

CHARTER TOWNSHIP OF UNION
EAST DOWNTOWN DEVELOPMENT AUTHORITY DISTRICT

RFQ - REQUEST FOR QUALIFICATIONS

The Charter Township of Union is seeking qualified irrigation design professionals to submit their qualifications for consideration to provide irrigation design advisory services to help the Economic Development Authority Board identify and prioritize necessary design elements and preferred features and controls for the planned reinstallation of the East Downtown Development Authority District's underground irrigation system along the E. Pickard Rd. (M-20) corridor from west of the US-127 interchange to Packard St.

Qualification must be submitted by email to rnanney@uniontownshipmi.com or delivered in a sealed envelope to the Charter Township of Union, Attn. Rodney Nanney, Community and Economic Development Director, 2010 S Lincoln Rd., Mt. Pleasant, MI 48858, no later than 10:00am on Tuesday, June 11, 2024, at which time they will be opened. Postmarks will not be accepted.

The RFQ will be posted on the Township website at www.uniontownshipmi.com. Questions regarding this request should be directed to Community and Economic Development Director, Rodney Nanney at (989) 772-4600 ext. 232 or rnanney@uniontownshipmi.com

The Charter Township of Union reserves the right to reject any or all responses received if it determines in its sole discretion that the response will not achieve the objectives set forth in the RFQ document. The Charter Township of Union is an equal opportunity provider and employer.

**REQUEST FOR QUALIFICATION (RFQ)
FOR IRRIGATION DESIGN ADVISORY SERVICES**



Issued by:
Charter Township of Union
Economic Development Authority Board for the
East Downtown Development Authority District

All Qualifications and other communications must
be addressed and returned to:

Rodney C. Nanney, AICP – Community and Economic Development Director
rnanney@uniontownshipmi.com
(989) 772-4600 Ext. 232
2010 S Lincoln Rd
Mt. Pleasant, MI 48858

Responses must be received no later than **10:00 AM Eastern Time, on Tuesday, June 11, 2024**, with project name clearly marked on the outside of the envelope “RFQ - Irrigation Design Advisory Services.”

Name and address of the respondent must be clearly printed on the outside of the envelope.

REQUEST FOR QUALIFICATION (RFQ) FOR IRRIGATION DESIGN ADVISORY SERVICES

Introduction

The Charter Township of Union is seeking qualified irrigation design professionals to submit their qualifications for consideration to provide irrigation design advisory services to help the Economic Development Authority Board identify and prioritize necessary design elements and preferred features and controls for the planned reinstallation of the East Downtown Development Authority (EDDA) District's underground irrigation system along the E. Pickard Rd. (M-20) corridor from west of the US-127 interchange to Packard St.

For more than 15 years the EDDA has maintained a publicly owned-and-operated underground irrigation system along both sides of the M-20 corridor from the Township border at S. Summerton Rd. west through the US-127 interchange area to the border with the City of Mt. Pleasant just east of Packard St. The purpose of this EDDA irrigation system is to provide water to hanging flower baskets on the streetlights and on the decorative wing walls of the interchange, and to irrigate other planting beds and lawn areas along the corridor and within the interchange area.

In 2023, the portion of this system west of the US-127 interchange was removed as part of the complete reconstruction of this section of M-20 by the Michigan Department of Transportation (MDOT). As part of the reconstruction, MDOT reinstalled PVC conduit in all of the reinstalled streetlight foundations and under all of the driveways to facilitate future reinstallation of this system. The remaining part of this irrigation system to the east of the interchange was not affected by the road reconstruction and remains in operation.

Submission Requirements

1. Cover Letter: A brief introduction of the firm and the key personnel that would provide advisory services to the Township, contact information, interest in the project and a summary of qualifications for the firm and key personnel.
2. Company Profile: Information on firm size, history, services offered, and contact details
3. Relevant Experience: Detailed descriptions/illustrations of relevant projects, emphasizing experience in similar projects.
4. References: Contact information for at least three (3) references from recent projects.
5. Certifications: Proof of relevant certifications, licenses, and professional memberships.
6. Fee Structure: An outline of the general fee structure or billing rates.
7. Other Information: The respondent may include other relevant information to demonstrate their qualifications for this work.

Submission of Qualifications

Responses to this request for qualifications must be submitted by email to Rodney Nanney, Community and Economic Development Director, at rnanney@uniontownshipmi.com, or delivered in a sealed envelope to:

Charter Township of Union
Attn. Rodney Nanney, Community and Economic Development Director
2010 S. Lincoln Rd.
Mt. Pleasant, MI 48858

The name and address of the respondent must be clearly printed on the outside of the envelope.

The Charter Township of Union reserves the right to reject any or all responses received if it determines in its sole discretion that the response will not achieve the objectives set forth in the RFQ document. The Charter Township of Union is an equal opportunity provider and employer.

Submission Deadline

Responses to this request for qualifications must be received by the Community and Economic Development Director no later than **10:00am on Tuesday, June 11, 2024**, at which time they will be opened. Postmarks will not be accepted. Submittals received after this deadline may not be considered.

Questions

Any questions regarding this request for qualifications should be directed to Rodney Nanney at (989) 772-4600 extension 232, via email to rnanney@uniontownshipmi.com.

Supplemental Information

The Charter Township of Union has the right to disclose information contained in the submittals, and to photocopy, circulate, or otherwise distribute any material submitted in response to this request for qualifications.

The Charter Township of Union further reserves the right to make all decisions regarding this request, including, without limitation, the right to decide whether a submittal does or does not substantially meet the minimum qualifications outlined in the request.