




City of Hartford * County of Van Buren * State of Michigan

TO: Mayor Hall and the Hartford Commission

FROM: Nicol Brown, City Manager 

DATE: November 25, 2024

RE: **APPROVAL OF ENGINEERING SERVICES FOR SPARK GRANT**

ITEM BEFORE THE COMMISSION:

The item before the Commission is to approve Abonmarche Consultants, Inc., as the engineer for the Spark grant at the fee of \$158,500.

DISCUSSION:

The City of Hartford was awarded the Spark grant for \$869,900, providing additional parking spaces, sidewalks, lighting and electrical upgrades, and pavilion and restroom improvements. As part of the grant agreement, the city advertised requests for proposals for engineering services.

Southwest Michigan Planning Commission (SWMPC) wrote the request for a proposal (RFP) for the engineering services. The Council of Michigan Foundation (CMF) approved the RFP. The RFP was advertised in the newspaper and emailed to Wightman Associates, Abonmarche Consultants, Progressive, Builders Exchange of Michigan, DLZ, Spicer, Pea Group, and Drummond Carpenter. We received bids back from Abonmarche and Wightman.

Marcy and I scored the RFPs (see attachment) and averaged the two scores. The scoring was based on the Quality of the work plan/approach, cost-effectiveness, personnel, capability, and completeness of the response. Abonmarche scored 96.5 out of 100, and Wightman scored 87.5 out of 100. The grant proposal estimated that the engineering cost would be \$166,000. Wightman's bid for the engineering cost was \$166,000, and Abonmarche's bid was \$158,500. The City sent our bid tabulation and recommendation to CMF.

RECOMMENDATION:

The City of Hartford City Commission approves Abonmarche Consultants, Inc., as the engineer for the Spark grant at the fee of \$158,500.

**SPARK Prime Professional Scoring
HARTFORD**

Criteria	Points Possible	Abonmarche		Wightman	
		Average Score	Notes	Average Score	Notes
Quality of the Work Plan/Approach	30	27.5	ADA expertise, will attend City Comm meeting for contractor bid selection, detailed work plan, good schedule	24.5	refers to MDNR instead of CMF throughout proposal; schedule not as good
Cost Effectiveness	20	20	under budget \$158,500	17	at budget \$166,000
Personnel (experience, qualifications, knowledge of project area/community, specific experience with public parks and projects funded by MDNR, state and federal grants)	20	20	All in house (survey, LA, etc) exp with SPARK, MDNR, grants; Do not have history working with the city. The company has the experience and	17	uses OCBA for LA; Will sub out the landscape architect
Capability (firm experience, references, ability to complete project tasks on time and budget)	20	19	capacity for the job	20	Worked with the city for years and completed the grant application
Completeness of Response	10	10	Very thorough.	9	
Total Available Points	100	96.5		87.5	