Award of Contract or Purchase Order

CZS will award the contract to the proposal which demonstrates the best combination of price and service and product reliability.

CZS Reservation of Rights

CZS reserves the right to reject any or all proposals, without explanation, to waive irregularities, and to accept a proposal, which in CZS sole judgment, is in CZS best interests.

MBE/WBE/DBE/8(a)

The Chicago Zoological Society is committed to ensuring that certified minority-owned business enterprises (MBE's), women-owned business enterprises (WBE's), disadvantaged business enterprises (DBE's), and U.S. Small Business Administration 8(a)-certified (8(a)'s) firms are afforded opportunities to compete for and participate in the Chicago Zoological Society's purchasing activities. If your company is certified as a MBE, WBE, DBE or 8(a) company, please send your current certification with your response to this RFP.

Vendor Prequalification Process and/or References

Please provide at least 3 references on your mat service.

Additional Requirements such as Vendor Presentation or Demonstration (if applicable)