

REQUEST FOR PROPOSAL

Environmental Review Services

City of Hartford



Hartford City Hall
19 W Main St
Hartford, MI
49057
(269) 621-2477



Bid Form

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE: _____ EMAIL: _____

NAME: _____

TITLE: _____

SIGNATURE: _____ DATE: _____



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

REQUEST FOR PROPOSAL ENVIRONMENTAL REVIEW SERVICES

The City of Hartford is requesting a proposal from your firm for a National Environmental Protection Act (NEPA) study and statutory compliance report for compliance with HUD-funded projects (24 CFR Part 58). Your firm was identified on the MSHDA 2024 Pre-Qualified Consultant List for Environmental Services. Proposals are due by **1:00 p.m. on August 29, 2025**. Proposals may be emailed to Ms. RoxAnn Rodney-Isbrecht, Clerk/Assistant Manager, at: cityclerk@cityofhartfordmi.org or delivered to: City of Hartford, 19 W. Main Street, Hartford, MI 49057, Attention: Ms. RoxAnn Rodney-Isbrecht, Clerk/Assistant Manager.

Project Title: W. Main Street Improvements Project

Project Limits: W. Main Street from the west City Limits to Center Street

Project Scope: The project for which funds will be requested consists of roadway reconstruction and water main replacement on W. Main Street from the west City limits to Center Street, including approximately 200' of each approach. The existing water main will be replaced with a new 12" ductile iron water main from Mary Street to Center Street, including approximately 200' of each approach. As part of the project, the new water main will be installed beneath the CSX railroad. Water services will be replaced within the public right-of-way, and any lead water services encountered will be replaced into the building. The roadway will be fully reconstructed throughout the project limits. Some storm sewers will be replaced or added, and minor sanitary sewer improvements may be needed. No new easements are anticipated. The project is located along a commercial corridor in the central part of the City. There are no known environmental concerns (eg, bodies of water, wetlands, historic sites, critical dunes, contamination), although permits will be required from EGLE for water main construction. A location map is attached.

Project Description: The project includes approximately 0.5 miles of improvements to W. Main Street from the west City Limits to Center Street, plus approximately 200' of each approach at Center Street. The existing cast iron water main will be replaced with a 12" water main from Marion Avenue to Center Street, including approximately 200' of each approach at Center Street. As part of the water main replacement, a new water main will be installed beneath the CSX railroad. Additionally, lead service lines will be replaced for the entire length of the project. The roadway will be reconstructed with a new aggregate base, hot mix asphalt (HMA) surfacing, new drainage structure covers, ADA ramp improvements, curb and gutter replacement as necessary, permanent signs, pavement markings, and slope restoration.

19 West Main St * Hartford * MI * 49057 * 269-621-2477 * 269-621-2054 fax

www.cityofhartfordmi.org

Schedule

Below is the schedule for these services.

Event

Date

Proposals due

08/29/25

City award to the consultant

09/22/25

Consultant to complete NEPA study, including publications

12/29/25

The proposal will include all services and fees required for a full NEPA study in compliance with HUD. Chapter 5 – Environmental Review of the MEDC Grant Administration Manual is attached and the Environmental Assessment (EA) must comply with these requirements. Additional supporting documents may be found at <https://www.miplace.org/programs/community-development-block-grant/grant-administration-manual/>. The consultant services will include preparation of the EA and all supporting documents, along with required publications (City to pay publication fees), and will conclude upon the MEDC approving the *Request for Release of Funds and Certification*. The City is contracting separately with a firm for a Section 106 Review through SHPO, and that documentation will be provided to the consultant for inclusion into the ER. The proposal should include the name of the project manager and any team members or subconsultants. These services will be funded with CDBG funds and the selected consultant will need concurrence from the Michigan Economic Development Corporation (MEDC).

Questions regarding this RFP may be directed to Ms. Nicol Pulluam, City Manager, at 269-621-2477 or via email at citymanager@cityofhartfordmi.org.