



C I T Y O F
RENO
Memorandum

DATE: May 5, 2026

TO: Mayor and City Council

THROUGH: Jackie Bryant, City Manager

FROM: Megan Berner, Arts & Culture Manager
Kerrie Koski, Director of Public Works

DEPT: Public Works

SUBJECT: Lear Theater (First Church of Christ, Scientist) – RFI/RFP Process Overview and Key Milestones

On April 8, 2026, Reno City Council directed staff to prepare a Request for Proposal (RFP) process for the Lear Theater (First Church of Christ, Scientist). This memo outlines the process to solicit and evaluate redevelopment concepts which is designed to maximize long-term public value, ensure competitive market participation, and reduce implementation risk before advancing a final agreement to Council.

Process Overview and Timeline

Phase 1 – Request for Information (RFI) / Request for Concept Proposals (RFCP)

- June 1, 2026 – Issue RFI/RFCP
- June 15, 2026 – Questions due
- June 19, 2026 – Responses posted
- July 15, 2026 – Submittals due
- By August 1, 2026 – Shortlist of finalists

Phase 2 – RFP (Shortlisted Teams Only)

- Fall 2026 – Site visits and pre-submittal meetings
- December 2026 – RFP closes

Phase 3 – Evaluation and Selection

- January 2027 – Proposal review
- February 2027 – Staff recommendation to Council

What Selection Committee Will Evaluate

Through this process, the Selection Committee will evaluate proposals based on:

- Alignment with Council priorities
- Financial feasibility and funding strategy
- Project readiness and implementation timeline
- Team experience and track record
- Long-term community value vs. one-time revenue

Staff will update Council throughout the process.