

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

TO: Mayor Hall and the Hartford City Commission

FROM: Nicol Pulluiam, City Managento

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

Description		SES Environmental Grandville, MI		Env. Consulting Solutions Royal Oak, MI		Triterra Lansing, MI		The Mannik & Smith Group Canton, MI		
Envrionme	ntal Review Fees	\$3,000.00		\$3,500 - \$5,750		\$4,250 - \$5,000		\$6,220.00		
Duration to) Complete	2 weeks follow 106 approval	ving Section	45-60 days, co following Sect approval	-	N.	/A	Decembe	r 29, 2025	
Voluntary Section 106 Review		N/A		N/A		\$3,950.00		N/A		
/oluntary F	Phase I Env. Site Assessment	\$2,500.00		N/A		N/A		\$3,000.00		
Other info		Proposal referenced Indiana Dept. of Environmental Mgmt.								