



REQUEST FOR PROPOSAL (RFP)

Celebrate Meridian Drone Show

Issued By:

Meridian Township Parks and Recreation Department
Courtney Wisinski, Director
March 28, 2025

1. INTRODUCTION

Meridian Township Parks and Recreation Department invites proposals from qualified vendors to provide a drone light show for an upcoming event. This RFP outlines the requirements, scope, and expectations for the event.

2. EVENT DETAILS

- **Event Name:** Meridian Township Celebrate Meridian Block Party
- **Date & Time:** June 28, 2025, 2 pm until dusk/drone show
- **Location:** 5151 Marsh Road, Okemos, MI 48864 (see attached event location with firework/drone show area)
- **Audience Size:** 15,000 – 20,000

3. SCOPE OF WORK

The selected vendor will be responsible for:

- Providing a drone light show of 15-18 minutes.
- Designing and executing a synchronized aerial display aligned with the event theme.
- Obtaining necessary permits and regulatory approvals.
- Ensuring safety compliance with FAA or local aviation regulations.
- Providing a contingency plan in case of adverse weather conditions.
- Handling setup, operation, and teardown of the drone fleet.

4. TECHNICAL REQUIREMENTS

Proposals should include details on:

- Number of drones available for the show.



- Software and technology used for synchronization.
- Safety measures and redundancy plans.
- Power requirements and operational needs.

5. PROPOSAL SUBMISSION REQUIREMENTS

Vendors should include the following in their proposals:

- Company background and experience with drone shows.
- Sample portfolio or video links of previous performances.
- Proposed drone show concept and design approach.
- Itemized cost estimate (including all fees, permits, and insurance).
- References from past clients.
- Timeline and milestones for preparation and execution.

6. SELECTION CRITERIA

Proposals will be evaluated based on:

- Creativity and alignment with event theme.
- Experience and track record.
- Compliance with safety and regulatory standards.
- Cost-effectiveness and value.
- Technical capability and reliability.

7. RFP TIMELINE

- **RFP Issued:** March 28, 2025
- **Proposal Submission Deadline:** April 7, 2025
- **Vendor Selection & Notification:** April 8, 2025
- **Event Date:** June 28, 2025



8. CONTACT INFORMATION

All proposals and inquiries should be directed to:
Courtney Wisinski, Parks and Recreation Director
Meridian Township
wisinski@meridian.mi.us
517-8534604

Thank you for your interest in collaborating with Meridian Township Parks and Recreation for this exciting event!



Celebrate Meridian Event

5151 MARSH ROAD, OKEMOS, MI



1" = 250'