



**REQUEST FOR PROPOSAL (RFP)  
FY 2027**

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**PROJECT:** LOCAL DEVELOPMENT COUNCIL (LDC) ROADSIDE BEAUTIFICATION

**PROPOSAL DUE DATE / DEADLINE:** APRIL 23, 2026, at 5:00 PM EDT

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**I. SUMMARY STATEMENT**

This Project consists of litter pick-up, planting, maintenance of landscaped parcels, and mowing of designated areas within a three-mile radius of Live! Casino & Hotel in Anne Arundel County, MD. All litter and grass clippings shall be bagged, removed, and disposed of by the selected vendor.

Duration of contract and project period shall be from **July 1, 2026, to June 30, 2027.**

This is an exclusive contract. All work must be performed in the designated areas.

The Project, for which this Request for Proposal is intended, is conditioned on the award of Local Development Council (“LDC”) grant funds and only upon written agreement with the granting authority. No contract or obligation is created with the acceptance, solicitation, or consideration of this proposal.

Membership in the BWI Business Partnership, Inc. (“the Partnership”) is NOT A GUARANTEE of a favorable award. Any promise or assurance made by any current or past Director, Officer, or employee of the Partnership regardless of the receipt of any gift or benefit, to the contrary is strictly prohibited and of no binding effect.

**II. ISSUING ENTITY and PROCUREMENT OFFICER (PO)**

**BWI Business Partnership, Inc.**  
1306 Concourse Drive, Suite 215  
Linthicum Heights, MD 21090  
Telephone: (410) 859-1000 ext. 213

**Procurement Officer (PO): Lauren Garrett**  
Community Grants Manager  
Email: [lgarrett@bwipartner.org](mailto:lgarrett@bwipartner.org)

### III. PROPOSAL DUE DATE

Proposals must be emailed to Lauren Garrett ([lgarrett@bwipartner.org](mailto:lgarrett@bwipartner.org)), and carbon copied (cc) to Gina Stewart ([gstewart@bwipartner.org](mailto:gstewart@bwipartner.org)), President, on or before April 23, 2026 at 5:00 PM EDT. **No proposals will be accepted after April 23, 2026, at 5:00 PM EDT.**

**Questions** regarding this project must be submitted to and received by the PO in writing via email at least five (5) business days (Thursday, April 16, 2026) before the RFP deadline. **Potential service providers are responsible for assuring that the final version of their proposals is received before the deadline on April 23, 2026, at 5:00 PM EDT.**

### IV. DURATION OF PROPOSAL OFFER

Prices and scope of services submitted in response to this RFP are **irrevocable for ninety (90) days after April 23, 2026** (Wednesday, July 22, 2026). Once an RFP is accepted, all prices, terms, and conditions shall remain unchanged throughout the project period, unless the approved grant amount is changed by the LDC.

### V. GENERAL TERMS & CONDITIONS

#### 1. Termination for Non-Appropriation

If funds are not appropriated to commence the project or otherwise made available to support its continuation at any time during the project period, the awarded contract shall be terminated automatically as of the beginning of the month for which funds are not available. The potential service provider may not recover anticipatory profits or costs incurred after such termination.

#### 2. Maryland Law Prevails

The law of Maryland shall govern the interpretation and enforcement of the awarded contract. Pending resolution of a dispute, the potential service provider shall continue to perform services under the awarded contract, unless otherwise directed by the PO.

#### 3. Amendments

The awarded contract may be amended only with the written consent of the contract awardee and the Partnership.

#### 4. Termination for Default

The Partnership may terminate the awarded contract by giving the potential service provider a written notice of termination if the potential service provider does not fulfill obligations under the awarded contract or if the potential service provider violates any provision of the awarded contract. Termination under this paragraph does not relieve the potential service provider from liability for any damage caused to the Partnership.

#### 5. Termination for Convenience

The Partnership may terminate the awarded contract, in whole or in part, without cause, by providing 60 days' written notice to the service provider. The Partnership will cover all reasonable costs incurred up to the termination date and any direct termination costs. However, anticipatory profits not earned by that termination date will not be reimbursed.

## VI. SCOPE OF POTENTIAL SERVICE PROVIDER SERVICES

### 1. Litter and Debris Management Services Scope and Hours

Pick-up, removal, and disposal of litter and other undesirable or objectionable-appearing debris, including removal of real estate and marketing signs in the Service Areas (a maximum of Six Thousand One Hundred Eighty of [6,180] hours) for the whole FY 2027 year. The Service Areas & Map are attached hereto as Appendices “A” & “B”, respectively.

### 2. Coordination and Notification for Removal of Debris, Hazardous Materials, and Large Objects

Recording and communicating with appropriate authorities (e.g. State Highway Administration) for the removal of debris, large objects, hazardous materials, and other undesirable items (e.g., tires, tire parts, lumber, car parts, metal junk, etc.).

### 3. Flower Bed Maintenance Services

Perform Flower Bed Maintenance on twenty (20) specified flower beds along Arundel Mills Boulevard. Work on each flower bed shall include, but is not limited to:

- A. Planting of twenty-two (22) flats of seasonal flowers during the fall and spring.
- B. Regular maintenance of twenty (20) flowerbeds along Arundel Mills Blvd. to include:
  - i. Include mulching in both the fall and spring.
  - ii. Weeding twelve (12) times or as needed.
  - iii. Shrub trimming seven (7) times to maintain shape and appearance.
  - iv. Watering thirty-five (35) times as needed and based on weather conditions.

### 4. Tree Upkeep and Seasonal Maintenance

Upkeep of trees along Arundel Mills Boulevard median during the spring and fall seasons, including pruning, mulching, and dumping of pruned tree parts.

### 5. Fertilization and Weed-Control Services

Fertilization and weed control of the Arundel Mills median, including but not limited to the application of Pre-emergent in March 2027 and Weed & Feed in June 2027.

### 6. Grass Mowing and Monthly Trimming

Grass mowing (24 cuts from April through November) and trimming of the areas designated below (Service Areas) which are prone to weed growth at least once a month.

### 7. Work Schedule Requirement

Work must be completed within daylight hours and non-rush hour times.

### 8. Agency Coordination and Permit Management Responsibilities

The potential service provider will be responsible for communication with all appropriate State and County agencies, as well as retaining all appropriate permits to do the work.

### 9. Weekly Performance Documentation

Each week, the potential service provider must provide proof of performance, which shall consist of pictures with titles consistent with their respective service areas serviced; and a report with the following information:

- A. areas serviced
- B. actual hours of work
- C. number of bags of trash collected, and
- D. any lawn maintenance and/or additional landscaping work performed.

### 10. Safety Management, Compliance, and Supervision Requirements

The potential service provider shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the services. The potential service provider shall comply with all applicable laws and regulations of any public body having jurisdiction for the safety of persons or property or to protect them from damage, injury, or loss; and shall erect and maintain all necessary safeguards for such safety and protection.

### 11. High-Visibility Apparel Requirement

The potential service provider's crews will be responsible for wearing appropriate 'high visibility' clothing, such as orange/yellow reflective vests, shirts, overalls, or jackets when performing pick-up operations. The potential service provider will purchase safety vests with the LDC logo, with a budget up to \$1,800 to be reimbursed by the grant funds.

### 12. Liability Assumption and Hold-Harmless Clause

The potential service provider will assume all liability for its crew, employees, or agents and hold harmless the Partnership, the BWI Community Development Foundation, Inc., Arundel Community Development Services, the LDC, and Anne Arundel County.

### 13. Mandatory Insurance Coverage Requirements

The potential service provider will be required to carry all the appropriate insurance, including and not limited to third party legal liability insurance necessary to cover claims arising from the potential service provider's operations under the awarded contract that may cause damage to the person and/or property of third parties. The insurance shall be kept in full force and effect until the end of the project period.

- A. **Insurance Rating and Policy Provision Requirements:** The potential service provider must purchase and maintain insurance with a current A.M. Best's rating of no less than A- or better or an equivalent rating from a recognized rating agency. The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions in accordance with the requirements of the grant, including:
  - i. **Minimum Coverage Requirements for Commercial General Liability Insurance:** Commercial general liability with minimum limits of coverage at \$1,000,000 Each Occurrence (Bodily Injury or Property Damage), \$2,000,000 General Aggregate that applies on a per occurrence basis, \$2,000,000 Products/Completed Operations Aggregate and \$1,000,000 Per Person or Organization (Personal and Advertising Injury);

- ii. **Automobile Liability Insurance Requirements:** Automobile liability insurance with at least \$1,000,000 combined single limit coverage to include owned, non-owned and hired automobiles and in compliance with and as required by the laws of Maryland; and
- iii. **Worker’s Compensation and Employee Liability Insurance Requirements:** Worker's compensation statutory benefits as required by the laws of the State of Maryland and employee's liability coverage with limits of at least \$100,000 each accident, \$100,000 employee disease, and \$500,000 disease policy limits, and as required by the laws of Maryland.
- iv. **Insurance Certificate and Additional Insured Requirements:** The potential service provider shall furnish the Partnership with the insurance certificate, evidencing the type, amount, class of operations and effective dates and dates of expiration of the insurance policies required, including a waiver of subrogation. The waiver of subrogation shall read: *“The BWI Business Partnership, BWI Community Development Foundation, Anne Arundel County, Maryland and officers, agents, and employees, are additional insureds with respect to the general liability and auto liability policies as required by written contract. Coverage is primary & non-contributory, a waiver of subrogation in favor of the additional insured is included on the general liability and auto liability policies.”* The Partnership and its officers, agents, and employees shall be named as an additional insured in all insurance policies as required by the awarded contract. Additional insured status must remain in effect for the term of the awarded contract. The certificates will provide that the Partnership be given at least ninety (90) days’ written notice prior to any cancellation, intention not to renew, or material change in coverage. The certificates shall be mailed to: The BWI Business Partnership, Inc., 1306 Concourse Drive, Suite 215, Linthicum Heights, MD 21090.
- v. **Insurance Obligations and Liability Disclaimer:** Providing any insurance required herein shall not relieve the potential service provider of any of the responsibilities or obligations assumed by the potential service provider in this agreement or for which the Service Provider may be liable by law or otherwise. Failure to provide and continue in force insurance as required herein may be deemed to be a material breach of the awarded contract and may result in the termination of the awarded contract.

#### 14. Cost Proposal and Expense Inclusion

All normally anticipated expenses and materials which are related to the provision of the services must be included within the cost proposal.

### VII. PAYMENT

Payment to the potential service provider to whom the contract is awarded shall be made upon receipt and availability of grant funds, for a period not exceeding forty-five (45) days from the date the Partnership receives the monthly invoice submitted by the potential service provider.

## VIII. PROPOSAL & BID CONTENT

The Partnership is not responsible for any expenses which the potential service provider may incur in preparing and submitting the proposals called for in this RFP. By submitting a proposal, the potential service provider certifies that it fully read this RFP, comprehends the RFP, and has full knowledge of the scope, nature, and quality of work to be performed as outlined in this RFP.

Consistent with the requirements contained in this RFP, **the potential service provider is to provide a statement that it proposes to meet or exceed all the requirements of this RFP in its entirety.** A potential service provider's response to this RFP shall include the following information:

### 1. Previous Experience of the potential service provider

Submit evidence of the previous experience and ability of the team demonstrating the ability to successfully complete a project of this type. Specifically, the evidence should address the following areas.

- A. State experience, relevant dates, background, and knowledge of the potential service provider in providing shuttle services.
- B. Submit documentation of previously performed shuttle services of similar scope of this size and magnitude.
- C. Provide a list of at least two (2) prior clients where services similar to the ones identified in this RFP were provided. Provide a contact person name, title, daytime telephone number, and e-mail address.

### 2. U.S. Small Business Administration or Maryland Certification

The potential service provider must include its certification number if the potential service provider has any of the following certifications from the US Small Business Administration (SBA) or the State of Maryland:

- A. Small Disadvantaged Business (SDB) Certification.
- B. Women Owned Small Business (WOSB) Certification.
- C. Economically Disadvantaged WOSB Certification (EDWOSB).
- D. Minority Business Enterprise (MBE) Certification.

### 3. Price Proposal

The potential service provider must submit a proposal with an itemized price breakdown and the total lump sum for providing the services described in the Scope of Services. All normally anticipated expenses, materials and subcontractor costs which are related to the provision of the services must be included within the lump sum proposal. We will not reimburse any costs associated with the process of submitting a response to this RFP.

The itemized price breakdown must include, at the minimum, the following services:

- A. Hourly rate for litter, signs/sticks pick-up and other attendant services, in all service areas and the maximum cost for the entire Project period.
- B. Flower bed planting/maintenance of twenty (20) flower beds during the spring and fall Seasons, including but not limited to, the cost of flowers & planting, shrub trimming, mulching, weeding, and watering.
- C. Pruning and mulching of tree/s along median of Arundel Mills Blvd in the spring and fall.
- D. Fertilization and weed control of grass along Arundel Mills Blvd., including but not limited to, application of Pre-emergent on or about March 2027 and Weed & Feed on or about June 2027.
- E. Grass mowing (24 cuts) and trimming of areas (preferably Wednesdays and Thursdays) within a three-mile radius of Live! Casino & Hotel, specified in Appendix “A”, including but not limited to:
  - i. **Arundel Mills Boulevard (AMB)**
    - a. At the median from Dorsey Road to and around the circle at the Route 295 ramps;
    - b. The area around the two large flower beds at the AMB and Route 100 East ramp to where the Route 100 East (exit 10 B) ends;
    - c. The area just past Men’s Warehouse, adjacent to a pond and the roadway exiting from the Walmart parking lot, between Arundel Mills Circle and Somerton Court;
  - ii. **Route 713**
    - a. The large field across from Wells Fargo Bank (adjacent to Teague Road);
    - b. Weeding the median;
  - iii. **Clark Road and Watts Avenue**

The itemized price breakdown will also be used to establish a cost for additional services that may be requested by Arundel Community Development Services (ACDS).

## IX. RFP SELECTION AND PROCESS

### 1. RFP Evaluation and Selection Process

Proposals in response to this RFP will be evaluated by the Partnership staff and the BWI Community Development Foundation Board of Trustees. Interviews may be held with one or more potential service providers to clarify a proposal. The Partnership reserves the right to conduct pre-award discussion and negotiations with any or all responsive potential service providers who submit proposals determined to be reasonably acceptable of being selected.

## **2. RFP Rejection and Negotiation Rights**

Proposals determined to be unresponsive may be disregarded at the sole discretion of the Partnership. The Partnership reserves the right to reject any or all proposals and to waive informalities or irregularities in any proposal as may be determined in its sole discretion and to negotiate in any manner necessary to best serve its interest. The Partnership further reserves the right to seek new price proposals when such a procedure is reasonable in the best interest of the Partnership to do so.

## **3. RFP Selection Criteria and Service Providers**

The Partnership will not necessarily select the potential service provider with the lowest price proposal. It will be in the sole discretion of the Partnership to determine which potential service provider will provide the best value for services.

**APPENDIX A**  
**SERVICE AREAS – SPECIFICATIONS**  
**Date: July 1, 2026**

**Service Areas (Within a 3-mile radius of Live! Casino & Hotel)**

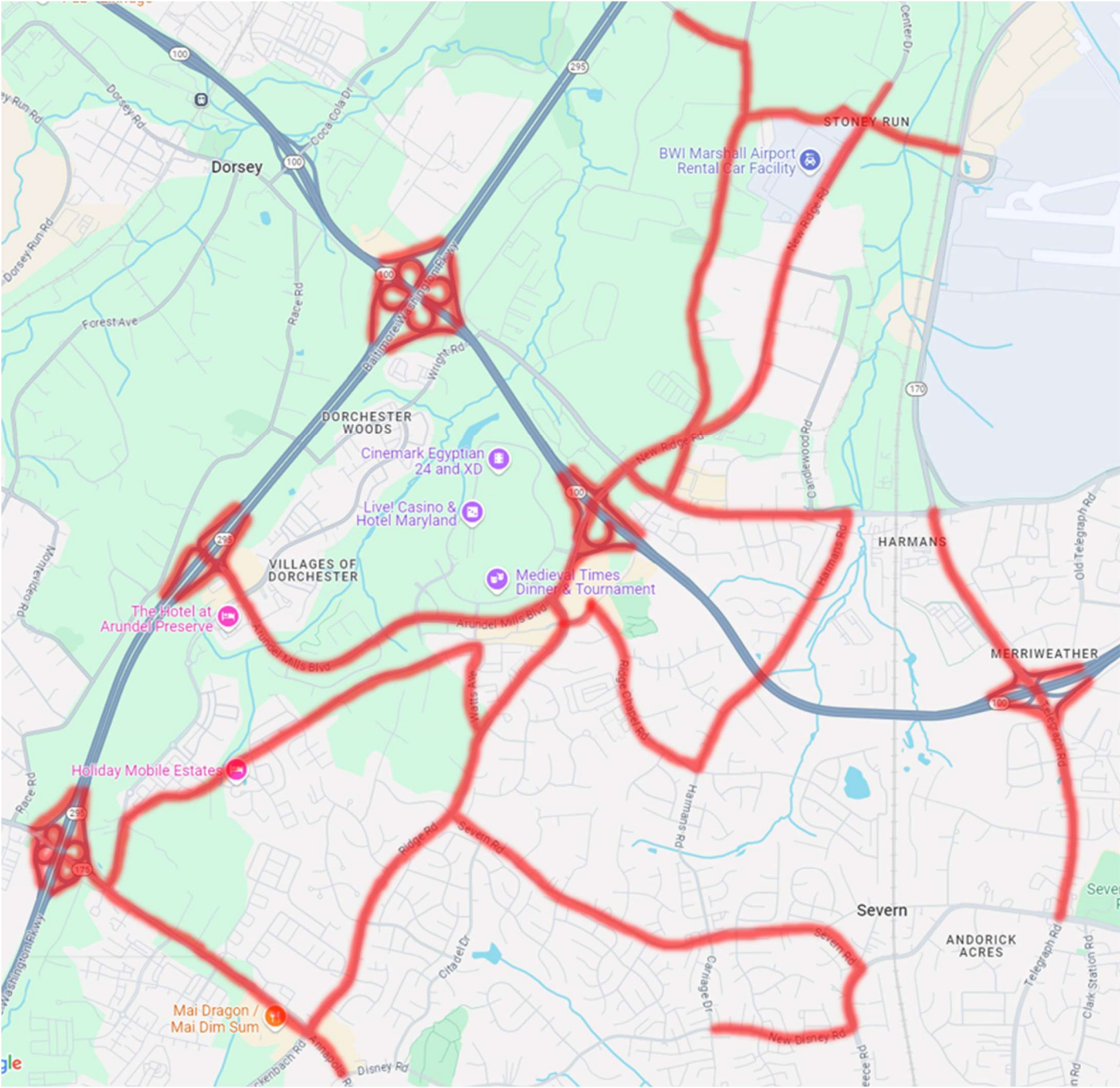
| AREA                                       | LITTER PICK-UP AND<br>STICK SIGNS REMOVAL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | LAWN CARE                                                                                                                                                                                                                                                                                                                                                                               | ADDITIONAL<br>LANDSCAPING                                                          |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| <b>Arundel Mills<br/>Boulevard medians</b> | Arundel Mills Blvd (AMB) turns into New Ridge Rd & MD-758 Corporate Center Dr): From MD-295 to Stoney Run Road <ul style="list-style-type: none"> <li>• Ramps Included:               <ul style="list-style-type: none"> <li>I. MD-295 ramps:                   <ul style="list-style-type: none"> <li>a. AMB ramp to 295 N</li> <li>b. 295 S ramp to AMB</li> <li>c. AMB ramp to 295 S</li> <li>d. 295 N ramp to AMB</li> </ul> </li> <li>II. MD-100 ramps                   <ul style="list-style-type: none"> <li>a. AMB ramp to 100 E</li> <li>b. 100 W ramp to AMB Exit 10</li> <li>c. AMB ramp to 100 W</li> <li>d. 100 E ramp to AMB Exit 10A</li> <li>e. 100 E ramp to AMB Exit 10B</li> </ul> </li> </ul> </li> </ul> | Grass mowing and trimming at the median from Dorsey Road to the circle at the Route 295 ramps; the area around the two large flower beds at the AMB and Route 100 East ramp to where the Route 100 East (exit 10 B) ends; the area just past Men’s Warehouse, adjacent to a pond and the roadway exiting from the Walmart parking lot, between Arundel Mills Circle and Somerton Court. | Flower bed planting & maintenance (watering and weeding). Tree pruning & mulching. |
| <b>Route 713</b>                           | <ul style="list-style-type: none"> <li>• From AMB to MD-175</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Grass mowing and trimming at the field adjacent to Teague Rd. across from the Wells Fargo Bank; additional median weed trimming.                                                                                                                                                                                                                                                        | N/A                                                                                |
| <b>Milestone Parkway</b>                   | <ul style="list-style-type: none"> <li>• From MD 175 to Clark Rd.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | N/A                                                                                                                                                                                                                                                                                                                                                                                     | N/A                                                                                |
| <b>Clark Road and<br/>Watts Avenue</b>     | <ul style="list-style-type: none"> <li>• Clark Road and Watts Avenue.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Grass mowing/ and trimming.                                                                                                                                                                                                                                                                                                                                                             | N/A                                                                                |
| <b>Stoney Run Road</b>                     | <ul style="list-style-type: none"> <li>• From New Ridge Road to Ridge Road</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | N/A                                                                                                                                                                                                                                                                                                                                                                                     | N/A                                                                                |
| <b>Dorsey Road</b>                         | <ul style="list-style-type: none"> <li>• From Harmans Road to MD-170</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | N/A                                                                                                                                                                                                                                                                                                                                                                                     | N/A                                                                                |

*Continued on the following page.*

| AREA                                                                 | LITTER PICK-UP AND<br>STICK SIGNS REMOVAL                                                                                                                                                                                                                                                                     | LAWN CARE | ADDITIONAL<br>LANDSCAPING |
|----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---------------------------|
| <b>Route 175 medians<br/>and Route 295 North<br/>and South Ramps</b> | a. Route 175: from Disney Road to MD-295<br>b. Ramps Included:<br>c. 175 W ramp to 295 S<br>d. 175 W ramp to 295 N<br>e. 175 E ramp to 295 S<br>f. 175 E ramp to 295 N<br>g. 295 N ramp to 175 E (currently under construction)<br>h. 295 N ramp to 175 W<br>i. 295 S ramp to 175 E<br>j. 295 S ramp to 175 W | N/A       | N/A                       |
| <b>Route 170 &amp; its<br/>ramps</b>                                 | <ul style="list-style-type: none"> <li>• From Dorsey Road to Reece Road</li> <li>• MD-100 Ramps Included (4)</li> </ul>                                                                                                                                                                                       | N/A       | N/A                       |
| <b>Harmans Road</b>                                                  | <ul style="list-style-type: none"> <li>• From Dorsey Road to Ridge Chapel Road</li> </ul>                                                                                                                                                                                                                     | N/A       | N/A                       |
| <b>Ridge Chapel Road</b>                                             | <ul style="list-style-type: none"> <li>• From Harmans Road to Teague Road</li> </ul>                                                                                                                                                                                                                          | N/A       | N/A                       |
| <b>Teague Road</b>                                                   | <ul style="list-style-type: none"> <li>• From Ridge Chapel Rod to MD-713</li> </ul>                                                                                                                                                                                                                           | N/A       | N/A                       |
| <b>Ridge Road and New<br/>Ridge Road</b>                             | <ul style="list-style-type: none"> <li>• From Dorsey Road to Hanover Road</li> </ul>                                                                                                                                                                                                                          | N/A       | N/A                       |
| <b>Hanover Road</b>                                                  | <ul style="list-style-type: none"> <li>• From Ridge Road to Preston Gateway Drive</li> </ul>                                                                                                                                                                                                                  | N/A       | N/A                       |
| <b>Old Dorsey Road</b>                                               | <ul style="list-style-type: none"> <li>• From Harmans Road to Dorsey Road</li> </ul>                                                                                                                                                                                                                          | N/A       | N/A                       |
| <b>New Disney Road</b>                                               | <ul style="list-style-type: none"> <li>• From Reece Road to MD 175</li> </ul>                                                                                                                                                                                                                                 | N/A       | N/A                       |
| <b>Reece Road</b>                                                    | <ul style="list-style-type: none"> <li>• From New Disney Road to Severn Road</li> </ul>                                                                                                                                                                                                                       | N/A       | N/A                       |
| <b>Severn Road</b>                                                   | <ul style="list-style-type: none"> <li>• From Reece Road to MD-713</li> </ul>                                                                                                                                                                                                                                 | N/A       | N/A                       |
| <b>Route 295 &amp; 100<br/>ramps</b>                                 | a. 295 N ramp to 100 E<br>b. 295 N ramp to 100 W<br>c. 295 S ramp to 100 E<br>d. 295 S ramp to 100 W<br>e. 100 W ramp to 295 N<br>f. 100 W ramp to 295 S<br>g. 100 E ramp to 295 N<br>h. 100 E ramp to 295 S                                                                                                  | N/A       | N/A                       |

*Continued on the following page.*

Map of the Litter Pick-Up Service Areas:



### APPENDIX B MAP OF 3-MILE RADIUS SERVICE AREA

