



## **Frequently Asked Questions (FAQ)**

### **LEED Initiative – Targeted Redevelopment Program Community-Based Neighborhood Planning RFQP**

## **1. What is the purpose of this RFQP?**

The Lansing Economic Development Corporation (Lansing EDC) is seeking qualified firms or multidisciplinary teams to lead community-based planning and neighborhood activation efforts for two Mayor-Designated Neighborhoods of Focus: Willow–Walnut and Baker–Donora. The goal is to support equitable, community-driven redevelopment and position these neighborhoods for future public and private investment.

## **2. Who is eligible to apply?**

Planning firms, economic development consultants, community development organizations, or multidisciplinary teams with experience in community-based planning, redevelopment strategy, engagement, and implementation are encouraged to apply. Teams with experience in historically disinvested or underrepresented neighborhoods are strongly preferred.

## **3. Can teams submit jointly?**

Yes. Multidisciplinary teams and joint ventures are encouraged. Proposals should clearly identify team roles, responsibilities, and a primary point of contact.

## **4. Are firms required to have prior experience in Lansing?**

No. Familiarity with Lansing or similar mid-sized cities is preferred but not required.

## **5. What neighborhoods are included in the project?**

The two project areas are:

- **Willow–Walnut Neighborhood** (north of downtown Lansing)
- **Baker–Donora Neighborhood** (south Lansing)

Reference maps are included in the RFQP to provide general geographic context.

## **6. Is this one contract or multiple awards?**

Lansing EDC reserves the right to select one or more firms and negotiate scope and fees accordingly.

## **7. What is the anticipated project period?**

The period of performance is expected to run from May 1, 2026, through October 31, 2026.

## **8. What types of services are expected?**

The selected firm(s) will lead:

- Community engagement and neighborhood activation
- Existing conditions and opportunity analysis
- Visioning and redevelopment framework development
- Implementation and investment strategy creation
- Final redevelopment plans and presentations

Each neighborhood will have a separate planning process and plan.

## **9. What should be included in the proposal?**

Proposals should include:

- Cover Letter
- Firm/Team Overview
- Relevant Experience & Case Studies
- Proposed Approach & Workplan
- Community Engagement Philosophy
- Project Team & Roles
- Timeline
- Budget & Fee Proposal
- Three References

## **10. Is there a page limit?**

No formal page limit is set; however, proposals should be concise, well-organized, and responsive to the evaluation criteria.

## **11. How will proposals be evaluated?**

Proposals will be evaluated based on:

- Understanding of project goals and context
- Strength of approach and methodology
- Experience with similar projects
- Quality and inclusivity of engagement strategies
- Team qualifications
- Cost effectiveness and value

## **12. What is the deadline to submit questions?**

All RFQP inquiries must be submitted by March 15, 2026.

## **13. What is the proposal submission deadline?**

Proposals must be received no later than 5:00 PM (ET) on March 27, 2026. Late submissions will not be considered.

## **14. How should proposals be submitted?**

Respondents must submit:

- One (1) unbound hard copy, and
- One digital copy emailed or provided via USB.

Deliver or mail to:

Lansing Economic Development Corporation  
Attn: RFQP for LEED Initiative: Targeted Redevelopment Program  
401 S. Washington Sq. Ste. 101  
Lansing, MI 48933

Digital submissions may be sent to: [aurelius@lansingedc.com](mailto:aurelius@lansingedc.com)

**15. Who is the point of contact?**

All questions should be directed to:

Aurelius Christian

Email: [aurelius@lansingedc.com](mailto:aurelius@lansingedc.com)

Phone: (517) 331-2773

**16. Will there be interviews?**

Lansing EDC may conduct interviews or request additional information at its discretion as part of the selection process.

**17. Can the RFQP be amended?**

Yes. Lansing EDC reserves the right to amend the RFQP. All addenda will be posted on the Lansing EDC website.

**18. Are site visits required?**

Site visits are not required but are encouraged at the respondent's discretion.

**19. What happens after selection?**

Selected firms will enter contract negotiations with Lansing EDC to finalize scope, schedule, and budget prior to award.