

## Request for Proposals for Lawn Maintenance in Lykins

The Lykins Neighborhood Association (“LNA”), is in need of lawn maintenance services for 25 properties in the Lykins Neighborhood and is accepting proposals in order to find a service provider or providers to meet this need. Neighborhood Legal Support of Kansas City (“NLS”), which supplies staffing services for the neighborhood, will be administering this contract.

The objective of this request is to determine the provider(s) with the best overall value to LNA. While price is an important factor, other criteria will inform our award decision. LNA’s goals include:

- Rates attractive to both LNA and the service provider
- Recurring, reliable service
- Employment of Lykins residents, particularly teenagers and young adults to work on the contract
- Compliance with city codes and standards
- Property beautification
- A service provider with good communications, collaboration and problem-solving skills

Any proposal should cover the properties listed on the attached sheet. Please note that LNA may remove properties from this scope when construction begins on a property or when the association decides for another reason that services are no longer needed.

Any proposal should include the following in its scope of work:

- Mowing
- Removal of brush
- Removal of litter and trash
- Stacking of tires, appliances, and other large items for dumpster collection

The work will be done as needed, generally every two weeks during the heavy growing season and less as growth rate tapers off. All of this work on any given property at a given time is referred to herein as “Servicing the Property”

Proposal should be sent via email to Kelly Allen at [Kelly.lykins.neighborhood@gmail.com](mailto:Kelly.lykins.neighborhood@gmail.com) no later than 5:00pm on Thursday, March 31. Alternatively, the proposal may be delivered, by the same deadline, to the LNA offices at 1318 Cleveland, in Kansas City. The proposal should contain the following information:

- The cost for each Servicing of the Property for each of the properties listed on the attached sheet
- Recommended frequency of service
- A statement as to whether you will employ local youth or other Lykins residents and your strategy for doing that with an estimate of what percentage of the work will be done by local youth or other Lykins residents
- Terms of payment
- Confirmation that you have liability insurance for your work
- Any other material terms that you believe NLS should know to evaluate your application and
- Preferably, at least two references for similar work on multi-property contracts in urban locations.

LNA will hold a pre-bid meeting on Thursday March 15<sup>th</sup> to answer any questions that you may have about the work. The meeting will be held at 4114 E. 7<sup>th</sup> Street—the former site of the Lykins Elementary School at 1:30 p.m. If anyone would prefer to discuss the RFP individually or through a Zoom meeting, please contact Kelly Ann Allen via email [Kelly.lykins.neighborhood@gmail.com](mailto:Kelly.lykins.neighborhood@gmail.com).

After reviewing proposals (and possibly after discussions with one or more applicants), NLS will select a winner and move forward to executing a simple contract governing terms of service. Please do not hesitate to reach out with any questions / clarifications.

Best regards,

Kelly Allen  
Special Projects Director  
Lykins Neighborhood Association