

REQUEST FOR PROPOSALS (RFP)
Bioretention Island Design & Maintenance Services

North Quarter Corridor Improvement Authority (DBA Creston Corridor Improvement Authority)
Grand Rapids, Michigan

1. Overview

The North Quarter Corridor Improvement Authority (Creston Corridor Improvement Authority) is seeking proposals from qualified contractors to provide design, and seasonal maintenance of the bioretention islands located along Plainfield Avenue in Grand Rapids, Michigan.

These islands are existing green infrastructure assets designed to support **stormwater management, water quality improvement, and corridor beautification**.

The selected contractor will be responsible for maintaining and enhancing these assets in a way that is:

- Visibly consistent and well-maintained
- Environmentally appropriate
- Predictable and trackable by schedule

2. Project Background

The bioretention islands were originally constructed as part of a larger corridor improvement project incorporating:

- Stormwater infiltration systems
- Native and adaptive plantings
- Urban streetscape enhancements

Maintenance responsibility transitioned from contractor-led establishment (first 2 years) to ongoing management coordinated locally.

Following this period, maintenance has been inconsistent and, in some cases, limited to mowing. As a result:

- Original plantings have been partially lost
- Some islands may require re-establishment or preparation work
- System performance and aesthetics vary across locations

The CIA is now **seeking a formalized, transparent, and performance-based maintenance and design partner.**

Historic documentation and any available past planting plans will be shared with the selected contractor (or upon request during the proposal phase if available). The CIA may also facilitate a coordination conversation to provide additional background on past maintenance activities and site conditions.

3. Project Goals

The CIA is seeking a contractor who can:

- Maintain islands to a consistently high visual standard
- Ensure functional stormwater performance
- Improve plant health, survival, and seasonal interest
- Provide clear, trackable work schedules
- Reduce long-term maintenance inefficiencies
- Introduce thoughtful design improvements where needed

4. Scope of Work

A. Routine Maintenance

At minimum, proposals must include:

Monthly (April–October):

- Weed removal and invasive species control
- Trash and debris removal
- Inspection of plant health
 - Soil and mulch condition monitoring

Seasonal:

- Pruning and cutback (end of season)
 - Mulch replenishment and soil amendment (as needed)

Annual / As Needed:

- Sediment removal
- Replacement of dead or damaged plantings

Note: Soil and mulch needs are expected to vary by island. Contractors should describe their approach to assessing and managing these conditions rather than assuming uniform application.

B. Design & Planting Enhancements

Contractor should:

- Evaluate current plant composition and performance
 - Incorporate lessons from existing conditions (what has survived vs. failed)
- Recommend improvements based on:
 - Salt tolerance
 - Drought resistance
 - Seasonal aesthetics
 - Maintenance efficiency
- Propose updated planting plans where needed

Planting Constraints:

- Plant height and placement must maintain safe sightlines for traffic
- Taller plantings may be limited depending on location within the median
- Limit planting design to four-to-six natives.
- Final designs may require coordination with the City of Grand Rapids

C. System Functionality Oversight

Monitor drainage and infiltration performance

Identify issues with:

- Soil compaction
 - Erosion
 - Standing water
- Recommend corrective actions when needed

D. Reporting & Documentation

Contractor must provide:

- Seasonal maintenance schedule (required)
- Monthly or bi-monthly service logs
- Annual summary including:
 - Work completed
 - Issues identified
 - Recommendations

E. Site Conditions & Safety Requirements

Bioretention islands are located within a vehicular median along Plainfield Avenue.

Contractors should assume work occurs in proximity to active traffic and include appropriate safety measures, such as:

- High-visibility PPE
- Traffic cones and/or signage
- Safe work zone setup

City Coordination:

The CIA will coordinate with the City of Grand Rapids to determine whether traffic control support (e.g., cones, signage placement) can be provided and what permits or right-of-way requirements may apply.

Contractors should clearly outline their approach to working safely in this environment and any assumptions regarding traffic control responsibilities.

5. Proposal Requirements

Submissions must include:

1. Scope of Work

Detailed breakdown of services, including:

- Maintenance tasks
- Design approach
 - Any recommended site preparation or restoration work
- Optional enhancements

2. Design Approach

Planting philosophy

Examples of similar work

Optional visuals or plans

3. Work Schedule

Month-by-month breakdown of activities

Estimated hours or effort per month

Seasonal milestones

4. Cost Proposal

Provide:

- Monthly cost breakdown
- Annual total
- Labor vs. materials
- Optional/add-on costs

Proposals should be structured to align with a target annual budget of approximately \$15,000. Alternate pricing tiers may also be submitted.

5. Maintenance Plan

Frequency of visits
Task details per visit
Plant replacement strategy
Warranty/guarantees (if any)

6. Experience & Qualifications

Relevant project experience
References
Certifications (especially ecological or stormwater-related)

6. Contract Term

Initial term: 1 year
Option to renew annually based on performance and funding

6. Timeline

Milestone	Date
RFP Issued	June 18, 2026
Questions Due	July 23, 2026
Responses to Questions Issued	July 28, 2026
Proposals Due	August 3, 2026
Committee Review	August 4, 2026
Board Selection	August 20, 2026
Planting	September 2026

7. Evaluation Criteria

- ☐ Proposals will be evaluated based on:
- ☐ Clarity and completeness of proposal
- ☐ Quality of maintenance plan and schedule
- ☐ Understanding of bioretention systems
- ☐ Cost competitiveness
- ☐ Experience and references
- ☐ Design sensibility and long-term vision

8. Additional Considerations

Contractor must coordinate with the City of Grand Rapids where required
Work must comply with stormwater and public right-of-way standards
Safety and traffic awareness are required during all work

9. Submission Instructions

Proposals should be submitted electronically to:

Gregg Hampshire
Corridor Manager
Creston Corridor Improvement Authority
hello@bestincreston.com