



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

TO: Mayor Hall and the Hartford City Commission

FROM: Nicol Pulluam, City Manager

DATE: September 8, 2025

RE: **APPROVAL OF A BID AWARD AND AGREEMENT WITH AN ENVIRONMENTAL REVIEW CONSULTANT**

ITEM BEFORE THE COMMISSION:

The item before the Commission to approve the bid award for an Section 106 onsultant.

DISCUSSION:

The MEDC has invited the city to continue with the application process for \$2,491,110 in grant funding toward infrastructure improvements on W. Main Street. The City committed \$307,890 in matching funds toward the estimated \$2.799M project. Due to the federal funds involved, the City was required to issue a Request for Proposals (RFP) for Environmental Review services. The RFP was distributed to pre-qualified consultants via email on August 12, 2025, and proposals were due August 29, 2025.

The city received four responsive proposals from SES Environmental, with a bid amount \$2,500 (there was an typing error in the proposal that was clarified with the consultant via email regarding they do NEPA in Michigan and Indiana); Environmental Consulting Services, with a bid amount \$3,500 - \$5,750; Triterra, with a bid amount of \$4,250 -\$5,000; and The Mannik & Smith Group, with a bid amount \$6,220. The proposals were tabulated. Wightman's scored the proposals in accordance with the criteria established in the RFP, and all consultants submitted a favorable proposal. Staff recommends SES Environmental because they were the lowest bidders. The MEDC will reimburse the city for 100% of the costs of these services.

RECOMMENDATION:

The City of Hartford City Commission approves the bid award to SES Environmental as the Environmental Review Consultant for \$2,500. Authorizes the city manager to sign the Environmental Review agreement.

PROJECT: W. Main Street Improvements
OWNER: City of Hartford
SERVICES: Environmental Review
PROPOSALS DUE: August 29, 2025

[illegible]