

# ADDENDUM NO. 1

CITY OF GRAND LEDGE

## Request for Proposals – MOWING MAINTENANCE CITY PARCELS AND PARKS

**Date Issued: December 1, 2025**

**Subject: ADDITION OF FALL LEAF COLLECTION**

**Purpose:**

This Addendum forms part of the Request for Proposals (RFP) issued on December 1, 2025, for City parcels and Parks Mowing and Grounds Maintenance by adding requirements for fall leaf collection within Oak Park and 229 West Front Street.

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### 1. Scope Addition – Fall Leaf Collection

The Contractor shall provide **fall leaf collection services** within Oak Park and 229 West Front Street. These services are to be performed in addition to mowing and grounds maintenance activities outlined in the original RFP.

### 2. Leaf Collection Requirements

**a. Seasonal Period:**

Leaf collection shall take place during the fall season, generally between **[October 15 through December 15]**, or as otherwise directed by the City.

**b. Methods of Collection:**

Contractor shall rake, blow, vacuum, or otherwise gather fallen leaves from all turf areas, road edges, landscaped areas, and any other maintained portions of the specified property.

**c. Leaf Disposal Location:**

All collected leaves shall be transported and deposited at the **designated leaf disposal area**, as specified by City staff.

**d. City Collection:**

City staff will handle the final removal and disposal of leaves from the designated leaf

disposal area. The contractor is only responsible for gathering and transporting leaves to this location.

### **3. Frequency**

Leaf collection shall be performed as needed throughout the fall season to maintain the property's appearance and prevent excessive leaf accumulation. The City reserves the right to request additional leaf collection visits as conditions require.

### **4. Compensation**

Payment for fall leaf collection services will be included in the Contractor's proposal pricing. Contractors shall itemize costs for this service as a separate line item in their proposal response.

### **5. All Other Terms Unchanged**

Except as modified by this Addendum, all terms, conditions, and specifications of the original RFP remain in full force and effect.

**NOTE:** Bidders must acknowledge receipt of Addendum No. 1 in their proposal submission.