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Acting City Manager  
Maryann Ustick

*Your Community of Choice*  
**Purchasing/Risk Management Department**

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October 7, 2010

**CITY OF NORTH LAS VEGAS  
BID B-1383 PARKS LANDSCAPE MAINTENANCE SERVICE (RE-BID)  
ADDENDUM NO. 1**

A **Pre-Bid Conference** was held on **October 5, 2010 at 2:00 p.m.** in the City Council Chambers, located 2200 Civic Center Drive, North Las Vegas, NV 89032. The purpose of this conference was to discuss the Bid requirements and answer any questions or concerns the prospective bidders had. The cut off time for questions and answers was October 7, 2010 by noon PST. This addendum will answer the questions asked at the Pre-Bid Conference and any questions submitted PRIOR to the cut off time.

Proposal documents may be accessed at the Purchasing/Risk Management Web page [www.cityofnorthlasvegas.com](http://www.cityofnorthlasvegas.com).

The City reserves the right to reject any and all Proposals, waive any informality or technicality or to otherwise accept Proposals deemed in the best interest of the City.

A handwritten signature in blue ink that reads "Renee Swanson". The signature is written in a cursive style.

Renee' Swanson  
Buyer

**Published Review Journal  
September 27, 2010**

**CITY OF NORTH LAS VEGAS  
BID B-1383 PARKS LANDSCAPE MAINTENANCE SERVICE (RE-BID)  
ADDENDUM NO. 1**

The following questions were asked at the Pre-Bid Meeting held October 5, 2010 in City Council Chambers.

1. Question: Have any addendums been issued prior to today's meeting?  
**ANSWER: No, there were no addendums issued prior to October 7, 2010.**
2. Question: How will this bid be awarded? All or none? Lots?  
**ANSWER: This bid will be awarded in 2 lots. Lot 1 and Lot 2. You could win both or one. Your bid must include all items listed on page 38 of the bid document.**
3. Question: The weekly reports for all properties, are those to be submitted by Lot or by problematic areas?  
**ANSWER: Each site needs to have an initial schedule indicated. Then it is usually required once a month unless major changes to your schedule occur.**
4. Question: What kind of equipment is required for the night work?  
**ANSWER: Exhibit 1C states what is required for the night work from 9:00 p.m. to 5:00 a.m. You must have the proper safety barricading equipment required by the City.**
5. Question: On page 17 it states the vendor is required for excess utility usage. Please define what is meant by that?  
**ANSWER: Vendor is required to set their clock back, etc. If there is a leak or a broken sprinkler head the City is usually notified by a citizen, but it is the vendor's responsibility to monitor all areas of the contract.**
6. Question: Is Large Tree trimming included as part of this contract?  
**ANSWER: Large trees are trimmed as needed in the individual section and that would be an additional work order.**
7. Question: Page 24 indicates that there is to be no ice for the night watering. Please define.  
**ANSWER: It is acceptable to have some locations watered in the winter time on Friday when City Hall, etc. is closed. By then the watering guide is once weekly.**
8. Question: Define how the parts are ordered for fixing the broken lines, etc. Is the vendor responsible for providing the parts or does the City?  
**ANSWER: Repair work time basis and material are to be checked out of the yard. If the vendor finds a broken line in the middle of the night it would be the vendor's responsibility to do the Emergency fix.**

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9. Question: Who provides the fertilizer?  
**ANSWER: *The City provides the Fertilizer.***
10. Question: Define the Barricade plans.  
**ANSWER: *The barricade plans are defined in the packet. There are different set ups for 3-lane and 2-lane.***
11. Question: Does a permit need to be pulled for the night work?  
**ANSWER: *No, just the required safety barricading plan approved by the City.***
12. Question: Can the vendor use the plan provided or do they need to come up with own plan for the night work?  
**ANSWER: *They have to provide their own but City Traffic will only approve the one provided. The vendor will still have to submit the plan to City Traffic for approval.***
13. Question: When does the Municipal Court Work Schedule change?  
**ANSWER: *The Municipal Court will begin working Monday through Thursday on January 3, 2011.***

**By signing below I indicate I have received Addendum No. 1 for Bid B1383 and I acknowledge all requirements of this addendum and will submit this signed page with my bid documents.**

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Name (printed) Title Signature

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Company Name Date Phone Number

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Address City, State Zip Code E-mail address

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Fax Number Cell Number