



Cover Sheet for Request for Proposal
RFP #2024-08 Park Mowing Services

If you are submitting a Response to a Request for Proposal, please utilize our [online portal](#).

CITY OF RENO
Purchasing Division
P.O. Box 1900
Reno, NV 89505
(775) 326-6658
(775) 334-2409 fax
woodm@reno.gov

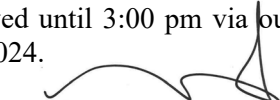


Date: 12/19/2023

Request for Proposal No.
2024-08
THIS IS NOT AN ORDER

INVITATION AND ADVERTISED REQUEST FOR PROPOSAL

Sealed RFPs will be received until 3:00 pm via our [online portal](#) on 1/16/2024. Said RFPs shall be opened no earlier than 3:05 pm 1/16/2024.



Marcie Wood, Management Assistant - Purchasing

The City of Reno is currently accepting sealed proposals for Park Mowing Services. It is the express intent of this RFP solicitation to award to the lowest responsive, responsible Proposer(s) to provide services to the City of Reno. If the Proposer proposes to provide services other than specified so as to make it conform to performance standards, a complete and detailed description must be included as part of the RFP showing each proposed modification. All deviations from the specified scope of services must be completely described. Attach more sheets and label appropriately if needed. The City of Reno shall determine if any information submitted shall be deemed necessary to the successful completion of the project within "NO SUBSTITUTIONS" category.

This solicitation is made in compliance with Nevada Revised Statute §332. Any appeal and or protest shall be in conformance with §332.068 and the protest requirements stated in this RFP.

Questions regarding the Request for Proposal shall be submitted via the [online portal](#) under the Questions Tab.

Per the attached Terms, Conditions, and Requirements

Firm Name Reno Green Landscaping, LLC
Address 190 Woodland Ave
City Reno
State NV Zip 89523
Telephone 775-852-8952
Fax 775-852-8957
E-Mail adelrosario@renogreen.com

In compliance with this Request for Proposal and subject to all Terms and Conditions thereof, the undersigned offers and agrees, if Proposal is accepted, to furnish any or all of the items or services listed herein at the fees and terms stated. I also acknowledge receipt of 34 pages of this Request for Proposal.


Signature 
Print Name Ashley Del Rosario
Print Title Manager of Sales

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REQUEST FOR PROPOSAL PROCESS AND RULES

1. Request for Proposal Schedule

Schedule of Events	Date
RFP Released	12/19/2023
Mandatory Pre-Bid Meeting	1/4/2024 8:30 am
Last Day to Submit Questions	1/4/2024 5:00 pm
All Addendums to be Posted to reno.gov by	1/8/2024 5:00 pm
Sealed Proposals Due to City of Reno	1/16/2024 3:00 pm
Proposed Award Date by City Council	2/14/2024
Implementation	April 2024

The City of Reno reserves the right to modify this schedule at the City's discretion. Notification of changes in the Request for Proposal, due date, and deadline for questions will be posted on the City website at reno.gov and our [online portal](#) or as otherwise stated herein. Changes in any other anticipated dates will not be released unless deemed necessary at the sole discretion of the City.

Description of Scheduled Events

Mandatory Pre-Bid Meeting – There will be a mandatory pre-bid meeting at the Park Maintenance Office, 2055 Idlewild Dr, Reno on 1/4/2024 at 8:30 am. Responders are strongly encouraged to view the sites on their own prior to the meeting as there will NOT be guided tour. Staff will go over written questions at this time and any changes/addendums will be posted on our [online portal](#) no later than 5:00 pm local time on 1/8/2024.

Deadline For Questions – The deadline for any questions concerning the Request for Proposal is 1/4/2024 at 5:00 pm local time. Any questions submitted after the deadline will not be responded to.

All Addendums to be Posted by – All addendums to the Request for Proposal shall be posted to the City's [online portal](#) no later than 5:00 pm local time on 1/8/2024. All proposals submitted for this Request for Proposal **must** have all addendums attached and acknowledged. Any proposal that does not include the addendums will be rejected.

Sealed Proposal Due to City – The due date for the sealed Request for Proposal response is 1/16/2024 at 3:00 pm local time and must be submitted via our [online portal](#). All proposals received after the date and time set for receipt shall be disqualified from consideration and thus deemed rejected.

2. Questions/ Clarifications

Questions regarding the Request for Proposal shall be submitted via the [online portal](#) under the Questions Tab. Questions should be submitted in accordance with the Request for Proposal Schedule. If any questions or responses require revision to this solicitation as originally published, such revisions will be by formal addendum only. If the solicitation includes a contact person for technical information, any oral or written representations made by this, or any person shall not be relied upon unless subsequently ratified by a written addendum to this solicitation issued by the City. To determine whether any representations made require an addendum be issued, please contact Marcie Wood, Management Assistant - Purchasing, at (775) 326-6658.

It is the City's intent to allow submitters sufficient time to submit questions and seek clarification on the RFP.

All responses to inquiries will be electronic and will be provided to all prospective submitters who have downloaded the RFP from our [online portal](#) based on the Proposal Schedule to ensure that the answers can be sent and received by the prospective submitters for their consideration prior to the date submissions are due.

3. Addendums

All addendums to this Request for Proposal shall be issued by the City of Reno in writing. Material changes affecting the material or the Proposer's cost estimate shall have no standing with the City of Reno if not sanctioned by written addendum.

4. Exceptions

A Proposer who believes RFP specifications are unnecessarily restrictive or limit competition may submit such on the Exceptions page of this RFP documents. All Exceptions will be considered in the RFP evaluation.

The City of Reno will promptly respond in writing to each written objection and where appropriate, issue all revisions, substitutions, or clarifications via addenda. Objections of technical or contractual requirements shall include the reason for the objections, supported by documented factual information and any proposed changes to the requirements.

5. Request for Proposal Receipt and Opening Time

The City of Reno is limiting social interactions. Therefore, at this time, this RFP proposal must be received via our [online portal](#) no later than 3:00 pm, 1/16/2024.

Late RFPs shall be disqualified from consideration.

6. Preparation of RFP

Proposer shall examine all specifications, specific instructions, and terms and conditions of the Request for Proposal. Failure to do so will be at Proposer's risk.

Any addenda issued shall forthwith become an integral part of the RFP. Proposer shall be required to acknowledge receipt of the same by signing and returning the addenda with the original RFP document.

Proposer shall furnish the required information typed or written in ink.

The person signing the RFP must initial erasures or other changes in ink.

In the space provided, a duly authorized representative of the RFP firm shall sign the RFP document.

Proposer shall proofread RFP carefully for errors.

Prices quoted shall be F.O.B. destination within the Reno/Sparks general area and shall be inclusive of all costs and exclusive of Federal and State taxes.

In the event of a difference between a unit price and the extended price, the unit price shall govern.

Technical specifications contained herein shall be considered “optimum”. However, a Proposer deviating from the specifications must specify in the exception section any and all exceptions. Failure to note exceptions shall be interpreted to convey that the Proposer shall propose to perform in the manner described and/or specified in this RFP solicitation. Alternate RFP proposals shall be considered provided said alternate (s) are fully described and accompanied by brochures, literature specifications or a combination thereof. The City’s decision with respect to equivalents shall be final.

7. Submission of Request for Proposal

Proposer shall sign and return the ENTIRE RFP DOCUMENT.

The City of Reno is limiting social interactions. Therefore, at this time, this RFP proposal must be received via our [online portal](#) no later than 3:00 pm, 1/16/2024.

The City will only accept submissions via our [online portal](#).

Prices offered shall **only** be considered if they are provided in the appropriate space(s) on the RFP schedule. For consideration, any additions or deductions to the RFP prices offered must be shown under the exception section of the RFP. Extraneous numbers, prices, comments, etc. appearing elsewhere on their RFP shall be deemed to have no effect on the prices offered in the designated locations.

The City of Reno shall provide a copy of the RFP results to those Proposers requesting such.

8. Late RFP

A RFP received after the receiving time specified shall be rejected.

9. Withdrawal of RFP

A RFP may be withdrawn by written notice, provided such a notice is received prior to the date and time set for the RFP opening.

A request for withdrawal of RFP received after the scheduled RFP opening will not be considered.

10. Joinder Provision

In accordance with the provisions of NRS §332.195, certain other public entities may participate in this joinder procedure for agreements unless otherwise stipulated under the exceptions section of this RFP. Other local governmental agencies may join in a resultant award from this Request for Proposal with the permission of the successful Proposer and the City of Reno.

Any joinder entity shall have all the rights as stipulated for the required services in accordance with the procedures of the Accounting and Purchasing Departments of the public entities involved.

Within the scope of this Request for Proposal, the City of Reno shall be held harmless in any and all transactions between the Proposer and the other participating governmental entities.

The Proposer shall acknowledge the joinder process and shall acknowledge the City of Reno as the situs of the RFP procedure.

11. Specifications

Please see the Scope and Requirements Sheet., Attachment A

12. Specification Restrictions

The herein contained technical information shall in no manner be construed as restrictive as to the manufacturer, process or point of origin. References appearing restrictive shall be deemed inadvertent or employed as a descriptive device to delineate as to the quality, or configuration.

Offers made as an alternate to those specified shall be given consideration in the RFP evaluation process PROVIDED said alternatives shall be fully described using brochures, specifications, literature, or any combination thereof, accompanying and deemed an integral portion of the Proposer's response.

The City of Reno shall solely determine the acceptability of all offerings.

13. Exceptions to Specifications

Utilizing space provided on the RFP Schedule, Proposers shall note any and all exceptions to the specifications and/or terms and conditions contained herein. Submittal of a specification sheet alone shall not be considered sufficient notification of exceptions.

Failure to note exceptions on the RFP Schedule shall be interpreted that the Proposer will perform in the manner described and /or specified in this Request for Proposal.

The City of Reno reserves the right to accept or reject any and all alternatives or exceptions offered, based solely on the value of said alternatives or exceptions to the City of Reno.

14. References

In the space provided in this RFP, Proposers shall provide verifiable references for **Park Mowing Services, RFP # 2024-08** as specified in this Request for Proposal.

For the references listed, please give the following information:

Name of entity

Name, phone number and contact person within the above listed organization

Type of product/service provided

Failure to provide references may result in rejection of the Proposer's response

15. Guarantee/Warranty

The successful Proposer shall agree to replace and or redo, at no cost to the City of Reno, any products or services purchased as a result of award of this Request for Proposal, if that product/service is deemed unacceptable for any reason resulting from deviations from the specifications contained herein, or as a result of improper procedures, and/or improper handling by the successful Proposer.

In the space provided on the RFP Schedule, Proposer shall provide the nature and limitations of the guarantee/warranty that shall apply to **Park Mowing Services, RFP # 2024-08**.

16. Tax Exemption

The City of Reno is a tax exempt public entity and is not generally subject to federal excise, state, or local taxes. The City is specifically limited in its payment of sales tax per NRS §372.325. No additional taxes may be added or "passed through" as a result of any agreement.

17. Pricing

In the space provided on the RFP forms, Proposers shall provide prices for **Park Mowing Services, RFP # 2024-08**.

Pricing shall be inclusive of ALL COSTS such as per diem, travel time, hotel costs and all other expenses relating to the service provided.

Prices shall be exclusive of all Federal and State of Nevada sales, use and/or excise taxes.

18. Discount and Payment Terms

Prompt payment discounts and payment terms shall not be considered in recommending the RFP award if less than twenty (20) days.

The City of Reno normal payment terms are “Net 30 days”. If the Proposer wishes to take exception with the terms as stated, an exception must be stated in the Exception Section of the Request for Proposal.

The beginning of the discount and/or payable period will be computed from the date of satisfactory completion of services, and/or the date of receipt of a correct invoice by the City of Reno accounts payable department, whichever is later. Payment is deemed made as of the date on the City of Reno warrant.

19. Billing

The successful Proposer shall invoice the City of Reno and reflect the purchase order number, be itemized and show the name of the authorized individual who placed the order. Original or copy with authorized signature is required.

All original billings should be addressed to:

City of Reno
P.O. Box 1900
Reno, NV 89505
Attention: Accounts Payable

A copy of the billing should also be sent to the ordering department.

20. RFP Evaluation

RFPs shall be evaluated with considerations being price, responses to questions posed within the RFP document related to process, references and on the basis of conformance to specifications, terms and conditions of the Request for Proposal as stated herein.

21. Cancellation

The City of Reno reserves the right to cancel a resultant Agreement upon thirty (30) days written notice.

Cancellation may occur in the event the type, quality and/or work is unsatisfactory to the City of Reno.

In the event successful Proposer does not perform in an acceptable and/or satisfactory manner or is in default for whatever reason, the City of Reno reserves the right to cancel the resultant agreement and to assess cover charges for any difference between the original RFP price and the cost to procure said product/service from an alternate source.

In the event that successful Proposer shall default or is terminated for default, they shall not be considered a responsible Proposer for **Park Mowing Services, RFP # 2024-08** and shall be recommended to the Reno City Council, for debarment from doing business with the City of Reno for at least one (1) year after the termination of the term of the defaulted agreement.

22. Termination

The resultant contract may also be terminated upon thirty (30) days written notice by the City of Reno without cause.

23. Assignment

No Assignment of any agreement resulting from this award of this RFP shall be allowed, including the right to receive payment, without the express written permission of the City of Reno.

This Section Left Intentionally Blank

REFERENCES

In the space provided below, Proposers shall provide the name, address, telephone number and contact person of the customers for whom they have performed for as described in this Request for Proposal. References cannot be a current or former City of Reno employee or a division of the City of Reno.

Name, Address, Phone #, Contact Person

1.

Wingfield HOA - 10509 Professional Circle Ste 200 Reno, NV 89521

Associa Sierra North - 775-848-3868 - Amy Meline

2.

South Meadows Association - 1475 Terminal Way Ste A Reno, NV 89502

Nevada Commercial Services - 775-848-3868 - Dresden Diehl

City of Reno Business License Number and Expiration date_____

R133542A - Expiration Date 3/31/2024

Reno Municipal Code, Section 4.04.020 requires that any business operating within the City of Reno is required to possess a valid City of Reno business license. Be advised that upon award of a contract/agreement to perform services for the City of Reno, a current business license must be in your possession before commencing business.

Minority Status: Has this firm been certified as a minority, women-owned or disadvantaged business enterprise by any governmental agency? ____Yes __X__No if yes, please specify government agency: .

Date of certification: _____

The above is for information only. The City of Reno encourages minority business participation; however, no preference shall be given.

Notice to disabled persons: The City of Reno will make reasonable accommodations for disabled persons who wish to submit RFPs or attend a RFP opening by contacting Marcie Wood prior to the RFP opening date.

Debarment and/or Suspension: As required by Executive Order 125.49, Debarment & Suspension, and implemented at 34CFR Part 85, the Proposer certifies that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from transactions with any Federal Department or Agency.

NONDISCRIMINATION. In connection with the performance of work under this Contract, the Contractor shall not discriminate against any employee or applicant for employment because of age, race, creed, religion, color, veteran status, sex, sexual orientation (means having or being perceived as having an orientation for heterosexuality, homosexuality, or bi-sexuality), gender identity or gender expression (means a gender-related identity, appearance, expression, or behavior of a person regardless

of the person's assigned sex at birth), physical condition, disability, national origin, or any other protected class status applicable under federal, state or local law, rule or regulation. Race includes traits associated with race, including, without limitation, hair texture and protective hairstyles.

Pursuant to NRS §332.065, this [RFP/RFQ/Bid] requires that a written certification be included certifying that the [proposing/bidding] company is not currently engaged in, and agrees for the duration of any contract entered into with the City of Reno to not engage in, a boycott of Israel. Accordingly, the [proposing/bidding] company hereby certifies they are not currently engaged in, and agree not to engage in for the duration of this contract entered into with the City of Reno, a boycott of Israel. ☒ Yes
☐ No

Ashley Del Rosario - Manager of Sales

Printed Name & Position

Ashley Del Rosario

Signature

GENERAL TERMS AND CONDITIONS

1. Notice of Rights

- The City of Reno reserves the right to reject any or all proposals or any part thereof.
- The City of Reno reserves the right to waive any minor informalities or irregularities.
- The City of Reno reserves the right to require such surety as may be deemed necessary for the protection of the City of Reno, or to ensure the satisfactory performance of a contractor in accordance with the specifications and RFP documents.
- The City of Reno reserves the right to withhold award for a period of ninety (90) days from the date of RFP opening.
- The City of Reno reserves the right to award in whole or in part, by item, group of items, or by section where such action would serve the City's best interest. RFPs identified on the basis of "All or Nothing" will be excluded from this provision.
- The City of Reno is a tax exempt public entity and is not subject to federal excise, state, or local taxes. No additional taxes may be added or "passed through".
- The City of Reno may require a full demonstration of any item RFP at vendor's expense.

2. Preparation of RFPs

- RFPs must be submitted in accordance with any document attached hereto and made an integral part hereof.
- Proposers are expected to examine these documents carefully. Failure to do so will be at the Proposer's risk.
- RFPs should be proofread carefully for any errors.
- Any irregularities or lack of clarity in any of the RFP documents attached hereto should be brought to the attention of the Management Assistant - Purchasing as soon as possible so that corrective addenda may be furnished to all Proposers.
- Alterations/erasures must be crossed out and the corrections thereof printed in ink or typewritten adjacent thereto. Corrections must be initialed in ink by each person signing the RFP.
- In the case of a difference between written words and figures, the amount stated in written words shall govern.
- In the case of a difference between a unit price and the extended price, the unit price shall govern.

All additions, deletions or exceptions are to be listed on the page marked as such. If there are none, print "NONE" and return the page with the submitted RFP. Failure to return or sign the exception page will be presumed as no exceptions are being taken and all terms, conditions, and specifications are being met. **Any pricing information being offered MUST either be submitted on the RFP document cost sheet (if one is provided) or specifically detailed on the "Exception Page". Pricing information offered in other areas of the RFP package WILL NOT be considered.**

Proposers shall note that alterations in the RFP language shall be cause for RFP rejection. If exceptions are taken or alternatives offered, complete descriptions must be shown separately.

All prices quoted shall be F.O.B. destination. No additional charges for freight, packaging, handling, etc., shall be allowed.

Proposers are instructed to use City RFP forms, if provided and complete the requested information fully, i.e., pricing, RFP schedules, specification descriptions, exceptions, disclosure of principals, etc. Failure to do so may be cause for RFP rejection. If additional space is needed, attach additional sheets referencing the appropriate section.

3. Award of Contract

- A. The City of Reno will award the contract on the basis of the RFP or RFPs most advantageous, in addition to price, the City may consider the following;
 - a. The ability, capacity and skill of the Proposer to perform the contract or provide the service required;
 - b. Whether the Proposer can perform the contract or provide the service promptly, and within the time specified without delay or interference;
 - c. The character, integrity, reputation judgment, experience and efficiency of the Proposer;
 - d. The quality of performance on previous contract;
 - e. The previous compliance of laws by the Proposer;
 - f. The financial responsibility of the Proposer to perform the contract or provide the service;
 - g. The limitations of any license the Proposer may be required to possess;
 - h. The quality, availability, and adaptability of the product or service;
 - i. The ability of the Proposer to provide future maintenance and service;
 - j. The number and scope conditions attached to the RFP;
 - k. The life-cycle, maintenance and performance of the equipment or product being offered; and
 - l. Or any other basis as allowed by law.
- B. A purchase order, mailed or otherwise furnished by the Purchasing Division to the successful Proposer, is a binding contract without further action by either party.
- C. The Purchasing Division will notify all unsuccessful Proposers of the RFP results, and will return with such notice any surety held for bonding.
- D. The resultant contract may not be assigned, transferred or delegated, along with any rights, obligations or duties without prior written consent of the City of Reno.
- E. The technical specifications contained herein shall be considered "optimum" to the standard material, and is not intended to restrict RFPs, evaluation of RFPs, and recommendation for award of the material to specific manufacturer or from a specific point of origin. Alternatives and/or exceptions to the specifications shall be given consideration in the resultant RFP evaluation

PROVIDED:

1. Each alternative and/or exception shall be entered on separate sheets stating page number, item, and/or sub-item number and a detailed description of all items offered as alternatives or exceptions.
 2. However, the City of Reno shall reserve the right and privilege to accept or reject any or all RFPs offered, based solely on the judgment of City of Reno staff as to the value of the offers to the City of Reno.
- F. The resultant agreement may be extended at the discretion of the City if determined to be in the best interest of the using agency.
- G. Performance standards shall be construed that Proposer shall be responsible for exercising the degree of skill and care customarily required by accepted professional practices and procedures to perform the contract subject to the City's final approval.

4. Funding Out Clause

In the event the City of Reno fails to obligate requisite funds for the ensuing fiscal year(s) for payment of amounts due against an agreement resulting from this Request for Proposal, necessitating cancellation of the Agreement, the successful Proposer(s) shall agree to hold the City of Reno free from any charge or penalty.

5. Default of Contract

- A. In case of default by the contractor (successful Proposer), the City may procure the product(s) or service from other sources and hold the contractor responsible for any excess cost occasioned thereby.
- B. If necessity requires the use of materials or supplies not conforming to the specifications, they may be accepted and payment therefore shall be made at a proper adjustment in price.
- C. Default by the Proposer in any manner including failure or refusal to furnish any product(s) or service at the price and/or the time specified in the RFP may be considered cause to commence with proceedings against any surety held with the RFP, or assess a penalty equal to five (5) percent of the total RFP price.

6. Appeal by Unsuccessful Proposer

- A. Proposer may appeal a pending RFP award prior to award by the Reno City Council as established in NRS §332.068.
- B. Proposer must submit a written appeal in accordance with the requirements set forth herein to the Management Assistant - Purchasing within five business days from the date of the letter notifying of intent to award the RFP.
- C. The appellant must post a bond with the written appeal with good and solvent surety authorized to do business in the State of Nevada in an amount equal to 25% of the

value of the contract with the Purchasing Division in order to have their appeal heard by the City Council. Any and all bonds are subject to the approval of the Reno City Attorney. In the event the appeal is not upheld by the City Council, a claim may be made against the bond in an amount equal to the expenses incurred and other monetary losses suffered by the City because of the unsuccessful appeal.

- D. The route of appeal is the Finance Director and City Manager, or designee, and must be followed sequentially.
- E. No RFP protests will be heard by the Reno City Council unless the Proposer has followed the appeal process route.
- F. Claims Against Protest Bonds:

The City shall not make a claim upon any bond or other security unless and until the basis of that claim is considered and approved by the City Council. The City may:

1. Claim its regular staff time and costs in processing, considering and/or defending against an award protest.
2. Claim any necessary extraordinary staff overtime incurred in processing, considering and/or defending against an award protest.
3. Claim the City Attorney's time and costs in processing, considering and/or defending against an award protest.
4. Claim any resulting fees and costs incurred to any independent contractors, consultants or contracted attorneys utilized in processing, considering and/or defending against an award protest.
5. Claim any lost expenditure savings, lost revenue and other consequential financial damages resulting from the protest's automatic stay of the award of a contract to a selected solicitation response.
6. Claim any lost gifts, lost grants or other lost government or private financial participation resulting from any delay caused by the protest's automatic stay of the award of a contract to a selected solicitation response.

G. Protest Bond Risk Inquiry—Procedure:

As soon as possible after an award protester has posted a protest bond or other security, the soliciting City department or agency shall provide a written non-binding estimate of the basis of potential claims unique to the circumstances of the contract award(s) stayed by the protest, without disclosing any RFP information that must remain confidential until an award decision is final. From this estimate, the protester shall be responsible for calculating the risk(s) of proceeding with a protest to a final decision by the City Council. A protester may withdraw a protest in writing at any time prior to a decision of the City Council, but any withdrawal more than seven (7) calendar days after the issue date of the City's estimate of the basis of potential claims shall, upon City Council's approval of the claims, be subject to claims against the bond or other security of the withdrawing protestor prior to its return to the protester. At a minimum the estimate of the basis of potential claims shall include:

1. If relevant, the date the current contract expires.
2. If relevant, the rate per year paid (or revenue earned) on the current expiring contract.

3. If relevant, the cost per year to complete the solicitation's anticipated work with City staff, equipment and materials.
4. The date the stayed contract award would have begun in the absence of the protest and its anticipated term.
5. The estimated rate per year to be paid (or revenue earned) on the stayed contract award.
6. The rate per hour to be paid to any relevant independent contractors, consultants or contracted attorneys as a result of the protest.
7. An estimate of any anticipated staff time and costs in processing, considering and/or defending against the protest.
8. An estimate of necessary extraordinary employee overtime salary in processing, considering and/or defending against the protest
9. The rate per hour for City Attorney services and any estimated costs in processing, considering and/or defending against the protest.
10. Disclosure of the amounts of any gifts, grants or other government or private financial participation that might be lost due to the protest.
11. Disclosure of any known seasonal, labor, equipment or materials costs that are materially time-sensitive and might result in financial damages to the City due to the protest.
12. Disclosure of any other anticipated consequential financial damages

7. Bonds Required

The successful Proposer may be required to furnish a **performance bond** in the amount of one hundred percent (100%) of the contract insuring faithful performance of all terms of this RFP. All bonds shall be subject to the approval of the Reno City Attorney.

8. Insurance Requirements

Successful Proposer(s) shall procure and maintain Comprehensive or Commercial General Liability Insurance (occurrence form) from a carrier licensed to do business in the State of Nevada with a Best rating of A.VII or above. Minimum acceptable policy limits shall be in an amount of not less than two million dollars (\$2,000,000.00), combined, single limit, occurrence based policy, in a form satisfactory to the City. A certificate of insurance evidencing said coverage shall be supplied by successful Proposer upon request, naming the City as an Additional Insured under the liability policy. The liability policy shall contain a provision that such policy shall not be cancelled until at least thirty (30) days prior written notice of cancellation has been received by the City for any reason other than non-payment of premium and for non-payment of premium at least ten (10) days prior written notice of cancellation.

Successful Proposer(s) shall, upon request, deliver to City of Reno evidence of worker's compensation as required by the State of Nevada.

EXCEPTIONS

Does the Proposer take exception to any of the terms or conditions of this Request for Proposal and attachment thereto, or specifications? X Yes No If yes, please indicate the specific nature of the exception or clarification, in the space provided below. Attach additional sheet(s) if necessary.

The acres on the second mow route on Exhibit 3 differ from the main route on exhibit 3.

We used the acres from exhibit 1 on both mow options.

Firm Name Reno Green Landscaping, LLC

Address 190 Woodland Ave

City Reno

State NV Zip 89523

Telephone 775-852-8952

Fax 775-852-8957

E-Mail adelrosario@renogreen.com

Proposers Federal Tax ID # 88-0156580
(May be requested at a later date)

In compliance with this "Request for Proposal" and subject to all Terms and Conditions thereof, the undersigned offers and agrees, if this bid is accepted to furnish any and all goods and services described herein at the prices, terms and delivery stated

Signature *Ashley Del Rosario*

Print Name Ashley Del Rosario

Print Title Manager of Sales

If further space is required, please attach additional sheets

DISCLOSURE OF PRINCIPALS

Please print or type

_____ Company Name	_____ Telephone Number with area code
_____ Street Address	_____ Fax Number with area code
_____ City, State and Zip Code	_____ Federal Tax Identification Number

Names of Officers or Owners of Concern, Partnership, Etc

_____ Name	_____ Official Capacity
_____ Street Address	_____ City, State and Zip Code
_____ Name	_____ Official Capacity
_____ Street Address	_____ City, State and Zip Code
_____ Name	_____ Official Capacity
_____ Street Address	_____ City, State and Zip Code
_____ Name	_____ Official Capacity
_____ Street Address	_____ City, State and Zip Code
_____ Name	_____ Official Capacity
_____ Street Address	_____ City, State and Zip Code

I/ we hereby certify the Instructions and Terms and Conditions have been read and agree to:
(Print)

190 Woodland Ave Reno, NV 89523

Address

775-852-8952

Phone

775-852-8957

Fax

Representative Ashley Del Rosario

Print Name

Ashley Del Rosario

Signature

Vendor acknowledges 34 pages of this RFP. Date 1/10/2024

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ATTACHMENT A

SCOPE AND REQUIREMENTS

RFP #2024-08 PARK MOWING SERVICES

The selected firm shall assist the Parks & Recreation Department in performing regular and routine mowing of park turf consistent with the specifications below. Contractor shall be responsible for all labor, equipment and materials necessary to perform turf mowing at the sites indicated on Exhibit 1.

There will be a mandatory pre-bid meeting at the Park Maintenance office, 2055 Idlewild Drive, Reno on Thursday, 1/4/2024 at 8:30 am. Responders are strongly encouraged to view the sites on their own prior to the meeting as there will NOT be a guided tour. Staff will go over written questions at this time and any changes/addendums will be posted 1/4/2024 at 5:00 pm.

This proposal includes large area mowing only and does not include any trim mowing requiring a walk-behind or push mower, string trimming or edging.

1. General Requirements:

- 1.1 All services provided by the Contractor shall be consistent with quality standards of the grounds maintenance industry.
- 1.2 Contractor shall confine to the greatest possible extent, all operations, equipment, apparatus and placement of materials to the immediate area of work. Contractor shall comply with all rules and regulations in effect on the work site, including, but not limited to parking, traffic laws, use of walks, security restrictions, hours of allowable entrance and departure.
- 1.3 Storage of equipment shall be off-site, not on City property. Contractor or their authorized representative must be present to accept delivery of all equipment and/or materials shipments. It shall be the Contractor's responsibility to assume all liability for equipment and material delivered to the job site.
- 1.4 Contractor shall notify the City verbally or in writing of any defects noted in such surfaces that are to receive their work if such defects may affect lawn mowing operations or present a safety concern. The Parks Manager will direct such surfaces to be repaired and will coordinate that work to be done and may direct the immediate area be skipped from mowing at no loss to the Contractor.
- 1.5 Exhibit 1 lists the mowing sites and acres of turf at each site. Exhibit 2 shows the required mowing schedule for this bid. The successful responder(s) may request a change in the routing schedule, subject to approval by the City based on irrigation schedules, school and sports league requirements.
- 1.6 City reserves the right to add new sites to the contract at the average per-acre cost.
- 1.7 Full mowing season is typically the second week of April through last week of October (26 weeks). *Contractor shall not commence mowing operations at the beginning of the season until specifically directed by City based on weather and turf conditions, which may require starting earlier or later than the second week*

of April, and likewise may continue into the first week of November.

- 1.8 Mowing operators shall exercise reasonable care around park patrons, however it is Contractor's responsibility to adhere to the approved mowing schedule. Contractor shall ask park patrons, including school groups, to move out the way to allow mowing operations to safely take place. Contractor shall not skip sites because of park visitors without first notifying the City. Any site skipped at the Contractor's discretion shall be mowed the next work day.

2. Mowing Requirements:

- 2.1 All grass shall be mowed at a height of 2.50 inches.
- 2.2 Contractor shall remove trash and litter from the entire area to be mowed prior to initiating any mowing. Contractor may dispose of trash and litter in park trash receptacles or dumpsters on site. Trash and litter is defined as: all cans or bottles; rocks larger than 3 inch; paper or other debris larger than four inches (4") square (e.g. a fast food bag needs to be picked up; a single napkin not necessarily).
- 2.3 Contractor shall remove no more than 1/3 of the grass height during mowing. Contractor shall remove excess clippings or grass clumps caused by missed or delayed mowing (other than for weather or holidays) through repetitive mowing, sweeping or bagging, at contractor's discretion at the time of mowing. Bagged clippings shall be disposed off site. There will be no extra charge for removal of clippings.
- 2.4 Care shall be taken to avoid damage to trees, shrubs, flower beds and other vegetation. Contractor shall control speed so as not to damage turf when maneuvering around trees or other objects.
- 2.5 Contractor shall operate mowing patterns to minimize repeated crossings of or turning on paved surfaces, or shall otherwise remove excess clippings from paved surfaces after mowing.
- 2.6 Mower discharge shall at all times be aimed away from people, buildings and vehicles. Mower guards must be used as intended at all times for safety.
- 2.7 All scheduled mowing shall be commenced and completed in one day, weather permitting, as specified unless otherwise rescheduled due to inclement weather. Price is for a complete mowing for each site, even if contractor has to return on a second day to finish a site.
- 2.8 Mowers shall be of a type which causes clippings to be distributed thinly and evenly over the cut area. If the type of mowers used causes the cut grass to windrow, the windrowed grass shall be removed and hauled away. Windrowed grass caused by mowing heavily dewed grass shall be the responsibility of the Contractor to remove.

3. Equipment Operation, Maintenance and Safety Requirements:

- 3.1 Contractor shall operate all equipment in accordance with applicable federal and state safety laws and regulations.
- 3.2 Contractor shall be responsible for all maintenance and supplies of mowing equipment. Costs shall be part of the base proposal.
- 3.3 Contractor shall not fuel or perform maintenance on mowers or other equipment at park sites, except for emergency maintenance necessary to safely move equipment from the site in the event of breakdowns.
- 3.4 Contractor shall ensure mower blades are regularly maintained and sharpened for

proper cut. Grass bruising or rough cutting may require the Contractor to perform rejuvenation procedures to bring the damaged areas out of a stressed condition.

3.5 Contractor shall provide and maintain in working order at the work site such fire protective equipment and devices as required by applicable safety standards and as they deem necessary and suitable for any possible class or type of fires.

3.6 Mowers and other equipment shall be properly maintained to operate at "normal" operating sound levels. Equipment that is generating excessive noise or is otherwise objectionable to the City shall be discontinued from use, at the City's request, until repairs can be made.

4. Property Damage:

4.1 Wherever any existing property, material, equipment or facility is damaged by the Contractor, the cost of repair or replacement shall be charged to the Contractor. Items covered by this provision include, but are not limited to curbs, sidewalks, fences, lawns (to include scalped areas), plantings, irrigation components, trees, signs, down spouts, and refuse containers. Contractor shall immediately report any property damage to City.

4.2 The Contractor shall repair, to its original state, any landscape damaged by failure to provide proper and adequate protection, to the satisfaction of the City, or remove and replace with new materials or plantings at the Contractor's expense. Repair work due to damages caused by the Contractor shall be coordinated through, and subject to the approval of the City. Repairs shall be made with like materials in a manner acceptable to the City.

5. Inclement Weather Rescheduling:

5.1 Contractor may cancel all or part of a scheduled mowing due to inclement weather. It is the responsibility of the Contractor to contact a Supervisor at the Park Maintenance Office on or before 8:00 a.m. of the day to be canceled, when such cancellation is desired.

5.2 Inclement weather shall be defined as weather that both the Contractor and the City agree makes the accomplishment of quality work unfeasible, unusually time-consuming, or potentially dangerous or harmful. In the event mutual agreement cannot be reached for a particular mowing, the inclement weather determination shall be made by the Contractor.

5.3 Any part of a scheduled mowing that is canceled due to inclement weather shall be rescheduled by the Contractor to a date within three calendar days (excluding weekends) of the cancellation. The City may, at its option, elect not to reschedule any part of a mowing. The City's Parks Manager or designee shall have sole authority to cancel all or part of a mowing. Any portion of a mowing that is canceled and not rescheduled shall not result in a mowing charge.

6. Maintenance and Back-up Plan; Penalty for Failure to Mow

6.1 All proposals shall include a statement which describes how the responder shall provide for the maintenance of its equipment.

6.2 All proposals shall include a statement which describes how the responder shall provide continuation of daily mowing per the schedule in the event of a mower breakdown.

6.3 All proposals shall include a statement which describes how the responder shall

provide continuation of daily mowing per the schedule in the event a regularly assigned mowing employee does not report to work that day (vacation or sick).

- 6.4** Failure to complete a scheduled mowing because of unavailability of equipment or staff may result in a penalty by reducing the total monthly bill EQUAL TO the cost for each site missed, IN ADDITION TO the mowing cost of the site. The decision to impose a penalty will be at the sole discretion of the Parks Manager. Contractor(s) which make up a missed scheduled mow within two work days may avoid being penalized.

7. Mowing Equipment

- 7.1** Contractor shall identify mowers to be used in the performance of this contract on the Proposal Document.

8. Contract Term

8.1 Contract term will commence within four weeks of approval by City Council, unless otherwise stated in proposal response and agreed to by City. Mowing operations shall not begin prior to April 2024, and upon direction from the City to commence seasonal mowing on December 31, 2024.

8.2 Initial contract will be for one (1) year, with two (2), one (1) year extensions available, subject to written request by contractor no later than November 1 prior to expiration of the contract.

8.3 Within 10 working days of notice of intent to award, successful responder shall sign and execute a standard service contract with the City of Reno.

9. Pricing

9.1 Proposal pricing shall remain firm through the 2024 mowing season. Contractor may request an increase for the 2025 & 2026 mowing seasons. Such request must be in writing and received by the City not later than December 31, 2024 and December 31, 2025. Price increase shall be equal to the percentage increase in Consumer Price Index for All Urban Consumers in Pacific Cities, West, "C", as published by the US Department of Labor Bureau of Labor Statistics, for the most recent 12 month period at time of request.

10. Work Times

10.1 Mowing operations shall take place between the hours of 7:00 a.m. and 4:00 p.m., Monday through Friday. No Saturday, Sunday or holiday work is allowed without written permission from the City. The City recognizes the following holidays: New Year's Day, Martin Luther King, Jr. Day, President's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Nevada Day, Veteran's Day, Thanksgiving Day, Family Day (day after Thanksgiving), and Christmas Day.

10.2 Contractor shall not start engines on mowers prior to 7:00 am at any park site.

10.3 For mowings normally scheduled on a holiday, City will determine which sites to attempt to reschedule on alternative days, and which to skip altogether for that week. There will be no cost increase for mowings rescheduled to other days.

11. Billing and Payments

11.1 Payment for mowing services shall be monthly following the month which service was performed. Contractor shall submit an invoice to the City not later

than the 15th day of the month following the month service was performed.

- 11.2** All payments will be made based on actual number of mowings performed during that month. Billing shall be by site for each day mowed during the previous month. Bidder shall calculate the per site cost for each mowing using the following formula:

Formula	Example
Total Annual Base Proposal	\$150,000.00
<i>divided by</i> Total Acres	÷ 200.00
<i>equals</i> Cost per Acre	750.00
<i>multiplied by</i> Site Acres	3.50
<i>divided by</i> Base Seasonal Mows	<u>26</u>
<i>equals</i> Mow cost per site per day	= \$100.96
<i>multiplied by</i> Number of times mowed	<u>4</u>
<i>equals</i> Monthly cost	= \$403.84

Contractor shall submit, with the invoice, a record which shows each mowing performed by site and date during the previous month. **Failure to provide this documentation will delay payment, at no fault of the City.**

12. Inspections, Quality Control and Penalties (see Exhibit 3)

- 12.1** City staff shall perform random inspections for quality control each month at 25 sites. Staff may also perform additional inspections at sites where City receives public complaints regarding mowing performance. Inspections will be conducted not later than the end of work day following the scheduled mow day for each site.
- 12.2** City will forward inspection results to Contractor within one working day.
- 12.3** At the end of each month, City will adjust the monthly invoice total based on results of the quality control inspections, as indicated:

# Failed	Reduction from monthly invoice
1-3	0%
4-6	3%
7-9	8%
10+	15% + 3% each failure over 10

- 12.4** Contractor shall have opportunity to correct any failed inspections by the end of the work day following notice of the failed inspection.
- 12.5** In the event contractor receives zero failed inspections in any month, contractor shall receive a performance bonus equal to 5% of the total charge for that month. This bonus is based on results of initial inspections only, not on results of corrective action for failed inspections. Contractor shall not be eligible to apply any bonus to offset any subsequent month inspection results. The maximum total bonus paid per fiscal year (July – June) shall be no more than 10% of the annual base amount.

PROPOSAL DOCUMENT – RFP #2024-08 Park Mowing Services

Instructions:

1. This document must be completed and submitted for the proposal to be considered.
2. The Base Proposal Price is the annual price to accomplish mowing services at all sites and at the frequency shown on Exhibit 1.
3. The Contingency Cost equals ten percent (10%) of the base cost, the purpose of which is for additional mowing's at certain sites as directed by the City. These will be for extended seasons because of weather conditions or other reasons at the sole discretion of the City.
4. City reserves the right to add future sites using the applicable Base Cost per Acre.
5. Include a copy of the manufacturer's specification sheet for each mower to be used for this proposal.

Pricing	Annual Cost
A. Base Proposal Price	\$219,500.00
B. Contingency Cost for additional mows as directed by City (10% of Base Price)	\$21,950.00
C. Total Proposal Cost (A + B)	\$241,450.00
Base Cost per Acre (A divided by 250)	\$878.00
D. Bid Alternate 1 – 1 Additional weekly mow at sites identified in Exhibit 3.	\$147,783.00

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PROPOSAL DOCUMENT – RFP #2024-08– Park Mowing Services

Maintenance and Back-up Plan. Use this space to describe your plan as required by Item #6 of the Scope and Requirements. Attach additional sheet(s) as necessary.

[illegible]

EXHIBIT 1 – Mowing Sites

The following pages list the park sites to be mowed under this bid.

Once mowing has commenced for the season, each site shall be mowed weekly through the end of the season, unless otherwise directed by City staff, for an expected annual total of 26 total weeks. These numbers are not guaranteed, and actual mows may vary by site. Contractor(s) shall be paid based on actual number of mows for each site.

School sites include only the turf on the athletic fields and do not include landscape turf around the buildings.

Site Name	Address	Turf Acres
Anderson ES	1055 Berrum Ln	0.74
Barbara Bennett Park	400 Island Ave	1.50
Bernice Matthews ES	2750 Elementary Dr	2.25
Billinghurst MS	6685 Chesterfield Lane	2.76
Brodhead Park	5 South Park St	0.81
Canyon Creek Park	1485 Robb Dr	1.49
Crissie Caughlin Park	3415 Idlewild D	3.19
Crystal Lake Park	1190 Country Estates Cir	1.73
Cyan Park	2121 Long Meadow Dr	4.85
Damonte Ranch Park	1950 Steamboat Pkwy	4.25
Depoali MS	9300 Wilbur May Pkwy	2.75
Dick Taylor Park	1140 Beach St	8.23
Diloreto Pathway	2835 Idlewild Dr	0.35
Dodson ES	4355 Houston St	2.26
Dorothy McAlinden Park	12000 Mt Charleston	3.50
Double Diamond Park	9100 Wilbur May Pkwy	1.00
Echo Loder ES	600 Apple St	2.80
Eighth St Park	455 East 8th St	0.70
Evans Park	200 East 9th St	1.37
Evergreen Park	9555A Evergreen Dr	0.88
Fisherman's Park I	495 Galletti Way	0.59
Fisherman's Park II	5 Kietzke Ln	0.92
George Westergard ES	1785 Ambassador Dr	1.65
Glen Duncan ES	1200 Montello St	0.40
Grace Warner ES	3075 Heights Dr	1.34
Hilltop Park	3950 Buckingham Pl	2.70
Holcomb Median & Circle	1005 Holcomb Ln	0.37
Horseman's Park	2800 Pioneer Dr	0.86
Huffaker Park	1160 E Huffaker Dr	3.40
Idlewild Park	1905 Idlewild Dr	20.72
Irving Circle Park	85 Irving Park Cir	0.81

Site Name	Address	Turf Acres
Ivan Sack Park	3005 Idlewild Dr	0.56
Jack Tighe Fields	325 Burris Ln	3.77
Jamaica Park	1000 Jamaica Ave	4.38
Jessie Beck ES	1900 Sharon Dr	1.27
John Champion Park	957 Kuenzli St	0.24
Lake Park	40 Coleman Dr	2.61
Las Brisas Park	5350 Las Brisas Blvd	2.00
Liston Park	165 Yori Ave	0.89
Lunsford Park	Riverside Dr @ Washington St	0.24
Manzanita Park	630 Manzanita Dr	7.12
Mary Gojack Park	3100 Skyline Dr	3.46
Mayor's Park	12000 Mt Charleston	1.60
McKinley Park (excludes lower sidewalk along Vine)	925 Riverside Dr	0.78
Melody Lane Park	2370 Scottsdale Dr	4.10
Miguel Ribera Park	3905 Neil Road	7.63
Mira Loma Park (incl skate park)	3000 S. McCarran Blvd	28.73
Newlands Park	700 California Ave	0.59
Northgate Park	6450 Moonridge Terrace	3.53
Northwest Park/Clayton MS	2775 Apollo Way	8.20
O'Brien MS	10500 Stead Blvd	2.4
Oxbow Park	3100 Dickerson Rd	0.06
Panther Valley Park	850 Link Lane	2.25
Paradise Park	2700 Paradise Dr	6.81
Pat Baker Park	1910 Bishop St	0.89
Peavine Fields	825 Wyoming St	0.57
Pickett Park	250 Kirman Dr	3.91
Pine MS	4800 Neil Road	4.40
Plumas Park	575 Monroe St	3.58
Rainbow Ridge Park	1355 Rainbow Ridge Dr	4.10
Raleigh Heights Park	825 Burgess Pl	1.61
Reno Sports Complex	2975 N. Virginia St	5.25
Reno Tennis Center	2601 Plumas St	0.26
Rita Cannan ES	2450 Cannan St	1.42
Riverside Drive	650 Riverside Dr	1.89
Roger Corbett ES	1901 Villanova Dr	0.67
Ryland Triangle	402 Ryland St	0.09
Sage St Park	790 Sage St	0.37
Silver Lake Park	8855 Red Baron Blvd	1.40
Sky Country Park	3290 Snake River Dr	0.70
Stewart Park	400 Stewart St	0.85
Summit Ridge Park	4650 Summit Ridge Dr	3.02
Swope MS	901 Keele Dr	6.24

Site Name	Address	Turf Acres
Terrace Sports Complex	2525 Robb Dr	8.76
Traner MS	1700 Carville Dr	3.27
University Ridge Park	990 S University Park Loop	.84
Valleywood Park	6555 Valleywood Dr	1.10
Vaughn MS	1200 Bresson Ave	2.90
Virginia Lake Park	1980 Lakeside Dr	1.58
Wheatland Park	990 Wheatland Dr	2.94
Whitaker Park	550 University Terrace	5.89
Wilkinson Park	1201 E Taylor St	3.78
Wingfield Park	2 South Arlington Ave	1.58
Yori Park	2800 Yori Ave	1.50
Total Acres		249.75

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EXHIBIT 2 – Mowing Schedule

PARK MAINTENANCE MOW SCHEDULE

	ROUTE 1	ROUTE 2	ROUTE 3
MONDAY	1. Whitaker 2. Irving Circle 3. Lake Park 4. Northwest Park & Ballfields 5. Peavine Ballfields 6. Sky Country	Hilltop Las Brisas Terrace Sports Complex Grace Warner Oxbow	Valleywood George Westergard Billinghurst MS Northgate Park Canyon Creek Rainbow Ridge Summit Ridge
TUESDAY	Idlewild DiLoretto Ivan Sack Swope MS Crissie Caughlin Newlands	Barbara Bennett Wingfield E & W Lunsford Riverside Drive McKinley Idlewild	Idlewild Brodhead Champion Fisherman's I Fisherman's II Governor's Bowl Pickett
WEDNESDAY	O'Brien Mayor's McAlinden Silver Lake Raleigh Heights Panther Valley	Reno Sports Complex University Ridge Melody Paradise Bernice Matthews Rita Cannan	Pat Baker Glen Duncan Traner MS Sage Dick Taylor Eighth Street Evans
THURSDAY	Roger Corbett Yori Liston Vaughn MS Wilkinson Holcomb Median Stewart Ryland	Jesse Beck Plumas Echo Loder Virginia Lake Anderson Tennis Center Moana Park Jack Tighe	Manzanita Mary Gojack Horseman's Wheatland
FRIDAY	Miguel Ribera Crystal Lake Huffaker Mira Loma	Pine Jamaica Mira Loma	Damonte Ranch Depoali Double Diamond Evergreen Cyan Dodson Mira Loma

EXHIBIT 3 – Bid Alternate Mowing Sites

Site Name	Address	Turf Acres
Bernice Matthews ES	2750 Elementary Dr	2.25
Billinghurst MS	6685 Chesterfield Lane	2.76
Cyan Park	2121 Long Meadow Dr	3.30
Depoali MS	9300 Wilbur May Pkwy	2.75
Dick Taylor Park	1140 Beach St	2.50
Dodson ES	4355 Houston St	2.26
Dorothy McAlinden Park	12000 Mt Charleston	2.10
Double Diamond Park	9100 Wilbur May Pkwy	1.00
Echo Loder ES	600 Apple St	2.80
George Westergard ES	1785 Ambassador Dr	1.65
Glen Duncan ES	1200 Montello St	0.40
Hilltop Park	3950 Buckingham Pl	1.26
Huffaker Park	1160 E Huffaker Dr	2.07
Idlewild Park	1905 Idlewild Dr	1.39
Jack Tighe Fields	325 Burris Ln	3.77
Jamaica Park	1000 Jamaica Ave	2.43
Jessie Beck ES	1900 Sharon Dr	1.27
Manzanita Park	630 Manzanita Dr	1.19
Mary Gojack Park	3100 Skyline Dr	2.84
Mayor's Park	12000 Mt Charleston	4.22
Miguel Ribera Park	3905 Neil Road	5.35
Mira Loma Park	3000 S. McCarran Blvd	11.1
Northwest Park/Clayton MS	2775 Apollo Way	2.58
O'Brien MS	10500 Stead Blvd	2.4
Panther Valley Park	850 Link Lane	2.25
Peavine Fields	825 Wyoming St	0.57
Pine MS	4800 Neil Road	2.62
Plumas Park	575 Monroe St	3.58
Raleigh Heights Park	825 Burgess Pl	1.61
Reno Sports Complex	2975 N. Virginia St	5.25
Rita Cannan ES	2450 Cannan St	1.42
Roger Corbett ES	1901 Villanova Dr	0.67
Silver Lake Park	8855 Red Baron Blvd	1.40
Swope MS	901 Keele Dr	6.24
Terrace Sports Complex	2525 Robb Dr	7.99
Traner MS	1700 Carville Dr	3.27

Site Name	Address	Turf Acres
Vaughn MS	1200 Bresson Ave	2.90
Wilkinson Park	1201 E Taylor St	1.25
Total Acres		106.66

EXHIBIT 4 – Bid Alternate Mowing Schedule

MONDAY	Echo Loder ES Jack Tighe Fields Jessie Beck Es Manzanita Park Mary Gojack Plumas Park Roger Corbett ES Vaughn MS Wilkinson Park Dorothy McAlinden Park Panther Valley Park
TUESDAY	Cyan Park Depoali MS Dodson ES Double Diamond Park Huffaker Park Jamaica Park Miguel Ribera Park Mira Loma Park Pine MS
WEDNESDAY	
THURSDAY	Billinghurst MS George Westergard ES Hilltop Park Northwest Park/Clayton MS Peavine Fields Terrace Sports Complex Idlewild Fields
FRIDAY	Bernice Matthews ES Dick Taylor Park Glen Duncan ES Mayors Park O'Brien MS Raleigh Heights Park Reno Sports Complex Rita Cannan ES Silver Lake Park Swope MS Traner MS