



City of Marquette

REQUEST FOR PROPOSALS

RFP # 26-02

CINDER POND MARINA PIER REPLACEMENT

7-22-26

Deadline and RFP Opening will be at 3:00 PM, August 19, 2026. Location of the opening will be at Financial Services Conference Room 216, 300 West Baraga Ave, Marquette, MI 49855. RFPs must be emailed to ctynismaa@marquettemi.gov and one hard copy mailed in a sealed envelope. Bid information can be found on the City website at www.marquettemi.gov

Mail Proposals To:

City of Marquette
ATTN: Christina Tyynismaa, Finance Department
300 W. Baraga Ave.
Marquette, MI 49855

The City of Marquette reserves the right to reject any and all bids if judged not to be in the best interest of the City.

Karen M. Kovacs
City Manager

For questions or further information, contact:

ANDREW MACIVER
ASST.DIRECTOR OF COMMUNITY SERVICES
CITY OF MARQUETTE
401 EAST FAIR AVE
MARQUETTE, MI 49855
906-225-8594
AMACIVER@MARQUETTEMI.GOV

I. INTENT

It is the intent of this proposal to select a firm to provide services for design and construction oversight for demolition of existing infrastructure, and construction of a new pier system for the Cinder Pond Marina. The firm will work directly with the City of Marquette Staff.

II. SELECTION PROCESS

Selection will be made using a qualification based selection system to include experience with Great Lakes piers or harbor facilities, project management services, capability to meet the timelines and objectives as provided and cost factors. Final selection will be made by the City Commission.

RATING OF FIRMS

City staff will evaluate the proposals using a numeric rating system. Criteria and relative merit have not been determined at this time; however the following is given as an example of what a firm may expect:

- Relative experience of personnel (20 points)
- Experience in design and construction oversight of harbors/piers (20 points)
- Project management experience (15)
- Cost (20 points)
- References (10 points)
- Office location (15 points)

III REQUIRED CONSIDERATIONS

TASK ONE Site Evaluation & Development

1. Meet with the City staff as needed to obtain a thorough understanding of the specific desires
 - A Define
 - (1.) Basic client desires – Redesign to meet current ADA standards with as many slips as feasible for the marina.
 - (2.) Define scope of utilities to be provided
 - Upgrade electrical to current code
 - Utilize existing sewage pumpout infrastructure
 - Water and power to be provided to all slips
 - Reuse existing fuel pumps and provide new lines and required leak detection systems
 - Fire suppression
 - Fiber for WiFi and point of sale services at fuel dock.
 - (3.) Plans to mitigate ice damage
 - (4.) Specific project objectives to guide plan development

- B. Establish project team responsibilities and lines of communication
 - C. Review the status of the project efforts with the client as requested
 - D. Attend meetings in Marquette to discuss the project.
2. Develop bid set plans for demolition and construction for the Cinder Pond Marina piers
- A. Provide cost estimates for all services and materials
 - B. Produce plans for demolition and construction bids

TASK TWO Demolition of Existing Infrastructure

- 1. Removal of existing pier structure at Cinder Pond Marina
 - A. Provide project management and overview of demolition phase

TASK THREE Installation of New Pier System

- 1. Obtain and install a new pier system at Cinder Pond Marina.
 - A. Provide project management and overview of construction phase

TASK FIVE Final Deliverable

The final adopted Cinder Pond Marina Pier Replacement proposal, **One (1) electronic PDF copy and one (1) COPIES OF THE FINAL DOCUMENT, AND THE PLAN** (All in copier ready format) must be supplied to the City. Precision of language, clear organization, and clarity of presentation should be emphasized in all documents.

IV. OTHER CONSIDERATIONS

The successful bidder will be notified of the award in writing and will be expected properly and promptly to execute a contract, such contract will include the following conditions:

INSURANCE

Provide evidence of insurance and the coverage limits, or state method for addressing insurance in the following categories:

- Workers Compensation – in compliance with Worker’s Compensation Act
- Comprehensive General Liability (including coverage for completed operations)
- Comprehensive Automobile Liability (including non-ownership and hired car)
- Professional Liability (errors and omissions, including contractual liability)

DOCUMENTS

All documents including drawings and specifications created or existing as part of this project, shall be available for use by, and become property of, the City.

V. OBJECTIVES OF THE REQUEST FOR PROPOSAL

The objective of the RFP is to:

- Develop a site plan for the Cinder Pond Marina Pier Replacement.

Proposals should be prepared simply and economically, providing a straightforward, concise description of the consultant's ability to meet the requirements of the RFP.

TIMELINES

The following timelines is suggested

- | | |
|------------------------|------------------------------------|
| • August, 2026 | City Commission Approve Consultant |
| • September – November | Draft Plan Development |
| • November 2026 | Demolition |
| • December 2026 | Final Plans Approved |
| • April 2027 | Installation of new piers |
| • May 2027 | Project Completion |

BUDGET:

The City has budgeted \$3,388,000 for this project with a 50% match from the Michigan Department of Natural Resources Waterways Grant Program.

VI. RECEIPT OF INFORMATION

Interested parties are invited to respond to this RFP by submitting a response to the City. Please see section III, "Required Considerations" in formulating your response.

To be considered by the City of Marquette, **one (1) black and white** (copy able) Proposals and **one (1) PDF electronic proposals** must be received at the City Finance Department no later than **3:00 p.m. EST**

August 19, 2026. Proposals are to be in sealed envelopes, clearly identifying the proposal title, "Cinder Pond Marina Pier Replacement" and are addressed to:

City of Marquette
Christina Tyynismaa, Finance Dept.
RFP – 26-02
Cinder Pond Marina Pier Replacement
300 W. Baraga
Marquette MI 49855

Proposals will be publicly opened at the following place and time:

Date: August 19, 2026

Time: 3:00 p.m. EST

Place: City Manager's Conference Room

LATE PROPOSALS

Any proposals received by the City Finance Department after the exact date specified above will not be considered.

WITHDRAWAL OF PROPOSALS

Proposals may be withdrawn by written notice received at any time prior to award.

Proposals may be withdrawn in person by an officer or by a representative of the firm, provided that the representative signs a receipt for the proposal prior to award.

Transmission by fax or email will not be accepted. **The City of Marquette reserves the right to reject any and all proposals.**

VII. QUESTIONS CONCERNING THE RFP

Please direct all comments and questions to Andrew MacIver, Assistant Director of Community Services. All contact regarding this RFP or any matter relating thereto must be in writing and may be mailed, e-mailed, or faxed as follows:

Andrew MacIver
Assistant Director of Community Services
401 East Fair Ave
Marquette, MI 49855
Phone: (906) 225-8594
Fax: (906) 228-0429
Email: amaciver@marquettemi.gov