



Request for Quote - RFQ2024-000133 - Leaf Removal

RFQ Number	RFQ2024-000133
Document Date	07/03/2024
RFQ Start Date	07/05/2024 08:00 AM
RFQ End Date	07/10/2024 12:00 PM
Time Zone	GMT-05:00 Eastern Time (Indianapolis)
Currency	USD
Buyer Contact	Hanson, Kimberley
Phone Number	+1 (330) 3752060
Email	KHanson@akronohio.gov

Line Number Item Description Memo	Spend Category	Quantity	Target Price	Amount	Response Required	Requested Delivery Date
1 2024 Leaf Removal inserts as per specs. Remove old City logo and put new logo in its place and update dates. Quantity - 85,500 flyers. Flat size - 6" x 3.5" Folded size - same Paper weight – approximately 100lbs Paper color to be one of the following- fluorescent pink, fluorescent yellow or fluorescent green with all font in black ink. The mockup of the leaf flyer post card must be sent for approval before printing. 85,000 post card flyers will need mailed by September 1st to Suwanee, GA 30024. and 500 post card flyers mailed to Kevin Miller 1436 Triplett Blvd Building One, Akron Ohio 44306. See attached 2023 artwork.	71070 Operational Supplies	0			Required	

Messages

The City receives Net 30 terms and FOB Destination to the address designated on the purchase order, unless otherwise identified on this quote below.

THIS QUOTE WILL BE HELD OPEN FOR ACCEPTANCE AND GUARANTEED FIRM FOR 30 DAYS.

TERMS: _____ FOB: _____ SHIPMENT DATE: _____

SUPPLIER NAME: _____

SUPPLIER EMAIL & PHONE: _____

SUPPLIER ADDRESS: _____

AUTHORIZED AGENT NAME: _____ DATE: _____


SIGNATURE: _____

All request for quotes MUST be submitted electronically to Purchasing@AkronOhio.gov email.

Luba Cramer
 Purchasing Agent

Steve Fricker
 Director of Finance

City of Akron 2023 LEAF REMOVAL



Beginning in October, the City of Akron will start its annual leaf removal program. Signs will be posted in your neighborhood by ward with the day of the week we will start leaf collection.

Please keep in mind that it takes multiple days to complete each ward. The schedule can change due to weather. Check for updates to the schedule on the City's website at:

<http://www.akronohio.gov/cms/LeafRemovalProgram/index.html>

1. Rake leaves into street the day before your scheduled pickup day only.
2. Rake leaves into the street no more than two feet from the curb or edge of street.
3. Remove all vehicles off the street when crews are working in your area.

Please note: parked vehicles left on the street, while crews are working, are subject to be towed/fined.

2023 LEAF REMOVAL SCHEDULE

Ward 5 . . . Monday, Oct. 30	Ward 8 . . . Thursday, Nov. 16
Ward 3 . . . Wednesday, Nov. 1	Ward 2 . . . Saturday, Nov. 25
Ward 6 . . . Friday, Nov. 3	Ward 1 . . . Wednesday, Nov. 29
Ward 10 . . . Tuesday, Nov. 7	Ward 7 . . . Saturday, Dec. 2
Ward 4 . . . Friday, Nov. 10	Ward 9 . . . Wednesday, Dec. 6

LEAF REMOVAL INFORMATION:



DIAL 3-1-1
OR 330-375-2311
www.akronohio.gov





TO OUR STREET CLEANING CUSTOMERS

★ ★ ★ PLEASE REMEMBER ★ ★ ★



Do you have leaves before or after your collection date?

1. You can bag leaves and call 311 to schedule bulk pickups with the Sanitation Division (3 per year).
2. You can rake leaves to the edge of the street, NOT into the street, and call 311 to request your leaves be picked up. Weather permitting, after one round of Citywide leaf removal has been completed, leaf crews will work to complete as many 311 requests as possible before winter.



- ✿ **DO NOT place branches and other debris in the pile, they will not be picked up (leaves only).**
- ✿ **DO NOT allow children to play in leaves on or near the street.**
- ✿ **DO NOT bag leaves unless you have called 311 to arrange for one of your (3) three Sanitation bulk pickups.**
- ✿ **DO NOT rake leaves into the street after leaves have been removed or you will be subject to a fine.**
- ✿ **DO NOT park on leaves.**

