




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

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**TO:** Mayor Hall and the Hartford Commission

**FROM:** Quentin Clark, President of Certified Operator Services

**CC:** Nicol Pulluam, City Manager 

**DATE:** July 28, 2025

**RE:** **AUTHORIZATION TO ACCEPT F&V ENGINEERING AGREEMENT**

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## **ITEM BEFORE THE COMMISSION:**

The City Commission approves the proposal from Fleis and Vanderbrink Engineering to update the City's Industrial Pretreatment Program (IPP), Sewer Use Ordinance (SUO), and Schedule of Local Limits.

## **BACKGROUND:**

The City of Hartford is required by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to maintain and periodically update its Industrial Pretreatment Program (IPP) and Local Limits. The last update to the City's Local Limits was completed in 2001, and EGLE requires these limits be technically reviewed or updated at least every ten years, or when significant changes occur to the industrial users within the system.

Recent violations issued by EGLE in June 2024 for AM Hawk, the City's sole Significant Industrial User (SIU), further necessitate the update. These violations include exceedances for total suspended solids (TSS), phosphorus, and zinc, as well as missed reporting requirements. Although these have not caused pass-through or interference at the Wastewater Treatment Plant (WWTP), a revised Maximum Allowable Headworks Loading (MAHL) and Local Limits evaluation is necessary to determine appropriate load allocations that protect the WWTP and the environment.

## **Summary of Proposals Received**

The City solicited proposals from three qualified consulting firms. The proposals and pricing are summarized below:

Firm	Fee Type	Total Fee
Fleis & VandenBrink (Recommended)	Lump Sum	\$19,500
Wightman & Associates	Not to Exceed	\$25,000
Jones & Henry Engineers	Not to Exceed	\$51,750

### **Lump Sum vs. Not to Exceed Contracts**

- **Lump Sum (F&V):** A lump sum contract guarantees a fixed price for the defined scope of work. This provides the City with cost certainty.
- **Not to Exceed (Wightman, Jones & Henry):** These agreements cap the project cost but are billed based on time and materials. The final cost may be less than the cap required, but there is no price guarantee until the project is complete.

### **F&V Proposal Highlights**

Fleis & VandenBrink's proposal includes:

- Development of a new sampling plan.
- MAHL and Local Limits Evaluation.
- Technical assistance with Sewer Use Ordinance (SUO) updates.
- Updated Industrial Discharge Permit for AM Hawk.
- A project kickoff meeting and coordination with EGLE for approvals.

*Exclusions:* Sampling and lab analytical costs (estimated at \$12,000–\$18,000) and legal review of the SUO are not included in the lump sum.

F&V offers the most cost-effective proposal and has extensive experience in IPP development, including recent and ongoing work for municipalities across Michigan. Their fixed-fee structure limits financial risk and allows for better budgeting and planning.

### **RECOMMENDATION:**

Staff recommends that the City of Hartford's commission approve awarding the Industrial Pretreatment Program and Local Limits update project to **Fleis & VandenBrink** for a **lump sum fee of \$19,500**, and authorize the city manager to execute the agreement.