

**REQUEST FOR PROPOSALS  
ELECTRICAL, MECHANICAL, PLUMBING  
PLAN REVIEW & INSPECTION SERVICES**

The Charter Township of Meridian is requesting proposals from qualified individuals or firms capable of providing services related to electrical, mechanical, and plumbing inspection and plan review. Individuals or firms shall respond in writing to the Request for Proposal (RFP) and submit documentation substantiating their qualifications to perform the services required and verification they meet all State of Michigan licensing requirements for the services to be provided. A contractor will be required to carry Worker's Compensation Insurance, Bodily Injury and Property Damage, and Owner's Protective Liability in amounts specified by the Township.

Proposals shall be submitted to the Department of Community Planning and Development, Charter Township of Meridian Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, (517) 853-4500, **no later than January 15, 2010**. Early submittals are encouraged and will be reviewed as they arrive at the Township offices. Electronic PDF files will be accepted by emailing proposals to [kieselbach@meridian.mi.us](mailto:kieselbach@meridian.mi.us), as well as faxed proposals to (517) 853-4095.

Proposal envelopes will be plainly marked: **Request for Proposals Electrical Mechanical Plumbing Plan Review and Inspection Services.**

The Township will schedule interviews with the most qualified respondents and will recommend a selection to the Township Manager. The Township reserves the right to reject any or all proposals and to award a contract in the best interests of the Township. The final contract shall be subject to negotiations between the selected respondent and the Township.

Questions relative to this RFP may be directed to John C. Heckaman, Chief Building Inspector, (517) 853-4516; or Mark Kieselbach, Director of Community Planning and Development, (517) 853-4506, 5151 Marsh Road, Okemos, MI 48864.