



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: May 27, 2026

AGENDA ITEM: Consider a motion to approve the procurement contract with Bolton and Menk for preliminary engineering services for the septic hauler relocation project for \$28,600 and allow the General Manager to sign the contract.

PREPARED BY: Steve Mattson, Water/Wastewater Department Manager

BACKGROUND:

This procurement contract is for an approved 2026 W WW capital project. Only internal labor for project planning has been spent to date for the project.

This project scope is to relocate the septic receiving station to accommodate potential housing development at the former wastewater treatment plant site while improving operational efficiency through more accurate load volume measurement, streamlined billing processes, enhanced screening protection for wastewater infrastructure, and improved regulatory compliance.

The GRPUC Procurement Policy was followed as two quotes were received for the engineering services. Bolton and Menk provided the low quote and the project team also utilized the rubric process to further evaluate the services.

The vendor's Certificate of Insurance has been verified to meet the contract requirement and is on file.

RECOMMENDATION:

Approve a motion to approve the procurement contract with Bolton and Menk for preliminary engineering services for the septic hauler relocation project for \$28,600 and allow the General Manager to sign the contract.